

PALMERSTON NORTH CITY COUNCIL

Minutes of the Council Meeting Part I Public, held as an Audio-Visual meeting on 06 April 2022, commencing at 9.00am.

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.

Councillor Leonie Hapeta was not present when the meeting resumed at 11.26am. She was not present for clauses 21 to 33 inclusive.

Councillor Aleisha Rutherford left the meeting at 3.32pm at the conclusion of clause 30. She was not present for clauses 31 to 33 inclusive.

18-22 Notification of Additional Items

Moved Grant Smith, seconded Leonie Hapeta.

RESOLVED

1. That the following late item be received for the reasons given:
Council Chamber and Vaccine Pass Requirements

Reason for lateness - Central government announcement that Palmerston North remains in Red setting were confirmed following publishing of the Council's agenda.

Reasons for urgency – Delay of paper to the May Council meeting would mean that vaccine pass requirements would remain for committee meetings for the month of April without opportunity for discussion by Council.

Clause 18-22 above was carried.

Declarations of Interest

Councillor Vaughan Dennison declared a conflict of interest in item 14 of the Agenda and advised he would withdraw from discussion and voting.

19-22

Farewell to the Chief Executive, Heather Shotter

The Mayor and Deputy Mayor referred to the resignation of Chief Executive, Heather Shotter.

Ms Shotter was the city's ninth Chief Executive and the first female in that position. She served the city operationally as our management leader for four and a half years.

Through Ms Shotter's time at Council we have seen the creation of the Executive Leadership Team, aligning job titles and executive positions with colleagues in other cities; the beefing up of the Marketing and Communications team; a remuneration review and a major lift in capital works over the years, to name a few.

There have been many changes during her leadership with some highlights including:

- The Iwi Partnership - in 2019 we took a big step forward in recognising our relationship with mana whenua Rangitāne and signed the partnership agreement, which instigated the co-management of Te Motu o Poutoa.
- Led the rebrand and introduction of Palmy, claiming that as the city's identity and also a new strategic position focusing on food innovation, ensuring that we are known as the food innovation city of New Zealand and the world. Defining the work that we did under the Palmy branding brought clarity and life to the mahi that we as an organisation do and it encourages pride in our community.
- In terms of the city's reputation we have seen a significant change in the last few years in the perception and representation of the city, both as an organisation but also as Palmy locally and at a national level.
- Led the Regional Spatial Plan and initiated the Distribution Hub Master Plan.
- Carried out Streets for People.
- Led the organisation through a pandemic.
- Took challenges head on and encouraged staff in their roles and lifted standards across the organisation.

Ms Shotter was acknowledged for her contribution to the city, this organisation and our community and was wished all the very best in her new role.

Councillors spoke to the meeting giving their own words of farewell.

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

1. That the Council receive the presentation for information.

Clause 19-22 above was carried.

20-22 Confirmation of Minutes

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

1. That the minutes of the Council meeting of 2 March 2022 Part I Public, subject to the amendment to change Councillor Renee Dingwall's vote on clause 4.1-22 to 'against', and the extraordinary meeting of 16 March 2022 Part I Public be confirmed as true and correct records.

Clause 20-22 above was carried.

REPORTS

21-22 Draft Signs and Use of Public Places Bylaw Amendment (e-scooters) - Approval for Consultation

Report, presented by Julie Macdonald, Strategy & Policy Manager and Peter Ridge, Senior Policy Analyst.

Moved Renee Dingwall, seconded Karen Naylor.

RESOLVED

1. That we do not limit the amount of e-scooter operations, or the amount of scooters in the city this year, and that the Chief Executive report back in a years' time with more data and look at consulting then.

Clause 21-22 above was carried 11 votes to 5, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Renee Dingwall, Lew Findlay QSM, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Karen Naylor and Bruno Petrenas.

Against:

Councillors Zulfiqar Butt, Vaughan Dennison, Patrick Handcock ONZM, Lorna Johnson and Aleisha Rutherford.

Moved Lorna Johnson, seconded Brent Barrett.

