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# **PALMERSTON NORTH CITY COUNCIL**

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## **AGENDA COUNCIL**

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**9AM, MONDAY 27 NOVEMBER 2017**

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

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## MEMBERSHIP

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**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](http://pncc.govt.nz) | Civic Administration Building, 32 The Square  
City Library | Ashhurst Community Library | Linton Library

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**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**

27 November 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 24 October 2017 Part I Public be confirmed as a true and correct record."

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## **REPORTS**

- 4. Turitea Water Treatment Plant - Access Road - Programme 893 - Additional Budget Request** Page 23  
Memorandum, dated 8 November 2017 from the Water Asset Engineer, Dora Luo and the Water & Waste Services Manager, Robert van Bentum.
  
- 5. Annual Meeting Calendar 2018** Page 29  
Memorandum, dated 30 October 2017 from the Governance & Support Team Leader, Kyle Whitfield.
  
- 6. Plan Change 16 - Tangata Whenua and Resource Management - Appointment of Commissioners** Page 33  
Memorandum, dated 10 November 2017 from the Legal Counsel, John Annabell.
  
- 7. Work Schedule** Page 35

## **RECOMMENDATIONS FROM COMMITTEE MEETINGS**

- 8. Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 6 November 2017 Meeting** Page 37  
“That the Committee's recommendations be adopted or otherwise dealt with.”
  
- 9. Presentation of the Part I Public Arts, Culture and Heritage Committee Recommendations from its 13 November 2017 Meeting** Page 39  
“That the Committee's recommendations be adopted or otherwise dealt with.”
  
- 10. Presentation of the Part I Public Finance and Performance Committee Recommendations from its 20 November 2017 Meeting** Page 43

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

# 11. Presentation of the Part I Public Audit and Risk Committee Recommendations from its 20 November 2017 Meeting

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

## 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 ordinary meeting - Part II Confidential - 24 October 2017	For the reasons setout in the ordinary minutes of 24 October 2017, held in public present.	
14.	Follow up Report for the Acquisition of Ashhurst School Pool	Third Party Commercial and Commercial Activities	s7(2)(b)(ii) and s7(2)(h)
15.	Contract 3470 Supply of Two LEV (Electric) Kerbside Collection Vehicles	Commercial Activities and Negotiations	s7(2)(h) and s7(2)(i)
16.	Appointment of RMA Commissioners	Privacy	s7(2)(a)
17.	District Licensing Committee - Appointments	Privacy	s7(2)(a)
18.	Presentation of the Part II Confidential Finance and Performance Committee Recommendations from its 20 November 2017 Meeting		

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.

Parks and Property Manager (John Brenkley), Property Officer (Bryce Hosing) and Logistics and Support Manager (Paul Compton) 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 24 October 2017, commencing at 9.00am**

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

**Apologies:** Councillor Gabrielle Bundy-Cooke.

Councillor Aleisha Rutherford left the meeting at 11.54am at the conclusion of clause 161. She was not present for clauses 162 to 169 inclusive.

Councillor Leonie Hapeta left the meeting at 12.23pm at the conclusion of clause 163. She entered the meeting again at 12.24pm after the consideration of clause 164. She was not present for clause 164.

#### **165-17 Apologies**

Moved Grant Smith, seconded Tangi Utikere.

#### **RESOLVED**

1. That Council receive the apologies.

Clause 165-17 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, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

#### **166-17 Notification of Late item**

Moved Grant Smith, seconded Vaughan Dennison.

#### **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, titled “Submission on the Manawatu Gorge options”.

As the item was not available at the time the Agenda was circulated; and consideration of the item 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 166-17 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, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

**167-17 Submission on the Manawatu Gorge Options**

Memorandum, dated 18 October 2017 from the Governance and Support Team Leader, Kyle Whitfield.

Moved Grant Smith, seconded Lorna Johnson.

**RESOLVED**

1. That Council endorse the Manawatu Gorge Solution submission from Accelerate25.
2. That the Chief Executive be instructed to write to NZTA to support the submission from Accelerate25.

Clause 167-17 above was carried 13 votes to 2, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Aleisha Rutherford and Tangi Utikere.

**Against:**

Councillors Brent Barrett and Bruno Petrenas.

**168-17 Notice of Motion - Mayoral Travel to Australia**

Moved Tangi Utikere, seconded Vaughan Dennison.

**RESOLVED**

1. That the Expenses Policy be amended so that Mayoral Travel to Australia on Official Council Business be subject to the same approval process as



domestic travel.

Clause 168-17 above was carried 14 votes to 0, the voting being as follows:

**For:**

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, 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 withdrew from voting and discussion on Clause 155 above.

Deputy Mayor (Tangi Utikere) chaired clause 155 above.

**169-17**

**Confirmation of Minutes**

Moved Grant Smith, seconded Tangi Utikere.

**RESOLVED**

1. That the minutes of the ordinary meeting of 25 September 2017 Part I Public, the extraordinary meeting of 2 October 2017 Part I Public, the extraordinary meeting of 9 October 2017 Part I Public and the extraordinary meeting of 16 October 2017 Part I Public be confirmed as true and correct records.

Clause 169-17 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, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

**Abstained:**

Councillor Leonie Hapeta.

**REPORTS**

**170-17**

**City Ambassadors - Proposed Trial**

Report, dated 20 October 2017 from the Manager - Community Engagement, Ian Littleworth and the Safe Communities Coordinator, Zoe Kavanagh.

