



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

COUNCIL

9:00 AM - ADOPT LONG TERM PLAN 2024-34,
WEDNESDAY 26 JUNE 2024

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

MEMBERS

Grant Smith (Mayor)	
Debi Marshall-Lobb (Deputy Mayor)	
Mark Arnott	Leonie Hapeta
Brent Barrett	Lorna Johnson
Rachel Bowen	Billy Meehan
Vaughan Dennison	Orphée Mickalad
Lew Findlay (QSM)	Karen Naylor
Roly Fitzgerald	William Wood
Patrick Handcock (ONZM)	Kaydee Zabelin

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

Waid Crockett

Chief Executive | PALMERSTON NORTH CITY COUNCIL

COUNCIL MEETING

26 June 2024

ORDER OF BUSINESS

1. Karakia Timatanga

2. Apologies

3. 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.

4. 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.

5. Public Comment

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

- 6. Confirmation of Minutes** Page 7
- That the minutes of the extraordinary Council meeting of 10 June 2024 Part I Public be confirmed as a true and correct record.
- 7. Adoption of the Future Development Strategy** Page 13
- Memorandum, presented by Keegan Aplin-Thane, Senior Planner, Palmerston North City Council and Leana Shirley, Senior Planner, Horizons Regional Council.
- 8. Adopting the Long-Term Plan 2024-34 and Associated Strategies and Policies** Page 33
- Memorandum, presented by David Murphy - Chief Planning Officer, Cameron McKay - Chief Finance Officer, and Chris Dhyrberg - Chief Infrastructure Officer.
- 9. Resolutions to Authorise Borrowing** Page 149
- Memorandum, presented by Steve Paterson, Strategy Manager - Finance.
- 10. Setting Rates for 2024/25** Page 153
- Memorandum, presented by Steve Paterson, Strategy Manager - Finance.
- 11. Adoption of the Waste Management and Minimisation Plan 2024** Page 163
- Memorandum, presented by Peter Ridge - Senior Policy Analyst, and Natasha Hickmott - Activities Manager - Resource Recovery and Sustainability Infrastructure.
- 12. Adoption of the Palmerston North Dog Control Bylaw 2024** Page 193
- Report, presented by Stacey Solomon, Policy Analyst.
- 13. Council Work Schedule** Page 219

Karakia Whakamutunga

14. 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
15.	Confirmation of the minutes of the extraordinary Council meeting of 10 June 2024 Part II Confidential	For the reasons set out in the Council of 10 June 2024, held in public present.	
16.	Contract Award - Comprehensive Cleaning Services Contract	NEGOTIATIONS: This information needs to be kept confidential to ensure that Council can negotiate effectively, especially in business dealings	s7(2)(i)

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

PALMERSTON NORTH CITY COUNCIL

Minutes of the Extraordinary Council Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 10 June 2024, commencing at 9.00am

Members Present: The Mayor (Grant Smith) (in the Chair) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood and Kaydee Zabelin.

Apologies: Councillor Lorna Johnson

Councillor Orphée Mickalad was not present when the meeting resumed at 11.06am during consideration of clause 111.2-24. He entered the meeting again at 11.08am during consideration of clause 111.3-24. He was not present for clause 111.2-24.

Karakia Timatanga

Councillor Debi Marshall-Lobb opened the meeting with karakia.

109-24 Apologies

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

1. That Council receive the apologies.

Clause 109-24 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood and Kaydee Zabelin.

110-24 Confirmation of Minutes

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

1. That the minutes of the ordinary Council meeting of 29 May 2024

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

Clause 110-24 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood and Kaydee Zabelin.

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

2. That the minutes of the ordinary Council meeting of 5 June 2024 Part I Public be confirmed as a true and correct record.

Clause 110-24 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood and Kaydee Zabelin.

111-24

Confirming the Proposed 2024 Long-term Plan for Audit

Memorandum, presented by David Murphy - Chief Planning Officer, Cameron McKay - Chief Financial Officer and Chris Dyhrberg - Chief Infrastructure Officer.

Two additional motions were moved from the floor to enable Elected Members an opportunity to:

- consider household-level impact of the Nature Calls project options;
- reflect and review on the effect of the changes to the rating system before the drafting of the Long Term Plan 2027-37.

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

1. That Council:

- a. rescind LTP Nature Calls (Clause 95.11-24- resolution 1) from Council 29 May 2024 and

- b. replace it with: *That the Nature Calls budget should be no more than \$480M (excluding inflation) across the 2024-34 Long-Term Plan.*

Clause 111.1-24 above was carried 10 votes to 5, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Brent Barrett, Rachel Bowen, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Orphée Mickalad and Kaydee Zabelin.

Against:

Councillors Mark Arnott, Vaughan Dennison, Billy Meehan, Karen Naylor and

William Wood.

The meeting adjourned at 10.45am

The meeting resumed at 11.06am

Councillor Orphée Mickalad was not present when the meeting resumed at 11.06am.

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

2. That Council instruct the Chief Executive to work with Horizons Regional Council:
 - a. to pause the current consent application under the Resource Management Act 1991; and
 - b. re-phase the timing of the Nature Calls programme to allow for the review of the Best Practicable Option.

Clause 111.2-24 above was carried 14 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Billy Meehan, Karen Naylor, William Wood and Kaydee Zabelin.

Councillor Orphée Mickalad entered the meeting at 11.08am.

Moved Brent Barrett, seconded Rachel Bowen.

RESOLVED

3. That the Chief Executive report on prospective Nature Calls funding and finance options, including an analysis of their potential costs at a household level.

Clause 111.3-24 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood and Kaydee Zabelin.

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

4. That Council agree the Long-term Plan and associated Strategies and Policies (as attached) for audit and presentation for adoption on 26 June 2024; subject to the changes above and any consequential changes in strategies, policies, significant forecasting

assumptions and financial statements.

Clause 111.4-24 above was carried 13 votes to 2, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Billy Meehan, Orphée Mickalad and Kaydee Zabelin.

Against:

Councillors Karen Naylor and William Wood.

Note:

Moved Karen Naylor, seconded William Wood.

On a motion: That Council agree an additional debt repayment totalling \$75M (as outlined in Table 5) instead of \$150M.

The motion was lost 4 votes to 11, the voting being as follows:

For:

Councillors Billy Meehan, Orphée Mickalad, Karen Naylor and William Wood.

Against:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta and Kaydee Zabelin.

Moved Brent Barrett, seconded Vaughan Dennison.

RESOLVED

5. That Council commit to further reviewing the rating system during the 2027-37 LTP process.

Clause 111.5-24 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood and Kaydee Zabelin.

EXCLUSION OF PUBLIC

112-24 Recommendation to Exclude Public

Moved Grant Smith, seconded Debi Marshall-Lobb.

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
10.	Confirmation of the minutes of the ordinary Council meeting of 5 June 2024 Part II Confidential	For the reasons set out in the Council of 5 June 2024, held in public present.	
11.	Nature Calls- Lead Technical Consultant contract extension	NEGOTIATIONS: This information needs to be kept confidential to ensure that Council can negotiate effectively, especially in business dealings	s7(2)(i)

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

Clause 112-24 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Debi Marshall-Lobb, Mark Arnott, Brent Barrett, Rachel Bowen, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood and Kaydee Zabelin.

The public part of the meeting finished at 11.40am

Confirmed 26 June 2024

Mayor

MEMORANDUM

TO: Council

MEETING DATE: 26 June 2024

TITLE: Adoption of the Future Development Strategy

PRESENTED BY: Keegan Aplin-Thane, Senior Planner, Palmerston North City Council and Leana Shirley, Senior Planner, Horizons Regional Council

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATIONS TO COUNCIL

1. That Council agree to amend Tables 8, 9 and 12 of the Future Development Strategy to correct the scoring associated with the two criteria: 'A city with minimal environmental impacts' and 'A city that prioritises the mauri and health of water bodies and connections to them' as outlined in section 4 of this memorandum
 2. That Council adopt the Palmerston North Future Development Strategy (Attachment 1), as recommended by the Future Development Strategy Joint Steering Group, including the additional amendments detailed in recommendation 1 of this memorandum.
 3. That Council confirm that:
 - a) the adoption of the Palmerston North Future Development Strategy is a significant decision and,
 - b) the Strategy has been developed in compliance with the decision making and consultation requirements of the Local Government Act 2002.
-

1. ISSUE

To present to Council the Palmerston North Future Development Strategy (FDS) for adoption. The same report will be considered by Horizons Regional Council on 25 June 2024.

2. BACKGROUND

The FDS is a joint strategy between Palmerston North City Council (PNCC) and Horizons Regional Council (Horizons). Its purpose is to:

- Set out how well-functioning urban environments will be achieved;

- Provide at least sufficient development capacity over the next 30 years to meet expected demand for the city for business and residential land; and
- Assist the integration of planning decisions under the Resource Management Act 1991 with infrastructure planning and funding decisions under other legislation.

Preparation of a FDS is a requirement of the [National Policy Statement on Urban Development 2020](#) (NPS-UD). Key requirements to note include:

- The FDS must be jointly prepared and reviewed every 3 years by Horizons and PNCC;
- This FDS and subsequent reviews must be consulted on using the special consultative procedure under the Local Government Act 2002, unless the FDS does not need updating;
- The FDS must be prepared and reviewed in time to inform subsequent Long-Term Plans;
- The FDS must consider the most up to date Housing and Business Needs Assessment and engagement with the development sector and landowners to identify future development opportunities; and
- An annual implementation plan must be jointly prepared to support the delivery of an FDS.

