



PALMERSTON NORTH CITY COUNCIL

AGENDA COUNCIL

9AM, MONDAY 26 AUGUST 2019

**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

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

Private Bag 11034, 32 The Square, Palmerston North



COUNCIL MEETING

26 August 2019

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. Deputation - Awapuni Residents

Page 7

5. **Confirmation of Minutes** Page 9
“That the minutes of the ordinary meeting of 24 June 2019 Part I Public be confirmed as a true and correct record.”
6. **Notice of Motion - Cemeteries and Crematorium Bylaw 2018** Page 39
7. **Notice of Motion - Childcare Allowance** Page 41

REPORTS

8. **Background Information for Notice of Motion - Childcare Allowance** Page 43
Memorandum, presented by John Annabell, Legal Counsel.
9. **Outcome of Consultation on College Street Transport Upgrade Options for Awapuni Shopping Area** Page 49
Memorandum, presented by Robert van Bentum, Manager - Transport and Infrastructure.
10. **Earthquake Prone Buildings Policy: For Council Owned Buildings (Uplifted from Table)** Page 65
Memorandum, presented by David Murphy, City Planning Manager – Strategy and Planning.
11. **Exemption of the Palmerston North Performing Arts Trust from being a Council Controlled Organisation** Page 79
Memorandum, presented by David Murphy, City Planning Manager – Strategy and Planning.
12. **Work Schedule** Page 83

RECOMMENDATIONS FROM COMMITTEE MEETINGS

- 13. Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 5 August 2019 Meeting** Page 85

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

- 14. Presentation of the Part I Public Finance and Performance Committee Recommendations from its 19 August 2019 Meeting** Page 87

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

- 15. Presentation of the Part I Public Audit and Risk Committee Recommendations from its 19 August 2019 Meeting** Page 89

“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 - 24 June 2019	For the reasons setout in the ordinary minutes of 24 June 2019, held in public present.	
18.	Contract 3458 - Road Maintenance, Resurfacing and Rehabilitation 2017-21 - Progress Update	Third Party Commercial	s7(2)(b)(ii)

19.	Tranche 12 Electricity Recommendation Report	Commercial Activities	s7(2)(h)
20.	Rates Remission Application - The Ozanam House Trust	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), Chief Infrastructure Officer (Tom Williams), Acting General Manager – Strategy and Planning (David Murphy), General Manager - Community (Debbie Duncan), Chief Customer and Operating Officer (Chris Dyhrberg), General Manager - Marketing and Communications (Sacha Haskell), Sandra King (Executive Officer) 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 Executive Leadership 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.

Democracy Administrators (Carly Chang, Natalya Kushnirenko, and Penny Odell), because of their knowledge and ability to provide the meeting with procedural advice and record the proceedings of the meeting.

Manager – Transport and Infrastructure (Robert van Bentum), 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.

Manager - Logistics and Support (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].

DEPUTATION

TO: Council

MEETING DATE: 26 August 2019

TITLE: Deputation - Awapuni Residents

RECOMMENDATION(S) TO COUNCIL

1. That the Council receive the deputation for information.
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SUMMARY

Residents from Awapuni will speak to Council regarding the recent consultation on parking at Awapuni Village.

ATTACHMENTS

Nil

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 June 2019, commencing at 9.00am

- Members Present:** Deputy Mayor (Tangi Utikere) (in the Chair) 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 Aleisha Rutherford.
- Apologies:** The Mayor (Grant Smith) and Councillors Gabrielle Bundy-Cooke and Leonie Hapeta.

56-19 Apologies

Moved Tangi Utikere, seconded Aleisha Rutherford.

RESOLVED

1. That Council receive the apologies.

Clause 56-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

57-19 Late Item

Moved Tangi Utikere, seconded Rachel Bowen.

RESOLVED

1. That the Memorandum dated 5 June 2019 and titled "Wastewater BPO Recommended Short List Options" be received.

Clause 57-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

58-19 Tribute - Waana Morrell Davis

Moved Tangi Utikere, seconded Rachel Bowen.

RESOLVED

1. That the Council notes, with respect, the passing of Waana Davis.

Clause 58-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

59-19 Presentation - Queen's Birthday Honours

Moved Tangi Utikere, seconded Aleisha Rutherford.

RESOLVED

1. That Council note that congratulations will be conveyed on behalf of the Council to the local recipients of the Queen's Birthday Honours 2019.

Clause 59-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

60-19 Confirmation of Minutes

Moved Susan Baty, seconded Lorna Johnson.

RESOLVED

1. That the minutes of the ordinary meeting of 27 May 2019 Part I Public be confirmed as a true and correct record.

Clause 60-19 above was carried 11 votes to 0, with 2 abstentions, the voting being as follows:

For:

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor and Bruno Petrenas.

Abstained:

Councillors Aleisha Rutherford and Tangi Utikere.

61-19 Committee of Council Part I Public - 10 June 2019

Consideration was given to Committee of Council recommendations as appended to these minutes.

Moved Tangi Utikere, seconded Aleisha Rutherford.

RESOLVED

1. That clauses 13-19.3 and 13-19.4 of the Committee's recommendations be adopted.

Clause 61.1 above was carried 11 votes to 1, with 1 abstention, the voting being as follows:

For:

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

Against:

Councillor Karen Naylor.

Abstained:

Councillor Lew Findlay QSM.

Moved Tangi Utikere, seconded Aleisha Rutherford.

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

Clause 61.2 above was carried 12 votes to 0, with 1 abstention, the voting being as follows:

For:

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

Abstained:

Councillor Lew Findlay QSM.

REPORTS

62-19 Setting Rates for 2019/20

Memorandum, dated 11 June 2019 presented by the Strategy Manager Finance, Steve Paterson.

Moved Tangi Utikere, seconded Susan Baty.

RESOLVED

1. That the resolution to set the rates for the 2019/20 year, as appended to these minutes be adopted.
2. That it be noted that the setting of rates is a significant decision within the parameters of the Local Government Act 2002 and that it is satisfied there has been compliance with the decision-making and consultation requirements of the Act.

Clause 62-19 above was carried 12 votes to 0, with 1 abstention, the voting being as follows:

For:

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

Abstained:

Councillor Lew Findlay QSM.

63-19

Resolutions to Authorise Borrowing

Memorandum, dated 11 June 2019 presented by the Strategy Manager Finance, Steve Paterson.

Moved Lorna Johnson, seconded Brent Barrett.

RESOLVED

1. That Council authorises the Chief Executive to borrow, in accordance with delegated authority, up to \$45 million ("the Borrowing") of additional term debt by way of bank loan or loans or credit facilities or other facilities or the issue of stock for the Borrowing secured by the Debenture Trust Deed.
2. The purpose of the Borrowing is the carrying out or continuing of programmes identified in the Annual Budget for the 2019/20 year.
3. The security for the Borrowing may be the charge over rates under the Debenture Trust Deed if the Chief Executive considers appropriate.
4. The benefits of the Borrowing are that it will enable the Council to carry out the programmes identified in the Annual Budget while spreading the costs for those programmes over time to recognise future benefits. The risk is that interest rates may vary in the future resulting in higher debt servicing costs to the Council.
5. For the reasons set out in this report the Council has determined, that, having regard to the Council's financial strategy, in the particular circumstances it is prudent and reasonable to enter into the proposed borrowing.

Clause 63.1 to 63.5 inclusive above were carried 12 votes to 1, the voting being as follows:

For:

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

Against:

Councillor Karen Naylor.

Moved Lorna Johnson, seconded Brent Barrett.

6. That the raising of the Borrowing will comply with the Council's Liability Management Policy.
7. That Council note that the decision to borrow up to \$45 million is a

significant decision within the parameters of the Local Government Act 2002 and is satisfied that there has been compliance with the decision-making and consultation requirements of the Act.

Clauses 63.6 and 63.7 above were carried 13 votes to 0, the voting being as follows:

For:

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.

64-19 District Plan Change C - Kikiwhenua Residential Area - Appointment of Commissioners

Memorandum, dated 6 June 2019 presented by the Legal Counsel, John Annabell.

Moved Tangi Utikere, seconded Duncan McCann.

RESOLVED

1. That Mr Chris Mitchell (Chairperson), Councillor Rachel Bowen, Councillor Lorna Johnson and Mr Reginald Proffit be appointed as Commissioners to consider submissions relating to District Plan Change C – Kikiwhenua Residential Area and be given such powers and responsibilities as delegated to Commissioners, including making decisions on submissions.
2. That if the hearing and/or completion of the Commissioners' decision is not finalised by the date of the 2019 Local Government Elections, this appointment and delegation of powers and responsibilities remain in place until the hearing and decision have been completed.

Clause 64-19 above was carried 10 votes to 0, the voting being as follows:

For:

Councillors Brent Barrett, Susan Baty, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Duncan McCann, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

Note:

Councillors Rachel Bowen, Adrian Broad and Lorna Johnson declared a conflict of interest and withdrew from voting and discussion on clause 64-19 above.

65-19 Earthquake Prone Building Policy: For Council Owned Buildings

Memorandum, dated 7 June 2019 presented by the City Planning Manager, David Murphy.

Elected Members voted to postpone consideration of the policy until the August 2019 Council meeting.

Moved Tangi Utikere, seconded Duncan McCann.

RESOLVED

1. That the Earthquake Prone Buildings Policy – For Palmerston North City Council Owned Property be left to lie on the table until the August 2019 Council meeting.

Clause 65-19 above was carried 12 votes to 1, the voting being as follows:

For:

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Bruno Petrenas, Aleisha Rutherford and Tangi Utikere.

Against:

Councillor Karen Naylor.

66-19

Draft Venues Policy

Memorandum, dated 12 June 2019 presented by the Strategy & Policy Manager, Julie Macdonald.

Moved Duncan McCann, seconded Aleisha Rutherford.

RESOLVED

1. That Council receive the information in the memorandum titled 'Draft Venues Policy' dated 12 June 2019.

Clause 66-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

67-19

Review of Operations of District Licensing Committee

Memorandum, dated 16 May 2019 presented by the Legal Counsel, John Annabell.

Moved Vaughan Dennison, seconded Rachel Bowen.

RESOLVED

1. That the memorandum titled 'Review of Operations of District Licensing Committee' dated 16 May 2019 be received for information.

Clause 67.1 above was carried 12 votes to 0, with 1 abstention, the voting being as follows:

For:

Councillors Brent Barrett, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenasm Aleisha Rutherford and Tangi Utikere.

Abstained:

Councillor Susan Baty.

Moved Vaughan Dennison, seconded Rachel Bowen.

2. That the Council note there is no requirement for annual reporting on the operations of the District Licensing Committee.

Clause 67.2 above was carried 8 votes to 3, with 2 abstentions, the voting being as follows:

For:

Councillors Rachel Bowen, Adrian Broad, Vaughan Dennison, Jim Jefferies, Lorna Johnson, Duncan McCann, Bruno Petrenas and Aleisha Rutherford.

Against:

Councillors Brent Barrett, Lew Findlay QSM and Karen Naylor.

Abstained:

Councillors Susan Baty and Tangi Utikere.

68-19

S17A Arts and Culture Review - Suggested Process

Memorandum, dated 18 June 2019 presented by the Head of Community Planning, Andrew Boyle.

Elected Members thought the S17a review should include a robust and thorough consultation. There was a recommendation to consider an updated consultation document at the Arts Culture and Heritage Committee and that this process should not be rushed.

Moved Vaughan Dennison, seconded Susan Baty.

Note:

On a motion "that the Council approves the revised process for the s17A Arts and Culture Review as outlined in this memorandum entitled "S17A Arts and Culture Review – Suggested Process" and dated 24 June 2019", the motion was lost 1 votes to 11, with 1 abstention, the voting being as follows:

For:

Councillor Vaughan Dennison.

Against:

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Lew Findlay QSM, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor and Bruno Petrenas and Tangi Utikere.

Abstained:

Councillor Aleisha Rutherford.

69-19

Request to delegate approval to let Contract 3739 for Colquhoun Park Pavilion Upgrade

Memorandum, dated 9 June 2019 presented by the Parks and Reserves Manager, Kathy Dever-Tod.

It was noted that the awarding of a contract would usually be considered by Council and therefore was appropriate that an Elected Member also be

delegated authority to award contract 3739.

Moved Tangi Utikere, seconded Rachel Bowen.

RESOLVED

1. That Council note that any delay in awarding Contract 3739 - Colquhoun Park Pavilion Upgrade, will impact on the timeline for the delivery of the pavilion in time for the Junior Men's U18 Softball World Cup
2. That, due to the Council not meeting in July 2019, the Council delegates authority to the Chief Executive, the Chief Infrastructure Officer and either Mayor or Deputy Mayor to award Contract 3739 - Colquhoun Park Pavilion Upgrade, within budget provisions.

Clause 69-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

The meeting adjourned at 10.28am

The meeting resumed at 11.00am

70-19 Council Work Schedule

Moved Tangi Utikere, seconded Rachel Bowen.

RESOLVED

1. That the Council receive its Work Schedule dated June 2019.

Clause 70-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

71-19 Wastewater BPO Recommended Short List Options

Report, dated 5 June 2019 presented by the Transport and Infrastructure Manager, Robert van Bentum.