Moved Grant Smith, seconded Vaughan Dennison.

**RESOLVED**

1. That the report City Ambassadors – Proposed Trial be received.
2. That approval is given to undertake a 3 month City Ambassadors trial.
3. That funding support of \$32,200 toward the City Ambassadors trial will be

sourced from within existing Libraries & Community Services Unit budget.

Clause 170-17 above was carried 10 votes to 5, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Duncan McCann, Bruno Petrenas and Tangi Utikere.

**Against:**

Councillors Susan Baty, Rachel Bowen, Lorna Johnson, Karen Naylor and Aleisha Rutherford.

**171-17**

**Additional Planning Fees and Charges**

Memorandum, dated 3 October 2017 from the Strategy Manager Finance, Steve Paterson.

Moved Tangi Utikere, seconded Grant Smith.

**RESOLVED**

1. That the Statement of Proposal and associated Summary of Information(attached) to approve fees and charges for additional functions under an amendment to the Resource Management Act 1991 be adopted for public consultation and the Chief Executive be authorised to undertake the necessary consultative procedure under section 83 of the Local Government Act 2002.

Clause 171-17 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, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

**172-17**

**Elected Member Remuneration Report - Additional Distribution**

Memorandum, dated 26 September 2017 from the Governance & Support Team Leader, Kyle Whitfield.

Moved Vaughan Dennison, seconded Aleisha Rutherford.

**RESOLVED**

1. That the report entitled: "Elected Member Remuneration from 1 July 2017" and dated 3 August 2017 be lifted off the table.

Clause 172.1 above was carried 13 votes to 0, with 1 abstention, the voting being as follows:

**For:**

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

**Abstained:**

The Mayor (Grant Smith).

Moved Grant Smith, seconded Vaughan Dennison.

2. That Council note the determination by the Remuneration Authority which is effective as at 1 July 2017
3. That the additional unallocated amount of \$88,588 be amalgamated as stated in table 1 of this report entitled 'Elected Remuneration Report – Additional Distribution' and sent to the Remuneration Authority for their approval.
4. That the amendments to the "Elected Member Expenses Policy" be approved which includes the changes to vehicle mileage, travel time and communications allowance as determined by the Remuneration Authority and the Mayoral Travel to Australia.

Clauses 172.2 to 172.4 inclusive above were carried 12 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, Vaughan Dennison, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Abstained:**

Councillors Tangi Utikere and Duncan McCann.

**Note:**

Councillor Lew Findlay QSM declared a pre-determined view and withdrew from the meeting.

**173-17**

**Council Controlled Organisations Trustee Meeting Fee Allowances**

Memorandum, dated 26 September 2017 from the Governance & Support Team Leader, Kyle Whitfield.

Moved Grant Smith, seconded Aleisha Rutherford.

**RESOLVED**

1. That Council approve the Regent Theatre Trust Board, Caccia Birch Trust Board and Globe Theatre Trust Board to pay a per meeting fee of \$85.00 for all of their trustees commencing 1 July 2018.

Clause 173-17 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, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

The meeting adjourned at 10.44am

The meeting resumed at 11.00am

**174-17**

**Maori Ward Options**

Report, dated 4 October 2017 from the Legal Counsel, John Annabell.

In discussion Elected Members noted that Maori were under represented on Council and this was an opportunity to address that issue and acknowledge the Treaty of Waitangi. It was also agreed that further options of how to engage Maori should be explored.

Moved Grant Smith, seconded Tangi Utikere.

**RESOLVED**

1. That a Māori ward or wards be established for the 2019 and 2022 elections.

Clause 174.1 above was carried 11 votes to 4, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann and Aleisha Rutherford and Tangi Utikere.

**Against:**

Councillors Adrian Broad, Leonie Hapeta, Karen Naylor and Bruno Petrenas.

Moved Karen Naylor, seconded Leonie Hapeta.

2. That the Chief Executive be instructed to report back on options for improved engagement and participation of Maori with Council.

Clause 174.2 above was carried 11 votes to 4, the voting being as follows:

**For:**

Councillors Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

**Against:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Jim Jefferies and Lorna Johnson.

Councillor Aleisha Rutherford left the meeting at 11.54am

**175-17**

**Work Schedule**

Moved Tangi Utikere, seconded Vaughan Dennison.

**RESOLVED**

1. That the Council receive its Work Schedule dated October 2017.

Clause 175-17 above was carried 14 votes to 0, the voting being as follows:

**For:**

PALMERSTON NORTH CITY COUNCIL

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

**176-17 Draft Palmerston North Animals and Bees Bylaw - Approval for Consultation**  
Memorandum, dated 5 October 2017 from the Policy Analyst, Ann-Marie Mori.

In discussion Elected Members amended some of the recommendations from the Planning and Policy Committee meeting that was held on 2 October 2017.

Moved Lorna Johnson, seconded Tangi Utikere.

**RESOLVED**

1. That clause 8.7.6 be amended to say Cats over 6 months are desexed (unless kept for breeding purposes and are registered with NZ Cat Fancy Ltd)

Clause 176.1 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, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

Moved Susan Baty, seconded Duncan McCann.

2. That recommendation 68.8 be replaced with "That no person may keep Roosters in the urban area without a permit issued under the Animal and bees bylaw."

Clause 176.2 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, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

Moved Grant Smith, seconded Vaughan Dennison.

