



PALMERSTON NORTH CITY COUNCIL

AGENDA COUNCIL

9AM, MONDAY 24 SEPTEMBER 2018

**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

24 September 2018

ORDER OF BUSINESS

1. Apologies

2. Notification of Additional Items

Pursuant to Sections 46A(7) and 46A(7A) of the Local Government Official Information and Meetings Act 1987, to receive the Chairperson's explanation that specified item(s), which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded, will be discussed.

Any additions in accordance with Section 46A(7) must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

Any additions in accordance with Section 46A(7A) may be received or referred to a subsequent meeting for further discussion. No resolution, decision or recommendation can be made in respect of a minor item.

3. Declarations of Interest (if any)

Members are reminded of their duty to give a general notice of any interest of items to be considered on this agenda and the need to declare these interests.

4. **Confirmation of Minutes** Page 9
 “That the minutes of the ordinary meeting of 27 August 2018 Part I Public be confirmed as a true and correct record.”

5. **Notice of Motion - Revoking a Previous Council Decision** Page 31

6. **Notice of Motion - Sign Parks** Page 33

REPORTS

7. **Background information on Sign Parks** Page 35
 Memorandum, dated 7 September 2018 presented by the Strategy & Policy Manager, Julie Macdonald.

8. **Palmerston North Sectional District Plan Review: Approval of Proposed Plan Changes 20 and 21 (New Zealand Defence Force Appeals)** Page 39
 Memorandum, dated 6 September 2018 presented by the Acting General Manager - Strategy and Planning, David Murphy

9. **Conference Opportunity - Smart Cities** Page 43
 Memorandum, dated 14 September 2018 presented by the Finance Manager, Stuart McKinnon

10. **Fringe Festival Update** Page 59
 Memorandum, dated 14 September 2018 presented by the General Manager - Marketing and Communications, Sacha Haskell.

11. **Funding for National Young Performers Awards 2018** Page 63
 Memorandum, dated 14 September 2018 presented by the General Manager - Marketing and Communications, Sacha Haskell.

12. **Council Work Schedule** Page 65

RECOMMENDATIONS FROM COMMITTEE MEETINGS

- 13. Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 3 September 2018 Meeting** Page 67

“That the Committees recommendations be adopted or otherwise dealt with.”

- 14. Presentation of the Part I Public Arts, Culture and Heritage Committee Recommendations from its 10 September 2018 Meeting** Page 69

“That the Committees recommendations be adopted or otherwise dealt with.”

- 15. Presentation of the Part I Public Finance and Performance Committee Recommendations from its 17 September 2018 Meeting** Page 72

“That the Committees recommendations be adopted or otherwise dealt with.”

- 16. 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
17.	Minutes of the ordinary meeting - Part II Confidential - 27 August 2018	For the reasons setout in the ordinary minutes of 27 August 2018, held in public present.	
18.	Presentation of the Part II Confidential Planning and Strategy Committee Recommendations from its		

	3 September 2018 Meeting		
19.	Presentation of the Part II Confidential Finance and Performance Committee Recommendations from its 17 September 2018 Meeting		
20.	Chief Executive's Performance Review 2017/18 [Limited circulation] Part IIB	Privacy	s7(2)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

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

Deputy Chief Executive (Ray Swadel), Chief Financial Officer (Grant Elliott), Acting Chief Infrastructure Officer (Ray Swadel), Acting General Manager – Strategy and Planning (David Murphy), General Manager - Community (Debbie Duncan), Acting General Manager – Customer (Simon Mori), Human Resources Manager (Wayne Wilson), General Manager - Marketing and Communications (Sacha Haskell), 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.

Acting Governance and Support Team Leader (Stuart McKinnon) and Committee Administrators (Penny Odell, Rachel Corser and Courtney Kibby), 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 27 August 2018, 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, Aleisha Rutherford and Tangi Utikere.

117-18 Confirmation of Minutes

Moved Grant Smith, seconded Tangi Utikere.

It was noted that in relation to submission number 2 from Jenny Olsson of the 2018 Representation Review, Committee Administrator Rachel Corser relayed Mrs Olsson's answers to the meeting.

Councillor Broad had also acknowledged that this would be the last time Mrs Olsson would be presenting to Council and thanked her for her contribution to Council over the past 40 years.

RESOLVED

1. That the minutes of the extraordinary meeting of 13 August 2018 Part I Public be confirmed as a true and correct record, subject to the above amendments.

Clause 117-18 above was carried 16 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, 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.

REPORTS

118-18 Palmerston North City Sectional District Plan Review: Approval of Proposed Plan Change 15A-H (NZ Defence Force Appeal), 16 and 23

Memorandum, dated 9 August 2018 from the Policy Planner, Michael Duindam.

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

1. That Sectional District Plan Review Proposed Plan Changes 15A-H (NZ Defence Force Appeal), 16 and 23 are approved pursuant to Clause 17 of the First Schedule of the Resource Management Act 1991.
2. That the approval of Sectional District Plan Review Proposed Plan Changes 15A-H (NZ Defence Force Appeal), 16 and 23 are authorised by affixing the Common Seal of the Palmerston North City Council to the Plan Changes.
3. That Sectional District Plan Review Proposed Plan Changes 15A-H (NZ Defence Force Appeal), 16 and 23 become operative on 3 September 2018 pursuant to Clause 20 of the First Schedule of the Resource Management Act 1991.
4. That the resolution to make Sectional District Plan Review Proposed Plan Changes 15A-H (NZ Defence Force Appeal), 16 and 23 operative is publicly notified in accordance with Clause 20 of the First Schedule of the Resource Management Act 1991.

Clause 118-18 above was carried 11 votes to 0, with 5 abstentions, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Adrian Broad, Gabrielle Bundy-Cooke, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Duncan McCann, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

Abstained:

Councillors Susan Baty, Rachel Bowen, Leonie Hapeta, Lorna Johnson and Tangi Utikere.

119-18 Review of Representation Arrangements

Memorandum, dated 14 August 2018 from the Legal Counsel, John Annabell.

In discussion elected members acknowledged that there were secondary communities of interest that should be recognised as part of the review.

Moved Grant Smith, seconded Tangi Utikere.

RESOLVED

1. That Council adopts the following as its initial proposal for representation arrangements for the 2019 local government elections. This proposal is made in accordance with sections 19H and 19J of the Local Electoral Act 2001 and there are no changes to existing representation arrangements:

- a. All Councillors to be elected on a city-wide basis, that is, by the electors of the city as a whole, with no wards to be established. This is because Palmerston North City comprises a single community of interest which covers the whole city. The city is geographically compact and relatively small. There is only one major business district, suburban shopping areas are small and many people reside in one part of the city but work in another. While it is acknowledged that the city also comprises many secondary communities of interest based on individual suburbs and villages, the boundaries of these areas are relatively imprecise and their populations vary, so that it would not be practicable for each community to be represented by an individual Councillor. A city-wide election will also enable all electors to participate in choosing all Councillors.
 - b. The Council to comprise the Mayor and 15 Councillors. This is because the proposed number of Councillors will enable the workload to be shared, allows for more diversity of Councillors and encourages a greater variety of ideas and suggestions.
 - c. No communities or community boards to be established in Palmerston North City. This is because the Council is satisfied that the city does not include any communities that are sufficiently distinct or isolated as to require representation of this nature.
2. That arrangements for further consultation, as outlined in the memorandum dated 14 August 2018 and titled "Review of Representation Arrangements" and the consultation document attached to it, be approved, and the Chief Executive be authorised to make all necessary arrangements.
 3. That the Council, at its ordinary meeting to be held at 9am on Wednesday 24 October 2018, hear submissions and make decisions on the representation review arising from hearing those submissions.
 4. That final approval of the Council's decisions, following the hearing of submissions, be made at the Council meeting to be held on 24 October 2018 or be made at an extraordinary meeting of the Council to be held at 9am on Monday 12 November 2018.
 5. That it be noted, in accordance with *Guidelines* issued by the Local Government Commission, that the Council's decision arising from the hearing of submissions can generally be made only by those elected members who are present for the entire duration of the hearing of submissions. Elected members not present for the hearing may participate only if they have good reason for absence and take all reasonable steps to inform themselves about the oral submissions received.
 6. That it be noted, in accordance with *Guidelines* issued by the Local Government Commission, that any changes made to the Council's proposal following consultation must be as a result of submissions received on the proposal.