Note:

On a motion that the Consultation Document – Signs and Use of Public Places Bylaw Amendment (e-scooters), as attached as Attachment 1, be approved for public consultation, subject to an amendment to the Administration Manual under Part five, Licensing terms, change the maximum licenses to three and the maximum number of devices that may be deployed to licence-holders to 1,200, the motion was tied 8 votes to 8. The chairperson declared the motion lost, the voting being as follows:

For:

Councillors Brent Barrett, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Patrick Handcock ONZM, Lorna Johnson, Billy Meehan and Aleisha Rutherford.

Against:

The Mayor (Grant Smith) and Councillors Susan Baty, Renee Dingwall, Lew Findlay QSM, Leonie Hapeta, Orphée Mickalad, Karen Naylor and Bruno Petrenas.

The meeting adjourned at 11.10am.

The meeting resumed at 11.26am.

Councillor Leonie Hapeta was not present when the meeting resumed.

22-22

Infrastructure Capital Works Dashboard January 2022

Memorandum, presented by Sue Kelly, Acting Manager Project Management Office.

Moved Vaughan Dennison, seconded Karen Naylor.

RESOLVED

1. That Council receive the memorandum titled 'Infrastructure Capital Works Dashboard January 2022', presented to Council on 6 April 2022.

Clause 22-22 above was carried.

23-22

Deliverability Planning in Response to Covid - Briefing

Memorandum, presented by Sarah Sinclair, Chief Infrastructure Officer.

Moved Vaughan Dennison, seconded Karen Naylor.

RESOLVED

1. That Council note the update on actions undertaken to date to improve deliverability outcomes due to the impacts of Covid-19 and the resulting increased supply chain risks, particularly focussing on maintaining essential provision of services.
2. That Council note that should rapid approval of contract awards above the Chief Executive's delegation be needed, then an extraordinary meeting of Finance & Audit Committee or Council (depending on level of financial delegation required) will be called.

Clause 23-22 above was carried.

24-22

Update on the Main Street West Cycleway

Memorandum, presented by Adam Jarvis, Senior Climate Change Advisor and Sandra King, Acting Group Manager - Transport and Development.

Moved Brent Barrett, seconded Lorna Johnson.

RESOLVED

1. That the Chief Executive direct Officers to report back to the Infrastructure Committee on community feedback to a permanent design solution, and the final design detail, before implementation; and that all community feedback related to the permanent design solution be made publicly available.

Clause 24-22 above was carried.

Moved Grant Smith, seconded Karen Naylor.

RESOLVED

2. That Council removes the 'planter boxes' as soon as practicable and replaces immediately with an alternative solution before the permanent cycleway is in place.

Clause 24-22 above was carried 13 votes to 2, the voting being as follows:

For:

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

Against:

Councillors Brent Barrett and Renee Dingwall.

The meeting adjourned at 1.29pm.

The meeting resumed at 2.31pm.

25-22

Shareholding in FoodHQ Innovation Limited

Memorandum, presented by Sheryl Bryant, Assistant Chief Executive.

Moved Grant Smith, seconded Rachel Bowen.

RESOLVED

1. That the Council make application to be a shareholder of FoodHQ Innovation Limited as contemplated in the Memorandum of Understanding attached to the report "Shareholding in FoodHQ Innovation Limited" considered at the meeting of the Council on 6 April 2022.
2. That the Chief Executive be authorised to take all steps necessary to facilitate this including signing appropriate documentation.
3. That the Acting Chief Executive be appointed on an interim basis for a period of twelve months as the Council's nominated director for FoodHQ Innovation Limited with the position to be reviewed prior to the expiration of that period.

Clause 25-22 above was carried.

26-22 Trustee for Caccia Birch Trust Board

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

Moved Rachel Bowen, seconded Grant Smith.

RESOLVED

1. That the Council resolve to appoint one councillor onto the Caccia Birch Trust Board for a term ending 1 August 2022.
2. That expressions of interest from councillors interested in being appointed to the Caccia Birch Trust Board be sought, and recommendations be brought to Council on 4 May 2022.

