



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

STRATEGY & FINANCE COMMITTEE

9:00 AM, WEDNESDAY 26 FEBRUARY 2025

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

MEMBERS

Vaughan Dennison (Chair)
Karen Naylor (Deputy Chair)
Grant Smith (The Mayor)

Mark Arnott
Brent Barrett
Lew Findlay (QSM)
Patrick Handcock (ONZM)
Leonie Hapeta

Lorna Johnson
Orphée Mickalad
William Wood
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

Te Marae o Hine | 32 The Square
Private Bag 11034 | Palmerston North 4442 | New Zealand
pncc.govt.nz

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PALMERSTON
NORTH
CITY

STRATEGY & FINANCE COMMITTEE MEETING

26 February 2025

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 Committee matters.

6. **Roxburgh Crescent Land Classification - Hearing of Submissions** Page 7
7. **Draft Waste Management and Minimisation Bylaw - Hearing of Submissions** Page 15
8. **Presentation - Kia Toa Rugby Football Club Incorporated** Page 65
9. **Confirmation of Minutes** Page 67
- That the minutes of the Strategy & Finance Committee meeting of 13 November 2024 Part I Public be confirmed as a true and correct record.
10. **Roxburgh Crescent Land Classification - Summary of Submissions** Page 75
Memorandum, presented by Aaron Phillips, Activities Manager - Parks.
11. **Draft Waste Management and Minimisation Bylaw 2025 - Summary of Submissions** Page 79
Memorandum, presented by Peter Ridge, Senior Policy Analyst.
12. **Bill Brown Park - Proposal to support Kia Toa Rugby Football Club Incorporated by notifying the intention to grant community occupancy via a lease of Council land** Page 99
Report, presented by Kathy Dever-Tod, Manager Parks and Reserves and Aaron Phillips, Activities Manager - Parks.
13. **Quarterly Performance and Financial Report - period ending 31 December 2024** Page 123
Memorandum, presented by Scott Mancer, Manager - Finance and John Aitken, Manager - Project Management Office.
14. **Treasury Report - Six months ending 31 December 2024** Page 199
Memorandum, presented by Steve Paterson, Manager - Financial Strategy.

- 15. Classification of Council Reserves**

Report, presented by Aaron Philips, Activities Manager - Parks.

Page 211
- 16. Speed Limit Reversals**

Memorandum, presented by Peter Ridge, Senior Policy Analyst and James Miguel, Senior Transport Planner.

Page 281
- 17. Committee Work Schedule**

Page 297
- 18. Karakia Whakamutunga**
- 19. Exclusion of Public**

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

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.

SUBMISSION FROM CONSULTATION

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Roxburgh Crescent Land Classification - Hearing of Submissions

RECOMMENDATIONS TO STRATEGY & FINANCE COMMITTEE

1. That the Committee receive the submissions and hear submissions from presenters who indicated their wish to be heard in support of their submission.
 2. That the Committee note the Procedure for Hearing of Submissions, as described in the procedure sheet.
-

SUBMITTERS WISHING TO BE HEARD IN SUPPORT OF THEIR SUBMISSION

Submission No.	Submitter
1	Frances Holdings Ltd
2	Jackie Carr

ATTACHMENTS

1. Submissions on the Roxburgh Crescent Land Classification [↓](#) 
2. Procedure Sheet [↓](#) 

Submissions
Roxburgh Crescent Reserve Classification

Subm No	Submitter
1	Frances Holdings Ltd - Paul Thomas
2	Jackie Carr

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PALMERSTON NORTH CITY COUNCIL**SUBMISSION ON PROPOSED ROXBURGH RESERVE DECLARATION AND CLASSIFICATION**

**To: Palmerston North City Council
Private Bag 11034
Palmerston North 4410**

ATTENTION: The Governance Team

Name of Submitter: Frances Holdings Ltd.

This is a submission on the proposed classification of 12 A Roxburgh Crescent in part to Local Purpose (Road Reserve) and in part to Recreation Reserve.

Background:

Frances Holdings Ltd (FHL) is the successor company to Higgins Family Holdings Ltd. It is the largest property owner in the Roxburgh Residential Area. In particular FHL owns and uses for industrial activities land adjoining both sides of the proposed road reserve. It also has use of a narrow strip of the proposed recreation reserve adjoining its property.

Plan Change E proposes to change the zoning of the land in this area from industrial to residential. This will enable redevelopment of the area. FHL is a major stakeholder in the Plan Change process and has lodged a submission.

Submission

Plan Change E provides for the land concerned to be future public road servicing residential redevelopment of the area and also public access to the river corridor. Plan Change E is not yet operative and it may see material amendment through the hearing process and decisions on submissions.

While FHL supports the proposed classification in the long term, FHL considers that it is premature because:

- Plan Change E is not finalised.
- FHL tenants use the proposed Local Purpose Reserve for heavy vehicle access to their construction yard activities to the north and south. This will continue until redevelopment of the land for residential activities occurs. This is likely to occur in stages.

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In particular the driveway is only X metres wide and is not suitable for general public use while FHL tenants are still using the adjacent land.

Once these activities have ceased it will be safe for public access. Until that time, it is important to maintain the event specific public access regime that has operated.

To make this change at this time establishing public expectations of unrestricted access would create serious health and safety issues for FHL tenants and the landowner.

Relief

FHL seeks that the classification of the land be postponed until such time as a subdivision consent has been approved for redevelopment of this part of the Roxburgh Residential Area and industrial activities on the abutting land have ceased.

FHL wishes to be heard in support of this submission.

Signed by Paul Thomas (on behalf of Frances Holdings Ltd):



..... **Date: 15 November 2024**

Address for service:

**Paul Thomas
Thomas Planning Limited**

Roxburgh Crescent reserve classification

Your contact details	
First name	jackie
Last name	carr
Organisation you represent	
Postal address	
Email	
Phone	
Hearing	
Do you want to speak to Council in support of your submission?	Yes
Your submission	
Do you support the proposed classification?	No
Please tell us more about your thoughts.	This area is located adjacent to floodplain & a recreation area well-used by locals for walking and cycling. Nearby are groups of native trees planted by my family and other members of Forest & Bird in the 1990's- these now increase the scenic value & local biodiversity. Some residential development is ok but not Over 100 new homes crammed in & with little thought given to the value of green space & landscaping.
Any other comments	The height limit should be 2 storey not 3. An increased residential population of over 100 homes would put undue pressure on existing infrastructure with Winchester school opposite (with pedestrian x.g) & already there is congestion at peak times at the Hokowhitu/Albert St roundabout with Massey & southbound traffic and St. James school nearby. A community garden would be much appreciated by the local residents and community and sustainable use of this green space & encourage neighbourly-ness. A social and ecological and good long term use of this PUBLIC SPACE for which we pay rates to be managed in a well-planned sustainable way by planners and ratepayers not giving priority to the short term, money making profiteers at the expense of the environment, peoples health and well being and a sense of community for all to benefit from. Climate change means we have to acknowledge the increased frequency of flooding etc & adapt our plans accordingly.

Procedure Sheet Hearing of Submissions

Presenting your submission	<p>You have indicated a wish to present your submission before a Committee of Councillors; you can do this either in-person or online. You may speak to your submission yourself or, if you wish, arrange for some other person or persons to speak on your behalf.</p> <p>We recommend that you speak to the main points of your submission and then answer any questions. It is not necessary to read your submission as Committee members have a copy and will have already read it.</p> <p>Questions are for clarifying matters raised in submissions. Questions may only be asked by Committee members, unless the Chairperson gives permission.</p>
Time Allocation	<p>10 minutes (including question time) will be allocated for the hearing of each submission. If more than one person speaks to a submission, the time that is allocated to that submission will be shared between the speakers.</p>
Who will be there?	<p>The Strategy & Finance Committee will hear the submissions. The Committee comprises of Elected Members as identified on the frontispiece of the Agenda.</p> <p>There will also be other people there who are presenting their submission. The Hearing is open to the media and the public.</p>
Agenda	<p>An Agenda for the meeting at which you will be speaking will be publicly available at least two working days prior to the meeting. It will be published on the Palmerston North City Council website (Agendas and minutes) and available to view at the Customer Service Centre. The Agenda lists the submissions in the order they will be considered by the Committee, although there may be some variation to this.</p>
Venue	<p>The meeting will be held in the Council Chamber, First Floor, Civic Administration Building, Te Marae o Hine, 32 The Square, Palmerston North.</p> <p>The Council Chamber will be set out with tables arranged appropriately. You will be invited to sit at the table with the Councillors when called.</p>

Tikanga Maori	You may speak to your submission in Maori if you wish. If you intend to do so, please contact us no later than four days before the date of the meeting (refer to the 'Further Information' section below). This is to enable arrangements to be made for a certified interpreter to attend the meeting. You may bring your own interpreter if you wish.
Visual Aids	A whiteboard, and computer with PowerPoint will be available for your use. We prefer you notify us before the day if you will require these.
Final Consideration of Submissions	Final analysis of submissions will be at the Council meeting on 2 April 2025. The media and public can attend these meetings, but it will not be possible for you to speak further to your submission or participate in Council deliberations.
Changes to this Procedure	The Committee may, in its sole discretion, vary the procedure set out above if circumstances indicate that some other procedure would be more appropriate.
Further Information	If you have any questions about the procedure outlined above please contact Natalya Kushnirenko, Governance Administrator, phone 06 356 8199 extension 7106 or email natalya.kushnirenko@pncc.govt.nz .

SUBMISSION FROM CONSULTATION

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Draft Waste Management and Minimisation Bylaw - Hearing of Submissions

RECOMMENDATIONS TO STRATEGY & FINANCE COMMITTEE

1. That the Committee receive the submissions and hear submissions from presenters who indicated their wish to be heard in support of their submission.
2. That the Committee note the Procedure for Hearing of Submissions, as described in the procedure sheet.

SUBMITTERS WISHING TO BE HEARD IN SUPPORT OF THEIR SUBMISSION

Submission No.	Submitter
17	New Zealand Precycle
19	Chris Teo-Sherrell
20	Enviro NZ

ATTACHMENTS

1. Submissions on the Draft Waste Management and Minimisation Bylaw [↓](#) 
2. Procedure Sheet [↓](#) 

Submissions
Waste Management & Minimisation By-Law 2025

Subm No	Submitter
1	George Heagney
2	Dianne Eales
3	Xyza Pyr Meras
4	Adam Naylor
5	Abbie Yanko
6	Michelle Stanley-Harris
7	Maree B
8	Danielle Henaghan
9	Juliette Jones
10	Bruce Thomson
11	David Ramage
12	Julie Griffiths
13	Kim Bryson
14	Sue OH
15	Neil Ward
16	Jane Swift
17	New Zealand Precycle - Nelson Harper, CEO & Founder
18	Callum Anderson
19	Chris Teo-Sherrell
20	Enviro NZ - Laurence Dolan, Environmental Manager & Mike Downer, Head of Operations

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Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	George
Last name	Heagney
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	I don't know / no opinion
Why do you say that?	If these commercial operators are required to get a licence is this going to mean a cost to them which is likely to get passed on to people paying to get their rubbish removed? Getting rid of household rubbish should be made as easy as possible for people so limiting the type of container that's used could make this harder for people and more unwilling to use the service. I use council rubbish bags to get rid of my waste but if I was using a commercial service I would want it to be as easy and cost effective as possible. Why do the days of operation or the size of container matter?
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	Any method that reduces waste going to landfill is a good thing. If products from demolition projects, for example, could be reused in other projects, whether that's soil or concrete which could be used for aggregate, then it should be encouraged - less stuff in landfill and waste being reused.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	I think it's a reasonable idea for organisers to sort the waste and recycling, but recording it seems a bit much. Managing waste at events, because there is a lot of it usually, is good, but you don't want too much red tape. Especially when many punters are going

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	to ignore the label on a bin and put what they want in there. Could events not have people who's job is to organise waste and recycling. I know at the Festival of Cultures there are people monitoring bins to ensure things are put in the right place.
Other changes and general comments	
	As I've said in my comments I support some of these ideas, but as long as this isn't giving the operators more regulation to deal with, making their jobs harder. But ways of reducing waste is a good idea.
How did you find out about this opportunity to have your say?	Letter or email Digital advertising, eg an advert on TVNZ+, Stuff, MetService etc

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Dianne
Last name	Eales
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	Yes
Why do you say that?	Any day, but restricted to 7.30am to 4.30pm
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	To lower pollution, reusing is better than dumping
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	Dirty Food and drink containers contaminate quality recyclable materials
Other changes and general comments	
	Three strikes for serial recycling contaminators
How did you find out about this opportunity to have your say?	Letter or email

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Xyza Pyr
Last name	Meras
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	Yes
Why do you say that?	
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	
Other changes and general comments	
How did you find out about this opportunity to have your say?	Social media

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Adam
Last name	Naylor
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	No
Why do you say that?	Some companies struggle with using the right bins as it is now. Having more bins/containers to use will create further confusion. I don't think this will solve the problem.
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	I agree construction waste should be managed better. However, as you don't yet have the ins and outs worked out, then this should be done first before making this law.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	I think this is done at most events already. How will it be policed?
Other changes and general comments	
	No. If this by law does get passed, I hope it actually gets policed and not just put in for the sake of it.
How did you find out about this opportunity to have your say?	Social media

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Abbie
Last name	Yanko
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	Yes
Why do you say that?	
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	
Other changes and general comments	
How did you find out about this opportunity to have your say?	Social media

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Michelle
Last name	Stanley-harris
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	I don't know / no opinion
Why do you say that?	Why are you implementing this? What will this achieve?
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	Those building should look to creat as little waste as possible for sustainability. Reuse recycle where possible
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	People often through food contaminated waste into recycling due to laziness or lack of education. Event should be responsible for this
Other changes and general comments	
	The article discussed 3 strikes for household recycling contamination but that is not on this form. If you did this it would likely lead to more fly tipping as people already cannot afford the cost of council waste bags and stopping the recycling would make them require more
How did you find out about this opportunity to have your say?	Social media

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Maree
Last name	B
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	No
Why do you say that?	Six months is a long time to wait for another strike, where someone could easily contaminate the bin when walking past. Sometimes it's hard to watch your bin regularly.
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	
Other changes and general comments	
	Can you please advise your drivers what contamination is, as I see the drivers empty the bins where it's visibly obvious that it's contaminated with for example clothing, appliances, furniture parts, building materials, plastic bags. Sometimes I wonder if they don't care or are being lazy.
How did you find out about this opportunity to have your say?	Letter or email

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Danielle
Last name	Henaghan
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	Yes
Why do you say that?	would be good so there isnt so many rubbish trucks on the road or at least would know which is where and what day which could be helpful for roadworks etc
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	don't make it complicated or people just wont bother, if you can do it well then it would be good for being able to make sure they're deposing of their waste properly, including all the plastics the materials come in.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	Should be doing that anyway but don't make it complicated for public at events to throw trash away otherwise people will just litter
Other changes and general comments	
How did you find out about this opportunity to have your say?	Letter or email

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Juliette
Last name	JONES
Organisation you represent	NA
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	No
Why do you say that?	Because waste amounts can be variable.
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	No
Why do you say that?	We are so over-regulated and this cost will be passed onto the home buyer. I understood the move was away from regulations.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	I don't know / no opinion
Why do you say that?	Changing word usage is woke. Some councils provide 3 separate bins for wastes which works well.
Other changes and general comments	
	How can I give feedback about other minor changes if I don't know what they are.
How did you find out about this opportunity to have your say?	Social media

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Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Bruce
Last name	Thomson
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	Yes
Why do you say that?	As long as we prevent monopoly and cartels gouging, it seems better to have educated collectors who are identified and accountable.
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	No
Why do you say that?	<p>Waste plans required from construction and demolition</p> <p>- The intentions are good, but it depresses me to think of the extra burden on the contractors and added time and money processing and enforcing such plans. Think adding to rates. Think cost and affordability of homes. Example...</p> <ul style="list-style-type: none"> ■ My subdivision new backfill home processing has already taken more than a year since inception, at higher cost and difficulty ■ There have been apparently arbitrary, sometimes outright stupid, intrusive mandates as if the house were for the officials' layout liking to live in, rather than for me who is paying for it, to live in, for my actual needs. The waste plan is sure to tangle all concerned with unforeseen complications on top of expected processing. I'd suggest other methods that are simpler, such as more attentive monitoring at transfer stations and landfills to reject agreed-not-compliant offloads. ■ I don't have a car nor even a licence, but there has been consent-insistence I pay \$20K to widen the existing perfectly good driveway that's been in use 23 years. PNCC thus is aggressively promoting use of cars, contrary to carbon reduction, and the arrival within ten years of cars-as-a-service where people just summon a cheap electric

	autonomous vehicle, use it, dismiss it (rather than owning one.) - The 'Other proposed updates...' seem reasonable
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	- Elimination of plastic bags at retailers was remarkably fast and successful. But the bureaucracy of recording types and quantities of material is a well-intentioned wrong idea that will discourage people even having events, when we want instead to encourage events. - It would tediously burden the organizers, and add even more (rates-paid) PNCC bureaucracy cost and delays and mistakes, including arguments and confusions that the proposer of the idea haven't considered. These well-meaning moron ideas are why the public voted National in, and Trump/Musk, focused now on eliminating as many as possible of the 450 government agencies over there.
Other changes and general comments	
	Using whatever existing communications PNCC has with the public, via social networking, in correspondence, try to alert the public to the actual personal impacts that the various wastes have, so it becomes health education even more than vague moralism about waste. It needs to be phrased as 'successes' of specific preventions (e.g. a sentence about reducing a serious risk from water cadmium & lead to Alzheimers, or children's skin cancer, rather than dominating cautions and warnings about exactly the same thing.
How did you find out about this opportunity to have your say?	Letter or email

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Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	David
Last name	Ramage
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	I don't know / no opinion
Why do you say that?	
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	No
Why do you say that?	Amazing, more red tape, cost and inefficiency dreamed up by bureaucrats, which will add absolutely nothing to society at the end of the day. You may choose to reflect a little on why you have fly tipping problem as it is. If this waste, as you say, "can potentially be reused, recycled", then don't you think it would already be happening. The current Govt is taking steps to reduce red tape and here you are as a council trying to increase it.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	No
Why do you say that?	Because you will just end up with less events then wont you, and then will employ consultants and pay them a fortune from rate payer funds to dream up ways to "re-vitalise" Palmerston North.
Other changes and general comments	
	The devil is always in the detail, and as usual you ask for consultation prior to providing the detail. Just another form of deception by stealth really.

11-2

How did you find out about this opportunity to have your say?	Social media
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Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Julie
Last name	Griffiths
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	No
Why do you say that?	Commercial operators already have enough rules and regulations to abide by without Council officials implementing more.
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	When taking on a project that involves a massive amount of waste, it's vitally important to come up with a proper plan on how the organisation intends to dispose of that waste. We don't want fly tipping to occur.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	It should be the responsibility of event organisers to take care of rubbish in a responsible way. I would also ensure proper Education on where different rubbish goes and what's recycling and what's other waste. Not all people are up to date with this issue.
Other changes and general comments	
	I'm not in favour of introducing garden waste bins for residents. Some residents have their own compost bins. Others hire from other operators. The problem with Council decisions on these matters is we end up in the "one size fits all" status. One size never fits all.
How did you find out about this opportunity to have your say?	Council website Newspaper

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Kim
Last name	Bryson
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	No
Why do you say that?	Don't make things more complicated. It will just end up costing consumers.
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	No
Why do you say that?	No, it's more red tape in an industry full of red tape. Education about how to reduce waste and programs that help with recycling of building waste would be far more useful.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	I don't know / no opinion
Why do you say that?	
Other changes and general comments	
How did you find out about this opportunity to have your say?	Social media

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Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Sue
Last name	OH
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	Yes
Why do you say that?	Collection days and times should be kept within Mon-Fri 7.30am to 5pm windows to preserve private enjoyment of residences.
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	Why are the proposed rules based on dollar value of a build? Surely it would be better to base it on estimated total annual construction volumes of an entity or group of associated entities, with a de minimis rule to avoid the requirement for waste plans from low volume builders.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	Don't support the requirement to record waste types & quantities as this seems unnecessarily oppressive. Has the use of biodegradable or compostable products been considered (instead of recyclable plastics)?
Other changes and general comments	
	Fines would act as better deterrent than just saying 'don't' overfill public rubbish bins, put recyclable items in waste bins etc. Prominent signs on public bins advising of fines & surveillance cameras would deter this behaviour.
How did you find out about this opportunity to have your say?	Letter or email

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Neil
Last name	Ward
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	Yes
Why do you say that?	Makes sense to tidy things.
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	Construction needs to be more responsible. There is huge potential for recovery & recycle from construction.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	
Other changes and general comments	
How did you find out about this opportunity to have your say?	Council website Letter or email

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Jane
Last name	Swift
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	I don't know / no opinion
Why do you say that?	
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	Yes
Why do you say that?	I think this is a good thing and will perhaps have people consider reusing as much as possible over sending stuff to landfill.
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	I don't know / no opinion
Why do you say that?	It's a lot of time needed for event organisers on top of what they are already doing. I have been pleased with recycling at community events, plenty of recycling bins around the place. Also more use of recyclable containers over plastics etc.
Other changes and general comments	
	No comment
How did you find out about this opportunity to have your say?	Social media



**SUBMISSION TO PALMERSTON
NORTH CITY COUNCIL (PNCC)**

**On the Draft Waste
Management and Minimisation
(WMM) Bylaw 2025**

Prepared by Nelson Harper (CEO & Founder, Environmental Waste Engineer)
and the team at Precycle NZ

Date submitted: 15th Jan 2025

Note: Recommendations for C&D Waste and Licencing of waste collection and transporters are supported by Central Environmental and Central Demolition

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Introduction

Precycle NZ, a waste minimisation consultancy and service provider based in Palmerston North, welcomes the opportunity to provide feedback on the draft Waste Management and Minimisation Bylaw 2025. Over the past three years, we have collaborated with Palmerston North City Council (PNCC) on kerbside waste audits, event waste management, and other initiatives. Our work has supported over 20 large events, achieving an average waste diversion rate of 70% or more and maintaining contamination rates under 20%.

We bring practical experience from working with businesses and councils across the Manawatū, Whanganui, and beyond. This includes advising local businesses and organisations like Massey University, Palmerston North Hospital, Toyota NZ's Head Office, and others, on waste reduction and by-product diversion strategies.

Our submission focuses on the proposed provisions for construction and demolition (C&D) waste, licensing of waste and diverted material transporters and collectors, and event waste management - all critical areas for improving resource recovery and waste minimisation. For further discussion regarding our below parts, please contact Nelson Harper at **7(2)(a) Privacy** or **7(2)(a) Privacy**

I. Recommendations for Construction and Demolition Waste

With support from Central Environmental



Central Environmental, based in Feilding, is an industry leader in innovative construction and demolition (C&D) waste management. The company holds Toitū and Green Star accreditation, reflecting its commitment to sustainability and environmental excellence. Central Environmental is at the forefront of waste processing, with proven expertise in recycling challenging materials, including GIB/plasterboard, timber (even treated timbers), and wind turbine components.

A key highlight of their innovation is the development of a materials recovery facility (MRF) specifically for C&D waste, designed to maximize resource recovery and support ambitious waste diversion goals. Through cutting-edge processes and a focus on collaboration, Central Environmental is setting benchmarks for sustainable waste solutions in the Manawatū region and beyond.



C&D Waste: Mandatory Enforcement of Waste Diversion

The bylaw **should include strong, enforceable provisions to mandate C&D waste diversion**, rather than merely encouraging it. This ensures compliance and fosters accountability across all construction and demolition activities.

C&D Waste: Mandatory Waste Management and Minimisation Plans

We strongly support the **inclusion of mandatory WMMPs for all building and demolition projects** requiring council consent. The criteria for inclusion should consider both the estimated volume of waste generated and the project cost. This **ensures that high-waste projects, such as demolitions, are effectively captured even when costs are lower.**

WMMPs should cover all materials removed from the site, including offcuts, surplus materials, and demolition debris, rather than being limited to traditional definitions of "waste". **Encouraging on-site pre-sorting of materials** should also be a key focus where practical.