3. That recommendation 68-17.3 be replaced by the following:

"That the amended Consultation Document (including the draft Animals and Bees Bylaw 2017 and Administration manual, attached as Appendix 1 to this memo and incorporating the amendments recommended by the Planning and Strategy Committee) be approved for consultation."

Clause 176.3 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, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson,

Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

## **RECOMMENDATIONS FROM COMMITTEE MEETINGS**

### **177-17 Planning and Strategy Committee Part I Public - 2 October 2017**

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

Councillor Leonie Hapeta left the meeting at 12.23pm

Moved Duncan McCann, seconded Brent Barrett.

#### **RESOLVED**

1. That the Committee's recommendations be adopted, incorporating amendments agreed to under clause 163-17 above.

Clause 177-17 above was carried 13 votes to 0, the voting being as follows:

#### **For:**

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

Councillor Leonie Hapeta entered the meeting again at 12.24pm

### **178-17 Economic Development Committee Part I Public - 9 October 2017**

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

Moved Adrian Broad, seconded Duncan McCann.

#### **RESOLVED**

1. That the Committee's recommendations be adopted.

Clause 178-17 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, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

### **179-17 Finance and Performance Committee Part I Public - 16 October 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 179-17 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, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

## EXCLUSION OF PUBLIC

### 180-17 Recommendation to Exclude Public

Moved Grant Smith, seconded Tangi Utikere.

## 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 - 25 September 2017, the extraordinary meeting - Part II Confidential - 2 October 2017, the extraordinary meeting - Part II Confidential - 9 October 2017 and the extraordinary meeting - Part II Confidential - 16 October 2017	For the reasons setout in the ordinary minutes of 25 September 2017, the extraordinary minutes of 2 October 2017, the extraordinary minutes of 9 October 2017 and the extraordinary minutes of 16 October 2017, held in public present.	
17.	Presentation of the Part II Confidential Finance and Performance Committee Recommendations from its 16 October 2017 Meeting	Third Party Commercial, Commercial Activities and Negotiations	s7(2)(b)(ii), 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 Advisor (Brigitte Marulli De Barletta) 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 180-17 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, 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 12.27pm

Confirmed 27 November 2017

**Mayor**



## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 24 October 2017

**TITLE:** Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 2 October 2017 Meeting

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Set out below are the recommendations only from the Planning and Strategy Committee meeting Part I Public held on 2 October 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

### **66-17 City Centre Streetscape - Square East Safety Audit**

Memorandum, dated 14 September 2017 from the Roading Manager, Jon Schwass and the City Planning Manager, David Murphy.

Councillor Vaughan Dennison entered the meeting at 9.46am.

#### The **COMMITTEE RECOMMENDS**

1. That the Road Safety Audit of the Square East section of the City Centre Streetscape Plan be received.
2. That the findings of the Road Safety Audit inform the basis of the final design and targeted consultation on the Square East section of the City Centre Streetscape.
3. That the Square East section of the City Centre Streetscape Plan be designed to accommodate 60 degree parking in the interim but be easily converted to the original concept of 90 degree parking at a later date when through traffic volumes decrease.

**68-17 Draft Palmerston North Animals and Bees Bylaw - Approval for Consultation**

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

The **COMMITTEE RECOMMENDS**

1. That the Council determines the form of the draft Animals and Bees Bylaw 2017 and Administration Manual (contained in Appendix 1) is, subject to the outcome of public consultation, considered to be the most appropriate form of bylaw.
2. That the Council confirms that it has considered the draft Animals and Bees Bylaw 2017 and determines that it does not give any rise to any implications under the New Zealand Bill of Rights Act 1990.
3. That the Consultation Document (including the draft Animals and Bees Bylaw 2017 and Administration Manual) (attached as Appendix 1) incorporating any amendments recommended by the Committee be approved for consultation.
4. That delegated authority is given to the Chairperson and the Deputy Chairperson of the Planning and Strategy Committee for the approval of any minor amendments to the Consultation Document.
5. Subject to confirmation through the 10 Year Plan, develop a public campaign (with input from key stakeholders) to:
  - a. Promote desexing and microchipping of all cats;
  - b. Educate cat owners and pet stores on best practice animal care, including improved information delivered through Council's website.
6. That the following clause is added to 'Part 4 – Cats' of the draft Animals and Bees Bylaw:

"8.7 Every person who keeps cats must ensure:

  - a. Cats are microchipped and registered with a recognized microchip registry.
  - b. Cats over 4 months old are desexed (unless kept for breeding purposes and are registered with New Zealand Cat Fancy Ltd.)."
  7. That clause 3.1 of the draft Animals and Bees Bylaw be amended to read:

"3.1 This Bylaw comes into force on 2 July 2018, except for clause 8.7, which comes into force on 1 July 2019."
  8. That roosters not be allowed in the urban area but excluding Palmerston North villages under clause 12 of the Poultry.

**ATTACHMENTS**

**NIL**

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 24 October 2017

**TITLE:** Presentation of the Part I Public Economic Development Committee Recommendations from its 9 October 2017 Meeting

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Set out below are the recommendations only from the Economic Development Committee meeting Part I Public held on 9 October 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

**43-17 Presentation - Mayors Taskforce for Jobs**

Presentation, dated 28 September 2017, by Penny Odell.

The **COMMITTEE RECOMMENDS**

1. That the Economic Development Committee receive the presentation for information.
2. That Council commit to signing the Youth Employment Pledge.

