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**PALMERSTON NORTH CITY COUNCIL**

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**AGENDA**

**PLANNING AND STRATEGY**

**COMMITTEE**

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**9AM, MONDAY 7 AUGUST 2017**

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

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## MEMBERSHIP

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**Duncan McCann (Chairperson)**

**Aleisha Rutherford (Deputy Chairperson)**

**Grant Smith (The Mayor)**

**Brent Barrett**

**Susan Baty**

**Rachel Bowen**

**Adrian Broad**

**Gabrielle Bundy-Cooke**

**Vaughan Dennison**

**Lew Findlay QSM**

**Leonie Hapeta**

**Jim Jefferies**

**Lorna Johnson**

**Karen Naylor**

**Bruno Petrenas**

**Tangi Utikere**

**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**

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**David Wright**

**Acting Chief Executive, Palmerston North City Council**

**Palmerston North City Council**

**W pncc.govt.nz | E info@pncc.govt.nz | P 356 8199**

**Private Bag 11034, 32 The Square, Palmerston North**



## **PLANNING AND STRATEGY COMMITTEE MEETING**

7 August 2017

### **ORDER OF BUSINESS**

NOTE: The Planning and Strategy Committee meeting coincides with the extraordinary meeting of the Economic Development Committee meeting and the extraordinary Council meeting. The format for the meeting will be as follows:

- Planning and Strategy Committee will open and adjourn immediately to following the extraordinary Economic Development Committee.
- Extraordinary Council will open, and adjourn immediately to following the Planning and Strategy Committee.
- Extraordinary Economic Development Committee will open and conduct its 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. Public Comment**

To receive comments from members of the public on matters specified on this Agenda or, if time permits, on other Committee matters.

(NOTE: If the Committee wishes to consider or discuss any issue raised that is not specified on the Agenda, other than to receive the comment made or refer it to the Chief Executive, then a resolution will need to be made in accordance with clause 2 above.)

**4. Deputation - Aokautere Land Holdings Ltd** Page 7

**5. Aokautere Land Holdings Ltd (Rates)** Page 19

Memorandum, dated 28 July 2017 from the Strategy Manager Finance, Steve Paterson.

**6. Confirmation of Minutes** Page 25

“That the minutes of the Planning and Strategy Committee meeting of 7 June 2017 Part I Public be confirmed as a true and correct record.”

**7. K3YS - Annual Membership** Page 29

Memorandum, dated 10 July 2017 from the Governance & Support Team Leader, Kyle Whitfield.

**8. Events Waste Management & Minimisation** Page 31

Memorandum, dated 25 July 2017 from the Water & Waste Services Manager, Robert van Bentum, the Rubbish and Recycling Engineer, Natasha Hickmott and the Behaviour Change & Education Co-ordinator, Samantha Battman.

**9. Conference Opportunity - Just Action Conference** Page 41

Memorandum, dated 6 July 2017 from the Governance & Support Team Leader, Kyle Whitfield.

**10. Conference Opportunity - Council-Maori Participation Arrangements Webinar** Page 43

Memorandum, dated 24 July 2017 from the Committee Administrator,  
Carly Chang.

## 11. Committee Work Schedule

Page 47

## 12. 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
13.	Minutes of the Planning and Strategy Committee meeting - Part II Confidential - 7 June 2017	For the reasons setout in the Planning and Strategy Committee minutes of 7 June 2017, held in public present.	
14.	Rating Issues	Legal Privilege	s7(2)(g)

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.

Acting Chief Executive (David Wright), Chief Financial Officer (Grant Elliott), General Manager, City Enterprises (Ray McIndoe), General Manager, City Future (Sheryl Bryant), General Manager, City Networks (Ray Swadel), General Manager, Customer Services (Peter Eathorne), Acting General Manager, Libraries and Community Services (Ian Littleworth), Human Resources Manager (Wayne Wilson) and Acting Strategic Communications Manager (Jane McSweeney) because of their knowledge and ability to provide the meeting with advice on matters both from an organisation-wide context (being

members of the Council's Management Team) and also from their specific role within the Council.

Legal Counsel (John Annabell), because of his knowledge and ability to provide the meeting with legal and procedural advice.

Governance and Support Team Leader (Kyle Whitfield) and Committee Administrators (Penny Odell, Carly Chang and Rachel Corser), because of their knowledge and ability to provide the meeting with procedural advice and record the proceedings of the meeting.

*Strategic Manager – Finance (Steve Paterson)*, because of their knowledge and ability to assist the meeting in speaking to their report and answering questions, noting that such officer will be present at the meeting only for the item that relate to their respective report.

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

## DEPUTATION

**TO:** Planning and Strategy Committee

**MEETING DATE:** 7 August 2017

**TITLE:** Deputation - Aokautere Land Holdings Ltd

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### RECOMMENDATION(S) TO PLANNING AND STRATEGY COMMITTEE

1. That the Planning and Strategy Committee receive the deputation for information.
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### SUMMARY

Les Fugle will make a deputation to the Committee regarding Aokautere Land Holdings Ltd.

### ATTACHMENTS

1. Aokautere Land Holdings Ltd  



Sinclair Simonsen Trust Building  
500 Main Street  
PO Box 12058  
Palmerston North 4440  
New Zealand

P: 06 358 8129  
F: 06 358 2100  
E: info@jacobsflorentine.co.nz

20 July, 2017

Palmerston North City Council  
Private Bag 11034  
**PALMERSTON NORTH**

**Attention: Kyle Whitfield**

Dear Kyle,

**RE: Aokautere Land Holdings Limited - Planning and Strategy Meeting**

- 1.0 The writer has been provided with the correspondence between the legal representatives (Dewhurst Law) for Aokautere Land Holdings Limited and (predominantly) Georgia Nolan, Senior Rates Officer pertaining to the rating classification (and more generally the MS/FL/FM rating policies) pertaining to Lot 694 (previously Lot 691 on DP 487580).
- 2.0 We have been asked to prepare a distillation of the issues which arise for our client company, consequent upon the application of the EML (miscellaneous) rating factor to this title in the 2016/2017 rating year.
- 3.0 This correspondence is provided on that basis (and is not by way of being in the nature of a legal submission) rather our purpose is to outline our clients concerns, elucidate the perceived anomalies of the current model, and to enquire whether the extant differential categories fully accord with the councillor's intent.

#### **The land**

- 4.0 Lot 694 (previously Lot 691 on DP 487580) comprises some 4.02 ha more or less (Lot 691 had comprised 5.28 ha more or less) of vacant/ land sited adjacent to a parcel of rural land, and proximate to the earlier stage residential subdivision undertaken by our client.
- 5.0 The land stands vacant and has no structures upon it, and generates no revenue.
- 6.0 While it is accepted that the land (or some part of it) may, at some time in the future have potential for subdivision, its present character is that of undeveloped land; being land which, as such, does not benefit from the availability of, nor any connection to, Palmerston North City Council services.
- 7.0 For ease of reference Annexure's **A** and **B** to this correspondence the relevant title, and EMAP for this land.

**Partners**  
Mark Sinclair LL.B  
Roger Simonsen LL.B

**Associates**  
Anna Davison BA LL.B  
Moewao Faimalie BA LL.B

**Solicitor**  
Rachel Andrews BA LL.B

**Registered Legal Executive**  
Karen Gittings-Gunn Associate NZILE

### **Classification**

- 8.0 The land was classified, as falling into the Miscellaneous (MS) differential for the 2016/17 rating year.
- 9.0 The criteria for classification in the Miscellaneous differential comprise annexure C.
- 10.0 The rating differential which was applied to the Miscellaneous (MS) category in the 2016/17 annual plan was 0.9236
- 11.0 Before turning to the issues which our client company has with the rating differential applied (and more generally with respect to the rating policy/schema as it was implemented in the 2016 2017 rating year) we comment that it is the view of our client company, that the subject land (for the reasons discussed below) is more properly aligned to classification as (or at least predominantly as) Rural & Semi-Serviced land (being differential classifications FL and/or FM).
- 12.0 For ease of reference, we have included in annexure C the classifications for FL, FPS and FM rates categories.