C&D Waste: Scope and Equitable Implementation

To ensure fairness, **thresholds should be in place for whether projects are within scope for regulation.** Thresholds for WMMP requirements should be informed by data collection and audits conducted before implementing the bylaw, and **take into account volumes and weights of waste rather than project cost** - so it effectively includes large demolition projects. This approach will determine appropriate thresholds and exemptions based on weight and volume of waste generated. Small operators should also be required to comply when their projects exceed these thresholds.

All **C&D waste should be processed at regulated or licenced facilities** with systems in place to track diversion rates and ensure appropriate end-of-life outcomes. **Stockpiling of materials without viable end markets or uses should be explicitly prohibited**, and the bylaw should specify enforcement mechanisms, such as penalties or corrective actions, to address non-compliance. This will reduce risk of fire and hazards or prevent inability to pay for disposal on vacating a premises, which could result in a cost to ratepayers. Care should be taken to ensure community initiatives are not excluded or priced out from operating, but that they must adhere to the same reporting and OSH standards.

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C&D Waste: Industry Collaboration

PNCC should **establish an industry leadership group to support the bylaw's implementation and foster collaboration across the sector**. This group should include representatives from construction firms, architects, material suppliers, waste service providers, and independent waste experts.

Drawing from successful models like Hawke's Bay, this group could meet regularly to develop practical guidelines and share best practices. For example, in Hawke's Bay, builders are provided with C&D waste bags alongside deliveries of GIB, and pallets and filled bags are collected from sites for processing. Similar initiatives could be implemented to streamline waste sorting and collection processes in Palmerston North.

C&D Waste: Incentivising On-Site Waste Sorting

The bylaw should encourage **on-site sorting and collection** of materials through practical measures, such as:

- Encouraging material suppliers to provide **fabric waste bags** for materials like plasterboard offcuts, timber, and other recyclable materials.
- Requiring transfer stations to implement **waste sorting processes** to ensure maximum diversion, as construction waste currently goes directly to landfill.
- Improving access to **on-site collection systems** for sorted materials, modeled on existing successful initiatives in Hawke's Bay.

C&D Waste: Regular Reporting and Accountability

Construction companies should receive **regular waste diversion reports** detailing the percentage of materials diverted and their final destinations. These reports promote transparency, demonstrate progress toward waste minimisation goals, and help foster a culture of accountability within the industry. This will support accountability and data to be collected through the consent process.

C&D Waste: Facility Development

The bylaw should include provisions to establish a **dedicated C&D waste diversion facility** within Palmerston North, with a clear goal of diverting at least 80% of C&D

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waste from landfill. With local C&D service providers already capable of supporting these objectives, there should be no barriers to implementing this facility immediately.

C&D Waste: Integration with the Building Consent Process

WMMP requirements must be fully integrated into the building consent process, with clear and reasonable guidelines provided to applicants. These requirements should apply to projects of all sizes, ensuring inclusion of both small operators and larger firms. More accountability and enforcement should be placed on larger firms and projects.

To enhance compliance, projects should be **accountable to their WMMPs**, with councils reserving the right to conduct **audits or spot checks** as needed. Post-project reporting on actual waste outcomes should also be considered, providing valuable data for continuous improvement and future planning.

II. Recommendations for Licensing of Waste and Diverted Material Transporters and Collectors

With support from Central Environmental



Licensing: Accurate Data Reporting and Diversion Targets

We support the **licensing of waste and diverted material collectors, with a requirement for accurate data reporting to the council. This data should include tonnage, diversion rates, and end destinations of materials.** Licensed collectors should be expected to meet diversion targets aligned with PNCC's waste minimisation goals, ensuring their activities support both local and national targets.

Licensing: Kerbside Bin Regulation

Reducing residential bin sizes can encourage better waste practices and higher recovery rates for recyclable materials. However, **implementing these changes without corresponding penalties for kerbside recycling bin contamination could inadvertently increase contamination levels**, undermining the intended benefits.

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We recommend that council **regulation of kerbside bin sizes be limited to residential households**, as adjusting or regulating commercial bin sizes may have unintended operational impacts.

Licencing: Scope for Licencing

The proposed inclusion of **all commercial waste or recycling collectors handling over 10 tonnes per year**, including niche recycling streams, **requires careful consideration**. While this scope is comprehensive, it may unintentionally **disadvantage small-scale or niche collectors** (e.g., community groups, SMEs, or businesses handling specialized streams such as textiles, bottle tops, paper towels or scrap metal).

To mitigate these risks, we recommend:

- Introducing a **tiered licensing fee structure** based on diversion rates, tonnage, or volume collected. This would reduce the burden on smaller operators while maintaining oversight. Discounts could be provided to operators achieving PNCC's target diversion rates.
- Requiring licensed recycling collectors to verify that their materials are sent to **credible end markets**, preventing stockpiling or fraudulent recycling activities.

III. Recommendations for Event Waste Management

By Precycle NZ (independently)

Event Waste: Ensuring Council Leadership and Accountability

Council should, at a minimum, **meet the standards and best practices it sets** for event waste management. Precycle NZ has consistently achieved this at large events, delivering significant increases in waste diversion rates (>60%) while maintaining low contamination levels (below 20%). Facilities such as **Palmy Venues** (including expos, sports events, stock cars, and similar gatherings) should also be required to comply with these standards.

Strong case studies already exist for regulation, including successful enforcement of Waste Management and Minimisation Plans (WMMPs) for events in regions like Wellington and greater Wellington districts.

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Event Waste: Mandatory Enforcement and Tiered System

Currently, waste diversion at events is **encouraged rather than enforced**, which limits its effectiveness. The bylaw should include strong, enforceable wording to ensure compliance and **apply to all public and private events** in the city boundaries. To balance this with resourcing constraints for smaller events, we recommend a **tiered enforcement system**:

- **Small events (<500 attendees):** Waste diversion is **encouraged, with support** provided where needed.
- **Medium events (500–2,500 attendees):** Waste diversion is **mandatory, with monitoring** measures in place.
- **Large events (>2,500 attendees):** Should have **strict enforcement, with penalties for non-compliance** and robust monitoring of diversion and contamination rates.

For larger events (e.g., >2,500 attendees), penalties for failure to meet WMMP standards should be applied. Events that achieve low contamination rates could have **free recycling and compost disposal** if they meet specified contamination thresholds.

Event Waste: Support for Event Organisers and Vendors

To ensure fairness and practical implementation:

- **Guidance and Financial Support:** Council should provide clear guidelines for both community-funded and commercially run events. Financial support (e.g., subsidies) should be available for smaller, resource-limited events, especially where ticket sales cannot recoup costs.
- **Workshops and Education:** Education and engagement activities should be offered, including workshops for event managers and vendors on implementing WMMPs effectively.

Event Waste: Vendor Packaging Compliance and Accountability

The bylaw should place accountability on **vendors** to comply with waste diversion requirements:

- Only **certified compostable or approved recyclable packaging** should be used by vendors. This is particularly important for food trucks and commercial

17-8



vendors. Leniency or exemption could be allowable with discretion for community vendors, such as charity fundraisers (e.g., Lunar New Year events), where resourcing may be limited.

- Items like plastic lined **hot chip packaging and coffee cups** which are a consistent and problematic waste stream, should be addressed with clear enforceable standards.
- Non-compliance should be met with **penalties** or offset with positive **incentives**.

Event Waste: Contamination and Data Accountability

While diversion data is important, it must be paired with **contamination rate monitoring** to ensure meaningful outcomes. Many large events provide recycling bins but fail to control contamination, leaving the council to manage disposal costs when materials reach the MRF. WMMPs should include **litter control** as a requirement, and audits should assess both diversion and contamination rates.

Event Waste: Phased Implementation for Enforceability

To support effective uptake and prevent this being put on hold until the next bylaw review, we recommend a **staggered implementation** of the bylaw:

- **Year 1:** Strong encouragement, accompanied by communication campaigns and education for organisers and vendors.
- **Year 2:** Enforcement begins with audits and formal warnings for non-compliance.
- **Year 3:** Full enforcement, including penalties for non-compliance.

Event Waste: Piloting Reusables and Dishwashing Solutions

Precycle NZ successfully piloted a **dishwashing trailer** at the 2024 Festival of Colour. While this approach showed promise, challenges arose when reusables were discarded, misplaced, or damaged. There was a **positive response from vendors and public attendees, with an excitement to see this taking place more often**. For long-term viability, certified operators should be appointed to maintain and manage such equipment, minimizing ongoing costs. Relying on reuse initiatives as the main end goal of event waste management should not be the main focus as it is not appropriate for all event types.

17-9



Event Waste: Positive Reinforcement and Penalties

To encourage compliance:

- Events achieving low contamination rates should be **rewarded with free recycling and composting services**.
- Large events with high contamination rates should be subject to **finest** or penalties where sufficient effort to reduce contamination was not demonstrated.

Additional Waste Bylaw Recommendations

By Precycle NZ (independently)

As a significant contributor to the city's waste, **commercial waste should be included under its own new bylaw**, with encouragement (and eventual enforcement) towards diversion. Small businesses and SMEs should have support available from council to help them reduce waste, and to start a positive waste culture for business in Palmerston North. Large businesses should all be actively working towards waste minimisation.

Submission on the draft Waste Management & Minimisation Bylaw

Your contact details	
First name	Callum
Last name	Anderson
Organisation you represent	
Hearing	
Do you want to speak to Council in support of your submission?	No
Licensing commercial waste collectors	
Do you support the changes to the licensing provisions for commercial waste collectors?	No
Why do you say that?	
Reducing construction and demolition waste	
Do you support the proposal to require site waste management and minimisation plans for construction and demolition work?	No
Why do you say that?	
Managing waste at events	
Do you support the proposal to strengthen requirements for managing waste at events?	Yes
Why do you say that?	
Other changes and general comments	
How did you find out about this opportunity to have your say?	Social media

19-1**Submission on PNCC's Draft Waste Management and Minimisation Bylaw 2025**

From: Chris Teo-Sherrell

Email: 7(2)(a) Privacy

To: submission@pncc.govt.nz (put Draft Waste Management and Minimisation Bylaw in the subject line)

I wish to speak to Council about the draft bylaw. Preferred time – morning.

Due 24/1/2025

WMMP = Waste Management and Minimisation Plan

Words suggested to be deleted are shown with strikethrough while words suggested to be inserted are shown by underlining.

MAJOR MATTERS THAT I RECOMMEND BE RECONSIDERED AND AMENDED

Bylaw Part 3 - Licensing


1. As currently written Clause 9.1 would result in lawn-mowing contractors, arborists etc having to be licensed. Many would transport > 10t of divertible material (grass clippings, garden waste, tree chippings) a week, never mind a year. Similarly, some second-hand stores that collect goods from donors would also need a licence.
2. This is actually good because although these categories of waste transporters almost certainly divert material from landfill and put it to good use, licensing them would enable better data to be gathered. Having sound data is essential for us to know just how much waste is being generated and how much is being diverted from landfill.
3. However, the above-mentioned categories of waste transporters are clearly in a different category from those who simply collect mixed materials for disposal. Therefore, the licensing requirements for lawn-mowing contractors, arborists, second-hand stores etc should be considerably simpler than for those enterprises involved primarily in transporting mixed waste for disposal. Council could minimise the information requirements for the former and even provide an easy to fill out template to minimise the compliance effort required.

Bylaw Part 5 – Construction and Demolition WMMPs

4. Clause 13.1 includes
 - ‘applying for a building consent for building work over a specified estimated value’ as a criterion for requiring a WMMP.
5. This might be alright for pure construction work but it isn’t suitable for demolition, partial demolition, removal or alteration work because, although these are included in the Building Act 2004’s definition of building work (see <https://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306036.html>), many of these don’t require a building consent.
6. Schedule 1 of the Building Act lists a whole lot of exemptions to the requirement to obtain a consent (see <https://www.legislation.govt.nz/act/public/2004/0072/latest/DLM5770963.html#DLM5771812> and <https://www.building.govt.nz/projects-and-consents/planning-a-successful-build/scope-and-design/check-if-you-need-consents/building-work-that-doesnt-need-a-building-consent/technical-requirements-for-exempt-building-work>).
7. For example, Schedule 1 includes
 - ‘30 Demolition of detached building
 - The complete demolition of a building that is detached and is not more than 3 storeys.
 - 31 Removal of building element
 - The removal of a building element from a building that is not more than 3 storeys, provided that the removal does not affect—
 - (a) the primary structure of the building; or
 - (b) any specified system; or
 - (c) any fire separation.

but also signs, plinths, retaining walls, and certain playground equipment, small (10-30m²) buildings, carports, awnings, porches, verandahs, short span bridges, ground-mounted solar arrays, pole sheds and hay barns.
8. Yet these ‘building works’ are likely to be sources of considerable amounts of waste and divertible material. Indeed, they are likely to create more of it than is the construction of a typical house.
9. I recommend that PNCC apply different criteria to construction, alterations, removal and demolition in determining whether a WMMP is required. For straight construction, not involving removal, demolition or alteration, an estimated monetary value could be used but this wouldn’t make sense for the other forms of building work as they are likely to be substantially lower than for construction and highly variable.

19-3

10. A better criterion would be to use the amount of waste likely to be generated by an activity.
11. Council could use this for anyone applying for a building consent as well as those undertaking exempted building work, alterations, partial or complete demolitions or removals likely to generate more than, say, 100kg of waste.
12. There could be guidance provided on how much waste is typically in different buildings or parts of buildings - e.g. 10m² of wall, 1m² of concrete path, 20m² of concrete-tiled roof, brick chimneys in single storey buildings - and from this the amount of waste likely to be generated could be estimated.
13. BRANZ, the Building Research Association of NZ has
 - a) estimated the amount of waste typically generated by building projects, (see <https://www.branz.co.nz/reducing-building-material-waste/1-planning-for-waste-minimisation/developing-a-waste-minimisation-plan/> and )
 - b) a resource recovery facility locator with links to types of waste accepted (see <https://prod.branz.co.nz/reducing-building-material-waste/2-assessing-waste-streams/where-can-you-take-your-waste/>) and
 - c) guides and forms to help people minimise building waste (see <https://www.branz.co.nz/reducing-building-material-waste/3-managing-waste/> , <https://www.branz.co.nz/reducing-building-material-waste/toolbox/guides-and-plans/> , https://www.branz.co.nz/shop/catalogue/category/rebri-resources_63/ , https://www.branz.co.nz/shop/catalogue/rebri-waste-minimisation-plan_1098/ and https://www.branz.co.nz/shop/catalogue/rebri-waste-transfer-plan-pdf_1102/)
 - d) case studies (see, as examples, <https://www.buildmagazine.org.nz/assets/PDF/Build125-78-BRANZRefurbishment-RecyclingConstruction.pdf> and <https://www.branz.co.nz/reducing-building-material-waste/toolbox/featured-projects/te-w%C4%81nanga-o-raukawa-p%C4%81-reo/>).
14. New Plymouth District Council has it's own guide (see <https://www.npdc.govt.nz/media/bziontdn/npdc-construction-waste-reduction-guide.pdf>)
15. So it isn't as though PNCC would need to develop guidance from scratch. There's lots out there and other councils are already doing it.
16. So I recommend that Section 13 be replaced by

‘Construction and Demolition Waste Management and Minimisation Plans

13.1 Any person carrying out any building construction, alteration, deconstruction, demolition, partial demolition or removal work likely to generate more than 100kg of waste must submit to Council, and obtain Council's approval for, a construction, alteration, deconstruction, demolition or removal waste management and minimisation plan¹ before the construction, alteration, deconstruction, demolition or removal begins.

13.2 Any person carrying out construction, alteration, deconstruction, demolition or removal work that requires a plan under clause 13.1 must act in accordance with that plan once it is approved and be able to prove that that person has so acted².

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13.3 Failure to submit a construction, alteration, deconstruction, demolition or removal waste management and minimisation plan to Council in accordance with clause 13.1 or failure to act in accordance with an approved plan will constitute an offence against this Bylaw³.

13.4 The Council will record in the Administration Manual:

- a) The minimum information that a construction, alteration, deconstruction, demolition or removal waste management and minimisation plan must contain, and
- b) The requirements and responsibilities that the person submitting the construction, alteration, deconstruction, demolition or removal waste management and minimisation plan must meet before, during and after the construction, alteration, deconstruction, demolition or removal work is carried out.

Notes:

- 1. The Council will make available templates to assist people to prepare a construction, alteration, deconstruction, demolition or removal waste management and minimisation plan.
- 2. Provision of invoices/receipts for materials diverted from landfill and other written evidence are among the evidence that will be accepted as proof.
- 3. Besides being able to prosecute a person failing to act in accordance with an approved construction, alteration, deconstruction, demolition or removal waste management and minimisation plan, Council may also take the failure into account in any future applications for building consent or other permissions required.

Administration Manual Part 3 – Classification of Waste and Diverted Material

- 17. 'Approved Diverted Materials' should be added to the list of Prohibited Waste so that items listed as Approved Diverted Materials in the table on p7 of the Administration Manual would not then be allowed to be put into rubbish bags. This would be the logical complement to the requirement that only Approved Diverted Materials be put in recycling bins.
- 18. It would set the expectation that residents use Council's services to deal with their waste and divertible materials in the way intended, i.e. recyclable materials to be collected for recycling and not put into a landfill, compostable materials taken for composting, non-recyclable materials to be put for burial and not mixed with recyclable or compostable materials.
- 19. Of course, compliance with this would need to be monitored and enforced. This could be done at relatively low cost by inspecting a small sample of council's approved collection bags and recycling bins each day, rewarding those residents who are complying and using a progressive suite of actions (educative, then punitive) to encourage people who are not complying to do so. There is absolutely no need to inspect every bag or bin.

19-5

Sampling with plenty of publicity is likely to get virtually everyone complying especially using associated rewards and penalties.

20. This approach also means that when a food waste collection is instituted, food waste can simply be added to the list of Approved Divertible Materials and no further change to the Bylaw or Administration Manual will be required. It also means that valuable materials won't be put into landfill.
21. Of course, there should be an allowance for very small amounts of divertible materials in waste collection bags as people sometimes make mistakes despite good intentions and sometimes recyclables are so contaminated as to become unsuitable for recycling etc.

Administration Manual Part 5 - Commercial Waste Collector Licence – Terms and Conditions

22. Because customers of commercial waste collectors are even more responsible for the mixing of recyclable and non-recyclable waste than are those who use Council's services, the above rules should apply to them also. This is not only to minimise the amount of waste being landfilled but also to create a level playing field among all collectors of waste which operate in the city.
23. To achieve this, one of the conditions of licensing commercial collectors should be that they institute rules that parallel those mentioned above (paragraphs 17 to 21), requiring their customers to not put approved divertible materials or other prohibited waste in their waste bins as well as putting only approved divertible materials into any recycling bins they provide.
24. Monitoring of the compliance of customers of commercial waste collectors should be carried out by Council but paid for by the commercial waste collectors so that it is cost neutral to ratepayers.
25. A different aspect that should also be added to the conditions of commercial waste collectors is that they collect waste and divertible materials only in areas approved by Council.
26. Council could then divide the city up with the different collectors collecting waste and divertible materials from all properties, including both those who have contracted with them and those who haven't, in the area they are licensed to collect from, but not from any other area.
27. In this way, costs for collectors would be decreased and the number of heavy vehicle movements along streets would be minimised.
28. Companies would still be free to solicit customers from all over the city and residents would still be free to contract with any collector they choose. It almost certainly makes no difference to customers whether their waste and recycling is collected by a red truck or a

19-6

white truck. And all the material goes to the same places (Matthews Ave transfer station or the Awapuni Resource Recovery Centre) anyway so it also shouldn't matter who actually collects it.

29. Obviously, the areas should be proportional in size to the number of customers an operator has. It would be unfair to expect a company with 2000 customers to have to collect from an area with 10,000 properties. The size of the areas could be adjusted annually upon the companies providing the Council with the number of customers they have (this would need to be auditable information).
30. An alternative along the same lines to help achieve separation of divertible and non-divertible waste and to gain efficiencies is for commercial collectors to only collect non-divertible waste in areas allocated to them while Council collects only divertible waste from the entire city. This would mean that all operators would not have to bear the cost of having different equipment suited to collection of all different types of waste.

Continued on next page.

19-7**MINOR CHANGES THAT WOULD IMPROVE THE BYLAW AND ADMINISTRATION MANUAL****Bylaw Part 1**

31. In clause 5.1 (Definitions) and at all other places where it occurs in the Bylaw and Administration Manual, the word 'diverted' should be changed to 'divertible' since they are able to be diverted from landfill rather than having been diverted from it.

32. Also, in the definition of diverted material it would be better to replace

'This includes material able to be recycled'

with

'This includes material :

- able to be recycled, composted or otherwise processed into useful substances in Palmerston North or Manawatu, or

- for which there are enterprises in Palmerston North or Manawatu involved in supplying the material to recyclers elsewhere, or

- which is given away or sold for reuse.'

because recycling is but one way to divert material from landfill.

Bylaw Part 2

33. Clause 6.1 ends with

'The Council's kerbside collection areas are shown in the Administration Manual'.

I recommend that the part of the Administration Manual being referred to be expressed more specifically here and wherever else in the Bylaw that references to the Administration Manual are made. It was done in clause 5.1 (the Definitions clause) and other places and it would make the task of finding and understanding things easier if this good practice was used throughout the Bylaw. For example, clause 6.1. could end with

'The Council's kerbside collection areas are shown in Part 3 of the Administration Manual'.

Bylaw Part 5 – Unsolicited Mail

34. Please note that there are two parts of the Bylaw headed Part 5 – Construction and Demolition Waste, and Unsolicited Mail. Relabelling of this and subsequent parts is required.

Bylaw Part 6 - Events

35. It would be better if clause 16.3 specified a maximum number of working days (say, 5) after receiving an application to hold an event by which Council would have to provide notice of whether or not the applicant is required to prepare an Event Waste Management and Minimisation Plan rather than saying it will provide at least 20 working days notice prior to the event. Event organisers have so many things to deal with so it would help them to schedule their work if they know as early as possible exactly what they are required by Council to do.
36. The final sentence of clause 16.4 should be rewritten as

'The outcomes of that assessment may be considered when determining whether the event organiser is given permission to use Council land for that event, or to receive Council funding ~~whether Council funding is granted for that event~~ in the future'.

as the assessment is of the event that has been held already and should be used to guide decision-making about future events that the organiser may want to hold.

Bylaw Part 7 - Administration

37. Clause 17.4(d) needs to include the provision of kerbside collection service and whether behaviour meets the threshold of 3 strikes procedure as well as having the words 'withdrawal or removal' replaced by 'revocation' consistent with clauses 9.6 and 18.5. So clause 17.4(d) could read:

'Make decisions regarding whether failure to comply with the conditions of the kerbside collection is serious enough to warrant a 'strike' being registered against the property and regarding amendment, suspension, withdrawal or removal or revocation of a permit or licence.'

Alternatively, and probably better, these two elements could be put into separate subclauses (d) and (e).

38. Clause 22.1(b) refers to both amendment, suspension and withdrawal but not revocation or revoke as used in clauses 9.6 and 18.5 (and suggested above for clause 17.4d). Consistency of wording is valuable in a document such as a Bylaw.

Bylaw Part 8 - Enforcement

39. Clause 23.1 has incorrect reference to clauses 19-21. Should be 20-22.

Administration Manual Part 2 Standard Conditions for Council Kerbside Collection and Waste and Diverted Materials Facilities

40. The Conditions for Waste Collection (rubbish bag collection) could be improved by :

- a. Making Condition 2 for Waste Collection parallel to Condition 12 for Divertible Materials Collection, i.e. Replace 2. with

'2a. The approved collection bag must be placed for collection outside the property no later than 7.30am on collection day.'