### ATTACHMENTS

**NIL**

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 24 October 2017

**TITLE:** Presentation of the Part I Public Finance and Performance Committee Recommendations from its 16 October 2017 Meeting

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Set out below are the recommendations only from the Finance and Performance Committee meeting Part I Public held on 16 October 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

**65-17 Forest Post Harvest Native Forest Revegetation**

Memorandum, dated 8 September 2017 from the Water & Waste Services Manager, Robert van Bentum and the Water Asset Engineer, Dora Luo.

The **COMMITTEE RECOMMENDS**

1. That Council note that an additional operational budget of \$36,000 spread over 5 years starting from the 2018/19 year following completion of the planned pine forest harvest operations in the Turitea Water Supply Catchment, will be presented for funding consideration in the 2018-28 Long Term Plan.

**66-17 Arena Masterplan Steering Group**

Memorandum, dated 29 September 2017 from the Manager - Venues PN, John Lynch.

The **COMMITTEE RECOMMENDS**

1. That the Arena Masterplan Steering Group be formed to provide direction, advice, feedback and endorsement to Arena Masterplan projects.
2. That the Terms of Reference for the Arena Masterplan Steering Group be approved.
3. That the membership of Arena Masterplan Steering Group be reviewed at the beginning of each election cycle.
4. That Nominations be sought from 2 elected members to join the Mayor on the Arena Masterplan Steering Group.

**ATTACHMENTS NIL**



## MEMORANDUM

**TO:** Council

**MEETING DATE:** 27 November 2017

**TITLE:** Turitea Water Treatment Plant - Access Road - Programme 893 - Additional Budget Request

**DATE:** 8 November 2017

**AUTHOR/S:** Dora Luo, Water Asset Engineer, City Networks  
Robert van Bentum, Water & Waste Services Manager, City Networks

ITEM 4

### RECOMMENDATION(S) TO COUNCIL

1. That Council approve an increase in the budget allocated to Capital New Programme 893-Turitea Water Treatment Plant - New Retaining Walls on Access Road by \$290,000 from \$180,000 to \$470,000, funded from additional borrowings, to enable additional retaining structures to be constructed.

### 1. ISSUE

- 1.1 Recent extended wet weather through the summer of 2016-17 and into the winter of 2017 has resulted in additional slipping on the Water Works Road in the upper reaches of the Turitea Stream catchment. While Council has recently approved a new capital programme to construct a new retaining wall (Site 1) which is almost completed, further slippage and cracking has occurred in two new sections of the unsealed road as recently as early November 2017.
- 1.2 The first of the two new slip areas (site 2) is on the unsealed section of the road between the lower dam and the Water Treatment Plant and presents a risk to the main raw water supply pipeline. The second of the new slip areas is on the unsealed road above the lower dam but on the road access to the Upper Dam (site 3).
- 1.3 Initially scoping of the work at both sites indicates retaining wall solutions costing in the order of \$60,000 for site 2 and \$100,000 to \$160,000 for site 3. There is currently no budget for the works, however both sites need to be stabilised to provide reliable vehicle access for dam and catchment maintenance and facilitate other project work

associated with both dams. The works at site 2 are considered critical in order to protect the existing raw water main.

- 1.4 This report seeks Council approval for an additional capital new budget of \$290,000 to enable works to be advanced in a timely manner. Consultants have been engaged to advance detailed design to ensure that physical works can be completed as soon as possible, leaving open the option of implementing the schedule forest harvest in third and fourth quarters of 2017-2018.

## 2. BACKGROUND

- 2.1 Turitea Access Road in the upper reaches of the Turitea Catchment provides access to the Turitea Water Treatment Plant (WTP). Beyond the sealed road which ends at the treatment plant is a network of unsealed roads which provide access to the lower and upper Turitea dams and the water collection catchment beyond. The roads provide access for pest management and biodiversity monitoring staff managing the water supply catchment as well as operations staff and contractors responsible for the monitoring and maintenance of the dam, mini-hydro and pipe work assets, newly installed aeration systems and dam water quality monitoring.
- 2.2 The unsealed access road from the lower Turitea Dam to the WTP is the route of the raw water supply pipelines delivering water to the treatment plant. The pipelines are located below the road near the base of the road formation. From the WTP to the reservoirs the treated water pipeline is located within the access road generally away from the outer face of the embankment below the road. Both sealed and unsealed roads are strategic Council assets required to delivery drinking water to the city.
- 2.3 Within the 2015-25 LTP Council had made provision for Capital New Programme 893 – Turitea WTP– New Retaining Walls on Access Road and Capital Renewal Programme 652 – Turitea Dams – Access Road Improvements to provide for construction and repair of the road on an as required basis. The Capital New Programme was provided to fund construction of new retaining walls in the first few years of the 2015-2025 LTP while the Capital Renewal Programme providing funding on an approximate 3 year cycle based on the history of expenditure.
- 2.4 The recent wet weather has highlighted the uncertainty around budgeting for repair work to the Turitea Access Road, particularly in view of the risk that higher rainfall variability and rainfall intensities appear to be resulting in higher maintenance and repair costs. Officers are requesting provision for both Capital New and Capital Renewal funding of works to maintain road access and the water supply as part of the 2018-2028 LTP.
- 2.5 There is however an immediate requirement for construction of additional retaining structures to reinstate the road following under-slips. The two new slips impact on



the management of the water reserve management as well as implementation of a number of projects which are planned to occur in 2017/18 to confirm the upper dam concrete strength as part of detailed seismic assessment and to improve monitoring of dam condition as part of dam safety monitoring.