Moved Tangi Utikere, seconded Brent Barrett.

RESOLVED

1. That the Council receive the report and endorse the selected shortlist options, as listed in the "Wastewater BPO Recommended Short List Options Report," proceeding to more detailed assessment in the next phase of the BPO Project.

Clause 71-19 above was carried 12 votes to 1, the voting being as follows:

For:

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

Against:

Councillor Lew Findlay QSM.

RECOMMENDATIONS FROM COMMITTEE MEETINGS

72-19 Planning and Strategy Committee Part I Public - 5 June 2019

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

Moved Duncan McCann, seconded Rachel Bowen.

RESOLVED

1. That the Committee's recommendations be adopted.

Clause 72-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

73-19 Community Development Committee Part I Public - 5 June 2019

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 73-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

74-19 Sport and Recreation Committee Part I Public - 10 June 2019

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

Moved Duncan McCann, seconded Aleisha Rutherford.

RESOLVED

1. That the Committee's recommendations be adopted.

Clause 74-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

75-19

Finance and Performance Committee Part I Public - 17 June 2019

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 75-19 above was carried 12 votes to 0, with 1 abstention, the voting being as follows:

For:

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.

Abstained:

Councillor Aleisha Rutherford.

76-19

Arts, Culture and Heritage Committee Part I Public - 17 June 2019

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 76-19 above was carried 12 votes to 0, with 1 abstention, the voting being as follows:

For:

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.

Abstained:

Councillor Aleisha Rutherford.

EXCLUSION OF PUBLIC

77-19 Recommendation to Exclude Public

Moved Tangi Utikere, seconded Aleisha Rutherford.

RESOLVED

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

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
23.	Pioneer City West Private District Plan Change Request	Negotiations	s7(2)(i)
24.	Release of Part II Items	Legal Privilege	s7(2)(g)
25.	Rotation of Trustees on Council Controlled Organisations	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), Chief Infrastructure Officer (Tom Williams), General Manager – Strategy and Planning (Sheryl Bryant), General Manager - Community (Debbie Duncan), Chief Customer and Operating Officer (Chris Dyhrberg), General Manager - Marketing and Communications (Sacha Haskell), Sandra King (Executive Officer) 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 Executive Leadership 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.

Team Leader Governance and Legal (Charlotte Greif) and Committee Administrators (Penny Odell, Rachel Corser and Natalya Kushnirenko) because of their knowledge and ability to provide the meeting with procedural advice and record the proceedings of the meeting.

City Planning Manager (David Murphy) because of his knowledge and ability to assist the meeting in speaking to his report and answering questions, noting that such officer will be present at the meeting only for the item that relate to his report.

Clause 77-19 above was carried 13 votes to 0, the voting being as follows:

For:

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.

The public part of the meeting finished at 11.39am

Confirmed 26 August 2019

Mayor

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 24 June 2019

TITLE: Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 5 June 2019 Meeting

Set out below are the recommendations only from the Planning and Strategy Committee meeting Part I Public held on 5 June 2019. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

40-19 Prioritising Pedestrian Safety in the Network

Memorandum, dated 21 May 2019 presented by the Transport & Infrastructure Manager, Robert van Bentum.

The COMMITTEE RECOMMENDS

1. That Council receive the memorandum titled 'Prioritising Pedestrian Safety in the Network' dated 21 May 2019.
2. That Council endorses Officers' proposed action list as identified in Table 1 of the memorandum titled 'Prioritising Pedestrian Safety in the Network' dated 21 May 2019 to improve safety outcomes for pedestrians through enhancement of existing approaches and programmes implemented within existing approved budgets.
3. That a quarterly report on Pedestrian Safety Issues continue to be placed on the Committee's work schedule.

41-19 Palmerston North Housing and Business Development Capacity Assessment Report - May 2019

Memorandum, dated 15 April 2019 presented by the City Planning Manager, David Murphy.

The COMMITTEE RECOMMENDS

1. That the Palmerston North Housing and Business Development Capacity Assessment Report – May 2019 is received to inform future decision making, in particular changes to the Palmerston North City District Plan and the 2021 Long Term Plan Process.
2. That the rationale sitting behind the ratings differential being applied to the first five hectares of residentially zoned land and the remaining balance is reviewed. The review should consider how the Ratings Policy can best support the release of residential zone land for development.
3. That a targeted review of the District Plan is undertaken that investigates the options to further refine the approach to managing retail and office activities across the Inner, Outer and Fringe Business Zones.
4. That the rationale sitting behind the ratings differential being applied to Inner and Outer Business Zone property by its Ratings Policy is reviewed. The review should consider how the Policy can best support the social, environmental and commercial outcomes being sought for the Inner and Outer Business Zones.
5. That the purpose of the Leased Parking Policy is reviewed so that it considers how best the Policy can support the social, environmental and commercial outcomes being sought for the Inner Business Zone.

46-19 Draft Waste Management and Minimisation Plan 2019 - Deliberations on Submissions

Memorandum, dated 15 May 2019 presented by the Parks & Reserves Manager, Kathy Dever-Tod.

The **COMMITTEE RECOMMENDS**

1. That the Council adopts the Waste Management and Minimisation Plan 2019.
2. That delegated authority is given to the Chairperson and Deputy Chairperson of the Planning and Strategy Committee for the approval of minor amendments to the Waste Management and Minimisation Plan 2019 prior to publication.
3. That the Waste Management and Minimisation Plan 2012 is revoked upon commencement of the Waste Management and Minimisation Plan 2019 on the 15th July 2019.

47-19 International Relations Policy

Memorandum, dated 17 May 2019 presented by the International Relations Manager, Toni Grace.

The **COMMITTEE RECOMMENDS**

1. That the Council adopts the International Relations Policy.
2. That delegated authority is given to the Chairperson and Deputy Chairperson of the Planning and Strategy Committee for the approval of minor amendments to the International Relations Policy prior to publication.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 24 June 2019

TITLE: Presentation of the Part I Public Community Development Committee Recommendations from its 5 June 2019 Meeting

Set out below are the recommendations only from the Community Development Committee meeting Part I Public held on 5 June 2019. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

10-19 Options for Library Services in Highbury

Memorandum, dated 14 May 2019 presented by the Manager - Libraries, Community, Linda Moore.

The COMMITTEE RECOMMENDS

1. That the memorandum dated 14 May 2019 and titled "Options for Library Services in Highbury" be received.
2. That the Chief Executive be instructed to provide a report back to the Community Development Committee following further community engagement around the future of the Library services in the Highbury Area and providing detail of the outcomes of the next steps outlined in the report dated 14 May 2019 and titled "Options for Library Services in Highbury".

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 24 June 2019

TITLE: Presentation of the Part I Public Sport and Recreation Committee Recommendations from its 10 June 2019 Meeting

Set out below are the recommendations only from the Sport and Recreation Committee meeting Part I Public held on 10 June 2019. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

35-19 Bowling Club Merger Proposal

Memorandum, dated 28 May 2019 presented by the Park and Reserves Manager, Kathy Dever-Tod

The COMMITTEE RECOMMENDS

1. That Council instruct the Chief Executive to use the Sports Facility Investment Process to complete the preliminary feasibility assessment for the proposed bowling club merger and report back to the appropriate Committee in November 2019.

36-19 Terrace End Bowling Club Site - Property Development Assessment

Memorandum, dated 13 May 2019 presented by the Property Manager, Bryce Hosking.

The COMMITTEE RECOMMENDS

1. That Council receives the report titled 'Terrace End Bowling Club Site – Property Development Assessment' dated 13 May 2019, and it be considered in conjunction with the merger proposal being presented by Bowling Club representatives at the same Committee Meeting.
2. That it be noted that any proposal to dispose or develop the 17 Summerhays Street site would be subject to a consultation process under Section 138 of the Local Government Act 2002.

38-19 Rangitāne Park - Consultation on the proposal to extend the lease area of Menzshed Manawatu to allow extension of the building they occupy

Report, dated 2 May 2019 presented by the Park and Reserves Manager, Kathy Dever-Tod

The COMMITTEE RECOMMENDS

1. That Council approve community consultation on the proposal to extend the lease area and term for Menzshed Manawatu on Rangitāne Park.
2. That Council note the consultation will meet requirements of Section 54 of the Reserves Act 1977 which requires the opportunity for people to object and be heard on proposed leases on reserve land.
3. That Council note the land areas affected by the proposed lease extension for the Menzshed Manawatu is described as part of Lot 94 DP 44172, part of Lot 96 DP 44172 and part of Part Section 361 Town of Palmerston North. The lease area is shown in the draft proposed amended lease contained in Appendix One of the report titled "Rangitāne Park - Request for permission to consult on the proposal to extend the lease area of Menzshed Manawatu to allow extension of the building they occupy" dated 2 May 2019.
4. That the Chairperson and Deputy Chairperson of the Sport and Recreation Committee be given delegated authority to approve minor amendments to the draft Deed of Variation of Lease.

39-19 Ashhurst Domain - Proposal to lease area for a function venue

Report, dated 20 May 2019 presented by the Park and Reserves Manager, Kathy Dever-Tod

The COMMITTEE RECOMMENDS

1. That Council approve community consultation on the proposal for a lease for a function venue at the Ashhurst Domain, meeting the requirements of Section 54 of the Reserves Act 1977.
2. That Council note the recreation reserve on which the lease is proposed is part of Lot 1 DP 55676, the lease area and the draft lease are contained in Attachment Six of the report titled "Ashhurst Domain – Proposal to lease area for a function venue" dated 20 May 2019.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 24 June 2019

TITLE: Presentation of the Part I Public Committee of Council Recommendations from its 10 June 2019 Meeting

Set out below are the recommendations only from the Committee of Council meeting Part I Public held on 10 June 2019. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

12-19 Free Swimming at Council pools for children under 5 years old

Memorandum, dated 28 May 2019 presented by the Parks and Reserves Manager, Kathy Dever-Tod.

The **COMMITTEE RECOMMENDS**

1. That the report dated 28 May 2019 and titled "Free Swimming at Council pools for children under five years old" be received.
2. That the Council introduces pool supervision ratios to be applied at all Council pools in conjunction with the existing CLM pool alone policy from the 1st July 2019.
3. That Council introduces free swimming for supervised children under the age of five years plus one supervising caregiver.
4. That Council increases the estimated cost of introducing free swimming, for supervised pre-schoolers and one caregiver to \$60,000 per annum.

13-19 Finalising the Annual Budget (Plan) 2019/20

Memorandum, dated 27 May 2019 presented by the Strategy Manager Finance, Steve Paterson.

The **COMMITTEE RESOLVED**

1. That Standing Order 3.9.15 be suspended to enable the Committee to reconsider clause 8-19.7 of the Committee of Council meeting on 20 May 2019.
2. That clause 8-19.7 of the Committee of Council meeting on 20 May 2019 be revoked.

The **COMMITTEE RECOMMENDS**

3. That the Annual Budget 2019/20 as circulated with the memorandum titled "Finalising the Annual Budget (Plan) 2019/20" dated 27 May 2019 and amended through the incorporation of the replacement pages circulated with the memorandum titled "Finalising the Annual Budget (Plan) 2019/20 - Amendments" dated 5 June 2019 be adopted.
4. That the Council acknowledge that although the Prospective Statement of Comprehensive Revenue and Expense for the Annual Budget shows a budgeted surplus of \$1.437m for the 2019/20 year, using the calculation required by the Local Government (Financial Reporting and Prudence) Regulations 2014, projects a deficit of \$2.04m. For the reasons outlined in the memorandum the Council resolves this outcome is financially prudent having regard for the matters contained in Section 100 of the Local Government Act 2002.
5. That the Mayor and Chief Executive be given delegated authority to approve the final Annual Budget (Plan) document for publication.
6. That the adoption of the Annual Budget (Plan) 2019/20 be confirmed as a significant decision within the parameters of the Local Government Act 2002 and that the Council is satisfied that all submissions had been considered and that there has been compliance with the decision-making and consultation requirements of the Act.
7. That the Chief Executive be given delegated authority to authorise payments to Council-controlled organisations and other external organisations in accordance with their respective service level agreements.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 24 June 2019

TITLE: Presentation of the Part I Public Finance and Performance Committee Recommendations from its 17 June 2019 Meeting

Set out below are the recommendations only from the Finance and Performance Committee meeting Part I Public held on 17 June 2019. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

35-19 Update on College Street Transport Upgrade

Memorandum, dated 7 June 2019 presented by the Transport & Infrastructure Manager, Robert van Bentum.

The COMMITTEE RECOMMENDS

1. That the memorandum titled 'Update on College Street Transport Upgrade' dated 7 June 2019 be received.
2. That no further work on the College Street Transport Upgrade (Awapuni shopping area) progress until the relevant businesses have been consulted and the outcome of this to be reported back to Council.

36-19 Camp Kilsby Scouting NZ: Application for Grant from Council to fund Development Contribution Fee

Memorandum, dated 31 May 2019 presented by the City Planning Manager, David Murphy.