'2b. The approved collection bag must be placed for collection on the berm or verge, or if there is no berm or verge, immediately adjacent to the kerb outside the property from which the bag originates and be visible from the roadway but must not impede pedestrian or vehicular traffic.'

'2c. Where it is not safe or not practical to place the approved bag in accordance with 2b or to collect it from that place, the Council may require the approved collection bag to be placed in an alternative location specified by the Council.'

'2d. The property occupier remains responsible for any waste that may escape (for example, due to interference by animals) from the collection bag before it is collected. This means the occupier must pick up any waste that has come out of the bag and put it back in that or another approved collection bag.'

- b. Dividing Condition 4 for Waste Collection into two and specifying the timeframe for removal of an uncollected bag analogous to condition 17 for wheelie bins and crates, i.e.

'4a) The Council may refuse to collect an approved collection bag if the above conditions are not met.'

'4b) In the event of non-collection of an approved collection bag because the above conditions have not been complied with, the occupier of the property must remove the collection bag from the ~~berm or verge~~ outside the occupier's property by 8pm and either store it on the property until the next collection day or take it to a transfer station.'

- c. Adding a condition for Waste Collection analogous to condition 4 for wheelie bins concerning who may deposit anything into, or remove anything from, an approved collection bag placed outside a property, i.e.

'5. Once an approved collection bag has been placed outside a property for collection, no person other than the occupier of the property from where the bag originated or an authorised officer may deposit anything into the bag or remove anything from it.'

- d. Adding a condition for Waste Collection analogous to condition 20 for approved collection containers concerning determining the level of compliance with the condition pertaining to rubbish bags, i.e.

'6. The Council reserves the right to determine the level of compliance with these terms and conditions that justifies the non-collection of an approved collection bag. In determining the level of compliance with these terms and conditions, the

19-10

Council will have regard to the type and amount of prohibited materials in the approved collection bag (a negligible amount may not warrant non-collection).'

41. The Conditions for Diverted Material Collection ("wheelie bin and glass crate") could also be improved by:

- a) clarifying and making consistent reference to the location where the wheelie bin or glass crate must be placed for collection
- b) removal of redundant words from condition 7
- c) rationalising conditions 12-14.

The following would achieve these improvements:

'4. Once it has been placed ~~on the berm or verge~~ outside the property for collection, no person other than the occupier of the property or an authorised officer may deposit into, or remove anything from, an approved collection container'

and

'7. Approved collection containers ~~for approved diverted materials~~ are allocated to ...'

and

'12 The approved collection container must be

- a) placed outside the property no later than 7.30am on collection day.
- b) placed for collection on the berm or verge or, if there is no berm or verge, adjacent to the kerb, facing the roadway outside the property from which the container originates and be visible from the roadway but must not impede pedestrian or vehicular traffic.
- c) Where it is not safe or not practical to place the approved collection container in accordance with 12b or to collect it from that place, the Council may require the approved collection container to be placed in an alternative location specified by the Council.'

and delete 13 and 14, and.

'19. The Council may refuse to collect an approved collection container if the above conditions are not met. In the event of non-collection of an approved collection container the occupier of the property must remove the collection container from ~~the berm or verge outside the property to which it is allocated~~ and store the container on that ~~the property to which it is assigned~~ by 8pm on the collection day.'

42. On another aspect of Part 2, I doubt that Condition 9 of the Diverted Materials Conditions is consistent with Condition 8. If the approved collection containers are, as stated,

supplied direct to the property occupier and for the use of the property occupier, it seems likely that a Court would find it unreasonable to hold the property owner liable for the cost of replacing or repairing any missing or damaged container.

43. The Conditions for use of Waste and Diverted Material facilities need an additional condition analogous to Condition 2 for Diverted Materials Collection concerning what may be deposited there, such as the following:

‘5. Only approved divertible material (see Table in Part 3 of this Administration Manual) or materials specifically listed on a sign at a diverted materials facility may be deposited at a diverted materials facility.’

44. **Administration Manual Part 3 – Classification of Waste and Diverted Material**

45. Under Prohibited Waste, lithium batteries should be specifically mentioned because of the explosion and fire risk they pose despite many people not thinking about this. They are a growing part of the waste stream and pose serious safety risk for both people and machines.

46. The paragraph above the table of Approved Divertible Materials on page 7 of of the Administration Manual says

‘A cross indicates that the material is not accepted in the Council kerbside collection service or at the waste and diverted materials facilities. Materials in bold may incur a charge for disposing those items.’

but in the table, Xs are in bold while the ✓ is not which gives a confused message – the items aren’t accepted but they are charged for and the item is accepted but not charged for. I suggest the ticks in the rows where there are bold Xs should be in bold and the Xs should not be (or just bold the words in the materials column).

47. In the notes under the table of approved diverted materials each of the first three notes should begin with the words ‘Placed in the’.
48. On page 8 of the Administration Manual, light bulbs and batteries should be removed from the list of ‘Prohibited diverted materials’ as that information is given in the table of approved diverted materials.
49. On the second paragraph of p10 of the Administration Manual, the ‘either’ should be removed.
50. The maps on p15 and 16 of the Administration Manual showing the Thursday and Friday Council kerbside collection areas both include George Pannill Reserve adjacent to the Esplanade. A reserve by that name exists in Auckland but not, as far as I am aware, in PN.

19-12

Administration Manual Part 4 – Policy flowchart for council kerbside collection service enforcement

51. The three strikes chart on p22 of the Administration Manual should be modified so that people who put incorrect materials in the approved collection containers receive more guidance on the correct use of the containers as follows:
- a. The first strike notice should be accompanied by a simple pictorial information sheet showing what things are allowed to be put in the containers, an invitation to contact the council if more guidance is needed as well as a link to the relevant PNCC webpage.
 - b. The second strike should result in a visit to the property by a council officer to discuss the use of the approved collection containers with an invitation to visit the Awapuni resource recovery centre so that they can see the workers sorting the materials delivered there. Those who take up the invitation should have one strike removed from their tally but this could only be done once for an occupier.
 - c. The third strike should result in the offenders being given the option of paying a \$150 penalty fee, spending a morning working on the sorting line at the Awapuni resource recovery centre or having their collection service suspended.
52. I believe this more graduated approach, coupled with offenders being able to experience what it is like sorting approved divertible material (including separating it from material which is not approved divertible material), is more likely to result in them using their approved collection containers appropriately than does the current approach.

Administration Manual Part 5 – Commercial waste collector licence – terms and conditions

53. As a result of the changes proposed in Points 3-4 of this Part, the wording of Point 5 needs updating as follows:
- ‘The Council reserves the right to audit the information reports provided by the licence holder. For audit purposes, the licence holder will be required to grant Council or its designated contractor access to records and data information reasonably necessary to validate the information reports provided ~~in accordance with the terms and conditions of the licence.~~’
54. The word ‘material’ in point 7 should be changed to ‘information, records and data’ to accord with the words used in Points 3-4.

Part 6 – Terms and conditions for Events Waste Management and Minimisation

55. In point 1b ‘tetra packs’ should be removed given PNCC provides recycling opportunity to recycle these and the word ‘should’ after ‘tetra packs’ and after ‘organiser’ should be changed to ‘must’. i.e.

19-13

'b. Requiring event participants to use only recyclable or reusable materials for packaging, or serveware, and cutlery wherever possible. Non-recyclable packaging materials and single-use serveware and cutlery made of, or incorporating, such as foil or foil lined packaging or polystyrene ~~or~~ Styromfoam containers or cups and wax-lined paper cups or tetra packs must not be used by participants at events and the event organiser must ~~should~~ communicate this to the event participants.'

56. Point 4 should have added the requirement of event organisers to provide to Council summary information (along with the data and records on which this is based) concerning the amount of waste and divertible material collected at an event.

Thank you.



23 January 2025

Draft Waste Management and Minimisation Bylaw
Palmerston North City Council
Private Bag 11034
Manawatu Mail Centre
Palmerston North 4442

Attn: Peter Ridge
Senior Policy Analyst

Dear Sir

Submission on the Palmerston North City Draft Waste Management Plan and Minimisation Bylaw and Administration Manual

Thank you for the opportunity to submit on the Palmerston North City Draft Waste Management Plan and Minimisation Bylaw and Administration Manual.

Enviro NZ Services Limited ("Enviro NZ") is a national waste service provider. Enviro NZ has 62 operating sites throughout New Zealand. Sites include collections depots, materials recovery facilities, transfer stations, cleanfill, landfills and solid and liquid hazardous waste treatment facilities. Enviro NZ operates approximately 600 vehicles and has 1100 staff.

Enviro NZ operates the following waste management facilities that service Palmerston North:

- Enviro NZ Collections and Waste Transfer Depot, at 31 Matthews Avenue, Takaro.
- Bonny Glen landfill in partnership with Waste Management Ltd, operating as Midwest Disposals.

Enviro NZ also owns and operates a hazardous waste treatment facility in Auckland where some of the waste from Palmerston North is treated before disposal.

As a general comment, Enviro NZ supports the Council's WMMP vision of minimising all waste and its impact on the environment, with the bylaw helping to implement this vision.

In respect of the Council's proposed Bylaw we have the following comments -

Construction and Demolition Waste

Enviro NZ supports that part of the bylaw requiring construction sites over a specified value providing a Construction and Demolition Waste Management and Minimisation Plan (CDWMMP). However, with respect to a CDWMMP, Enviro NZ considers this will require a public education programme to be effective on implementation. Most developers are not aware that there is a benefit in costs to construction waste minimisation. A recent study in Auckland identified that the benefit/cost ratio for construction waste reduction and reuse was 2.83 and recycle and recovery was 2.27, showing costs would more than be offset by the benefits.

While there is no detail in the Administration Manual on the specified content of a CDWMMP, this should be a templated plan which the stakeholders can easily engage with and utilise. Responsible waste management companies should be authorised to write the content of these templated plans given their knowledge of the local markets and uses for recycled and recovered demolition material. For example, it is recognised that most forms of polystyrene cannot be recycled in the Palmerston North area. As part of the process, demolition audits would be carried out specifying approximate volumes of material that can be reused.

Commercial Waste Collector Licences- Terms and Conditions

Enviro NZ supports the licencing of commercial waste collectors. However, some clauses, we believe, require amendment to ensure fairness. The issues and any proposed amendments are detailed below.

Reporting and Auditing

Enviro NZ supports the use of high-quality data to track progress under Part 5(3) and (4) of the Administration Manual. External data collection using waste bylaw provisions will assist in measurement of waste quantities, however Enviro NZ is concerned how the waste types **will be defined by Council** under Clause 4(a). Ensuring the waste types are standardised terms that are known to the waste industry nationally will assist in providing a workable set of rules. Collaboration with MfE and the waste industry is vital to define the waste types, as becoming too detailed

may be costly to obtain the data and require waste surveys to determine co-mingled waste types.

Similarly, Enviro NZ queries the wording under 4(b) to ensure that the “*source collection type of the waste*” is interpreted correctly. It is assumed that this refers to ‘residential’, ‘commercial’ industrial’ as broadly categorised by land zoning but the wording could be clearer for ease of interpretation.

Compliance with Standards

Enviro NZ does not support the wording under 10(a) and 10(b) of the proposed insertions to the bylaw. The objective of the bylaw is to support the Council’s Waste Management and Minimisation Plan and minimise the risk of nuisance.

We consider that controlling the types of waste containers a licensee can have through a licence system does not accord with this objective as it will not allow for different containers to be used for different collection situations, where a combination of containers, for example, may best suit the layout of a particular site or waste stream. Responsible operators will also make sure that full health and safety considerations are being adhered to with respect to the type of container and the weight it carries, as there are severe penalties under the Work Safe Act for breaching these considerations. The conditions are considered to “double up” on this legislation. Furthermore, there are standard types of containers for safe handling at a transfer station and therefore a restriction on container type/size is unnecessary.

We are also concerned that unfair advantages may be given to one waste company over another depending on the licence conditions restricting containers and time of trade. Where is the criteria for these conditions and how will they be applied? Equally across the city to the different land uses which require different collection approaches?

Restrictions on the permitted days and times that materials can be collected is of concern. If Clause 10(b) were applied to Council kerbside collections, then the intent of the clause is understood, whereby the runs are defined on the Council website and the licensee must accord with those times. However, for commercial and private collections, we feel that the aim of this clause is better controlled through the noise

provisions of the District Plan. Waste collection operators currently provide a service that meets these noise provisions and the requirements of the customer. It is not considered that further regulation is necessary.

We therefore suggest the following amendments to Clause 10(a) and (b) which would reflect the nature of each licensee's business without restricting trade unduly:

Compliance with standards

10. The licensee must comply with any standards set by the Council as detailed in the licence, including (but not limited to):

- a. *Types of waste collected and vehicle fleet characteristics to carry out collections*
Requirements for approved collection containers (such type of container, weight, size and capacity, and the types of material that are appropriate for collection in that container);
and
- b. *Requirements relating to permitted days on or times in which the waste or diverted materials can be collected* *for residential kerbside collections.*

Conclusion

In summary, Enviro NZ generally supports the majority of Council's proposals in the Palmerston North City Draft Waste Management Plan and Minimisation Bylaw and Administration Manual with the exception of the Compliance with Standards section 10 of the Administration Manual.

Enviro NZ would like the opportunity to be heard in support of this submission.

Yours sincerely



Laurence Dolan
Environmental Manager

m **7(2)(a) Privacy**

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Mike Downer
Head of Operations – Lower North Island

m **7(2)(a) Privacy**

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Enviro NZ | Private Bag 92810, Penrose | Auckland 1642
31 Matthews Avenue, Palmerston North, New Zealand

Procedure Sheet Hearing of Submissions

Presenting your submission	<p>You have indicated a wish to present your submission before a Committee of Councillors; you can do this either in-person or online. You may speak to your submission yourself or, if you wish, arrange for some other person or persons to speak on your behalf.</p> <p>We recommend that you speak to the main points of your submission and then answer any questions. It is not necessary to read your submission as Committee members have a copy and will have already read it.</p> <p>Questions are for clarifying matters raised in submissions. Questions may only be asked by Committee members, unless the Chairperson gives permission.</p>
Time Allocation	<p>10 minutes (including question time) will be allocated for the hearing of each submission. If more than one person speaks to a submission, the time that is allocated to that submission will be shared between the speakers.</p>
Who will be there?	<p>The Strategy & Finance Committee will hear the submissions. The Committee comprises of Elected Members as identified on the frontispiece of the Agenda.</p> <p>There will also be other people there who are presenting their submission. The Hearing is open to the media and the public.</p>
Agenda	<p>An Agenda for the meeting at which you will be speaking will be publicly available at least two working days prior to the meeting. It will be published on the Palmerston North City Council website (Agendas and minutes) and available to view at the Customer Service Centre. The Agenda lists the submissions in the order they will be considered by the Committee, although there may be some variation to this.</p>
Venue	<p>The meeting will be held in the Council Chamber, First Floor, Civic Administration Building, Te Marae o Hine, 32 The Square, Palmerston North.</p> <p>The Council Chamber will be set out with tables arranged appropriately. You will be invited to sit at the table with the Councillors when called.</p>

Tikanga Maori	You may speak to your submission in Maori if you wish. If you intend to do so, please contact us no later than four days before the date of the meeting (refer to the 'Further Information' section below). This is to enable arrangements to be made for a certified interpreter to attend the meeting. You may bring your own interpreter if you wish.
Visual Aids	A whiteboard, and computer with PowerPoint will be available for your use. We prefer you notify us before the day if you will require these.
Final Consideration of Submissions	Final analysis of submissions will be at the ordinary meeting of the Strategy & Finance Committee on 28 May 2025. The media and public can attend these meetings, but it will not be possible for you to speak further to your submission or participate in the Committee deliberations.
Changes to this Procedure	The Committee may, in its sole discretion, vary the procedure set out above if circumstances indicate that some other procedure would be more appropriate.
Further Information	If you have any questions about the procedure outlined above please contact Natalya Kushnirenko, Governance Administrator, phone 06 356 8199 extension 7106 or email natalya.kushnirenko@pncc.govt.nz .

PRESENTATION

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Presentation - Kia Toa Rugby Football Club Incorporated

RECOMMENDATION TO STRATEGY & FINANCE COMMITTEE

- 1. That the Strategy & Finance Committee receive the presentation for information.**
-

SUMMARY

Ray Swadel, Life Member and Clubrooms Project Manager, Kia Toa Rugby Football Club Incorporated; Monika Puri, Principal "242am" Architects and Teri Wikiriwhi, Associate / Cultural Advisor "242am" Architects, will speak to the Club's request to Council for a land lease at Bill Brown Park and present their project to build clubrooms at the site.

ATTACHMENTS

NIL

PALMERSTON NORTH CITY COUNCIL

Minutes of the Strategy & Finance Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 13 November 2024, commencing at 9.03am

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

Councillor Lorna Johnson entered the meeting at 9.18am during consideration of clause 48. She was not present for clauses 46 and 47.

Councillor Rachel Bowen left the meeting at 11.00am during consideration of clause 51. She entered the meeting again at 11.31am during consideration of clause 51.

Councillor Patrick Handcock left the meeting at 12.10pm during consideration of clause 53. He entered the meeting again at 12.15pm during consideration of clause 54. He was not present for clause 53.

Karakia Timatanga

Councillor Debi Marshall-Lobb opened the meeting with karakia.

46-24 Apologies

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 46-24 above was carried 14 votes to 0, the voting being as follows:

For:

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

47-24 Confirmation of Minutes

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the minutes of the Strategy & Finance Committee meeting of 14 August 2024 Part I Public be confirmed as a true and correct record.

Clause 47-24 above was carried 13 votes to 0, with 1 abstention, the voting being as follows:

For:

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

Abstained:

Councillor Patrick Handcock.

48-24 Quarterly Performance and Financial Report - period ending 30 September 2024

Memorandum, presented by Scott Mancer, Manager - Finance and John Aitken, Manager - Project Management Office.

Officers noted the Quarterly Report was missing one page from the attachments. This funding section was referenced in the memorandum. It was tabled and is attached to the minutes.

Councillor Lorna Johnson entered the meeting at 9.18am.

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Quarterly Performance and Financial Report – period ending 30 September 2024', and related attachments, presented to the Strategy & Finance Committee on 13 November 2024.

The **COMMITTEE RECOMMENDS**

2. That Council approve the adjustments to activities due to an internal realignment per Attachment 4 - Realignment Budget Variations.

Clause 48-24 above was carried 15 votes to 0, the voting being as follows:

For:

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

49-24

Treasury Report - quarter ending 30 September 2024

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

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee note the performance of Council's treasury activity for the quarter ending 30 September 2024.

Clause 49-24 above was carried 15 votes to 0, the voting being as follows:

For:

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

50-24

Local Water Done Well Funding Reallocation

Report, presented by Scott Mancer, Manager - Finance and Julie Keane, Transition Manager.

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RECOMMENDS**

1. That Council approve the reallocation of \$928,503 Department of Internal Affairs funding for Better Off Funding from Programme 1054 – Ashhurst Water Quality Improvements to Local Water Done Well Transition Support in the Wastewater operating budget, subject to DIA approval.
2. That Council note that the capital expenditure budget for programme 1054 was reduced at the Council meeting on 6 November 2024.
3. That Council increase the Wastewater operating budget for both revenue and expenditure by \$306,672 in the 2024/25 Financial Year for Transition Support.
4. That Council refer to the Annual Budget process a revenue and expenditure budget of \$621,831 for Transition Support for the 2025/26 Financial Year.
5. That Council agree that \$928,503 will be spent across the 2024/25 and 2025/26 Financial Years and that any unspent funding in 2024/25 will be adjusted via carry forwards at 30 June 2025.

Clause 50-24 above was carried 15 votes to 0, the voting being as follows:

For:

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

The meeting adjourned at 10.08am.
The meeting resumed at 10.26am.

51-24 Palmerston North City District Plan: Proposed Plan Change I - Increasing Housing Supply and Choice

Memorandum, presented by Jono Ferguson-Pye, City Planning Manager, Sarah Jenkin, Consultant Planner and Dave Charnley, Senior Urban Designer.

Councillor Rachel Bowen left the meeting at 11.00am and entered the meeting again at 11.31am.

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee approve for public consultation Palmerston North City District Plan: Proposed Plan Change I – Increasing Housing Supply and Choice (Attachment 4), under clause 5, schedule 1 of the Resource Management Act 1991.

Clause 51-24 above was carried 15 votes to 0, the voting being as follows:

For:

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

52-24 Elected Member Expenditure 2023/24

Memorandum, presented by Scott Mancer, Manager - Finance.

After discussion, Elected Members requested more regular reporting.

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Elected Member Expenditure 2023/2024', presented to the Strategy & Finance Committee on 13 November 2024.
2. That Elected Member expenses, including Mayor and Deputy Mayor expenses, be reported quarterly to the Strategy & Finance Committee or equivalent.

Clause 52-24 above was carried 14 votes to 0, with 1 abstention, the voting being as follows:

For:

Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Brent Barrett, Patrick Handcock, Leonie Hapeta, Lorna Johnson, Orphée Mickalad, William Wood, Kaydee Zabelin, Debi Marshall-Lobb, Rachel Bowen, Roly Fitzgerald and Billy Meehan.

Abstained:

The Mayor (Grant Smith).

53-24 Deliberations - Draft Dangerous, Affected, and Insanitary Buildings Policy 2024

Report, presented by Lili Kato, Policy Analyst.

Councillor Patrick Handcock left the meeting at 12.10pm.

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee receive the submissions relating to the Draft Dangerous, Affected, and Insanitary Buildings Policy 2024 (Attachment 3).

The **COMMITTEE RECOMMENDS**

2. That Council adopt the Dangerous, Affected, and Insanitary Buildings Policy 2024 (Attachment 1).
3. That Council rescind the Dangerous and Insanitary Buildings Policy 2006.

Clause 53-24 above was carried 14 votes to 0, the voting being as follows:

For:

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

54-24 Draft Waste Management and Minimisation Bylaw - approval for consultation

Report, presented by Peter Ridge, Senior Policy Analyst.

Councillor Patrick Handcock entered the meeting again at 12.15pm.

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee agree for public consultation the draft Waste Management and Minimisation Bylaw and Administration Manual (as shown in Attachment 1).

Clause 54-24 above was carried 15 votes to 0, the voting being as follows:

For:

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

55-24 Policy and bylaw work programme 2024-2027

Memorandum, presented by Julie Macdonald, Manager Strategy and

Policy.

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee receive the report titled 'Policy and bylaw work programme 2024-2027', presented to the Strategy & Finance Committee on 13 November 2024.

Clause 55-24 above was carried 15 votes to 0, the voting being as follows:

For:

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

The Chair deferred the following report to the next Strategy & Finance Committee meeting on 26 February 2025:

- Small vehicle fleet ownership and long-term lease investigation results

56-24 Public Notification of a Community Occupancy Lease to Manawatū Racing Pigeon Club Incorporated

Public Notification of a Community Occupancy Lease to Manawatū Woodworkers Guild Incorporated

Reports presented by Bill Carswell, Manager Property and Resource Recovery (Items 16 and 17 were taken together).

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee continue to support Manawatū Racing Pigeon Club Incorporated by notifying the public of its intention to grant community occupancy of Council land at 53 Totara Road, Palmerston North in accordance with the Support and Funding Policy 2022.
2. That the Committee note the land affected by the community occupancy of Manawatū Racing Pigeon Club Incorporated is described as Part Lot 2 DP 2003.

1. That the Committee continue to support Manawatū Woodworkers Guild Incorporated by notifying the public of its intention to grant community occupancy of Council Land at 38 Featherston Street, Palmerston North in accordance with the Support and Funding Policy 2022 and Section 54 of the Reserves Act 1977.
2. That the Committee note the land affected by the community occupancy of Manawatū Woodworkers Guild Incorporated is described as Part Lot 13 DP2938 and Lot 2 DP605123.

