



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

COUNCIL

9AM, WEDNESDAY 7 JULY 2021

TAIWHANGA KAUNIHERA, PAPA TUATAHI,
WHAKAHAERE TŪMATANUI,
TE MARAE O HINE, PAPAIOEA

COUNCIL CHAMBER, FIRST FLOOR,
CIVIC ADMINISTRATION BUILDING
32 THE SQUARE, PALMERSTON NORTH

MEMBERS

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

AGENDA ITEMS, IF NOT ATTACHED, CAN BE VIEWED AT

pncc.govt.nz | Civic Administration Building, 32 The Square
City Library | Ashhurst Community Library | Linton Library

Heather Shotter

Chief Executive | PALMERSTON NORTH CITY COUNCIL

COUNCIL MEETING

7 July 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. Presentation - Queen's Birthday Honours

Presentation, by Grant Smith, The Mayor.

Page 7

5. **Confirmation of Minutes** Page 11
 "That the minutes of the ordinary meeting of 2 June 2021 Part I Public be confirmed as a true and correct record."

6. **Notice of Motion - Parking Fees and Charges** Page 21

REPORTS

7. **Adoption of Council's Strategies and Plans: Presentation of the Committee of Council's Recommendations from its 23 June 2021 Meeting** Page 29

8. **Adoption of the Long Term Plan 2021-31 (10-Year Plan), including the Financial and Infrastructure Strategies** Page 30
 Memorandum, presented by David Murphy, Chief Planning Officer
 Stuart McKinnon, Chief Financial Officer.

9. **Setting Rates for 2021/22** Page 37
 Memorandum, presented by Steve Paterson, Strategy Manager - Finance.

10. **Resolutions to Authorise Borrowing** Page 51
 Memorandum, presented by Steve Paterson, Strategy Manager - Finance.

11. **Tamakuku Terrace Six-Monthly Update** Page 55
 Memorandum, presented by Bryce Hosking, Manager - Property.

12. **Alteration of resolution- Change of date for September 2021 Council meeting** Page 61
 Memorandum, presented by Hannah White, Democracy and Governance Manager.

13. **Council Work Schedule** Page 63

RECOMMENDATIONS FROM COMMITTEE MEETINGS

14. Presentation of the Part I Public Finance & Audit Committee Recommendations from its 23 June 2021 Meeting

Page 67

15. 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
16.	Minutes of the ordinary meeting - Part II Confidential - 2 June 2021	For the reasons set out in the ordinary minutes of 2 June 2021, held in public present.	
17.	150th Variety Show	Privacy, Third Party Commercial and Negotiations	s7(2)(a), s7(2)(b)(ii) and s7(2)(i)
18.	Rotation of Trustees/Directors on Council Organisations	Privacy	s7(2)(a)
19	Part IIB Performance Review of the Chief Executive	Privacy	s7(2)(a)

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.

PRESENTATION

TO: Council

MEETING DATE: 7 July 2021

TITLE: Presentation - Queen's Birthday Honours

FROM: Grant Smith, The Mayor

RECOMMENDATION TO COUNCIL

That Council note that congratulations have been conveyed on behalf of the Council to the local recipient of the Queen's Honours 2021.

SUMMARY

The Mayor will refer to the local recipient of the Queen's Birthday Honours.

ATTACHMENTS

1. Queen's Honours List [↓](#) 

QUEEN'S BIRTHDAY HONOURS LIST 2021

Name	Type of Honour	Reason	Details
Sergeant Andrew George (Andy) Brooke	The Queen's Service Medal	For services to Search and Rescue.	<p>Sergeant Andy Brooke has been employed with the New Zealand Police since 1981 and has been involved with Search and Rescue since 2004.</p> <p>Sergeant Brooke is Chairman of the Palmerston North Search and Rescue Group. He has been the Officer in Charge of the Manawatu Police Search and Rescue Squad since 2008. He has set up events, encouraged new members and run training courses in his own time. He has coordinated volunteers to join larger searches in Wellington, Whanganui and the Central Plateau. He has assisted with national events and represents Central Police District at the national level in SAR matters. He organised and ran bushcraft courses for the Manawatu Branch of Mountain Safety Council between 2010 and 2015, having been a member since 2008. He was a founding member of Outdoor Training New Zealand, which co-ordinates teams of volunteer instructors to deliver training to the general population and especially young people preparing for their Duke of Edinburgh's Hillary Award expeditions. He has been programme coordinator and gear custodian since 2015. He has been a tutor in the Emergency Management Department of Tai Poutini Polytechnic since 2007 and an instructor for LandsAR Training. Sergeant Brooke helped set up the Wandersearch programme in the Manawatu which uses radio tracking to locate people at risk of wandering.</p>

QUEEN'S BIRTHDAY HONOURS LIST 2021

Former Mayor Heather Tanguay	The Queen's Service Medal	For services to local government and the community	<p>Mrs Heather Tanguay was a Palmerston North City Councillor from 1995 and Mayor of Palmerston North from 2004 to 2007 and has volunteered hundreds of hours to West Auckland community projects over the past seven years.</p> <p>Mrs Tanguay was Executive Director of Red Cross Palmerston North from 1987 to 1994, establishing the Manawatu Multicultural Council and initiating several fundraising schemes including an annual book sale which has raised more than \$1 million. She initiated the Ethkick annual football tournament in Palmerston North and introduced a Muslim women's swimming group. She organised West Auckland's Ethkick tournament in 2019. She has facilitated the settlement of hundreds of refugees in Palmerston North. She is President of Tītirangi U3A and volunteers for the Give a Kid a Blanket initiative. She established the Glen Eden Residents Association and the Glen Eden Community Pataka programme, which provides hundreds of families with emergency food. From 2013 she worked with her husband to transform the Milan Bush Reserve, which won a top local environment award in 2020. From 2007 to 2013 she was the Funding and Community Development Advisor for DIA in Palmerston North, helping to establish the Roslyn Education and Health Programme. Mrs Tanguay helped develop the New Zealand Toy Safety Standard, still in place today.</p>
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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 02 June 2021, commencing at 9.00am

Members Present: Grant Smith (The Mayor) (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.

44-21 Confirmation of Minutes

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

That the minutes of the ordinary meeting of 5 May 2021 Part I Public be confirmed as a true and correct record.

Clause 44-21 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.

Acknowledgement of Achievement

The Mayor noted the outstanding achievement of two residents of Palmerston North:

Sir Mason Durie was appointed the Order of New Zealand for services to the nation for his work with Maori health and Whanau Ora. This is an exceptional honour, he is one of only 20 living people with this honour in the country.

Dr Farah Palmer has become the first female Deputy Chair of the New Zealand Rugby Union.

Declaration of Interest

Councillor Vaughan Dennison declared an interest in Item 8 Review of Trust Deeds (clause 48) but stated he would consider the item with an open mind.

REPORTS

45-21

Cuba Street Stage 2 - Report on Further Engagement

Memorandum, presented by Geoff Snedden Manager – Project Management Team.

A resolution was made to mitigate the loss of carparks on Cuba Street during the construction phase by investigating options for more carparking on Taonui St.

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

1. That the report titled 'Cuba Street Stage 2 - Report on Further Engagement' be lifted off the table.

Clause 45-21.1 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.

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

2. That the Council notes the concept modifications to Cuba Street, and endorses the staging of some pedestrian safety initiatives to be removed from the Cuba Street scope and delivered as part of the Streets for People programme of work for Rangitikei Street.
3. That the Council approve the modified Cuba Street Stage 2 Project to proceed to tender.

Clause 45-21.2 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.

Moved Vaughan Dennison, seconded Leonie Hapeta.

RESOLVED

4. To investigate the re-configuration of parking on Taonui Street to increase car parking capacity.

Clause 45-21.3 above was carried 9 votes to 6, with 1 abstention, the voting being as follows:

For:

Councillors Susan Baty, Vaughan Dennison, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Karen Naylor and Bruno Petrenas.

Against:

The Mayor (Grant Smith) and Councillors Brent Barrett, Zulfiqar Butt, Renee Dingwall, Lorna Johnson and Aleisha Rutherford.

Abstained:

Councillor Rachel Bowen.

46-21

Fees and Charges - Confirmation Following Public Consultation

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

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

1. That the submission relating to planning fees, as attached in Attachment 1 of the memorandum titled 'Fees and Charges – Confirmation Following Public Consultation' presented to the Council on 2 June 2021, be received.
2. That the fees and charges for Planning & Miscellaneous Services, as scheduled in Attachment 2 of the memorandum titled 'Fees and Charges – Confirmation Following Public Consultation' presented to the Council on 2 June 2021, be approved, effective from 1 July 2021 noting this includes a change to the charge for Swimming Pool inspections and re-inspections to \$203 rather than \$205 originally proposed.
3. That the fees and charges for Trade Waste Services, as scheduled in Attachment 3 of the memorandum titled 'Fees and Charges – Confirmation Following Public Consultation', presented to the Council on 2 June 2021, be approved, effective from 1 July 2021.

4. That the changes for lease parking, as scheduled in Attachment 4 of the memorandum titled 'Fees and Charges – Confirmation Following Public Consultation', presented to the Council on 2 June 2021, be approved, effective from 1 July 2021.

Clause 46-21 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 10.30

Meeting resumed 10.48

47-21 Representation Review 2021

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

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

1. That the report titled 'Representation Review 2021' be received for information.
2. That Council agrees the principles set out in section 4.4 of the report titled 'Representation Review 2021' for assessing practicable options for representation arrangements, to be brought to its 4 August 2021 meeting.
3. That Council schedule a meeting for 9am 23 September 2021 to hear submitters wishing to be heard on the 2021 Representation Review.

Clause 47-21 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.

Adjourned at 11.15am

Resumed at 1.16pm

48-21 Review of Trust Deeds

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

Officers noted that Manawatū-Wanganui Regional Disaster Relief Fund Trust is administered by Horizons Regional Council and during debate, Elected Members also removed Wildbase Recovery Community Trust from the list of trust deeds for review. Elected Members requested any changes be brought back to Council.