### **Rural and Semi-Serviced land (FL/ FM differential classifications)**

- 13.0 Our client company's perspective is that the land (either in full or predominantly) ought be classified as Rural & Semi-Serviced.
- 14.0 It comprises a larger parcel of land (circa 4.28 ha, formerly over 5 ha), on which there are no dwellings or improvements.
- 15.0 It therefore aligns with the Rural & Semi-Serviced classification in the 2016/2017 annual plan, save (from the rating officers perspective) to the extent that the potential availability of sewerage services is taken as the defining characteristic for its rating classification.
- 16.0 Differential rate category FL is drafted in such a way that it is only property which "does not have access to the city's sewage disposal system" which can fall within that classification.
- 17.0 Five (5) criteria are provided for the purposes of determining whether or not a property will be deemed to have access available to it, being:
- whether the Council will allow the rating unit to be connected to the sewage disposal system
  - whether the rating unit is capable of subdivision and if so, the ratepayer's intentions regarding subdivision
  - the scope of any sub-divisional plan deposited with the District Land Registrar
  - the portion of the property with access to services, which in the opinion of the Council,

- would form a reasonable first stage of subdivision
  - the prevailing economic climate as it affects subdivision and the supply of serviced land within the City.
- 18.0 Differential rate category FM entails land that is 0.2 ha to less than 5 ha, and which would otherwise fall within category FS (land with 0.2ha and less in area, on which there is a residential dwelling or improvement). Annexure C includes a copy of these criteria.
- 19.0 As can be immediately observed, the rating classification is dependent in large measure upon anticipatory/contingent authorisations. The first criteria being whether or not the council "will allow the rating unit to be connected".
- 20.0 The second through fifth criteria for deeming access are, with the greatest of respect, somewhat difficult to reconcile as measures pertaining to the determination of availability (or otherwise) of sewage disposal access.
- 21.0 They would appear to speak, more to the intended future utilisation of the land (certainly the criteria as to the "prevailing economic climate" has little, conceptual, interface with the analysis of sewerage availability).
- 22.0 Upon our review, the plan does not appear to have (other than the Wastewater Disposal targeted rate (at part 5.3.2) a particular infrastructure rate related to the sewage disposal system, and therefore there is no specific guidance as to the criteria pertaining to rating for such purposes.
- 23.0 It is our client company's respectful view that the imposition of a rate, predicated upon the city's sewage disposal system costs most logically correlates to/and thus falls to be imposed when either (a) a specific infrastructure cost arises from the provision of a particular property (essentially onerous connections), or (almost invariably) (b) as a consequence of the utilities loading represented by the connection. Axiomatically land that does not, and is not proposes to utilise such services does not contribute to utilities loading and associated infrastructure costs.
- 24.0 Put simply, given the lack of infrastructure load/demand represented by land of this type (undeveloped land absent any residential unit(s) or occupiers) our client company asks whether it was the intention of the elected members to levy rates against such land on the basis that it is deemed to be serviced, when as a question of fact such land is not connected to, using or benefiting from such services (and indeed such services may not ultimately prove to be available to it, or be utilised if available to it for some (if at all).
- 25.0 Surely, the underlying schema of the rating legislation and the implementation policies promulgated by Council is directed at ensuring a reasonable/proportional share of the cost loadings incumbent upon providing the services utilised is met by each such user.

- 26.0 The current differential rating classification for FL, however, is largely driven by the potential for/deemed future availability of a connection to the "sewage disposal system" as opposed to any actual utilities tasking by landowners.
- 27.0 This is particularly problematic with respect to land which is not proposed to be developed at any time in the foreseeable future but which might otherwise lie proximate to Council's sewage disposal system. As such ratepayer will (under the present classification/policy) be levied at a differential rate of 0.9236, with respect to land which has no more functional services available to it than does Rural & Semi-Serviced Land where the differential applied as 0.1385.
- 28.0 These are substantive issues for our client; by way of illustration were the property to be rated in the FL category it would have incurred a differential rating cost in the 2016-2017 of or about \$4155.00 whereas in MS it was rated at \$28,479.00
- 29.0 Whilst the purpose of this correspondence is simply to outline our client's concerns, with respect to the existing schema, we take the opportunity to identify a number of perceived anomalies in the manner in which the rating classification has been arrived at (in this – and likely similar aligned –instances) as they speak to the wider concerns our client has with respect to the differential rating schema in the 2016/2017 annual plan.
- 30.0 One of the criteria which Council staff appear to be applying in determining the classification of the subject property in the Miscellaneous (MS) rate, is the availability of access to Council's wastewater services by way of the property being situated "within 30m of a Council sewer drain".
- 31.0 With the greatest of respect, there is only one reference (which we have been able to ascertain) to a 30m methodology within the plan.
- 32.0 That arises in 5.3.2 – Wastewater Disposal where there is a targeted rate set, differentiated upon the basis that land is either "connected or "serviceable".
- 33.0 There is no 30 m parameter/test applied in the Miscellaneous (MS) rate categorisation, nor does there appear to be any such reference to that measure in the Rural & Semi Serviced Land classification.
- 34.0 Council appears, within the FL rating classification to have stipulated the criteria that it will apply in determining whether or not access is deemed to be available (being those specified at para 17.0 above)
- 35.0 As is apparent, the methodology used for determining the targeted water disposal rate is not present within/does not form part of the criteria for the Rural and Semi-Serviced (FL)

classification.

- 36.0 Nor, to our clients mind, would it be proper for that methodology to be invoked as the criteria nominated in the Rural and Semi-Serviced (FL) are presumptively exhaustive; and all the more so as while this targeted rate speaks to "connected" and/or "serviceable" as its criteria, the Miscellaneous (MS) rating category specifically adopts the criteria of the land being (for our purposes) a "vacant, serviced property" as distinct from either connected or serviceable land.
- 37.0 The perspective of our client company is, given there is a clear distinction to be drawn between serviceable (i.e. prospectively available) and serviced (i.e. having actual/extant services) there thus appears to be an anomaly between the exclusionary definition used for Rural and Semi-Serviced (FL) (i.e. an absence of access to the "sewage disposal system") and the definitional requirements for falling within Miscellaneous (MS) on the ground contended for (vacant, serviced), necessarily being that there be a "serviced property".
- 38.0 For ease of reference, we have attached Miss Nolan's most recent correspondence of 6 June 2017, which distils Council's decision making with respect to rating classification for this property as MS.

#### **Intended Use as a Criteria**

- 39.0 Our client makes two enquiries of Council; firstly, is it the Councillor's intention that land which would otherwise comprise Rural & Semi-Serviced, and which is not actually connected to (and thus causing load on) any actual Council sewerage services/utilities should be rated at a significant premium to Rural & Semi-Serviced land upon the basis of deemed access to/potential for future availability of those services. Put simply is the properties possible future sewerage connection demand the intended basis of differentiating between Rural & Semi-Serviced and Miscellaneous land?
- 40.0 Secondly, our client company respectfully enquires on what basis property is being deemed to be "serviced property" for the purposes of Miscellaneous classification, given the plan itself draws a distinction between connected, serviceable and serviced property, and in particular where the criteria which appears to be relied upon for determining a property to have become a "serviced property" comprises (to our clients mind exclusively) the 30 meter proximity criteria pertaining solely to the wastewater disposal rate at 5.3.2.

#### **Classification**

- 41.0 Whilst classification as MS imposed a particular economic burden on our client company in the 2016/2017 year, the potential for future MS classification upon this basis, in the context of these perceived anomalies, is its primary concern.
- 42.0 Our client company respectfully invites the counsellors to give consideration to the criteria

which are employed for classification of Rural & Semi-Serviced property within the context of the 2017/2018 annual plan, and in particular as to whether the criteria of deeming the availability of a utility/service not utilised at time of rating is seen to be the appropriate trigger in these instances. Our client company respectfully submits that it is not, and such deemed availability schema will ultimately have a significant chilling effect upon the willingness of developers to acquire land for which there is no imminent prospect of development/subdivision.

- 43.0 As noted, our client has particular concerns that the rating classifications appear to be being fixed, with reference to criteria which pertain to 5.3.2 – our client has been unable to obtain any clarity as to why the 30 m criteria has been utilised in this instance – and is respectfully of the view that this is so, speaks to the level of anomalies within the 2016/2017 plan rating classification schema.
- 44.0 In a practical context the ability to submit with respect to the annual plan is not an overly useful tool for ratepayers in these circumstances as the rates not having been struck, the ratepayer is not necessarily aware of the category into which the land is to be placed.
- 45.0 Our client company notes that it has brought these concerns forward to Council staff on a number of occasions, including prior to the rating 2016-2017 rating year commencing.
- 46.0 There appears to be an absence of (practicable) process to formally advance concerns surrounding rating classification, and thus our client company is obliged of this opportunity to raise these issues at this planning and strategic meeting.
- 47.0 Finally, we would like to thank Council for this opportunity to speak to these issues; the above is by way of being a brief precis only of our client company's concerns to which we will speak.