The COMMITTEE RECOMMENDS

1. That the Council approve the application by the Camp Kilsby - Scouting NZ for a grant to fund Development Contribution fees, to the value of \$4,136.25 (GST inclusive), associated with the establishment of a community and leisure facility scouting hall at 315 Hewitts Road, Palmerston North.

38-19 Amendment to Fees and Charges

Memorandum, dated 30 April 2019 presented by the Strategy Manager Finance, Steve Paterson.

The COMMITTEE RECOMMENDS

1. That it be noted that at the Finance and Performance Committee meeting on 15 April 2019 oral advice was given that the fees and charges for online service consenting (Building Services) as identified on page 79 of the Finance and Performance Committee agenda dated 15 April 2019 should be amended with the following:

Value of work less than \$125,000	\$86
Value of work more than \$125,000 up to \$2.5m	0.0748%
Value of work more than \$2.5m	\$1,868

2. That the fees and charges for Building Services effective from 1 July 2019 include the fees and charges for online consenting services at the levels outlined in recommendation 1.

39-19 Palmerston North Airport Ltd - Final Statement of Intent for 2019/20

Memorandum, dated 5 June 2019 presented by the Strategy Manager Finance, Steve Paterson.

The COMMITTEE RECOMMENDS

1. That the Palmerston North Airport Ltd Statement of Intent for 2019/20 be endorsed.

40-19 Fees and Charges - Confirmation Following Public Consultation

Memorandum, dated 5 June 2019 presented by the Strategy Manager Finance, Steve Paterson.

The **COMMITTEE RECOMMENDS**

1. That the fees and charges for Planning & Miscellaneous Services, as scheduled in Attachments A and B of the memorandum titled 'Fees and Charges – Confirmation Following Public Consultation' dated 5 June 2019, be approved, effective from 1 July 2019.
2. That the fees and charges for Trade Waste Services, as scheduled in Attachment C of the memorandum titled 'Fees and Charges – Confirmation Following Public Consultation' dated 5 June 2019, be approved, effective from 1 July 2019.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 24 June 2019

TITLE: Presentation of the Part I Public Arts, Culture and Heritage Committee Recommendations from its 17 June 2019 Meeting

Set out below are the recommendations only from the Arts, Culture and Heritage Committee meeting Part I Public held on 17 June 2019. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

23-19 s17A Arts and Culture Review - Consultation on Options

Report, dated 30 May 2019 presented by the Head of Community Planning, Andrew Boyle.

The **COMMITTEE RECOMMENDS**

1. That the Chief Executive be instructed to report back to the Arts, Culture & Heritage Committee with a revised consultation document for the s17A review.

24-19 Committee Work Schedule

The **COMMITTEE RECOMMENDS**

1. That the Arts, Culture and Heritage Committee receive its Work Schedule dated June 2019.
2. That the Chief Executive be instructed to provide a report to the next Finance & Performance meeting outlining options for assisting the Regent Theatre in funding a new sound system, including the option of providing a loan.

ATTACHMENTS

Nil

Palmerston North City Council

Resolution to Set Rates for the 2019/2020 year

The Palmerston North City Council resolves to set rates for the financial year commencing on 1 July 2019 and ending on 30 June 2020 in accordance with the Rating Policies and Funding Impact Statement contained in its Annual Budget (Plan) 2019/20 as follows:

1 Details of rates to be set

Notes

- All rates and charges shown are inclusive of Goods and Services Tax.
- References to the 'Act' relate to the Local Government (Rating) Act 2002.

1.1 Uniform Annual General Charge

A Uniform Annual General Charge of \$500 on each rating unit pursuant to section 15 of the Act.

1.2 Water Supply Rates

A targeted rate for water supply, set under section 16 of the Act, of:

- \$257 per separately used or inhabited part of a residential rating unit which is connected to a Council operated waterworks system. This charge is not made where water supply is invoiced on the basis of water consumed.
- \$257 per rating unit for all other rating units which are connected to a Council operated waterworks system. This charge is not made where water supply is invoiced on the basis of water consumed.
- \$128.50 per rating unit which is not connected to a Council operated waterworks system but which is serviceable (i.e. within 100 metres of such waterworks system) and the Council would allow a connection.

Instead of the above targeted rates for metered water supply, targeted rates set under sections 16 and 19 of the Act, of \$1.2075 per cubic metre of water supplied to any rating unit that is invoiced on the basis of water consumed plus a fixed amount of \$212.75 per metered connection.

1.3 Wastewater Disposal Rates

A targeted rate for wastewater disposal, set under section 16 of the Act, of:

- \$252 per separately used or inhabited part of a residential rating unit which is connected to a public wastewater drain.
- \$252 per rating unit for all other rating units which are connected to a public wastewater drain.
- \$252 per pan (i.e. water closet or urinal) for all pans in excess of three for non-residential rating units connected to a public wastewater drain.
- \$126 per separately used or inhabited part of a residential rating unit which is not connected to a public wastewater drain but which is serviceable (i.e. within 30 metres of such a drain) and the Council would allow the connection.
- \$126 per rating unit for all other rating units which are not connected to a public wastewater drain but which is serviceable (i.e. within 30 metres of such a drain) and the Council would allow the connection.

1.4 Rubbish and Recycling Rates

1.4.1 Kerbside Recycling

A targeted rate for kerbside recycling set under section 16 of the Act of:

- \$127 per separately used or inhabited part of a rating unit for residential properties receiving the Council's kerbside collection service.
- \$127 per rating unit for non-residential and rural/semi-serviced properties receiving the Council's kerbside collection service.

Where ratepayers elect, and the Council agrees, additional levels of service may be provided. These additional services could be by way of provision of more recycling bins or more frequent service. Each additional level of service will be charged a rate of \$127. This may include charges to non-rateable rating units where the service is provided.

1.4.2 Rubbish and Public Recycling

A targeted rate for rubbish and public recycling set under section 16 of the Act of \$72 per separately used or inhabited part of each residential rating unit and \$72 per rating unit for all other rating units. Rating units which are vacant land will not be liable for these rates.

1.5 Warm Palmerston North

A targeted rate set on all properties that have benefited from the installation of insulation through the Warm Up Palmy Home Insulation Scheme. The rate is calculated as a percentage of the service amount (the cost of the installation) until the service amount and the costs of servicing the serviced amount are recovered. For 2019/20 the rate will be 16%.

1.6 General Rate

A general rate pursuant to section 13 of the Act set on all rateable land on the basis of land value and assessed differentially (based on land use) against each property group code at the rate of cents in the dollar set down in the following schedule:

Differential Group		Differential Factor (expressed as % of Group Code MS)	Rate (cents in \$ of LV)
Code	Brief Description		
R1	Single unit residential	Balance (approx. 78)	0.5765
R2	Two unit residential	115	0.8476
R3	Three unit residential	125	0.9213
R4	Four unit residential	135	0.9950
R5	Five unit residential	145	1.0687
R6	Six unit residential	155	1.1424
R7	Seven unit residential	165	1.2161
R8	Eight or more unit residential	175	1.2898
MS	Miscellaneous	100	0.7370
CI	Non-residential (Commercial/Industrial)	265	1.9531
FL	Rural & Semi-serviced (5 hectares or more)	20	0.1474
FS	Rural & Semi-serviced (0.2 hectares or less)	60	0.4422
FM	Rural & Semi-serviced (between 0.2 & 5 hectares)	45	0.3317

2. Due Dates for Payment of Rates

Rates (other than metered water targeted rates) will be payable at the offices or agencies of the Council in four quarterly instalments on 1 August 2019, 1 November 2019, 1 February 2020 and 1 May 2020.

The due dates (i.e. final day for payment without incurring penalty) shall be:

Instalment One	30 August 2019
Instalment Two	29 November 2019
Instalment Three	28 February 2020
Instalment Four	29 May 2020

3. Due Dates for Payment of Metered Water Targeted Rates

Properties which have water provided through a metered supply will be invoiced either monthly or two monthly at the discretion of the Council.

The due date for metered water targeted rates shall be the 20th of the month following invoice date as follows:

Monthly invoicing					
Instalment	Date meter read & invoice issued	Due date	Instalment	Date meter read & invoice issued	Due date
1	June 2019	20 July 2019	7	December 2019	20 January 2020
2	July 2019	20 August 2019	8	January 2020	20 February 2020
3	August 2019	20 September 2019	9	February 2020	20 March 2020
4	September 2019	20 October 2019	10	March 2020	20 April 2020
5	October 2019	20 November 2019	11	April 2020	May 2020
6	November 2019	20 December 2019	12	May 2020	20 June 2020

Two monthly invoicing					
Linton, East & North Rounds			Ashhurst, South West, PNCC & Central Rounds		
Instalment	Date meter read & invoice issued	Due date	Instalment	Date meter read & invoice issued	Due date
1	June 2019	20 July 2019	1	July 2019	20 August 2019
2	August 2019	20 September 2019	2	September 2019	20 October 2019
3	October 2019	20 November 2019	3	November 2019	20 December 2019
4	December 2019	20 January 2020	4	January 2020	20 February 2020
5	February 2020	20 March 2020	5	March 2020	20 April 2020
6	April 2020	20 May 2020	6	May 2020	20 June 2020

4. Penalties on Unpaid Rates (excluding metered water)

A penalty charge of 10% will be added on the following dates to any portion of an instalment remaining unpaid after the due dates:

Instalment One	2 September 2019
Instalment Two	2 December 2019
Instalment Three	2 March 2020
Instalment Four	2 June 2020

Any penalty charge imposed on the outstanding first instalment will be automatically remitted provided payment of the full year's rates is made by 29 November 2019.

A penalty charge of 10% will be added to any outstanding rates (including penalties) assessed in previous years and remaining outstanding at 2 July 2019 (penalty applied on 3 July 2019) and again on 3 January 2020.

Penalties will not be applied to the metered water targeted rate.

24 June 2019

NOTICE OF MOTION

TO: Council

MEETING DATE: 26 August 2019

TITLE: Notice of Motion - Cemeteries and Crematorium Bylaw 2018

ITEM 6


THAT THE COUNCIL RESOLVES:

1. That the Chief Executive be instructed to draft an amendment to the Cemeteries and Crematorium Bylaw 2018 that removes section 11.7 'No person may decorate the soil of a grave located in the lawn cemetery with the use of construction materials such as concrete, stone or metal or with the construction of fences or pavement' for consultation with the public in accordance with the Local Government Act 2002.

NOTICE OF MOTION

As per attached Notice of Motion.

ATTACHMENTS

1. Notice of Motion [↓](#) 

15 August 2019

To the Chief Executive
Palmerston North City Council
PALMERSTON NORTH

NOTICE OF MOTION

I advise that, in accordance with Standing Order 3.10.1, I, Mayor, Grant Smith, hereby GIVE NOTICE OF MOTION that I will move at the next Council meeting on 26 August 2019 the following motion:

“That the Chief Executive be instructed to draft an amendment to the Cemeteries and Crematorium Bylaw 2018 that removes section 11.7 ‘No person may decorate the soil of a grave located in the lawn cemetery with the use of construction materials such as concrete, stone or metal or with the construction of fences or pavement’ for consultation with the public in accordance with the Local Government Act 2002.”

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

"The inclusion of the reference to construction materials in the operative Bylaw does not reflect the permissive nature of what the community expects to be able to have in place at the cemetery. This Notice of Motion seeks to ensure that the current practice would be compliant, by suggesting a minor tweak to the current bylaw."

Moved	Mayor Grant Smith
Seconded	Deputy Mayor Tangi Utikere

Document Number: 1134030

NOTICE OF MOTION

TO: Council

MEETING DATE: 26 August 2019

TITLE: Notice of Motion - Childcare Allowance

ITEM 7


THAT THE COUNCIL RESOLVES:

1. That Council provide for the childcare allowance in accordance with the local government members (2019/2020) (Local Authorities) Determination 2019, to be effective from 27 August 2019.
2. That the childcare allowance be accommodated within existing budgets or that a new budget be established.

NOTICE OF MOTION

To consider the attached Notice of Motion

ATTACHMENTS

1. Notice of Motion [↓](#) 

12 August 2019

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 26 August 2019 the following motions:

“That the council provide for the childcare allowance in accordance with the local government members (2019/2020) (Local Authorities) Determination 2019, to be effective from 27 August 2019.

and

That the childcare allowance be accommodated within existing budgets or that a new budget be established.”

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

Removing barriers such as the cost of childcare, will contribute toward supporting participation in local government for those with young children.



Moved: Councillor Aleisha Rutherford
Seconded: Councillor Leonie Hapeta

MEMORANDUM

TO: Council

MEETING DATE: 26 August 2019

TITLE: Background Information for Notice of Motion - Childcare Allowance

PRESENTED BY: John Annabell, Legal Counsel

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

RECOMMENDATION(S) TO COUNCIL

1. That the information in this memorandum relating to the Notice of Motion – Childcare Allowance be considered in conjunction with the Notice of Motion.
2. That if the Council decides to approve the childcare allowance then the Elected Members' Expenses Policy be amended in the manner set out in Attachment 2 of the report titled "Background Information for Notice of Motion – Childcare Allowance" and that a new child care allowance budget be established for the 2019/20 financial year at \$24,000, payments for the allowance to come into effect from 27 August 2019.