The FDS is a high-level strategic document that informs long term plans, district and regional plan changes, consideration of private plan changes, infrastructure strategies and regional land transport plans. The FDS also informs other relevant strategies and plans such as the Palmerston North Integrated Transport Initiative and development contributions policies. The NPS-UD does not bind Councils' decision-making in any of these processes but rather provides a snapshot of growth to have regard to in these documents.

3. PROCESS

A Joint Steering Group comprised of 3 elected members from each Council was delegated to oversee the preparation of the FDS and hear and make recommendations on submissions. Three hui were held with the Joint Steering Group over key milestones of the project.

Opportunities for feedback during the preparation phase of the FDS were provided to the development sector and to key central government agencies and infrastructure providers. Engagement was also undertaken with Te Utanganui landowners in October 2023 (3 drop-in sessions) and the Greater Bunnythorpe Community in December 2023 (2 drop-in sessions).

The Draft Strategy was presented to Council on [6 March 2024](#) for approval to consult. The [Draft Future Development Strategy](#) was consulted on using the [special consultative procedure](#) under the Local Government Act 2002. Consultation was held between 22 March and 5 May, and involved:

- 11 Community and sector information sessions and a stall at the Planning Palmy Expo.
- Non-internet advertising: Radio and newspaper advertisements, and advertisements on the iSite digital billboard. Content was included in the Long-Term Plan flyer mailed out to all residents.
- Internet advertising: 5 social media posts across both Council Facebook pages, and online banner advertisements on Oneroo.co.nz.

145 submissions were received in total with additional feedback captured through Long-Term Plan submissions received. The summary of submissions can be found [here](#).

It is recommended that both councils adopt the FDS as a joint strategy, under their obligations in the National Policy Statement on Urban Development 2020¹. A report to Horizons has been presented to adopt the FDS on 25 June, prior to the presentation of this report.

4. RECOMMENDED CHANGES FROM CONSULTATION & DELIBERATIONS

In response to submissions and recommendations by Council officers, the Joint Steering Group recommended several changes to the FDS. A high-level summary of these changes is outlined below, and more detail is available in the post-deliberations FDS amendments log attached as Attachment 2 to this item.

- Recognition of Pasifika alongside Māori in the definition of a well-functioning urban environment.
- Inclusion and greater clarity of the role of flood protection infrastructure, the National Grid, and the national gas network as 'additional infrastructure'.
- Reframing of text to better describe the relationship between flood protection and flood risk.

¹ S3.19 (1) "Every tier 1 and tier 2 local authority must prepare, and make publicly available, an HBA for its tier 1 or tier 2 urban environments every 3 years, in time to inform the relevant local authority's next long-term plan."

S3.19 (2) "If more than one tier 1 or tier 2 local authority has jurisdiction over a tier 1 or tier 2 urban environment, those local authorities are jointly responsible for preparing an HBA as required by this subpart."

- Commitment from PNCC to complete a Stormwater Strategy for the city prior to the development of the 2027 FDS. *Note this has been resolved through Long Term Plan deliberations (resolution 2F (3)).*
- Addition of new constraints in the FDS covering the limitations of councils in influencing the market, reverse sensitivity sites, landfill capacity, and landscape and ecological features.
- Updates to growth capacity and timing in the FDS based on consent information and further developer engagement.
- Changes to the extent of future industrial and residential growth including:
 - Removal of long-term industrial Areas D and E from the Te Utanganui Masterplan;
 - Inclusion of the Bunnythorpe Business Park (109 and 125 Kairanga-Bunnythorpe Road) as a potential industrial growth opportunity in the medium term;
 - Inclusion of 813 and 815 Roberts Line and 129 Richardsons Line as potential industrial growth opportunities in the medium term; and
 - Inclusion of 160 Napier Road as a potential residential growth opportunity in the medium term.
- Changes to the Te Utanganui Masterplan to:
 - Remove the identified stormwater wetland zone at 703 Roberts Line (Foodstuffs);
 - Remove the link from Aldersons Drive east to Richardsons Line; and
 - Generalise the potential Railway Road/Roberts Line overbridge to a 'future connection.'
- Changes to the scoring associated with environmental impact and prioritisation of mauri and health of waterbodies within the Growing Out and Growing In/Up tables (tables 8, 9 and 12) of the FDS to correct inaccuracies – this is discussed further below.
- Updated figures relating to the quantum and value of capital growth programmes to align with the final Infrastructure Strategy. Due to the finalisation of the LTP, these were unable to be updated prior to the drafting of this report so officers expect to table these when presenting this report.

The FDS contains scenario assessments within Appendix 3 of the document which consider the advantages and disadvantages of the four possible growth scenarios for Palmerston North (Growing Up and In, Growing Out, Village and Rural Growth, and Balanced Growth). The assessments within Appendix 3 apply a scoring system to a range of criteria for each option, resulting in an overall score for each scenario.

Following deliberations, officers and members of the Joint Steering Group further considered the points made in submissions regarding the inaccuracy of scoring

applied to two criteria: “A city with minimal environmental impacts” and “A city that prioritises the mauri and health of water bodies and connections to the” for the ‘Growing Out’ and ‘Growing In/Up’ scenarios in tables 8 and 9 of the FDS. Officers and the Joint Steering Group recommend re-scoring these two criteria for the ‘Growing Up and In scenario’ in table 8 to a 1 and ‘Growing Out’ scenario in table 9 as a -1. These changes have also been reflected in table 12 which provides a summary of all scenarios. These changes were considered to better reflect the difference in environmental impact between increased density and greenfield expansion.

Adjusting the scoring of these two criteria showed that the ‘Balanced Growth’ scenario remained the preferred growth scenario, with the highest overall score. For transparency, these changes have been included as separate recommendation.

5. NEXT STEPS

Once the FDS is adopted, below are the key milestones in the delivery and review of the FDS:

Expected Delivery Year	Consultation required?	Key Milestone
End of 2024 (annually)	No	Officers from both councils will prepare an implementation plan for the Strategy. The implementation plan will reflect and communicate what has been committed to in Long Term Plans for delivering on the Strategy. This implementation plan is updated every year and will be published online alongside the Strategy.
2025	No	The next Housing and Business Needs Assessment will be conducted to inform the next review of the Strategy.
2027 (triennially)	Yes	The Strategy will next be reviewed by 2027 as required by the National Policy Statement on Urban Development. This will be consulted on using the special consultative procedure.
2027 (triennially)	Yes	The Long-Term Plan and Infrastructure Strategy will be reviewed. This will be informed by the latest Future Development Strategy.

Officers expect the following policies and plans to have a material influence on the 2027 review of the FDS:

- Review of the Citywide Vegetation Framework
- Development of a Citywide Stormwater Strategy

- Updating of the Palmerston North Strategic Transport Model
- Updated modelling for flood catchments across the district
- More detailed mapping of highly productive land around growth areas
- Manawatū Regional Freight Ring Road business case
- Growth strategies and housing and business needs assessments in neighbouring districts
- Progress on off-balance sheet funding for infrastructure to support growth

6. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	Yes
If they are significant do they affect land or a body of water?	Yes
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	Yes
The recommendations contribute to Goal 1: An Innovative and Growing City	
The recommendations contribute to the achievement of action/actions in City Growth	
The action is: Develop a Future Development Strategy	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The FDS will influence how our communities live, work and play in the city through the development of a variety of housing and business environments.

ATTACHMENTS

1. Palmerston North Future Development Strategy 2024 (attached separately) 
2. Summary of amendments made to the draft Palmerston North Future Development Strategy 2024 [↓](#) 

MEMORANDUM

TO: Council

MEETING DATE: 26 June 2024

TITLE: Adopting the Long-Term Plan 2024-34 and Associated Strategies and Policies

PRESENTED BY: David Murphy - Chief Planning Officer, Cameron McKay - Chief Finance Officer, and Chris Dhyrberg – Acting Chief Executive

APPROVED BY: Chris Dhyrberg – Acting Chief Executive

RECOMMENDATIONS TO COUNCIL

1. That Council adopt the Oranga Papaioea City Strategy (Attachment 1).
2. That Council adopt the Plans (Attachment 2):
 - Mahere whare Housing plan
 - Mahere hoahoa tāone Urban design plan
 - Mahere whakawhanake ohaoha Economic development plan
 - Mahere tūnuku Transport plan
 - Mahere taonga tuku iho Heritage plan
 - Mahere toi Arts plan
 - Mahere rēhia Recreation and play plan
 - Mahere tautāwhi hapori Community support plan
 - Mahere Whare Puna Mātauranga City Library Plan
 - Mahere haumarū hapori, hauora hapori Community safety and health plan
 - Mahere āhuarangi hurihuri, toitūtanga, Climate change and sustainability plan
 - Mahere mō te kanorau koiora me Te Awa o Manawatū Biodiversity and the Manawatū River plan
 - Mahere taumanu para Resource recovery plan
 - Mahere wai Water plan
 - Mahere mana urungi, kirirautanga hihiri Governance and active citizenship plan
 - the Social Housing Guidelines (Attachment 3).
3. That Council adopt the Revenue and Financing Policy 2024 (included in Attachment 6).

4. That Council adopt the Rates Remission and Postponement Policies 2024 (Attachment 4).
5. That the Council adopt the Development Contributions Policy 2024 (Attachment 5).
6. That the Council adopt the Significance and Engagement Policy 2024 (included in Attachment 6).
7. That Council adopt the Long-Term Plan 2024-34 (Attachment 6).
8. That Council confirm the adoption of the Oranga Papaioea City Strategy and the Long-Term Plan 2024-34 (LTP) as significant decisions and that the Council confirm it has developed the Strategy and LTP in compliance with the decision making and consultation requirements of the Local Government Act 2002.
9. That Council delegate authority to the Chief Executive to authorise payments to Council Controlled Organisations and other external organisations generally in accordance with their respective Statements of Intent.