Clause 119-18 above was carried 16 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, 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.

120-18 Manawatu Wanganui Regional Disaster Relief Fund Trust - Exemption from CCO Status

Memorandum, dated 6 August 2018 from the Committee Administrator, Penny Odell.

Moved Grant Smith, seconded Aleisha Rutherford.

RESOLVED

1. That the Manawatu-Wanganui Regional Disaster Relief Fund Trust be granted exemption from being a Council Controlled Organisation for a further three years,
2. That Council notes that the Trust is a small organisation and that the nature and scope of its activities is limited and does, in the main, take place only after significant adverse events, and that there would be significant additional costs if the Trust were to be required to meet all the obligations of a council controlled organisation.

Clause 120-18 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.

Note:

Councillor Vaughan Dennison declared a conflict of interest and withdrew from discussion and voting on clause 120 above.

121-18 Council Work Schedule

Moved Grant Smith, seconded Tangi Utikere.

RESOLVED

1. That the Council receive its Work Schedule dated August 2018.

Clause 121-18 above was carried 16 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, 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.

RECOMMENDATIONS FROM COMMITTEE MEETINGS

122-18 Arts, Culture and Heritage Committee Part I Public - 25 June 2018

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 122-18 above was carried 16 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, 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.

123-18 Community Development Committee Part I Public - 6 August 2018

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

Moved Aleisha Rutherford, seconded Rachel Bowen.

RESOLVED

1. That the Committee's recommendations be adopted.

Clause 123-18 above was carried 15 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, Aleisha Rutherford and Tangi Utikere

Abstained:

Councillor Leonie Hapeta.

124-18 Planning and Strategy Committee Part I Public - 6 August 2018

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

Moved Duncan McCann, seconded Aleisha Rutherford.

RESOLVED

1. That Clause 47-18 of the Committee's recommendation be adopted.

Clause 124-18 above was carried 11 votes to 0, with 5 abstentions, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Rachel Bowen, Adrian Broad, Gabrielle Bundy-Cooke, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas

and Aleisha Rutherford.

Abstained:

Councillors Susan Baty, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta and Tangi Utikere.

Moved Duncan McCann, seconded Aleisha Rutherford.

2. That the remainder of the Committee's recommendations be adopted.

Clause 124-18 above was carried 14 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, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

Abstained:

Councillors Vaughan Dennison and Leonie Hapeta.

125-18

Sport and Recreation Committee Part I Public - 6 June 2018

Consideration was given to Sport and Recreation Committee recommendations as appended to these minutes.

In discussion it was noted that Pascal Street Community Trust had modified their requirements for land and that Awapuni Park could still be a suitable option.

Moved Leonie Hapeta, seconded Duncan McCann.

RESOLVED

1. That Clause 29-18 (Proposal to licence Pascal Street Community Trust to occupy part of Awapuni or Alexander Park for A Community Garden) from the Sport and Recreation Committee meeting of 6 June 2018 not be adopted.
2. That consideration of the Awapuni location for a Community Garden for Pascal Street Community Trust be referred back to the next Sport and Recreation Committee meeting.

Clause 125-18 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, Duncan McCann, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

Against:

Councillor Lorna Johnson.

Note:

Councillor Karen Naylor declared a conflict of interest and withdrew from discussion and voting on clause 125- above.

126-18 Sport and Recreation Committee Part I Public - 13 August 2018

Consideration was given to Sport and Recreation Committee recommendations as appended to these minutes.

Moved Leonie Hapeta, seconded Duncan McCann.

RESOLVED

1. That clause 33-18.2 of the Committee's recommendations be amended to read "That Council note the funding and timing for installation of campsite toilet infrastructure will be referred for consideration to the 2019/20 Annual Plan process".

Clause 126-18 above was carried 16 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, 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.

Moved Leonie Hapeta, seconded Duncan McCann.

2. That the remainder of the Committee's recommendations be adopted.

Clause 126-18 above was carried 16 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, 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.

127-18 Economic Development Committee Part I Public - 13 August 2018

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

Moved Adrian Broad, seconded Leonie Hapeta.

RESOLVED

1. That the Committee's recommendations be adopted.

Clause 127-18 above was carried 16 votes to 0, the voting being as follows:

For:

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

128-18 Finance and Performance Committee Part I Public - 20 August 2018

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 128-18 above was carried 16 votes to 0, the voting being as follows:

For:

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

EXCLUSION OF PUBLIC

129-18 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
17.	Director and Trustee Appointments	Privacy	s7(2)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

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

Chief Executive (Heather Shotter), Chief Financial Officer (Grant Elliott), Acting Chief Infrastructure Officer (Ray McIndoe), Acting General Manager – Strategy

and Planning (David Murphy), General Manager - Community (Debbie Duncan), Acting General Manager – Customer (Sheryl Bryant) Human Resources Manager (Wayne Wilson), General Manager - Marketing and Communications (Sacha Haskell), 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.

Acting Governance and Support Team Leader (Stuart McKinnon) and Committee Administrators (Penny Odell, Rachel Corser and Courtney Kibby), because of their knowledge and ability to provide the meeting with procedural advice and record the proceedings of the meeting.

Clause 129-18 above was carried 16 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, 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.

The public part of the meeting finished at 9.45am

Confirmed 24 September 2018

Mayor

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 27 August 2018

TITLE: Presentation of the Part I Public Arts, Culture and Heritage Committee Recommendations from its 25 June 2018 Meeting

Set out below are the recommendations only from the Arts, Culture and Heritage Committee meeting Part I Public held on 25 June 2018. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

19-18 Cultural Facilities - Renewal Plans and Operating Budgets

Memorandum, dated 11 May 2018 from the Parks & Property Manager, John Brenkley and the Senior Property Assets Officer, Jocelyn Broderick.

The COMMITTEE RECOMMENDS

1. That the Committee note the maintenance and renewal provisions for the Cultural Facilities Portfolio, as outlined in this 11 June 2018 memorandum.
2. That the Chief Executive provides an annual report at the same time as the CCO SOI report, covering the annual renewal and maintenance plans for the city's cultural facilities, excluding the Library.

20-18 Identified Military Heritage Opportunities

Memorandum, dated 24 May 2018 from the Policy Planner, Matthew Mackay.

The COMMITTEE RECOMMENDS

1. That it be noted that:
 - a. a spatial database of known military heritage has been prepared as a resource and to inform Council 10 Year Plan Programmes.
 - b. the Draft 10 Year Plan contains a number of programmes that relate to the known military heritage sites and that there are opportunities to raise awareness and communicate military history in programme delivery.

- c. work is commencing on a military heritage trail to help communicate the significance and location of known military heritage across the city.
2. That the Chief Executive provide an annual progress report on the development of a Military Heritage Theme across Council Programmes to Arts, Culture and Heritage from June 2019.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 27 August 2018

TITLE: Presentation of the Part I Public Community Development Committee Recommendations from its 6 August 2018 Meeting

Set out below are the recommendations only from the Community Development Committee meeting Part I Public held on 6 August 2018. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

21-18 Age Friendly Initiative

Memorandum, dated 19 July 2018 from the Manager - Community Engagement, Ian Littleworth.

The **COMMITTEE RECOMMENDS**

1. That the memorandum dated 19 July 2018 and titled "Age Friendly Initiative" be received.
2. That Council endorse this community led Age Friendly initiative.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 27 August 2018

TITLE: Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 6 August 2018 Meeting

Set out below are the recommendations only from the Planning and Strategy Committee meeting Part I Public held on 6 August 2018. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

46-18 Community Funding Policy

Memorandum, dated 3 July 2018 from the Policy Analyst, Lili Kato.

The **COMMITTEE RECOMMENDS**

1. That the Community Funding Policy (2018), as attached to the report dated 3 July 2018 and titled "Community Funding Policy", be adopted.
2. That the Community Funding Policy 2012 be rescinded.
3. That the Chairperson and Deputy Chairperson of the Planning and Strategy Committee be authorised to make minor amendments to the Community Funding Policy (2018).

