



PALMERSTON NORTH CITY COUNCIL

AGENDA COUNCIL

9AM, MONDAY 25 SEPTEMBER 2017

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



MEMBERSHIP

Grant Smith (Mayor)

Tangi Utikere (Deputy Mayor)

Brent Barrett

Susan Baty

Rachel Bowen

Adrian Broad

Gabrielle Bundy-Cooke

Vaughan Dennison

Lew Findlay QSM

Leonie Hapeta

Jim Jefferies

Lorna Johnson

Duncan McCann

Karen Naylor

Bruno Petrenas

Aleisha Rutherford

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

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

Heather Shotter

Chief Executive, Palmerston North City Council

Palmerston North City Council

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Private Bag 11034, 32 The Square, Palmerston North



COUNCIL MEETING

25 September 2017

ORDER OF BUSINESS

1. Apologies

2. Confirmation of Agenda and Urgent 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. Confirmation of Minutes

"That the minutes of the ordinary meeting of 28 August 2017 Part I Public, the extraordinary meeting of 4 September 2017 Part I Public and the extraordinary meeting of 18 September 2017 Part I Public be confirmed as a true and correct record."

Page 7

REPORTS

4. **Work Schedule** Page 29

RECOMMENDATIONS FROM COMMITTEE MEETINGS

5. **Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 4 September 2017 Meeting** Page 31

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

6. **Presentation of the Part I Public Sport and Recreation Committee Recommendations from its 4 September 2017 Meeting** Page 33

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

7. **Presentation of the Part I Public Community Development Committee Recommendations from its 11 September 2017 Meeting** Page 35

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

8. **Presentation of the Part I Public Finance and Performance Committee Recommendations from its 18 September 2017 Meeting** Page 37

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

9. **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
10.	Minutes of the ordinary meeting - Part II Confidential - 28 August 2017 and the extraordinary meeting - Part II Confidential - 4 September 2017	For the reasons setout in the ordinary minutes of 28 August 2017 and the extraordinary minutes of 4 September 2017, held in public present.	
11.	Leave of Absence	Privacy	s7(2)(a)
12.	District Licensing Committee - Appointments	Privacy	s7(2)(a)
13.	Civic Honour Awards 2017	Privacy	s7(2)(a)
14.	Presentation of the Part II Confidential Sport and Recreation Committee Recommendations from its 4 September 2017 Meeting	Commercial Activities	s7(2)(h)
15.	Presentation of the Part II Confidential Finance and Performance Committee Recommendations from its 18 September 2017 Meeting	Commercial Activities and Negotiations	s7(2)(h) and s7(2)(i)

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.

Chief Executive (Heather Shotter), 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 Communications and Marketing Manager (or their representative (name)) 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.

[Add Council Officers], 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].

PALMERSTON NORTH CITY COUNCIL

Minutes of the Council Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 28 August 2017, commencing at 9.00am

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

Apologies: Councillors Rachel Bowen (early departure on Council Business) and Aleisha Rutherford (for lateness).

Councillor Rachel Bowen left the meeting at 10.24am during consideration of clause 133. She was not present for clauses 133 to 137 inclusive.

117-17 Apologies

Moved Grant Smith, seconded Tangi Utikere.

RESOLVED

1. That Council receive the apologies.

Clause 117.1 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors, Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere

118-17 Urgent Late Item

Moved Grant Smith, seconded Tangi Utikere.

RESOLVED

1. That subject to Section 46A(7) of the Local Government Official Information and Meetings Act 1987 and in accordance with the advice by the Chairperson the following item be considered as an urgent item:

- (i) Memorandum, dated 28 August 2017, from the Mayor, Grant Smith, titled "Memorandum of Understanding - Development". Part II item.

As the item was not available at the time the Agenda was circulated; and

consideration of the items was a matter of urgency, requiring a decision without delay to enable the Council to manage relationships, meet deadlines, finalise decisions and receive information within agreed timeframes.