1. ISSUE

- 1.1 This report enables the Council to adopt its Long-Term Plan 2024-34 (LTP) and a range of strategies and policies that underpin the LTP.
- 1.2 The LTP sets out Council's levels of service, projects and budgets for the next 10 years. It shows what Council will do to work towards its Vision and Goals.
- 1.3 It also contains Council's Financial and Infrastructure Strategies.
- 1.4 The LTP cannot be adopted without an Audit Report, so on 10 June the Council approved the LTP for referral to Audit. Audit NZ is reviewing the LTP and will issue its report at the Council meeting provided that Council makes no changes are made to the LTP, other than any changes identified through the audit process (see Section 5 of this report).
- 1.5 The Oranga Papaioea City Strategy sets out Council's strategic direction, including the Vision and Goals. The Plans show details of how Council will work towards its strategic direction. The Social Housing Guidelines support the Mahere whare Housing plan.
- 1.6 Under Council's Significance and Engagement Policy, the adoption of the Oranga Papaioea City Strategy and the LTP are significant decisions, so the Council has to confirm it has appropriately observed the decision making and consultation provisions (particularly Sections 77, 78, 80, 81 and 82) of the Local Government Act. Section 3 of this report describes the decision-making and engagement processes that Council used.

- 1.7 The Revenue and Financing Policy sets out how each Activity in the LTP is funded. It is included in the LTP document but legally it must be adopted before the LTP.
- 1.8 The Development Contributions Policy is an important background document for the LTP and was part of the LTP consultation. Officers are not recommending any changes to the Policy itself in light of submissions, but the fees have been updated to reflect changes made to programmes by Council when it deliberated on the submissions. Officers have made two changes to the Policy post-consultation:
- The insertion of Programme 1681, Kikiwhenua Transport, into the final Policy. This programme was in the LTP but did not flow through to the draft Policy.
 - An error was found in the Development Contribution model for development in Longburn. Officers have corrected this, resulting in an increase in fees for the three water activities in Longburn.
- 1.9 For the first time, the LTP assumes external funding and / or developer agreements for a range of growth programmes, including the entire Kākātangiata growth area and some infrastructure at Aokautere and Ashhurst. Land-use planning decisions regarding growth in these locations will need to carefully consider the level of certainty regarding external funding and / or developer agreements. Some growth may not be able to proceed in the absence of external funding commitments and / or developer agreements. The Government continues to signal new forms of funding and financing options for infrastructure to support growth.
- 1.10 The Rates Remission and Postponement Policies outline the situations in which the Council will consider applications for rates remission or postponement.
- 1.11 The Significance and Engagement Policy sets out how Council will determine the significance (importance) of its decisions so that it consults appropriately.
- 1.12 Officers have updated all the Plans, Strategies and Policies in accordance with Council decisions made in response to submissions (i.e. at the deliberations meeting on 29 May).
- 1.13 Council's adoption of the LTP does not automatically authorise the actions in the LTP, so this report contains a recommendation enabling the Chief Executive to make payments to external organisations (especially the Council Controlled Organisations) generally in accordance with their Statements of Intent (Note: Council is adopting the Statements of Intent this month.)

2. DEVELOPING THE LONG-TERM PLAN

- 2.1 Council held various workshops to develop the 2024 LTP. These were all public workshops. All workshop material is on Council's website.

- 2.2 The LTP workshops started shortly after the 2022 Council elections:
- 2 November 2022: An introduction to developing an LTP, including its purpose and key steps.
 - 2 December 2022: LTP scene setting. This involved a discussion of the major issues facing the City and the Council.
 - 9-10 February 2023: LTP Vision and Goals:
 - [He aha rā ngā whāinga matua? What really matters?](#) – a discussion of the issues and opportunities facing Palmerston North as seen by key social, economic, environmental and cultural groups and young people.
 - discussion of the potential Vision and Goals for the 2024 LTP.
- 2.3 After the Vision and Goals workshop officers prepared draft Plans, programmes (actions) and budgets showing how Council could best deliver the Vision and Goals. This involved further workshops:
- 16 May 2023: Key issues for the LTP, Financial and Infrastructure Strategy principles, population projections, sustainability and the LTP.
 - 6 October 2023: Financial and Infrastructure Strategies; Revenue and Financing, Development Contributions, and Significance and Engagement Policies; Māori Contribution to Decision-Making; developing the Plans; Goal indicators and targets.
 - 3 November 2023: Overview of initial capital and operating budgets, methods to prioritise and reduce Council's overall LTP budget.
- 2.4 Council then held a series of formal meetings to prioritise the programmes and budgets into a strategic, affordable and achievable proposed LTP:
- 29 November 2023 (and 1 December 2023): [LTP Prioritisation of Capital Projects and Expenditure](#).
 - 13 December 2023: [LTP Prioritisation of Capital Projects and Expenditure; Indicator Framework for the LTP](#).
 - 18 December 2023: [LTP Prioritisation of Operating Projects and Expenditure; Topics and issues for the LTP Consultation Document](#).
- 2.5 Officers used this to prepare a Consultation Document and Supporting Material, which Council agreed for Audit on the 1 and 14 February. Council then adopted the material for [consultation](#) on 3 April.
- 2.6 Consultation ran from 8 April to 9 May and involved:

- A brochure to all households
- A letter to all ratepayers
- Sector sessions for specific stakeholder groups
- Working with high schools
- Public drop-in sessions
- Planning Palmy Expo
- Information at libraries, customer service centres, relevant community facilities
- An LTP hub on the Council's website
- A property search tool on the Council's website demonstrating possible rates incidence for three rates scenarios including the Council's preferred option
- Facebook / YouTube Live with Elected Members
- Media, stakeholder communications, social media advertising.

- 2.7 A full description of the consultation process was attached to the Council LTP [Deliberations Report](#) (29 May).
- 2.8 Council held a hui with Rangitāne o Manawatū on 1 May as part of our partnership agreement and to obtain feedback on the proposed LTP.
- 2.9 Council received 1441 submissions and 150 submitters presented to Council at hearings held on the 15-17 May.
- 2.10 Council considered all these submissions at a deliberations meeting on 29-31 May. A list of changes Council made and their implications is in a report to Council on 10 June. This report also agreed the proposed LTP material for Audit.
- 2.11 Council will adopt the LTP at today's meeting (26 June).

3. SCALE OF CAPITAL PROGRAMME

3.1 Throughout the development of the LTP, Elected Members have queried the ability of Council Officers to deliver the capital programme, particularly when there are significant budgets in Years 6-9 as summarised in table 1 below:

3.2 Table 1 – Summary 10 Year Capital Programme Top 10 Capital New Programmes

	AB 23/24	Year 1 24/25	Year 2 25/26	Year 3 26/27	Year 4 27/28	Year 5 28/29	Year 6 29/30	Year 7 30/31	Year 8 31/32	Year 9 32/33	Year 10 33/34	10 Year Total
Renewals	28,141	32,984	35,598	35,921	40,346	40,180	45,211	49,860	53,746	53,971	54,129	441,944
New	52,186	47,401	77,259	97,160	156,700	130,557	167,722	204,145	145,022	150,074	131,486	1,307,556

Capex												
Growth	13,018	14,972	12,684	25,014	19,485	29,346	48,010	52,041	45,335	24,989	27,891	299,767
Total	93,344	93,357	125,541	158,095	216,531	200,082	260,943	306,075	244,103	229,034	213,506	2,049,267

3.3 As can be seen from the table there is a reasonably consistent but growing level of renewals that form a regular component of the capital expenditure budget that is able to be planned for.

3.4 The procurement, tendering, contract management, and performance management of contracts requires a similar programme management resource irrespective of the dollar size of the programme.

3.5 To test this, table 2 below shows the top 10 programmes (by total \$ value) and this shows that these amount to over 80% of the dollar value of the capital new programmes in the latter years of the Plan. In year 6, 62% of the capital new programme expenditure relates to the two largest programmes and this increases to 83% in year 7.

3.6 **Table 2 – Top 10 Capital New Programmes**

Prog #	Year 1 24/5	Year 2 25/26	Year 3 26/27	Year 4 27/28	Year 5 28/29	Year 6 29/30	Year 7 30/ 31	Year 8 31/32	Year 9 32/33	Year 10 33/34	Total \$'000s
628	3,000	4,230	4,344	72,805	77,671	85,692	133,880	100,991	46,568	19,952	549,13
2518	-	-	-	-	1,087	32,112	33,849	1,149	33,910	35,709	137,81
2013	-	-	-	-	-	-	-	-	33,099	36,138	69,237
2390	4,000	4,080	4,174	4,270	4,364	4,456	4,545	4,636	4,728	4,818	44,071
1194	500	8,168	8,870	1,065	2,173	2,215	5,642	5,743	2,339	2,381	390,95
1696	100	615	632	5,885	3,843	4,063	579	8,229	5,673	-	32,292
1060	2,257	2,519	2,662	2,205	3,263	3,337	1,439	1,225	1,251	1,026	21,185
1459	500	511	8,188	10,203	-	-	-	-	-	-	19,402
2236	-	-	-	-	-	-	-	-	8,770	8,927	17,697
2122	-	-	-	107	5,455	5,570	-	-	118	6,023	17,272
Total	10,357	20,122	28,870	99,214	97,856	137,44	179,933	121,973	136,45	114,97	947,19
%	22%	26%	30%	63%	75%	82%	88%	84%	91%	87%	72%

3.7 **Table 3 – Programme Names**

Programme Number	Programme Name
628	Totara Road Wastewater Treatment Plant – Consent Renewal Upgrade

2518	Property – Central Library and Te Manawa Redevelopments
2013	PNITI – Strategic Corridor Improvements
2390	City-Wide – Transport – Low Cost/Low Risk and Road to Zero
1194	CET Arena – Masterplan Redevelopment
1696	City-Wide – Drinking Water Standards Upgrades
1060	City-Wide – Stormwater Network Improvement Works
1459	Social Housing – Additional Social Housing Units
2236	Huia Street Reserve – Community Housing
2122	City Centre – Streets for People Upgrade

4. BUDGETED TOTAL RATES REVENUE OVER 10 YEAR PERIOD

4.1 At the Council meeting on 10 June Elected Members did query the total rates revenue figures compared with those that were consulted on. The table below summarises the annual differences and shows that over the 10 years the total rates requirement is now \$54 million less than proposed in the draft consulted on.