47-18 Proposed Plan Change A: Removal of Opening Hour Rules for the Sale of Alcohol

Memorandum, dated 6 July 2018 from the Senior Policy Planner, Jono Ferguson-Pye.

The **COMMITTEE RECOMMENDS**

1. That Proposed Plan Change A: Removal of Opening Hour Rules for the Sale of Alcohol be approved for public notification under Clause 5, Schedule 1 of the Resource Management Act 1991.
2. That the Chairperson and Deputy Chairperson of the Planning and Strategy Committee be authorised to make minor amendments to Proposed Plan Change A: Removal of Opening Hour Rules for the Sale of Alcohol.

48-18 Deliberations on Unreinforced Masonry Earthquake-Prone Building Priority Routes

Memorandum, dated 17 July 2018 from the Policy Planner, Matthew Mackay.

The **COMMITTEE RECOMMENDS**

1. That the amended list of Priority Routes, attached as Appendix 1 to the Report titled “Deliberations on Unreinforced Masonry Earthquake-Prone Building Priority Routes” dated 17 July 2018, is adopted pursuant to Section 133AF(2)(a) of the Building Act.

49-18 Declaring the Rosalie Terrace Road Reserve as Road

Memorandum, dated 10 July 2018 from the Property Officer, Bryce Hosking.

The **COMMITTEE RECOMMENDS**

1. That Council resolves that pursuant to Section 111 of the Reserves Act 1977, the land described as Lot 13 Deposited Plan 459294 contained in Certificate of Title 599741 and held by the Palmerston North City Council for the purpose of road reserve, be declared as road.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 27 August 2018

TITLE: Presentation of the Part I Public Sport and Recreation Committee Recommendations from its 6 June 2018 Meeting

Set out below are the recommendations from the Sport and Recreation Committee meeting Part I Public held on 6 June 2018.

1. That Palmerston North City Council, in the report *Proposal to Licence Pascal Street Community Trust to occupy part of Alexander or Awapuni Parks for a Community garden*, dated 15 May 2018, as the administering body of Alexander Park, authorises the licence of approximately 5,000 square metres of Alexander Park (as part of Part Lot 1 DP 6888) to Pascal Street Community Trust.
2. That Council note that while Alexander Park is not a reserve under the Reserves Act 1977, it was treated as if it was a reserve in terms of the process to consider granting a licence to occupy and therefore the requirements of Section 4 of the Conservation Act 1987 have been satisfied in relation to consultation with Iwi over granting a licence.
3. That Council note that while Alexander Park is not a reserve under the Reserves Act 1977, it was treated as a reserve in terms of the process to consider granting a licence to occupy and the requirements of Sections 119 and 120 of the Reserves Act 1977 have been satisfied in relation to public notification prior to the resolution to enter into a licence at Alexander Park.

The Council resolved at its 25 June 2018 meeting to refer the decision to a future Council meeting.

Councillor Hapeta advises that:

On Thursday 28th June a meeting was held with the kohunga community over the community-garden being potentially placed at Alexandra park

There were about 30 residents from their community present at the meeting. There concerns were around safety of people in community and the 'new people that would potentially come into the area'

Also they were concerned that they wouldn't have the same level of access to the green space – which they enjoyed for recreation

Ray Kurene is the leader of the Kohunga, has advised myself that the community did not want a community-garden at Alexandra Park.

Therefore it is advised that the following recommendations be considered.

- 1. That Clause 29-18 (Proposal to licence Pascal Street Community trust to occupy part of Awapuni or Alexander Park for A Community Garden) from the Sport and Recreation Committee meeting of 6 June 2018 not be adopted.**
- 2. That consideration of a location of a Community Garden for Pascal Street Community Trust be referred back to the Sport and Recreation Committee.**

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 27 August 2018

TITLE: Presentation of the Part I Public Sport and Recreation Committee Recommendations from its 13 August 2018 Meeting

Set out below are the recommendations only from the Sport and Recreation Committee meeting Part I Public held on 13 August 2018. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

31-18 Massey University Easement at Bledisloe Park

Report, dated 10 July 2018 from the Leisure Assets Planner, Jason Pilkington.

The **COMMITTEE RECOMMENDS**

1. That Council adopts the alterations to the Massey University easement at Bledisloe Park (LOT 1 DP 8981) as described in Appendix I of the 10 July 2018 Report titled "*Massey University Easement at Bledisloe Park*" to go out for public consultation under Section 119 of the Reserves Act 1977.

32-18 Powerco Easement at Norton Park - Andrew Avenue Entrance

Report, dated 10 July 2018 from the Leisure Assets Planner, Jason Pilkington.

The **COMMITTEE RECOMMENDS**

1. That Council adopts the proposed Powerco easement at the Andrew Avenue Entrance to Norton Park (Lot 17 DP 17130 & LOT 3 DP 64311) as described in Appendix 2 of the 10 July 2018 Report titled "*Powerco Easement at Norton Park – Andrew Avenue Entrance*" to go out for public consultation under Section 119 of the Reserves Act 1977.

33-18 Gordon Kear Forest Shelter

Memorandum, dated 24 May 2018 from the Leisure Assets Officer, Brian Way and the Forester, Mark Johnston.

The **COMMITTEE RECOMMENDS**

1. That Council approve establishment of a campsite for Te Araroa hikers in Gordon Kear Forest at the Toko Corner Road Intersection.

2. That Council note the funding and timing for installation of campsite infrastructure will be referred for consideration to the 2019/20 Annual Plan process.

35-18 Manawatu-Whanganui Regional Sport Facility Plan 2018 - Implications for Palmerston North City Council

Memorandum, dated 1 July 2018 from the Policy Analyst, Ann-Marie Mori.

The **COMMITTEE RECOMMENDS**

1. That the Council receives the Manawatū-Whanganui Regional Sport Facilities Plan (as presented by Sport Manawatū to the 13 August 2018 Sport and Recreation Committee meeting) as a guidance document for the future planning development, management and operation of sport and recreation facilities in Palmerston North.
2. That the Council endorses the facility investment process framework in the Manawatū-Whanganui Regional Sport Facilities Plan (Attachment 1 to the report dated 1 July 2018 and titled "Manawatu-Whanganui Regional Sports Facility Plan 2018 – Implications for Palmerston North City Council") to guide decision-making for proposed sport and recreation facilities.
3. That the Council thank Sport Manawatū for driving the development of the Manawatū-Whanganui Regional Sport Facilities Plan.

36-18 Victoria Esplanade Masterplan

Report, dated 27 July 2018 from the Senior Planner, Jeff Baker.

The **COMMITTEE RECOMMENDS**

1. That the Victoria Esplanade Masterplan Framework attached as Appendix 1 to the report dated 13 August 2018 and titled "Victoria Esplanade Masterplan" be received.
2. That adoption of the Victoria Esplanade Masterplan be deferred to a future Sport and Recreation Committee Meeting so that a meeting of Stakeholder Users and Councillors is held. The purpose of such a Stakeholder Users meeting is to discuss the full extent of the Masterplan's recommendations (and not limited to entranceways, pathways and parking issues).
3. That adoption of the associated budgets in the Schedule attached in Appendix 2 to the report dated 13 August 2018 and titled "Victoria Esplanade Masterplan" and titled 'LTP Budget Schedule' be deferred to a future Sport and Recreation Committee Meeting."

37-18 Te Motu O Poutoa (ANZAC Cliffs) Co-Management Options

Report, dated 6 July 2018 from the Leisure Assets Planner, Jason Pilkington and the Principal Maori Advisor, Todd Taiepa.

The **COMMITTEE RECOMMENDS**

1. That the Council instructs the Chief Executive to design a co-management Council Committee as per Option 1 of the 6 July 2018 Report titled "Te Motu O Poutoa (ANZAC Park) Co-Management Options".
2. That the Council instructs the Chief Executive to report back to the Sport and Recreation Committee on the details of the co-management committee with further recommendations in December 2018.

38-18 Reserve Management Planning Update

Report, dated 31 July 2018 from the Leisure Assets Planner, Jason Pilkington and the Senior Property & Parks Planner, Aaron Phillips.