1. ISSUE

The Notice of Motion requests the Council to provide for the childcare allowance in accordance with the Local Government Members (2019/20) Determination 2019, to be effective from 27 August 2019, with the allowance to be accommodated within existing budgets or a new budget to be established.

This memorandum provides background information relating to the Notice of Motion and includes an appropriate amendment to the existing Elected Members' Expenses Policy should the Council decide that the allowance should become payable.

2. BACKGROUND

The Local Government Official Information and Meetings Act (2019/20) introduces the possibility of the reimbursement of childcare payments that are made by elected members to enable them to carry out Council business. The Determination came into effect on 1 July 2019 following a review of elected member remuneration and allowances and, through clause 14, enables a childcare allowance to be paid in accord with conditions set out in that

PALMERSTON NORTH CITY COUNCIL

clause 14, Attachment 1 to this memorandum. Briefly stated, Council has the opportunity to introduce and pay eligible elected members for any childcare allowance where the following conditions have been met:

- Payments are for children under the age of 14 years.
- Childcare is provided by someone else other than a family member and who does not ordinarily reside with the member.
- The cost is incurred to enable the elected member to undertake council business.
- The maximum payment is \$6,000 per year for each child.

The likely cost to be incurred by elected members are either babysitting or day care fees, paid to enable members to attend meetings or participate in other council-related activities. This includes not just the time of actual Council activities, but travel time as well.

After the Notice of Motion was received, a message was sent to other local authorities seeking information on whether or not they had considered payment of the childcare allowance. Approximately 15 responses were received, seven of which advised that their councils had already approved payment of the childcare allowance whilst most of the remainder advised consideration of this was likely to follow this year's local government elections.

It should be noted that the cost of the childcare allowance is met from outside the remuneration pool and therefore has not been specifically budgeted for. Hence the recommendation for the establishment of a new budget of \$24,000, which will accommodate payments for four qualifying children at \$6000 per child. This assessment is broadly based on current elected members, but could change according to the circumstances of any new members elected to the Council in the October elections.

The Elected Members' Expense Policy can be reviewed by the new Council at the time it makes recommendations to the Remuneration Authority about the distribution of the remuneration pool for the Council.

3. NEXT STEPS



Introduce the childcare allowance for elected members if the Notice of Motion is approved.

4. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
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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 5: A Driven and Enabling Council	
The recommendations contribute to the outcomes of the Driven and Enabling Council Strategy	
The recommendations contribute to the achievement of action/actions in Not Applicable	
Contribution to strategic direction	This will enable all eligible elected members to participate in all Council meetings and related activities.

ATTACHMENTS

1. Attachment 1 - Local Government Members' Determination - clause 14
Childcare Allowance [↓](#) 
2. Attachment 2 - Amendment to Elected Members' Expense Policy -
Childcare Allowance [↓](#) 

14 Childcare allowance

- (1) A local authority may pay a childcare allowance, in accordance with subclauses (2) and (3), to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.
- (2) A member is eligible to be paid a childcare allowance in respect of childcare provided for a child only if—
 - (a) the member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
 - (b) the child is aged under 14 years of age; and
 - (c) the childcare is provided by a person who—
 - (i) is not a family member of the member; and
 - (ii) does not ordinarily reside with the member; and
 - (d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.
- (3) A local authority must not pay childcare allowances to a member that total more than \$6,000 per annum, per child.
- (4) In this regulation, **family member of the member** means—
 - (a) a spouse, civil union partner, or de facto partner;
 - (b) a relative, that is, another person connected with the member within 2 degrees of a relationship, whether by blood relationship or by adoption.

POSSIBLE AMENDMENT TO ELECTED MEMBERS' EXPENSES POLICY

The following allowance is to be inserted as an allowance payable to all elected members immediately following the item *Subscriptions*, in the *Elected Members' Expenses Policy* that commenced from 1 July 2018.

Expense/Allowance	Description
Childcare allowance	<p>Elected members are entitled to receive a childcare allowance where they have responsibility for caring for children. This covers payments that have been incurred to enable eligible elected members to attend Council or Committee meetings or briefings or workshops or to participate in other Council activities approved by the Chief Executive, with the maximum value for reimbursement to be equivalent to the current minimum wage (currently \$17.70 per hours, plus GST if applicable) per child, and is payable where:</p> <ul style="list-style-type: none"> • The child is aged under 14 years of age; • The childcare is provided by a person who is not a family member of the elected member and does not ordinarily reside with the elected member; • The elected member provides evidence satisfactory to the Council of payments made by the member for childcare; and • Not more than \$6,000 per annum per child may be paid to each elected member.

MEMORANDUM

TO: Council

MEETING DATE: 26 August 2019

TITLE: Outcome of Consultation on College Street Transport Upgrade Options for Awapuni Shopping Area

PRESENTED BY: Robert van Bentum, Manager - Transport and Infrastructure

APPROVED BY: Tom Williams, Chief Infrastructure Officer

RECOMMENDATION(S) TO COUNCIL

1. That Council receive the report entitled “Outcome of Consultation on College Street Transport Upgrade Options for Awapuni Shopping Area” dated 9th August.
2. That Council approves the implementation of Option 1 comprising Buffered Cycle Lanes through the Awapuni Shopping Centre with some additional mitigation provided to increase the availability of mobility and short stay parking in the side roads.

1. ISSUE

- 1.1 Council has approved project works funded from several programmes to upgrade College Street to improve safety for all road users. The primary focus of the project is improving safety for bus passengers by installation of bus bays and for people on bikes by providing buffered cycle lanes and removing conflicts with parked cars. College Street is the first of the priority for people on bikes commuter routes outlined in the Urban Cycling Masterplan which in the final stages of consultation prior to consideration and adoption by Council.
- 1.2 The design process for the project has sought to balance the needs of road users with minimising the impact of the project on the provision of on-street parking. The project is being implemented in three stages as indicated below. Stage 1 is being advanced initially and includes the section of College Street from Maxwell’s Line to Botanical Road passing through the Awapuni Shopping Centre.
 - Stage 1. Maxwell’s Line to Botanical Road and Batt St to Albert St (underway)
 - Stage 2 Botanical Road to Batt Street (deferred to provide for a review of design options)
 - Stage 3 Victoria Street to Albert Street

- 1.3 Officers provided an update on project progress at the June 2019 meeting of Council's Finance and Performance Committee. The report included detail of the consultation and investigation work which had been undertaken as part of developing the design. The report outlined the consultation and wider community engagement as including:
- Initial letter drops to residents and businesses on College Street in early 2018
 - Conversations with community members, business owners and community organisation leaders for some affected properties
 - Public meetings in May 2018 with a focus on the Batt to Botanical section of the project
 - On-going contact with residents through to the development of the Stage 1 works in September 2018
 - Provision of an update on the project by way of a letter drop to directly impacted residents and businesses in late March 2019
 - Site meetings and follow-up phone and email communications with concerned parties during April 2019
- 1.4 Through the March and April 2019 consultation, affected residents and business owners as well as members of the Awapuni community, became aware of the impacts of the project particularly in respect of the loss of parking on College Street within the vicinity of the Awapuni Shopping Area. The concerned residents and business owners took the opportunity to raise their concerns through a delegation to the June 2019 meeting of Council's Finance and Performance Committee.
- 1.5 Following consideration of the Officer report to the June committee meeting, Council passed the following additional resolution:
- That no further work on the College Street Transport Upgrade (Awapuni shopping area) progress until the relevant businesses have been consulted and the outcome of this to be reported back to Council.*
- 1.6 This report provides formal feedback on the requested consultation with the relevant businesses and wider community, options considered as well as recommendations from Officers.

2. SUMMARY OF IMPACTS OF PROJECT ON AWAPUNI SHOPPING AREA

- 2.1 The College Street project has been designed to advance improved safety for a range of road users by looking to more efficiently allocate the road space between the existing kerbs and provide buses with the ability to pull off the active road lane by providing indented bus bays along College Street. The design process determined that given the limited road width, buffered cycle lanes on both sides of the road can only be provided by removing parking on this section of College Street.

- 2.2 As part of the investigation work in the design phase and in response to concerns of Awapuni businesses in April 2019 Officers undertook parking surveys to understand the potential impact of the project on parking availability. The surveys identified the following:
- On average only 25% of available parking along College Street is utilised at any one time (Maxwell's Line to Botanical Road)
 - 194 car parks (private and public) exist within 200m of Awapuni Shopping Area
 - 114 on-street car parks within 200m of the Awapuni Shopping Area
 - 15 of the existing 18 car parks on College Street (Panako to Nairn) would be removed under the current project design
 - 89% (16) of the 18 on-street car parks were occupied at peak time
 - 11 of the 18 on-street car parks were occupied all day likely by business owners or employees
 - 60% (59) of the 114 on-street car parks in the area were available during the survey peak period

- 2.3 Investigations indicated that most of the affected car parking on College Street is occupied by staff and employees of the local businesses. The parking available routinely for customers and service users is at most 6 of the affected car parking spaces. If staff and employees were to park in the side streets at a distance from the shopping centre, then Officers concluded that there would be more than adequate parking available on the side streets to accommodate typical demand at any time.

3. AWAPUNI SHOPPING AREA CONSULTATION

- 3.1 In response to Council's resolution staff developed the mitigation measures identified and presented in the June 2019 report to inform a number of mitigation options for consultation for business owners and the community comprising:

- Option 1. Buffered Cycle Lanes (Original Plan)
- Option 2. Altered Line Marking
- Option 3. Slow Speed Environment (Raised Platforms)
- Option 4. Indented Parking Bays

3.2 Option 1. Buffered Cycle Lanes (Original Plan)

- 3.3 This option provides buffered cycle lanes along the stretch of College Street. Buffered cycle lanes are cycle lanes with a painted buffer to better separate cyclists from vehicles and/or parking. The option initially sought to remove up to 18 parking spaces, however amendments can be made to reduce the parking loss to 11 by

making compromises to the design in places. A plan of Option 1 is included as Attachment 1 to this report. Key pros and cons are set out as follows.

Table 1 – Pros and Cons for Option 1 –Buffered Cycle Lanes

Pro's	Con's
Best design for safety of cyclists	Loss of up to 18 on-street car parks (based on original design)
Cyclists no longer have to move into traffic to pass parked cars	Risk of car doors opening remains from cars parked on south side of road
Buffered cycle lanes provide greater space for motorists to pass cyclists	
Narrower traffic lanes can encourage motorists to slow down. This may reduce the likelihood and/or severity of crashes	
Reduced risk of car doors opening in front of cyclists	

3.4 Option 2. Altered Linemarking

- 3.5 This option minimises the loss of parking on-street while still achieving some improvements for cyclists by removing the central median and the pedestrian crossing refuge. Some parking is retained on the north side of the street outside the churches near the Awapuni shopping area. Key pro's and con's for this options are set out as follows.

Table 2 – Pros and Cons for Option 2 – Altered Line Marking

Pro's	Con's
Provides continuous cycleway	Loss of 10 on-street car parks on the north side of College Street near the shopping centre
Narrower traffic lanes will reduce traffic speeds	Risk of car doors opening on cyclists remains on both sides of the road
Cyclists will no longer have to move into traffic to pass parked vehicles	Loss of pedestrian refuge removes the ability of pedestrians to cross in stages.
	There would be no buffer between the cycle lane and the traffic lane

3.6 Option 3. Slow Speed Environment (Raised Platforms)

- 3.7 This option avoids any loss of parking by creating a slow speed environment with shared use of the space by all transport modes. This is achieved by providing raised platforms at the entry to the area from both directions and a raised intersection at Pitama Road. To reinforce the slow speed environment a lower speed limit of 40 km/h is required.

Table 3 – Pros and Cons for Option 3 – Slow Speed Environment

Pro's	Con's
No loss of parking	cyclists and traffic will have to share the road which relies on road users being courteous. This can be intimidating, given the poor interaction between cyclists and traffic and therefore can be discouraging for new and unconfident cyclists
A low speed environment should reduce the likelihood and severity of crashes	Treatment is generally only suitable for low speed (<30km/h) and low volume (<3,000 v/d) Neither applies in College St so high risk of conflict making the option inappropriate
Safer pedestrian crossing environment	Potentially significant cost associated with these treatments (Estimated >\$300k)
	Treatments undesirable for buses as it can affect route times and passenger comfort
	Significant traffic disruption during construction
	Raised platforms are noisy and would disturb nearby properties, particularly affecting residents.
	There is a possibility that by making the area a slow speed environment driver behaviour may change and some vehicles now using College Street may select other routes avoiding Awapuni shopping centre

3.8 Option 4. Buffered Cycle Lanes with Indented Parking Bays

- 3.9 Indented parking bays can be undertaken with option 1 to retain parking spaces on the north side of the street, which would have been lost in the original design. To incorporate indented parking some significant trees will need to be removed.