	Year 1 24/25	Year 2 25/26	Year 3 26/27	Year 4 27/28	Year 5 28/29	Year 6 29/30	Year 7 30/31	Year 8 31/32	Year 9 32/33	Year 10 33/34	Total \$Ms
Consultation	138.3	152.4	167.6	182.8	196.3	208.6	220.4	233.3	242.7	252.6	1,995
Final	136.9	149.1	161.7	173.6	184.9	197.2	211.2	225.6	241.6	259.4	1,941
Changes	(1.4)	(3.4)	(5.9)	(9.2)	(11.4)	(11.4)	(9.2)	(7.7)	(1.1)	6.8	(54)

5. AUDIT REPORT

5.1 Officers have been working with Audit New Zealand staff throughout the development of the LTP to ensure that it meets its legal purpose.

5.2 At the time this report was authorised, Audit New Zealand was still completing its review of the LTP. Council's Audit Director will table the Audit Report at the meeting as long as no changes are made by Council at the meeting, other than any amendments or clarifications required as part of the audit.







6. NEXT STEPS

- 6.1 Council will implement and monitor the LTP.
- 6.2 Officers will publish it and make it available on Council's website.
- 6.3 Officers will send letters to submitters outlining the changes Council made to the proposed LTP in response to submissions.
- 6.4 Council will set the rates for 2024/25. A separate report to the Council meeting covers this. As usual a ratepayers' newsletter will accompany the rates assessments and invoices for the first instalment which are scheduled to be delivered in the first week of July. Council's decisions relating to the rating system will be outlined.
- 6.5 Review the LTP process to inform the preparation of the 2027-37 LTP.

7. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual	Yes
Are the decisions significant?	Yes
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	Yes
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
<p>Contribution to Council's strategic direction and to social, economic, environmental and cultural well-being:</p> <p>The recommendations are about the adoption of the Council's 2024-34 Long-term Plan. Hence, they are about how Council will deliver its 2024 strategic direction and how it will contribute to social, economic, environmental and cultural wellbeing.</p>	

ATTACHMENTS

- 1. Oranga Papaioea City Strategy (attached separately) 
- 2. Council Plans 2024 (attached separately) 
- 3. Social Housing Guidelines 2024 (attached separately) 
- 4. Rates Remission & Postponement Policies 2024 [↓](#) 
- 5. Development Contributions Policy 2024 [↓](#) 
- 6. Long Term Plan 2024-2034 (attached separately) 

MEMORANDUM

TO: Council

MEETING DATE: 26 June 2024

TITLE: Resolutions to Authorise Borrowing

PRESENTED BY: Steve Paterson, Strategy Manager - Finance

APPROVED BY: Cameron McKay, Chief Financial Officer

RECOMMENDATIONS TO COUNCIL

1. That Council authorise the Chief Executive to borrow, in accordance with delegated authority, up to \$54 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. That Council note that the purpose of the Borrowing is the carrying out or continuing of programmes identified in the 2024-34 Long-term Plan for the 2024/25 year.
 3. That Council note that any sums raised and subsequently on-lent to Palmerston North Airport Limited pursuant to the loan agreement between the Council and the Company will be in addition to the sums to be raised for the Council’s own funding purposes as authorised above.
 4. That Council note that the security for the Borrowing may be the charge over rates under the Debenture Trust Deed if the Chief Executive considers appropriate.
 5. That Council note that the benefits of the Borrowing are that it will enable the Council to carry out the programmes identified in the long-term Plan 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.
 6. That Council approve that having regard to the Council’s financial strategy, it is prudent and reasonable to enter into the proposed borrowing for the reasons set out in this report.
 7. That Council note that the raising of the Borrowing will comply with the Council’s Liability Management Policy.
 8. That Council note that the decision to borrow up to \$54 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.
-

1. ISSUE

- 1.1 Council's 2024-34 Long-term Plan incorporates provision for raising \$53.3m of additional debt during the 2024/25 year based on an assumption that the total debt outstanding as at 1 July 2024 will be \$256m, that there will be capital expenditure (new) of \$62.4m undertaken during 2024/25, and that costs of two digital programmes will be funded from rates over seven years. It assumes existing and new debt will be serviced at an average of 5.0% per annum and that new borrowings will be raised progressively during the year.
- 1.2 Council's borrowing is governed by the Local Government Act 2002 (the "Act") and the Liability Management Policy Council has adopted. Previous legislation required the Council to specifically resolve if it wished to borrow. The Act is silent on these matters except that clause 32 of Schedule 7 provides that the Council may not delegate the power to borrow money other than in accordance with the Long-term Plan. It is considered prudent to have Council specifically authorise the proposed borrowings each year by way of resolution and the Council's Liability Management Policy provides that such a resolution is required. From time to time during the year it will also be necessary to re-finance present borrowings.

2. BACKGROUND

- 2.1 In preparing Council's long-term Plan, Council's long- and short-term expenditure and funding requirements have been considered and the Council has adopted a Financial Strategy and a Liability Management Policy regarding borrowing to meet its funding requirements.
- 2.2 Council has entered into a Debenture Trust Deed which provides a charge on Council's rates and rates revenue in favour of Covenant Trustee Services Ltd as trustee for the various lenders who may be granted security under it by the Council.
- 2.3 Council's 2024-25 Long-term Plan provides for the following:
 - Forecast term liabilities of \$256m as at 1 July 2024
 - Additional debt of \$53.3m being raised during 2024/25
 - Forecast total term liabilities of \$309.4m as at 30 June 2025
 - Total capital expenditure of \$95m during 2024/25 (\$62m of which is new capital work (including that for growth))
- 2.4 Additional debt is raised only as required and will be dependent on a number of key factors such as progress with the capital expenditure programme and the digital programmes, timing of receipt of income from the sale of residential subdivision and the timing of the receipt of subsidies, grants and development contributions.

- 2.5 To enable the approved capital programme to be funded it is important that officers have clear delegated authority to raise the approved sums when appropriate.
- 2.6 Council's Liability Management Policy prescribes that Council considers the following to be prudent borrowing limits:
- Net debt as a percentage of total assets not exceeding 20%.
 - Net debt as a percentage of total revenue not exceeding 250%
 - Net interest as a percentage of total revenue not exceeding 15%
 - Net interest as a percentage of annual rates income not exceeding 20%.
- 2.7 As part of the process of deciding whether to approve borrowings which would result in the ratios being exceeded, Council will have particular regard for the principles of financial management contained in the Act.
- 2.8 The proposed borrowing, if obtained within the range of rates currently available to Council, will be within the target limits contained within the Financial Strategy. After raising the Borrowing, and assuming an average interest rate of 5.0% for additional borrowing is achieved, the following estimates of borrowing ratios will apply for the 2024/25 year:

	Limits	Projection for 2024/25
Net Debt: Total Assets	< 20%	12.6%
Net Debt: Total Revenue	< 250%	169.7%
Net Interest: Total Revenue	< 15%	7.9%
Net Interest: Annual Rates Income	< 20%	10.5%

The ratios are within the limits provided for in the policy.

- 2.9 Provision is made for a total interest expense of \$14.5m during 2024/25 approximately \$1.3m of which relates to the additional debt. The full year servicing cost of the additional debt (at 5.0% pa) would be \$2.6m.
- 2.10 It should be noted Council has also approved, separately, an arrangement whereby Council will borrow sums and on-lend to Palmerston North Airport Limited pursuant to a loan facility agreement between the two parties. Any sums raised for this purpose will be in addition to the sums outlined in this report.

3. NEXT STEPS

3.1 After considering the issue it is recommended Council formally approve the borrowings to enable the capital expenditure plans approved for 2024/25 in the 2024-34 Long-term Plan funded. The recommendation is to approve additional borrowings of up to \$54m (ie \$53.3m rounded up).

4. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	Yes
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 5: A Driven and Enabling Council	
The recommendations contribute to the outcomes of the Driven and Enabling Council Strategy	
The recommendations contribute to the achievement of action/actions in The action is: n/a	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The recommendations are a procedural pre-requisite to enable all capital development plans to be undertaken

ATTACHMENTS

NIL

MEMORANDUM

TO: Council

MEETING DATE: 26 June 2024

TITLE: Setting Rates for 2024/25

PRESENTED BY: Steve Paterson, Strategy Manager - Finance

APPROVED BY: Cameron McKay, Chief Financial Officer

RECOMMENDATIONS TO COUNCIL

1. That Council adopt the resolution to set the rates for the 2024/25 year (Attachment 1).
 2. That Council note 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.
-

1. ISSUE

- 1.1 Section 23 of the Local Government (Rating) Act 2002 prescribes that the rates must be set by resolution of the Council and be in accordance with the relevant provisions of the Funding Impact Statement (contained within the Long-term Plan or Annual Plan) for the year.
- 1.2 Rates are the Council's principal source of revenue. It is important that rates be set in the timeframes outlined so that Council will have the ability to fund its approved budget. The rates outlined in the attached resolution are calculated to generate the rates revenue for 2024/25 as outlined in the Council's 2024-34 Long-term Plan to be formally adopted on 26 June 2024.
- 1.3 The recommendations assume the Council will have adopted the Long-term Plan earlier in the meeting.