Clause 118.1 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

119-17

Confirmation of Minutes

Moved Grant Smith, seconded Susan Baty.

RESOLVED

1. That the minutes of the ordinary meeting of 26 June 2017 Part I Public be confirmed as a true and correct record.

Clause 119.1 above was carried 14 votes to 0, with 1 abstention, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor and Bruno Petrenas.

Abstained:

Councillor Tangi Utikere.

Moved Grant Smith, seconded Susan Baty.

2. That the minutes of the extraordinary meeting of 7 August 2017 Part I Public be confirmed as a true and correct record.

Clause 119.2 above was carried 14 votes to 0, with 1 abstention, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

Abstained:

Councillor Leonie Hapeta.

REPORTS

120-17

Events Manawatu Trust Board - Exemption from being a Council- Controlled Organisation

Memorandum, dated 16 August 2017 from the Strategy Manager Finance, Steve Paterson.

PALMERSTON NORTH CITY COUNCIL

Moved Vaughan Dennison, seconded Rachel Bowen.

RESOLVED

1. That the Events Manawatu Trust Board be exempted from being a Council-Controlled Organisation effective from 16 August 2016 pursuant to section 7(3) Local Government Act 2002.

Clause 120.1 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere,

121-17

Caccia Birch Trust Board & Globe Theatre Trust - Exemption from being a Council-Controlled Organisation

Memorandum, dated 21 August 2017 from the Strategy Manager Finance, Steve Paterson.

Moved Vaughan Dennison, seconded Grant Smith.

RESOLVED

1. That the Caccia Birch Trust Board be exempted from being a Council-Controlled Organisation pursuant to section 7(3) Local Government Act 2002.
2. That, subject to receipt of a formal request to do so from the Globe Theatre Trust Board, the Globe Theatre Trust be exempted from being a Council-Controlled Organisation pursuant to section 7(3) Local Government Act 2002.

Clause 121-17 above was carried 14 votes to 1, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere

Against:

Councillor Leonie Hapeta.

122-17

Support for Te Manawa

Memorandum, dated 18 August 2017 from the General Manager - City Future, Sheryl Bryant and the Chief Financial Officer, Grant Elliott.

Moved Leonie Hapeta, seconded Duncan McCann.

RESOLVED

1. That funding support of \$40,000 be provided to Te Manawa in order to progress high level planning and business case development for Options A

(new build museum) and B (repurpose/ new build museum) to enable consideration of its proposals as part of the Long Term Plan process.

2. That the funding support referred in recommendation 1 be approved as an unbudgeted item.

Clause 122-17 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere

123-17

RMA Commissioner Schedule

Memorandum, dated 4 July 2017 from the Governance & Support Team Leader, Kyle Whitfield and the Legal Counsel, John Annabell.

Moved Grant Smith, seconded Rachel Bowen.

RESOLVED

1. That the Resource Management Act 1991 Commissioner Schedule be reviewed in the manner indicated in the memorandum dated 4 July 2017 and entitled "RMA Commissioner Schedule."

Clause 123.1 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

124-17

Changes to the Governance and Administration of the Manawatu-Wanganui Regional Disaster Relief Trust

Memorandum, dated 20 July 2017 from the Governance & Support Team Leader, Kyle Whitfield.

Moved Grant Smith, seconded Tangi Utikere.

RESOLVED

1. To confirm the appointment of Cr Vaughan Dennison (Civil Defence Portfolio Lead) as the Palmerston North City Council representative on the Manawatu-Wanganui Regional Disaster Relief Fund Trust Board.

Clause 124.1 above was carried 14 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere

NOTE

Councillor Vaughan Dennison declared a conflict of interest and withdrew from discussion and voting on clause 124-17 above.

125-17 Elected Member Remuneration from 1 July 2017

Memorandum, dated 3 August 2017 from the Governance & Support Team Leader, Kyle Whitfield.

Elected Members sought further clarification as to how the additional funds could be allocated and also the option to return the funds.