The **COMMITTEE RECOMMENDS**

1. That Council adopt the updated Reserve Management Plan delivery timeframes and priorities described under Option 1 of the 31 July 2018 report titled "Reserve Management Planning Update".

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 27 August 2018

TITLE: Presentation of the Part I Public Economic Development Committee Recommendations from its 13 August 2018 Meeting

Set out below are the recommendations only from the Economic Development Committee meeting Part I Public held on 13 August 2018. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

38-18 Approval of international travel for the Mayor to Sister City, Missoula

Memorandum, dated 30 July 2018 from the International Relations Manager, Toni Grace.

The **COMMITTEE RECOMMENDS**

1. That the Mayor be granted approval to travel overseas in October 2018 to visit Sister City Missoula, Montana, and associated business.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 27 August 2018

TITLE: Presentation of the Part I Public Finance and Performance Committee Recommendations from its 20 August 2018 Meeting

Set out below are the recommendations only from the Finance and Performance Committee meeting Part I Public held on 20 August 2018. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

60-18 He Ara Kotahi Bridge Lighting

Report, dated 6 August 2018 from the Leisure Assets Planner, Jason Pilkington.

The **COMMITTEE RECOMMENDS**

1. That Council approves \$1,210,000 for lighting the He Ara Kotahi Bridge and directs the Chief Executive to reallocate funds from existing infrastructure projects.
2. That Council directs the Chief Executive to make funding applications for the purchase and installation of lights on the He Ara Kotahi Bridge and Plaza area.

61-18 Quarterly Performance and Financial Report - Quarter Ending 30 June 2018

Memorandum, dated 31 July 2018 from the Financial Accountant, Keith Allan and the Head of Community Planning, Andrew Boyle.

The **COMMITTEE RECOMMENDS**

1. That the Committee receive the June 2018 Quarterly Performance and Financial Report and note:
 - a. The June 2018 financial performance and operating performance.
 - b. The June 2018 capital expenditure programme progress together with those programmes identified as unable to be completed this financial year.
2. That the Committee note that the capital expenditure carry forward values in the 2018/19 Annual Budget will be increased by a net

\$674,100 to the amount of remaining programme budgets.

ATTACHMENTS

Nil

NOTICE OF MOTION

TO: Council

MEETING DATE: 24 September 2018

TITLE: Notice of Motion - Revoking a Previous Council Decision


THAT THE COUNCIL RESOLVES:

1. That Council revoke the following motion from June 2018 “that the Chief Executive review the sign farm sites” (Clause 49.4 Finance and Performance Committee)”.

NOTICE OF MOTION

A notice of Motion has been received from Councillor Aleisha Rutherford.

ATTACHMENTS

1. Notice of Motion [!\[\]\(dce81645e0100714e86d66fe4d06ecba_img.jpg\)](#) 

9 September 2018

To the Chief Executive
Palmerston North City Council,
PALMERSTON NORTH

NOTICE OF MOTION

I, Councillor Aleisha Rutherford, in accordance with Standing Orders 3.10.1, hereby GIVE NOTICE OF MOTION that I will move at the next Council meeting on 24 September 2018 the following motion:

"That the council revoke the following motion from June 2018
"[t]hat the Chief Executive review the sign farm sites" (clause 49.4 Finance and Performance Committee)."

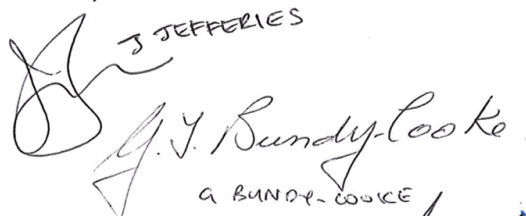
AND I further give notice that in compliance with Standing Order 3.10.2 the reason for the Notice of Motion include:

The following notice of motion that I am moving provides a different direction to a previous resolution on the same topic, therefore, under standing orders council is required to revoke the previous resolution in order to proceed with the notice of motion.

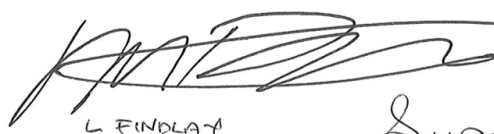
In addition to this, where a previous resolution is to be revoked or altered, clause 3.9.15 of the standing orders requires notice to be given to the Chief Executive seven working days before the meeting and is to be signed by not less than 1/3 of the members.



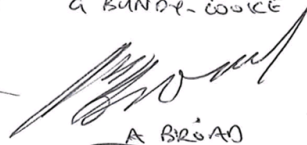
Councillor Aleisha Rutherford



J. J. Bundy-Looke



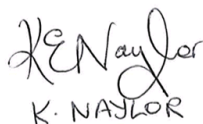
L. FINDLAY



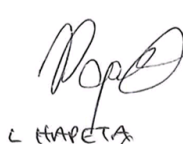
A. BROAD



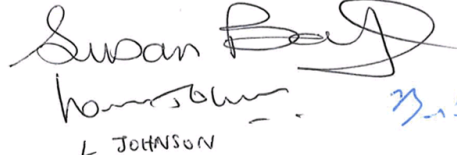
T. UTIKERE



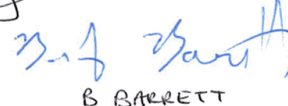
K. NAYLOR



L. HAPETA



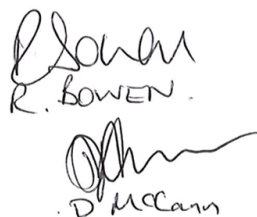
L. JOHNSON




B. BARRETT



V. DENNISON



R. BOWEN



D. MCCANN



B. PETREMS



G. SMITH

NOTICE OF MOTION

TO: Council

MEETING DATE: 24 September 2018

TITLE: Notice of Motion - Sign Parks


THAT THE COUNCIL RESOLVES:

1. That the two Council sign parks on Fitzherbert Avenue and Pioneer Highway be removed by 31 December 2018, and that the Chief Executive be instructed to look into options for community groups and schools to promote their events, and report back to Council with the findings.

NOTICE OF MOTION

A notice of motion has been received from Councillor Rutherford.

ATTACHMENTS

1. Notice of Motion [↓](#) 

27 August 2018

To the Chief Executive
Palmerston North City Council,
PALMERSTON NORTH

NOTICE OF MOTION

I, Councillor Aleisha Rutherford, in accordance with Standing Orders 3.10.1, hereby GIVE NOTICE OF MOTION that I will move at the next Council meeting on 24 September 2018 the following motion:

"That the two council sign parks on Fitzherbert Avenue and Pioneer Highway be removed by 31 December 2018, and that the Chief Executive look into options for community groups and schools to promote their events, and report back to council with the findings."

AND I further give notice that in compliance with Standing Order 3.10.2 the reason for the Notice of Motion include:

We have had feedback from many key stakeholders over the past few years about how untidy these sign parks make our city entranceways look. With an increased focus on the river as a destination, we want people centred spaces rather than a focus on advertisements.



Councillor Aleisha Rutherford

MEMORANDUM

TO: Council

MEETING DATE: 24 September 2018

TITLE: Background information on Sign Parks

DATE: 7 September 2018

PRESENTED BY Julie Macdonald, Strategy & Policy Manager, Strategy and Planning

APPROVED BY: David Murphy, Acting General Manager - Strategy and Planning

RECOMMENDATION(S) TO COUNCIL

1. That Council receive the information about sign parks in the memorandum dated 7 September 2018 and titled "Background Information on Sign Parks".
-

1. ISSUE

Councillor Rutherford has proposed a notice of motion:

"That the two Council sign parks on Fitzherbert Avenue and Pioneer Highway be removed by 31 December 2018, and that the Chief Executive look into options for community groups and schools to promote their events, and report back to council with the findings."

The purpose of this memo is to provide background information to inform Councillors' deliberations on that proposal.

2. BACKGROUND

Current actions

In April 2018 Council resolved to "investigate and provide a comprehensive review of information signs and facilities to be sign posted, and report back to the Arts, Culture and Heritage Committee" (clause 5-18 Arts and Culture Committee).

In June 2018 Council further resolved "[t]hat the Chief Executive review the sign farm sites" (clause 49.4 Finance and Performance Committee).