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

1. That Council agree to work with the trust boards to review the trust deeds for the following trusts:

- ☐ Te Manawa Museums Trust
- ☐ Regent Theatre Trust
- ☐ Globe Theatre Trust
- ☐ Caccia Birch Trust
- ☐ Palmerston North Performing Arts Trust
- ☐ Palmerston North Heritage Trust
- ☐ Jaycee Trust

2. That Council is presented with any trust deed changes.

Clause 48-21 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.

49-21

Council Work Schedule

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

That the Council receive its Work Schedule dated June 2021.

Clause 49-21 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

50-21 Arts, Culture & Heritage Committee Part I Public - 5 May 2021

Consideration was given to Arts, Culture & Heritage Committee's recommendations below.

Moved Rachel Bowen, seconded Brent Barrett.

Deliberations report on Section 17A Review of Caccia Birch House

RESOLVED

1. That Council endorse Option 2, Service delivery by the Council, of the report titled 'Deliberations report on Section 17A Review of Caccia Birch House', presented to the Arts, Culture & Heritage Committee on 5 May 2021, as the preferred option for the day-to-day management of Caccia Birch House, grounds and Coach House.
2. That the Chief Executive works with the Trust Board to develop a process for the management of Caccia Birch House to transition from a Council Controlled Organisation (CCO) to in-house delivery.
3. That the Chief Executive develops a model to enable community involvement in the in-house service delivery and reports back to Arts, Culture & Heritage Committee by February 2022.
4. That the Chief Executive develop an operational and annual reporting model for in-house service delivery of Caccia Birch House.
5. That development of a conservation plan for Caccia Birch House and property is costed and included in the CBH Masterplan programme of work for 2023/24 and reported to Arts, Culture & Heritage Committee by June 2024.
6. That Council resolve to bring the Caccia Birch service delivery in-house by July 2022.
7. That the Chief Executive review the in-house service delivery and report back to Arts, Culture & Heritage Committee before July 2025.

Clause 50-21 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.

51-21

Community Development Committee Part I Public - 12 May 2021

Consideration was given to Community Development Committee's recommendation below.

Moved Lorna Johnson, seconded Rachel Bowen.

Progress update - Community Funding Policy

RESOLVED

1. That the 10-year plan decisions relating to the relevant funding 'envelopes' and strategic direction inform administration of relevant funds until the adoption of an updated policy.

Clause 51-21 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.

52-21

Planning & Strategy Committee Part I Public - 12 May 2021

Consideration was given to Planning & Strategy Committee's recommendations below.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

The Future Use of Summerhays Street/ Former Terrace End Bowling Club

RESOLVED

1. That the Statement of Proposal for "The Future Use of Summerhays Street/ Former Terrace End Bowling Club", included as attachment one to the report titled 'The Future Use of Summerhays Street/Former Terrace End Bowling Club' presented to the Planning & Strategy Committee on 12 May 2021, be approved for public consultation.
2. That the Chairperson and Deputy Chairperson of the Planning and Strategy Committee be given delegated authority to approve minor amendments to the Statement of Proposal for "The Future Use of Summerhays Street/ Former Terrace End Bowling Club."

Clause 52-21 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.

53-21

Finance & Audit Committee Part I Public - 26 May 2021

Consideration was given to Finance & Audit Committee's recommendation below.

Moved Karen Naylor, seconded Aleisha Rutherford.

Review of the Elected Members' Expenses and Allowances Policy 2021, and the Elected and Appointed Members' Professional Development & Training Policy 2021

RESOLVED

That the Chair of Finance and Audit Committee and Chair of Planning and Strategy Committee can approve minor edits to the Elected Members' Expense and Allowance Policy 2021 and the Elected and Appointed Members' Professional Development and Training Policy 2021.

Clause 53-21.1 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.

Moved Susan Baty, seconded Karen Naylor.

RESOLVED

2. That Council approve the Elected and Appointed Members' Expenses and Allowances Policy 2021 (Attachment 1) as amended, subject to approval of the Remuneration Authority.

[the amendments being;

- That all expense claims by Elected Members are reported annually to the Finance and Audit Committee.
- That Section 4 'Expenses on Council Business (Elected Members), Meal Allowance' (Elected and Appointed Members' Expenses and Allowances Policy) include the words 'unless needed for dietary requirements' in the following sentence: 'Separate meal costs will not be met where a meal has been provided as part of the training / conference / meeting, etc.'
- That Council will provide Elected Members with the option to claim a personal mobile plan connection with a Council-provided mobile phone.]

3. That Council approve the Elected and Appointed Members'

Professional Development and Training Policy 2021 (Attachment 2), as amended.

[the amendments being:

- That 'Te Tiriti o Waitangi training' be added to Section 5 'Policy, Imperative Training' (Elected and Appointed Members' Professional Development and Training Policy 2021).
- That Section 5 'Policy, Desirable Training' (Elected and Appointed Members' Professional Development and Training Policy 2021) include the word 'cultural' in the following sentence: 'It may include, but not limited to community issues which address environmental, social, and economic issues and challenges'.]

Clause 53-21.2 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.

Moved Susan Baty, seconded Karen Naylor.

Victoria Esplanade Bonsai/Shade House Project Options

RESOLVED

That during Ten Year Plan deliberations, Council considers establishing a budget of \$880,000 in Year 2, dependant on external funding of \$150,000 for a Bonsai House and Shade House.

Clause 53-21.3 above was carried 11 votes to 5, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Vaughan Dennison, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Bruno Petrenas and Aleisha Rutherford.

Against:

Councillors Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lorna Johnson and Karen Naylor.

EXCLUSION OF PUBLIC

54-21 Recommendation to Exclude Public

Moved Grant Smith, seconded Aleisha Rutherford.

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
15.	Presentation of the Part II Confidential Finance & Audit Committee Recommendations from its 26 May 2021 Meeting	Commercial Activities	LGOIMA s(7)(2)(h)

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 54-21 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.

The public part of the meeting finished at 1.58pm

Confirmed 7 July 2021

Mayor

NOTICE OF MOTION

TO: Council

MEETING DATE: 7 July 2021

TITLE: Notice of Motion - Parking Fees and Charges

FROM: Grant Smith, The Mayor

RECOMMENDATIONS

That Council

1. Revoke Clause 31.1-21 (part)

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.

Substitute with:

- 2. That the fees and charges for Parking as proposed in Appendix 13 (except for on-street parking changes) 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.**
 - 3. That the Chief Executive undertakes stakeholder engagement on the cost and duration of on-street parking changes contained within Appendix 13 of the 'Fees and Charges Review' Report to Finance and Audit Committee of 24 March 2021.**
 - 4. That the Chief Executive report back to the August Council meeting on outcomes of the engagement.**
-

NOTICE OF MOTION

I, Mayor Grant Smith, in accordance with Standing Orders 2.24.1, hereby GIVE NOTICE OF MOTION that I will move at the Council meeting on 7 July 2021 the following motion to revoke the previous resolution of Council set out below:

"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."

The resolution (Clause 31.1-21 (part)) was passed by Council on 07 April 2021, upon the recommendation from the 24 March Finance and Audit Committee, Clause 23-21 Fees and Charges, recommendation 13.

I intend to substitute it with the following resolution:

1. **“That the fees and charges for Parking as proposed in Appendix 13 (except for on-street parking changes) 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.”**
2. **“That the Chief Executive undertakes stakeholder engagement on the cost and duration of on-street parking changes contained within Appendix 13 of the ‘Fees and Charges Review’ Report to Finance and Audit Committee of 24 March 2021.”**
3. **“That the Chief Executive report back to the August Council meeting on outcomes of the engagement.”**



And I further give notice that in compliance with Standing Order 2.7.2 the reason for the Notice of Motion includes:

The need to pause and engage with the public before making a decision on on-street parking changes.

Moved: Grant Smith

Seconded: Vaughan Dennison

ATTACHMENTS

1. Notice of Motion - Signed version [↓](#) 
2. Officer's Response to Notice of Motion [↓](#) 

23 June 2021

To the Chief Executive
Palmerston North City Council
Palmerston North

Notice of Motion

I, Mayor Grant Smith, in accordance with Standing Orders 2.24.1, hereby GIVE NOTICE OF MOTION that I will move at the Council meeting on 7 July 2021 the following motion to revoke the previous resolution of Council set out below:

"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."

The resolution (Clause 31.1 (part)) was passed by Council on 07 April 2021, upon the recommendation from the 24 March Finance and Audit Committee, Clause 23-21 Fees and Charges, recommendation 13.

I intend to substitute it with the following resolution:

1. **"That the fees and charges for Parking as proposed in Appendix 13 (except for on-street parking changes) 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."**
2. **"That the Chief Executive undertakes stakeholder engagement on the cost and duration of on-street parking changes contained within Appendix 13 of the 'Fees and Charges Review' Report to Finance and Audit Committee of 24 March 2021."**
3. **"That the Chief Executive report back to the August Council meeting on outcomes of the engagement."**

And I further give notice that in compliance with Standing Order 2.7.2 the reason for the Notice of Motion includes:

The need to pause and engage with the public before making a decision on on-street parking changes.

Moved: Grant Smith
Seconded: Vaughan Dennison

Signed:



MEMORANDUM

TO: Council

MEETING DATE: 7 July 2021

TITLE: Officer advice on the 'Notice of Motion - Parking Fees and Charges' to Council dated 7 July 2021

PRESENTED BY: Stuart McKinnon, Chief Financial Officer and David Murphy, Chief Planning Officer

APPROVED BY: David Murphy, Chief Planning Officer
Stuart McKinnon, Chief Financial Officer

RECOMMENDATION(S) TO COUNCIL

1. That the Officer advice on the 'Notice of Motion – Parking Fees and Charges' to Council dated 7 July 2021 be received.