Moved Vaughan Dennison, seconded Susan Baty.

RESOLVED

1. That the item be left to lie on the table until the September 2017 Council meeting.

Clause 125.1 above was carried 14 votes to 1, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Bruno Petrenas and Tangi Utikere.

Against:

Councillor Karen Naylor.

126-17 Conference Opportunity - Asia-Pacific Cycle Congress

Memorandum, dated 16 August 2017 from the Committee Administrator, Penny Odell.

Moved Brent Barrett, seconded Leonie Hapeta.

RESOLVED

1. That the Committee approve the attendance of up to two elected members to attend, with expenses paid, to Asia-Pacific Cycle Congress being held in Christchurch on Wednesday 18 to Friday 20 October 2017.
2. That registrations of interest be invited from elected members wishing to attend, with expenses paid, and advise the Committee Advisor, Penny Odell, by 12 noon Thursday 31 August 2017.

Clause 126-17 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

RECOMMENDATIONS FROM COMMITTEE MEETINGS

127-17 Planning and Strategy Committee Part I Public - 7 August 2017

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

Moved Tangi Utikere, seconded Rachel Bowen.

RESOLVED

1. That the Committee's recommendations be adopted.

Clause 127.1 above was carried 14 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Karen Naylor, Bruno Petrenas and Tangi Utikere.

NOTE

Councillor Duncan McCann declared a conflict of interest and withdrew from discussion and voting on clause 124-17 above.

128-17 Arts, Culture and Heritage Committee Part I Public - 14 August 2017

Consideration was given to Arts, Culture and Heritage Committee recommendations as appended to these minutes.

Moved Rachel Bowen, seconded Jim Jefferies.

RESOLVED

1. That the Committee's recommendations be adopted.

Clause 128.1 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

129-17 Finance and Performance Committee Part I Public - 21 August 2017

Consideration was given to Finance and Performance Committee recommendations as appended to these minutes.

Moved Susan Baty, seconded Jim Jefferies.

RESOLVED

1. That the Committee's recommendations be adopted.

Clause 129.1 above was carried 13 votes to 0, with 2 abstentions, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna

Johnson, Duncan McCann, Karen Naylor and Bruno Petrenas.

Abstained:

Councillors Tangi Utikere and Leonie Hapeta.

130-17 Audit and Risk Committee Part I Public - 21 August 2017

Consideration was given to Audit and Risk Committee recommendations as appended to these minutes.

Moved Vaughan Dennison, seconded Bruno Petrenas.

RESOLVED

1. That the Committee's recommendations be adopted.

Clause 130.1 above was carried 13 votes to 0, with 2 abstentions, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor and Bruno Petrenas.

Abstained:

Councillors Tangi Utikere and Leonie Hapeta.

EXCLUSION OF PUBLIC

131-17 Recommendation to Exclude Public

Moved Grant Smith, seconded Bruno Petrenas.

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
16.	Minutes of the ordinary meeting - Part II Confidential - 26 June 2017 and the extraordinary meeting - Part II Confidential - 7 August 2017	For the reasons setout in the ordinary minutes of 26 June 2017 and the extraordinary minutes of 7 August 2017, held in public present.	
17.	Director and Trustee	Privacy	s7(2)(a)

	Appointments		
18.	Toyota Distribution Warehouse Extension - Development Contributions Payable	Negotiations	s7(2)(i)
19.	Presentation of the Part II Confidential Planning and Strategy Committee Recommendations from its 7 August 2017 Meeting	Legal Privilege	s7(2)(g)
20.	Presentation of the Part II Confidential Finance and Performance Committee Recommendations from its 21 August 2017 Meeting	Commercial Activities, Privacy and Negotiations	s7(2)(h), s7(2)(a) and s7(2)(i)
21.	Memorandum of Understanding – Development (Late Item)	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 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.

City Planning Manager (David Murphy), because of his knowledge and ability to assist the meeting in speaking to the report and answering questions,

noting that such officer will be present at the meeting only for the item that relate to their respective report.