Yours faithfully

**JACOBS FLORENTINE**

**Greg Woollaston**

Associate  
greg@ifl.co.nz

GJW: SLW

"A"



**COMPUTER FREEHOLD REGISTER  
UNDER LAND TRANSFER ACT 1952**

Search Copy



**Identifier** 745189  
**Land Registration District** Wellington  
**Date Issued** 14 October 2016

**Prior References**  
702210

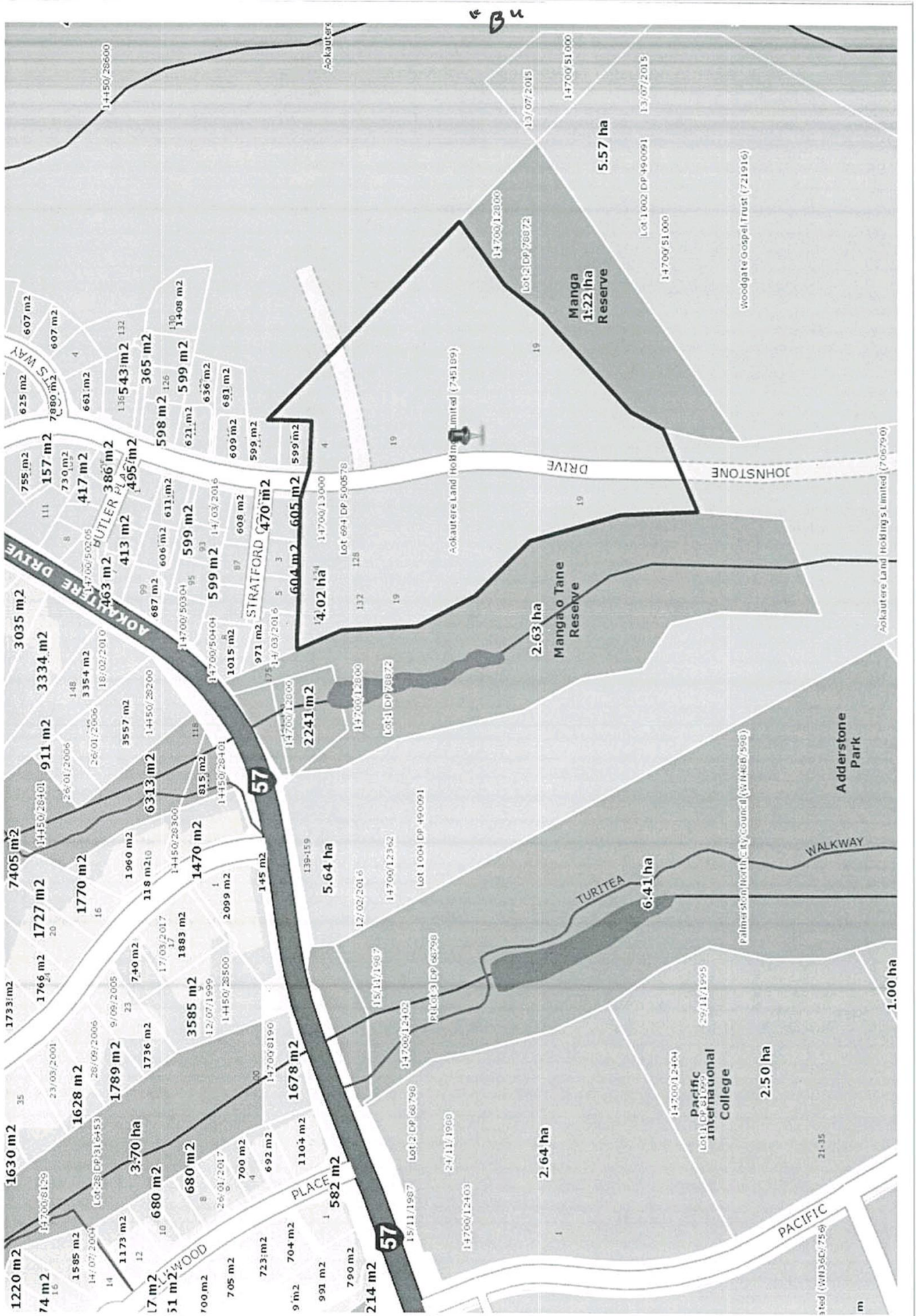
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**Estate** Fee Simple  
**Area** 4.0202 hectares more or less  
**Legal Description** Lot 694 Deposited Plan 500578

**Proprietors**  
Aokautere Land Holdings Limited

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**Interests**  
10506875.1 Mortgage to CTS Investments LLC - 21.7.2016 at 4:58 pm



#### 5.3.4 Warm Palmerston North

The Council proposes to set a voluntary targeted rate on 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 service amount are recovered. For 2016/17 the rate is proposed to be 16%.

#### 5.4 Differential Matters and Categories

##### 5.4.1 Objectives of Differentials for General Rate

The Council believes that a uniform general rate based on land value would not produce a fair and equitable allocation of rates and so operates a system of differentials based on land use. Descriptions of the land use categories are shown in 5.4.2.

The Council describes the relationship between the rates charged to each group in terms of a factor expressed as a percentage of the rate which would apply were there no differential rating in place i.e. the group described as Miscellaneous (MS). Each year the Council reviews the differential factors applied to each land use category. The factors proposed for 2016/17 are outlined in 5.1 and remain unchanged from 2015/16. The factors have been developed to address the following matters:

- rating units containing more than one residential unit will place an increasing demand on Council services as the number of units increase

- the land value for non-residential property is often driven by different influences than the land value for residential or rural land and therefore is not directly comparable as a rating base
- the Council's Revenue and Financing Policy identifies a number of activities where it believes non-residential users gain a greater benefit than other users so should bear a greater share of the cost
- for large rural rating units a pure land value system would produce rates charges, which were unsustainable
- rural and semi-serviced rating units generally have limited or in some cases no access to some Council activities funded through the general rate
- rating units containing multi-storey buildings gain more benefit from the provision of Council activities than is reflected by the application of a uniform rate in the dollar of land value.

##### 5.4.2 Differentials based on Land Use

The Council proposes to differentiate the General Rate on the basis of land use. Properties which have more than one use (or where there is doubt as to the relevant primary use) will be placed in a category with the highest differential factor or if, in the Council's opinion it is fair and reasonable to do so, then the Council may partition the property into parts and allocate each part to the most appropriate category. Note that, subject to the rights of objection to the rating information database set out in sections 29 and 39 of the Local Government (Rating) Act 2002 the Council is the sole determiner of the categories.

The following differential categories will be used:

##### Single Unit Residential (R1)

Every rating unit not otherwise classified:

- Two hectare or less in area having a predominant or exclusive residential use and on which is erected one residential unit; or
- Two hectare or less in area and having no predominant use, on which no building is erected but upon which the erection of residential units is a permitted activity under the City's District Plan.

##### Multi-unit residential (R2 - R8)

Every rating unit not otherwise classified on which is erected:

- two residential units (R2); or
- three residential units (R3); or
- four residential units (R4); or
- five residential units (R5); or
- six residential units (R6); or
- seven residential units (R7); or
- eight or more residential units (R8).

##### Miscellaneous (MS)

Every rating unit (or division thereof) of the following types:

- non-rateable property as defined in the Local Government (Rating) Act 2002
- property which could be categorised in another group code but which is used for not-for-profit purposes or other community purposes, determined at the Council's discretion
- property that is used for parking that is available for public use in accordance with criteria determined by the Council

- where the ratepayer conducts or permits to be conducted a business, being a Home Occupation as defined in the City's District Plan, and which would otherwise qualify for inclusion in group code R1
- serviced property that is more than two hectares in area, having a predominant or exclusive residential use and on which is erected one residential unit
- vacant, serviced property not classified in group codes R1 or FL or elsewhere as follows:
  - property where non-residential use is a permitted activity under the City's District Plan
  - property over two hectares in area where residential use is a permitted activity under the City's District Plan
- property which, due to its location, would otherwise qualify for inclusion in group code FL, FS or FM but which is not used for predominantly residential, farming, military or not-for-profit community purposes. The Council may determine that only a portion of the property shall be classified as MS and that the remainder is classified as FL, FS or FM, as appropriate.