1. ISSUE

This memorandum provides officer comment on the 'Notice of Motion – Parking Fees and Charges' to Council dated 7 July 2021. The Notice of Motion is:

1. "That the fees and charges for Parking as proposed in Appendix 13 (except for on-street parking changes) 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."
2. "That the Chief Executive undertakes stakeholder engagement on the cost and duration of on-street parking changes contained within Appendix 13 of the 'Fees and Charges Review' Report to Finance and Audit Committee of 24 March 2021."
3. "That the Chief Executive report back to the August Council meeting on outcomes of the engagement."

The effect of the proposed Notice of Motion would be to implement all the new parking fees and charges except for those for on-street parking charges. On-street parking charges would be the subject of further consideration following a short period of community engagement on the current proposal, which is to:

- Standardise on-street parking at \$1.70/hr
- Extend paid parking on Thursday to 9pm (currently 5.30pm)



- Extend paid parking on Friday to 9pm (currently 5.30pm)
- Extend paid parking on Saturday to 9pm (currently to 3pm)
- Introducing paid parking on Sunday from 9am to 3pm (currently no charge)

2. BACKGROUND

In March 2021 the Council, following recommendations from the Finance and Audit Committee, decided to adopt changes to parking fees and charges from 1 July. The Fees and Charges Review report described the rationale for the changes as:

- To standardise and increase on-street parking fees
- Standardise off-street parking fees
- Standardise leased parking fees
- Extend parking hours on all paid parking (on-street, off-street, leased parking)

The strategic foundation for the proposed changes was described in the Fees and Charges Review report as:

- Helping to encourage greater use of active transport modes including public transport
- Simplifying the administration of lease parking and ensuring Council maximises the return on the off-street parking assets
- Ensuring full cost recovery of the administration costs of the parking activity

On 23 June 2021 the Finance and Audit Committee received 'Petition – New Parking Meter Fees'. The text of the petition, presented by Gerry Keating noted:

"While I don't have a problem with the increase in hourly fee, I do believe the extended hours will have a negative effect... These new hours will have a negative effect on people attending events and shows at our local theatres and venues."

Further comments were made about the effects of the changes on Sunday religious worship. The full text of the petition and the presentation made by Gerry Keating are in the minutes of that meeting.

Officers note that many of the comments presented by people in support of the petition included concerns with the parking charge increases as well as various aspects of the extension of hours.

Council has agreed to develop an Integrated Parking Plan in 2021/2022 to make progress towards achieving Council's strategic goals.

3. DISCUSSION OF OPTIONS

Elected members have a variety of courses of action available. These include:

- a) adopt all three recommendations of the Notice of Motion. Officers will then undertake limited community engagement about on-street parking and report back findings to the Council meeting on 4 August.



Adopting the Notice of Motion would enable elected members a limited opportunity to gauge community views on the proposed changes. There has not been any engagement or consultation with the community about the proposal other than through limited public comment and a petition after the changes were agreed.

Given the Council meeting is scheduled for 4 August, a disadvantage of adopting the Notice of Motion is that the timeframe proposed would not allow a community consultation process which would meet the decision-making principles provided by the Local Government Act. This is because the opportunity to provide feedback on the proposal would be very short (one week) and would limit the opportunity for submitters to communicate their views. Officers would be tasked with preparing the engagement materials, undertaking engagement, analysing feedback and preparing a report to Council within three weeks. The engagement materials would be concise with limited strategic context.

The level of engagement proposed by the Notice of Motion could be of limited value given the narrow nature of the proposal. Asking the community whether or not fees should increase without consideration of broader objectives will have a predictable outcome, and also take valuable resources from other projects to carry out the engagement. Officers advise that elected members also consider options b), c) or d) below.

- b) adopt all three recommendations of the Notice of Motion with amendments to allow community engagement and a report back in October (to better meet the requirements for consultation under the Local Government Act)

This option would enable a more appropriate level of community engagement to inform decision-making. It would also allow time for more comprehensive engagement materials to be prepared that contain broader strategic context (excluding any direction provided by the proposed Integrated Parking Plan). This option would also require resources to be allocated to an engagement process.

- c) adopt only the first recommendation of the Notice of Motion and then make decisions at this meeting about the matters under consideration (parking fees and the extension of days/hours)

This option would provide an opportunity for elected members to respond to the community concerns already raised through public comment and a petition.

- d) adopt only the first recommendation of the Notice of Motion and postpone decision-making about on-street parking until after the completion of a new Integrated Parking Plan.

This option would enable parking fees and charges to be considered within a broader strategic context. The Integrated Parking Plan is unlikely to be completed until early 2022 and may direct outcomes that are consistent with the proposed changes to the parking charges.



4. FINANCIAL IMPLICATION

The budgets for the ten-year plan include an assumption that parking revenue will increase by \$430k as a result of the parking changes described above. The Notice of Motion has put a hold on implementing all changes to on-street parking, meaning that a net revenue increase of \$340k from the proposed changes is at risk, dependant on the outcome of future decisions regarding on-street parking changes. This is because \$65k of this assumption relates to off-street parking changes and \$25k relates to increasing the Gold card permit fee.

The on-street components of the changes were estimated to generate revenue as follows:

- 1 \$140k by standardising pricing at \$1.50 p hr
- 2 \$75k by increasing the standard price to \$1.70 p hr.
- 3 Extending the paid parking hours (Thursday \$20k, Friday \$20k, Saturday \$50k and Sunday \$35k) – a total of \$125k

Revenue predictions have been based on a number of assumptions, some of which may or may not occur. There are risks to Council achieving budget results linked to both the time and nature of any resulting decisions relating to this issue.

In principle the longer the period of time to make decisions regarding parking changes, the more the Council is at risk of not achieving budget results. In a scenario where a decision may not result in a change to charges, Council will potentially have a \$340k shortfall in revenue by year end.

5. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
If Yes quote relevant clause(s) from Delegations Manual	
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 5: A Driven and Enabling Council	
The recommendations contribute to the outcomes of the Driven and Enabling Council Strategy	
The recommendations contribute to the achievement of action/actions in a plan under the Driven and Enabling Council Strategy	
Contribution to	Consideration of community views, even in a limited capacity,



strategic direction and to social, economic, environmental and cultural well-being	could improve the quality of decision-making by council.
--	--

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 7 July 2021

TITLE: Adoption of Council's Strategies and Plans: Committee of Council's Recommendations from its 23 June 2021 Meeting

Set out below are the recommendations only from the Committee of Council meeting Part I Public held on 23 June 2021. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

34-21 Adoption of Council strategic direction

Memorandum, presented by David Murphy, Acting Chief Planning Officer and Julie Macdonald, Strategy and Policy Manager.

The **COMMITTEE RECOMMENDS**

1. That the strategies and plans listed below and attached to the memorandum titled 'Adoption of Council strategic direction', presented to the Committee of Council on 23 June 2021, are adopted as the strategic direction underpinning the 2021-31 10-Year plan:

Te rautaki tāone auaha, tāone tiputipu – Innovative and growing city strategy

Te whakatipu tāone – City growth plan

Te whakawhanake ōhanga – Economic development plan

Ngā aranukunuku – Transport plan

Te tāone whakaihihi, tapatapahi ana – Creative and liveable city strategy

Te hapori hohe – Active communities plan

Te toi me te taonga tuku iho – Arts and heritage plan

Te ahuahua tāone – City shaping plan

Te rautaki hapori tūhonohono – Connected communities strategy

Te hapori tūhonohono – Connected communities plan

Te hapori haumarū – Safe communities plan

He rautaki tāone tautaiāo – Eco city strategy

Te āhuarangi hurihuri – Climate change plan

Te taiāo toitū – Environmental sustainability plan

Te Awa o Manawatū – Manawatū River plan

Te whakaaraara rawa – Resource recovery plan

Ngā wai – Waters plan

Te mana urungi papai tonu me te kirirautanga hohe – Governance and active citizenship plan

2. That the City Spatial Plan, attached to the memorandum titled 'Adoption of Council strategic direction', presented to the Committee of Council on 23 June 2021, is adopted.
3. That the strategies and plans attached to the memorandum titled 'Adoption of Council strategic direction', presented to the Committee of Council on 23 June 2021, replace the strategic framework adopted by Council on 11 June 2018.
4. That the executive summaries of the Asset Management Plans, listed below and attached to the memorandum titled 'Adoption of Council strategic direction', presented to the Committee of Council on 23 June 2021', are received:

AMP Parks and reserves

AMP Property

AMP Resource recovery

AMP Stormwater

AMP Transport

AMP Wastewater

AMP Water

5. That any minor amendments are able to be made to the attached documents prior to publication with the agreement of the Mayor and Deputy Mayor.

35-21

Approving the 2021-31 10-Year Plan (Long-term Plan) for Audit

Memorandum, presented by David Murphy, Acting Chief Planning Officer and Stuart McKinnon, Chief Financial Officer.

The **COMMITTEE RECOMMENDS**

1. That the 2021 Revenue and Financing Policy, as shown in the draft of the 10-Year Plan (Long-term Plan) (separately attached as Appendix 2), be adopted.
2. That the 2021 Development Contributions Policy (separately attached as Appendix 3) be adopted, as amended.
3. That the 2021 Significance and Engagement Policy (separately attached as Appendix 4) be adopted.