Clause 131.1 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

The public part of the meeting finished at 10.06am

Confirmed 25 September 2017

Mayor

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 28 August 2017

TITLE: Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 7 August 2017 Meeting

Set out below are the recommendations only from the Planning and Strategy Committee meeting Part I Public held on 7 August 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

1-17 Events Waste Management & Minimisation

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.

Moved Vaughan Dennison, seconded Bruno Petrenas.

The **COMMITTEE RECOMMENDS**

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.

ATTACHMENTS

NIL

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 28 August 2017

TITLE: Presentation of the Part I Public Arts, Culture and Heritage Committee Recommendations from its 14 August 2017 Meeting

Set out below are the recommendations only from the Arts, Culture and Heritage Committee meeting Part I Public held on 14 August 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

19-17 Deputation - Te Manawa

The **COMMITTEE RECOMMENDS**

1. That the Arts, Culture and Heritage Committee receive the deputation for information.
2. That the presentation be referred to the Long Term Plan process.
3. That the Concept Plan be developed further into a staged Master Plan with business case support for the Long Term Plan consideration.
4. That the Chief Executive be instructed to report back to the August Council meeting on how to best achieve recommendation 3.

20-17 Deputation - Palmerston North History Project

The **COMMITTEE RECOMMENDS**

1. That the Arts, Culture and Heritage Committee receive the deputation for information.
2. That the request for financial support be referred to the Chief Executive.

18-17 Asset Management of Palmerston North Public Art and Register of Council Owned Artwork

Memorandum, dated 21 July 2017 from the Arts Coordinator, Gillian Tasker.

The **COMMITTEE RECOMMENDS**

1. That Council receive the report titled "Asset Management of Palmerston North Public Arts and Register of Council Owned Artwork" and dated 21 July 2017, from the Arts Coordinator, Gillian Tasker, and that it be referred to the Long Term Plan process.

2. That the Chief Executive is instructed to maintain a register of public artworks, including significant works, subject to recommendation 1.

22-17 Military History Exhibition Facility Feasibility Study - extension of scope

Memorandum, dated 28 July 2017 from the Manager - Community Engagement, Ian Littleworth.

The **COMMITTEE RECOMMENDS**

1. That the memorandum titled "Military History Exhibition Facility Feasibility Study – extension of scope" and dated 28 July 2017 from the Manager – Community Engagement, Ian Littleworth, be received.
2. That the scope of the feasibility study be extended to also include wider museum/heritage issues and opportunities as well as a military history exhibition facility.
3. That the feasibility study be renamed "Military History/Heritage issues and options" to reflect the broader scope of the programme and report back to the November Arts, Culture and Heritage Committee meeting.

24-17 Funding for the Arts

Memorandum, dated 28 July 2017 from the Community Funding Coordinator, Rebecca Hofmann.

The **COMMITTEE RECOMMENDS**

1. That the memorandum titled "Funding for the Arts" and dated 28 July 2017 from the Community Funding Coordinator, Rebecca Hofmann be received as information.
2. That the Appendix information is referred to the planned review of the Community Funding Policy.
3. That the Chief Executive develop a policy to direct the PNCC contribution to the Creative Communities New Zealand scheme.

23-17 Presentation of Finalised Statements of Intent 2017-2020 for Council-Controlled Organisations (Cultural)

Report, dated 28 July 2017 from the Community Funding Coordinator, Rebecca Hofmann and the Management Accountant, Matt Duxfield.

The **COMMITTEE RECOMMENDS**

1. That the Statement of Intent 2017-2020 submitted by Caccia Birch Trust Board be approved and Council authorises an increase of \$4,431 in Council

budget for 2017/18.