#### **Non-Residential (CI, CR & CA)**

- CI** – Every rating unit not otherwise classified which has not a predominant or exclusive residential use (except property used for parking and/or vacant serviced property as defined in group code MS). Multi-storey properties, four storeys and over will be levied an additional differential surcharge.
- CR** – Every rating unit not otherwise classified which is predominantly used for research purposes in accordance with criteria determined by the Council.
- CA** – Every rating unit on which is erected a licensed hotel or an apartment building or residential institution and including

a guest house, rooming house, boarding house, private hotel, motel, residential club or hostel. (Taverns which have no residential accommodation shall be included in group code CI).

#### **Rural & Semi-serviced (FL, FS & FM)**

**FL** – Every rating unit not otherwise classified which does not have access to the City's sewage disposal system and has either (a) an area of five hectares or more or (b) an area less than five hectares but on which there is no residential dwelling unit or non-residential improvements.

In determining whether for rating purposes access is deemed to be available the Council will have regard to the following:

- whether the Council will allow the rating unit to be connected to the sewage disposal system
- whether the rating unit is capable of subdivision and if so, the ratepayer's intentions regarding subdivision
- the scope of any sub-divisional plan deposited with the District Land Registrar
- the portion of the property with access to services, which in the opinion of the Council, would form a reasonable first stage of subdivision
- the prevailing economic climate as it affects subdivision and the supply of serviced land within the City.

Based on its assessment of the matters outlined above the Council will determine one of the following rating approaches:

- reclassify the full property to the higher rated group in the year immediately succeeding access to the system becoming available
- reclassify only a portion of the property to the higher rated group code with the circumstances being reviewed annually

- retain the present classification and review it annually.
- FS** – Every rating unit which would otherwise qualify for inclusion in group code FL but which has an area of 0.2 hectares or less and on which there is either a residential dwelling or non-residential improvements.

**FM** – Every rating unit which would otherwise qualify for inclusion in group code FS but which has an area greater than 0.2 hectares and less than five hectares. The Council may consider reclassifying only a portion of the property into a higher rated group code once access is available to the City's sewage disposal system. In that event the same criteria as for group code FL will apply.

## **6. Early Payment of Rates**

Sections 55 and 56 of the Local Government (Rating) Act 2002 empowers councils to accept early payment of rates.

The Council will accept any payment of rates for either the current or future years in advance of the due date.

## **7. Rates Payable by Instalment**

The Council provides for rates to be paid in four equal instalments but it reserves the right to issue the first instalment as an interim one based on 25% of the rates payable in the previous rating year. For the 2016/17 year the due dates (i.e. final dates for payment without incurring penalty charges) will be:

Instalment One:	26 August 2016
Instalment Two:	25 November 2016
Instalment Three:	24 February 2017
Instalment Four:	26 May 2017



## MEMORANDUM

**TO:** Planning and Strategy Committee

**MEETING DATE:** 7 August 2017

**TITLE:** Aokautere Land Holdings Ltd (Rates)

**DATE:** 28 July 2017

**AUTHOR/S:** Steve Paterson, Strategy Manager Finance, City Corporate

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### RECOMMENDATION(S) TO PLANNING AND STRATEGY COMMITTEE

1. That the report be received.
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#### 1. ISSUE

Aokautere Land Holdings Ltd (ALH) has sought to make a deputation to the Committee regarding the way in which the Council's differential rating system is applied to their property in Aokautere (valuation reference: 14700 130 00).

This report provides background information to assist the Committee when considering the deputation. It is written having regard for the matters raised in the letter from Jacobs Florentine dated 20 July 2017 – a copy of which has been circulated to the Committee as part of the agenda.

#### 2. BACKGROUND

ALH's main contention is that the Council's present rating system (as it has been applied to their property) has anomalies which results in an unfair rating burden.

The Council's rating system combines a series of fixed charges (targeted rates for specific purposes) with a general rate based on the land value of the property. Although there have been minor changes from time to time the basic structure of the rating system has been in place for over 30 years. There have been a number of reviews over that time but no fundamental change has eventuated. On a couple of occasions it has been proposed that the land value base be changed to the capital value either in whole or part but such a change has not found favour with the Council of the time.

ITEM 5

If the land value was used as the base for the general rate, without further differentiation, then all properties would be rated at the same rate in the dollar of value. This rate is described in the Council's system as the Miscellaneous rate (MS).

However the Council's expressed view is that the land value based system on its own does not produce a fair rating incidence outcome. For this reason the Council has adopted a differential rating system, as provided for in the Local Government Rating Act 2002 (the Act). When such a system is used it is up to the Council to determine how the properties will be differentiated and to describe this is the Funding Impact Statement section of the 10 Year Plan and Annual Plan then in the rates setting resolution for the year.

The Act (in Schedule 2) prescribes a number of matters that may be used to define the categories of land for differential rating purposes. The following of the matters from the schedule are utilised by the Council:

- The use to which the land is put
- The area of land within the rating unit
- The provision or availability to the land of a service provided by, or on behalf of the local authority
- Where the land is situated
- The land value of the land

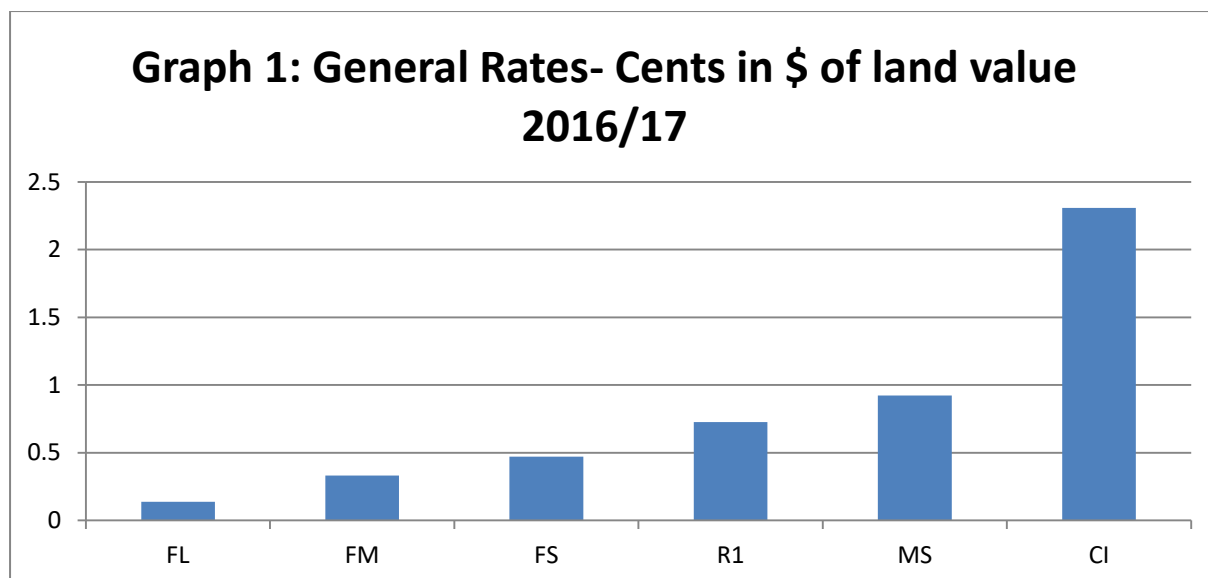
In the Council's rating system a number of rating categories are defined. The relationship between the rates charged to each group is expressed as a percentage of the rate that would apply were there no differential rating system in place ie the group described as MS.

Properties classified as Commercial/Industrial are charged 250% of the MS rate and multi-unit residential properties are charged between 120% and 180% of the MS rate. The sums generated from these surcharges enable properties classified as single unit residential to be charged 79% of the MS rate and those classified as rural semi-serviced to be rated at either 15%, 36% or 51% of the MS rate depending on the size of the rating unit.

Applying these differential surcharges resulted in the general rates for 2016/17 being at the levels as shown in Graph 1 below.

When the differential rating system was first developed one of the main issues addressed was what to use as the criteria to differentiate between rural/farm property and that which was going through various phases of development to become fully serviced residential or commercial land. It was decided that the most practical option was to use the availability of the wastewater system as the trigger point. Once this point has been reached the timing of the further subdivision is in the hands of the developer. Most of the Council provided services which are funded from the general rate are then available to the property. If many

of them are not then this is likely to be reflected in a lower land value for the property than would otherwise be the case.