2. BACKGROUND

- 2.1 It is assumed the Council will adopt the 2024-34 Long-term Plan (LTP) on 26 June. The LTP determines the net revenue to be sought from ratepayers to fund operations and new programmes for the 2024/25 year.

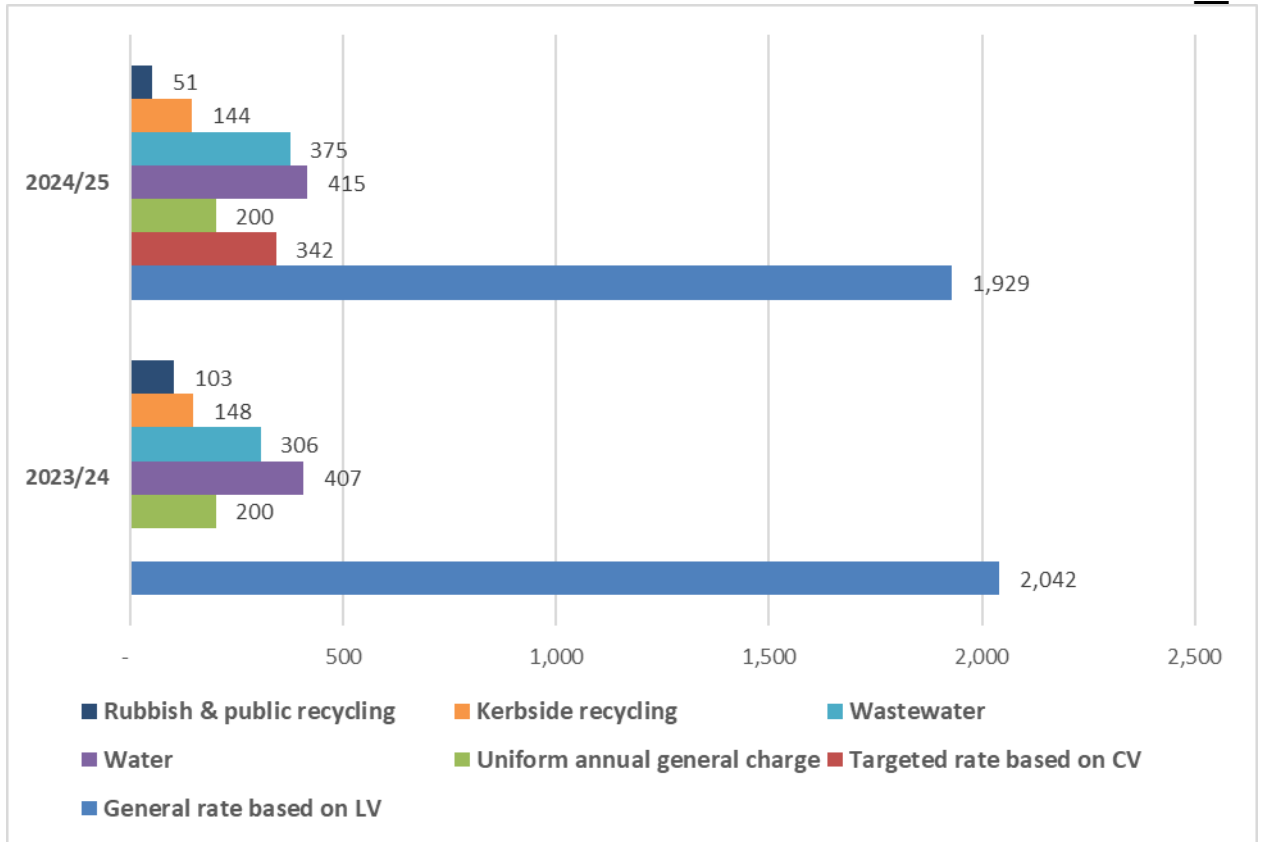
- 2.2 The rates to be set are designed to cover a net sum of external income for Council of \$136.85 million (plus GST) plus a sum to cover rates for Council owned properties as approved by the adoption of the LTP.
- 2.3 The resolution (**Attachment 1**) outlines the details of the rates to be set. Rates throughout the report and the resolution are GST inclusive unless stated otherwise.
- 2.4 The following table demonstrates the changes for the Uniform Annual General Charge (UAGC) and the fixed amounts for services:

	2023/24	2024/25
	GST incl.	GST incl.
Uniform Annual General Charge	\$200	\$200
Water Supply	\$407	\$415
Kerbside Recycling	\$148	\$144
Rubbish & Public Recycling	\$103	\$51
Wastewater disposal	\$306	\$375
Wastewater pan charge	\$306	\$375
Metered water charge (p cu metre)	\$1.65313	\$1.78538

- 2.5 The budgeted revenue from the UAGC plus the Rubbish & Recycling fixed charges represents 8.4% of total rates revenue (including metered water charges) compared with 10.5% in 2023/24, 10.5% in 2022/23, 18.1% in 2021/22, 19.3% in 2020/21, 19.8% in 2019/20 and a band of 25 to 26% over the previous five years and the legislative maxima of 30%.
- 2.6 The resolution incorporates the Council's decisions (as outlined in the Revenue & Financing Policy and the LTP) that in 2024/25 there will be a new targeted rate to fund those activities that are primarily focused on achieving Council's innovative and growing city goal (i.e. transport, economic development, urban design and housing) and that the rate will be based on the capital value.
- 2.7 The resolution makes no mention of the Council's decision that the capital value based component of the rates will be progressively increased over the next three years and the land value based component will be reduced. This is because the resolution is a formal one that is focused solely on the rates for the 2024/25 year.
- 2.8 Examples of the rates which will be assessed are shown below:

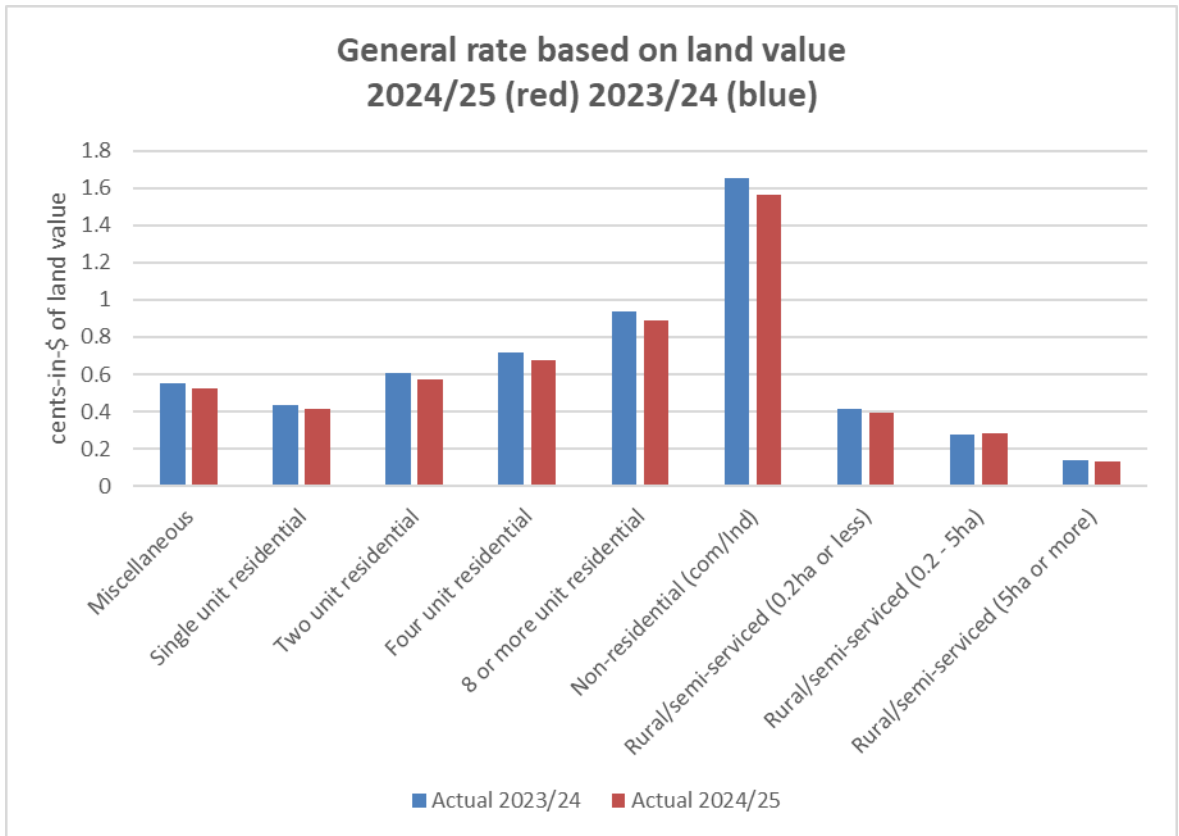
	Land Value	Capital Value	Actual Rates 2023/24	Proposed Rates 2024/25
Single unit residential				
Average	468,000	2,973	3,206	3,456
Median	455,000	2,920	3,149	3,380
Quartile 1	360,000	2,530	2,735	2,942
Quartile 3	540,000	3,269	3,520	3,799
Two unit residential				
Average	561,000	5,109	5,532	5,985
Median	525,000	4,904	5,313	5,736
Quartile 1	450,000	4,476	4,858	5,237
Quartile 3	625,000	5,475	5,920	6,417
Non-residential				
Average	1,022,000	16,492	17,518	19,783
Median	620,000	10,231	10,867	11,687
Quartile 1	385,000	6,572	6,979	7,456
Quartile 3	1,110,000	17,862	18,974	21,020
Rural & semi-serviced (5ha or more)				
Average	1,373,000	2,074	2,196	2,374
Median	730,000	1,240	1,310	1,434
Quartile 1	520,000	967	1,020	1,045
Quartile 3	1,218,000	1,873	1,983	2,189
Rural & semi-serviced (between 0.2 & 5ha)				
Average	549,000	1,717	1,817	2,222
Median	520,000	1,642	1,737	2,131
Quartile 1	435,000	1,421	1,503	1,812
Quartile 3	590,000	1,824	1,930	2,401
Miscellaneous				
Average	916,000	5,047	5,355	6,074
Median	550,000	3,147	3,336	3,551
Quartile 1	295,000	1,823	1,930	2,030
Quartile 3	965,000	5,301	5,625	6,150