These two resolutions informed the development of the new strategic direction, and in June the Council adopted the 10 Year Plan, including an action in the Economic Development Plan to "complete a review of city signs (by December 2018)".

PALMERSTON NORTH CITY COUNCIL

The review of city signs is underway, with the intention of meeting the requirements of both earlier resolutions. The review will be reported back to Council by December 2018.

History of the sign parks

At some stage prior to 1990, the Council became aware that the proliferation of election signs was causing some problems (including road safety issues). The development of sign parks was a way to manage the placement of signs. The Signs and Use of Public Places Bylaw now makes provision for the Council to identify an area as a sign park, and to manage any sign parks that are identified.

Two areas are currently operating as sign parks – one at Fitzherbert Bridge and the other at the Pioneer Highway entrance to the city. This is a change from twenty or thirty years ago, when there were sign parks at each of the four city entrances.

The sign parks are principally for the display of election signs, but are now also used for other community information purposes (e.g. water conservation measures and community events).

3. NEXT STEPS

If the Notice of Motion is successful then:

- the infrastructure currently in place to enable the operation of the two sign parks will be removed;
- the signs review will not include the consideration of sign parks;
- staff will report back to the Council with alternative options for the promotion of school and community events.

4. COMPLIANCE AND ADMINISTRATION

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

The recommendations contribute to Goal 5: A Driven and Enabling Council	
The recommendations contribute to the outcomes of the Driven and Enabling Council Strategy	
Contribution to strategic direction	The information in this memo is provided to contribute to good governance and informed decision making.

ATTACHMENTS

Nil

MEMORANDUM

TO: Council

MEETING DATE: 24 September 2018

TITLE: Palmerston North Sectional District Plan Review: Approval of Proposed Plan Changes 20 and 21 (New Zealand Defence Force Appeals)

DATE: 6 September 2018

PRESENTED BY: David Murphy, Acting General Manager - Strategy and Planning

APPROVED BY: David Murphy, Acting General Manager - Strategy and Planning

RECOMMENDATION(S) TO COUNCIL

1. That Sectional District Plan Review Proposed Plan Changes 20 and 21 (New Zealand Defence Force Appeals) are approved pursuant to Clause 17 of the First Schedule of the Resource Management Act 1991.
2. That the approval of Sectional District Plan Review Proposed Plan Changes 20 and 21 (New Zealand Defence Force Appeals) are authorised by affixing the Common Seal of the Palmerston North City Council to the Plan Changes.
3. That Sectional District Plan Review Proposed Plan Changes 20 and 21 (New Zealand Defence Force Appeals) become operative on 10 October 2018 pursuant to Clause 20 of the First Schedule of the Resource Management Act 1991.
4. That the resolution to make Sectional District Plan Review Proposed Plan Changes 20 and 21 (New Zealand Defence Force Appeals) operative is publicly notified in accordance with Clause 20 of the First Schedule of the Resource Management Act 1991.

1. ISSUE

The purpose of this memorandum is to seek final approval of Sectional District Plan Review Proposed Plan Changes 20 and 21 (New Zealand Defence Force Appeals).

The matters under appeal by the New Zealand Defence Force regarding Plan Changes 20 and 21 have been resolved and the Environment Court has issued a consent notice confirming the mediated outcome.

2. BACKGROUND

PALMERSTON NORTH CITY COUNCIL

The New Zealand Defence Force (NZDF) appealed the decisions on Plan Changes 20 (Residential Zone review) and 21 (Recreation Zone review). The appeals related to how Temporary Military Training Activities (TMTAs) are regulated within the Residential and Recreation Zones.

The Council and the NZDF undertook mediation and came to agreement on how TMTAs should be regulated. The Environment Court has issued a consent notice which contains updated planning provisions that must be incorporated into the District Plan to give effect to the mediated outcome.

The mediated outcome settles all outstanding appeals related to the NZDF and how TMTAs are regulated in the District Plan.

Administrative Decision:

There is no alternative option available to Council. The approval of Proposed Plan Changes 20 and 21 is an administrative and final step in the Plan Change process required by clause 17 of the First Schedule of the Resource Management Act 1991.

3. NEXT STEPS

The next step is to update the District Plan to incorporate Plan Changes 20 and 21.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual 143	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	Yes
The recommendations contribute to Goal 1: An Innovative and Growing City	
The recommendations contribute to the outcomes of the City Development Strategy	
The recommendations contribute to the achievement of action/actions in the Housing and Future Development Plan	
The action is: Review and update the District Plan in a proactive manner.	

Contribution to strategic direction	Plan Changes 20 and 21 were part of the Sectional District Plan Review. Making Plan Changes 20 and 21 operative completes the review of the Residential and Recreational Zones sections of the District Plan.
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ATTACHMENTS

Nil

MEMORANDUM

TO: Council

MEETING DATE: 24 September 2018

TITLE: Conference Opportunity - Smart Cities

PRESENTED BY: Stuart McKinnon, Finance Manager - Finance

APPROVED BY: Grant Elliott, Chief Finance Officer

RECOMMENDATION(S) TO COUNCIL

1. That Council approve the attendance of the Deputy Mayor to represent the Mayor, with expenses paid, at Smart Cities Week being held in Sydney between 29 and 31 October 2018.

1. ISSUE

The elected members' budget for conference attendance and training opportunities is \$ \$73,068. As at 14 September 2018 there remains \$60,478 available for the balance of the financial year ending 30 June 2019. This does not include outstanding invoices that have been previously approved, but have yet to be presented for payment.

Anticipated expenses for attending this conference are:

Conference	\$845.00 (AUD)
Travel	\$1000.00
Accommodation	\$500 per day

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

Accommodation is based on staying at the location of the conference, however there may be a reduced rate for conference attendees upon registration.

2. BACKGROUND

The cost of the conference is under the \$2,000 threshold for elected members to attend conferences without Council approval as per the Elected Members

PALMERSTON NORTH CITY COUNCIL

Development and Training Policy. However international travel for any elected member other than the Mayor requires Council approval.

The Mayor is unable to attend the Smart Cities Week and seeks to send a representative in his place. The Conference Programme is attached.

3. NEXT STEPS

If Council decides to approve the attendance of the Deputy Mayor, all further information regarding the conference will then be forwarded to him directly.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
If Yes quote relevant clause(s) from Delegations Manual	
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	No
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 1: An Innovative and Growing City	
The recommendations contribute to the outcomes of the City Development Strategy	
The recommendations contribute to the achievement of action/actions in Not Applicable	
There is no single action that this conference would support. Instead, the Smart Cities conference will contribute to a wide range of actions across many plans, as the Smart City Practices theme weaves through all of Council's strategies and plans.	
Contribution to strategic direction	The conference will contribute to Council's stated aim of using smart city practices to deliver actions across all of its plans and strategies.