Clause 56-24 above was carried 15 votes to 0, the voting being as follows:

For:

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

57-24

916 Tremaine Avenue (part of Vautier Park) - Proposal to grant lease of Council land to Red Sox Sports Club Incorporated

65 Totara Road - Proposal to grant lease of Council land to Manawatū Amateur Radio Society Branch 20 NZ Art Incorporated

Memorandums presented by Bill Carswell, Manager Property and Resource Recovery (Items 18 and 19 were taken together).

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Strategy and Finance Committee grant a lease for the land at 916 Tremaine Avenue (part of Vautier Park) Palmerston North described as *Part Section 249 TN of Palmerston North* to Red Sox Sports Club Incorporated, in accordance with section 54 of the Reserves Act 1977 and Council's Support and Funding Policy.
1. That the Strategy and Finance Committee grant a lease for the land at 65 Totara Road, Palmerston North described as Lot DP 26198 to Manawatū Amateur Radio Society Branch 20 NZ Art Incorporated, in accordance with Council's Support and Funding Policy.

Clause 57-24 above was carried 15 votes to 0, the voting being as follows:

For:

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

58-24

Committee Work Schedule

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Strategy & Finance Committee receive its Work Schedule dated November 2024.

Clause 58-24 above was carried 15 votes to 0, the voting being as follows:

For:

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

Karakia Whakamutunga

Councillor Debi Marshall-Lobb closed the meeting with karakia.

The meeting finished at 12.41pm.

Confirmed 26 February 2025

Chair

MEMORANDUM

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Roxburgh Crescent Land Classification - Summary of Submissions

PRESENTED BY: Aaron Phillips, Activities Manager - Parks

APPROVED BY: Chris Dyhrberg, General Manager Infrastructure

RECOMMENDATION TO STRATEGY & FINANCE COMMITTEE

1. That the Committee receive the memorandum titled 'Roxburgh Crescent Land Classification - Summary of Submissions' presented to the Strategy & Finance Committee on 26 February 2025.
-

1. ISSUE

- 1.1 Council has consulted on classifying the accessway portion of Part Lot 2 DP 60866 as road reserve and the bulk of the parcel, on and over the Manawatū River stopbank as recreation reserve.
- 1.2 Two submissions have been received. This memorandum summarises the consultation and submissions received on the land classification proposal.

2. BACKGROUND

- 2.1 Council is currently progressing two pieces of work at Roxburgh Crescent:
 - a) a District Plan change to re-zone the current industrially zoned land to Residential (Resource Management Act 1991)
 - b) classification of Council owned parcel of land, (Part Lot 2 DP 60866) to a road and recreational reserve (Reserves Act 1977)

While the two pieces of work are closely aligned, this report considers the submissions received from the consultation on the land classification (b above).

- 2.2 Council has been preparing a plan change for the industrially zoned land at Roxburgh Crescent, to rezone it to Residential. Within and adjacent to the plan change area Council owns a parcel of land, Part Lot 2 DP 60866, that has not had a purpose classified. This is the matter under consideration at today's meeting.

2.3 Council received a [report](#) to notify the proposed Plan Change E: Roxburgh and this proposal to classify the Council owned Part Lot 2 DP 60866 at the 14 August 2024 Strategy and Finance Committee meeting.

3. CONSULTATION

3.1 The consultation period was from 18 October to 19 November 2024.

3.2 A [webpage](#) including an online submission form was published on the Council website. Links to the consultation page were provided from the Plan Change [webpage](#) as well.

3.3 A public notice was published in the Manawatū Standard on 18 October 2024.

3.4 The proposed classification was included in a letter sent out in October 20024 that also covered the Plan Change. The letter was sent to properties the area bounded by Albert St to Ruahine Street and Ferguson Street to the River as shown in Figure 1. The letter also went to parties that submitted as part of the Plan Change consultation – which included other councils, government ministries and Iwi.

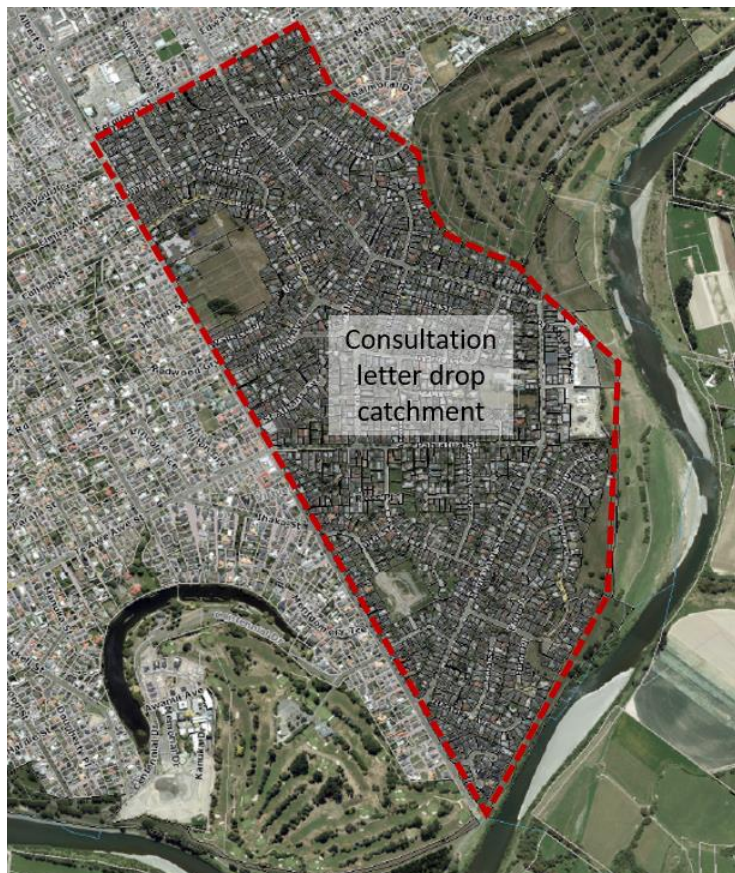


Figure 1: Letter drop catchment

4. SUMMARY OF SUBMISSIONS

4.1 Two submissions were received on the land classification proposal.

1. Submission 1 supported the classification but requested it be postponed until after the plan change in order to manage operational and health and safety risk for the surrounding property holder.

Council Comment:

Officers note that for the certainty and clarity for the Plan Change process, Council needs to decide on the land classification before the Plan Change is heard by independent commissioners.

The submitter's requests can be met by making the implementation of a classification (if approved) subject to/conditional on the Plan Change approval and subdivision occurring in a manner that ensures the road portion of the proposed classification is contiguous with a vested road reserve at the time of subdivision.

2. Submission 2 makes points that relate to the Plan Change matters and as such was referred on to that process. The submission did not directly comment on the proposed reserve classification, but the submitter has also requested to be heard here.

5. NEXT STEPS

5.1 Report to Council for a decision on the proposed classification after considering points raised in the hearings alongside the written submissions, through a deliberations report on the matter.

6. 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 objectives?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
<p>The recommendations contribute to:</p> <p>Whāinga 1: He tāone auaha, he tāone tiputipu Goal 1: An innovative and growing city</p>	

<p>The recommendations contribute to this plan:</p> <p>15. Mahere whare</p> <p>15. Housing Plan</p> <p>The objective is:</p> <ul style="list-style-type: none"> • Implement the National Policy Statement on Urban Development Capacity • Rezone Roxburgh Crescent 	
<p>Contribution to strategic direction and to social, economic, environmental and cultural well-being</p>	<p>Proposed Plan Change E, and in conjunction with that, classifying this parcel of land as road and recreational reserve, will assist Council in meeting its obligations to ensure there is sufficient development capacity to meet projected demand, which will assist with improving housing affordability and being responsive to growth.</p>

ATTACHMENTS

Nil

MEMORANDUM

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Draft Waste Management and Minimisation Bylaw 2025 - Summary of Submissions

PRESENTED BY: Peter Ridge, Senior Policy Analyst

APPROVED BY: David Murphy, General Manager Strategic Planning

RECOMMENDATION TO STRATEGY & FINANCE COMMITTEE

1. That the Committee receive the memorandum titled 'Summary of Submissions: Draft Waste Management and Minimisation Bylaw 2025' presented to the Strategy & Finance Committee on 26 February 2025.
-

1. ISSUE

- 1.1 The Council received 20 submissions on the draft Waste Management and Minimisation Bylaw. Three submitters indicated they wish to make an oral submission.
- 1.2 This memorandum provides an initial summary of the key issues raised in the written submissions. A full analysis of the written and oral submissions will be provided to the Committee in May 2025.

2. BACKGROUND

- 2.1 On 13 November 2024, the Committee [approved](#)¹ the draft Waste Management and Minimisation Bylaw for public consultation. The written submission period was open from 30 November 2024 until 24 January 2025. The Council received 20 written submissions during this time. The submissions are included with this Committee's agenda.
- 2.2 The [consultation webpage](#)² outlined the significant proposed changes to the Bylaw. An online form gave submitters the opportunity to indicate if they supported, opposed, or were not sure about these proposed changes, with space to provide comments about those proposed changes. The form also

¹https://palmerstonnorth.infocouncil.biz/Open/2024/11/SAFC1_20241113_AGN_11226_AT_WE_B.htm

² <https://www.pncc.govt.nz/Participate-Palmy/Have-your-say/Waste-Management-and-Minimisation-Bylaw-consultation>

invited submitters to provide general comments about any other proposed changes to the Bylaw.

3. SUMMARY OF SUBMISSIONS

- 3.1 Of the 20 submissions we received, two were received from organisations, with the remainder submitted by individuals.
- 3.2 Seventeen submitters used the online form, and three submitters sent “freeform” submissions.
- 3.3 The following is a high-level summary of the views expressed by submitters in their written submissions.

Changes to the provisions for licensing commercial waste collectors

- 3.4 We proposed strengthening the existing licensing provisions, including conditions about the type and size of container that a commercial waste collector could use, and the days/times they may be licensed to operate.
- 3.5 Ten submitters indicated support for this proposal, though some expressed that support as conditional on further changes or amendments to the proposal. These potential changes included the hours of operation for waste collection, the weight threshold for when a licence is required, and limiting the regulation of bin sizes to residential households only. One submitter also proposed imposing additional conditions on commercial waste collectors; for instance, assigning licences to operators for designated parts of the city, and requiring them to adhere to Council's own rules for approved and prohibited waste and diverted materials.
- 3.6 Six submitters indicated they did not support this proposal. They expressed concern about the potential for compliance costs to be passed on to consumers, and the overall burden of additional compliance for waste collectors. Some submitters suggested that getting rid of waste should be as easy as possible and cost-effective. Another submitter was concerned that the definition of waste types should be aligned to industry standards. They were also concerned that allowing bin sizes and types to be regulated via a licence could give one operator an advantage over another.
- 3.7 Four submitters indicated that they “didn't know/no opinion” on this issue.

Introducing a new requirement for waste management and minimisation plans for construction and demolition waste

- 3.8 We proposed a new provision in the draft Bylaw that would allow the Council to pass a resolution requiring site waste management and minimisation plans to be submitted alongside a consent for building work over a given value. The purpose of this provision is to provide Council with the ability to directly promote and encourage diversion of construction and demolition waste from landfill.

- 3.9 Fifteen submitters supported this proposal. Some submitters suggested improvements or variations to the existing proposal. For instance, setting the threshold based on estimated volume of waste, rather than the monetary value of the project, or both. Including a volume estimate would ensure that demolition projects were captured, which often did not require consent or had a lower monetary value but a higher volume of waste. One submitter suggested additional requirements that went beyond the scope of the initial proposal, such as imposing requirements to do with on-site sorting, where the waste should be processed, and requiring regular reporting. Another submitter emphasised the value of education to improve understanding about waste minimisation on building sites, and the provision of templated plans to make compliance more straightforward.
- 3.10 Five submitters indicated they did not support this proposal. They expressed concerns about additional regulation for the building industry, the costs this might generate, and that those costs would land with the homeowner in the form of increased house prices.

Strengthening the requirements for events waste management

- 3.11 We proposed stronger language in the Administration Manual about the requirements for waste minimisation by event managers.
- 3.12 Fifteen submitters supported this proposal, with some suggestions for additional improvements or changes. Many submitters noted that waste minimisation added a burden for event managers and suggested there needed to be a balanced approach. The importance of education was also noted by some submitters, to ensure that waste is properly sorted. One submitter set out comprehensive additional proposals for events waste management to meet higher expectations for waste diversion, such as a tiered structure for events with mandatory enforcement and penalties for non-compliance for large events.
- 3.13 One submitter did not support this proposal, with four submitters indicated that they didn't know/no opinion on this issue. The submitter expressed concern about the additional compliance requirement for event managers, which would lead to fewer events and increased costs for ratepayers.

Other matters

- 3.14 In addition to the three main proposals highlighted in the consultation document, submitters also made comments or suggestions on other parts of the draft Bylaw:
- The issue of recycling bin contamination, and whether the changes to the "three strikes" system would improve or worsen the situation.
 - Introduce fines for people who overfill public rubbish bins.

- Create a new bylaw specifically for commercial waste management and minimisation.
- Include “approved diverted materials” in the list of “prohibited waste” to ensure that recyclable material is not placed in rubbish bags.
- Specify “lithium batteries” in the prohibited waste category because of their explosion and fire risk.

4. ENGAGEMENT

4.1 Throughout the consultation period the proposal was promoted through Council's communication channels. In addition to the consultation page on the Council website, the consultation document was made available at the Council's Customer Service Centre and at each of its libraries. It was also directly provided to identified key stakeholders.

- The consultation process was promoted on social media platforms.
- Two engagement sessions were provided. The first was facilitated by Environment Network Manawatū for its member groups, held in December 2024. The second was organised as part of the Awapuni Resource Recovery Centre open day in January 2025.
- Staff also extended the opportunity for any stakeholder group to arrange a separate engagement meeting if desired.

Social media

- 4.2 Figure 1 (below) shows the post that appeared on Facebook on 2 December 2024. We received 48 comments, which are included as Attachment 1.
- 4.3 Throughout the consultation period we also placed two ads on Facebook promoting the consultation on the draft Waste Management and Minimisation Bylaw.



Did you know that 22% of the kerbside recycling collected in Palmy is contaminated? 🤔

That's nearly a quarter of our efforts going to waste because of items like:

- 🚫 Food scraps
- 🚫 Lawn clippings
- 🚫 Clothing
- 🚫 Dirty nappies

To tackle this, we're considering stricter rules as part of our Waste Bylaw update.

One rule we're proposing is that if a property gets three contamination warnings (strikes) in six months, we'll suspend their recycling collection. This is an increase from the current three-month period.

👉 Read through our proposed bylaw and let us know what you think by filling out the online form on our website: <https://www.pncc.govt.nz/WasteBylaw>



Figure 1 - Facebook post appearing on 2 December 2024

5. NEXT STEPS

5.1 Officers will provide analysis of all the issues raised in the written and oral submissions and provide advice and recommendations to the Committee in May 2025 for deliberations.

6. 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 objectives?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to: Whāinga 4: He tāone toitū, he tāone manawaroa Goal 4: A sustainable and resilient city	
The recommendations contribute to this plan: 12. Mahere taumanu para 12. Resource Recovery Plan	
The objective is: Provide waste collection services, including kerbside collection, the Ashhurst Transfer Station, and public space rubbish bins; provide recycling collection services, including kerbside recycling, drop-off centres and public space recycling bins; promote waste reduction; divert waste from landfill.	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The Waste Management and Minimisation Bylaw supports almost all of the objectives of Mahere taumanu para/Resource Recovery Plan. It provides the regulatory basis for implementing the range of waste management and minimisation activities that Council delivers. Revisions that bring improvements to the Bylaw and Administration Manual help Council to achieve its objectives in the resource recovery activity.

ATTACHMENTS

1. Screenshots of comments on Facebook post 2 December 2024 [↓](#)



Attachment 1 – screenshots of comments made on Council Facebook Post – 2 December 2024

 **Palmerston North City Council** 
★ Favourites · 2 December 2024 · 

Did you know that 22% of the kerbside recycling collected in Palmy is contaminated? 🤖

That's nearly a quarter of our efforts going to waste because of items like:

-  Food scraps
-  Lawn clippings
-  Clothing
-  Dirty nappies

To tackle this, we're considering stricter rules as part of our Waste Bylaw update.

One rule we're proposing is that if a property gets three contamination warnings (strikes) in six months, we'll suspend their recycling collection. This is an increase from the current three-month period.

👉 Read through our proposed bylaw and let us know what you think by filling out the online form on our website: <https://www.pncc.govt.nz/WasteBylaw>





Mo Khan

So if it's suspended, will you refund part of the rate that is for the collection service or is it just one way and that is your way?

You have your hand in our pockets and we don't have a say in how much you charge us, and now you're coming out with this BS.

Why don't you employ people to sort this out at the centres and pay them from the excessive rate that you charge us?

Stop these silly games and start reinvesting in the people to help with the recycling and playing this game doesn't help.

You will always have someone somewhere not following the rules so how about educating them properly instead of stopping their pickup.

All these individuals or households will do is just dump it somewhere else then we'll all have to pay through rates increases to clean this up because of the stupid decision made by the Council.

I suppose this will be an excuse to hike the rates up more whilst the Council does less

8w Like Reply

11



Mike Mccavana
Mo Khan

...

8w Like Reply



Author

Palmerston North City Council

Mo Hi Mo, no refunds would be issued from a suspended service. Suspending service is something that already happens, we're just proposing that the time of suspension is extended from three months to six. Before suspension we give out contamination warnings and always try to educate in first instance.

We try do education stuff where we can - like with our recycling tours, which we have more of coming up, and our visits to schools. We're always looking for new ways to educate people on what goes where and we're always open to suggestions on how to do this if you have any. 😊

8w Like Reply Edited

10



Mo Khan

Palmerston North City Council no problems, here's an idea for you guys.

If you know who these Individuals are, how about taking them to the recycling centre, and show them the issues that is caused by their inability to recycle properly. This will be an easier and cheaper fix then to have someone take their uncollected rubbish and dumping it somewhere else they could dump it with others who are doing the right thing and the wrong household gets penalised.

Let us take people on the journey. I'm sure the numbers not doing the right thing for whatever reason, isn't that big.

You'll have better success if take them through the journey and explain at the same time what you're doing and the outcomes for the Council, the environment and everyone else in the chain.

As some have pointed out, have people that are from different cultures explaining as well. I'm sure there are people that do not understand and will not understand English because there isn't a service that offers this all round support through lack of funds or whatever.

Make it happen and you'll start seeing some good outcomes.

One thing to stay away from and that is not to ask if they do this at home or what their homes are like because I'm sure a lot of us would rather focus on getting people educated to do the right things that we all want.

Please remember that visits to recycling centres is done mostly by people that care. The ones that are breaking rules and don't care, are the ones we should be focusing on.

As for rates rebate, if you can't supply a service then you shouldn't be taking money for the service. I bet t he Council will mighty upset if they paid for a service and they didnt receive it in return right?

8w Like Reply Edited





Author

Palmerston North City Council

Mo Khan Hi Mo, we do work with and visit specific flats and individuals who need a bit of extra help understanding what we do and why we do it. We have someone who does a lot of work with people on recycling education and she regularly visits people who are willing to learn how to do things properly.

This morning I had a better look at what we're sending out to people and we try and keep it as easy to understand as possible. Even if you can't understand English, we use symbols colours and pictures to try help people understand our guides. 😊

The best way to send our team what you think is by filling out the online form on our website: <https://www.pncc.govt.nz/WasteBylaw>

...



8w Like Reply Edited



Michael Galvin

Palmerston North City Council is there a way to cancel the recycling service. Id like it all taken off my rates as the amount of rates charged is excessive.

...

8w Like Reply



Author

Palmerston North City Council

Michael Galvin Hi Michael, recycling services are built into your rates and can't be removed.

...

8w Like Reply



Mo Khan

Palmerston North City Council but you can choose not to provide the service right?

...

8w Like Reply

The comment that Mo Khan is replying to has been deleted.

Mo Khan
David Aupapa agree mate but stopping the collection will lead to a bigger problem ...
8w Like Reply

Reply to Mo Khan...

Maree Maree
The drivers empty contaminated bins anyway. I've walked past a few obvious ones, clothes hanging out, or rubbish, watch the truck, boom, emptied. ...
8w Like Reply 6


Palmerston North City Council (Author)
Maree Maree Hi Maree, we do our best to not collect bins that look heavily contaminated, although sometimes rubbish is hidden at the bottom of the bin and is collected before we can notice. ...
8w Like Reply 2


Debra Thomson
Maree Maree The bins being contaminated by rubbish is the fault of those putting them out not the drivers. ...
8w Like Reply 4



Marcia Beaumont-Smith
Debra Thomson but if it's obvious why are the drivers emptying them? ...
8w Like Reply

Palmerston North City Council (Author)
Marcia Beaumont-Smith Hi Marcia, we don't collect bins that appear to be highly contaminated. ...
8w Like Reply







Marcia Beaumont-Smith
Palmerston North City Council well the post above where someone has watched it happen says otherwise ...
8w Like Reply







 **Gabby Antwar**
Marcia Beaumont-Smith I've seen it happen. Come across full bins of rubbish, takeaway food, grass even and stood in curious when the truck was near and by my surprise it got emptied. I don't think the drivers are doing their jobs properly. They just sit there and press the button then carry on. I think some people take advantage of this and use the bins as their rubbish bin. ...


8w Like Reply 


 **Palmerston North City Council**  **Marcia Beaumont-Smith** Hi Marcia, often people will hide stuff so it isn't visible at the top of the bin and so it gets collected. The team at our Materials Recovery Facility (MRF) later sort the recycling by hand to make sure we're only collecting the recyclable stuff. ...

7w Like Reply

 Reply to Debra Thomson...     

 Reply to Maree Maree...     

 **Natalie Edwards**
 How does suspending someone's recycling help with our efforts to increase recycling and better the environment? That's moronic.
 Yes some people do the wrong thing. Maybe they don't know. Maybe they don't care. Either way, stopping their recycling being picked up will only have one outcome - all of their rubbish AND recycling will end up in landfill. Worse - it gets dumped somewhere like the overflowing council bins at local parks, or somewhere else for someone else to deal with. ...
 How about providing bins for recycling, green waste and rubbish?
 If council really want to do good for the environment, why don't we employ people to help sort and clean the recycling rather than chuck it in landfill just because it hasn't been cleaned? Then you'd also create employment for people.
 Rather than suspend, why not give repeat offenders a fine? You shouldn't be retracting a service people have paid for.

8w Like Reply 

 **Palmerston North City Council** Author
Natalie Edwards hey Natalie. We are looking at introducing a green waste and food waste bin in the next couple years. It'd be great if you could pop your other ideas on our submission form! ...
8w Like Reply

 **Michael Galvin**
Palmerston North City Council food waste bins are a stupid idea. Look at the failure auckland had with it. ...
8w Like Reply

 **Philip Baker**
Palmerston North City Council other cities have been doing this for years, why is this taking so long, in Christchurch you can also put all recycling in one bin, can's, cardboard, glass etc ...
8w Like Reply

 Reply to Palmerston North City Council... 

 **Heike Schwendel**
Natalie Edwards and you are paying for that? ...
8w Like Reply

 **Natalie Edwards**
Heike Schwendel is recycling collection not part of our rates? ...
8w Like Reply

 **Heike Schwendel**
Natalie Edwards sorting out rubbish and cleaning highly contaminated plastic in detail because people cant do the right thing costs huge amounts of money for very little gain, are you prepared to pay for that. ...
8w Like Reply

 **Natalie Edwards**
Heike Schwendel I'm open to all possibilities of a better way of decreasing landfill and increasing recycling. Maybe the recycling process itself could be changed to help overcome some of the current challenges? Perhaps some out of the box thinking is needed. ...
8w Like Reply

Damien Twose
Natalie Edwards it'll increase the incidents of fly tipping ...
 8w Like Reply

Reply to Natalie Edwards...