Pro's	Con's
Some or all of the on-street parking is retained	High cost associated with constructing indenting parking (approx \$180k - 12 spaces x \$15k)
Cyclists no longer have to move into traffic to pass parked cars	Loss of on-street trees and neighbourhood amenity (approx. \$3k)
Buffered cycle lanes provide greater space for traffic to pass cyclists can encourage motorists to slow down.	Risk of car doors opening in front of cyclists present on both sides of the street
Narrow traffic lanes can encourage motorists to slow down. This may reduce the likelihood and/or severity of crashes.	Approximately three on-street carparks will be removed on the northern side of the street between Nairn Street and Panako Place.

4. CONSULTATION APPROACH

4.1 Officers undertook the following consultation and engagement with business owners and residents:

- Leaflets delivered to businesses and properties in the vicinity of the Awapuni Shopping Area in the first week of July. The leaflet was an illustrated guide setting out the options in section 3 of this report together with a response form
- Posters publishing the drop-in sessions at the Awapuni Library
- Social media posts, including a facebook page for the drop-in session
- Drop-in sessions held on Saturday 13th July and Thursday 18th July at the Awapuni Library during which staff were in attendance to answer queries and clarify any of the material
- A meeting between officers and business owners held on Thursday 18th July
- PNCC website webpage including Information and an email response option
- Survey/Submission forms and leaflets sent by email to key wider interested stakeholders including Media, District Health Board, Sport Manawatu, CCS Disability Action, Automobile Association, Manawatu Forum for Better Biking, Bike Manawatu, Cycle Aware Manawatu, People on Bikes Forum, and Horizons Regional Council.

4.2 The consultation period was open from 9 July to 22 July. Both written and electronic submissions were invited with a collection post located in the Awapuni library for collection of handwritten submissions.

4.3 The key information asked of respondents included:

- *Your interest group e.g. business owner, cyclist, motorist etc.*
- *What matters to you most with a request to rank the following from 1 to 4:*
 - *Safer cycling facilities*
 - *Convenient parking in the immediate area surrounding the shops*
 - *Safer pedestrian access*
 - *A slower speed through the shops*
- *What is your preferred option and why?*
- *Do you think parking around the shops needs to be time limited and if yes, how long for?*

5. ANALYSIS OF SUBMISSIONS

5.1 A total of 321 submissions were received comprising:

- 139 written submissions
- 182 submissions via Council's Website

5.2 A summary of responses provided to each of the three questions is provided as follows.

Figure 1. What Matters Most to You – Percentage of Each Option Ranked No 1.

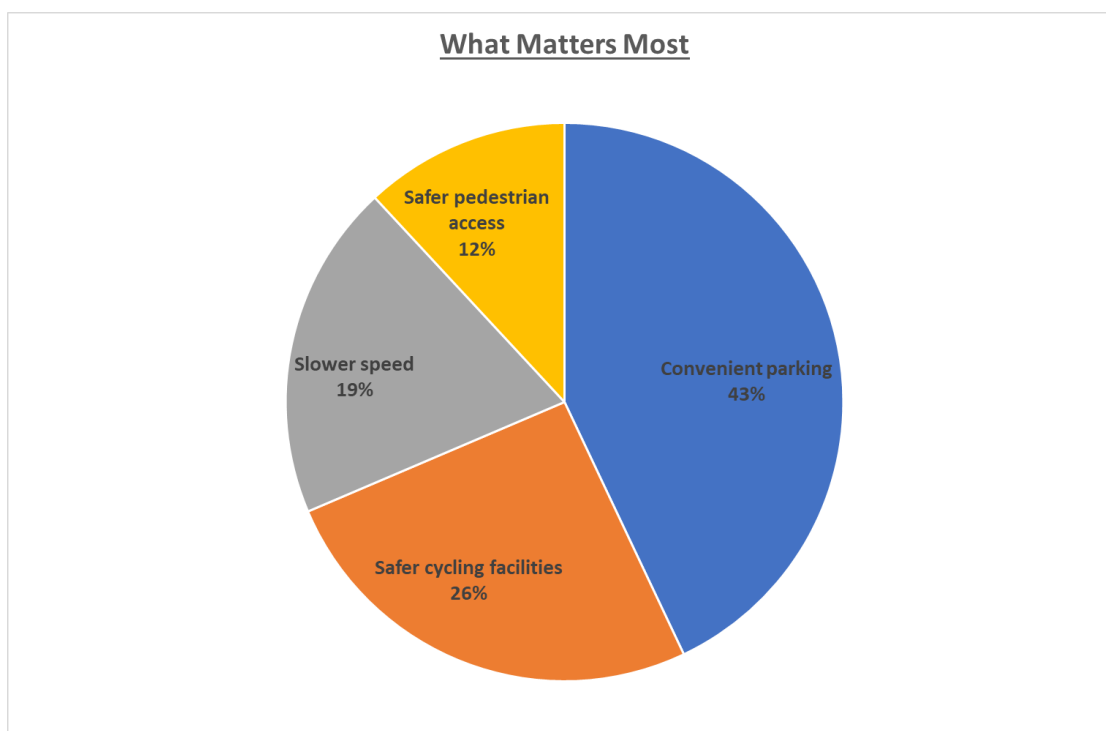


Figure 2. What is Your Preferred Option

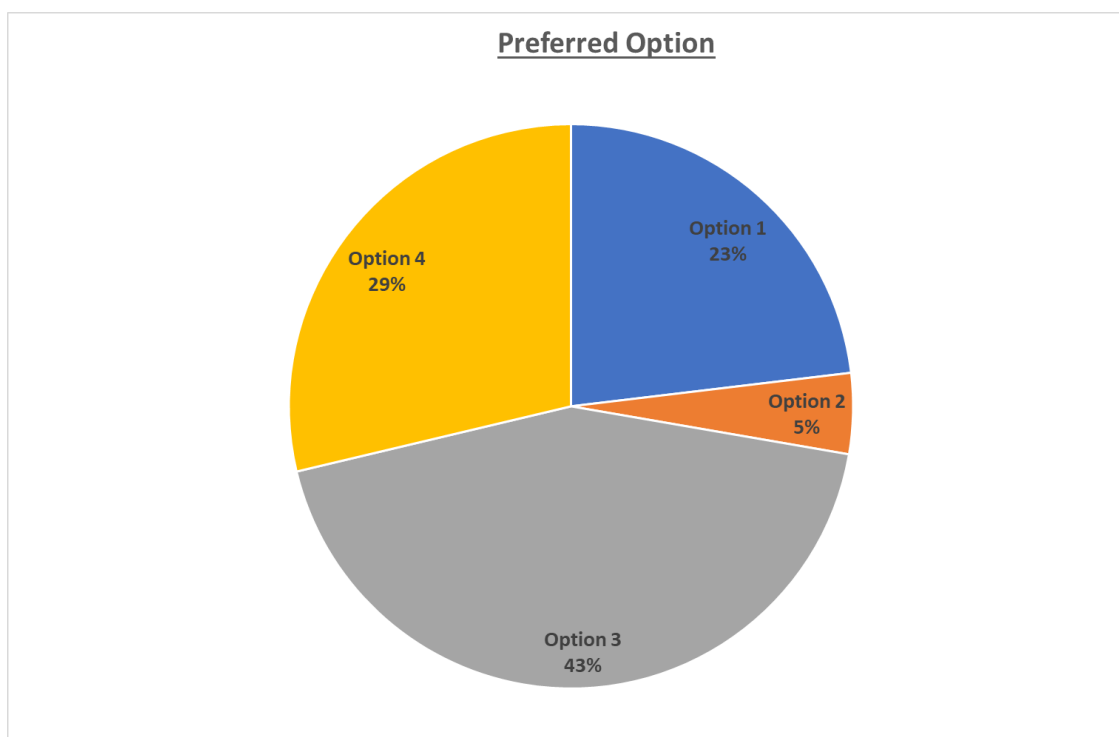
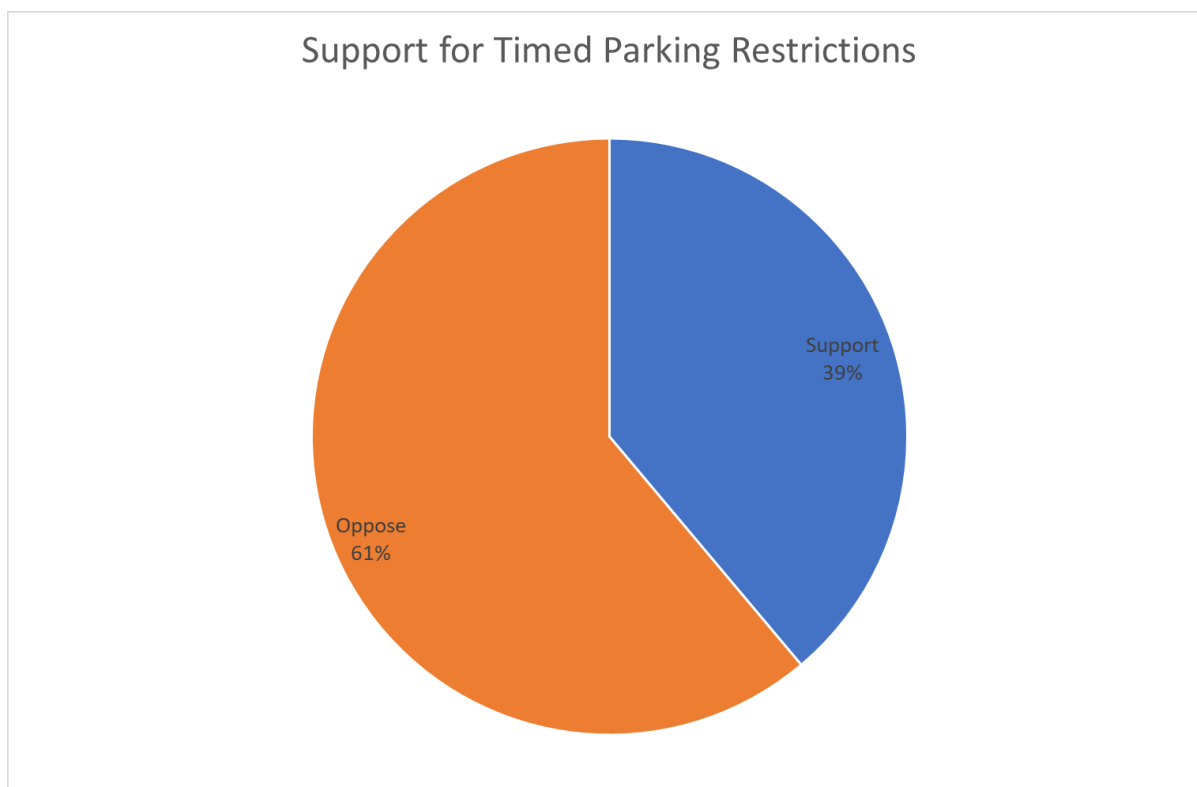


Figure 3. Support for Time Limited Parking



5.3 The consultation responses highlighted:

- the predominate concern was around parking availability with safe cycling facilities a secondary priority
- the order of preference in treatment options was slow speed environment, followed by indented parking with the modified option 1 a close third in preference
- there is minority support for time limited parking as a parking management option potentially on the expectation that retaining or replacing the parking on College Street is the adopted approach

5.4 The submissions highlight several key themes namely:

- A clear preference that improvements be implemented with the minimum impact on parking
- A desire that the environment around the Awapuni shops be improved for pedestrian and active transport modes by slowing traffic speeds
- The low priority afforded to people on bikes by the submitters influenced by the absence of large numbers of cyclists currently using the route

6. OFFICER FEEDBACK AND SUMMARY

- 6.1 The submissions clearly highlight the difficulty of implementing a shift in mode priority where allocation of the road space needs to be changed and some modes are dis-advantaged over others. The over-riding objection of the submitters is to the loss of car-parking on College Street close to the Awapuni Shopping Area.
- 6.2 There are several strongly held views which are incorrect and not supported by evidence.
1. On-street parking is owned by the properties or businesses adjacent to the road. This is incorrect as parking on roads is a public good, which is available to the community at large. There is no requirement for Council to provide parking on roads. Instead as the Corridor Access Manager, Council can re-purpose road space for the benefit for the wider community to achieve other outcomes including improved road safety and provide space for other transport modes.
 2. Parking availability in Awapuni is constrained. The evidence of parking surveys has confirmed that there is an excess of parking in the area which could be re-prioritised for customers rather than employees and business owners.
 3. Loss of parking will mean loss of business. Business activity is linked to people and user numbers. While changes in parking convenience may lead to some users avoiding the area, promotion of access to users of other transport modes is just as likely to attract business. If provision of parking in the wider area is adequate there is no reason to expect businesses to be negatively impacted by the change.
- 6.3 The options preference indicated little support for option 2 which was assumed to be because of the loss of the pedestrian refuge. The preferred option was 3 with option 4 a close second and option 1 third in preference. Given that option 3 is considered to be inadvisable due to the conflict issues created by cyclists and vehicle traffic sharing the road space in the absence of suitable speed controls, the substantive solution appears to centre on re-instating the lost parking.
- 6.4 The key conclusion is that enhancements to the active transport network can be delivered with support from the community provided parking loss is avoided. While this is possible there are three key consequences of adopting this approach:
- Council must approve additional dedicated budget for projects such as College Street to pay for parking mitigation given that the provision does not contribute to safety and would not attract NZTA funding

- Existing budgets for Urban Cycling Programmes will need to be expanded by at least 30 to 50% to provide funding for both additional capital works and more extensive consultation and engagement
- The implementation timeline for the proposed implementation of a city-wide cycle network will need to be significantly extended beyond the current LTP, given that approved funding for urban cycleways is only sufficient to deliver at most 20% of the priority network

6.5 The desire by the community for investment in engineering treatments and speed controls to create a slow speed environment within the Awapuni village is understandable and considered entirely appropriate. Achievement of these aspirations for Awapuni and other neighbourhood centres across the city is a key objective of the work being undertaken by Officers in respect of taking a “Movement and Place” focus through the Roads and Streets Framework. The approach is also supported in the staged approach being taken with the review of the Speed Limits Bylaw, which provides for a second stage of speed limit changes in 1-2 years’ time.