ATTACHMENTS

1. Conference Information Pack [!\[\]\(9bfa69b6b0f097b09744337d04f22d78_img.jpg\)](#) 

SMART CITIES WEEK AUSTRALIA

International Information Pack

June, 2018

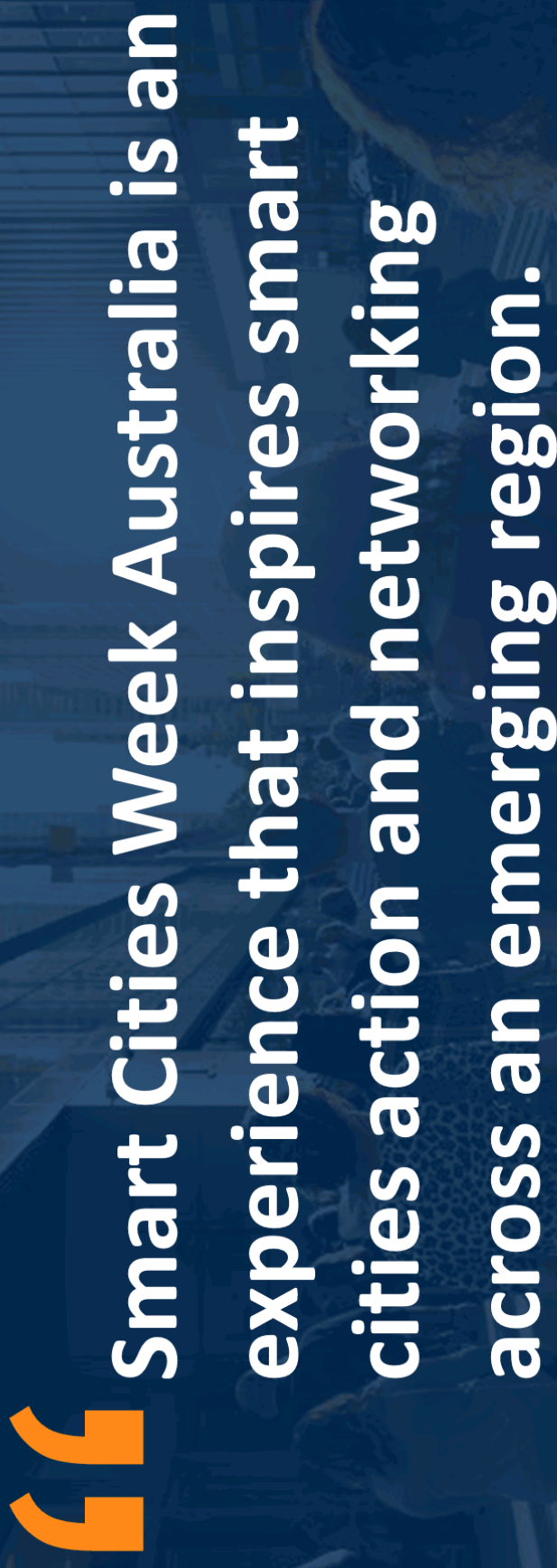
SmartCitiesCouncil[®] Liveability
Workability
Sustainability
Australia New Zealand

Smart Cities Week Australia 2018

Sydney, 29-31 October

The Hilton

**CONNECTED. AWARE.
ACCELERATE. COMPASSION.**



“ Smart Cities Week Australia is an experience that inspires smart cities action and networking across an emerging region.

It will provide the tools, facilitate the dialogue, and build the opportunities for accelerated outcomes.

THE FAST FACTS...

Australia's premier
smart cities event
welcomes the
world to Sydney in
October.

Join us.

Date

Monday 29th – Wednesday 31st October, 2018

Location

The Hilton, Sydney Australia

Registration

A special international delegate rate of \$845.00AUD (+GST) is being offered for government and non-government stakeholders.

Third and subsequent delegates from the same organisation are complimentary.

Speakers receive complimentary registration.

SMART CITIES WEEK IS A REGIONAL EVENT

Australia and New Zealand are part of a region that is creating global impact, generated by cities with emerging urban challenges.

From Kuala Lumpur to Singapore, Tokyo to Hong Kong, we invite our ASEAN and Asia Pacific neighbours to Australia's premier smart cities event.



Who's Coming?



Demand-Side

- Government officials
- Policy makers
- Department Leads
- Development and investment agencies
- Private sector developers



The Community

- Start-ups and SMEs
- Emerging innovators
- Community leaders
- Academia
- Affiliated NGO's



Supply-Side

- Technology vendors
- Product developers
- Service providers
- Investors

OPPORTUNITIES AT A GLANCE

Deliberation

- The Asia Pacific Smart Nations Roundtable.
- Boardroom sessions on smart infrastructure, policy and leadership.

Learning

- Masterclasses on wellbeing, data, smart cities readiness and Internet of Things.
- Learning Labs for digital engagement, smart buildings, smart mobility and funding and procurement.
- Keynote presentations and case study showcases on leading projects and practices.

Networking

- Opening reception Pecha Kucha.
- Government officials breakfast on Day 1.
- Property technology breakfast on Day 2.
- Smart Cities Awards Reception.
- Hosted dinners across Sydney.



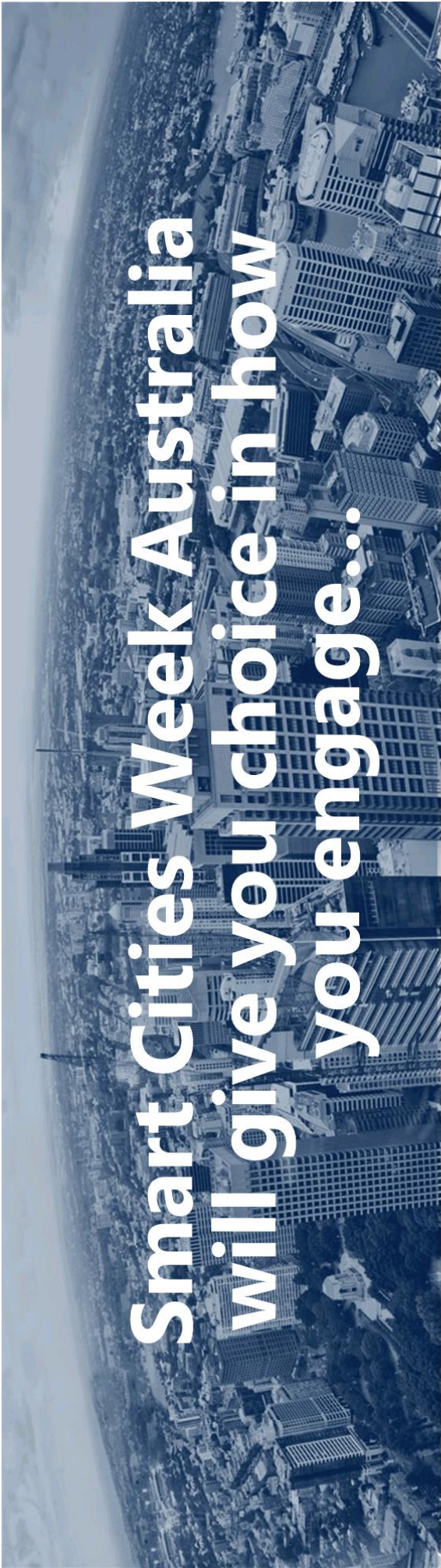
DELIBERATION



LEARNING



NETWORKING



There will be five primary experiences at Smart Cities Week Australia:

				
BOARDROOM	LAB	INSTITUTE	STAGE	AGORA
Leadership // Policy // Networking // Deliberation	Listen // Activities // Explore	Masterclasses // Learn // Pathways	Keynote // Discuss // Inspire	Pitch's // Showcases // Case Studies

DRAFT PROGRAM STRUCTURE

MON 29	TUE 30	WED 31
Pre-Conference Day	SCW Day 1	SCW Day 2
<div>City as Lab: Research Forum</div> <div>SCW Legacy Project</div> <div>Featured Masterclass *</div>	<div>Government Delegates Welcome Breakfast</div> <div>SCW Day 1</div>	<div>Property Technology Breakfast</div> <div>SCW Day 2</div>
<div>Emerging Innovators Roundtable</div> <div>Asia-Pacific Smart Nations Roundtable *</div> <div>Featured Masterclass *</div>	<div>SCW Day 1</div>	<div>SCW Day 2</div>
<div>Welcome Party – Smart Cities Pecha Kucha</div>	<div>Smart Cities Awards Reception</div> <div>Hosted dinners around city</div>	

Full delegate pass

Optional

* Free for government delegates

SOME PROGRAM HIGHLIGHTS

The Boardroom

Digital Built Nation

A Smart Cities Social Contract

Smart Cities for Impact Investing

The Lab

The Social Benefit Lab

The Future Mobility Lab

The Mixed Reality Lab

The Disruptive Utilities Lab

The Institute

Internet of Things for Local Government Masterclass

Everything your City needs to know about Data Masterclass

Digital Engagement and Civic Innovation Masterclass

The Stage

Smart Infrastructure Futures

Economic Development and IoT

The Dollars and Sense of Smart Cities Investment

Automation Nation

Feature Session...

The Asia Pacific Smart Nations Roundtable

This half day roundtable event will bring together delegates from the diversity of ASEAN and APAC nations in attendance, and provide an opportunity to discuss smart cities policy, practice and investment throughout the region.

The Roundtable will also showcase the best of Australia and New Zealand smart cities talent.

This Roundtable will build stronger relationships between nations on smart cities goals, and build pathways to investment.

Strategy

The Roundtable will provide an opportunity for government officials and industry leaders to learn from the each others national approaches to smart cities advancement.