Clause 26-22 above was carried.

27-22 Exemption of the Manawatū-Wanganui Disaster Relief Fund from being a Council Controlled Organisation

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

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

1. That Council exempt the Manawatū-Wanganui Disaster Relief Fund from being a Council Controlled Organisation for a further three years.

Clause 27-22 above was carried.

Note:

Councillor Vaughan Dennison declared a conflict of interest and withdrew from discussion and voting on the above clause.

28-22 Council Chamber and vaccine pass requirements

Moved Grant Smith, seconded Karen Naylor.

RESOLVED

1. That Council suspend Standing Order 2.24.4 Council may revoke or alter any previous decision for the duration of Item 26: Council Chamber vaccine pass requirements.

Clause 28-22 above was carried.

Moved Grant Smith, seconded Patrick Handcock ONZM.

2. That the vaccine pass requirement for access to the Council Chamber be removed.

Clause 28-22 above was carried.

29-22 Work Schedule

Moved Grant Smith, seconded Karen Naylor.

RESOLVED

1. That the Council receive its Work Schedule dated April 2022.

Clause 29-22 above was carried.

RECOMMENDATIONS FROM COMMITTEE MEETINGS

30-22 Community Development Committee Part I Public - 9 March 2022

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

Moved Lorna Johnson, seconded Rachel Bowen.

RESOLVED

1. Night Shelter – Options, costs and timeframes for a feasibility study

1. That the Council direct the Chief Executive to proceed with Option 1A in the 21-22 financial year with funding of \$100,000 for the Night Shelter feasibility study coming from the operational surplus and report back to Community Development Committee in the first quarter of the 22-33 year.

Clause 30-22 above was carried.

31-22 Planning & Strategy Committee Part I Public - 9 March 2022

Consideration was given to Planning & Strategy Committee recommendations as appended to these minutes.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

RESOLVED

1. Options to address 'street racer' issues

5. That Council endorse *Option 1: Limit access to Works Road through a bylaw* as described in the Memorandum dated 9 March and entitled 'Options to address 'street racer' issues.

6. That unbudgeted expenditure of \$30,000 be approved to enable a Traffic and Parking Bylaw review to be brought forward to 2021/2022 – 2022/2023.

7. That unbudgeted expenditure of \$50,000 be approved to enable the implementation of *Option 6a: Physical deterrent (installation of*

speed humps) at additional locations (where appropriate).

2. Infrastructure to support Proposed Plan Change G: Aokautere Growth

1. That the Committee receives the memorandum entitled 'Infrastructure to Support Proposed Plan Change G: Aokautere Growth' presented to the 9 March 2022 Planning & Strategy Committee.
2. That the Council endorses the need to fund and provide adequate infrastructure to support development of land in Aokautere in order to give effect to key strategy and policy documents including the Innovative and Growing City Strategy, the City Growth Plan and National Policy Statement on Urban Development 2020.
3. That if Proposed Plan Change G: Aokautere Growth is approved for consultation under the First Schedule of the Resource Management Act 1991, the Chief Executive be directed to prepare infrastructure work programmes required for land transport and stormwater to be included in the 2024 Long Term Plan prior to the hearing for Plan Change G: Aokautere Growth.
4. That the Chief Executive be directed to provide information relating to the description, timing and quantum of the infrastructure work programmes to enable growth in Aokautere at the 14 September 2022 Planning and Strategy Committee.
5. That in advance of the hearing for Proposed District Plan Change G: Aokautere Growth the Chief Executive be directed to explore opportunities for Waka Kotahi to fund and/or co-fund transport infrastructure upgrades to enable development in Aokautere.