ITEM 5

Differential categories:

FL – Rural/semi-serviced (5ha or more)

FM – Rural/semi-serviced (between 0.2 & 5ha)

FS – Rural/semi-serviced (0.2ha or less)

R1 – Single unit residential

MS – Miscellaneous (the basic rate which would apply to all properties if there were no differentials in place)

CI – Non-residential (Commercial/Industrial)

### 3. AOKAUTERE LAND HOLDINGS PROPERTY

On the following two pages are aerial photographs showing the property in question. They help demonstrate progress being made with subdivision.

Council staff are confident the way the property has been rated is consistent with the Council's defined rating system and other similar subdivisions.

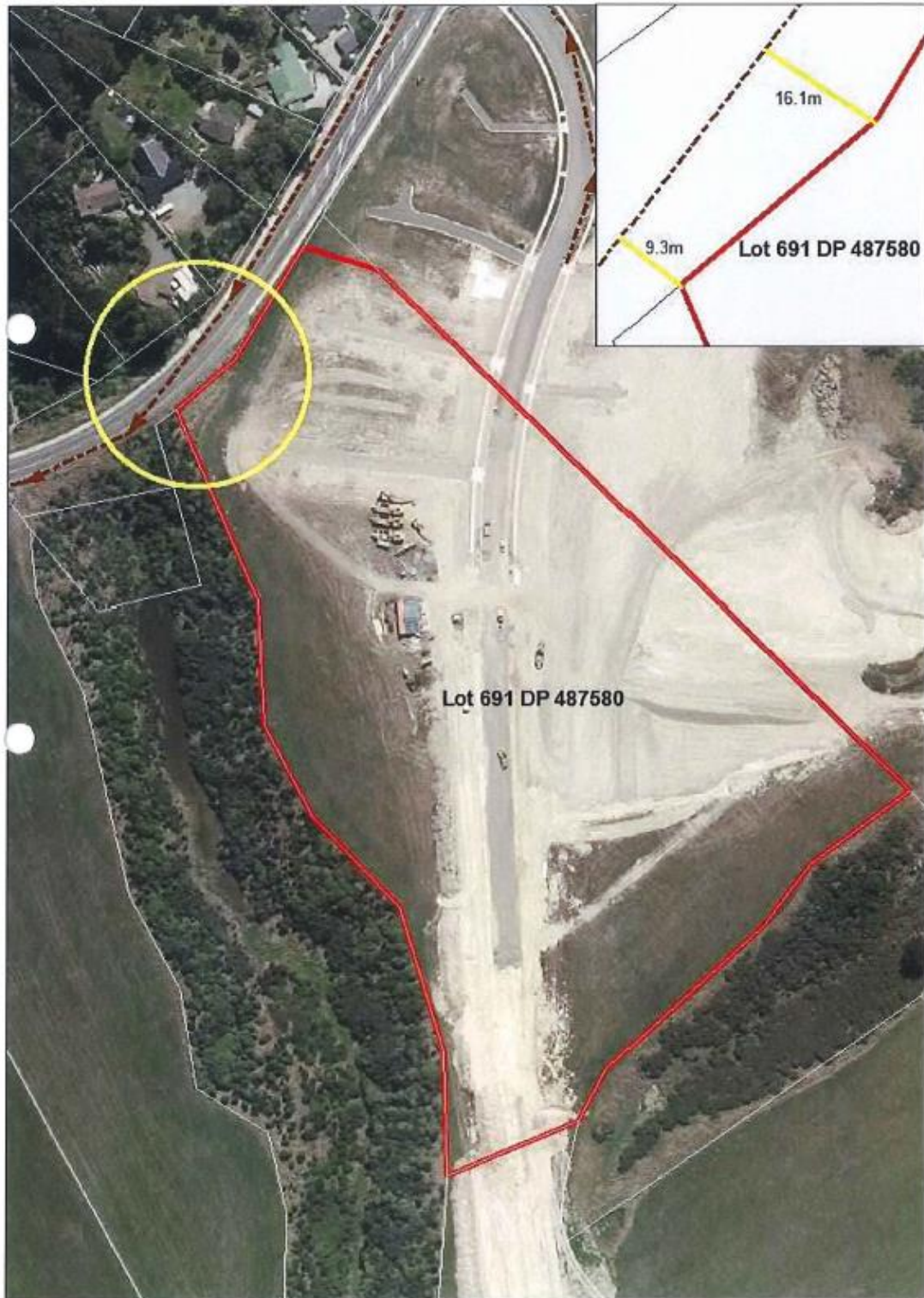
Whether the level of rates assessed on land being subdivided as part of greenfield development is reasonable is a matter for consideration as part of any review of the rating system.

## Subdivision Dec 2016

ITEM 5



## Subdivision Jan 2016



ITEM 5

#### 4. NEXT STEPS

The form of the Council's rating system is next considered during the formulation of the 2018-28 10 Year Plan.

#### 5. COMPLIANCE AND ADMINISTRATION

Does the Committee 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

#### ATTACHMENTS

Nil

Steve Paterson  
Strategy Manager Finance

## PALMERSTON NORTH CITY COUNCIL

### Minutes of the Planning and Strategy Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 07 June 2017, commencing 9.00am.

- Members Present:** Councillor Duncan McCann (in the Chair), The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Karen Naylor, Bruno Petrenas and Tangi Utikere.
- Apologies:** Councillor Vaughan Dennison (for lateness).

Councillor Vaughan Dennison entered the meeting at 3.02pm when the meeting resumed. He was not present for clause 32.

Councillor Gabrielle Bundy-Cooke left the meeting at 3.16pm during consideration of clause 35. She entered the meeting again at 3.50pm during consideration of clause 37. She was not present for clauses 35 and 36.

Councillor Tangi Utikere entered the meeting again at 3.34pm during consideration of clause 37. He was not present for clauses 33 to 36 inclusive.

#### 32-17 Apologies

Moved Tangi Utikere, seconded Grant Smith.

#### The COMMITTEE RESOLVED

1. That the Committee receive the apologies.

The meeting adjourned at 9.01am

The meeting resumed at 3.02pm

When the meeting resumed Councillor Tangi Utikere was not present and Councillor Vaughan Dennison was present.

#### 33-17 Confirmation of Minutes

Moved Duncan McCann, seconded Bruno Petrenas.

#### The COMMITTEE RESOLVED

1. That the minutes of the Planning and Strategy Committee meeting of 1

May 2017 Part I Public be confirmed as a true and correct record.

**34-17 Univer-City**

Memorandum, dated 3 April 2017 from the General Manager - City Future, Sheryl Bryant.

Moved Duncan McCann, seconded Leonie Hapeta.

The **COMMITTEE RESOLVED**

1. That the information be received.

**35-17 Palmerston North Animals and Bees Bylaw 2011 Review - S155  
Determination Report**

Report, dated 16 May 2017 from the Policy Analyst, Ann-Marie Mori.

Councillor Gabrielle Bundy-Cooke left the meeting at 3.16pm

Moved Duncan McCann, seconded Rachel Bowen.

The **COMMITTEE RECOMMENDS**

1. That it be agreed that a bylaw is the most appropriate way of addressing the public health and safety, and nuisance problems, caused by the keeping of animals (other than dogs) within Palmerston North.

**36-17 Palmerston North Dog Control Policy 2011- Review**

Report, dated 15 May 2017 from the Policy Analyst, Ann-Marie Mori.

Moved Duncan McCann, seconded Leonie Hapeta.

The **COMMITTEE RECOMMENDS**

1. That the Committee agrees to a review of the Palmerston North Dog Control Policy 2011.

**37-17 Pedestrian Facilities and Safety (NZTA) - March 2017**

Memorandum, dated 22 May 2017 from the Senior Transportation Engineer, Glenn Connelly.

Councillor Tangi Utikere entered the meeting again at 3.34pm

Councillor Gabrielle Bundy-Cooke entered the meeting again at 3.50pm

Moved Duncan McCann, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee note the progress and actions regarding pedestrian

safety and crossing facilities outlined in this report.

### 38-17 Committee Work Schedule

Moved Leonie Hapeta, seconded Lew Findlay QSM.

The **COMMITTEE RESOLVED**

1. That the Planning and Strategy Committee receive its Work Schedule dated June 2017.

## EXCLUSION OF PUBLIC

### 39-17 Recommendation to Exclude Public

Moved Duncan McCann, seconded Leonie Hapeta.