Policy

Best practice policy advancements and standards will be showcased among the attendees, providing an opportunity to learn from others who have developed and implemented successful policy mechanisms.

Investment

The Roundtable will showcase Australian and New Zealand smart cities companies, and share opportunities across the region.

On offer...

World Class Masterclasses

SCCANZ will deliver a free Smart Cities Readiness masterclass to government-only delegates on pre-conference day. The masterclass will be based on the Smart Cities Readiness Guide, providing the fundamentals for smart cities action planning, including definitions, frameworks, standards, principles and strategy templates.

Additionally, a 'Wellbeing for Smart Cities' masterclass is a must for any government organisation seeking to improve the lives of its citizens and businesses. Our partnership with the City of Santa Monica, one of the worlds leadership cities embedding civic wellbeing, has been helping design this best in class training session.

Smart Cities Readiness

- Smart cities definition and context
- Smart Cities Framework
- The universal smart cities enablers and principles
- Smart cities solutions showcase

Wellbeing for Smart Cities

- Wellbeing principles and practices
- Using wellbeing as a smart cities investment metric
- Prioritising smart cities projects to advance wellbeing goals



Activity, always on...

In addition to the five key breakout session experiences, we introduce...

THE COMMON.

This is where our morning tea and lunch breaks will be hosted, along with the following activities:

- **Smart Cities Straight Talk**
- **The City Review Studio**
- **The Smart Cities Think Tank**

Smart Cities Straight Talk

Smart cities advice from the experts. A counter service that allows you to pop by to ask a question. Be informed, make better decisions.

City Review Studio

An intensive review process, where you can join your peers to help cities unpack their most pressing smart cities challenges and identify opportunities for moving forward.

Smart Cities Think Tank

SCW Australia will pose four challenging questions that we all need to answer to advance our impact. Be part of the challenge, and work alongside your peers to discuss and debate these key questions.



www.smartcitiesweek.com

 @SCW_Australia

#SCWAus

CONTACT
Adam Beck
Executive Director
Smart Cities Council ANZ

adam.beck@anz.smartcitiescouncil.com

+61 (0)422496043

MEMORANDUM

TO: Council

MEETING DATE: 24 September 2018

TITLE: Fringe Festival Update

DATE: 14 September 2018

PRESENTED BY: Sacha Haskell, General Manager - Marketing and Communications, Marketing and Communications

APPROVED BY: Sacha Haskell, General Manager - Marketing and Communications

RECOMMENDATION(S) TO COUNCIL

1. That the memorandum dated 14 September 2018 and titled "Fringe Festival Update" be received.

1. ISSUE

The Arts, Culture and Heritage Committee at its 17 September 2018 meeting requested "That the Chief Executive be instructed to provide a report on the support the Palmerston North City Council events team is providing to the Fringe Festival, to be reported to the September 2018 Council meeting."

2. BACKGROUND

Fringe organisers approached Council to fund and support the first Fringe Festival in Palmerston North. Council funded the Fringe organisers a grant of \$30,000 to enable a coordinator to be employed and payment for resources and artists.

The \$30K + GST was paid in full on 31 July 2018 so organisers could organise the festival for October 2018. Events staff have been supporting the event organisers with several meetings to assist their planning, and have booked and made available the following Council equipment:

- Big Tent
- Additional 3x3 tents (eziups)
- Games x 3
- Tables and chairs sets x 4,

- Traffic cones
- Trestle tables
- Hi vis events jackets x 20.

In addition, marketing support includes:

- Flags and Banners booked and approved
- Council FB posts
- Distribution of brochures through council outlets

As a funding grant, the performances, locations and artists program is determined by the Fringe organisers. Event staff will continue to work with the event organisers to assist with Fringe use of council resources and assets for their Festival.

3. NEXT STEPS

That Council receive this information.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
If Yes quote relevant clause(s) from Delegations Manual	
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	No
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 2: A Creative and Exciting City	
The recommendations contribute to the outcomes of the Creative and Liveable Strategy	
The recommendations contribute to the achievement of action/actions in the Events and Festivals Plan	
The action is: Grow community events organisation capacity within the community.	
Increase in the range and diversity of events in the city	

Contribution to strategic direction	<p>Build strategic partnerships</p> <p>Increase diversity of applicants for funding</p> <p>Increase patronage of Council owned facilities</p>
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ATTACHMENTS

Nil

MEMORANDUM

TO: Council

MEETING DATE: 24 September 2018

TITLE: Funding for National Young Performers Awards 2018

DATE: 14 September 2018

PRESENTED: Sacha Haskell, General Manager - Marketing and Communications,
Marketing and Communications

APPROVED BY: Sacha Haskell, General Manager - Marketing and Communications

RECOMMENDATION(S) TO COUNCIL

1. That the memorandum dated 14 September 2018 and titled "Funding for National Young Performer Awards 2018" be received.

1. ISSUE

The Arts, Culture and Heritage Committee at its 17 September 2018 meeting requested "That the Chief Executive be instructed to provide further information regarding the funding and timeframes for the partnership agreement between the National Young Performer Awards and Palmerston North City Council, to be reported to the September Council meeting."

The National Young Performer Awards organisers were seeking funding support for the 2018/19 Financial Year.

2. BACKGROUND

Previously funded by the Celebrating Community Fund out of the Community Unit, The National Young Performer Awards event was deemed by Council as an event that could produce more economic benefit for the city and rather than be funded out of community event funds it be funded through other means.

After consideration of the benefits that the National Young Performer Awards provide, and now that the event organisers have now committed to Palmerston North as their host city - the event will be funded \$12,000 per annum for the next two years as a civic partner from

PALMERSTON NORTH CITY COUNCIL

the Events Division as an Annual Event. This will allow time to review and plan future support for the event with event organisers.

Terms have been verbally agreed and a draft contract has been drawn up for signing by the parties.

3. NEXT STEPS

That Council receive this information.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 2: A Creative and Exciting City	
The recommendations contribute to the outcomes of the Creative and Liveable Strategy	
The recommendations contribute to the achievement of action/actions in the Events and Festivals Plan	
The action is: Build strategic partnerships and retain successful economic events	
Contribution to strategic direction	Increase national sports / competition events

ATTACHMENTS

Nil

COMMITTEE WORK SCHEDULE

TO: Council

MEETING DATE: 24 September 2018

TITLE: Council Work Schedule

RECOMMENDATION(S) TO COUNCIL

1. That the Council receive its Work Schedule dated September 2018.

ATTACHMENTS

1. Work Schedule  

COUNCIL

WORK SCHEDULE – SEPTEMBER 2018

Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Point of Origin
1	June 2018 June 2019	Award of Contract 3458 - Road Maintenance, Resurfacing and Rehabilitation 2017-2021	General Manager Infrastructure		29 May 2017 Clause 81-17 part II
2	August 2018	Review of Capital Programmes	Chief Financial Officer	Consultant completed review of major projects for LTP	16 October 2017 part II Clause 152-17
3	September 2018 October 2018	Library of the Future and Refurbishment Project – Update	General Manager Community	Briefing to be held in early September	16 October 2017 Part II Clause 153-17
4	August 2018	Master Plan for Cultural/Civic Precinct	General Manager, Strategy and Planning	Referred to Planning and Strategy Committee	30 April 2018 Part II Clause 64-18
5.	August 2018	Review of Representation Arrangements	Chief Financial Officer		25 June 2018 Clause 101-18
6.	TBA	Sport and Recreation Committee Recommendation	General Manager-Infrastructure	Referred to Sport and Recreation Committee	25 June 2018 Clause 105-18

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 24 September 2018

TITLE: Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 3 September 2018 Meeting

Set out below are the recommendations only from the Planning and Strategy Committee meeting Part I Public held on 3 September 2018. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

54-18 Draft Cemeteries and Crematorium Bylaw 2018 - Deliberations on submissions and adoption of bylaw.

Memorandum, dated 17 August 2018 presented by the Strategy & Policy Manager, Julie Macdonald.