### 3. OPTIONS ASSESSMENT

3.1 The slip at site 2 has been visually assessed and an open crack identified in the middle of the road. Immediate repairs to the road are considered critical and urgent to maintain access to the upper dam and catchment. Additionally the main 525mm diameter raw water main supplying the Turitea WTP runs along the base of the under-slip. Constructing a retaining structure is critical to securing and protecting the pipeline. A preliminary assessment indicates a new retaining wall 2.5m in height and 6 metres in length will be required. The rough order cost (ROC) estimate for this work is \$60,000.

3.2 The slip at site 3 is on unsealed road access between the Lower and Upper Dam sites. It was identified from a crack also in the middle of the road. Preliminary scoping work has identified two options to mitigate the slip and restore road access. These comprise:

#### Option 1 – Road Retreat – Low Level of Residual Risk

- 100m long retreat
- 4,000m<sup>3</sup> cut to waste
- 2 off culverts installed
- ROC = \$100,000

#### Option 2 –Retaining Wall – Medium Level of Residual Risk

- 15m long tie-back wall
- 4m high with 2 rows of tie-backs
- 2 off culverts installed
- ROC = \$160,000

3.3 Option 1 which has the least cost and lowest risk but will require 6 weeks to implement and in addition a resource consent is required given the volume of earthworks to be undertaken. This option will also result in another year's delay to completion of the forest harvest. A further year's delay to the forest harvest will impact the planned water pipe duplication project and require this programme of work to be shifted out a further year, resulting in additional risk to Council. Option 2 presents some residual risk in terms of the competence of the solution however the solution can be constructed in 3 weeks with no requirement for consent.

3.4 Officers recommend Option 2 (Site 3) be adopted to enable the access to be restored in time to enable the forest logging activities to continue as planned. Two areas of forest comprising some 20 ha in Turitea West are now overdue for harvest, with harvest operations having been deferred one year due to wet summer conditions.

ITEM 4

3.5 Officers have confirmed resources to complete the design of the additional retaining structures by mid-December 2017 and negotiations are in train to engage the contractor currently on site at site 1 to continue with completing works at sites 2 and 3 once the existing work is completed. Officers require early Council approval for an additional budget of \$290,000 (rough order cost + 30% contingency) for Programme 893 - Turitea Water Treatment Plant - New Retaining Walls on Access Road to facilitate construction of additional retaining structures at sites 2 and 3.

3.6 While Council has recently approved an additional \$180,000 for Programme 893 to construct a retaining wall at site 1, there is insufficient funding to address the issues at sites 2 and 3. An additional capital sum budget of \$290,000 is requested for Programme 893 to enable the proposed works to be implemented.

#### 4. **POTENTIAL IMPACT ON TURITEA CATCHMENT FOREST HARVEST**

4.1 There are two stands of Radiata forest located within the Turitea West block totalling some 20 ha which are now overdue for harvesting. The forest harvest was planned to occur during the summer of 2016/17, however the wet summer required a postponement of the harvest due to ground conditions being too wet. Despite the postponement all the roading access preparation works were completed during the 2016/17 year.

4.2 Recent dry weather and evidence that ground conditions are starting to dry out, suggests that there is a strong likelihood that conditions will be favourable to undertake harvest operations as scheduled.

4.3 Contractors have been booked to begin harvesting as soon as weather permits and ground conditions are suitable. Log prices have continued to increase over the last 12 months such that an additional \$100,000 in net revenue (total \$500,000 revenue) is now likely to be achieved.

4.4 All three slips identified during this winter and spring, are on the logging route and put at risk the schedule forest harvest programme. Council has approved \$180,000 for construction of a retaining wall at site 1 and Officers now request that additional funds be approved to complete works at sites 2 and 3 to enable forest harvesting to be commenced early in 2018.

4.5 A further delay in the forest harvest until 2018/19 will likely result in the risk of further tree loss as more of the over mature trees fall during strong winds. In addition the delay may result in a financial loss to Council should log prices soften.

4.6 Although Officers have been working with the consultants and contractors to fast track design and construction for retaining structures at sites 2 and 3, given the very tight timeframe and the impending holiday break, there is a risk the works will not be completed before the end of February 2018 resulting in insufficient time for forest harvest to be completed prior to the end of the dry weather.

## 5. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	<b>No</b>
If Yes quote relevant clause(s) from Delegations Manual <Enter clause>	
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these actions?	<b>No</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>

### ATTACHMENTS

Nil

Dora Luo  
Water Asset Engineer

Robert van Bentum  
Water & Waste Services  
Manager



## MEMORANDUM

**TO:** Council

**MEETING DATE:** 27 November 2017

**TITLE:** Annual Meeting Calendar 2018

**DATE:** 30 October 2017

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

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### RECOMMENDATION(S) TO COUNCIL

1. That Council adopt the 2018 Annual Meeting Calendar.
- 

#### 1. ISSUE

At the end of each calendar year the Council is required to adopt a meeting calendar for the following year. This meeting calendar outlines dates, locations and other related information and is published both in hard copy and on the Council's website.

#### 2. Background

All regular Council and Committee meetings will start at 9:00am.

The meeting structure is based on a monthly cycle, which is reflected in the calendar attached.