3. Deliberations Report - Draft Support and Funding Policy 2022

1. That the Council adopt the Support and Funding Policy 2022, Attachment 2 of the Memorandum entitled 'Deliberations Report – Draft Support and Funding Policy 2022' dated 9 March 2022.
2. That the Support and Funding Policy 2022, Attachment 2 of the Memorandum entitled 'Deliberations Report – Draft Support and Funding Policy 2022' dated 9 March 2022, replaces the Community Funding Policy 2018.
3. That the Chief Executive Officer prepare an implementation and monitoring plan for the proposed Support and Funding Policy 2022.
4. That a Sector Lead Partnership Fund is referred to the 2024-2034 10-Year Plan process for consideration as a separate budget item.
5. That the Chief Executive trial the Sector Lead Partnership Agreements, using the funding that has already been assigned to these organisations through the 2022 allocations from the SPG fund,

and report back to Community Development Committee prior to the development of the next 10 year plan. And delete the line on top of page 89 'once Council has determined a funding source for any sector lead arrangements'.

Clause 31-22 above was carried.

Moved Grant Smith, seconded Vaughan Dennison.

Note:

On a motion that an amendment be made to clause 12-22, Deliberations Report – Draft Support Funding Policy 2022, recommendation 1 to add “subject to the words ‘but not limited to’ be added after the word ‘\$30,000’ to section 7, clause 15 – Major Events Fund, of the Support and Funding Policy 2022 and that the words ‘but not limited to’ be added after the word ‘\$10,000’ to section 7, clause 17 – Sponsorship Fund, of the Support and Funding Policy 2022.” the motion was lost 6 votes to 9, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Lew Findlay QSM, Billy Meehan, Orphée Mickalad and Bruno Petrenas.

Against:

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Patrick Handcock ONZM, Lorna Johnson, Karen Naylor and Aleisha Rutherford.

Councillor Aleisha Rutherford left the meeting at 3.32pm.

32-22

Finance & Audit Committee Part I Public - 23 March 2022

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

Moved Susan Baty, seconded Karen Naylor.

RESOLVED

1. Palmerston North Airport Ltd - Interim Report for 6 months to 31 December 2021

1. That Council receive the Interim Report and Financial Statements of Palmerston North Airport Ltd for the period ended 31 December 2021, presented to the Finance & Audit Committee on 23 March 2022.

2. Palmerston North Airport Ltd - Draft Statement of Intent for 2022/23

1. That Council receive the Palmerston North Airport Ltd (PNAL) draft Statement of Intent for 2022/23, presented to the Finance & Audit Committee on 23 March 2022, and PNAL be advised that Council supports the proposed direction and implementation strategy.

3. Debt funding arrangements for Palmerston North Airport Ltd - Loan Facility Agreement

1. That the loan facility agreement (attached) that would enable the

Council to borrow sums from the Local Government Funding Agency and on-lend to Palmerston North Airport Limited in the form of fixed rate unsecured debt be approved.

2. That the Chief Executive be authorised to approve amendments to the agreement (if required) to address the way in which Local Government Funding Agency Borrower Notes are treated between the parties, or as a consequence of annual reviews.
3. That the Chief Executive be authorised to enter transactions contemplated by the loan agreement of amounts not exceeding \$10 million in advance of the approval of the final Statement of Intent each year, and subsequently transactions not exceeding the maximum term debt for each year as outlined in the adopted Statement of Intent.

4. Fees and Charges Review

3. That Council receive the report titled 'Fees and Charges Review', presented to the Finance & Audit Committee on 23 March 2022, and that the current status of fees and charges be noted.

Trade Waste

4. That the proposal to adopt updated fees and charges for Trade Waste services effective from 1 July 2022 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.

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, be adopted and following public notification, take effect from 1 July 2022.

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 2022.

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 2022.

Service Connections

8. That the fees and charges for Service Connections, as proposed in Appendix 8 be adopted and take effect from 1 July 2022.

Resource Recovery/Waste Management

9. That the changes to fees and charges for Resource Recovery/Waste

Management relating to the recycling of tyres as proposed in Appendix 9 be adopted and take effect from 1 July 2022.

Sportsfields

10. That the fees and charges for Sportsfields as proposed in Appendix 10 be adopted and take effect from 1 July 2022.

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 2022.

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 2022.