2. That the Statement of Intent 2017-2020 submitted by Regent Theatre Trust be approved.
3. That the Statement of Intent 2017-2020 submitted by Globe Theatre Trust Board be approved.
4. That the Statement of Intent 2017-2020 submitted by Te Manawa Museums Trust be approved.
5. That Council authorise commencement of the process of exempting Caccia Birch as a reporting CCO under s 7 of the Local Government Act 2002 and Councillors confirm that the ongoing reporting requirements are to be similar to current requirements, and Council does not require an audit of Caccia Birch and the budgets reduced accordingly, subject to Audit New Zealand agreement.

ATTACHMENTS

NIL

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 28 August 2017

TITLE: Presentation of the Part I Public Finance and Performance Committee Recommendations from its 21 August 2017 Meeting

Set out below are the recommendations only from the Finance and Performance Committee meeting Part I Public held on 21 August 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

58-17 Section 17A Review Venues & Events Palmerston North

The **COMMITTEE RECOMMENDS**

1. That given the information within the report entitled: Section 17A Review Venues and Events Palmerston North dated 25 July 2017 on the considerable advancement and achievements in relation to previously highlighted areas for improvement and recommendations from the independent reviews undertaken by Horwarth HTL and Freeman Associates it is recommended:
 1. That the Palmerston North Conference & Function Centre continues to be run in house under joint management alongside Central Energy Trust Arena.
 2. Confirm the June 2015 resolution 87.1 that the Palmerston North Conference & Function Centre continue to be delivered internally.
 3. That the Central Energy Trust Arena continues to be run in house under joint management alongside Palmerston North Conference & Function Centre.
 4. That the ongoing management and delivery of both venues be continually reviewed in the best interests of Palmerston North.
 5. That Council agrees that the independent reviews of the Palmerston North Conference & Function Centre and the Central Energy Trust Arena met the intent of the Local Government Act s17A for the first round of s17A reviews

59-17 Ashhurst Domain - River Protection Works

1. That the information about the proposed works to provide protection to the Ashhurst Domain from further damage by the Manawatu River be received.
2. That Council formally contact NZTA to seek confirmation of their contribution of \$500,000 or third contribution.
3. That Horizons Regional Council again be contacted for their \$500,000 or third contribution and on completion of Rockwall bank, that this assets be part of the lower Manawatu Scheme.
4. That further reports be presented to the Committee confirming outcomes of recommendation 2 and 3.

ATTACHMENTS

NIL

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 28 August 2017

TITLE: Presentation of the Part I Public Audit and Risk Committee Recommendations from its 21 August 2017 Meeting

Set out below are the recommendations only from the Audit and Risk Committee meeting Part I Public held on 21 August 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

21-17 Internal Audit 2016/17 Annual Report

Memorandum, dated 10 July 2017 from the Senior Internal Auditor, Vivian Watene.

The **COMMITTEE RECOMMENDS**

1. That the satisfactory completion of the 2016/17 Internal Audit Plan, on time and within budget be noted.
2. That the Chief Executive review the risks around having to implement Business Continuity Planning and the measure in place to protect Council from these risks.
3. That this be reported to the Audit and Risk Committee by the end of this year.
4. That the Chief Executive be instructed to develop a draft policy on appropriate use of closed circuit television and other remote means of monitoring, and report back to Council.

25-17 Auditor Engagement

Memorandum, dated 27 July 2017 from the Financial Accountant, Keith Allan.

The **COMMITTEE RECOMMENDS**

1. That Council receive the Audit Proposal and Engagement letters for the years ending 30 June 2017, 2018 and 2019 and that Council note the appointment of Audit New Zealand as Auditors and approve acceptance of the letters by the Mayor, except for the audit fee which is to be subject to further negotiation by the Chief Executive and report back to Council.

PALMERSTON NORTH CITY COUNCIL

Minutes of the Extraordinary Council Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 04 September 2017, commencing at 9.02am

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

Apologies: Councillors Vaughan Dennison, Lew Findlay (early departure) and Tangi Utikere (early departure).

106-17 Apologies

Moved Grant Smith, seconded Tangi Utikere.