The **COMMITTEE 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
1.	Proposed Land Acquisition by a Commercial Interest	Commercial Activities	s7(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.

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

Acting Chief Executive (David Wright), Chief Financial Officer (Grant Elliott), General Manager, City Enterprises (Ray McIndoe), General Manager, City Future (Sheryl Bryant), General Manager, City Networks (Ray Swadel), General Manager, Customer Services (Peter Eathorne), General Manager, Libraries and Community Services (Debbie Duncan), Human Resources Manager (Wayne

Wilson) and Strategic Communications Manager (Mark Torley) because of their knowledge and ability to provide the meeting with advice on matters both from an organisation-wide context (being members of the Council's Management Team) and also from their specific role within the Council.

Legal Counsel (John Annabell), because of his knowledge and ability to provide the meeting with legal and procedural advice.

Governance and Support Team Leader (Kyle Whitfield) and Committee Administrators (Penny Odell, Carly Chang and Rachel Corser), because of their knowledge and ability to provide the meeting with procedural advice and record the proceedings of the meeting.

Glenn Connelly, because of his knowledge and ability to assist the meeting in speaking to his report and answering questions, noting that such officer will be present at the meeting only for the item that relate to their respective report.

The public part of the meeting finished at 3.55pm

Confirmed 7 August 2017

**Chairperson**

## MEMORANDUM

**TO:** Planning and Strategy Committee

**MEETING DATE:** 7 August 2017

**TITLE:** K3YS - Annual Membership

**DATE:** 7 October 2017

**AUTHOR/S:** Kyle Whitfield, Governance & Support Team Leader, City Corporate

### RECOMMENDATION(S) TO PLANNING AND STRATEGY COMMITTEE

1. That the Committee approve XXX Annual Memberships to the K3YS Network.

#### 1. BACKGROUND

Three Keys (K3YS) is a not-for profit organisation designed to inspire clever kiwis to tell their real stories of triumph, adversity, success and downright kiwi-ness.

K3YS tracks down speakers every second month and members can then choose which sessions they would like to attend. This is a good opportunity to meet new people, learn new things and your world is infinitely better by 7pm.

It is worth noting that each presentation is centred around 3 key points, hence the name. But if you miss a beat, you can watch the video clip from their website later on when you're less distracted.

The cost of the annual membership is \$150 per registration. These registrations can be interchangeable so it can be varying members attending different sessions.

#### 2. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
If Yes quote relevant clause(s) from Delegations Manual <Enter clause>	
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

## PALMERSTON NORTH CITY COUNCIL

Is there funding in the current Annual Plan for these actions?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>

**ATTACHMENTS**

Nil

Kyle Whitfield  
**Governance & Support**  
**Team Leader**

## MEMORANDUM

**TO:** Planning and Strategy Committee

**MEETING DATE:** 7 August 2017

**TITLE:** Events Waste Management & Minimisation

**DATE:** 25 July 2017

**AUTHOR/S:** Robert van Bentum, Water & Waste Services Manager, City Networks  
Natasha Hickmott, Rubbish and Recycling Engineer, City Networks  
Samantha Battman, Behaviour Change & Education Co-ordinator, City Networks

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### RECOMMENDATION(S) TO COUNCIL

1. That Committee receive this memo on Events Waste Management & Minimisation
2. That the Committee endorse the proposed adoption of a zero waste approach to events by mandating the use of 100% compostable food containers and utensils for all Council funded or significant events held on Council land, where an Event Waste Management and Minimisation Plan is required.
3. That the Committee approve additional new unbudgeted capital expenditure of \$35,000 for Events Waste Management Infrastructure.

---

### 1. BACKGROUND

- 1.1. The Waste Management and Minimisation Bylaw 2016 (WMM Bylaw) was adopted and came into force on 17 October 2016.
- 1.2. During the process of adopting and consultation on the WMM Bylaw, Councillors requested inclusion of a section for Events, with an emphasis on encouraging and promoting waste diversion at events.
- 1.3. The specific provisions contained within the bylaw and supporting administration manual are detailed below:

## ***“Waste Management and Minimisation Bylaw 2016***

### **PART SIX – EVENTS**

#### **Clause 15. EVENTS WASTE MANAGEMENT AND MINIMISATION**

- 15.1 *All events held on Council land or with Council funding must comply with the terms and conditions for Events Waste Management and Minimisation contained in the Administration Manual.*
- 15.2 *The Council may require an event organiser to prepare an Events Waste Management and Minimisation Plan for the event and submit it to the Council for approval, and adhere to that approved Events Management and Minimisation Plan.*
- 15.3 *If the Council requires an event organiser to prepare an Events Waste Management and Minimisation Plan, then the Council will:*
  - (a) *Give the event organiser as much notice as possible but at least 20 working days’ notice prior to the event being held of the need to prepare an Events Waste Management and Minimisation Plan; and*
  - (b) *Provide assistance and advice to the event organiser to develop the Events Waste Management and Minimisation Plan.*
- 15.4 *The Council reserves the right to monitor and assess any event for compliance with the requirements of this section, and the effectiveness of any waste minimisation plan at minimising the amount of waste generated at the event. The outcomes of that assessment may be considered when determining whether the event organiser is given permission to use Council land for that event, or whether Council funding is granted for that event, in the future.*

#### **Waste Management and Minimisation Bylaw 2016 – Administration Manual**

### **PART 6 – TERMS AND CONDITIONS FOR EVENTS WASTE MANAGEMENT AND MINIMISATION**

*The following terms and conditions apply to any event held on Council land of with Council funding:*

- 1. *The Event organiser must take all reasonable steps to minimise the amount of waste generated at the event. This includes encouraging event participants (e.g. food vendors) to minimise the amount of packaging used or given out, and discouraging non-recyclable materials such as foil or foil lined packaging,*

*polystyrene or Styrofoam containers or cups, wax-lined paper cups or tetra packs.*

2. *The event organiser must take all reasonable steps to encourage recycling opportunities for materials used at the event. This includes:*
  - a. *Using recyclable or compostable packaging wherever possible. Compostable materials are paper or cardboard (not plastic-lined), corn-starch/potato-bases/sugar-cane based packaging, bamboo, PLA ('plant plastic').*
  - b. *Promoting to event attendee opportunities to recycle packaging.*
3. *The event organiser is responsible for ensuring both waste and recycling bins (with the types of material that can be accepted in each type of bin) are available and distributed widely around the event location.*
4. *The event organiser is responsible for ensuring that all waste and recyclable material collected at the event is disposed of correctly."*

- 
- 1.4. In order to give effect to the intent of the events section of the bylaw staff have identified a range of issues and the need for changes to existing processes around event management and waste services for events.
  - 1.5. To better understand the options for achieving meaningful waste minimisation at Council supported events, Officers have undertaken trials at a number of events and completed assessments of the waste diverted. This has informed a range of recommended policy changes and support from Council to achieve meaningful waste minimisation at events.
  - 1.6. This memorandum outlines the current arrangements, the findings from the event recycling trials and recommended changes required to support event organisers to ensure events comply with the bylaw.
  - 1.7. This memorandum has been written with input and consultation from Libraries and Community Services Officers involved with planning and organising of events.

## **2. EXISTING EVENT RECYCLING**

- 2.1. Prior to the adoption of the bylaw there was little focus and no specific requirements imposed on event organisers to minimise waste from events. The

**ITEM 8**

standard arrangement had always been to externally contract for the supply of waste services e.g. Waste Management through provision of one or more large skip bins into which all waste from the event was disposed.

- 2.2. Occasionally Council would receive requests to provide recycling bins at events however this was very much at the discretion of the event organiser.
- 2.3. In addition there has been no consistent policy around who should be responsible for the cost of waste management at events. Generally if events were held on Council land or funded by Council, the costs were covered by Council outside the events contract, from existing internal facilities operational budgets
- 2.4. Post adoption of the bylaw event organisers were faced with paying the cost for recycling services when they had not previously been required to make provision for waste costs. While the extra costs associated with providing recycling at events are partially offset by lower waste costs incurred. The costs incurred for recycling at events could not be accommodated within existing Council Parks and Property or Rubbish and Recycling operational budgets.
- 2.5. To enable an understanding of the infrastructure requirements, logistical issues and costs associated with implementing event recycling, Water and Waste Division worked with event organisers and agreed to fund the costs for a trial of recycling and food waste diversion at a limited number of events. In addition staff time was provided from the Behaviour Change and Education Coordinator to observe behaviour at the events, and analyse the extent of diversion achieved and contamination occurring for the various waste streams. A total of 8 events of various sizes were trialled during the 2016/17 event season.