Sandy Marie
 Maybe if the rates werent so expensive and keep going up, people might take more care. We don't get recycling where we live so it goes in one bin. ...
 8w Like Reply Edited 9

Palmerston North City Council Author
Sandy Marie Hi Sandy, if you come into town you could also bring your recycling into our Fergusson Street Recycling Centre. 😊 ...
 8w Like Reply 3





Sandy Marie
Palmerston North City Council yep I could but until rates are reasonable ...
 8w Like Reply 2







Reply to Palmerston North City Council...




Reply to Sandy Marie...




Kerry Page
 Great idea - recycling bins AREN'T rubbish bins ...
 8w Like Reply 9


Gemma Rose
 Surely there's a way to reduce the cost of council rubbish bags 🙄 ...price is ridiculous. Also ... cheap or free disposal of green waste .. would go a long way to solving these problems. ...
 8w Like Reply 3



 **Palmerston North City Council** 
Gemma Rose hey Gemma. Rubbish bags are a full user pays service and not subsidised by rates as different people use different services. Eg- If you paid for a bin you may not want to also subsidise bags for someone else. The cost covers the base service of us picking it up and the cost of disposal. The government and waste companies who own the landfills set the fees rather than us. When it comes to food waste and green waste we are looking at introducing bins in a few years

8w Like Reply 3 



 Reply to Gemma Rose...     



 **Damien Twose**
How about reduce the cost of rubbish dumps?
Or as this is an ongoing issue pressure the government to make companies stop using single use plastic packaging. They got rid of those "super nasty dangerous polluting" single use plastic shopping bags, which is laughable when you see lettuce and other veg wrapped in plastic.
8w Like Reply Edited 3  


 **Natalie Scott**
Damien Twose rubbish bags aren't expensive they are cheap stop complaining its giving broke vibes
8w Like Reply 4  


 **Damien Twose**
Natalie Scott cool you can keep your single mum vibes to yourself thanks, I don't see a mention of bags I said dumps. Maybe if you read more ya see I blame the main cause being single use plastic wrap.
Now don't bother replying because I wasn't asking for your invalid input
8w Like Reply



 **Natalie Scott**
Damien Twose your first post said rubbish bags don't lie lol you changed it re worded it. plus im not a single mother i have no kids
8w Like Reply 1 

 Author
Palmerston North City Council ✓
Damien Twose Hi Damien, we don't own the rubbish dump, so we can't control the pricing. ...
8w Like Reply 3 

 **Damien Twose**
Palmerston North City Council while you may not own them surely the council has some input into them which could help reduce cost for the owners if it helps reduce costs for customers. ...
Also my second part can councils not pressure the government about plastic packaging as you have to waste so much time and resources cleaning it up not only from recycling also from around the city.
Could maybe even look into a centralized hub for green waste which could be mulched or organic food waste that pig farmers may want.
Looking for solutions beats just complaining and surely as a community we could work this out.
8w Like Reply 

 **Gavin Bird**
Damien Twose Government sets the waste disposal levy which tells the landfill owners the min price per tonne of waste ...
8w Like Reply

 **Damien Twose**
Gavin Bird awesome so councils pressuring the government about this issue which no doubt is nationwide should give them an idea that something needs to be done to reduce costs. ...
8w Like Reply

 **Gavin Bird**
Damien Twose not sure what pressure but councils are part of WasteMINZ forum ...
8w Like Reply 

- Natalie Scott**
great idea plus rubbish bags aren't expensive i buy one once a fortnight. there is no excuse for it, recycling bins aren't rubbish bins ..
- 8w Like Reply 6    
- Liz Mary**
The 5 pack of the smaller size rubbish bag is sold at mitre 10! Yay! Don't think price is increased like dairies do ..
- 8w Like Reply
-  Author
Palmerston North City Council 
Liz Mary hey Liz. Retailers are allowed to mark up a certain amount. If people want the base fee come to our customer service centre where we don't add a mark up ..
- 8w Like Reply
-  Reply to Liz Mary...     
- Rosemarie Lugg**
Cash for cans and drink bottles is even better, then people would take them to the depot for 5 or 10c return per item, like in Australia. Keep them out of the bin all together ..
- 7w Like Reply
- Liz Mary**
Fair enough as thats alot as it contaminates more than the one bin. ...
The neighbors will have to put up with smell and rubbish heap. What do they do ?
- 8w Like Reply
-  Top fan
Gigliola Rose
My neighbor puts all sorts of rubbish in her recycle bin. I mentioned to one of the drivers a while ago and he just emptied the bin. It annoys me when I am always only putting what is recyclable in my bin ..
- 8w Like Reply
- Debbie Dickson**
Does the council have leaflets that can be accessed for all our diverse cultures I'm sick of taking the wrong stuff and unwashed out of my bin and yea I've spoken to them repeatedly but English is not there 1st language and maybe council work with property managers/ landlords with a leaflet to hand over when keys are handed over ..
- 8w Like Reply 


Palmerston North City Council Author
Debbie Dickson Hi Debbie, I'm not too sure if anything is in the works for that, although I'll pass along your idea to our team! 😊

8w Like Reply

Debbie Dickson
Palmerston North City Council it seems the more simple things and with our diverse cultures are not even thought of
Be interesting to see what the
Welcome to palmy paks actually contain

8w Like Reply

Palmerston North City Council Author
Debbie Dickson Hi Debbie, we put some guides in our welcome packs to try help people out. 😊 I checked out our education material this morning and we try and keep things as simple as possible. Even if people can't understand English we use universal colours, symbols and photos to try help explain to people what goes where. Let me know if this is something you'd like!



8w Like Reply 👍

Reply to Palmerston North City Council...

Reply to Debbie Dickson...

Robyn Quarrie
Just as well you don't pick up mine!!!!

8w Like Reply

-  **Greer Murrie**
We find other pedestrians putting rubbish in our recycling while its waiting for collection . So why penalise us? ...
8w Like Reply 2 
-  **Mo Khan**
Greer Murrie easy target that's why ...
8w Like Reply
-  Author
Palmerston North City Council 
Greer Murrie Hi Greer, don't worry, if someone is just putting rubbish from say a packet of chips in your recycling bin as they're walking past you we won't suspend your collection. Plus before we suspend collection we give three warnings. 😊 ...
8w Like Reply Edited
-  **Sheryl Allison**
Palmerston North City Council Are you actually talking about the recycling bin? ...
8w Like Reply
-  Author
Palmerston North City Council 
Sheryl Allison Whoops - yes I was meaning recycling. I'll update my comment now. 😊 ...
8w Like Reply

Rebecca Rigg
Palmerston North City Council how do I go about getting a replacement recycle bin clip as the one here does not have one anymore(I'm a tenant) tried doing the online form at least 3 wks ago and have heard nothing but a sparrows fart from Mars as a response 😞😞

8w Like Reply

Palmerston North City Council
Hi Rebecca, you can either pick one up from our Customer Service Centre or you can send us a message with your address and we'll get one sent out to you. 😊

8w Like Reply

Reply to Rebecca Rigg...

Julie Bunnell
Where can I find out what the outcomes of the food scraps collection trial were?

8w Like Reply

Palmerston North City Council
Hi Julie, you can read about it on our website: <https://www.pncc.govt.nz/.../Food-scrap-collection-trial...> The trial went well but we need to do some more planning and investigating before we implement it city-wide. 😊

PNCC.GOV.T.NZ
Food scraps collection trial shows appetite for a city-wide service

8w Like Reply

Michael Galvin
Palmerston North City Council 16 ton cost how much for the trial ?

8w Like Reply

Wayne E Belk
3k rate a year.

8w Like Reply

Josh Green
Shanae Osborne

8w Like Reply

Shanae Osborne
Josh Green yes I'm a keen recycler.

8w Like Reply

REPORT

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Bill Brown Park - Proposal to support Kia Toa Rugby Football Club Incorporated by notifying the intention to grant community occupancy via a lease of Council land

PRESENTED BY: Kathy Dever-Tod, Manager Parks and Reserves and Aaron Phillips, Activities Manager - Parks

APPROVED BY: Chris Dyhrberg, General Manager Infrastructure

RECOMMENDATIONS TO STRATEGY & FINANCE COMMITTEE

1. That the Committee support Kia Toa Rugby Football Club Incorporated by notifying a proposal to grant community lease at 21 Havelock Avenue, part of Bill Brown Park, Palmerston North, in accordance with the Support and Funding Policy 2022 and Section 54 of the Reserves Act 1977.
2. That the Committee note the land affected by the proposed community lease to Kia Toa Rugby Football Club Incorporated is Lot 1 DP40097 and Lot 442 DP44423.

SUMMARY OF OPTIONS ANALYSIS FOR

Problem or Opportunity	<p>Kia Toa Rugby Football Club Incorporated (Kia Toa) have requested support from Council by granting a community occupancy lease at 21 Havelock Avenue, part of Bill Brown Park.</p> <p>Kia Toa proposes to build clubrooms at the site.</p> <p>This report seeks Council's approval to commence the public notification process in accordance with the Support and Funding Policy 2022 and Section 54 of the Reserves Act 1977.</p>
OPTION 1:	Notify the public of Council's proposal to support Kia Toa by granting a new lease at 21 Havelock Avenue, part of Bill Brown Park.
Community Views	Community views will be sought during the public notification period.
Benefits	The community views will be understood, and any objections considered as required by the Reserves Act 1977.
Risks	No risks are identified.
Financial	The cost of public notification will be modest. There will be some advertising costs, signage costs, and staff time.

OPTION 2:	Decline the proposal for the land lease for Kia Toa clubrooms at Bill Brown Park.
Community Views	Community views would not be sought.
Benefits	No further work required.
Risks	The community may have some expectation that their views will be sought, so declining the proposal presents the risk of community dissatisfaction from those that support the proposal.
Financial	No further costs will be incurred.

RATIONALE FOR THE RECOMMENDATIONS

1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY

- 1.1 Kia Toa have requested a land lease at Bill Brown Park, with the view to erect clubrooms on their 'home ground'.
- 1.2 Under the Council's Support and Funding Policy, if a for-purpose organisation requests a new lease for the occupancy of Council land the proposal is to be publicly advertised to seek feedback from the public.
- 1.3 This report assesses the proposal against the Support and Funding Policy 2022 and in accordance with Section 54 of the Reserves Act 1977 and seeks a Council resolution on whether to proceed to consultation on the proposed lease or decline the request.
- 1.4 The final decision on whether to lease to the club will be brought to the Strategy & Finance Committee in a subsequent report based on responses from the consultation process.

2. BACKGROUND AND PREVIOUS COUNCIL DECISIONS

- 2.1 Council was approached by Kia Toa in July 2023 regarding their investigations into establishing clubrooms at Bill Brown Park.
- 2.2 This led to the club being involved with a Council study to review the needs of Papaioea Pasifika Community Trust (PPCT) in the use of the current Bill Brown Park hall facilities.
- 2.3 An option was explored to build clubrooms above the existing changing rooms structure, in conjunction with expanding the hall facilities for PPCT. After some consideration, it was considered best to treat the clubrooms development as a stand-alone project.
- 2.4 The rationale for the separation was that Pasifika project was at risk of becoming complicated, an additional storey would have been required on the building, and operational integration would have been intricate. Some

separation of the community facility and the sports clubrooms was considered useful.

3. STRATEGIC FIT

The Policy for the Use of Public Space:

- 3.1 The Policy for the Use of Public Space (page 6) contains several criteria for assessing applications to use public space.

"In considering an application to use public space, and particularly where there are competing applications for the use of public space or high demand for a public space, the Council will consider whether the event or activity":

Criteria	Assessment
Supports the achievement of the Council's goals	Sporting activities are consistent with goals two and three of Council's strategic direction.
Is accessible to the wider community	The club seeks and supports community membership and are active in the community. The clubrooms will be available for other groups and activities use too.
Adds to the variety of events available in Palmerston North	The club runs and supports events in the community. It could provide further events and activities with a long-term clubroom venue.
Enhances any precinct identities (eg. Broadway as a hospitality precinct)	The clubrooms would enhance the community amenities at Bill Brown Park.
Provides an experience (rather than a simple commercial exchange)	The club fosters and administers the sports of rugby and netball and provides a 'full experience' including off field activities. They are not a commercial activity.
Does not significantly limit the availability of space for general community use	<p>Bill Brown Park is 9.6 hectares in size. The proposed lease area is 742 square metres. Staff are comfortable that the combined effect of the Pasifika project and the Kia Toa proposal is acceptable.</p> <p>The club has been proactive in considering the effect on junior playing fields and proposed acceptable alternative layouts.</p>

Table One: Assessment against Policy for the Use of Public Space

4. THE PROPOSAL

Kia Toa Proposal for Community Occupancy at Bill Brown Park

- 4.1 The proposal is for a land lease. Kia Toa would construct, own and operate clubrooms on the land.
- 4.2 The proposed area for the lease is up to 742m² and situated at Bill Brown Park as highlighted in Figure 1 below.
- 4.3 The building layout would contain an entry/exhibition area, dining hall, kitchen, bar, ablutions, and storage, as shown in Figure 2 below.
- 4.4 Kia Toa have considered the surrounding park and community, as evidenced in the submission attached (Attachment 1).
- 4.5 The proposed term would be ten (10) years, with two rights of renewal for a further ten (10) years - total 30 years.



Figure 1: Proposed lease area at Bill Brown Park

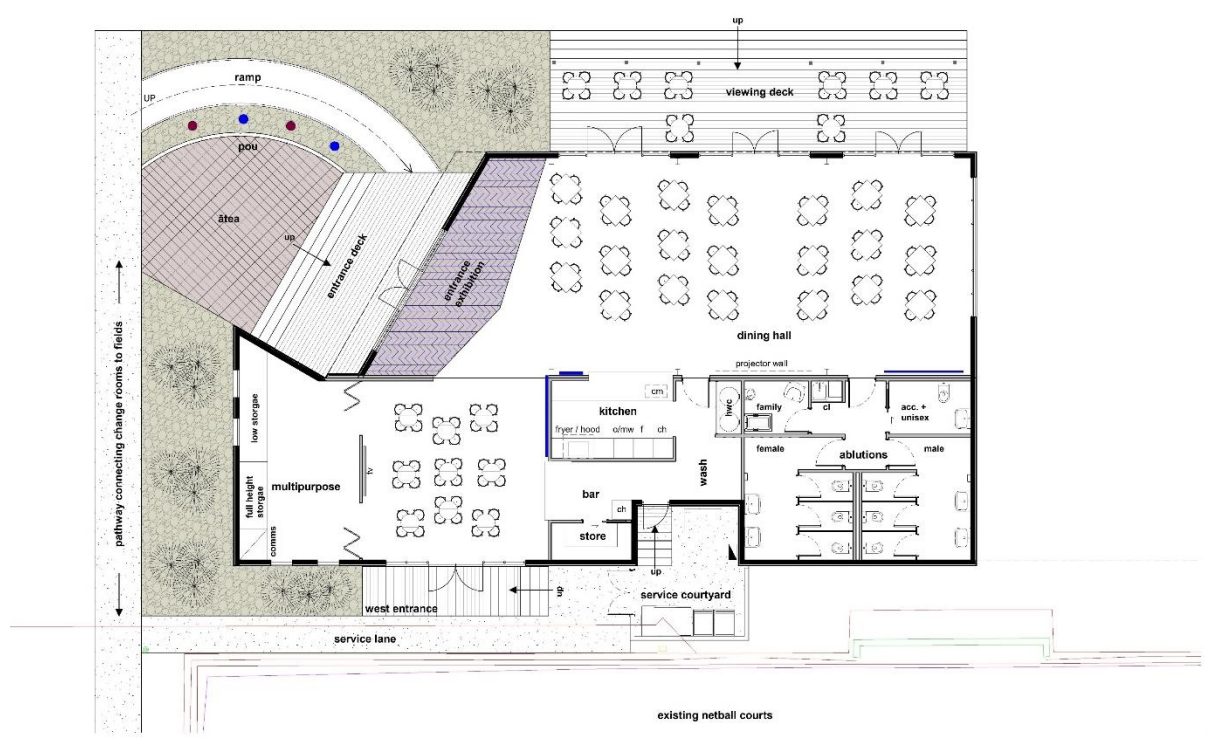


Figure 2: Proposed Kia Toa clubrooms layout





5. FIT WITH EXISTING FACILITIES

- 5.1 Officers, including Council's Senior Urban Designer, have been involved with Kia Toa through the design process and considered the connections with the planned carpark extension, playing fields, the adjacent hardcourt facility, legibility and appearance from Havelock Avenue.
- 5.2 Kia Toa have engaged with the Pasifika Centre management and Council's Project Manager for the upgrade and expansion of the Pasifika Centre. The SGL Group's report to Council in December 2023 noted 'PPCT and Niuvaka (PPCT's partner), all agreed that Kia Toa's adjacent presence was a good fit with the wider community hub, cultural, recreation, education and health positioning of the Pasifika Community Centre'.
- 5.3 The Pasifika Centre expansion project is well into the design phase. While there may be some synergies with the Kia Toa clubrooms proposal, they are separate and stand-alone projects.
- 5.4 Officers are satisfied the impacts of the Kia Toa proposal are at worst minor on Councils' facilities.

6. ASSESSMENT OF PROPOSAL UNDER THE SUPPORT AND FUNDING POLICY

- 6.1 The Support and Funding Policy provides a framework for how Council will deliver support and funding to groups, organisations, and individuals to achieve the vision of the city. One form of support within the policy is to enable for-purpose groups to occupy Council-owned property at community rental rates.

- 6.2 All for-purpose groups expressing an interest in occupying Council-owned property, either for a new occupancy or renewal of an existing occupancy, must make an application. The application is then assessed by Council officers to ensure that they first meet the policy's eligibility criteria before proceeding any further.
- 6.3 The application from Kia Toa, as part of a wider submission, is attached to the report as Attachment 1.
- 6.4 Further assessment considerations are outlined in the policy. In broad terms, the assessment covers three main areas:
- a. The Policy for the Use of Public Space – guidelines relevant to the application.
 - b. Reserves Act 1977 – including consideration of the values and purpose of the reserve and the impacts on the public use of the reserve.
 - c. Impact on the locality and park operations.
- 6.5 In summary, following the assessment against the Policy, Council officers conclude that the club is providing community recreation benefits; and there is only some very minor impact on the locality and park operations in the area.

7. LEASING POWERS UNDER RESERVES ACT

- 7.1 In addition to the Support and Funding Policy requirements, as the land is a reserve held under the Reserves Act 1977, the leasing provisions also apply.
- 7.2 Section 54 (1) (b) of the Reserves Act 1977 allows for an administering body to: *lease to any voluntary organisation part of the reserve for the erection of stands, pavilions, gymnasiums, and, subject to sections 44 and 45, other buildings and structures associated with and necessary for the use of the reserve for outdoor sports, games, or other recreational activities, ... which lease shall be subject to the further provisions set out in Schedule 1 relating to leases of recreation reserves issued pursuant to this paragraph:*
- provided that a lease granted by the administering body may, with the prior consent of the Minister given on the ground that he or she considers it to be in the public interest, permit the erection of buildings and structures for sports, games, or public recreation not directly associated with outdoor recreation:*
- 7.3 The lease proposal is consistent with the purposes of the Act.

8. LAND STATUS

8.1 A summary of the land status information is:

Title	Reserve Status	Officer Comment
WN42A/61 Lot 442 DP 44423	Recreation Reserve	Bill Brown Park – Lease proposal is not on this particular parcel/title which is the western portion of the park.
WN13C/712 Lot 1 DP 40097	Recreation reserve (under current classification process)	Bill Brown Park – lease proposal is on this parcel/title

9. GIVING EFFECT TO THE PRINCIPLES OF THE TREATY OF WAITANGI

- 9.1 The Reserves Act 1977 is subject to Section 4 of the Conservation Act and requires that administering bodies under the Reserves Act 1977 give effect to the principles of the Treaty of Waitangi.
- 9.2 Rangitāne o Manawatū representatives have considered the proposal and are happy for it to proceed. Rangitāne have indicated a desire to be involved in the entrance space features and plantings.

10. DESCRIPTION AND ANALYSIS OF OPTIONS

Option 1: Notify the public of Council's intention to support Kia Toa by granting occupancy via a new lease at 21 Havelock Avenue, part of Bill Brown Park.

- 10.1 Under this option Council would seek community input to inform its decision on the proposed lease. As required by the Reserves Act 1977, Council must give people the opportunity to make submissions and must consider all written and oral submissions before deciding on whether to grant the lease or not.

Option 2: Decline the proposal for the land lease for clubrooms at Bill Brown Park.

- 10.2 This option would mean that the opportunity to seek community feedback on Kia Toa's occupancy of the site would not occur.

11. CONCLUSION

- 11.1 The proposal is consistent with the requirements of the Support and Funding Policy and the Reserves Act.
- 11.2 The proposed occupancy will allow the club to build clubrooms at their home grounds, and support provision of recreation activities to the community.

- 11.3 Public notification on the proposal will provide opportunities for submissions and objections to be made before a decision is made, fulfilling the requirements of the Support and Funding Policy 2022 and Section 54 of the Reserves Act 1977.
- 11.4 It is recommended the Committee proceed to community consultation.

12. NEXT ACTION

- 12.1 Publicly notify the proposal to grant the land lease.
- 12.2 Provide the opportunity for any submitters that wish to be heard to speak to Council.
- 12.3 Consider the objections and submissions and provide advice to Council on whether to accept, modify or decline the lease proposal.

13. OUTLINE OF COMMUNITY ENGAGEMENT PROCESS

- 13.1 The proposed consultation process meets the public notification requirements of the Support and Funding Policy 2022 and the Reserves Act 1977.
- 13.2 The public consultation will consist of:
 - Public notice in the local newspaper
 - Online advertisement on the Council website
 - A social media post
 - Letter drop to neighbours in the nearby vicinity

A billboard onsite

14. 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 2: A Creative and Exciting City	

<p>The recommendations contribute to the achievement of action/actions in Active Communities</p> <p>The actions is: Carry out recreation and reserves planning functions under the Reserves Act 1977 and LGA including the preparation of Reserve Management and Development Plans and Master Plans.</p>	
<p>Contribution to strategic direction and to social, economic, environmental, and cultural well-being</p>	<p>The recommendation is in line with Council's Support and Funding Policy which supports for-purpose groups to occupy, and operate out of, Council-owned property for sporting, and recreational purposes.</p>

ATTACHMENTS

1. Application [↓](#) 

APPLICATION FORM SUPPLEMENTARY PAGE 1A

Organisation Name.

Kia Toa Rugby Football Club (Incorporated).

NZ Charity Registration Number (CRN).

Kia Toa Rugby Football Club is not a Charity Organisation, but instead an Incorporated Society.

Details as follows:

- NZBN 9429042657842.
- Incorporation Number 216038.
- Incorporated Society Status – Registered.
- Date of Incorporation – 25/1/1950.

Current Address.

P.O. Box 979

Palmerston North 4440.

Primary Phone Number.

Kia Toa Rugby Football Club does not have a phone number.

For the purposes of this Application the Project Manager, Ray Swadel can be contacted on 027 449 8621.

Primary Website.

Kia Toa Rugby Football Club does not have a specific website but utilises the sporty.co.nz digital platform for NZ sports organisations under the site “sporty.co.nz / kiatoarfcnr”

The Club’s email address is 1902kiatoarfc@gmail.com

APPLICATION FORM SUPPLEMENTARY PAGE 2A

Primary Contact.

§7(2)(a) Privacy

Primary Contact Email.

§7(2)(a) Privacy

Primary Contact Phone Number.

§7(2)(a) Privacy

Secondary Contact Name.

§7(2)(a) Privacy

Secondary Contact Phone Number.

§7(2)(a) Privacy

Secondary Contact Email.