RESOLVED

1. That Council receive the apologies.

Clause 106-17 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

The meeting adjourned at 9.03pm

The meeting resumed again at 3.10pm

EXCLUSION OF PUBLIC

107-17 Recommendation to Exclude Public

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

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

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official

Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
4.	Economic Grant	Negotiations	s7(2)(i)

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), Acting General Manager, City Networks (Rob Green), General Manager, Customer Services (Peter Eathorne), General Manager, Libraries and Community Services (Debbie Duncan), Human Resources Manager (Wayne Wilson) and Senior Communications Advisor (Sandra Crosbie) 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.

Clause 107-17 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

The public part of the meeting finished at 3.11pm

Confirmed 25 September 2017

Mayor

PALMERSTON NORTH CITY COUNCIL

Minutes of the Extraordinary Council Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 18 September 2017, commencing at 11.56am

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

Apologies: Councillor Jim Jefferies (for lateness).

The Mayor (Grant Smith) left the meeting at 11:56am. He was not present for clause 129.

138-17 Apologies

Moved Grant Smith, seconded Tangi Utikere.

RESOLVED

1. That Council receive the apologies.

Clause 138-17 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

The meeting adjourned 9.01am

The meeting resumed 11.56am

When the meeting resumed Councillor Jim Jefferies was present.

REPORTS

139-17 Approval of international travel for the Mayor

Memorandum, dated 11 September 2017 from the International Relations Manager, Toni Grace.

The Mayor (Grant Smith) left the meeting at 11.56am

Moved Lew Findlay QSM, seconded Susan Baty.

RESOLVED

1. That the Mayor be granted approval to travel overseas to attend the Australasia China City Summit and Business Forum on 25 September 2017 and any associated business and expenses.

Clause 139-17 above was carried 15 votes to 0, the voting being as follows:

For:

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

Note: The Mayor (Grant Smith) declared a conflict of interest and left the meeting. Councillor Tangi Utikere chaired the above item.

The meeting finished at 11.59am

Confirmed 25 September 2017

Mayor

COMMITTEE WORK SCHEDULE

TO: Council

MEETING DATE: 25 September 2017

TITLE: Work Schedule

RECOMMENDATION(S) TO COUNCIL

1. That Council receive its Work Schedule dated September 2017.

ATTACHMENTS

1. Work Schedule  

COUNCIL

WORK SCHEDULE – SEPTEMBER 2017

Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Point of Origin
1	TBA	That the Chief Executive explore other options to record and make available the content of the public council meetings	Chief Financial Officer		27 February 2017 Clause 9-17
2	September 2017	Award of Contract 3458 - Road Maintenance, Resurfacing and Rehabilitation 2017-2021	General Manager City Networks		29 May 2017 Clause 81-17 part II
3	September 2017	Elected Member Remuneration	Chief Financial Officer		28 August 2017 Clause 125-17
4	TBA	Director and Trustee Appointments	Chief Financial Officer		28 August 2017 part II Clause 133-17
5	TBA	Memorandum of Understanding – Development	Chief Financial Officer		28 August 2017 part II Clause 137-17

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 25 September 2017

TITLE: Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 4 September 2017 Meeting

ITEM 5

Set out below are the recommendations only from the Planning and Strategy Committee meeting Part I Public held on 4 September 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

56-17 Deputation - Te Aroha Noa Community Services

The COMMITTEE RECOMMENDS

1. That the Planning and Strategy Committee receive the deputation for information.
2. That the proposal from Te Aroha Noa Community Services be referred for consideration via the Long Term Plan process.
3. That the request for planning and assistance be referred to the Chief Executive for immediate consideration.

58-17 Annual Section 10A Dog Control Act 1996 Report to Secretary of Local Government

Memorandum, dated 11 August 2017 from the Head of Environmental Protection Services, Graeme Gillespie.

The COMMITTEE RECOMMENDS

1. That the report on the Dog Control Policy and Practices for Palmerston North City Council pursuant to Section 10A of the Dog Control Act 1996 for the period of 2016/17 be adopted.
2. That the Chief Executive report back to the Planning and Strategy Committee on opportunities to address the issue of unsecured roaming dogs.