MEMORANDUM

TO: Council

MEETING DATE: 7 July 2021

TITLE: Adoption of the Long Term Plan 2021-31 (10-Year Plan), including the Financial and Infrastructure Strategies

PRESENTED BY: David Murphy, Chief Planning Officer
Stuart McKinnon, Chief Financial Officer

APPROVED BY: David Murphy, Chief Planning Officer
Stuart McKinnon, Chief Financial Officer

RECOMMENDATIONS TO COUNCIL

1. That the Long Term Plan 2021-31 (10-Year Plan) including the Financial and Infrastructure Strategies, as updated from the Committee of Council meeting of 23 June 2021 be adopted.
 2. That the Council acknowledges the Long Term Plan 2021-31 (10-Year Plan) is considered to be significantly inconsistent with the Financial Strategy as it is not financially sustainable over the full ten years of the 10-Year Plan, and that it commits to developing an updated Long Term Plan 2021-31 (10-Year Plan) once there is sufficient certainty about the future ownership and management of the current three waters functions of the Council, subject to any directions or legislation from Government regarding implementation of the three waters reform.
 3. That the adoption of the Long Term Plan 2021-31 (10-Year Plan) be confirmed as a significant decision and that the Council confirm it has developed the 10-Year Plan in compliance with the decision making and consultation requirements of the Local Government Act 2002.
 4. That the Mayor, Deputy Mayor, Chair of Finance and Audit and Chief Executive be given delegated authority to approve the final Long Term Plan 2021-31 (10-Year Plan) document for publication.
 5. That the Chief Executive be given delegated authority to authorise payments to Council Controlled Organisations and other external organisations generally in accordance with their respective Statements of Intent.
-

1. ISSUE

Council is adopting the Long Term Plan 2021-31 (10-Year Plan). The Plan sets out Council's levels of service, projects and budgets for the next 10 years. It shows what Council will do to work towards Council's Vision and Goals. Hence it reflects Council's Plans like the Active Recreation Plan, Three Waters Plan and Economic Development Plan. Updated versions of these Plans in light of changes made through the 10-Year Plan process were presented to the Committee of Council meeting on 23 June.

It also contains Council's Financial and Infrastructure Strategies.

The 10-Year Plan cannot be adopted without an Audit Report so on 23 June the Committee of Council approved the 10-Year Plan for referral to Audit. Audit NZ reviewed the Plan and will issue its report at the Council meeting provided that no changes are made to the Plan, other than the minor changes that were identified as part of the audit process (see section 3 of this report).

Under the Council's Significance and Engagement Policy the adoption of the 10-Year Plan is a significant decision so the Council has to confirm it has appropriately observed the decision making and consultation provisions (particularly Sections 77, 78, 80, 81 and 82) of the Local Government Act. Section 3 of this report describes the decision-making and engagement processes that Council used.

The adoption of the 10-Year Plan does not automatically authorise the actions in the Plan so an additional recommendation is included to enable the Chief Executive to enable payments to be made to external organisations (especially the Council Controlled organisations) generally in accordance with their Statements of Intent, noting that some Statements of Intent are yet to be finalised.

2. AUDIT REPORT

The Audit report on the final 10-Year Plan is likely to contain an adverse opinion. Audit also gave an adverse opinion on the Consultation Document and Supporting Material. This is because, with the current ownership model of the three waters and the costs of the Nature Calls wastewater project, the Plan is not financially sustainable in the long-term.

The Council recognises this, but given the likelihood that Central Government's three water reforms will go ahead and Council will not be responsible for providing water and wastewater services including the Nature Calls project, Council has determined that the 10-Year Plan is appropriate. The alternative would be to drastically cut services to residents and to increase rates and fees.

The first three years of the Plan are financially sustainable. The future responsibility of three waters functions of Council will be determined within this period. The Council will then be in a better position to consider its longer term planning through its next 10-Year Plan. If necessary this could be before the next scheduled review in 2024.

3. BACKGROUND

Key steps in developing of the 2021 10-Year Plan included:

1. Reconfirming the Vision: Small city benefits, Big city ambition - He iti rā, he iti pounamu.
2. Reviewing and updating the Goals, Strategies and Plans that sit beneath the Vision. The Plans contain the levels of service for the 10-Year Plan.
3. Reviewing and updating the Financial Strategy, Infrastructure Strategy and Asset Management Plans.
4. Updating programmes and budgets
5. Collating all the above material into a Consultation Document and Supporting Material.
6. Consultation under the Special Consultative Procedure. This included:
 - i. several hui with Rangitāne o Manawatū to reflect the Partnership Agreement between the two organisations
 - ii. a Consultation Document and Supporting Material – available online and in print
 - iii. extensive information on Council's website
 - iv. social, economic, environmental and cultural Sector Group meetings
 - v. working with schools
 - vi. supporting community groups and networks to run their own 10-Year Plan meetings
 - vii. a launch hosted by the Deputy Mayor and Chief Executive
 - viii. a short summary with information to each household
 - ix. attendance at community markets
 - x. Facebook Live and social media
 - xi. radio, print, social media, billboard and movie advertising.
7. Formal hearings and Committee of Council deliberation on submissions. Over 700 submissions were made.
8. Finalising the Plan.

4. REVISIONS MADE TO THE 10-YEAR PLAN PRESENTED TO COMMITTEE OF COUNCIL, 23 JUNE 2021

Changes have been made in light of comments made at the Committee, our ongoing internal per review, and the Audit review. The changes do not change the direction and actions in the Plan. The main changes are to:

- Make it clearer that Councils Vision, Goals and Strategies are its Community Outcomes (s5 of the Local Government Act).
- Include more information to show the baseline trends for the KPIs so that residents can more easily understand what Council is aiming to achieve.
- More clearly link each Activity to further information in the corresponding Plan
- Make corrections to the financial statements for some of the Activities where presentational errors have been discovered. These do not change the overall financial position or financial statements.

The Mayoral and Chief Executive's Preface has been included.

Officers have also made minor text and formatting improvements.

5. SECTION 80 INCONSISTENCIES

Section 80 of the Local Government Act requires the Council to clearly identify a number of matters if a decision it makes is significantly inconsistent with a policy adopted by the Council or a plan required under the Act.

As outlined elsewhere in this report and in the 10-Year Plan itself, the Plan is not financially sustainable over its full term. This is because the levels of debt required to fund the full capital expenditure programme would be more than lenders would be prepared to lend under the present governance arrangements for three waters, and even if it were able to be borrowed the Council would not be able to operate within the prudent debt ratios contained in the Financial Strategy.

The Plan is therefore considered inconsistent with the Financial Strategy, but this has been intentional, and Council does not intend to continually breach this policy over the long term.

The reason the Council has determined to proceed to adopt the Plan and its intentions for the future are outlined in section 2 of this report.

6. NEXT STEPS

The Plan will be implemented and monitored.

It will be published and made available on the Council's website.

Letters will be sent to submitters.

Rates will be set for 2021/22. A separate report to the Council meeting covers this.

Once Council has clarity on the direction of Government's three waters reforms it will consider whether the 10-Year Plan should be revised prior to the 2024 review.

7. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual		Yes
Are the decisions significant?		Yes
If they are significant do they affect land or a body of water?		No
Can this decision only be made through a 10-Year Plan?		Yes
Does this decision require consultation through the Special Consultative procedure?		Yes
Is there funding in the current Annual Plan for these actions?		Yes
Are the recommendations inconsistent with any of Council's policies or plans? See Section 5 for an explanation of the inconsistencies.		Yes
The recommendations show how Council will implement its strategic direction (Vision, Goals, Strategies and Plan) over the next 10 years.		
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The 10-Year Plan shows how Council contributes to social, economic, environmental and cultural well-being.	

ATTACHMENTS

Nil

MEMORANDUM

TO: Council

MEETING DATE: 7 July 2021

TITLE: Setting Rates for 2021/22

PRESENTED BY: Steve Paterson, Strategy Manager - Finance

APPROVED BY: Stuart McKinnon, Chief Financial Officer

RECOMMENDATIONS TO COUNCIL

1. That the resolution to set the rates for the 2021/22 year (attached as Appendix One) be adopted.
 2. That it be noted that the setting of rates is a significant decision within the parameters of the Local Government Act 2002 and that it is satisfied there has been compliance with the decision-making and consultation requirements of the Act.
-

1. ISSUE

- 1.1 Section 23 of the Local Government (Rating) Act 2002 prescribes that the rates must be set by resolution of the Council and be in accordance with the relevant provisions of the Funding Impact Statement (contained within the 10 Year Plan or Annual Plan) for the year.
- 1.2 Rates are the Council's principal source of revenue. It is important that rates be set in the timeframes outlined so that Council will have the ability to fund its approved budget. The rates outlined in the attached resolution are calculated to generate the rates revenue for 2021/22 as outlined in the Council's 10 Year Plan 2021-31 to be formally adopted on 7 July 2021.
- 1.3 The recommendations assume the Council will have adopted the 10 Year Plan 2021-31 earlier in the meeting.

2. BACKGROUND

- 2.1 On 23 June the Committee of Council recommended the adoption of the 10 Year Plan 2021-31 subject to audit. The Plan determines the net revenue to be sought from ratepayers to fund operations and new programmes for the 2021/22 year.