6.6 The implementation of a slow speed environment is outside the scope of the College Street Transport Upgrade, given that to achieve the desired outcomes with a minimum of negative safety impacts on transport users requires integration of speed control, roading infrastructure and active transport improvements. Implementation of these initiatives will require consultation and engagement with the community to inform policy changes and additional capital investment programmes of work.

7. RECOMMENDATION

7.1 Officers are of the view that the Option 1 remains the most suitable option, given the very limited impact on parking availability within the Awapuni Shopping Area. The total loss of parking would comprise 11 car-parks and represents less than 6% of the total available car-parking available within 200m of the Awapuni Shopping Area.









7.2 The loss of parking can be cost effectively mitigated by implementing some additional active parking management such as time limited parking and additional mobility parking spaces.

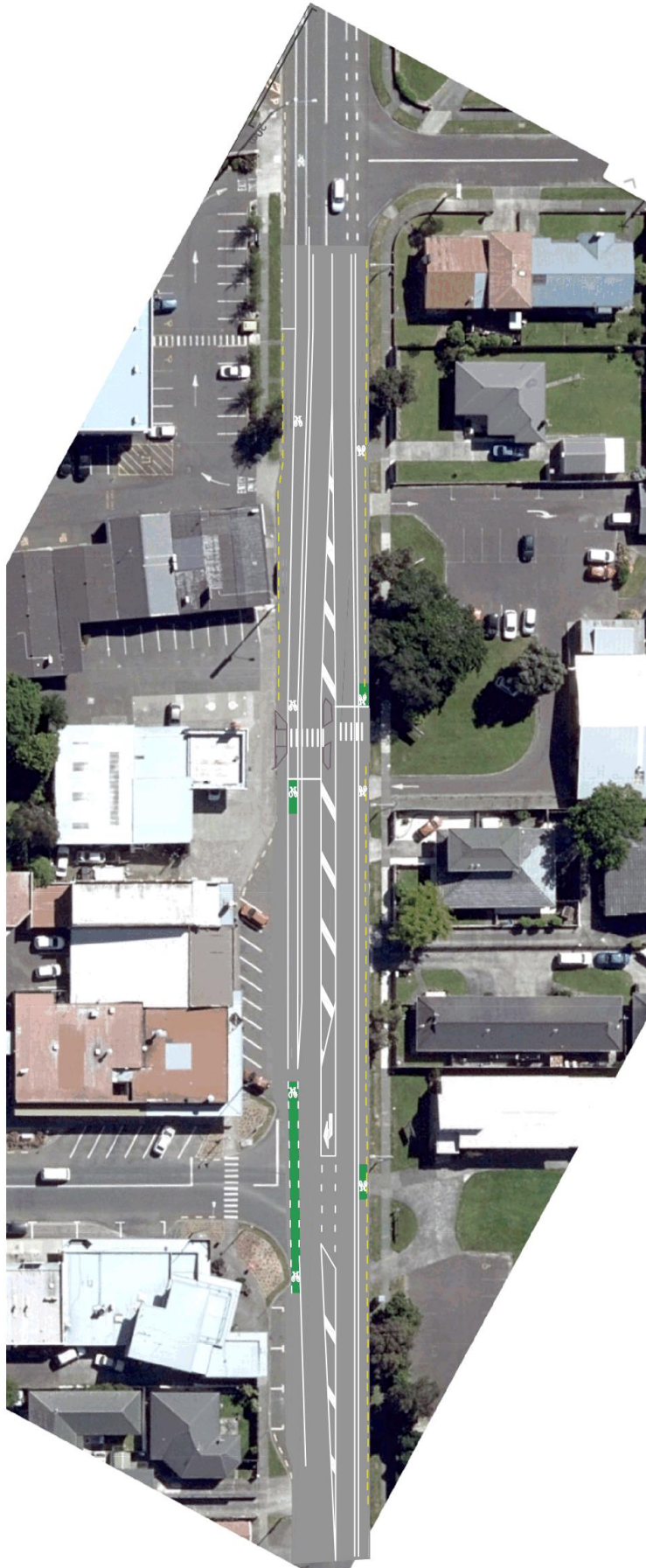
8. COMPLIANCE AND ADMINISTRATION

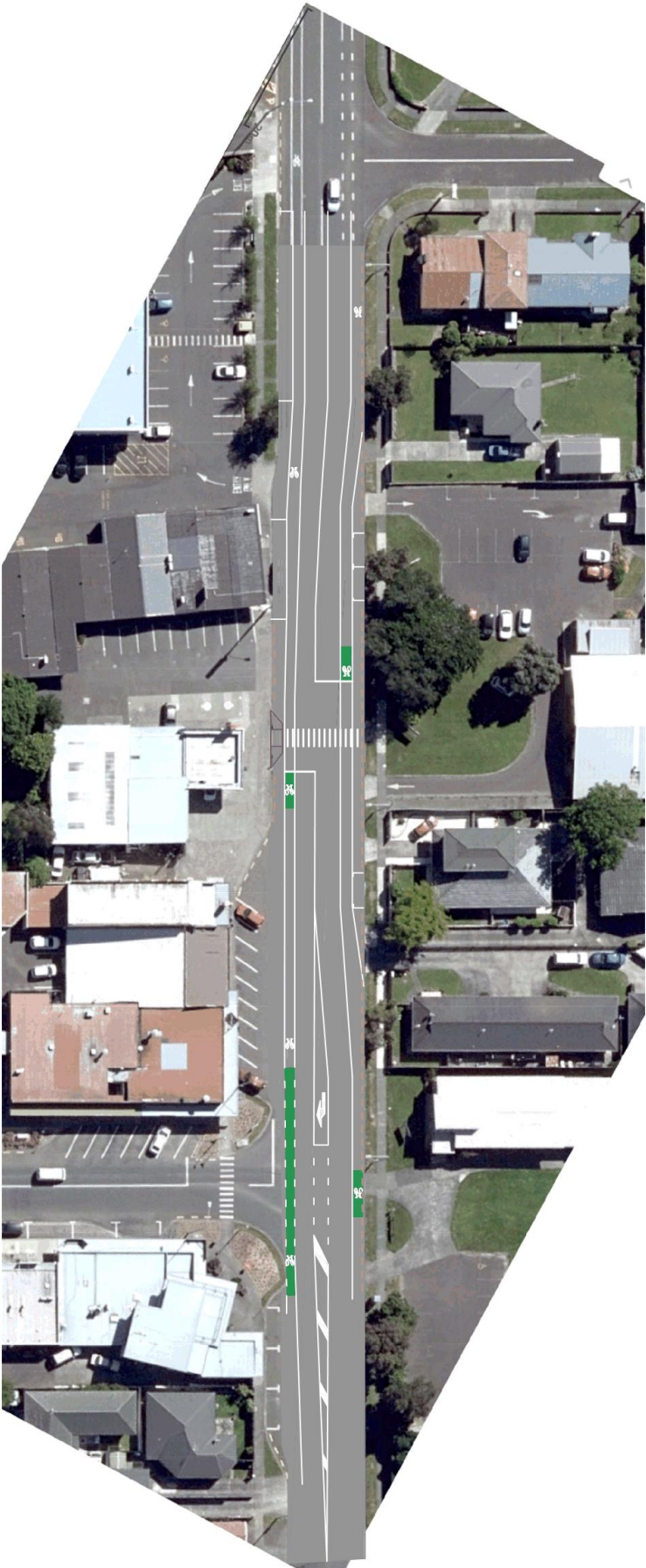
Does the Committee have delegated authority to decide?	Yes
If Yes quote relevant clause(s) from Delegations Manual <Enter clause>	
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative	No

procedure?		
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		
<p>The recommendations contribute to the achievement of action/actions in the Active and Public Transport Plan</p> <p>The action is: <Enter text></p> <ul style="list-style-type: none"> • Provide for the extension of public transport, cycling, and pedestrian facilities and services into residential and industrial growth areas, and the rural villages. • Upgrade, on a prioritised basis, cycle route interconnections and intersections. • Improve existing bus stops in the city with bus shelters, signage, markings, concrete pads, and hard stands. 		
Contribution to strategic direction	<p>This programme contributes to delivery of a safer transport network by advancing the urban cycling network and reducing conflicts between various road users. This is achieved by delivering wider cycle lane width, reducing conflicts with stationary buses at bus stops and reducing conflicts between people on bikes and parked cars.</p> <p>The ultimate objective of delivering an improved and safer cycling route is to encourage more people to make more journeys by bicycle or active transport mode rather than by car.</p>	

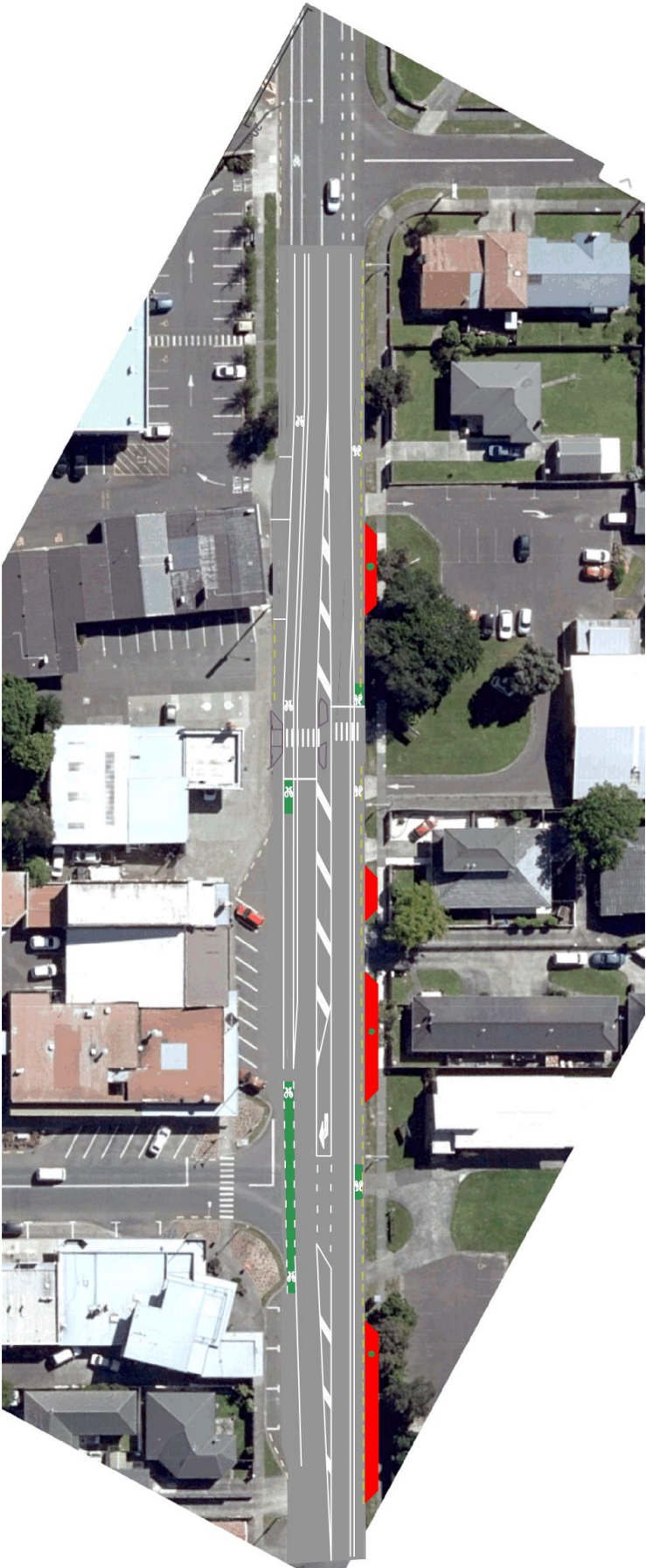
ATTACHMENTS

1. Plan of Option 1 Modified Buffered Cycle Lanes  
2. Plan of Option 2 Altered Linemarkings  
3. Plan of Option 3 Slow Speed Environment  
4. Plan of Option 4 Indented Parking Bays  









MEMORANDUM

TO: Council

MEETING DATE: 26 August 2019

TITLE: Earthquake Prone Buildings Policy: For Council Owned Buildings (Uplifted from Table)

PRESENTED BY: David Murphy, City Planning Manager – Strategy & Planning

APPROVED BY: Sheryl Bryant, General Manager - Strategy & Planning

RECOMMENDATION(S) TO COUNCIL

1. That the memorandum dated 7 June 2019 and titled “Earthquake Prone Buildings: For Council Owned Buildings” be uplifted from the table.
2. That the information and advice contained in the memorandum dated 7 June 2019 and titled “Earthquake Prone Buildings Policy: For Council Owned Buildings” attached to the memorandum dated 5 July 2019 and titled “Earthquake Prone Buildings Policy: For Council Owned Buildings (Uplifted from Table)” be received.
3. That the Earthquake Prone Buildings Policy – For Palmerston North City Council Owned Buildings attached to the memorandum dated 7 June 2019 and titled “Earthquake Prone Buildings Policy: For Council Owned Buildings” be adopted.