2.9 The following graph demonstrates the breakdown of the average single unit rates for 2024/25 compared with 2023/24.

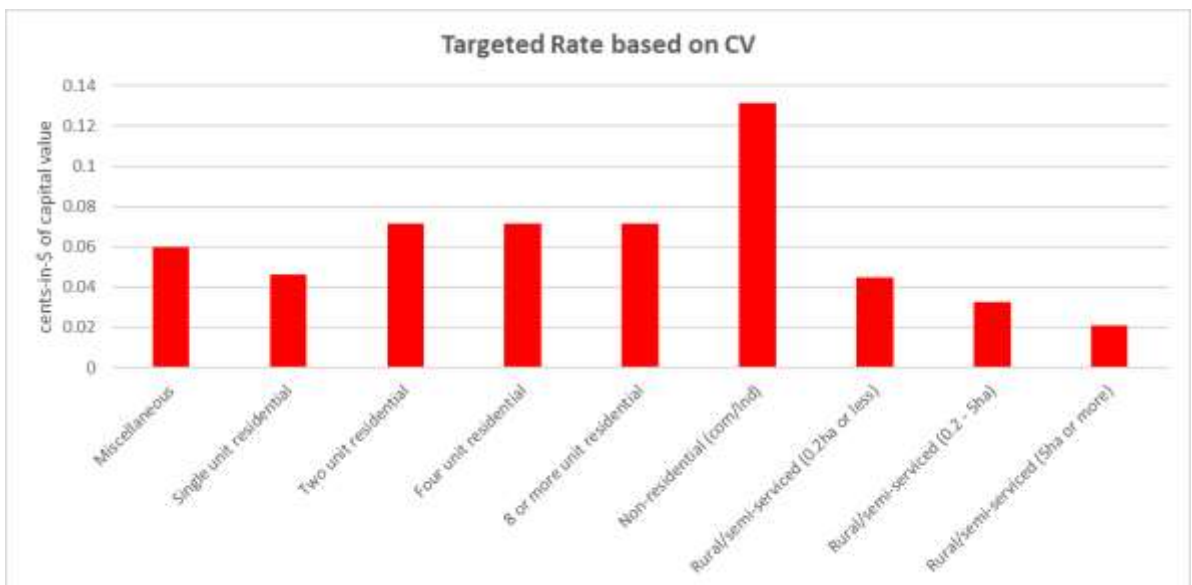


2.10 The City was revalued for rating purposes in September 2021 and these values will remain the base for setting and assessing general rates and the new targeted rate for 2024/25.

2.11 The following graph shows the rate-in-the-\$ for the general rate for 2024/25 compared with 2023/24. It demonstrates that the rate-in-the-\$ for 2024/25 will be lower than for 2023/24 for all differential groups except those in the rural/semi-serviced group (0.2 to 5ha) - this reflect the decision that in 2024/25 they will pay 55% of the miscellaneous rate (compared with 50% in 2023/24).



2.12 The following graph shows the rates-in-the-\$ for the new targeted rate to fund activities primarily associated with delivering goal 1 outcomes and based on the capital value.



- 2.13 Council's decisions regarding the rating system effectively mean this targeted rate will double in 2025/26 and treble in 2026/27 and be compensated for by commensurate reductions in the general rate. However, these decisions could be further influenced by the 2024 city revaluation as these new values will become the base for setting rates from 2025/26.
- 2.14 The Government's rates rebates scheme for residential homeowners on lower incomes has provided much needed assistance. 2,100 city ratepayers have received a total of \$1.53 million from the scheme during 2023/24 to date – an average of \$729. Each year the Government updates the qualifying criteria for the scheme by a CPI adjustment.

3. NEXT STEPS

- 3.1 The recommended actions in this report are of an administrative nature to implement the decisions incorporated in the Long-term Plan. Although procedural, they are significant and must be passed in the form outlined.
- 3.2 Once adopted Council officers will complete the administrative actions necessary to assess rates on individual properties then deliver rates assessments and invoices for the first instalment from 1 August 2024. As usual a ratepayer newsletter will be produced and distributed as part of the rates package. This will include a summary of the Council's decisions in relation to changes to the rating system. Publicity will be given to the availability of the rates rebate scheme.

4. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	Yes
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a Long-term 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 and to social,	Setting the rates for the year is an administrative pre-requisite to being able to fund the delivery of all of the

economic, environmental and cultural well-being	actions in Council plans that contribute to the strategic direction.
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ATTACHMENTS

1. Resolution to set rates for 2024/25 [↓](#) 

MEMORANDUM

TO: Council

MEETING DATE: 26 June 2024

TITLE: Adoption of the Waste Management and Minimisation Plan 2024

PRESENTED BY: Peter Ridge - Senior Policy Analyst, and Natasha Hickmott - Activities Manager - Resource Recovery and Sustainability Infrastructure

APPROVED BY: David Murphy, Chief Planning Officer
Chris Dyhrberg, Chief Infrastructure Officer

RECOMMENDATION TO COUNCIL

- 1. That Council adopt the Waste Management and Minimisation Plan 2024 (Attachment 1).**
-

1. ISSUE

- 1.1 The Council has completed public consultation on the draft Waste Management and Minimisation Plan (WMMP). Written and oral submissions were considered by the Council on 29 May 2024. The Council agreed to amend actions 3.6 and 3.7 in response to feedback from the community. The draft WMMP is included as Attachment 1.
- 1.2 We recommend that the Council adopt the draft WMMP, replacing the existing WMMP from 1 July 2024.

2. BACKGROUND

- 2.1 The Council is required by the Waste Minimisation Act 2008 to review its WMMP at least once every six years. The Council adopted the current WMMP in 2019, just before the development of the 2021-31 Long-Term Plan (LTP).
- 2.2 On 13 March 2024, the Sustainability Committee considered the draft WMMP and approved it for public consultation concurrent with the draft 2024-34 LTP consultation. The draft WMMP was developed based on:
 - the Council's Waste Assessment completed in 2022/23,
 - the draft Resource Recovery Plan, which was developed through the Council's strategic framework and in accordance with the vision and goals, and the identified objectives for Resource Recovery.

- 2.3 The written submission period was open from 8 April until 9 May 2024. Between 15-17 May the Council heard oral submission on the draft WMMP as part of the hearings for oral submissions on the draft LTP.
- 2.4 The Council deliberated on the written and oral submissions on 29 May 2024. That [report](#) recommended two changes: to amend actions 3.6 and 3.7 (which related to the proposed kerbside collection service for food scraps) to include green waste as well as food scraps in the proposed kerbside collection. The Council agreed to both these changes. The WMMP (Attachment 1) includes these changed actions.

3. ANALYSIS

- 3.1 The analysis of issues raised by submitters was presented to Council on 29 May 2024 and is contained in the link above. That analysis addressed the range of issues, which included:
 - the costs of providing services, especially new waste collection services.
 - the complexity for residents navigating the requirements for recycling and waste disposal.
 - the importance of education to support waste minimisation efforts; and
 - opportunities to improve recycling options, especially for soft plastics.
- 3.2 The Council agreed to make the recommended changes to actions 3.6 and 3.7, as described in paragraph 2.4 above. No other changes were recommended, although the report on 29 May 2024 noted that many of the issues raised by submitters will be addressed in other ways. For instance, some actions are already underway (such as making recycling mandatory at events through the drafting of the replacement Waste Management and Minimisation Bylaw). We are also giving effect to some of the issues raised by submitters within the actions proposed in the draft WMMP, such as considering Manawatū District Council's suggestion of partnership or collaboration when we undertake the service delivery review. Consequently, we are not recommending any further changes to the draft WMMP.

Additional information

- 3.3 Concurrent with the Council's deliberations on 29 May, the Hon Penny Simmonds, Minister for the Environment, delivered a speech to the WasteMINZ conference where she outlined the Government's priorities in the waste minimisation sector. In this speech the Minister indicated:
 - The Government is considering whether to continue as planned the previous Government's policies on introducing a mandatory kerbside food scraps collection in all urban areas by 2030. If the decision is taken to continue with this policy, then the Government will also consider whether the deadline for implementation will be extended.