- 2.2 The rates to be set are designed to cover a net sum of external income for the City Council of \$109.06 million (plus GST) plus a sum to cover rates for Council owned properties as approved by the adoption of the Budget.
- 2.3 The resolution *attached (appendix one)* outlines the details of the rates to be set. Rates throughout the report and the resolution are GST inclusive unless stated otherwise.
- 2.4 The following table demonstrates the changes for the Uniform Annual General Charge (UAGC) and the fixed amounts for services:

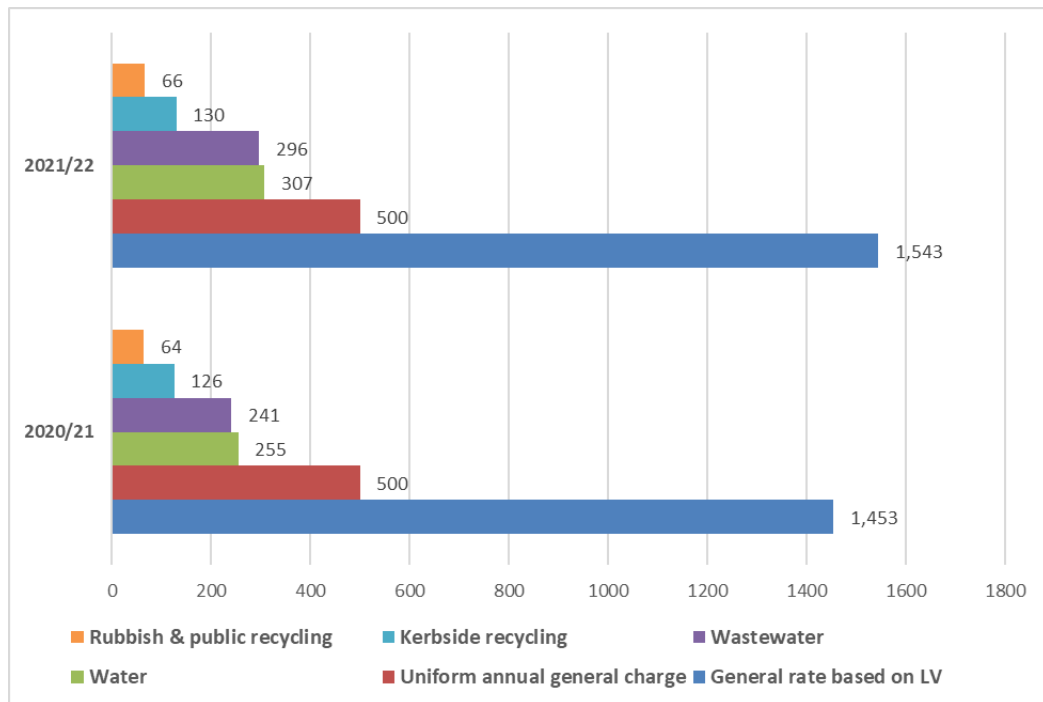
	2020/21 GST incl.	2021/22 GST incl.
Uniform Annual General Charge	\$500	\$500
Water Supply	\$255	\$307
Kerbside Recycling	\$126	\$130
Rubbish & Public Recycling	\$64	\$66
Wastewater disposal	\$241	\$296
Wastewater pan charge	\$241	\$296
Metered water charge (p cu metre)	\$1.265	\$1.3915

- 2.5 The budgeted revenue from the UAGC plus the Rubbish & Recycling fixed charges represents 18.1% of total rates revenue (including metered water charges) compared with a 19.3% in 2020/21, 19.8% in 2019/20 and a band of 25 to 26% over the previous five years and the legislative maxima of 30%.
- 2.6 Information about the structure of the rates assessed by broad differential grouping is attached as **appendix two**.
- 2.7 **Appendix three** shows graphically by broad differential grouping the land values and the impact on the distribution of the general rate and total rate for 2021/22 compared with 2020/21.

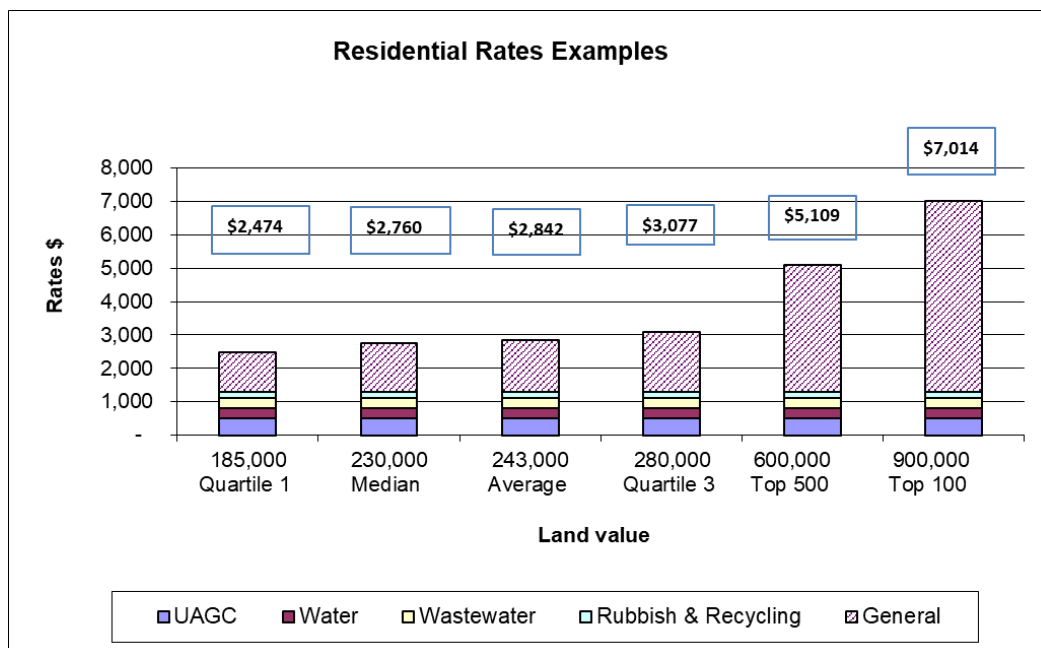
2.8 Examples of the rates which will be assessed are shown below:

	Land Value	Actual Rates 2020/21	Proposed Rates 2021/22
Single unit residential	243,000	2,639	2,842
Average	230,000	2,561	2,760
Median	185,000	2,292	2,474
Quartile 1	280,000	2,860	3,077
Quartile 3			
Two unit residential			
Average	273,000	4,265	4,633
Median	255,000	4,107	4,466
Quartile 1	220,000	3,801	4,141
Quartile 3	300,000	4,502	4,884
Non-residential			
Average	708,000	15,107	16,010
Median	400,000	8,885	9,420
Quartile 1	230,000	5,451	5,783
Quartile 3	790,000	16,764	17,765
Rural & semi-serviced (5ha or more)			
Average	829,000	1,828	1,905
Median	475,000	1,288	1,333
Quartile 1	320,000	1,052	1,083
Quartile 3	840,000	1,845	1,923
Rural & semi-serviced (between 0.2 & 5ha)			
Average	316,000	1,648	1,714
Median	315,000	1,644	1,710
Quartile 1	250,000	1,422	1,474
Quartile 3	365,000	1,816	1,892
Miscellaneous			
Average	594,000	5,092	5,362
Median	315,000	2,965	3,109
Quartile 1	145,000	1,669	1,737
Quartile 3	630,000	5,366	5,653

2.9 The following graph demonstrates the breakdown of the average single unit rates for 2021/22 compared with 2020/21.



2.10 The following graph shows a further breakdown of the makeup of single unit residential rates for the various land value levels. At the head of each column it shows the total rates for each land value level.



2.11 The City was revalued for rating purposes in September 2018 and these values will be the base for setting and assessing general rates for 2021/22 ie no change from 2020/21.

2.12 The Government's rates rebates scheme for residential homeowners on lower incomes has provided much needed assistance. 1,913 city ratepayers have received a total of \$1.2 million from the scheme during 2020/21 to date – an average of \$627. Each year the Government updates the qualifying criteria for the scheme by a CPI adjustment.

3. NEXT STEPS

3.1 The recommended actions in this report are of a machinery nature to implement the decisions incorporated in the 10 Year Plan. Although machinery, they are significant and must be passed in the form outlined.

3.2 Once adopted Council staff will complete the administrative actions necessary to assess rates on individual properties then deliver rates assessments and invoices for the first instalment on 1 August 2021. As usual a ratepayer newsletter will be produced and distributed as part of the rates package. Publicity will be given to the availability of the rates rebate scheme.

4. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	Yes
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 5: A Driven and Enabling Council	
The recommendations contribute to the outcomes of the Driven and Enabling Council Strategy	
The recommendations contribute to the achievement of action/actions in The action is: Setting the rates for the year is an administrative pre-requisite to being able to fund the delivery of all of the actions in Council plans.	
Contribution to strategic	Setting the rates for the year is an administrative pre-requisite to being able to fund the delivery of all of the actions in Council

direction and to social, economic, environmental and cultural well-being	plans that contribute to the strategic direction.
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ATTACHMENTS

- Appendix 1 - rates resolution for 2021/22
 Appendix 2 - structure of rates revenue
 Appendix 3 - comparisons by differential category [!\[\]\(cf5be311f7b2821912d8009884508fa2_img.jpg\)](#) [!\[\]\(9804e70d96ff9fe9899b264c06a33cd7_img.jpg\)](#)

Palmerston North City Council

Resolution to Set Rates for the 2021/2022 year

The Palmerston North City Council resolves to set rates for the financial year commencing on 1 July 2021 and ending on 30 June 2022 in accordance with the Rating Policies and Funding Impact Statement contained in its 10 Year Plan 2021-31 as follows:

1 Details of rates to be set

Notes

- All rates and charges shown are inclusive of Goods and Services Tax.
- References to the 'Act' relate to the Local Government (Rating) Act 2002.

1.1 Uniform Annual General Charge

A Uniform Annual General Charge of \$500 on each rating unit pursuant to section 15 of the Act.

1.2 Water Supply Rates

A targeted rate for water supply, set under section 16 of the Act, of:

- \$307 per separately used or inhabited part of a residential rating unit which is connected to a Council operated waterworks system. This charge is not made where water supply is invoiced on the basis of water consumed.
- \$307 per rating unit for all other rating units which are connected to a Council operated waterworks system. This charge is not made where water supply is invoiced on the basis of water consumed.
- \$153.50 per rating unit which is not connected to a Council operated waterworks system but which is serviceable (i.e. within 100 metres of such waterworks system) and the Council would allow a connection.

Instead of the above targeted rates for metered water supply, targeted rates set under sections 16 and 19 of the Act, of \$1.3915 per cubic metre of water supplied to any rating unit that is invoiced on the basis of water supplied plus a fixed amount of \$190 per metered connection for connections of 25mm or less and \$415 for connections greater than 25mm.