Changes for 2018:


- School holidays have been lightly shaded.
- If there is a public holiday either on a Monday or Tuesday then the meeting have been moved to the Wednesday

For 2018 we will be publishing the calendar similar to the way in which it was done in 2016 and 2017 where it was published in a booklet format and included information on Council Appointees to Outside Organisations and contact details of Elected Members along with the required information.

#### 3. Conclusion


Adopt the updated Palmerston North City Council Annual Meeting Calendar 2018 will ensure that it can be distributed and published as required under legislation.

**ATTACHMENTS**

1. Annual Meeting Dates 2018 [↓](#) 

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

**ITEM 5**

PALMERSTON NORTH CITY COUNCIL ANNUAL MEETING CALENDAR 2018													
Committee	Day & Time	Members	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Planning & Strategy	Mon 9.00 am	Mayor and Councillors Duncan McCann (Chair), Aleisha Rutherford (Deputy Chair) Brent Barrett, Susan Baty, Rachel Bowen, Jim Jefferies, Lorna Johnson, Karen Naylor, Bruno Petrenas and Tangi Utikere.	7 (Wednesday)	5	9	7	6 (Wednesday)		6	3	1	5	3
Community Development	Mon 9.00 am	Mayor and Councillors Aleisha Rutherford (Chair), Rachel Bowen (Deputy Chair), Susan Baty, Gabrielle Bundy-Cooke, Lew Findlay, Leonie Hapeta, Lorna Johnson, Duncan McCann, Karen Naylor and Tangi Utikere.		5		7			6		1		3
Economic Development	Mon 9.00 am	Mayor and Councillors Adrian Broad (Chair), Leonie Hapeta (Deputy Chair), Brent Barrett, Rachel Bowen, Gabrielle-Bundy Cooke, Lew Findlay, Vaughan Dennison, Duncan McCann, Aleisha Rutherford and Tangi Utikere.	12	12	16	14	11		13	10	8	12	10
Arts, Culture & Heritage	Mon 9.00 am	Mayor and Councillors Rachel Bowen (Chair), Jim Jefferies (Deputy Chair), Brent Barrett, Susan Baty, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Karen Naylor, Bruno Petrenas and Tangi Utikere.	12		16		11			10		12	
Sport & Recreation	Mon 9.00 am	Mayor and Councillors Leonie Hapeta (Chair), Duncan McCann (Deputy Chair), Brent Barrett, Adrian Broad, Vaughan Dennison, Lew Findlay, Jim Jefferies, Lorna Johnson, Bruno Petrenas and Aleisha Rutherford.		12		14			13		8		10
Finance & Performance	Mon 9.00am	Mayor and Councillors Susan Baty (Chair), Jim Jefferies (Deputy Chair),Gabrielle-Bundy-Cooke, Adrian Broad, Vaughan Dennison, Lew Findlay, Leonie Hapeta, Lorna Johnson, Karen Naylor and Bruno Petrenas.	19	19	23	21	18		20	17	15	19	17
Audit & Risk	Mon 9.00 am	Mayor and Councillors Vaughan Dennison (Chair), Bruno Petrenas (Deputy Chair), Susan Baty, Adrian Broad, Gabrielle Bundy-Cooke, Lew Findlay, Jim Jefferies and Lorna Johnson.	19			21			20			19	
Council	Mon 9.00 am	Mayor and All Councillors	26	5# 26	30	28	25###		27	24	24 (Wednesday)	26	19 (Wednesday)
Committee of Council	Mon 9.00 am	Mayor and All Councillors	7*			9, 10, 11, 15, 16** 28, 29***	11##						
MD/PN City Joint Strategic Planning	Wed 1.00pm	Mayor and Councillors Susan Baty, Leonie Hapeta, Jim Jefferies and Tangi Utikere.	21			30			22			21	
Notes	Venue for Meetings: Meetings are held at the Civic administration Building (Council Chamber or other meeting rooms), 32 The Square, Palmerston North, or the Conference and Function Centre, 354 Main Street, Palmerston North, or Te Manawa, 326 Main Street, Palmerston North		* Approve Consultation Document LTP		** Hearings		*** Deliberations		School Holidays				
			# Adopt Consultation Document LTP		## Approve LTP		### Adopt LTP						





## MEMORANDUM

**TO:** Council

**MEETING DATE:** 27 November 2017

**TITLE:** Plan Change 16 - Tangata Whenua and Resource Management - Appointment of Commissioners

**DATE:** 10 November 2017

**AUTHOR/S:** John Annabell, Legal Counsel, City Corporate

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### RECOMMENDATION(S) TO COUNCIL

1. That Mr Chris Mitchell (Chairperson), Councillor Karen Naylor and Councillor Aleisha Rutherford be appointed as Commissioners to consider submissions made relating to Plan Change 16 – Tangata Whenua and resource management of the Sectional District Plan Review and be given such powers and responsibilities as delegated by the Council to Commissioners including making decisions on submissions regardless of whether or not a hearing is held.
2. That should an additional commissioner be requested by one of more of the submitters so that the Commissioner panel includes a commissioner with an understanding of tikanga Māori, such commissioner will be appointed from the Council's current commissioner list with this assignment to be made in the normal manner as specified by clause 196 of the Council's Delegations Manual.

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### 1. ISSUE

There is a need for the Council to appoint Commissioners to consider Plan Change 16 of the Sectional District Plan Review so that this matter can be considered without the need to hold a hearing.