### 3. EVENT RECYCLING TRIAL

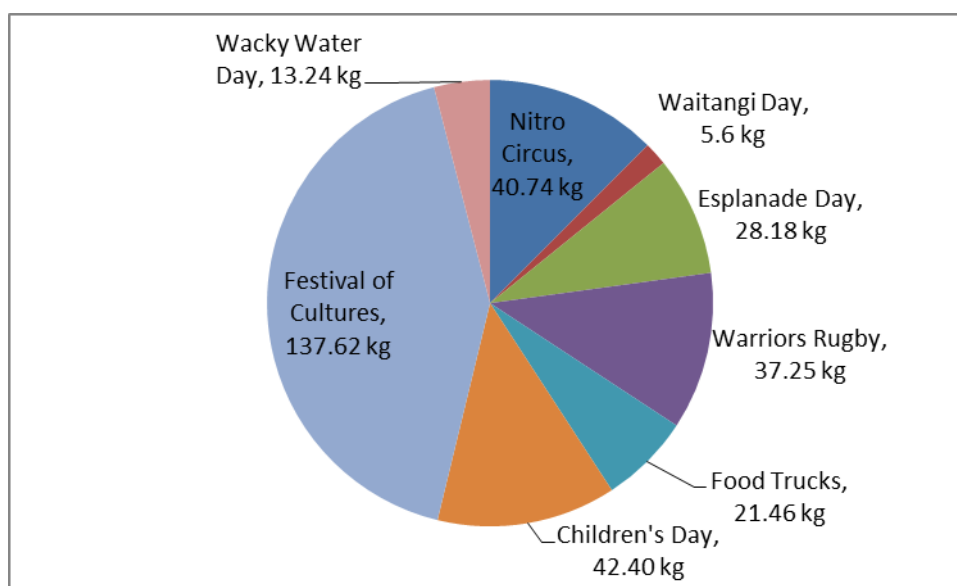
- 3.1 Recycling was trialled at eight events from January to March 2017 with a range of materials targeted at each event to maximise the diversion of waste from landfill (see table 1). Existing Council infrastructure was used to support the recycling trial, with additional materials purchased to support the trial.

**Table1 Events where recycling was trialled with target materials highlighted**

Date	Event	Target materials:
------	-------	-------------------

		Plastic containers and cans	Glass	Paper	Food scraps	Landfill	PLA cups*
27-01-17	<i>Nitro Circus</i> Location: The CET Arena	✓				✓	
06-02-17	<i>Waitangi Day</i> Location: Te Manawa Museum	✓	✓	✓	✓	✓	✓
19-02-17	<i>Esplanade Day</i> Location: Victoria Esplanade	✓			✓	✓	
19-02-17	<i>Warriors Rugby</i> Location: The CET Arena	✓				✓	
23-02-17	<i>Food Trucks (street feast)</i> Location: The Square	✓	✓		✓	✓	
Date	Event	Target materials:					
		Plastic containers and cans	Glass	Paper	Food scraps	Landfill	PLA cups*
05-03-17	<i>Children's Day</i> Location: Monrad Park	✓	✓		✓	✓	
03-03-17 to 05-03-17	<i>The Festival of Cultures</i> Location: The Square	✓	✓		✓	✓	
11-03-17	<i>Wacky Water Day</i> Location: Skoglund Park	✓	✓		✓	✓	
* PLA cups, made from plant oils, were targeted as requested by the event organiser.							

- 3.2 Water and Waste Division of Council provided the technical expertise and labour resource (Behaviour Change and Education Co-ordinator) to run the recycling trials at these events, with support from the event organisers.
- 3.3 At each event 'recycling stations' were set up with one wheelie bin for each targeted material (e.g. Food Waste, Comingled Recycling (excluding glass), glass and waste). The number of stations at each event varied, depending on the scale of the event, and the equipment and volunteer staff available to clear the stations.
- 3.4 Whole waste audits were conducted for three of the smaller events (refer Section 4). The amount of material diverted at each of the eight trial events is summarised in Figure 1.



**Figure 1 : Amount of material diverted at each event.**

#### 4. KEY FINDINGS

##### 4.1 The trials demonstrated that:

- Recycling stations can be an effective tool for diverting waste
- Resourcing recycling stations were more effective in terms of reducing contamination and maximising diversion (although it is dependent on the people manning the stations)
- General waste typically comprised of food waste, food contaminated products or non-recyclable products (e.g. polystyrene)
- The whole waste audits suggest that only 15 – 35% of waste generated at events is being diverted
- Compostable materials comprised almost a third of the total amount of material diverted
- The whole waste audits indicated that if all products used for food sale and distribution were made from compostable materials, diversion rates could be in excess of 80%.

#### 5. REQUIREMENTS FOR EFFECTIVE EVENT RECYCLING

- ##### 5.1
- The event recycling trials demonstrated that waste can be effectively diverted from landfill at a range of events, and provided information on the type and quantity of infrastructure required to facilitate recycling. The trial also identified the considerable challenges facing event organisers if they are to achieve meaningful diversion of waste.

## 5.2 Key conclusions from the trial were:

5.2.1 Significant diversion of waste in a cost effective manner at events requires significant investment of resources (staff and money) by Council particularly by way of:

- Investment in additional recycling equipment
- Preparation of improved communications and guidance material
- Improved access to recycling equipment for event organisers

5.2.2 The majority (70-80%) of waste from large events is food waste or food related containers and products. The most practical way to divert this waste is to composting. This requires the mandatory use of compostable food containers and utensils by all vendors.

5.2.3 Event recycling and waste minimisation costs should be transparent and be funded by the event organiser if waste generation is to be minimised. Council can provide cost effective recycling services to the event organisers. Council funded events can and should make provision for recycling in the event budget while all other event organisers should expect to allow for event recycling costs.

## 6. OTHER STRATEGIC IMPACT

6.1 The recommended changes are not considered to pose a threat to Council's strategic aims of increasing vibrancy and activity in the City Centre. Discretion will be reserved for Council to consider waiving the requirement for Event Waste Management and Minimisation Plans (EWMMP) for events and activities that have negligible waste impacts. An example of such an event is the recent Yoga in the Square event.

6.2 Mandating the use of 100% compostable food containers and utensils for events on Council land or funded by Council will improve the event experience by eliminating confusion around recycling, and aligns with requirements sought by other local authorities which local food trucks and vendors participate in. The additional capital equipment and improved processes sought through this memorandum will reduce the barriers to event organisers implementing more sustainable waste management.

## 7. NEXT STEPS

- 7.1 If effective event recycling is to become a reality Officers consider that the following must occur. In each case the additional budget requirements beyond that included in the current 2017-18 Annual Budget are outlined.

**Table 2 Summary of Recommended Actions**

Action Item	Budgetary Implications
Additional infrastructure (Trailers x 2 – small and large, Bins, Locks, Enclosures and Signs) to be made available to event organisers at no cost	\$35,000 <b>CAPEX NEW</b>
Develop communication materials including web landing page, model event recycling plan and forms	Existing staff resources
Develop and adopt a fee schedule and service agreements for the provision of recycling and waste services to events.	Existing staff resources
Mandate the use of compostable food containers and utensils by all participants in an event through existing events contracts and by inclusion in the model EWMMP.	No cost – policy change

## 8. SUMMARY

- 8.1 Adoption of the Event Waste Minimisation and Management provision (Part 6, Clause 15) in the Waste Minimisation and Management Bylaw has established an obligation for event organisers which given the current policies and support in place is problematic to achieve.
- 8.2 Council officers through trials and consultation have identified the key requirements for supporting event organisers to give effect to the intent of the bylaw and achieve meaningful diversion of waste. In addition to mandating the compulsory use of 100% compostable food containers and utensils at events for which an EWMMP is required, Council needs to provide additional practical, information, process and logistical support to event organisers.
- 8.3 Additional funding for the capital costs of trailers, bins and signage is required as well as a clear acknowledgement that event organisers must pay for the cost of recycling and waste minimisation.