1.3 Wastewater Disposal Rates

A targeted rate for wastewater disposal, set under section 16 of the Act, of:

- \$296 per separately used or inhabited part of a residential rating unit which is connected to a public wastewater drain.
- \$296 per rating unit for all other rating units which are connected to a public wastewater drain.
- \$296 per pan (i.e. water closet or urinal) for all pans in excess of three for non-residential rating units connected to a public wastewater drain.
- \$148 per separately used or inhabited part of a residential rating unit which is not connected to a public wastewater drain but which is serviceable (i.e. within 30 metres of such a drain) and the Council would allow the connection.
- \$148 per rating unit for all other rating units which are not connected to a public wastewater drain but which is serviceable (i.e. within 30 metres of such a drain) and the Council would allow the connection.

1.4 Rubbish and Recycling Rates

1.4.1 Kerbside Recycling

A targeted rate for kerbside recycling set under section 16 of the Act of:

- \$130 per separately used or inhabited part of a rating unit for residential properties receiving the Council's kerbside collection service.
- \$130 per rating unit for non-residential and rural/semi-serviced properties receiving the Council's kerbside collection service.

Where ratepayers elect, and the Council agrees, additional levels of service may be provided. These additional services could be by way of provision of more recycling bins or more frequent service. Each additional level of service will be charged a rate of \$130. This may include charges to non-rateable rating units where the service is provided.

1.4.2 Rubbish and Public Recycling

A targeted rate for rubbish and public recycling set under section 16 of the Act of \$66 per separately used or inhabited part of each residential rating unit and \$66 per rating unit for all other rating units. Rating units which are vacant land will not be liable for these rates.

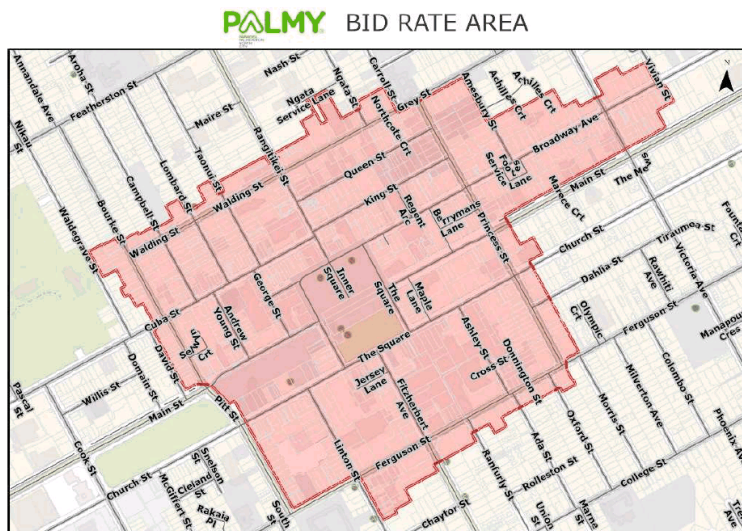
1.5 Warm Palmerston North

A targeted rate set under section 16 of the Act on all properties that have benefited from the installation of insulation through the Warm-Up Palmy Home Insulation Scheme. The rate is calculated as a percentage of the service amount (the cost of the installation) until the service amount and the costs of servicing the serviced amount are recovered. For 2021/22 the rate will be 16%.

1.6 Palmy BID

Targeted rates set under section 16 of the Act on all properties within the central city Palmy BID area as shown on the following map that are categorised as non-residential for the Council's general rate calculated as follows:

- A fixed amount of \$340 per rating unit; and
- A variable amount of 0.0153 cents in the dollar of capital value of the rating unit.



1.7 General Rate

A general rate pursuant to section 13 of the Act set on all rateable land on the basis of land value and assessed differentially (based on land use) against each property group code at the rate of cents in the dollar set down in the following schedule:

Differential Group		Differential Factor (expressed as % of Group Code MS)	Rate (cents in \$ of LV)
Code	Brief Description		
R1	Single unit residential	Balance (approx. 79)	0.6350
R2	Two unit residential	115	0.9285
R3	Three unit residential	125	1.0093
R4	Four unit residential	135	1.0900
R5	Five unit residential	145	1.1707
R6	Six unit residential	155	1.2525
R7	Seven unit residential	165	1.3322
R8	Eight or more unit residential	175	1.4130
MS	Miscellaneous	100	0.8074
CI	Non-residential (Commercial/Industrial)	265	2.1396
FL	Rural & Semi-serviced (5 hectares or more)	20	0.1615
FS	Rural & Semi-serviced (0.2 hectares or less)	60	0.4844
FM	Rural & Semi-serviced (between 0.2 & 5 hectares)	45	0.3633

2. Due Dates for Payment of Rates

Rates (other than metered water targeted rates) will be payable at the offices or agencies of the Council in four quarterly instalments on 1 August 2021, 1 November 2021, 1 February 2022 and 1 May 2022.

The due dates (i.e. final day for payment without incurring penalty) shall be:

Instalment One	31 August 2021
Instalment Two	26 November 2021
Instalment Three	25 February 2022
Instalment Four	27 May 2022

3. Due Dates for Payment of Metered Water Targeted Rates

Properties which have water provided through a metered supply will be invoiced either monthly or two monthly at the discretion of the Council.

The due date for metered water targeted rates shall be the 20th of the month following invoice date as follows:

Monthly invoicing					
Instalment	Date meter read & invoice issued	Due date	Instalment	Date meter read & invoice issued	Due date
1	June 2021	20 July 2021	7	December 2021	20 January 2022
2	July 2021	20 August 2021	8	January 2022	20 February 2022
3	August 2021	20 September 2021	9	February 2022	20 March 2022
4	September 2021	20 October 2021	10	March 2022	20 April 2022
5	October 2021	20 November 2021	11	April 2022	20 May 2022
6	November 2021	20 December 2021	12	May 2022	20 June 2022

Two monthly invoicing					
Linton, East & North Rounds			Ashhurst, South West, PNCC & Central Rounds		
Instalment	Date meter read & invoice issued	Due date	Instalment	Date meter read & invoice issued	Due date
1	June 2021	20 July 2021	1	July 2021	20 August 2021
2	August 2021	20 September 2021	2	September 2021	20 October 2021
3	October 2021	20 November 2021	3	November 2021	20 December 2021
4	December 2021	20 January 2022	4	January 2022	20 February 2022
5	February 2022	20 March 2022	5	March 2022	20 April 2022
6	April 2022	20 May 2022	6	May 2022	20 June 2022

4. Penalties on Unpaid Rates (excluding metered water)

A penalty charge of 10% will be added on the following dates to any portion of an instalment remaining unpaid after the due dates:

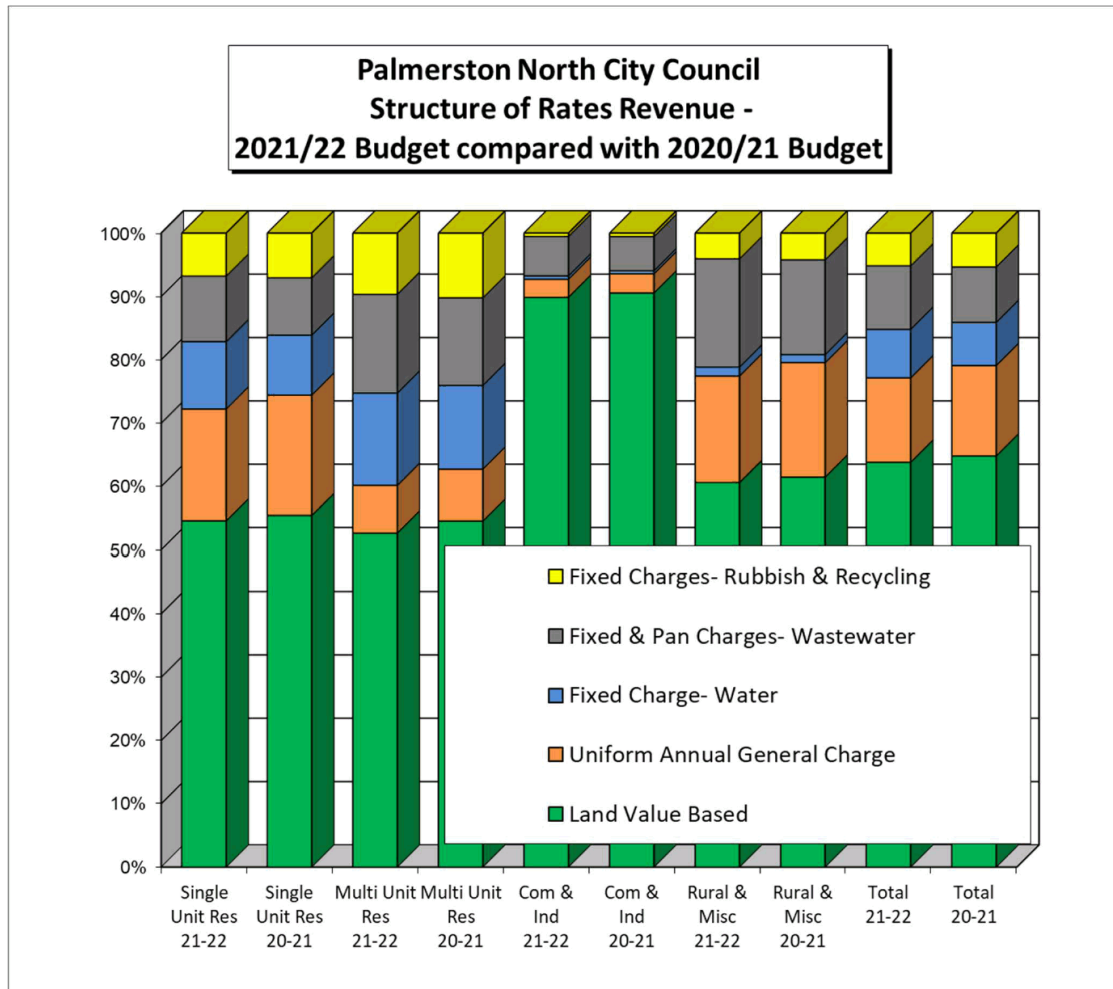
Instalment One	1 September 2021
Instalment Two	1 December 2021
Instalment Three	1 March 2022
Instalment Four	1 June 2022

Any penalty charge imposed on the outstanding first instalment will be automatically remitted provided payment of the full year's rates is made by 26 November 2021.