1. ISSUE

The following resolution was passed at the 24 June 2019 Council meeting:

That the Earthquake Prone Buildings Policy – For Palmerston North City Council Owned Property be left to lie on the table until the August 2019 Council meeting.

2. BACKGROUND

The following resolution was passed at the 10 December 2018 Council meeting:

That Council direct the Chief Executive to prepare an Earthquake Prone Building Policy to inform Council decisions as an owner of earthquake prone buildings.

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Further background is detailed in the memorandum dated 7 June 2019 and titled “Earthquake Prone Buildings: For Council Owned Buildings” and the accompanying Earthquake Prone Buildings Policy: For Council Owned Buildings.

Since the 7 June 2019 memorandum was prepared, the city has seen two high profile tenants exit a significant city centre building (not owned by the Council) due to concerns regarding the earthquake prone status of the building.

The Earthquake Prone Buildings Policy – For Palmerston North City Council Owned Property provides an opportunity for the Council to demonstrate leadership regarding the way in which it intends to manage its own earthquake prone buildings.

A copy of the 7 June 2019 memorandum and accompanying Earthquake Prone Buildings Policy – For Palmerston North City Council Owned Property is included as Attachment 1.

3. NEXT STEPS

Implement the Earthquake Prone Buildings Policy – For Palmerston North City Council Owned Property.

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?	Yes
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 the Heritage Management Plan	
The action is: Proactively work with owners and investors of earthquake-prone buildings through the upgrade process.	
Contribution to strategic direction	The policy has a section on strategic alignment. A number of Council owned earthquake prone buildings are located in the city centre.

	Investment in these buildings will assist with providing confidence in the city centre and enhance vibrancy.
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ATTACHMENTS

1. 7 June 2019 Memorandum and Earthquake Prone Buildings Policy - For Palmerston North City Council Owned Property [↓](#) 



PALMERSTON NORTH CITY COUNCIL

MEMORANDUM

TO: Council

MEETING DATE: 24 June 2019

TITLE: Earthquake Prone Building Policy: For Council Owned Buildings

DATE: 7 June 2019

PRESENTED BY: David Murphy, City Planning Manager, Strategy & Planning

APPROVED BY: Sheryl Bryant, General Manager - Strategy & Planning

RECOMMENDATION(S) TO COUNCIL

1. That the Earthquake Prone Buildings Policy – For Palmerston North City Council Owned Property is approved.

1. ISSUE

The Council owns, maintains, and manages a range of property around the City. As at May 2019, the following Council owned buildings were identified as earthquake prone:

- Civic Administration Building – Council Chamber and Central Core
- Te Manawa Science Centre, Museum and Art Gallery
- The Central Library
- Square Edge – Front building and rear workshop
- Crematorium
- Keith Street Power Station

There may be other Council owned buildings that are yet to be identified as earthquake prone. At present there is no policy to provide direction to the way in which Council will address the earthquake prone buildings that it owns.

2. BACKGROUND

Following the Christchurch earthquakes, new earthquake prone provisions were introduced into the Building Act 2004. The Building (Earthquake-prone Buildings) Amendment Act 2016 introduced major changes to the way earthquake-prone buildings are identified and managed under the Building Act. It uses knowledge learned from past earthquakes in New Zealand and overseas. The Amendment Act came into force on the 1 of July 2017.



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The system is consistent across the country and focuses on the most vulnerable buildings in terms of people's safety. It categorises New Zealand into three seismic risk areas, with associated timeframes for identifying and acting to strengthen or remove earthquake prone buildings. Palmerston North is classified as a 'High Seismic Risk' area, meaning it has the shortest timeframes in the country to address earthquake prone buildings.

As well as being a landowner, Council is responsible for the administration of these earthquake prone building provisions of the Building Act 2004. It is therefore important the Council shows leadership in addressing earthquake prone buildings that it owns.

Much of Council's activity and decision making in this area will be directed by the requirements of the Building Act 2004, the Resource Management Act 1991 and the Palmerston North City District Plan, but there is some scope in the way in which Council seeks to comply with the legislation. This policy provides guidance on the way in which Council will meet its statutory obligations as a property owner.

Policy guidelines 6, 7 and 8 are important parts of the Policy. Policy guideline 6 is *where a Council owned building is identified as earthquake prone, there is no minimum percentage of NBS required for occupancy of the building. Occupancy of Council owned buildings will be informed by the requirements of the Building Act 2004.* Some organisations have made a policy decision to not occupy buildings below a particular percentage of NBS, despite the Building Act 2004 allowing occupancy of an earthquake prone building. The risk with setting a minimum percentage of NBS for occupancy of a building is the Council may be seen as sending a signal that is inconsistent with the requirements of the Building Act 2004 and create uncertainty in the market.

Policy guideline 7 is *where strengthening of a Council owned building classified as earthquake prone is undertaken, there is no minimum percentage of NBS required to be achieved, other than the minimum requirements detailed in the Building Act 2004.* The risk with setting a minimum percentage of NBS for strengthening projects is that it may impact on a balanced assessment of the criteria in policy guideline 5.

Policy guideline 8 is *where strengthening of a Council owned building classified as earthquake prone is undertaken, the Council will seek to maximise the percentage of NBS achieved taking into account the objectives of this policy and criteria in policy 5 above.* This is important as despite policy guideline 6 and 7, Council will seek to maximise the percentage of NBS when undertaking strengthening works.

Because the policy has an operational component and affects Council owned property, it is not recommended that the policy be subject to consultation.

The policy is included as Attachment 1 to this memorandum.



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3. NEXT STEPS

Apply the policy to Council decision making.

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 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 Heritage Management Plan	
The action is: Proactively work with owners and investors of earthquake-prone buildings through the upgrade process.	
Contribution to strategic direction	The policy has a section on strategic alignment. A number of Council owned earthquake prone buildings are located in the city centre. Investment in these buildings will assist with providing confidence in the city centre and enhance vibrancy.

ATTACHMENTS

1. Earthquake Prone Building Policy - For Palmerston North City Council Owned Property

**Earthquake Prone Buildings Policy – For Palmerston North City
Council Owned Property**

Introduction

Building (Earthquake-prone Buildings) Amendment Act 2016

Following the Christchurch earthquakes, new earthquake prone provisions were introduced into the Building Act 2004. The Building (Earthquake-prone Buildings) Amendment Act 2016 introduced major changes to the way earthquake-prone buildings are identified and managed under the Building Act. It uses knowledge learned from past earthquakes in New Zealand and overseas. The Amendment Act came into force on the 1 of July 2017.

The system is consistent across the country and focuses on the most vulnerable buildings in terms of people's safety. It categorises New Zealand into three seismic risk areas, with associated timeframes for identifying and acting to strengthen or remove earthquake prone buildings. Palmerston North is classified as a 'High Seismic Risk' area, meaning it has the shortest timeframes in the country to address earthquake prone buildings.

As well as being a landowner, Council is responsible for the administration of these earthquake prone building provisions of the Building Act 2004. It is therefore important the Council shows leadership in addressing earthquake prone buildings that it owns.

Much of Council's activity and decision making in this area will be directed by the requirements of the Building Act 2004, the Resource Management Act 1991 and the Palmerston North City District Plan, but there is some scope in the way in which Council seeks to comply with the legislation. This policy provides guidance on the way in which Council will meet its statutory obligations as a property owner.

Council Property

The Council owns, maintains, and manages a range of property around the City. Council owned property has a range of purposes including:

- Meeting accommodation needs of Council activities.
- Providing for cultural events.
- Encouraging visitors and business to the city.
- Providing housing options for low and limited income residents.
- Maintaining strategic options available to the Council.

Critical properties owned by the Council include:

- Civic Administration Building
- The Conference and Function Centre
- Regent Theatre
- Te Manawa Science Centre, Museum and Art Gallery
- The Central Library
- Globe Theatre

- Caccia Birch
- Square Edge

As at May 2019, the following Council owned buildings were identified as earthquake prone:

- Civic Administration Building – Council Chamber and Central Core
- Te Manawa Science Centre, Museum and Art Gallery
- The Central Library
- Square Edge – Front building and rear workshop
- Crematorium
- Keith Street Power Station

There may be other Council owned buildings that are yet to be identified as earthquake prone.

The Challenge with Earthquake Prone Buildings

Usually with earthquake prone building strengthening projects there is a trade-off between costs and the percentage of new building standard (NBS) that is achieved as a result of the strengthening works. There is also an expectation that buildings with high occupancy or buildings that provide an important public function should have a higher percentage of NBS.

Many buildings that are earthquake prone are also scheduled heritage buildings in the District Plan. This creates a strong policy tension because alterations and additions completed as part of strengthening works need to be sympathetic to the heritage values of the building and demolition of heritage buildings is discouraged within the District Plan. The protection of historic heritage is also a matter of national importance in the RMA 1991.

It is important Council shows leadership in how it addresses this policy tension as many landowners in the city are facing similar issues and the Council is responsible for administering both the Building Act 2004 and RMA 1991.

Heritage buildings have an important role in preserving the character and history of the City and can offer unique economic development opportunities that assist with city centre revitalisation.

Strategic Alignment

Council's strategic direction includes a series of statements and actions regarding earthquake prone buildings, particularly as they relate to heritage.

While a lot of this direction relates to privately owned buildings, the Council needs to be conscious of the outcomes it is seeking from the private sector with respect to earthquake prone buildings and heritage when making decisions regarding its own assets.

City Development Strategy 2018

The City Development Strategy provides the following direction:

The city centre needs to be seen as an attractive place to invest to provide an incentive to strengthen and retain important heritage buildings. The risks and costs of strengthening the privately owned earthquake-prone heritage buildings concentrated in the city centre is a major heritage issue. Because Palmerston North is in the high-risk earthquake zone, it has the tightest timeframes for earthquake-prone buildings to be strengthened or demolished. Unlike other buildings, heritage buildings cannot be demolished if a landowner considers the cost of strengthening is not economically viable.

Done well, earthquake strengthening work offers a unique opportunity to modernise and repurpose heritage buildings and help revitalise the city centre.

Creative and Liveable City Strategy 2018

The Creative and Liveable City Strategy provides the following direction:

The city needs a plan for making the city centre a vibrant place that locals are proud of and that leaves a lasting positive impression on visitors. Council has consistently considered a lack of vibrancy in the city centre as a major strategic risk, with the Regional Growth Study identifying the need for the city to act as the heart of the region. Challenges include fewer pedestrians, earthquake-prone buildings, and the impact of the Plaza mall, internet shopping, and large-format retailing, on traditional pedestrian-based retail areas.

Heritage Management Plan 2018 and Culture & Heritage Plan 2018

The Heritage Management Plan and Culture and Heritage Plan 2018 promote the value of heritage buildings and seek the retention of earthquake prone heritage buildings. Key actions include:

- *Support third party owners of scheduled heritage features via provision of the Natural and Cultural Heritage Incentive fund for maintenance and conservation of heritage buildings and sites, and notable tree works.*
- *Proactively work with owners and investors of earthquake-prone buildings through the upgrade process.*
- *Promote the success stories where heritage buildings have been upgraded and share information about building upgrades.*
- *Develop a dedicated earthquake-prone heritage building support plan, including the provision of a fund to support seismic strengthening of heritage buildings, and character building facades and parapets in the central city.*
- *Front-foot redevelopment of earthquake-prone heritage buildings by reviewing and updating heritage and structural information.*
- *Investigate opportunities for sharing information and best practice guidelines.*
- *Investigate whether strategic partners wish to invest in City Centre via re-use of heritage buildings.*
- *Heritage forms part of the multi-disciplinary approach to working on Council projects.*
- *Investigate opportunities to develop and add value to Council heritage buildings and sites.*
- *Experiment with ways to express cultural heritage in city development.*
- *Include heritage conservation principles in Council Asset Management decisions.*

Infrastructure Strategy 2018

The Infrastructure Strategy provides the following direction:

Increasing resilience of infrastructure

One of the outcomes of the Christchurch earthquakes is an increasing focus on understanding and improving the resilience of local authority infrastructure, particularly those assets that are critical to delivering core services.

Te Manawa

Te Manawa Museum of Art, Science and History are located in a series of aged Council buildings which are not fit-for purpose and contain some earthquake prone buildings. Te-Manawa has developed an ambitious concept plan for a complete redevelopment which could cost up to \$58 million (\$69 million with inflation).