The **COMMITTEE RECOMMENDS**

1. That the Council confirms that the Palmerston North Cemeteries and Crematorium Bylaw 2018 is the most appropriate form of bylaw and does not give rise to any implications under the NZ Bill of Rights Act 1990.
2. That the Council adopts the draft Palmerston North Cemeteries and Crematorium Bylaw 2018, and draft Palmerston North Cemeteries and Crematorium Bylaw 2018 Administration Manual, as attached to the memorandum dated 17 August 2018 and titled 'Draft Cemeteries and Crematorium Bylaw 2018 – Deliberations on submissions and adoption of bylaw.'
3. That the Chairperson and Deputy Chairperson of the Planning and Strategy Committee be given delegated authority to approve minor amendments to the draft Palmerston North Cemeteries and Crematorium Bylaw 2018 and draft Palmerston North Cemeteries and Crematorium Bylaw 2018 Administration Manual prior to publication.
4. That provision for existing use rights in relation to floral tributes in the soil be included in the bylaw.

55-18 Annual Section 10A Dog Control Act Report to Secretary of Local Government

Memorandum, dated 30 July 2018 presented by 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 2017/18, as attached to the memorandum dated 30 July 2018 and titled 'Annual Section 10A Dog Control Act Report to Secretary of Local Government' be adopted.

56-18 Pedestrian Needs Assessment

Memorandum, dated 9 August 2018 presented by the Acting Chief Infrastructure Officer, Ray Swadel.

The **COMMITTEE RECOMMENDS**

1. That Council receives this memorandum dated 9 August 2018 and titled 'Pedestrian Needs Assessment' and the attached report and notes the progress and actions regarding pedestrian safety and crossing facilities identified in this report.
2. That the Chief Executive be instructed to develop a specific action plan to improve pedestrian safety and access in Palmerston North, including safe crossing improvements and school travel planning, to be reported to Council within six months, including progress on the implementation from existing budgets of recommendations outlined on pages 97-98 of the Planning and Strategy Committee agenda dated 3 September 2018.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 24 September 2018

TITLE: Presentation of the Part I Public Arts, Culture and Heritage Committee Recommendations from its 10 September 2018 Meeting

Set out below are the recommendations only from the Arts, Culture and Heritage Committee meeting Part I Public held on 10 September 2018. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

24-18 Presentation - National Young Performer Awards 2018

The **COMMITTEE RECOMMENDS**

1. That the Arts, Culture and Heritage Committee receive the presentation for information.
2. That the Chief Executive be instructed to provide further information regarding the funding and timeframes for the partnership agreement between the National Young Performer Awards and Palmerston North City Council, to be reported to the September Council meeting.
3. That the Chief Executive be instructed to report on the Events and Festivals Strategy at the November 2018 Arts, Culture and Heritage Committee meeting.

25-18 Presentation - Update on Fringe Festival

The **COMMITTEE RECOMMENDS**

1. That the Arts, Culture and Heritage Committee receive the presentation for information.
2. That the Chief Executive be instructed to provide a report on the support the Palmerston North City Council events team is providing to the Fringe Festival, to be reported to the September 2018 Council meeting.
3. That the Chief Executive be instructed to provide a report on the

outcomes of the Fringe Festival to the first Arts, Culture and Heritage Committee meeting in 2019.

27-18 Presentation of Finalised Statement of Intent 2018-2021 for Council-Controlled Organisations

Report, dated 20 August 2018 from the Manager - Community Engagement, Ian Littleworth and the Finance Manager, Stuart McKinnon.

The **COMMITTEE RECOMMENDS**

1. That the report dated 20 August 2018 and titled 'Presentation of Finalised Statement of Intent 2018-2021 for Council-Controlled Organisations' be accepted.
2. That the final Statement of Intent 2018-2021 submitted by Globe Theatre Trust Board be approved.
3. That the final Statement of Intent 2018-2021 submitted by Caccia Birch Trust Board be approved.
4. That the final Statement of Intent 2018-2021 submitted by Regent Theatre Trust be approved.
5. That the final Statement of Intent 2018-2021 submitted by Te Manawa Museums Trust Board be approved.
6. That the Chief Executive be instructed to provide an issues and options report on the audit issues facing Palmerston North City Council Controlled Organisations.

28-18 Approval of Letters of Expectation for Council-Controlled Organisations

Memorandum, dated 20 August 2018 from the Manager - Community Engagement, Ian Littleworth.

The **COMMITTEE RECOMMENDS**

1. That the memorandum dated 20 August 2018 and titled 'Approval of Letters of Expectation for Council-Controlled Organisation' be accepted
2. That the Letters of Expectation for Globe Theatre Trust, Caccia Birch Trust, Regent Theatre Trust and Te Manawa Museums Trust be approved for distribution to these cultural Council-Controlled Organisations, subject to the following amendments:
 - That Council's responsibility as building owner be reflected in each Letter of Expectation

- That the heritage purpose of the Regent Theatre and Te Manawa be reflected in their Letters of Expectation.
- Add 'Joint Marketing of Cultural Council Controlled Organisations' to point 3 'Working Together' in the Letter of Expectation for all Council Controlled Organisations.
- That a redraft of the Letter of Expectations be made to reflect a partnership approach.
- That the Chairperson and Deputy Chairperson of the Arts, Culture and Heritage Committee be authorised to make minor amendments to the Letters of Expectations for Council Controlled Organisations.

29-18 Committee Work Schedule

The COMMITTEE RECOMMENDS

1. That the Arts, Culture and Heritage Committee receive its Work Schedule dated September 2018.
2. That in relation to the report back on s17a reviews, cultural Council Controlled Organisations are to be reviewed at the same time and an interim report be presented to the November 2018 Arts, Culture and Heritage Committee meeting.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 24 September 2018

TITLE: Presentation of the Part I Public Finance and Performance Committee Recommendations from its 17 September 2018 Meeting

Set out below are the recommendations only from the Finance and Performance Committee meeting Part I Public held on 17 September 2018. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

66-18 Palmerston North Airport Limited - Annual Report for 12 months ended 30 June 2018 & Instructions relating to Annual Meeting

Memorandum, dated 30 August 2018 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 2018 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.

67-18 Recommendation for Adoption 2017/18 Annual Report

Memorandum, dated 4 September 2018 from the Financial Accountant, Keith Allan.

The **COMMITTEE RECOMMENDS**

1. That the 2017/18 Annual Report and 2017/18 Summary Annual Report be adopted.
2. That Council note that an Auditor's "opinion" from Audit New Zealand would be expected to be received immediately following recommended adoption by Council on 24 September 2018 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 2017/18 Annual Report and 2017/18 Summary Annual Report.

69-18 Water Source Development and Security - Programme Budget Adjustments

Memorandum, dated 21 August 2018 from the Water & Waste Services Manager, Robert van Bentum.

The COMMITTEE RECOMMENDS

1. That the budget for the 2018/19 Capital New Programme 985 “Kelvin Grove Water Supply Zone - New Bore” be revised from \$537,000 to \$887,000 by utilising:
 - savings of \$100,000 from 2018/19 Water Capital New Programme 592 “Turitea WTP – Sludge Handling and Disposal Improvements,
 - savings of \$100,000 from 2018/19 Water Programme 1005 “Industrial Growth – Installation of Water Supply Systems to an Expanded NEIZ, and
 - reallocating funding of \$150,000 from Capital New Programme 246 Water Subdivision Contributions.
2. That a new 2018/19 Capital New Programme called “UV Treatment for Papaioea Park Bore 3” with a budget of \$550,000 be approved by:
 - reallocating budget of \$130,000 from 2018/19 Capital New Programme 1404 “Turitea WTP – New Retaining Walls on Access Road and
 - approving additional unbudgeted funding of \$420,000.
3. That approval be given to bring \$750,000 forward two years in the LTP from 2020/21 to 2018/19 for Programme 1384 – Citywide New Water Reservoirs to Enhance Supply Storage to enable construction of a contact tank at Railway Road bore.
4. That the budget for the 2018/19 Water Capital New Programme 593 “Water Safety and Security Mitigation” be revised from \$23,000 to \$264,500 by approving an additional \$241,500 in unbudgeted funding.
5. That the Chief Executive be instructed to provide a report on biological contamination status of each bore in the city’s reticulated water network to the October 2018 Finance and Performance Committee meeting.

ATTACHMENTS

Nil