59-17 Policy for considering applications for the short-term use of public space

Memorandum, dated 16 August 2017 from the Economic Policy Advisor, Peter Crawford.

The **COMMITTEE RECOMMENDS**

1. That the Policy (attached in Appendix One of the report titled “Policy for considering applications for the short-term use of public space” and dated 16 August 2017 from the Economic Policy Advisor, Peter Crawford) for considering applications for the short-term use of public space be approved.
2. That the Chairperson and Deputy Chairperson of the Planning and Strategy Committee be authorised to make minor amendments to the Policy.

60-17 Parking Trials 2017

Memorandum, dated 21 August 2017 from the Senior Transportation Engineer, Glenn Connelly.

The **COMMITTEE RECOMMENDS**

1. That the assessment of parking trials as outlined in the report titled “Parking Trials 2017” and dated 21 August 2017 from the Senior Transportation Engineer, Glenn Connelly, be received in response to Council’s parking resolutions of 27 June 2016.
2. That the time limits on metered parking spaces, which previously had two hour time limits, be removed.
3. That the first hour in King Street Car Park remain free and formally be adopted when fees and charges are next set.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 25 September 2017

TITLE: Presentation of the Part I Public Sport and Recreation Committee Recommendations from its 4 September 2017 Meeting

ITEM 6

Set out below are the recommendations only from the Sport and Recreation Committee meeting Part I Public held on 4 September 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

26-17 Waitoetoe Park Reserve Development Plan

Report, dated 7 August 2017 from the Leisure Assets Planner, Jason Pilkington.

The **COMMITTEE RECOMMENDS**

1. That the Sport and Recreation Committee adopts the “Waitoetoe Park Reserve Development Plan”, attached to the 4 September Report titled “Waitoetoe Park Reserve Development Plan” as a final.
2. That the Council direct the Chief Executive Officer to complete the process required for renaming the park from Waitoetoe Park to Ahimate Park.
3. That the Chairperson and Deputy Chairperson of the Committee be authorised to make minor amendments to the Waitoetoe Park Reserve Development Plan.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 25 September 2017

TITLE: Presentation of the Part I Public Community Development Committee Recommendations from its 11 September 2017 Meeting

ITEM 7

Set out below are the recommendations only from the Community Development Committee meeting Part I Public held on 11 September 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

23-17 Capacity & Capability Building in the community sector

Memorandum, dated 23 August 2017 from the Community Liaison Team Leader, Peter Grey.

The COMMITTEE RECOMMENDS

1. That the Committee receives the memorandum dated 23 August 2017 and entitled "Capacity and Capability Building in the Community Sector" for information.
2. That the Chief Executive provide a response to the key concerns of the social Well Being Forum report including how the Council could support a more coordinated approach.

25-17 Disability Reference Group update

Memorandum, dated 8 September 2017 from the Community Liaison Team Leader, Peter Grey.

The COMMITTEE RECOMMENDS

1. That the Community Development Committee receives the memorandum dated 8 September 2017 and entitled "Disability Reference Group Update" for information.
2. That Officers report back to Council on the outcome of the investigation by Enable NZ into the development of a disability sector advisory group and identifies any potential opportunities for Council participation.

28-17 Implications of proposed changes to the Social Housing Strategy

Memorandum, dated 22 June 2017 from the Strategy & Policy Manager, Julie Macdonald.

The **COMMITTEE RECOMMENDS**

1. That the report attached as Appendix One entitled 'Implications of the proposed review of the Social Housing Strategy' be received.
2. That the options C and D outlined in the report titled "Implications of proposed changes to the Social Housing Strategy" be referred to the Long Term Plan.

29-17 Healthy Beverage Policy

Memorandum, dated 24 August 2017 from the Policy Analyst, Lili Kato.