The classification of the Central Library as an earthquake prone building was confirmed after the approval of the Infrastructure Strategy 2018.

Palmerston North City District Plan: Section 17 - Cultural and Natural Heritage

Section 17 of the District Plan provides the following direction:

The City's cultural and natural heritage is a limited resource with distinct values. Council recognizes the importance of ensuring that these qualities continue to be retained and reinforced. The identification and conservation of these identifiable elements of the City's cultural and natural heritage therefore is a primary means by which their distinct values can be safeguarded from either disturbance, unsympathetic use or development, or outright destruction.

Safeguarding historic heritage is a role for everyone in the City – including iwi, land and building owners, community groups, and citizens. The Council strongly supports the active protection and/or conservation, and adaptive reuse of places of cultural and natural heritage value within the City.

To ensure our heritage is safeguarded, the Council will:

- *continue to identify buildings, objects and sites of cultural and natural heritage value;*
- *promote the sustainable adaptive use of buildings of cultural and natural heritage value;*
- *impose restrictions on the demolition, alteration or disturbance of those deemed to be of significance;*
- *ensure that adaptation or alteration does not detract from the cultural and natural heritage value of the building or object.*

Policy Objectives and Goals

The objective of the policy is to provide guidance on identifying and remediating Council owned earthquake prone buildings, so that:

1. Council takes a proactive approach to assessing the earthquake prone status of its property portfolio.

2. There is a clear differentiation between Council's regulatory function with respect to earthquake prone buildings and its asset management function as a property owner.
3. Plans and budgets are in place to address Council owned buildings that have been identified as earthquake prone.
4. Council complies with the earthquake prone buildings requirements of the Building Act 2004.
5. Council is proactive and shows leadership in the way in which it complies with the earthquake prone buildings requirements of the Building Act 2004.
6. Where Council undertakes strengthening of an earthquake prone building it seeks to maximise the percentage of NBS achieved taking into account:
 - a. Occupancy level.
 - b. Function.
 - c. Business continuity.
 - d. Cost.
 - e. Heritage values.
 - f. Priority routes.
7. Council considers the impact of the decision it makes regarding earthquake prone buildings on the way in which the private sector is expected to respond.
8. Council gives effect to the City Development Strategy, Creative and Liveable Strategy, Heritage Management Plan and Culture and Heritage Plan.
9. Council gives effect to the objectives and policies of the Cultural and Natural Heritage section of the District Plan.

Guidelines

Identification of Earthquake Prone Buildings

1. It is the primary responsibility of the Customer Unit within Council to identify potentially earthquake prone buildings, including Council owned buildings.
2. Despite policy guideline 1, the Infrastructure Unit within Council will take a proactive approach to identifying the earthquake prone status of Council owned buildings.
3. A peer review of any engineering assessment will be undertaken where the conclusion of any assessment results in the need for significant Council expenditure to address the earthquake prone status of a building.

Asset Planning & Funding

4. The Infrastructure Strategy and relevant Asset Management Plans shall include a specific section on identifying and addressing Council owned earthquake prone buildings to inform funding decisions made via the Long Term Plan.

Building Act 2004

5. The Council will take a proactive approach to addressing buildings it owns that are identified as earthquake prone and prioritise investment based on the following criteria:
 - a. Occupancy level.
 - b. Function.
 - c. Business continuity.
 - d. Cost.
 - e. Heritage values.
 - f. Priority buildings.

Percentage of New Building Standard (NBS)

6. Where a Council owned building is identified as earthquake prone, there is no minimum percentage of NBS required for occupancy of the building. Occupancy of Council owned buildings will be informed by the requirements of the Building Act 2004.
7. Where strengthening of a Council owned building classified as earthquake prone is undertaken, there is no minimum percentage of NBS required to be achieved, other than the minimum requirements detailed in the Building Act 2004.
8. Where strengthening of a Council owned building classified as earthquake prone is undertaken, the Council will seek to maximise the percentage of NBS achieved taking into account the objectives of this policy and criteria in policy 5 above.

Heritage Values, District Plan and RMA

9. The Council will give effect to the objectives and policies of the Cultural and Natural Heritage Section of the District Plan when addressing earthquake prone buildings that are also scheduled heritage buildings in the District Plan.
10. The Council will take a multi-disciplinary approach to the strengthening of earthquake prone heritage buildings, including appropriate input from the following disciplines:
 - a. structural engineering.
 - b. heritage architecture.
 - c. urban design.
 - d. planning.

Administration

The policy will be administered by the Infrastructure Unit who are responsible for the asset management of Council owned property. The Strategy and Planning and Customer Unit will provide support without compromising their functions under the Building Act 2004 and Resource Management Act 1991.

Review

The policy will be reviewed after five years, or earlier if requested by the Council.

MEMORANDUM

TO: Council

MEETING DATE: 26 August 2019

TITLE: Exemption of the Palmerston North Performing Arts Trust from being a Council Controlled Organisation

DATE: 2 July 2019

PRESENTED BY: David Murphy, City Planning Manager

APPROVED BY: Sheryl Bryant, General Manager - Strategy & Planning

RECOMMENDATION(S) TO COUNCIL

1. That pursuant to section 7 of the Local Government Act 2002, the Palmerston North Performing Arts Trust be exempted from being a Council Controlled Organisation for three years from to 30 June 2022.

1. ISSUE

The renewal of the Palmerston North Performing Arts Trust's exemption from being a Council Controlled Organisation, pursuant to section 7 of the Local Government Act 2002 ("LGA").

2. BACKGROUND

Section 7, LGA enables local authorities to exempt small organisations from being Council Controlled Organisations. The Council must take into account two matters before any exemption is made, namely:

- (a) the nature and scope of the activities provided by the organisation; and
- (b) the costs and benefits, if an exemption is granted, to the local authority, the council-controlled organisation, and the community.

The Trust was initially exempted from being a Council Controlled Organisation in April 2004. The Council renewed this exemption in April 2007, April 2010, May 2013 and June 2016. The LGA requires exemptions to be reviewed at intervals of not less than three years (s 7(6)(b)), hence the presentation of this memorandum at this time.

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The Palmerston North Performing Arts Trust provides educational opportunities for the development of talented emerging performing artists in the Palmerston North region for the benefit of the public at large of Palmerston North (this is the main purpose of the Trust as set out in the Trust Deed). To do this, the Trust has run two funding schemes annually: The “Next Step” scholarship scheme (up to five scholarships of \$2,000 each) and the “Arts Heart” educational development project scheme (up to \$5,000 per project). In recent years only the “Arts Heart” scheme has been run.

Administration of these funding schemes is the main activity of the Trust, which generally only meets two or three times per year.

Because of the Trust’s small size and limited activities, it is considered that the benefits of continuing its exemption outweigh the costs. There would be significant additional costs if the Trust were to be required to meet all the obligations of a Council Controlled Organisation. If granted a continuing exemption, the Trust will provide an update on Trust activities to the Council on an annual basis.

3. NEXT STEPS

For the reasons outlined above, it is recommended that the Council continue to exempt the Palmerston North Performing Arts Trust from being a Council Controlled Organisation, for a further period of three years to 30 June 2022.

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?	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	
The recommendations contribute to the achievement of action/actions in Not Applicable	

Contribution to strategic direction	This action supports good governance practice for an organisation covered by the Local Government Act 2002.

ATTACHMENTS

Nil

COMMITTEE WORK SCHEDULE

TO: Council

MEETING DATE: 26 August 2019

TITLE: Work Schedule

RECOMMENDATION(S) TO COUNCIL

1. That the Council receive its Work Schedule dated August 2019.

ATTACHMENTS

1. Work Schedule  

COUNCIL

WORK SCHEDULE – AUGUST 2019

Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Point of Origin
1	June 2018 June 2019 August 2019	Award of Contract 3458 - Road Maintenance, Resurfacing and Rehabilitation 2017-2021	General Manager Infrastructure		29 May 2017 Clause 81-17 part II
2	TBA June 2019 December 2019	Options to enhance community access and input to Council via the portfolio system	General Manager Strategy and Planning		24 October 2018 Clause 161.3
3	June September 2019	Report on Part II matters	General Manager – Strategy and Planning		25 March 2019 Clause 26-19
4	TBA October/ November 2019	PN City Council Co-Management Committee Establishment	General Manager – Strategy and Planning		11 March 2019
5	TBA September	Outcome of consultation with business owners – Awapuni shopping area	Chief Infrastructure Officer		Finance and Performance 17 June 2019 clause 35.2
6	August 2019	Earthquake Prone Building Policy: For Council Owned Buildings	General Manager Strategy and Planning		24 June 2019 Clause 65-19
7		Council's environmental sustainability plans and progress	General Manager Strategy and Planning	Part of report on Goal 4 Eco City	25 March 2019 Clause 22.2

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 26 August 2019

TITLE: Presentation of the Part I Public Planning and Strategy Committee Recommendations from its 5 August 2019 Meeting

Set out below are the recommendations only from the Planning and Strategy Committee meeting Part I Public held on 5 August 2019. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

54-19 Palmerston North Wastewater Bylaw 2019 - deliberations on submissions
Memorandum, presented by Julie Macdonald, Strategy & Policy Manager.

The COMMITTEE RECOMMENDS

1. That the Council confirms that the Palmerston North Wastewater Bylaw 2019 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 Palmerston North Wastewater Bylaw 2019 and Palmerston North Wastewater Bylaw 2019 Administration Manual, as shown in attachments 1 and 2.
3. That the Chairperson and Deputy Chairperson of the Planning and Strategy Committee be given delegated authority to approve minor amendments to the Palmerston North Wastewater Bylaw 2019 and Palmerston North Wastewater Bylaw 2019 Administration Manual prior to publication.

59-19 Priority Intersection and Safety Treatments Across City
Report, presented by Robert van Bentum, Transport and Infrastructure Manager.

The COMMITTEE RECOMMENDS

1. That Council receive the report outlining the current approach and options for maintaining, enhancing or reducing investment in intersection safety improvements.
2. That Council endorse the Officer recommendation to adopt Option 1

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being the maintenance of the current level of investment safety improvements for the 2018-2021 three year NZTA funding cycle.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 26 August 2019

TITLE: Presentation of the Part I Public Finance and Performance Committee Recommendations from its 19 August 2019 Meeting

Set out below are the recommendations only from the Finance and Performance Committee meeting Part I Public held on 19 August 2019. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

50-19 Sound System Replacement - The Regent Theatre

Memorandum, presented by Bryce Hosking, Manager - Property.

The COMMITTEE RECOMMENDS

1. That Council provide a one-off capital grant to The Regent Theatre Trust to the value of \$134,300 + GST to replace and upgrade the sound system in the Regent Theatre Building.

52-19 Quarterly Performance and Financial Report - Quarter Ending 30 June 2019

Memorandum, presented by Stuart McKinnon, Finance Manager.

The COMMITTEE RECOMMENDS

1. That the Committee receive the June 2019 Quarterly Performance and Financial Report and note:
 - a. The June 2019 financial performance and operating performance.
 - b. The June 2019 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 2019/20 Annual Budget will be increased by a net \$4,065,000 to the amount of remaining programme budgets.

54-19 Local Impact Procurement Policy

Memorandum, presented by Julie Pedley, Procurement Manager.

The **COMMITTEE RECOMMENDS**

1. That Council approves and implements a Local Impact Procurement Policy.
2. That the Local Contribution Assessment factors include consideration of specific local knowledge or expertise.
3. That the Chief Executive develops, for consideration by Council, a draft procurement policy targeting social & environmental impact.

57-19 Review of Rating System - Terms of Reference

Memorandum, presented by Steve Paterson, Strategy Manager - Finance.

The **COMMITTEE RECOMMENDS**

1. That the Terms of Reference for the Review of Rating System be revised to include identification of ways that a future rating system could positively contribute to strategic outcomes, including optimisation of land use within and among district planning zones.
2. That the Terms of Reference for the Rating Review as outlined in Appendix Three of the report titled "Review of Rating Systems – Terms of Reference", be endorsed.

ATTACHMENTS

Nil

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 26 August 2019

TITLE: Presentation of the Part I Public Audit and Risk Committee Recommendations from its 19 August 2019 Meeting

Set out below are the recommendations only from the Audit and Risk Committee meeting Part I Public held on 19 August 2019. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 3.18.1)

20-19 Business Assurance Framework and Business Assurance 2019/20 Plan

Memorandum, presented by Vivian Watene, Senior Internal Auditor.

The **COMMITTEE RECOMMENDS**

1. That the Council endorse the Business Assurance Framework and Business Assurance 2019/20 Plan prepared by PricewaterhouseCoopers PwC, (Appendix A).
2. That the Business Assurance 2019/20 Plan supersede the previously approved Internal Audit 2019/20 Plan (Appendix B), except for 3 audits, and their reason for exclusion, in paragraph 2 of this Memorandum.

24-19 Business Assurance Charter

Memorandum, presented by Vivian Watene, Senior Internal Auditor.

The **COMMITTEE RECOMMENDS**

1. That Council endorse the Business Assurance Charter (the Charter) as enclosed in Appendix B.

ATTACHMENTS

Nil