§7(2)(a) Privacy

Applying for :

- ✓ Constructing a new community building on council-owned land.

1. What is the vision of the organisation, what are you wanting to achieve?

To promote, administer, foster & encourage (including training & coaching) the games of rugby & netball for members of the Kia Toa Club.

2. How are the major decisions in your organisation taken? (e.g. Trust Board, Management Committee).

The Club operates through an Elected Board (Management Committee), who makes the major decisions in accordance with their powers & duties as set out in the Club's constitution.

APPLICATION FORM SUPPLEMENTARY PAGE 3A

3. Who are the current members of the major decision-making group?

- President – Kenny Johnson.
- Vice President – Carl Izatt.
- Chairperson – Matt Kidby.
- Secretary – Kirston Stone.
- Treasurer – Kelly Te Huna.
- Club Captain – Danny Strawbridge.
- Plus positions of Membership Secretary, Gear Steward, Netball & Junior Rugby Convenors, Women Rugby Representative and 5 non-position specific Board Members.

4. Are staff employed or is all work carried out voluntarily?

All work for the Club is carried out voluntarily, apart from purchased services such as catering and professional accounting & auditing.

5. If staff are employed, what is the source(s) of funding used to pay them?

Non applicable.

6. What are the key positions in the organisation (paid and/or voluntary)?

- Club President.
- Club Chairperson.

7. What in general terms are the roles of these positions?

President duties are generally to watch over the affairs of the Club & to assist the Board in its deliberations.

Chairperson duties include providing leadership to the Board & Club in regard to the administration of rugby & netball activities, ensuring that issues & concerns are given a fair hearing before decisions are made.

8. Who currently holds these positions ? Please give names and brief resumes.

President : Kenny Johnson.

Resume : Application Form Supplementary Page 3C.

Chairperson : Matt Kidby.

Resume : Application Form Supplementary Pages 3D & 3E.

APPLICATION FORM SUPPLEMENTARY PAGE 3B**9. Please provide a summary of your organisation's achievements since its establishment.**

Kia Toa is the oldest rugby club in Palmerston North, formed in 1902 & over the years won numerous championships across the grades.

8 players from the Club have gone on to become All Blacks & 6 women have worn the Black Fern jersey.

In recent years, the Club has had strong junior rugby & netball programmes. Membership, including Supporters, remains strong & the Club is considered to be in "good heart" across many ethnic groups.

Additional Information.

Prior to filling out this Application Form the Project Manager prepared a Submission Document to the Palmerston North City Council outlining the Kia Toa Clubrooms Proposal at Bill Brown Park and addressing assessment criteria for a "Request for Lease of Council Land" and a "Resource Consent".

That Submission Document is Titled "Kia Toa Rugby Football Club, Proposed Clubrooms at Bill Brown Park, Submissions to Palmerston North City Council", dated 1/12/2024 and is provided under file "Kia Toa Proposed Clubrooms Submission to PNCC.docx", as part of this Application.

APPLICATION FORM SUPPLEMENTARY PAGE 4A

10. What is the intended use of the property?

✓ Sport and recreation.

11. What service is to be provided from the property? Please give a full description.

Licensed Clubroom facilities to host after-match functions following "home ground" matches at Bill Brown Park. Plus hold other Club activities such as prizegivings, muster days, Club Committee meetings & the like.

Kia Toa also seeks to secure tenants with similar clubroom requirements and offer the venue for hireage.

12. What are the objectives of the service or activity?

Kia Toa sees the provision of clubrooms as an integral part of its activities for hosting after-match functions & other events for its Members, including school children players. Thereby allowing Players & Supporters (Families & Friends) along with Visiting Teams & their Supporters to socialise & experience a sense of belonging within a wider family friendly Club setting.

13. Who is expected to benefit from the service / project? (i.e. who will be the end users or client group)?

Kia Toa Players & Supporters (Families & friends), along with Visiting Teams & their Supporters.

Possibly Tenant Organisations & those hiring the venue.

14. What geographic catchment will the project serve?

Kia Toa membership is wide spread, but mainly within Palmerston North. However the Club has strong links with the local suburbs of Highbury, Takaro, Awapuni & Cloverlea all within the vicinity of its "home ground" of Bill Brown Park and in particular with the Maori & Pacifica ethnic groups of those communities.

15. What is the demographic profile of those who are expected to benefit from the service / project?

Those using the Clubrooms essentially span the full demographic range. 5 year old Players through to those in their 50's. Supporters include infants from families of Players through to Past – Players & Friends of the Club, some in their 90's. Both sexes are involved with rugby, while women dominate the netball activities. Prominent ethnic groups are Pakeha, Maori & Pacifica, however over the years Members associated with the Club have come from Australia, North America, Europe & Japan.

APPLICATION FORM SUPPLEMENTARY PAGE 4B

16. How many people are expected to use the service / project on an annual basis?

Estimated to be at least 5,000 pa.

APPLICATION FORM SUPPLEMENTARY PAGE 5A

17. How was this need identified?

Over the years, Kia Toa has had numerous clubroom facilities, some in the Club's ownership & other tenant or hireage arrangements. The specific Bill Brown Park "home ground" proposal has been an ideal – long term aspiration. However it has received serious consideration when issues arose with the last facility at the Cloverlea Tavern, in terms of high rental costs, without being able to secure long term tenure; rendering that arrangement unsustainable. Nevertheless it came to an end when the venue was lost, due to the fire early in 2024.

18. Which organisations in the City are providing services for a similar target group? (i.e. similar geographic location, demographic profile).

While other rugby clubs have clubrooms elsewhere in Palmerston North, few have similar demographic profiles to Kia Toa, in that either they do not have a strong junior rugby programme, a women's rugby team and / or netball memberships. (Marist Sports possibly being the only exception).

Certainly none are located in the western sector of the City.

19. In what way does your service / activity differ from that supplied by these other organisations?

Every sporting club has its own culture. Members of Kia Toa embrace the Club's Values of :

- Manaakitanga / Respect.
- Whanungatanga / Relationship.
- Kotahitanga / Unity.
- Whakapapa / Lineage.

These Values make the Club what it is, respected on the rugby fields & netball courts and a welcoming host at after-match functions.

Others will judge if that differs from other Clubs, however Kia Toa Members feel a sense of uniqueness, being a family friendly club known as the "Double Blues".

20. What evidence do you have that the service / activity will meet the need identified?

Feedback from Kia Toa Members, other sporting clubs, the Manawatu Rugby Football Union and Sport Manawatu.

Following the Cloverlea Tavern fire, the Club arranged temporary venue hire for its senior after-match functions at the Central Energy Trust Arena lounges. The assistance from PNCC, at short notice, was very much appreciated for this arrangement, however it did have its limitations including being unsuitable for the fortnightly junior prizegiving functions and clashes with longer standing bookings. All pointing to a need for the Club to have its own designated clubroom facilities.

APPLICATION FORM SUPPLEMENTARY PAGE 5B

21. Has the service / project been pilot tested for effectiveness? If so, please give details of the pilot test and results.

Annually Kia Toa holds its "Club / Old timers Day" at Bill Brown Park using the community hall occupied by Papaioea Pacifika Community Trust (PPCT). These commence in the morning with junior rugby followed by the senior matches in the afternoon. Lunch & refreshments are provided with a guest speaker. Attendance numbers are extremely high & feedback is always positive.

In effect these days simulate, at least in part, having a clubrooms at Bill Brown Park.

22. Has the service / project previously been operated in Palmerston North or anywhere else in New Zealand? If yes, please give details.

Over the last couple of decades, Kia Toa has operated from clubrooms at Cuba Street, the Awapuni Motor Lodge, the Old Railway Hotel, the Palmerston North Bowling Club, the Cloverlea Tavern, the Central Energy Trust Arena (Waldegrave Lounge & Barber Hall) and the Masonic Hotel.

For various reasons each of these venues have not fully meet the Club's needs and new facilities have had to be sought.

23. How will you measure the level of success of this service / project?

Club membership numbers & those attending clubroom functions.

Plus feedback from users of the venue.

APPLICATION FORM SUPPLEMENTARY PAGE 6A

24. What are the costs involved in establishing this activity / service? Please give the main categories of cost and as close an estimate as you can manage for each category.

Preliminary Design Plans have been prepared for a Stage 1 clubrooms transportable construction build, with an indicative high-level costing of \$1.4m exclusive of GST, but inclusive of fit-out and design & consenting fees.

25. How do you anticipate funding these costs? (e.g. funds in hand, grants, fund raising). Please specify which funds have already been secured and which are subject to further work / decisions.

Kia Toa currently has an Investment Fund, valued at \$2.5m and it is proposed to allocate \$1.2m of this for the clubrooms project.

At this stage, it is intended that the remaining \$200k required will be sought from donations & separate fundraising.

26. What are the estimated costs of operating the service / project each year?

Operating cost for the clubrooms building (excluding activities & function costs) are estimates at :

- PNCC Land Lease - \$200
- Building Insurance - \$5,000
- Chattels Insurance - \$4,000
- Utility Charges (Power, Gas, Water, Internet) - \$6,500
- Cleaning - \$3,600
- Security - \$6,000

Total - \$25,300.

27. How do you anticipate funding these costs?

Drawing some interest from the Investment Fund plus sponsorships, membership subscriptions & bar takings.

28. Have you prepared a business plan for the service / project? If yes, please supply a copy.

A business case has been prepared firstly assessing those financial items that will change or be incurred as a result of moving the clubrooms from the tenanted Cloverlea Tavern venue to a land lease facility on Bill Brown Park.

Secondly the implications of financing the new build from the Investment Fund in terms that fund's ability to finance future operational grants to the Club from investment interest.

Upload Business Plan.

Provided under file "KT Clubrooms Business Case (6).xlsx" with Tabs "Stage 1" & "Stage 2" forming part pf this Application.

APPLICATION FORM SUPPLEMENTARY PAGE 7A

29. Please supply a copy of your most recent audited accounts.

These are titled "Annual Report. Kia Toa Rugby Football Club Incorporated. For the year ended 30 September 2024" and are provided under file "Kia_Toa_RFC_Inc_-_Annual_Report_30092024.pdf".

30. If you are leasing a property, what is the timeline for making the service / project operational?

Subject to Council granting a Land Lease by November 2025 and Kia Toa obtaining the required Land Use Resource Consent, Building Consent & Liquor Licence; it is envisaged that the new clubrooms will be operational in time for the Club's 125th anniversary celebrations in Easter 2027.

31. Please specify plans for resourcing (equipment, services, people, tools, etc.)

Following the Cloverlea Tavern fire, Kia Toa recovered some furnishings & memorabilia that will be placed in the new clubrooms. However the new construction budget allows for new replacement fitout items.

Volunteer personnel from the Club Membership will operate the clubrooms, under guidance from the Board (Management Committee).

32. Have you prepared any conceptual and technical plans? Please Upload.

Preliminary Design Plans have been prepared by 242am Architects Ltd and presented at a meeting of Council Officers on 12 December 2024.

That presentation is provided under file "250127-Kia Toa Revised Presentation.REDUCED FILE SIZE.pdf".

Fit with Council Direction.**Policy on Use of Public Spaces 2019.**

These matters are addressed in the Submission Document is Titled "Kia Toa Rugby Football Club, Proposed Clubrooms at Bill Brown Park, Submissions to Palmerston North City Council", dated 1/12/2024 (including Attachments), as provided under file "Kia Toa Proposed Clubrooms Submission to PNCC.docx".

APPLICATION FORM SUPPLEMENTARY PAGE 8A

33. Please explain how your proposal lease will contribute to one or more goals of Council (it is not necessary to contribute to more than one goal) :

If it is accepted that after-match functions for both Senior & Junior Players and their Supporters are an integral part of their sporting involvement with a Club , such as Kia Toa, then the clubrooms proposal is viewed as supporting Council's "City Goal 2 : A creative and exiting city".

In terms of meeting 3 of that Goal's Outcomes :

- "places across the city and its neighbourhoods for communities to participate in play and recreation"
- "access to exciting well-managed events & activities throughout the city and our neighbourhoods"
- "opportunities to celebrate our many cultures"

As noted in the Submission Document and this Application Form, Kia Toa has a strong relationship with the suburbs of Highbury, Takaro, Awapuni & Cloverlea that are in the vicinity of Bill Brown Park. Membership of the Club primarily spans the ethnic groups of Pakeha, Maori & Pacifika, some of whom having participated or watched matches at Bill Brown Park find it have difficult to attend after-match functions at clubroom venues away from that ground, given the travel involved. The proposal to establish Kia Toa Clubrooms at Bill Brown Park will therefore further support the achievement of Goal 2 and its expected outcomes.

34. Is the need which this project / service aims to address identified in any other City Council plans or research? If so please indicate the report and relevant sections.

The Clubrooms Proposal is specific to Kia Toa.

However the Club was involved in a Council study in 2023 reviewing the needs of Papaioea Pacifika Community Trust in their use of the current Bill Brown Park hall facilities, where an opportunity to establish first floor clubrooms above the changing rooms was investigated.

Unfortunately at that time Kia Toa could not commit to that option and the Council Officers involved reached the conclusion that it was best to treat any clubrooms development as a future separate stand-alone project.

APPLICATION FORM SUPPLEMENTARY PAGE 9A

35. Does your group require a building or land only?

Land only.

36. Please describe the type of property you require? Size, type, what attributes must it have etc.

The Application is specifically for establishing Kia Toa Clubrooms at its "home ground" of Bill Brown Park, on the 751m² footprint as shown on Aerial Photo "A".

Following discussions with Council Officers, this site location on the Park is considered the best location.

37. Does the property need to be located in a particular area of the City? If so, where?

Bill Brown Park. Kia Toa Rugby's "Home Ground".

38. Is this location essential or desirable? Please bear in mind that if you mark essential and the Council does not have suitable property in that location then no property at all may be offered.

Essential.

39. Do you have a location or Council property in mind? Is so where?

If the 751m² footprint as shown on Aerial Photo "A" cannot be approved by Council for whatever reason, Kia Toa is open to considering other locations on Bill Brown Park.

40. Approximately how long do you anticipate requiring Council property for?

Ideally Kia Toa would like to have a land lease in perpetuity. However it is understood the Reserves Act 1977 only allows a maximum of 33 years. That being the case, Kia Toa requests lease terms of 33 years with rights for renewal, subject to there being no performance with the lease terms.

41. Please attach any other information you wish to supply as part of your application.

As referred to under Question 9 of this Application, additional information is provided under Submission Document titled "Kia Toa Rugby Football Club, Proposed Clubrooms at Bill Brown Park, Submissions to Palmerston North City Council", dated 1/12/2024 (including Attachments) as provided under file "Kia Toa Proposed Clubrooms Submission to PNCC.docx".

Kia Toa does not intend to make the Resource Consent Application for the Proposed Clubrooms at Bill Brown Park until the Land Lease Application is well advanced & there is a strong indication it will be approved by Council.

Declaration.

✓ I confirm that all information give or written is true, complete and accurate.

APPLICATION FORM SUPPLEMENTARY PAGE 10A

✓ I give authority for Council to use the information provided publicly, such as in a report to the Council, to assess the proposal.

MEMORANDUM

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Quarterly Performance and Financial Report - period ending 31 December 2024

PRESENTED BY: Scott Mancer, Manager - Finance and John Aitken, Manager - Project Management Office

APPROVED BY: Cameron McKay, General Manager Corporate Services

RECOMMENDATION TO STRATEGY & FINANCE COMMITTEE

1. That the Committee receive the memorandum titled 'Quarterly Performance and Financial Report – period ending 31 December 2024', and related attachments, presented to the Strategy & Finance Committee on 26 February 2025.

1. ISSUE

To provide an update on the performance and financial achievements of the Council for the period ending 31 December 2024.

2. BACKGROUND

Details of operating and financial performance are included in the attached report, with further information provided through the appendices to the report.

3. NEXT STEPS





The March 2025 results will be presented to Strategy & Finance Committee.

4. 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?	No
Are the recommendations inconsistent with any of Council's policies or	No

plans?	
The recommendations contribute to: All of Council's Goals.	
The recommendations contribute to the achievement of objectives in: (Not Applicable) (Not Applicable) The objective is: to enable Council to exercise governance by reviewing financial performance and operating performance and provide accountability for these to the public.	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	As above.

ATTACHMENTS

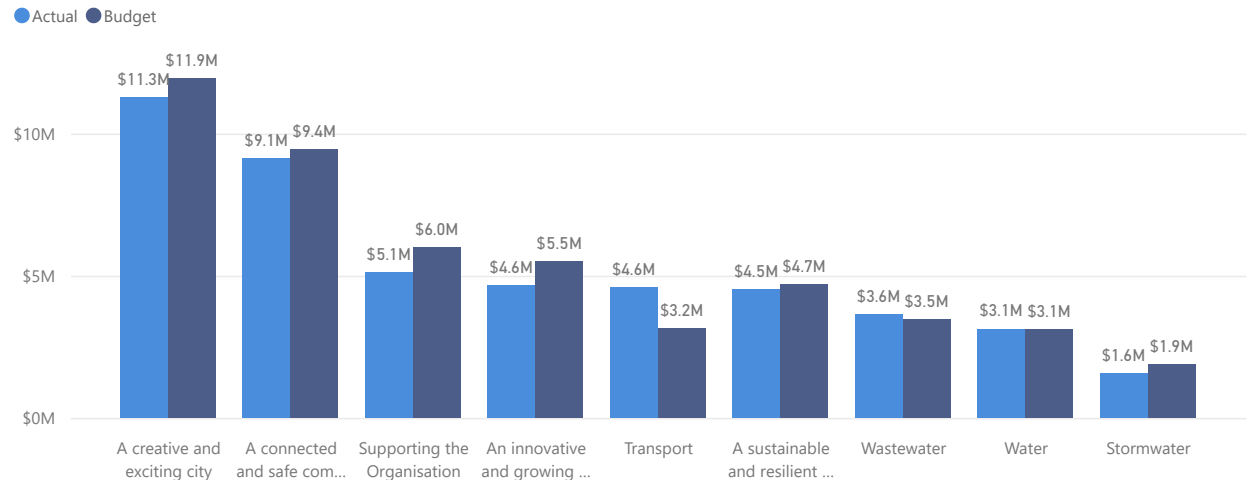
1. 31 December 2024 Monthly Dashboard [↓](#) 
2. Quarterly Performance and Financial Report - period ending 31 December 2024 [↓](#) 
3. Quarterly Performance and Financial Report - period ending 31 December 2024 - Appendix 1 Performance Measures [↓](#) 
4. Quarterly Performance and Financial Report - period ending 31 December 2024 - Appendices 2-10 [↓](#) 

December Financial Dashboard - Profit and Loss

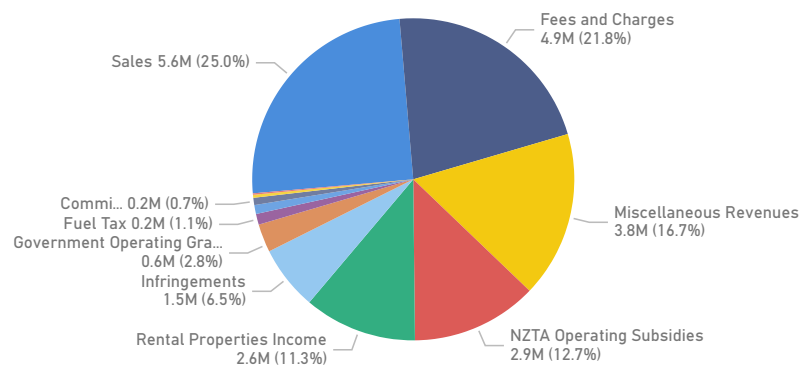
YTD operating position - Council

Category	Actual	Budget	Variance	FY Budget
Operating Revenue	(22.6M)	(21.3M)	1.3M	(41.8M)
Fees and charges	(4.9M)	(4.4M)	0.5M	(7.8M)
Grants and subsidies received	(3.6M)	(3.1M)	0.5M	(6.7M)
Other revenues	(14.1M)	(13.7M)	0.4M	(27.3M)
Operating Expenditure	70.2M	70.4M	0.2M	135.8M
Contractors	14.7M	13.4M	(1.3M)	27.2M
Grants and subsidies paid	5.7M	6.1M	0.3M	11.7M
Materials	2.0M	2.4M	0.3M	4.9M
Net Internal Expenses	(3.0M)	(3.4M)	(0.4M)	(7.0M)
Other operating expenses	12.5M	13.8M	1.4M	21.6M
Professional Services	6.0M	6.4M	0.4M	15.7M
Remuneration	30.4M	30.2M	(0.3M)	58.5M
Utilities	1.8M	1.6M	(0.2M)	3.2M
Other operating	(63.3M)	(61.7M)	1.6M	(122.5M)
Net Interest	5.7M	6.8M	1.1M	14.3M
Rates Revenue	(69.0M)	(68.5M)	0.5M	(136.9M)
Total	(15.7M)	(12.5M)	3.2M	(28.5M)

YTD operating position - by Activity



Non-rates revenue YTD by resource

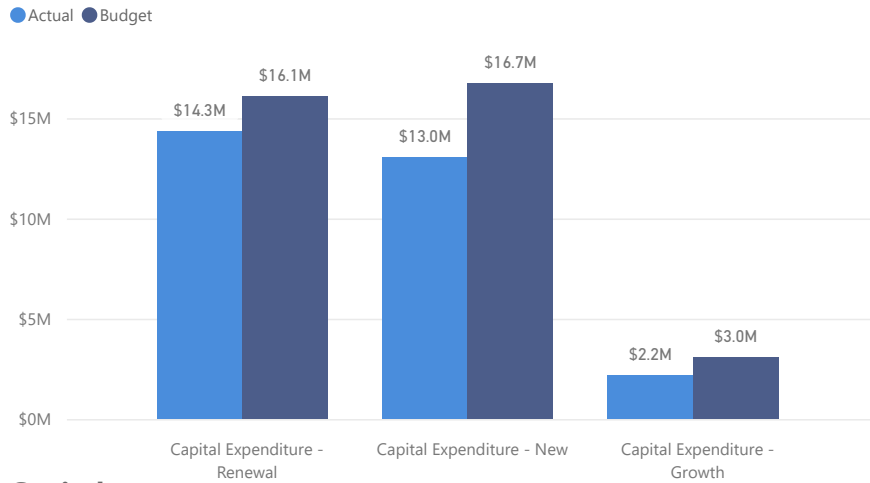


Operating position:

- The net controllable operating position at the end of December is 1.5M favourable against budget
- From a revenue perspective (1.3M favourable to budget in total):
 - Grants and subsidies received are favourable by 0.5M, mainly related to Waka Kotahi funding for Roothing. Note, the Waka Kotahi funding that can be claimed for Transport works is capped annually so this favourable variance is unlikely to continue to year end.
 - Fees and Charges is favourable by 0.5M largely related to timing of invoicing for Building and Planning Services related to Housing. This is offset by an unfavourable variance for professional services within the Housing activity.
- Note, miscellaneous revenues include the MDC Building Contract (0.7M), catering cost recoveries (0.9M), waste minimisation (0.4M), and Windfarm Royalties (1.0M) [3.0M of the YTD total of 3.8M].
- From an expenditure perspective (0.2M favourable to budget in total):
 - Contractors are unfavourable by 1.3M related to Roothing and is expected to move closer to budget over the coming months.
 - Other expenses are favourable by 1.4M related to timing of spend against budget for insurance, educational fees, and miscellaneous. We anticipate insurance will remain favourable against budget throughout the year (annual premiums lower than full year budgeted figure).
 - Net internal expenses are unfavourable by 0.4M related to lower than budgeted capitalised overheads. This is a result of delays to the capital delivery programme from the wet weather earlier in the Financial Year.