5. Variations to Operating Budget

1. That Council receive the memorandum titled 'Variations to Operating Budget' presented to the Finance & Audit Committee on 23 March 2022.
2. That Council note and approve bringing forward capital expenditure of \$1m from 2022/23 into 2021/22 for Programme 1879 - Council's Plant and Vehicle Replacements.

6. Variations to Operating Budget

1. That Council receive the memorandum titled 'Variations to Operating Budget' presented to the Finance & Audit Committee on 23 March 2022.
2. That Council note and approve bringing forward capital expenditure of \$1m from 2022/23 into 2021/22 for Programme 1879 - Council's Plant and Vehicle Replacements.

7. Ashhurst Domain

1. That Council retain the ex-café building within Ashhurst Domain and seek to lease the building once the review of Ashhurst Domain Reserve Management Plan is completed.

Clauses 32-22 to 30.7-22 above were carried.

Moved Susan Baty, seconded Karen Naylor.

RESOLVED

8. Colquhoun Park - Proposal to grant a lease on reserve land to Manawatu Softball Association Incorporated and Freyberg Old Boys' Rugby Football Club Incorporated

1. That Council approve entering a new lease with Manawatu Softball Association and Freyberg Old Boys' Rugby Club Incorporated for part of the Colquhoun Park Pavilion, 134-136 Fairs Road, Palmerston

North, in accordance with Section 54 of the Reserves Act 1977.

Clause 32-22 above was carried.

Note:

Councillor Vaughan Dennison did not participate in the vote.

Moved Susan Baty, seconded Karen Naylor.

RESOLVED

9. Fees and Charges Review

Planning & Miscellaneous

1. 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 2022 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

2. That the fees and charges for Building Services, as proposed in Appendix 4 be adopted and following public notification take effect from 1 July 2022.

Clause 32-22 above was carried.

Against:

Councillor Vaughan Dennison.

33-22

Environmental Sustainability Committee Part I Public - 30 March 2022

Consideration was given to Environmental Sustainability Committee recommendations as appended to these minutes.

Moved Brent Barrett, seconded Zulfiqar Butt.

RESOLVED

10. Confirmation of Gross vs Net Organisational Emissions Reporting

1. That the Eco City strategy target of a 30% reduction in citywide carbon emissions is confirmed to relate to 'net' emissions, inclusive of sequestered carbon.
2. That the Council's own organisational emission progress is confirmed to relate to 'net' emissions, inclusive of sequestered carbon.

11. Low Carbon Roadmap

1. That the Council endorse the flowchart detailed in the Low Carbon Roadmap attached to the memorandum titled 'Low Carbon Roadmap' presented to the 30 March 2022 Environmental Sustainability Committee.

2. That the Council endorse the three approaches (listed in 2.14):
 - Internal Asset Value Optimisation
 - Carbon Neutral Programme Development
 - Citywide Reduction Projects that complement National Direction
3. That the Chief Executive continues to develop the Low Carbon Roadmap and report to Council in 2023 with specific options and actions to achieve the city-wide goal of 30% reduction in emissions by 2031, and that the proposed scope and methodology for that report be presented to the Environmental Sustainability Committee in September 2022.

Clause 33-22 above was carried.

EXCLUSION OF PUBLIC

34-22 Recommendation to Exclude Public

Moved Grant Smith, seconded Vaughan Dennison.

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
21.	Minutes of the ordinary meeting - Part II Confidential - 2 March 2022	For the reasons set out in the ordinary minutes of 2 March 2022, held in public present.	
22.	Minutes of the extraordinary meeting - Part II Confidential - 16 March 2022	For the reasons set out in the extraordinary minutes of 16 March 2022, held in public present.	
23.	Tender Award – Contract 04113 Transport and Three	Third Party Commercial and Negotiations	s7(2)(b)(ii) and s7(2)(i)

	Waters Design Panel		
--	---------------------	--	--

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.

Clause 34-22 above was carried.

The public part of the meeting finished at 3.37pm

Confirmed 4 May 2022

Mayor