- The Cabinet has agreed to prioritise investment towards waste infrastructure, including new or expanded resource recovery and processing facilities, transfer stations and recycling and processing facilities. These investments will focus on dealing with the most problematic waste streams, including construction and demolition, organic waste, plastic, and kerbside recyclables. Managing construction waste in a cost-effective way will be a priority for the Government.
 - The Government will be progressing contaminated site remediation, particularly landfills vulnerable to severe weather events.
 - The Government is considering what role waste-to-energy proposals will play in New Zealand. The Minister is currently considering two waste-to-energy proposals (one in Te Awamutu and one in Waimate), with updates to come in the months ahead.
 - The Government intends to continue with the reform of the Waste Minimisation Act 2008 and Litter Act 1979 as begun by the previous Government. However, options and timings for the new legislation are still being developed by Ministry officials.
- 3.4 The signals in the Minister's speech do not constitute a basis for revising any aspects of the draft WMMP at this stage. However, there are some potential impacts to note:
- The Council's proposal to introduce a kerbside organic (food scraps and green waste) collection by 2028 is unaffected by a government decision on whether to make this service mandatory. However, any changes to the legislation or regulation may give the Council more flexibility in the design of that service. We will continue to monitor decisions by the Government throughout the development of the new service and will provide updates to the Sustainability Committee, as necessary.
 - The priority areas identified by the Minister (such as construction and demolition waste) indicate potential opportunities for the Council to seek funding for initiatives within Palmerston North. We will continue to engage with the Ministry for the Environment about any such opportunities as they arise.
- 3.5 The Government has not indicated whether it intends to continue with the proposed waste minimisation performance standards (which were used as the basis for our waste minimisation targets). We advise that the proposed targets remain in the WMMP. However, given the potential change in waste minimisation legislation over the next 12-24 months, it may be advisable to consider an amendment to the WMMP before the next LTP to accommodate any significant changes in legislation or regulation, including whether the waste minimisation targets remain suitable.
- 3.6 The waste levy rate (which is a charge on all waste disposed to class 1 "municipal" landfills) is increasing to \$60 per tonne from 1 July 2024. In late May 2024, the Government announced that the waste levy would also increase by \$5 per tonne for each year from 1 July 2025 until 1 July 2027. This

is likely to increase the amount of waste levy funding which is received by the Council in the short term. However, the Government has also signalled changes to how the waste levy funding is distributed, which may affect the amount of funding we receive in future years. This may provide a reason to consider amending the WMMP before its next scheduled review in 2030.

4. NEXT STEPS

- 4.1 If the Council adopts the WMMP, then we will publish the final document using the same design as we included in the consultation document.
- 4.2 We will write to all submitters and outline the decisions that Council has made.
- 4.3 From 1 July 2024, we will begin implementing the WMMP.

5. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do, they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 4: An Eco City	
The recommendations contribute to the achievement of action/actions in Resource Recovery	
The action is: Review the Waste Management and Minimisation Plan.	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	This decision concludes the planned review of the Waste Management and Minimisation Plan. The adoption of the new Plan sets out the actions that the Council will take over the next six years to improve waste minimisation efforts in our city, contributing to community wellbeing, in particular environmental wellbeing.

ATTACHMENTS

- 1. Waste Management and Minimisation Plan 2024 [↓](#) 

Report

TO: Council

MEETING DATE: 26 June 2024

TITLE: Adoption of the Palmerston North Dog Control Bylaw 2024

PRESENTED BY: Stacey Solomon, Policy Analyst

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATIONS TO COUNCIL

1. That Council confirm:
 - a. The Palmerston North Dog Control Bylaw 2024 is the most appropriate means of addressing perceived problems related to dog control within Palmerston North;
 - b. The form of the Bylaw is the most appropriate form of Bylaw; and
 - c. The Bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990.
2. That the Council adopt the Palmerston North Dog Control Bylaw 2024, Attachment 1 of this report.

SUMMARY OF OPTIONS ANALYSIS FOR ADOPTING THE DRAFT PALMERSTON NORTH DOG CONTROL BYLAW 2024

Problem or Opportunity	<p>The Dog Control Act 1996 (DCA) requires every territorial authority in Aotearoa New Zealand to have a Dog Control Policy (s.10(1)). The DCA further requires that every territorial authority gives effect to that policy by making a bylaw which meets the requirements of Local Government Act 2002 (LGA; s. 155, 158 or 159).</p> <p>The Council has reviewed the Palmerston North Dog Control Policy 2024 and must now make a bylaw which implements that Policy.</p>
OPTION 1:	Adopt the Draft Palmerston North Dog Control Bylaw 2024
Community Views	Community views are known following the review of the Policy. The Bylaw has been revised to match the direction given in the Policy.
Benefits	Adopting the Bylaw means that the Council is able to enforce its Policy.
Risks	There are no risks to note.

Financial	There are no financial considerations to note.
OPTION 2:	Not adopt the Draft Palmerston North Dog Control Bylaw 2024
Community Views	Council sought community views through the review of the Policy and revised that Policy accordingly. Not adopting the Bylaw means that the Policy will not be able to be enforced.
Benefits	There are no benefits to note.
Risks	The Council is required by legislation to make a Bylaw that enforces its Policy within 60 days of that Policy being adopted. Not adopting the Bylaw means that the Council risks not meeting this requirement.
Financial	There are no financial considerations to note.

1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY

- 1.1 The Council revised and then adopted the Palmerston North Dog Control Policy 2024 (the Policy) at its meeting on 5 June 2024, following a community consultation process. The Dog Control Act 1996 (DCA) now requires the Council to give effect to its Policy by making a bylaw within 60 days of adopting that Policy (s. 10(6)(b)).
- 1.2 This report presents the revised Palmerston North Dog Control Bylaw 2024 to the Council, for adoption.

2. BACKGROUND AND PREVIOUS COUNCIL DECISIONS

Previous decisions

- 2.1 The Council provides a regulatory response to the community for the management of the 9,636 dogs registered in Palmerston North.² The Council operationalises its preferred regulatory approach set out in its Policy by making and adopting a bylaw (s.20 DCA).
- 2.2 The Dog Control Bylaw 2018 requires review within five years of it being made (s.158 LGA). If it is not reviewed before this date, it automatically revokes on the date seven years after it was made. The Council last completed a full review of the Policy and the Bylaw in 2018, so the Policy and Bylaw were due for review in 2023.

² Council reports annually on its administration of the Policy and the Bylaw, as required by s.10A of the DCA. The Report includes fees, complaints and dog registration numbers, and compares dog control statistics with the previous year. [The Dog Control Report for the year 2022/23](#) is available for reference on the Council website.

- 2.3 In May 2023, the Strategy and Finance Committee received a report which detailed the proposed review process for the Policy and the Bylaw.³ A revised Policy was prepared and approved for consultation in December 2023.⁴ Submissions were invited from 10 January 2024 to 12 February 2024.
- 2.4 A total of 79 submissions were received, and six submitters spoke at hearings held on 21 February 2024 and 10 April 2024. The Strategy and Finance Committee deliberated on 8 May 2024, recommending the Council adopt the revised Policy.⁵ At its 5 June 2024 meeting, the Council adopted the Palmerston North Dog Control Policy 2024.
- 2.5 Adopting the revised Bylaw will be the final legislative requirement for the current review process.

Legislative considerations

- 2.6 The relationship between the DCA, the Policy, and the Bylaw is described in *Figure 1* (below).

³ Review of the Palmerston North Dog Control Policy 2018 and the Palmerston North Dog Control Bylaw 2018, [agenda of the Strategy & Finance Committee 10 May 2023](#)

⁴ Proposed Palmerston North Dog Control Policy 2024 - Approval for Consultation, [agenda of the Council 06 December 2023](#)

⁵ Draft Palmerston North Dog Control Policy 2024 – Deliberations, [agenda of the Strategy & Finance Committee 8 May 2024](#)

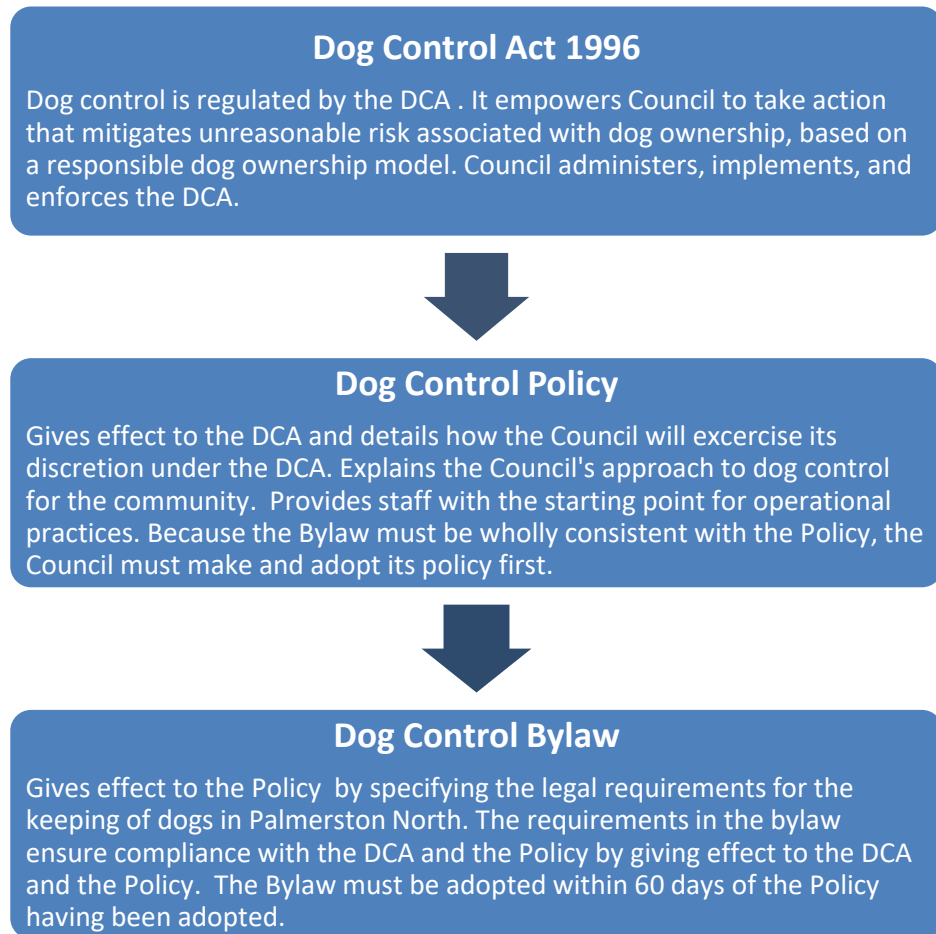


Figure 1: summary of relationship between the DCA, Policy, and Bylaw.