December Financial Dashboard - Balance Sheet

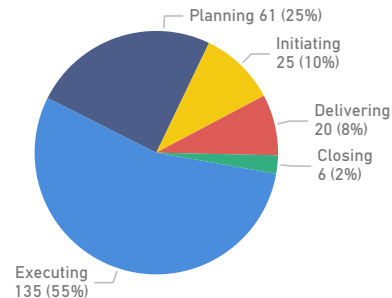
YTD capital spend



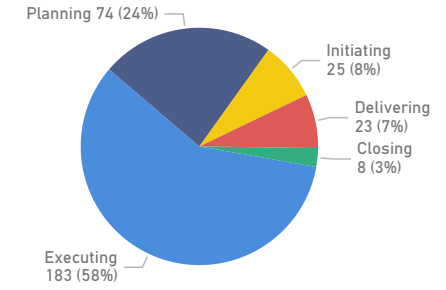
Capital programme:

- The YTD capital spend is 29.5M against a YTD budget of 35.8M (33.1% of FY budget).
- At the same time last year, the YTD capital spend was 32.9M against a budget of 39.2M (33.4% of FY budget).
- The variance against budget mainly relates to changes in the delivery timelines of some major projects (including Amberley Avenue Bridge Design and Build).
- Net debt at the end of December is 274.4M against a revised budget of 278.9M.
 - The higher balance throughout July and August relates to the timing of borrowings through the quarter to ensure we had sufficient cash required to meet repayments.

Capital programme - FY25 (Infrastructure)



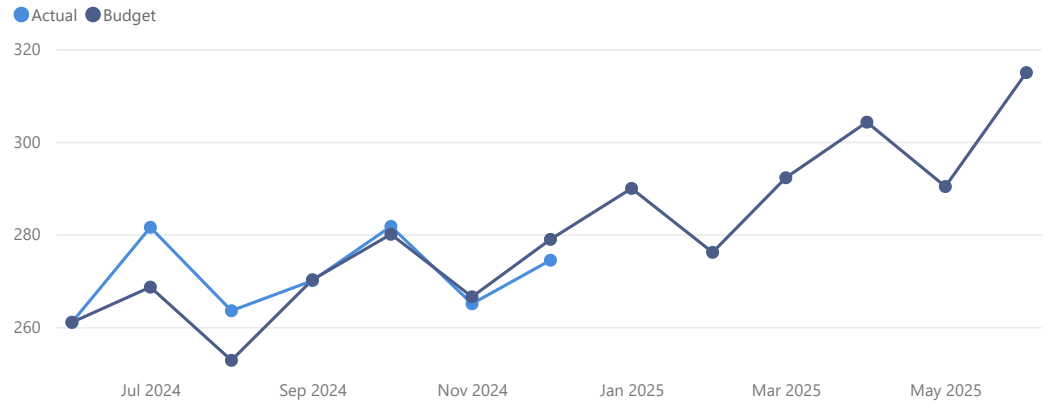
Full capital programme (Infrastructure)



YTD capital spend - all Council

Category	Actual	Budget	Variance	FY Budget	% FY Budget
Capital Expenditure - Growth	2.2M	3.0M	0.9M	14.8M	14.6%
Capital Expenditure - New	13.0M	16.7M	3.7M	39.7M	32.9%
Capital Expenditure - Renewal	14.3M	16.1M	1.7M	34.7M	41.3%
Total	29.5M	35.8M	6.3M	89.2M	33.1%

Net debt by month



Performance and Financial Report to Council

December 2024

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Chief Executive's Summary

This report covers the first 6 months of the 2024/25 financial year. At the end of December, Council's net operating position was 1.5M favourable against the revised budget. This variance relates to our revenue being favourable at this point, while our expenditure has remained consistent with budget through to the end of the second quarter. There are a combination of variances, both positive and negative, for both revenue and expenditure, which we continue to monitor closely.

Key variances across operating revenue and expenditure and further information outlining operating variances is provided in the subsequent sections of this report, along with the associated appendices. Forecasted year-end outcomes against budget are also included.

As part of the rolling forecasts, some pressures have been identified for 2024/25 including; utilities (power and gas), parking revenue (meter and leased), and capitalised remuneration and overheads. The financial results for the year are intended to be managed within the parameters set within the Revised Budget for Year 1 of the LTP.

Although we are favourable at present, our forecast does indicate that we are heading for an unfavourable net operating position of \$0.3M by year end. This reflects the pressures identified above partly offset by the operational programmes in digital being delayed. Forecasting is based off the best information to hand at the time of completion and there will be movements in any results that are forecasted. Management have asked for monthly updates to be completed for Council's forecasted position to ensure prudent management of Council's budget and look to remain within budget.

After the forecast was completed it was also identified that increased costs in transport associated with emergency works will not be fully subsidised by NZTA. The impact of this is being assessed by officers and will be included in future forecasting, and likely to be the subject of a separate paper to Council.

Capital delivery for the quarter was consistent with last financial years performance. The Q2 spend of \$17.1M reflects the delivery momentum that has continued. For comparison the Q2 capital spend for FY24 was \$15.4M. The new Red, Amber, Green (RAG) project status report shows at the end of quarter 2 there are 9 projects identified as Red with mitigation plans in development to address these. The Programme Management team is completing analysis of the budget variances with a view to ensure the full programme is delivered for the year.

The Capital budget has been updated in response to Council decisions made following confirmation of the NZTA funding allocation. Reforecasting and cancelling of several capital projects has been required. The financial impact of this is still to be analysed but is expected to be minor.

Further information on capital delivery is provided in subsequent sections of this report and associated appendices.

Operating Performance

Summary of Financial Performance	2024/25 (\$M)				
	Year to Date			FY	FY
For the period to 31 December 2024	Actual	Budget	Variance	Budget	Forecast
Fees and charges	4.9	4.4	0.5	7.8	8.6
Grants and subsidies received	3.6	3.1	0.5	6.7	6.4
Other revenues	14.1	13.7	0.4	27.3	27.0
Operating Revenue	22.6	21.3	1.3	41.8	42.0
Remuneration	30.4	30.2	(0.3)	58.5	59.9
Other operating expenses	12.5	13.8	1.4	21.6	20.7
Contractors	14.7	13.4	(1.3)	27.2	26.9
Grants and subsidies paid	5.7	6.1	0.3	11.7	11.5
Materials	2.0	2.4	0.3	4.9	4.5
Professional Services	6.0	6.4	0.4	15.7	15.7
Utilities	1.8	1.6	(0.2)	3.2	3.6
Net Internal Expenses	(3.0)	(3.4)	(0.4)	(7.0)	(6.4)
Operating expenses	70.2	70.4	0.2	135.8	136.3
Net Operating Surplus/(Deficit)	(47.6)	(49.2)	1.5	(94.0)	(94.3)
Rates Revenue	69.0	68.5	0.5	136.9	137.4
Net Interest	(5.7)	(6.8)	1.1	(14.3)	(11.6)
Operating Controllable Surplus/ (Deficit)	15.7	12.5	3.2	28.5	31.5
Depreciation and amortisation	(20.7)	(24.7)	4.0	(49.4)	(41.3)
Non-operating revenues	7.0	5.0	2.0	15.3	16.9
Non-operating expenses	(7.6)	0.0	(7.6)	0.0	(7.6)
Net result	(5.6)	(7.2)	1.6	(5.6)	(0.6)

The net controllable operating position at the end of December is favourable to budget by 1.5M (before net interest and rates). There are some key deviations from budget to highlight:

- Operating revenue
 - Fees and charges are favourable by 0.5M in Building and Planning Services, offset by higher expenditure.
 - Grants and subsidies received are favourable by 0.5M related to Waka Kotahi subsidies, offset by higher expenditure. This is a timing issue and is forecasted to be on budget at year end.
 - Other revenues are favourable by 0.4M, mainly related to Windfarm Royalties.

- Operating expenditure
 - Contractors are unfavourable YTD by 1.3M related to Roothing (Traffic Services, Street Facilities, and Roads), this includes some costs relating to emergency works which are not fully subsidised by NZTA.
 - Other operating expenses are favourable by 1.4M, with the key variances driven by insurance due to lower than budget premiums (0.4M), Venues catering costs (0.3M, offset by revenue), and training expenses (0.3M).
 - Utilities are unfavourable YTD by 0.2M. This is an ongoing cost pressure that will persist until year-end.
 - Net internal expenses are unfavourable by 0.4M related to lower than budgeted capitalised overheads. This is a result of the weather-related delays to the capital delivery programme.
- Non-operating
 - Non-operating expenditure is unfavourable to budget by 7.6M due to valuations of financial instrument valuations. These relate to the fixed interest rate swaps which reduce in value when floating interest rates fall.

For further information on YTD operating performance see:

- Appendix 1 - Detailed Non-Financial Performance Measures
- Appendix 2 – Activities Net Operating Cost
- Appendix 3 – Operating Programme Reporting
- Appendix 7 – Financial Statements
- Appendix 8 – Approved variations to Annual Budget

Capital Delivery

Delivery Status

Capital delivery for Q2 was consistent with delivery performance for the same period last year. The Q2 spend of \$17.1M, compared to \$15.4M in Q2 FY24, reflects the delivery momentum that has continued from the second half of FY24 and Q1 FY25. The half year result is \$29.5M compared to \$32.1M in FY24.

As a percentage, delivery against budget is similar to last financial year. As of the end of Q2 FY25, 82.4% of forecasted delivery has occurred compared to 80.5% for FY24. Analysis of the variance is underway with a view to ensure the full programme is delivered for the year.

The Capital budget has been updated in response to NZTA funding outcomes. Work undertaken on projects which are no longer proceeding will need to be written off. The financial impact of this is still to be analysed but is expected to be minor.

During Q2 emergency works were identified which require remediation, such as slips on Kahuterawa Road and Atawhai Road. Key delivery progress included Railway Road Pavement Renewal, Pioneer Highway Signalised Crossing, Ruahine Street Stormwater and Victoria Avenue Wastewater main renewals, Amberley Avenue Bridge Replacement, and Waldegrave Street land purchase. These projects all involved considerable time, effort, and stakeholder engagement.

	
<p>Railway Road Pavement Renewal</p>	<p>Amberley Avenue Bridge Design and Build</p>

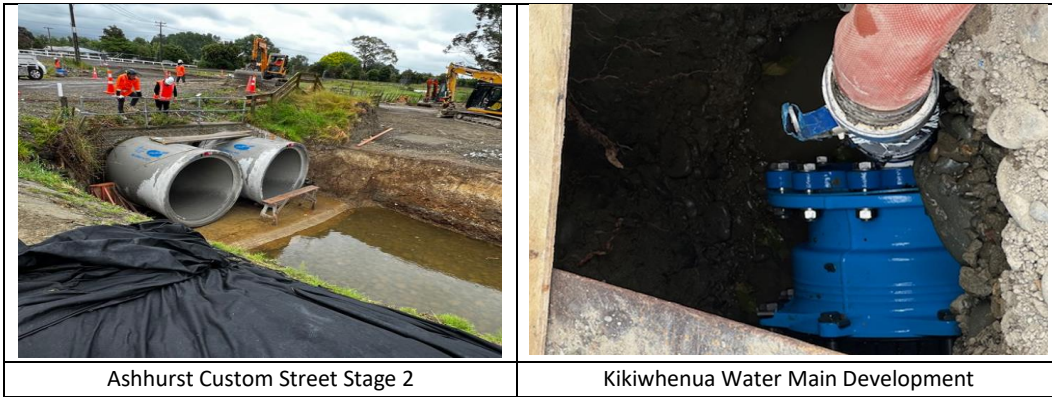
Throughout Q2 there was progress on several other projects including:

- Whakarongo - attenuation pond
- Recycling – Material Recovery
- Stage 1 Kikiwhenua – water main connection
- Ashhurst Public Toilets
- Ashhurst Custom Street Stage 2
- Parking Meter renewal
- North Street Watermain Improvement
- Tamakuku development



Ashhurst Public Toilets

Pioneer Highway Signalised Crossing

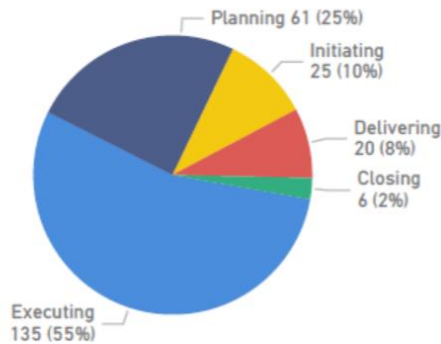


Ashhurst Custom Street Stage 2

Kikiwhenua Water Main Development

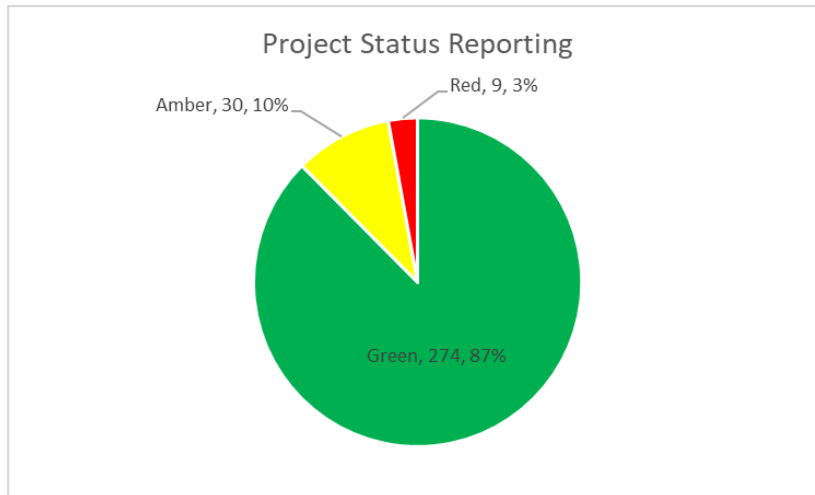
All projects have five phases of delivery, each with milestones and tasks. As of the end of quarter 2 there are 25 projects in Initiation, 61 in Planning, 135 in Executing, 20 in Delivery and 6 in Closing.

Capital programme - FY25 (Infrastructure)



Project Status Reporting

Monthly project reports are completed for every project to confirm project health and performance. Report requirements vary depending upon project scale and complexity. Reports include a red, amber, green (RAG) overall status assessment based on scope, cost, schedule, and resourcing. As of Q2 end 274 projects are green, 30 amber and 9 red. Projects identified as red are being reviewed and where possible risks to delivery mitigated. Amber rated projects are less at risk of non-delivery, however review and mitigation is being put in place to ensure full delivery of the programme is achieved.



Projects identified as Red include 5 NZTA funded projects and 4 others:

NZTA Funded

- Tennent Drive/Main Drive Safety Improvement
- Lincoln Street - Oxford to Cambridge Design
- Victoria Avenue/Ferguson Street Raised Intersection Platform
- Broadway Avenue Raised Pedestrian Crossing
- Tennent Drive/Main Drive Signalised Intersection

Other

- Collection Vehicles - Safety & Security Equipment
- Awapuni Community Hub Design
- Recycling Contamination Monitoring Vehicle & Equipment - Development
- Social Housing - Additional Social Housing Units

Project Governance

As mentioned in the Q1 report the new project management tool is now embedded, providing stronger delivery line of sight and ability to manage at both programme and project level, including the above RAG report. User proficiency continues to improve. This tool has provided the ability to report on phasing, work location and project risk.

In the last quarter, the Project Management Manual was endorsed by the Deputy CEO and General Manager Infrastructure, Chris Dyhrberg. The manual focuses on professional project management practice and provides a framework for project delivery across the organisation.

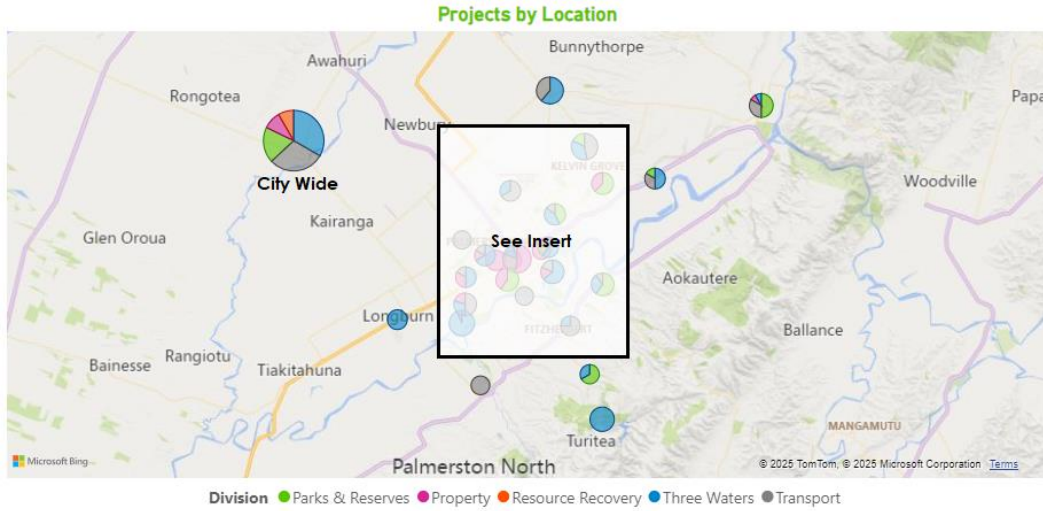
Project Case Study – Railway Road Stage 2



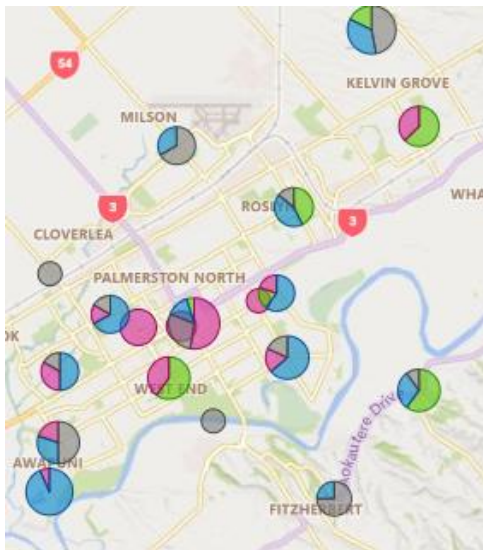
Project Outcomes	Full pavement reconstruction to improve resilience and provide required levels of service for growing demands of expanding industrial and commercial sector.
Project Methodology	Traditional approach with separate design and build contracts. Full road closures across three consecutive zones with detours to allow access to businesses throughout construction.
Key deliverables	<ul style="list-style-type: none"> ➢ 220m subsoil drainage ➢ 4550 m³ lean mix concrete ➢ 4605 m² asphaltic concrete paving ➢ 605m road line marking
Project Budget	\$1,950,000
Project Spend	\$1,670,017 (85.6% of budget)
Targeted Completion Date	25 October 2024
Actual Completion Date	25 October 2024
Project Duration	7 weeks
Stakeholders Engaged	17 Businesses

Project Locations

A developing area for project planning is location identification and communication. Work location along with project timelines, identifies the community affected/benefits, and ensures work is completed in the correct order (underground followed by above ground). This also helps with planning with other delivery agents such as Chorus, PowerCo and Gas providers.



Note: the icon adjacent to Kairanga is City-Wide allocated work.



Closer view of Palmerston North City projects

Next Quarter

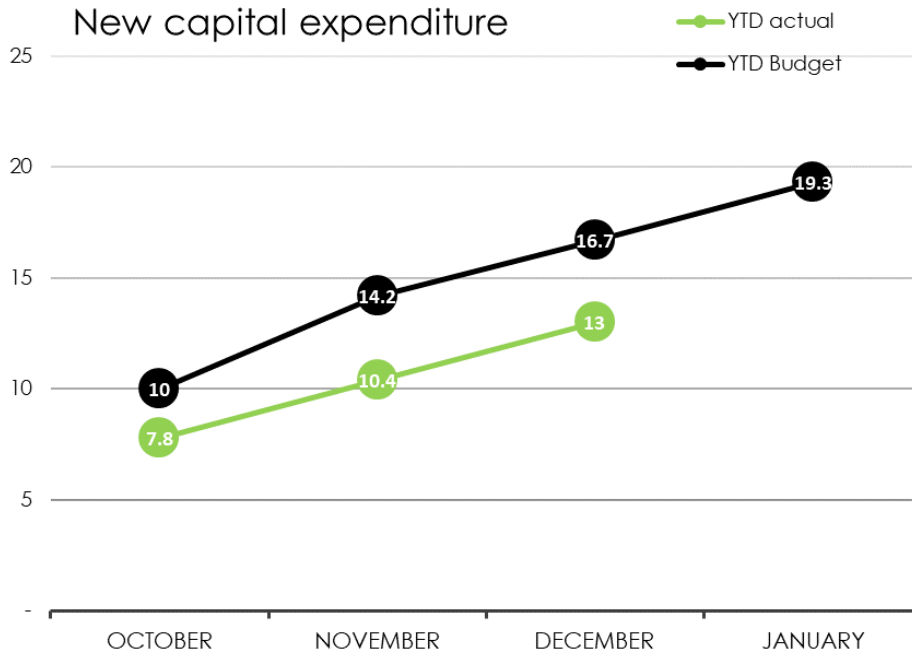
Q3 is a significant delivery period as many projects have now completed design and procurement and will move to construction during the drier months. The forecast spend for Q3 is \$20.2M. Below are key projects forecast for delivery:

- Kikiwhenua Water Supply
- Ashhurst Custom Street Stage 2 - Completion
- Closed Landfills and Transfer Stations – Shredder Chipper replacement
- Mihaere Rail Over Bridge Strengthening
- City-East Bore and City-North Bore
- Arena 1 Terrace Seating Renewal
- Ashhurst Water Treatment Plant
- Bunnythorpe Bore Filtration
- McGregor Street Flood Mitigation
- Wastewater Pipe Relining – Rangitikei Street
- Stoney Creek renewal
- Heneghans/Kelvin Grove intersection improvements

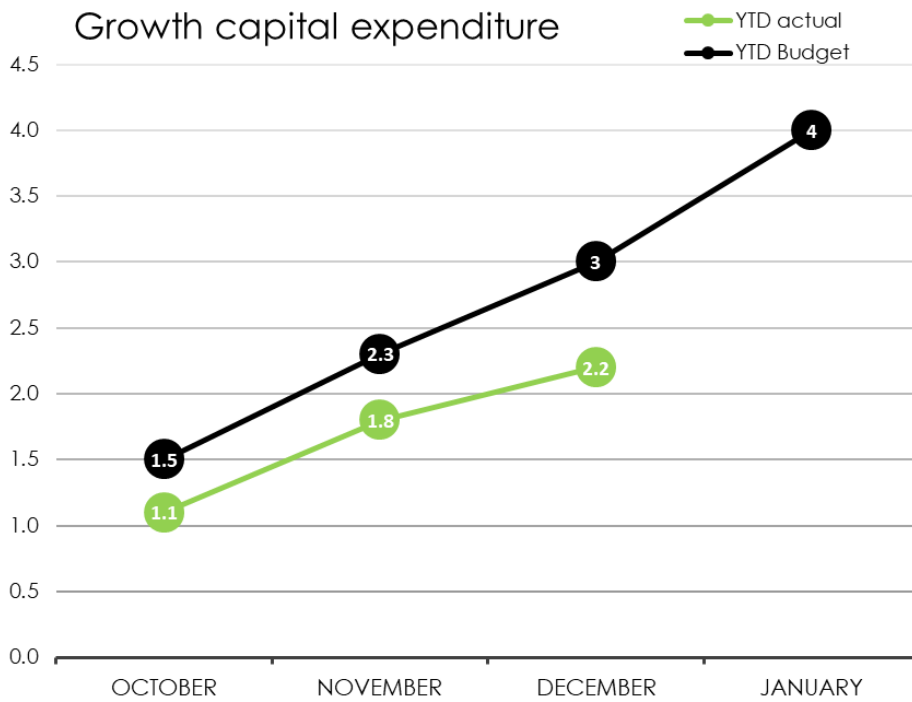
Capital Spend

At quarter-end, there has been a total Capital spend of \$29.5M comprising \$13.0M Capital New, \$2.2M Capital Growth and \$14.3M Capital Renewal.