## ATTACHMENTS

Nil

Robert van Bentum  
**Water & Waste Services  
Manager**

Natasha Hickmott  
**Rubbish and Recycling  
Engineer**

Samantha Battman  
**Behaviour Change &  
Education Co-ordinator**

**ITEM 8**



## MEMORANDUM

**TO:** Planning and Strategy Committee

**MEETING DATE:** 7 August 2017

**TITLE:** Conference Opportunity - Just Action Conference

**DATE:** 7 June 2017

**AUTHOR/S:** Kyle Whitfield, Governance & Support Team Leader, City Corporate

### RECOMMENDATION(S) TO PLANNING AND STRATEGY COMMITTEE

1. That the Committee approve the attendance of up to XX elected member(s) to attend, with expenses paid, to Just Action Conference being held in Auckland on 15 and 16 September 2017.
2. That, in the event that the Committee approves the attendance of elected member(s) at the above training, then registrations of interest be invited from elected members wishing to attend, with expenses paid, and advise the Governance and Support Team Leader, by 12 noon Friday 11 August 2017.

### 1. ISSUE

The elected members' budget for conference attendance and training opportunities is \$72,342. As at 6 July 2017 there remains \$72,342 available for the balance of the financial year ending 30 June 2018. This does not include outstanding invoices that have been previously approved, but have yet to be presented for payment.

Anticipated expenses for attending this conference are:

Conference	\$150.00
Transport	\$250.00
Accommodation	\$220.00

No financial provision is to be made for any spouse or partner of an elected member attending any conference or training opportunity, other than for the Mayor's spouse or partner attending a conference in association with the Mayor.

### 2. BACKGROUND

The programme includes:

# ITEM 9

Just Action is a leading social justice conference organised by The Salvation Army Social Policy and Parliamentary Unit. Drawing first class speakers globally and within New Zealand, Just Action provides a place to discuss, debate and inspire socially just solutions for some of New Zealand's toughest social and economic problems. The conference has built a reputation as a place of inspiration, learning and challenge for those who want to develop a more socially just and equitable society in New Zealand.

This year, the conference will be focused on confronting some of the biggest social issues facing us today in Aotearoa New Zealand. As election year picks up the pace, what could it look like to build a just future in housing, for our children, for our multi-cultural society, for refugees, and for our economic system? What could it look like to have a gospel-based socially just future in the wider Church and in our society?

The conference will be particularly drawing on local experts from various fields - with an emphasis on contextual justice that is built here, in the land of the long white cloud.

## 3. NEXT STEPS

The Committee may choose whether any elected members should attend the conference, and if so, how many, in which case the Committee could invite registrations of interest from elected members wishing to attend.

If the Committee decides to approve the attendance of one or more elected members, registrations of interest will be sought from elected members. At the closing date of registrations (12 noon on Friday 11 August 2017), the Committee Administrator will advise the Chairperson and Deputy Chairperson of the interest received, for them to make a decision on the successful registrant(s).

Once the Chairperson and Deputy Chairperson have advised the Committee Administrator of the successful registrant(s), all further information regarding the workshop will then be forwarded to that person or those persons direct.

## ATTACHMENTS

NIL

Kyle Whitfield  
Governance & Support  
Team Leader

## MEMORANDUM

**TO:** Planning and Strategy Committee

**MEETING DATE:** 7 August 2017

**TITLE:** Conference Opportunity - Council-Maori Participation Arrangements Webinar

**DATE:** 24 July 2017

**AUTHOR/S:** Carly Chang, Committee Administrator, City Corporate

ITEM 10

### RECOMMENDATION(S) TO PLANNING AND STRATEGY COMMITTEE

1. That the Committee approve the attendance of up to XX elected member(s) to attend, with expenses paid, the Council-Maori Participation Arrangements Webinar being held on 15 August 2017.
2. That, in the event that the Committee approves the attendance of elected member(s) at the above training, then registrations of interest be invited from elected members wishing to attend, with expenses paid, and advise the Committee Administrator, Carly Chang, by 12 noon Wednesday 9 August 2017.

### 1. ISSUE

The elected members' budget for conference attendance and training opportunities is \$72,336. As at 24 July 2017 there remains \$72,336 available for the balance of the financial year ending 30 June 2018. This does not include outstanding invoices that have been previously approved, but have yet to be presented for payment.

Anticipated expenses for attending this webinar are:

Webinar	\$150.00 per person
---------	---------------------

No financial provision is to be made for any spouse or partner of an elected member attending any conference or training opportunity, other than for the Mayor's spouse or partner attending a conference in association with the Mayor.

## 2. BACKGROUND

An opportunity that exists for all local authorities is to establish meaningful and ongoing relationships with Maori organisations within their cities, districts and regions. Councils operate under a number of statutory regimes that require interaction and a relationship with Maori. Underpinning this is the assumption that dialogue should be occurring in order to understand the values, aspirations and interest of Maori organisations.

Building relationships with Maori is not simply a matter of complying with legislation. Councils need to recognise and be responsive to, the nature and diversity of their communities. In particular, they should recognise the mandate and structures established by Maori communities within their communities. How this occurs, in addition to requirements set out in legislation, should be a matter of mutual negotiation that suits the particular context.

The Webinar purpose is to discuss and summarise the arrangements in place across the country to give Maori a voice to support community well-being.

By the end of this webinar participants will be able to:

- consider a range of approaches to building relationships;
- review your own council's approach;
- decide which may work best for your community; and
- plan to establish effective relationships.

## 3. NEXT STEPS

The Committee may choose whether any elected members should attend the conference, and if so, how many, in which case the Committee could invite registrations of interest from elected members wishing to attend.

If the Committee decides to approve the attendance of one or more elected members, registrations of interest will be sought from elected members. At the closing date of registrations (12 noon on Wednesday 9 August 2017), the Committee Administrator will advise the Chairperson and Deputy Chairperson of the interest received, for them to make a decision on the successful registrant(s).

Once the Chairperson and Deputy Chairperson have advised the Committee Administrator of the successful registrant(s), all further information regarding the workshop will then be forwarded to that person or those persons direct.

## ATTACHMENTS

NIL

Carly Chang  
**Committee Administrator**

**ITEM 10**



## COMMITTEE WORK SCHEDULE

**TO:** Planning and Strategy Committee

**MEETING DATE:** 7 August 2017



**TITLE:** Committee Work Schedule

---

### RECOMMENDATION(S) TO PLANNING AND STRATEGY COMMITTEE

1. That the Planning and Strategy Committee receive its Work Schedule dated August 2017.

### ATTACHMENTS

1. Work Schedule - August 2017  

## PLANNING & STRATEGY COMMITTEE

### COMMITTEE WORK SCHEDULE – AUGUST 2017

Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Point of Origin
1	<del>August</del> October 2017	Sectional District Plan Review: Proposed Plan Change 22 Omnibus (Balance transportation, subdivision, hazards, general, monitoring, information requirements)	General Manager, City Future		
2	<del>August</del> September 2017	Draft Traffic and Parking Bylaw	General Manager, City Future	Subject to Councillor briefing	
3	<del>August 2017</del> TBA	Flyers Line – Results of investigation for long term remedial options	General Manager, City Networks		Resolution 102.3 Finance and Performance November 2015
4	<del>August</del> September 2017	Results of safety audit report	General Manager, City Networks		Planning and Strategy 6 March 2017 clause 13.3
5	<del>August</del> September 2017	Bikes in Schools – report back on application for funding	General Manager, City Networks		20 February 2017 Clause 6-17
6	<del>August 2017</del>	<del>Use of Public Land by Commercial Interest</del>	<del>GM, City Future</del>		<del>Finance &amp; Performance 15 August 2016 Clause 54-16</del>
7	September 2017	Quarterly update on NZTA progress relating to pedestrian safety	General Manager, City Networks		Resolved at Committee meeting 7 March 2016

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8	September 2017	Draft Dog Control Policy Bylaw	General Manager, City Future		
9	September 2017	Animals and Bees Bylaw	General Manager, City Future		
10	October 2017	Needs assessment and report on options to improve pedestrian safety	General Manager, City Networks		Planning and Strategy 21 November 2016 clause 76.2
11	December 2017	Cemetery Bylaw Review – S155 Report	General Manager, City Future		
12	TBA	Sectional District Plan Review: Proposed Plan Change 23 Zoning Adjustments	General Manager, City Future	Working with landowners	
13	TBA	Council's new Strategic Framework (includes consideration of all former strategies under review)	General Manager, City Future	Subject to finalisation of Council's vision and goals	