- 2.7 The DCA manages the inherent risk of harm, injury and nuisance associated with dog ownership in the community. This is done (in part) by allocating the responsibility and obligations for managing and mitigating this risk to Council.
- 2.8 Council fulfils its obligation to manage and mitigate risk by developing and adopting a policy for dogs. The Policy explains the obligations of dog owners, and provides the basis for how Council exercises its discretionary functions under the DCA with regard to s.10(4), including:
- Minimising danger, distress, and nuisance to the community;
 - Avoiding the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults;
 - Enabling the public (to the extent that is practicable), including families, to use streets and public amenities without fear of attack or intimidation by dogs; and
 - The exercise and recreational needs of dogs and their owners.

2.9 The Bylaw Council makes provides the regulatory mechanism for the control of dogs in public places, as well as requirements for the keeping of dogs on private properties. The Council makes a dog control bylaw for several reasons in accordance with s. 20 of the DCA, including:

- Exempting certain types of dogs from the specified control areas (working dogs, disability assistance dogs);
- Stating where dogs are prohibited, permitted while on a leash, and permitted to be off leash in public spaces;
- Stating why a dog might be seized if it is in a public space in breach of a Bylaw;
- Limiting the numbers of dogs which may be kept on private premises and the occasions on which a reduction of dog numbers on a property may be required;
- Setting the requirements for housing of dogs a minimum distance from adjoining property boundaries;
- Requiring owners to provide adequate exercise, shelter, and nutrition for their dogs; and
- When a dog may be required to be neutered.

3. ANALYSIS OF OPTIONS

3.1 The Council now has two options, which are explained in this section:

- **Option 1:** adopt the Bylaw, included as Attachment 1 to this report.
- **Option 2:** not adopt the Bylaw.

3.2 **Option 1: adopt the Bylaw, included as attachment 1 to this report.**

3.3 The Bylaw has been revised to reflect the changes made to the Policy. Other minor changes include updating of references and titles and improving the readability and interpretation of the language in the Bylaw. The attached Bylaw has all revisions noted in **RED**.

3.4 It is not necessary to consult with the community on the draft Bylaw in this instance. The practice of Council is to review its Policy, consult and then adopt it. The Council then revises and adopts a Bylaw without public consultation, to ensure the required consistency with the Policy is achieved. The review of the Policy and Bylaw is completed in this sequence for two reasons:

- an amendment that is made to the Bylaw may require amendment to the Policy to ensure consistency. This is impractical, therefore only the Policy is consulted on.

- because the Bylaw must be wholly consistent with the Policy, there are no reasonably practicable options for the Bylaw available for the community to provide feedback or submission on. Without reasonable options to consider, consultation does not offer further insight for decision-making.

3.5 Provided that the Council has followed the required consultation procedure for the review of the Policy, and is confident that the feedback of the community is represented in that Policy, no further consultation is required to adopt the Bylaw. As the special consultative procedure (s. 83 LGA) was used to revise and adopt the Policy, and because the revised Bylaw is consistent with the Policy, the Council can adopt the draft Bylaw without further community consultation (s. 10(8)(a) DCA).

3.6 There are advantages to this option. Because of the reasons noted above, Option 1 is recommended.

3.7 **Option 2: not adopt the Bylaw.**

3.8 This option has no clear advantages or benefits.

3.9 As the Council adopted the Policy on 5 June 2024, it is necessary to adopt the Bylaw by 5 August 2024. A decision not to adopt the Bylaw leaves the Council with no ability to enforce the guidelines set out in its Policy. It also puts the Council at risk of being in breach of its legislative requirement to adopt the Bylaw within 60 days of the Policy being adopted. This is because the Council does not have another meeting scheduled until 7 August 2024, which is 62 days after the adoption of the Policy.

3.10 If the Council wishes to pursue any significant change to the Bylaw, and therefore the Policy, staff advise the Council to adopt the Bylaw as attached, and then instruct staff to initiate further revisions.

3.11 Because of the reasons noted above, Option 2 is not recommended.

4. CONCLUSION

4.1 Repealing the Palmerston North Dog Control Bylaw 2018 and adopting the Palmerston North Dog Control Bylaw 2024 concludes the legislative requirements of this review. Adopting the Bylaw means enforcement of the Council's Policy can continue.

4.2 Unless brought forward for amendment or other changes, the Policy and Bylaw will next be reviewed in 2029.

5. NEXT ACTIONS

5.1 If the Council adopts the Bylaw as recommended, the current Bylaw will be replaced.

- 5.2 Public notices will be placed that advise of the adoption. The Bylaw will be published on the Council's website, other relevant updates to information on the website (including control area maps) will be made, with physical copies available permanently in the Customer Service Centre, and also on request.
- 5.3 Submitters to the consultation on the Policy will be notified of the subsequent changes to the Bylaw.
- 5.4 As per the 8 May 2024 resolution of the Strategy and Finance Committee, work on possibly designating on-leash areas at Linklater Reserve will be reported back to the Committee in future. This work is separate to this review of the Policy and Bylaw.

COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 3: A Connected and Safe Community	
The recommendations contribute to the achievement of action/actions in Safe Communities Plan. The action is:	
<ul style="list-style-type: none"> • Provide regulatory services, including Implement the Dog Control Policy and Bylaw. • Review the Dog Control Policy and Bylaw. 	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	<p>The Council recognises that there are many benefits for people associated with the ownership of dogs.</p> <p>The Council also recognises that there is a need to balance these benefits with the inherent risk that comes with allowing dogs to be in public spaces, and to be kept on private properties.</p> <p>Revising and replacing the Dog Control Bylaw means that the Council can continue to meet its roles and responsibilities prescribed in legislation.</p>

ATTACHMENTS

1. Palmerston North Dog Control Bylaw 2024 [↓](#) 

COMMITTEE WORK SCHEDULE

TO: Council

MEETING DATE: 26 June 2024

TITLE: Council Work Schedule

RECOMMENDATION TO COUNCIL

1. That Council receive its Work Schedule dated 26 June 2024.

COUNCIL WORK SCHEDULE 26 JUNE 2024

#	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction & Clause
	26 June 2024	Adopt Long Term Plan 2024-34	Chief Executive		Terms of Reference
	26 June 2024	Adopt Future Development (FDS) Strategy – Recs from Steering group.	Chief Executive		Council 28 June 2023 Clause 109-23
	26 June 2024	Adopt Rating System. + Set the rates 2024-25.	Chief Financial Officer		Terms of Reference
	26 June 2024	Adopt Revenue and Finance Policy and Rates Remission and Postponement Policies	Chief Financial Officer		Terms of Reference
	26 June 2024	Adopt the Development Contribution Policy	Chief Planning Officer		Terms of Reference
	26 June 2024	Adopt the Waste Management and Minimisation Plan (WMMP)	Chief Planning Officer		Sustainability Committee 13 March 2024
1	7 August 2024	Appointment of Trustees on Council Controlled Organisations	CE Unit Manager		Terms of Reference
2	7 August 2024	Civic and Cultural Precinct Master Plan Steering Group - 6-monthly update	Chief Planning Officer		Terms of Reference of the CCMP Steering Group
3	4 Sept 2024	Delivery Model options for Property - CCO/ Trust to include Summerhays	Chief Infrastructure Officer/ CE		1 May 2024 Clause 66.1

#	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction & Clause
		Street.	Unit Manager		
4	4 Sept 2024	Annual Review of Delegations Manual	CE Unit Manager		6 September 2023 Clause 147-23
5	2 Oct 2024	Food HQ Innovation Limited - Director's company progress report.	Chief Infrastructure Officer		6 September 2023 Clause 143-23
6	2 Oct 2024	Appointment of members to the District Licensing Committee List.	CE Unit Manager		1 November 2023 Clause 190-23
7	30 Oct 2024	Adopt Annual Report 2023-24	Chief Financial Officer		Terms of Reference
8	27 Nov 2024	Appointment of CEDA Directors	CE Unit Manger		6 March 2024 Clause 23 -24
9	27 Nov 2024	Performing Arts Trust Annual Report 2023-2024	CE Unit Manger		Terms of Reference
10	11 Dec 2024	Review of Fees and Charges 25/26	Chief Financial Officer		Terms of Reference
11	11 Dec 2024	Annual Budget 2025/26	Chief Financial Officer		Terms of Reference
12	11 Dec 2024	City Revaluation – impact on rates	Chief Financial Officer		Terms of Reference
13	TBC	Report back on Investment Options for PN Airport	Chief Financial Officer		6 December 2023 Clause 197-23
14	1 March 2025	Exemption of Manawatū Whanganui Disaster Relief Fund from being a CCO	CE Unit Manger		Terms of Reference
15	March 2025	Remits from PNCC for consideration	CE Unit Manager		
16	April 2025	Hearings of the Annual Budget 2025/26			
17	May 2025	Exemption of Palmerston North Performing Arts Trust	CE Unit Manager		Terms of Reference

#	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction & Clause
18	June 2025	Remits received from other Territorial Authorities	CE Unit Manager		Terms of Reference
19	May 2025	Deliberations of the Annual Budget 25/26	Chief Executive		Terms of Reference
20	TBC	Summerhays Reports - Partnership Models Expressions of Interest	Chief Infrastructure Manager	Lying on the Table	1 May 2024 Clause 66-24 and 74 -24
21	TBC	Effectiveness of Civics Education Initiatives - Annual progress report -	TBC		29 May 2024 Clause 95.29 - 24
22	TBC	Create a City Heritage Advisory or Reference Group - Terms of Reference	Chief Planning Officer		29 May 2024 Clause 95.40 - 24