### 2. BACKGROUND

Plan Change 16 of the Sectional District Plan Review, which relates to Tangata Whenua and resource management, has attracted only three submissions. Originally, two of the submitters indicated that they wished to be heard but, as this appears to be a matter that might be able to be settled by agreement, a hearing may no longer be necessary. This is because amendments proposed to be made to the Plan Change would satisfy the submitters.

# ITEM 6

While the Council has previously resolved that hearings associated with the Sectional District Plan Review be undertaken by commissioners, such resolutions apply only when hearings are necessary. Therefore, the Council needs to pass the recommendations set out above so that the matter can be completed without a hearing being conducted. While the matter could be addressed by the Council's Hearings Committee, it would be desirable for the matter to be considered on a commissioner basis so that the input and expertise of Mr Chris Mitchell can be included. Chris Mitchell has chaired all previous hearings for the District Plan Review and has taken the lead role in writing the required decisions.

## 3. NEXT STEPS

If the recommendations are adopted, the Commissioners will be formally advised of their appointment and will be able to consider the matter regardless of whether or not a hearing is necessary. An additional commissioner, with an understanding of tikanga Māori, will also be able to be appointed if necessary.

## 4. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
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

John Annabell  
Legal Counsel

## COMMITTEE WORK SCHEDULE

TO: Council

MEETING DATE: 27 November 2017

TITLE: Work Schedule

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### RECOMMENDATION(S) TO COUNCIL

1. That the Council receive its Work Schedule dated November 2017.

### ATTACHMENTS

1. Work Schedule  

## COUNCIL

## WORK SCHEDULE – NOVEMBER 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	December 2017	Award of Contract 3458 - Road Maintenance, Resurfacing and Rehabilitation 2017-2021	General Manager City Networks		29 May 2017 Clause 81-17 <b>part II</b>
3	September 2017	Elected Member Remuneration	Chief Financial Officer		28 August 2017 Clause 125-17
4	November 2017	Director and Trustee Appointments	Chief Financial Officer		28 August 2017 <b>part II</b> Clause 133-17
5	TBA	Memorandum of Understanding – Development	Chief Financial Officer		28 August 2017 <b>part II</b> Clause 137-17
6	TBA	Review of Capital Programmes	Chief Financial Officer		16 October 2017 <b>part II</b> Clause 152-17
7	TBA	Library of the Future and Refurbishment Project – Update	General Manager Libraries and Community Services		16 October 2017 <b>Part II</b> Clause 153-17
8	December 2017	He Ara Kotahi Pathway Project update	General Manager City Networks		16 October 2017 <b>Part II</b> Clause 154-17
9	TBA	Maori Ward Options – improved engagement	General Manager City Future		24 October 2017 Clause 161-17
10	TBA	Options to enhance the Hokowhitu Lagoon embankment at Caccia Birch House.	General Manager, City Networks		<b>Audit and Risk Committee</b> 13 November 2017 Clause 30.4
11	December 2017	Implementation of tourism signs for Caccia Birch	General Manager, City Networks		<b>Audit and Risk Committee</b> 13 November 2017 Clause 30.5

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 27 November 2017

**TITLE:** Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 6 November 2017 Meeting

ITEM 8

Set out below are the recommendations only from the Planning and Strategy Committee meeting Part I Public held on 6 November 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

### **73-17 Wastewater BPO Project Vision and Objectives**

Memorandum, dated 24 October 2017 from the Water & Waste Services Manager, Robert van Bentum and the Special Projects Manager, Phil Walker.

#### **The COMMITTEE RECOMMENDS**

1. That the Wastewater BPO Vision and Objectives as set out in clauses 3.1 and 3.2 respectively of the report titled "Wastewater BPO Project Vision and Objectives" and dated 24 October 2017, from the Water and Waste Services Manager, Robert Van Bentum and the Special Projects Manager, Phil Walker, be adopted as endorsed by the Wastewater BPO Project Steering Group.

### **74-17 Amendment to Administration Manuals - Water Supply, Stormwater Drainage, Wastewater Bylaws**

Memorandum, dated 9 October 2017 from the Policy Analyst, Peter Ridge.

#### **The COMMITTEE RECOMMENDS**

1. That the Council determines that no consultation is necessary because the proposed changes are very minor and do not significantly affect any particular group of stakeholders.
2. That the Council amend the Water Supply Bylaw 2015 Administration Manual, Stormwater Drainage Bylaw 2015 Administration Manual, and the Wastewater Bylaw 2017 Administration Manual, as shown in attachments 1-3.

**76-17 Cemeteries and Crematorium Bylaw Review - Section 155 Determination Report**

Memorandum, dated 17 October 2017 from the Policy Analyst, Lili Kato.

The **COMMITTEE RECOMMENDS**

1. That pursuant to section 155(1) of the Local Government Act 2002, the Council determines that a bylaw is the most appropriate way of addressing the issues relating to managing cemeteries and crematoria in Council's control, including protecting the solemn nature of cemeteries, protecting the private interests of those with exclusive rights to burials, and creating a balance between pragmatic management and meeting the needs of the community;
2. That pursuant to section 155(2) of the Local Government Act 2002, the Council determines that the standalone form of bylaw is the most appropriate form of bylaw;
3. That pursuant to section 155(2) of the Local Government Act 2002, the Council agrees that it is not anticipated that a revised bylaw would give rise to implications under the New Zealand Bill of Rights Act 1990;
4. That the Chief Executive is instructed to draft a bylaw that addresses the issues relating to managing cemeteries and crematoria in Council's control, including protecting the solemn nature of cemeteries, protecting the private interests of those with exclusive rights to burials, and creating a balance between pragmatic management and meeting the needs of the community.