The **COMMITTEE RECOMMENDS**

1. That Council adopt the Healthy Beverage Policy.
2. That the Chairperson and Deputy Chairperson of the Community Development be given delegated authority to approve minor amendments to the attached Healthy Beverage Policy prior to publication.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 25 September 2017

TITLE: Presentation of the Part I Public Finance and Performance Committee Recommendations from its 18 September 2017 Meeting

ITEM 8

Set out below are the recommendations only from the Finance and Performance Committee meeting Part I Public held on 18 September 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

57-17 Palmerston North Airport Ltd - Comment on Annual Report for 12 months ended 30 June 2017 & Instructions Relating to Annual Meeting

Memorandum, dated 31 August 2017 from the Strategy Manager Finance, Steve Paterson.

The **COMMITTEE RECOMMENDS**

1. That the Annual Report and Financial Statements of Palmerston North Airport Limited for the year ended 30 June 2017 be received.
2. That the Council shareholder representative be instructed to support the proposed resolutions to be considered at the Annual Meeting of Palmerston North Airport Limited to be conducted by way of resolution in writing.

58-17 Recommendation for Adoption 2016/17 Annual Report

Memorandum, dated 5 September 2017 from the Financial Accountant, Keith Allan.

The **COMMITTEE RECOMMENDS**

1. That the Committee recommend to Council that the 2016/17 Annual Report and 2016/17 Summary Annual Report be adopted.
2. That the Committee note that an Auditor's "opinion" from Audit New Zealand would be expected to be received immediately following recommended adoption by Council on 25 September 2017 and Council signing of the reports.

3. That delegated authority is given to the Chairperson and Deputy Chairperson of the Finance and Performance Committee to make minor amendments to the 2016/17 Annual Report and 2016/17 Summary Annual Report.
4. That the Committee note that recommendation 2 be varied in that the Statement of Compliance and Responsibility will also be signed by Grant Elliott, Chief Financial Officer.
5. That the Councillor Portfolios be included on page 9 of the "Year in Review".

59-17**Capital New Programme Adjustments for 2017-18**

Memorandum, dated 14 August 2017 from the Water & Waste Services Manager, Robert van Bentum.

The COMMITTEE RECOMMENDS

1. That a new 2017/18 Rubbish and Recycling Capital New Programme called "Awapuni Lease Property Improvements" with a budget of \$40,000 be created by utilising savings of \$40,000 from Water Capital New Programme 610 – "Turitea Valley Road / Pacific Drive New Water Supply Link."
2. That a new 2017/18 Water Capital New Programme called "Turitea WTP Access Road Retaining Wall" with a budget of \$180,000 be created by utilising savings of \$180,000 from Water Capital New Programme 610 – "Turitea Valley Road / Pacific Drive New Water Supply Link".
3. That the budget for the 2017/18 Wastewater Capital New Programme "1048 Totara Road WWTP – Construction of New Food Waste Facilities" be revised from \$101,000 to \$150,000 by utilising savings of \$49,000 from Water Capital New Programme 610 – "Turitea Valley Road / Pacific Drive New Water Supply Link."
4. That the budget for the 2017/18 Wastewater Capital New Programme "570 Totara Road WWTP – Replacement of Inlet Screens (Growth)" be revised from \$385,000 to \$475,000 by utilising savings of \$90,000 from Water Capital New Programme 610 – "Turitea Valley Road / Pacific Drive New Water Supply Link".
5. That the Chief Executive report back on a process for reallocation and prioritisation of underspending on programmes.

60-17 Victoria Esplanade Erosion

Report, dated 17 August 2017 from the Parks & Property Manager, John Brenkley.

The **COMMITTEE RECOMMENDS**

1. That Council contribute \$125,000 to Horizons RC to rock line the riverbank below the Victoria Esplanade to prevent further erosion occurring in this location as an accommodated operational cost within the City Reserves General Activity. Furthermore it be noted that this contribution is unbudgeted and that the activity will be monitored and any likely overspend be reported back.

ATTACHMENTS

Nil