A penalty charge of 10% will be added to any outstanding rates (including penalties) assessed in previous years and remaining outstanding at 1 July 2021 (penalty applied on 14 July 2021) and again on 5 January 2022 (penalty applied on 6 January 2022).

Penalties will not be applied to the metered water targeted rate.

7 July 2021

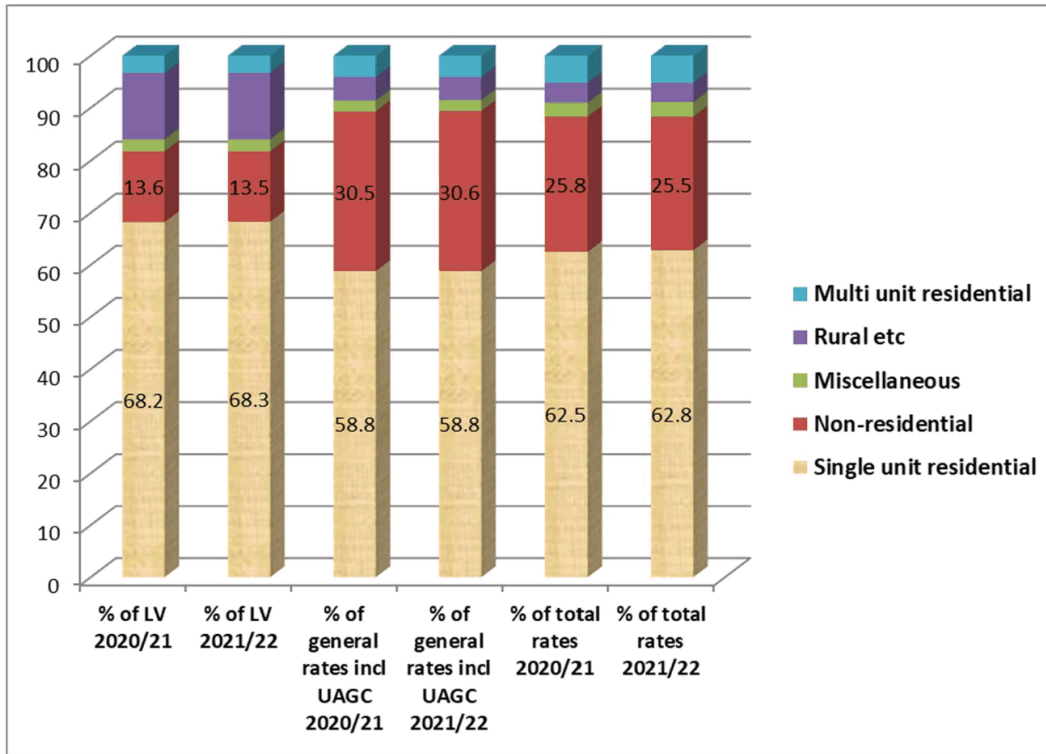


Note – this analysis of the rates revenue structure excludes budgeted revenue from metered water (\$2.5m and \$2.75m plus GST for 2020/21 and 2021/22 respectively)

Appendix Three

Palmerston North City Council

Comparison by Differential Category of Land Values, General Rates (incl. UAGC) & Total Rates for 2021/22 with 2020/21



MEMORANDUM

TO: Council

MEETING DATE: 7 July 2021

TITLE: Resolutions to Authorise Borrowing

PRESENTED BY: Steve Paterson, Strategy Manager - Finance

APPROVED BY: Stuart McKinnon, Chief Financial Officer

RECOMMENDATIONS TO COUNCIL

1. That Council authorise the Chief Executive to borrow, in accordance with delegated authority, up to \$50 million ("the Borrowing") of additional term debt by way of bank loan or loans or credit facilities or other facilities or the issue of stock for the Borrowing secured by the Debenture Trust Deed.
 2. That Council note that the purpose of the Borrowing is the carrying out or continuing of programmes identified in the 10 Year Plan 2021-31 for the 2021/22 year.
 3. That Council note that the security for the Borrowing may be the charge over rates under the Debenture Trust Deed if the Chief Executive considers appropriate.
 4. That Council note that the benefits of the Borrowing are that it will enable the Council to carry out the programmes identified in the 10 Year Plan while spreading the costs for those programmes over time to recognise future benefits. The risk is that interest rates may vary in the future resulting in higher debt servicing costs to the Council.
 5. That Council approve that having regard to the Council's financial strategy, it is prudent and reasonable to enter into the proposed borrowing for the reasons set out in this report.
 6. That Council note that the raising of the Borrowing will comply with the Council's Liability Management Policy.
 7. That Council note that the decision to borrow up to \$50 million is a significant decision within the parameters of the Local Government Act 2002 and is satisfied that there has been compliance with the decision-making and consultation requirements of the Act.
-

1. ISSUE

- 1.1 The Council's 10 Year Plan 2021-31 incorporates provision for raising \$49.2m of additional debt during the 2021/22 year based on an assumption that the total debt outstanding as at 1 July 2021 will be \$163m, that there will be capital expenditure (new) of \$67.5m undertaken during 2021/22, that costs of digital transformation including a new ERP system will be funded from rates over seven years and renewals for social housing will be funded from anticipated cash surpluses from residential subdivision. It assumes existing and new debt will be serviced at an average of 2.8% per annum and that new borrowings will be raised progressively during the year.
- 1.2 The Council's borrowing is governed by the Local Government Act 2002 (the "Act") and the Liability Management Policy the Council has adopted. Previous legislation required the Council to specifically resolve if it wished to borrow. The Act is silent on these matters except that clause 32 of schedule 7 provides that the Council may not delegate the power to borrow money other than in accordance with the 10 Year Plan. It is considered prudent to have the Council specifically authorise the proposed borrowings each year by way of resolution and the Council's Liability Management Policy provides that such a resolution is required. From time to time during the year it will also be necessary to re-finance present borrowings.

2. BACKGROUND

- 2.1 In preparing the Council's 10 Year Plan, the Council's long and short term expenditure and funding requirements have been considered and the Council has adopted a Financial Strategy and a Liability Management Policy with regard to borrowing to meet its funding requirements. These considerations are retained in the 10 Year Plan 2021-31.
- 2.2 The Council has entered into a Debenture Trust Deed which provides a charge on Council's rates and rates revenue in favour of Covenant Trustee Services Ltd as trustee for the various lenders who may be granted security under it by the Council.
- 2.3 The Council's 10-Year Plan Budget for 2021/22 provides for the following:
 - Forecast term liabilities of \$163m as at 1 July 2021
 - Additional debt of \$49.2m being raised during 2021/22
 - Forecast total term liabilities of \$212.3m as at 30 June 2022
 - Total capital expenditure of \$98m during 2021/22 (\$67.5m of which is new capital work)
- 2.4 Additional debt is raised only as required and will be dependent on a number of key factors such as progress with the capital expenditure programme and the digital transformation programmes, timing of receipt of income from the

sale of residential subdivision and the timing of the receipt of subsidies, grants and development contributions.

- 2.5 To enable the approved capital programme to be funded it is important that officers have clear delegated authority to raise the approved sums when appropriate.
- 2.6 The Council's Liability Management Policy prescribes that the Council considers the following to be prudent borrowing limits:
- Net debt as a percentage of total assets not exceeding 20%.
 - Net debt as a percentage of total revenue not exceeding 200%
 - Net interest as a percentage of total revenue not exceeding 15%
 - Net interest as a percentage of annual rates income not exceeding 20%.
- 2.7 As part of the process of deciding whether to approve borrowings which would result in the ratios being exceeded the Council will have particular regard for the principles of financial management contained in the Act.
- 2.8 The proposed borrowing, if obtained within the range of rates currently available to the Council, will be within the target limits contained within the Financial Strategy. After raising the Borrowing, and assuming an average interest rate of 3.4% for additional borrowing is achieved, the following estimates of borrowing ratios will apply for the 2020/21 year:

	Limits	Projection for 2021/22
Net Debt: Total Assets	< 20%	10.8%
Net Debt: Total Revenue	< 200%	147%
Net Interest: Total Revenue	< 15%	3.5%
Net Interest: Annual Rates Income	< 20%	4.7%

The ratios are within the limits provided for in the policy.

- 2.9 Provision is made for a total interest expense of \$5.09m during 2021/22 approximately \$0.46m of which relates to the additional debt. The full year servicing cost of the additional debt (at 2.8% pa) would be \$1.38m.

3. NEXT STEPS

- 3.1 After considering the issue it is recommended the Council formally approve the borrowings to enable the capital expenditure plans approved for 2021/22 in the 10 Year Plan 2021-31 to be funded. The recommendation is to approve additional borrowings of up to \$50m (i.e. \$49.2m rounded upward) to

accommodate any possible variations in the expenditure for the 2020/21 year and therefore the levels of capital expenditure carry forward.

4. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 5: A Driven and Enabling Council	
The recommendations contribute to the outcomes of the Driven and Enabling Council Strategy	
The recommendations contribute to the achievement of action/actions in The action is: The recommendations are a procedural pre-requisite to enable all capital development plans to be undertaken.	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The recommendations are a procedural pre-requisite to enable all capital development plans to be undertaken

ATTACHMENTS

NIL

MEMORANDUM

TO: Council

MEETING DATE: 7 July 2021

TITLE: Tamakuku Terrace Six-Monthly Update

PRESENTED BY: Bryce Hosking, Manager - Property

APPROVED BY: Sarah Sinclair, Chief Infrastructure Officer

RECOMMENDATION TO COUNCIL

1. That the memorandum titled 'Tamakuku Terrace Six-Monthly Update' presented to the Council on 7 July 2021, be received for information.