**ATTACHMENTS**

Nil

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 27 November 2017

**TITLE:** Presentation of the Part I Public Arts, Culture and Heritage Committee Recommendations from its 13 November 2017 Meeting

ITEM 9

Set out below are the recommendations only from the Arts, Culture and Heritage Committee meeting Part I Public held on 13 November 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

### **30-17 Presentation of Annual Reports 2016-2017 for Council-Controlled Organisations (Cultural)**

Report, dated 27 October 2017 from the Community Funding Coordinator, Rebecca Hofmann and the Management Accountant, Matt Duxfield.

#### **The COMMITTEE RECOMMENDS**

1. That the 2016-17 annual reports submitted by Caccia Birch Trust Board, Globe Theatre Trust Board, Regent Theatre Trust and Te Manawa Museums Trust be received.
2. That the Council notes the performance achieved by each of the four cultural CCOs.
3. That the Council thanks the board members, staff and volunteers of the cultural CCOs for their contributions and commitment during the 2016-2017 year.
4. That the Chief Executive report to Council on options to enhance the Hokowhitu Lagoon embankment at Caccia Birch House.
5. That the Chief Executive reports back on the implementation of tourism signs for Caccia Birch by December 2017.

### **31-17 Globe Theatre - Mobility Access to Main Auditorium**

Report, dated 27 October 2017 from the Senior Property Assets Officer, Jocelyn Broderick and the Parks & Property Manager, John Brenkley.

#### **The COMMITTEE RECOMMENDS**

1. To increase the width of the main aisle in the Globe Theatre auditorium to accommodate wheel chair access, totally funded by Council under its

budget contribution of 72k for Programme 1325 (Option 2).

ITEM 9

**32-17 Investigation into Military Heritage Precinct**

Memorandum, dated 30 October 2017 from the Policy Planner, Matthew Mackay.

The **COMMITTEE RECOMMENDS**

1. That the Council continues to explore & invest in methods to raise awareness and communicate local military history as part of the delivery of existing programmes and activities.
2. That the Council note that the Chronology of Palmerston North's Military and Defence History (1860 – 1975) is available on Manawātū Heritage.
3. That military history is adopted as a key heritage theme for Palmerston North.
4. That the Council does not proceed with an explicitly defined Military Heritage Precinct in the Central Business District.
5. That the Chief Executive completes an audit of Council programmes against Military Heritage Research to identify and communicate opportunities to develop a Heritage Theme.

**33-17 Military History/Heritage - issues and options update**

Report, dated 6 November 2017 from the Manager - Community Engagement, Ian Littleworth.

The **COMMITTEE RECOMMENDS**

1. That the report *Military History/Heritage - issues and options update* be received.
2. That the option to house a military heritage space within Te Manawa be considered as part of the Te Manawa 2025 concept.
3. That the option to explore future military heritage exhibition opportunities with Te Manawa be undertaken.
4. That within Programme 1343 further research be undertaken to identify technology opportunities to showcase our military heritage and that any funding implications be referred to the 10 year plan.
5. That Council requests Te Manawa to explore opportunities to support and collaborate with local museums and in particular Engineers Corps Memorial Centre.



**ATTACHMENTS**

Nil



## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 27 November 2017

**TITLE:** Presentation of the Part I Public Finance and Performance Committee Recommendations from its 20 November 2017 Meeting

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Set out below are the recommendations only from the Finance and Performance Committee meeting Part I Public held on 20 November 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

**82-17 Ashhurst Domain - Manawatu River Bank Protection Works Update**

Memorandum, dated 16 November 2017 from the General Manager - City Networks, Ray Swadel.

The **COMMITTEE RECOMMENDS**

1. That the update information regarding funding the Manawatu River bank protection works adjacent to the Ashhurst Domain immediately upstream of the State Highway Ashhurst Bridge be received.

### ATTACHMENTS

Nil



## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 27 November 2017

**TITLE:** Presentation of the Part I Public Audit and Risk Committee Recommendations from its 20 November 2017 Meeting

ITEM 11

Set out below are the recommendations only from the Audit and Risk Committee meeting Part I Public held on 20 November 2017. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

### 30-17 LED Street Lighting Compliance Review

Report, dated 2 November 2017 from the Road Planning Team Leader, David Lane.

#### The COMMITTEE RECOMMENDS

1. That Council confirm continued delivery of programme 1086 allowing upgrading of LED luminaires in both compliant and non-compliant parts of the network; thereby rescinding Resolution 6.3(b) adopted on 25 May 2017.
2. That Council notes that a proposed programme 1367 will be included for consideration in the Draft 2018-28 Ten Year Plan to allow for upgrading of street lights to meet the relevant standard.
3. That the Chief Executive develop a business case for the upgrading of street light networks with the aim of delivering the programme within the next financial year 2018/19.

### 34-17 Delegations Manual - Amendment to Powers of Chief Executive

Memorandum, dated 3 November 2017 from the Legal Counsel, John Annabell.

#### The COMMITTEE RECOMMENDS

1. That the Council's Delegations Manual be amended by adding the following sub-clause (c) to clause 201 relating to delegations to the Chief Executive:

- “(c) Does not involve the revocation or alteration of any decision previously made by the Council unless expressly permitted; and”.

ITEM 11

**ATTACHMENTS**

Nil