1. ISSUE

- 1.1 The Infrastructure Committee requested six-monthly updates be provided throughout the duration of the project. With the cancellation of the Infrastructure Committee meeting in June, the Chair of the Infrastructure Committee requested this report be presented to Council.
- 1.2 As monthly project reports are provided to the project team in the last week of each month from Veros Property Services, this update is a summary from the May 2021 project report from Veros.

2. BACKGROUND

Development Overview

- 2.1 The District Plan includes a specific Structure Plan and suite of planning provisions for the Whakarongo Residential Area that will direct the subdivision design and development. This extends guidance for providing different section sizes.
- 2.2 Tamakuku Terrace provides an opportunity to deliver a subdivision consistent with the requirements of the District Plan.
- 2.3 Once developed the subdivision will create 114 new residential sections. Sections will be of a variety of sizes to appeal to a wide variety of purchasers by giving options regarding design, build type and purchase price.
- 2.4 Section sizes will range from 275m² (a couple) through to 810m², with the average section size being 463m².

- 2.5 The development of the site will be split into two stages:
- Stage 1 – 79 Sections; and
 - Stage 2 – The balance of 35 sections.
- 2.6 Stage 2 is subject to the approval of the comprehensive discharge consent (CDC) for the entire Whakarongo Growth Area from Horizons Regional Council and is anticipated to closely follow, but remain distinct from, Stage 1.
- 2.7 Ideally, the timing of the CDC ties in with the completion of Stage 1 construction works to enable a seamless roll out from Stage 1 to 2 without further mobilisation and establishment of a contractor.

3. DEVELOPMENT UPDATE – MAY 2021 VEROS REPORT

Health and Safety

- 3.1 There was one minor incident reported by the contractor in April 2021. The incident was dealt with on site and required minor first aid.

Regulatory

- 3.2 Resource consents have been obtained for the project from both Palmerston North City Council and Horizons Regional Council for Stage 1.
- 3.3 The total engineering design package for the entire development was submitted for approval in December 2020.
- 3.4 In order to ensure the contractor was able to proceed to programme, a strategy to seek partial approval via getting individual approval for the various elements of the design has been taken, as opposed to waiting until all elements of the design were approved before commencing physical works.
- 3.5 As at 20 May 2021 Partial Engineering Approval has been granted for the following components:
- Earthworks;
 - Enabling works including Stormwater culverts and for clean water diversions and Wastewater connections on James Line;
 - Stormwater infrastructure;
 - Wastewater infrastructure; and
 - Water infrastructure.
- 3.6 The project team is working through design changes to the collector road layout that was requested as part of the engineering approval process (EAP). The roading layout design has now been updated and formal Approval is expected in May 2021.

- 3.7 Landscaping design has also been amended to incorporate the collector road changes and in respect to the landscaping around the pond area. Approval is also expected in May 2021.
- 3.8 In addition to the above, winter earthworks approval to proceed with works during the winter period has also been granted in May from Horizons. The works over the winter period will be slower but will allow continued project progress.

Progress Update

- 3.9 Overall, the contractor is progressing well and to programme. The current works to date have been focused on the earthworks and enabling works for both stormwater and wastewater.
- 3.10 There have been ten (10) claimed wet weather delays to date. The standard NZ Contract allows the Contractor to claim for these in the contract on a case per case basis and are approved by the Engineer to the Contract.
- 3.11 The revised construction completion date is now December 2021, and the section titles for Stage 1 now expected in March 2022.

Key Programme Milestones

- 3.12 Below is a summary of the revised development milestones for Stage 1:

Key Project Milestones	Date of completion
Obtain remaining engineering approvals	May 2021
Begin public sales releases	June 2021
Public open day	June 2021
Complete negotiations with affordable house providers	June 2021, reported to Council in August 2021
Lodge for consents – Stage 2	August 2021
Stage 1 construction completion	December 2021
Titles Issued	March 2022

Sales and Marketing

- 3.13 The Tamakuku Terrace branding has been completed.
- 3.14 The Design Guidelines, draft covenants and further terms are complete.

- 3.15 The landing website page where people can register their interest now over 750 registered parties.
- 3.16 The website has been updated and will be completed in May. The website is then expected to be launched in the last week of May 2021.
- 3.17 An electronic direct mail (EDM) was sent to all registered parties in May with a construction update. The open rate was 73% which shows excellent engagement.
- 3.18 The first sales release is planned for June 2021 and be for the first 14 sections.

Affordable Housing Providers

- 3.19 In conjunction to the public sales releases, as per Council direction negotiation discussions have commenced with the submitters from the Expressions of Interest (EOI) process.
- 3.20 As per the table in Clause 3.12, it is envisioned these negotiations will be concluded in June and the results of this will be presented to Council in August 2021.

Financial

- 3.21 Stage 1 of the project continues to track within the programme budget and all variations have been accommodated within the project contingency.

4. NEXT STEPS

- 4.1 Continue to deliver the project in accordance to programme.

5. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
If Yes quote relevant clause(s) from Delegations Manual	
Are the decisions significant?	No
If they are significant do, they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 1: An Innovative and Growing City	
The recommendations contribute to the outcomes of the City Development	

Strategy	
The recommendations contribute to the achievement of action/actions in the Housing and Future Development Plan	
The action is: Housing development is initiated at Whakarongo	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	<p>Progressing with the Tamakuku Terrace subdivision development within the Whakarongo Growth Area will:</p> <ul style="list-style-type: none"> • Provide additional sections to the marketplace to help reduce the supply vs. demand shortfall; • Provide choice to purchasers through a variety of section sizes and provide them the freedom to choose their preferred house builder; • Provide a best practice example to the private development community showcasing the opportunities and benefits of working closely with local iwi, urban designers, territorial authorities and local experts to achieve excellent outcomes. • Support local contractors and the employment market.

ATTACHMENTS

Nil

MEMORANDUM

TO: Council

MEETING DATE: 7 July 2021

TITLE: Alteration of resolution- Change of date for September 2021 Council meeting

PRESENTED BY: Hannah White, Democracy and Governance Manager

APPROVED BY: Sheryl Bryant, Assistant Chief Executive

RECOMMENDATION TO COUNCIL

1. That the Council alter resolution 3 of Clause 47-21 to read:

The Council schedule a meeting for 9am 21 September 2021 to hear submitters wishing to be heard on the 2021 Representation Review.

1. ISSUE

In June 2021, Council resolved to “schedule a meeting for 9am 23 September 2021 to hear submitters wishing to be heard on the 2021 Representation Review.” Officers have since learnt that the Regional Territorial Authorities Forum meeting has been scheduled for the same day at Bulls.

As the Regional Territorial Authorities Forum meeting is often well attended by elected members, officers recommend Council move its meeting to 21 September and that the above resolution be altered to read:

“That Council schedule a meeting for 9am 21 September 2021 to hear submitters wishing to be heard on the 2021 Representation Review.”

2. BACKGROUND

Standing Orders 2.24.4 gives Council the power to alter or revoke any previous resolutions, by report from Chief Executive.

3. NEXT STEPS

If passed, the Council's meeting schedule will be updated.

4. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
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If Yes quote relevant clause(s) from Standing Order 2.24.2		
Are the decisions significant?		No
If they are significant do they affect land or a body of water?		No
Can this decision only be made through a 10 Year Plan?		No
Does this decision require consultation through the Special Consultative procedure?		No
Is there funding in the current Annual Plan for these actions?		Yes
Are the recommendations inconsistent with any of Council's policies or plans?		No
The recommendations contribute to Goal 5: A Driven and Enabling Council		
The recommendations contribute to the outcomes of the Driven and Enabling Council Strategy		
The recommendations contribute to the achievement of action/actions in Not Applicable		
The action is: N/A		
Contribution to strategic direction and to social, economic, environmental and cultural well-being	This decision enables effective and transparent decision making.	

ATTACHMENTS

Nil

COMMITTEE WORK SCHEDULE

TO: Council

MEETING DATE: 7 July 2021

TITLE: Council Work Schedule

RECOMMENDATION TO COUNCIL

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

ATTACHMENTS

1. Work Schedule [!\[\]\(00454fbbe8db418db0de5eebfa916a08_img.jpg\)](#) 

COUNCIL

WORK SCHEDULE – JULY 2021

Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Point of Origin
1	August 2021	Representation Review – approve proposal for consultation	Assistant Chief Executive		Council 7 April 2021 Clause 20-21
2	September 2021	Representation Review – hearings	Assistant Chief Executive		Council 7 April 2021 Clause 20-21
3	October 2021	Representation Review – final decision	Assistant Chief Executive		Council 7 April 2021 Clause 20-21
4	December 2021	Manawatu Residents' card	Assistant Chief Executive		Council 25 May 2020 Clause 48-20
5	December 2021	Central Economic Development Association (CEDA) - Shareholding arrangements	Chief Planning Officer		Council 21 December 2020 Clause 157-20
6	March 2022	Remits from PNCC	Assistant Chief Executive		Council 24 June 2020 Clause 69-20
7	May 2022	Remits received from other Territorial Authorities	Assistant Chief Executive		Council 24 June 2020 Clause 69-20

Oasis # 13924077

CONFIDENTIAL DECISIONS RELEASED

Meeting date	Title	Released	Not Released

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

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 7 July 2021

TITLE: Presentation of the Part I Public Finance & Audit Committee
Recommendations from its 23 June 2021 Meeting

Set out below are the recommendations only from the Finance & Audit Committee meeting Part I Public held on 23 June 2021. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

50-21 Palmerston North Airport Limited - Final Statement of Intent for 2021/22

Memorandum, presented by Steve Paterson, Strategy Manager – Finance, David Lanham, Palmerston North Airport Limited (PNAL) Chief Executive and Murray Georgel, PNAL Board Chair.

The **COMMITTEE RECOMMENDS**

1. That the Statement of Intent for Palmerston North Airport Limited for 2021/22, presented to the Finance & Audit Committee on 23 June 2021, be agreed.