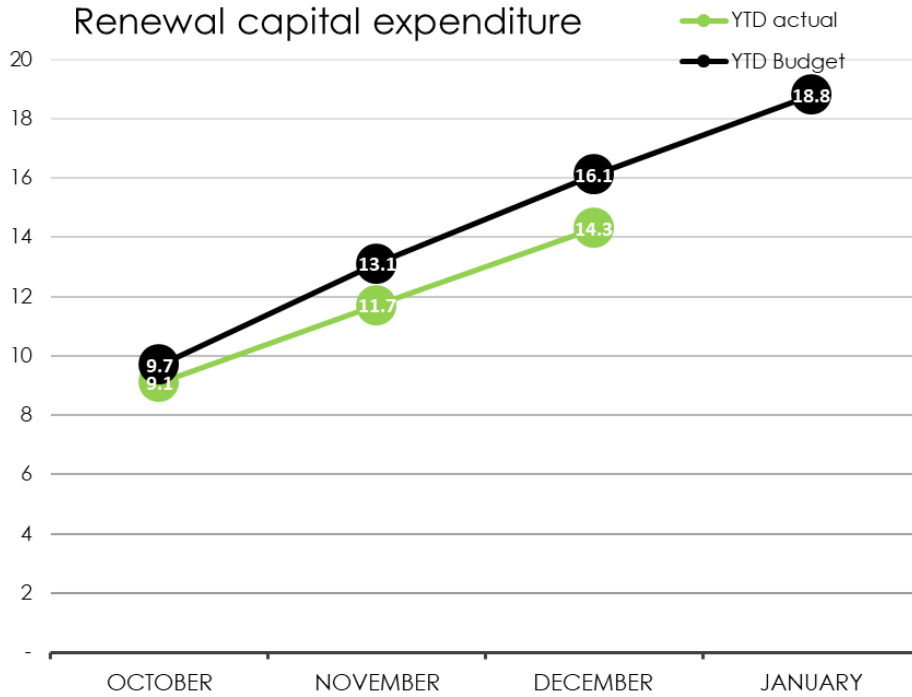
	YTD Actual	YTD Budget	YTD Variance	FY2025 Revised Budget	% FY Rev. Budget	FY2025 AP Budget
Capital Expenditure - New	13.0	16.7	3.7	39.7	32.7%	47.4
Capital Expenditure - Growth	2.2	3.0	0.9	14.8	14.9%	15.0
Capital Expenditure - Renewal	14.3	16.1	1.7	34.7	41.2%	33.0
Total Capital	29.5	35.8	6.3	89.2	33.1%	95.4



Projects which have influenced the variation to budget include Amberley Avenue Bridge Design and Build, WWTP HV Power Resilience Upgrades both of which are scheduled to be completed this financial year.



Work for Capital Growth is usually impacted by external factors which affect the timing of work. Ashhurst – Transport Growth – Custom Street Stage 2, Kelvin Grove/Stoney Creek Intersection, which has been delayed by NZTA funding confirmation, and City-East Bore are three Growth initiatives influencing Q2 variance.

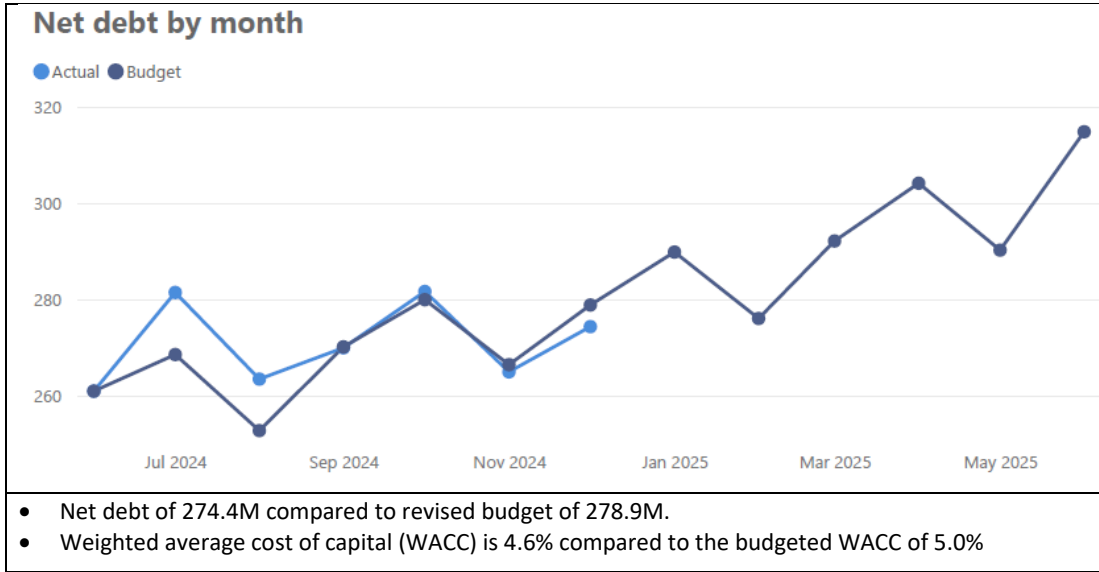


Projects which have influenced the variation to budget include: City-wide Sealed Road Renewals, Pond and Lagoon Renewals, Maxwells Line Trunk Main Renewal and Botanical Road Wastewater Pipe Renewal. Variance can be attributed to timing of delivery with work scheduled for completion this financial year.

For additional information on capital delivery see:

- Appendix 4 – Capital expenditure by Group of Activities
- Appendix 5 – Capital expenditure by Programme (over \$1,000,000)
- Appendix 6 – Capital expenditure by Programme (under \$1,000,000)
- Appendix 8 – Approved variations to Annual Budget

Net Debt



Funding Update

By the end of the December Quarter, \$3.4m of an assumed \$5.3m of external funding for 2024/25 has been secured (excluding NZTA). A further \$730k has been applied for and Council is currently awaiting confirmation of the outcome from funders. Further applications continue to be progressed and will be guided by the funding assumptions provided in the LTP. Note: since the last quarterly funding update, the full year grant funding budget assumption has been adjusted upwards for carry forwards approved by Council after the LTP was approved.

Council is also progressing funding applications related to the 2025/26 and 2026/27 financial years. These include the following:

- Te Motu o Poutoa Civic Marae and Cultural Centre. In conjunction with Rangitāne, this application will be for \$4m (increased from \$3m in the September update due to conjunctive submission with Rangitāne).
- The possibility of external funding to support the cost of the Materials Recovery Facility (MRF) renewal which will be a multimillion-dollar application. A successful application would be a windfall gain for the Council against current assumptions.
- Council continues to work with project sponsors internally and funders externally to identify additional opportunities for external funding where no assumption was made.

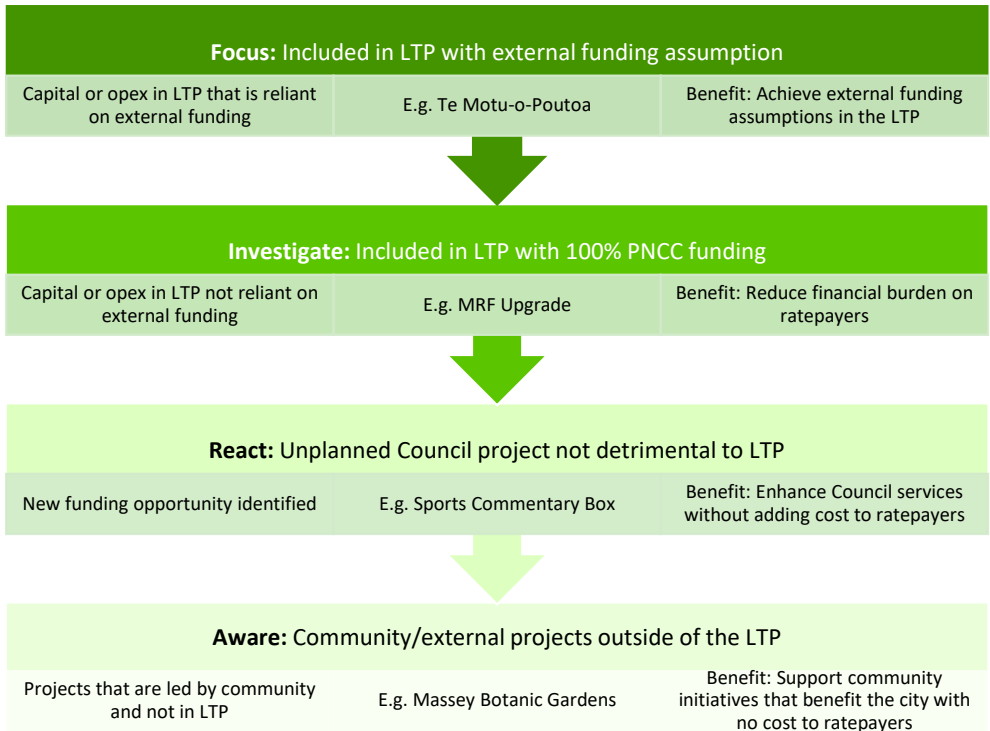
Exhibit 1 below highlights the four categories of projects which the Council has identified and informs the funding application targets as well as funding conversations.

It is important to reiterate that the funding decisions are made by the funders and these are contestable funds. Contestability and limited capacity have been highlighted in the recently declined funding for our Waitangi Day event. In response, Manatū Taonga Ministry for Culture and Heritage stated “We regret to advise you that on this occasion your application was unsuccessful. Unfortunately, we received other applications that demonstrated through their applications a stronger alignment to the purpose and criteria of the fund.” This is further expanded on by the additional comment “This year we received 55 applications seeking over \$878,000 in grants for support of Waitangi Day events in 2025.” The available funding in this case was \$300k. Anecdotally, over subscription is consistent with other funders and pools of funds.

The current funding environment remains difficult. Demand for funds is high while philanthropic capacity has diminished because of weaker market/economic performance. Consensus from funders is that market improvement is expected to support capacity over the coming years, however this has only been made as a comment and should not be taken as confirmation of additional funding availability.

In this environment, the Council’s more strategic approach to working alongside funders is the best course of action. This approach ensures that we remain at the forefront of funders’ minds. Council continues to show them exactly how our projects align with their values, demonstrating the real impact we make, while fostering those relationships.

Exhibit 1: External Funding Hierarchy



Statistics

15 current/live grants as at end of December – ranging from drafting stage to accountability stage. The LTP grant funding assumption for 2024/25 full year includes carry forward adjustments approved by Council after the LTP was approved.

Exhibit 2: Summary of Grant and Funding Activity

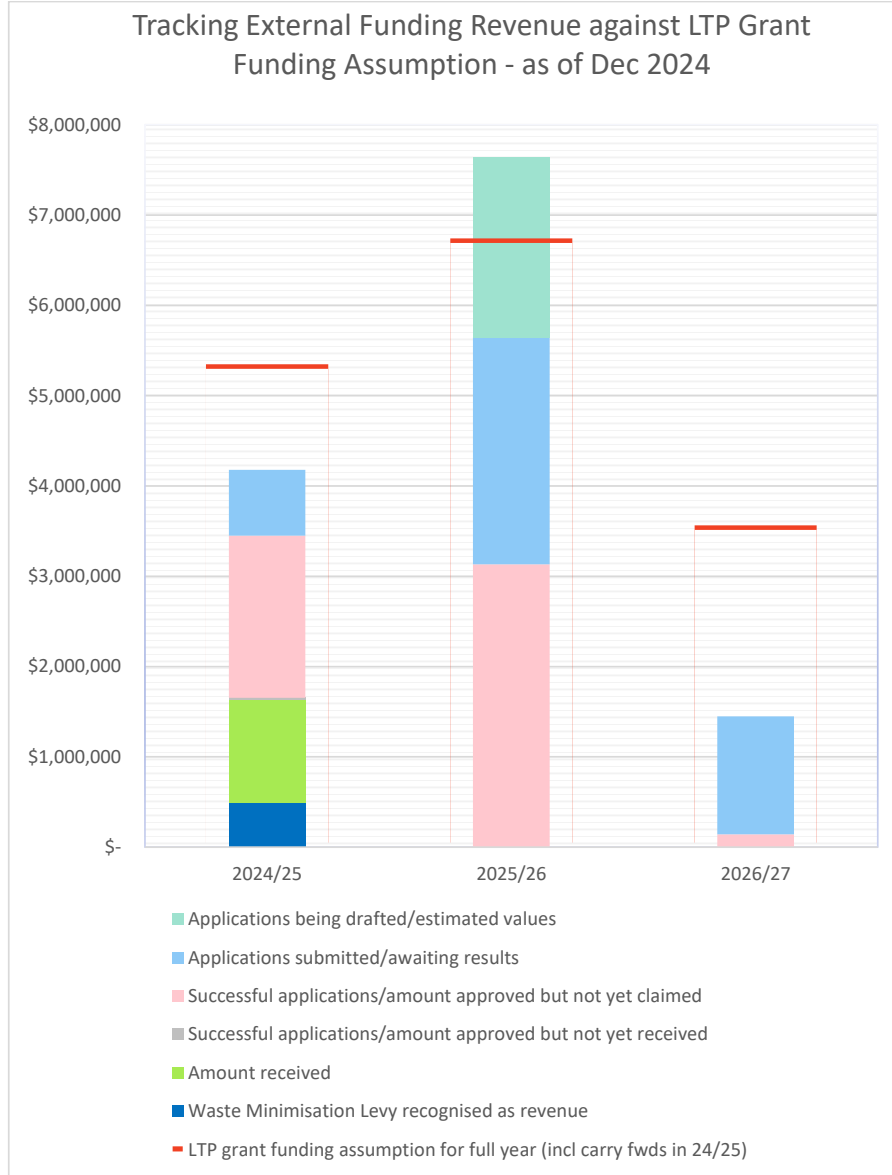
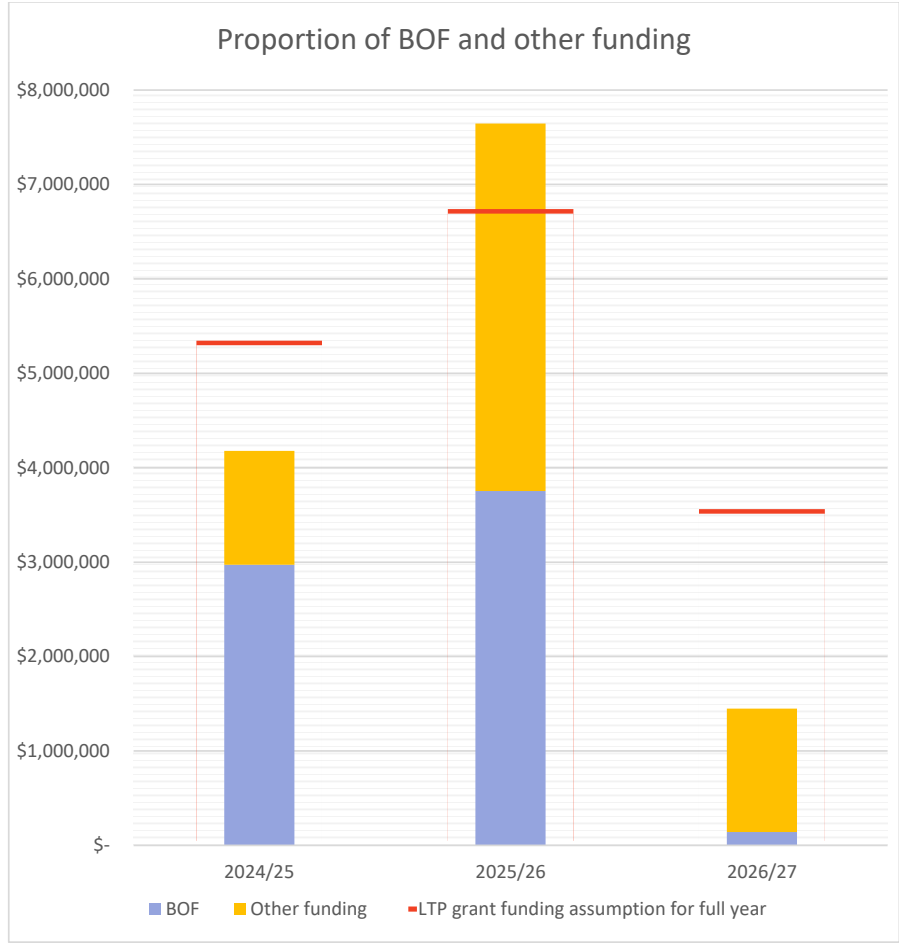


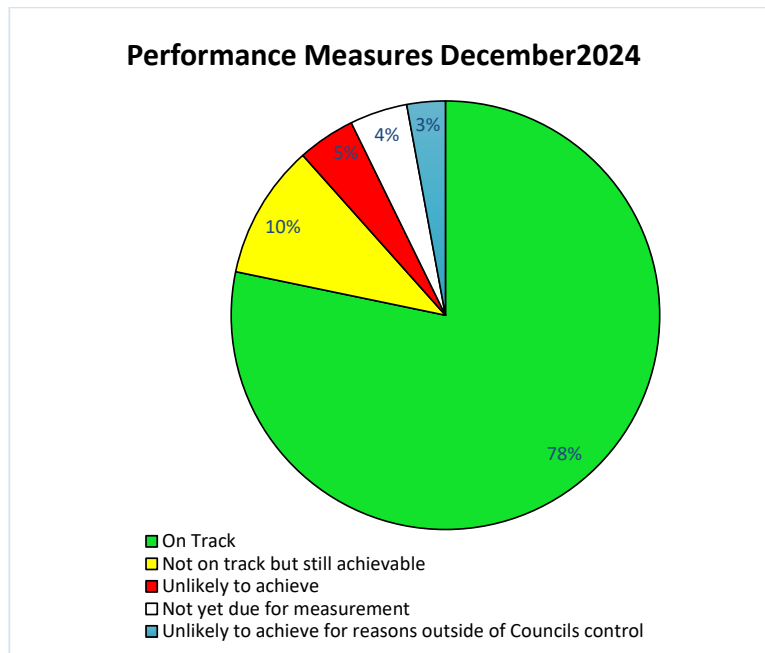
Exhibit 3: Better Off Funding and Other Funding Breakdown



Performance Measures

For 2025 Quarter 2:

- 54 (78%) of performance measures were on track
- 7 (10%) were not on track but still achievable
- 3 (4%) were unlikely to achieve
- 3 (4%) were not yet due for measurement
- 2 (3%) were unlikely to achieve for reasons outside of Councils control



The measures categorised as ‘not on track but still achievable’ are:

- Housing, Measure 03. Resource consent applications: Although this measure appears to be met, this has been determined with a conservative approach due to some expected variance in the data. The team continue to improve their systems in Authority Altitude.
- Transport, Measure 02. Provision of Roads, Footpaths, Cycling and Parking: There is a dissatisfaction with the cycling category only.
- Recreation and Play, measure 02. Usage numbers at Lido, Freyberg and Ashhurst Pools: There was a large decrease in usage of Freyberg which is currently being identified. The combined overall satisfaction rate also does not meet the target of 65% (54%), due to the Freyberg decrease.
- Community Support, Measure 02. Resident satisfaction with funding support for community groups: Satisfaction with this has dropped to 37%. It is expected that the general downward trend in dissatisfaction with overall Council services is the reason for this.
- City Library, Measure 02. Resident satisfaction with Public libraries: The satisfaction rating for users has dropped to 75% (target 81%). It is determined that this is also because of the general downward trend in dissatisfaction with overall Council services.
- Community Safety and Health, Measure 03. Satisfaction with roaming dogs and noise control: Satisfaction with roaming dogs has dropped to 54% (target 61%). It is expected that this has occurred due to the increasing amount of reporting happening via social media and not directly with the Council. Satisfaction with noise control has dropped to 48% (target 54%). The reason for this is unknown as attending officers reported no noise at 77% of the attended locations.

- Stormwater, Measure 01. Satisfaction with Stormwater services: Satisfaction with stormwater services has dropped to 56% (target 62%). This is expected to be because of the highest rainfall recorded over August, and general public uncertainty following Cyclone Gabriel.

The measures categorised as 'unlikely to achieve' are:

- Transport, Measure 03. Fatal and serious injury crashes: Council can influence the level of fatal and serious crashes with improved road design and implementation, but poor driver behaviour is not controlled by Council.
- Transport, measure 05. Footpath standards. Council footpaths are below the required condition. To increase the condition rating on footpaths, additional funding would be required. Current funding levels will only maintain, at best, the current condition of our footpath network.
- Water, Measure 02. Bacterial and protozoal requirements. Protozoa compliance is 100%, however, bacterial compliance is less than 100% due to a technical issue related to chlorine contact times and minor gaps in some data sets. This does not make the water unsafe.

The measures categorised as 'not yet due for measurement' are:

- Transport, Measure 04. Sealed local road network. The road resurfacing programme will commence on 31 March 2025, and information can be reported at the end of the financial year.
- Arts and Heritage, Measure 02. The Globe, The Regent, and Te Manawa results: This information is not yet available and will be reported after the CCO's six-monthly reports are presented in April 2025.
- Recreation and Play, Measure 01. Annual survey results. The survey will be between November 2024 and May 2025 with results being reported at the end of the financial year.

The measures categorised as 'unlikely to achieve for reasons outside of Council control' are:

- Transport, Measure 01. Council's actions within the Transport Network: National Land Transport Allocation for 2024-27 impacts the ability to progress with several projects in this space.
- Water, Measure 01. Council's Water Supply is safe and well maintained: Protozoa compliance is 100%, however, bacterial compliance is less than 100% due to a technical issue related to chlorine contact times and minor gaps in some data sets. This does not make the water unsafe.

For further information on Performance Measures see:

- Appendix 1 - Detailed Performance Measures

Resourcing

A summary of PNCC Resourcing is included below for your information. The figures below include all approved positions in the structure.

Employment Status	Number of Staff	FTE	Budgeted FTE
Permanent Full-time	551	551	563
Permanent Part-Time	107	75	70
Vacancies	52	52	52
Temporary	14	11	-
Total Number of Positions (excl. casuals)	724	689	685
Add Casual	38	15	-
Less vacancies	(52)	(52)	(14)
Total Positions	710	652	671

The budgeted vacancies are determined based on the FTE of positions that were vacant in the organizational chart when the budget was created. However, the number of vacancies deducted from the total positions differs because it reflects the assumed vacancy factor applied during budget preparation and adoption.

Although the current FTE recorded through payroll (652) is lower than the budgeted FTE (671), year-to-date remuneration exceeds the budget by \$0.3M. This variance is primarily due to lower-than-expected capitalisation and an increased reliance on external temporary casual staff, partly to cover vacancies.

Quarterly Performance and Financial Report - December

Performance Measures	Comments	Sep	Dec	Mar	Jun
Goal 1: An Innovative and Growing City					
Housing					
01. Narrative measure showing Council has enough infrastructure ready sections to meet National Policy Statement on Urban Development requirements.	Based on building consents across the city and the most recent Housing and Business Development Capacity Assessment, estimated capacity in the residential zone is 1273 dwellings. This is a 732-dwelling surplus compared to our 3-year demand. Capacity for serviced greenfield areas is 209 dwellings. This is a 184-dwelling shortage compared to our 3-year demand. Capacity in our rural zone for rural-residential dwellings is 114 dwellings. This is a 65-dwelling surplus compared to our 3-year demand.	G	G		
02. Narrative measure outlining progress on zoning and providing infrastructure for residential needs, including the proportion within the existing urban footprint.	Roxburgh Crescent (Plan Change E) proposes to rezone 4ha of industrial land to provide for 105 homes and is scheduled for a hearing in May 2025. Submissions on Plan Change I (Increasing Housing Supply and Choice) close Tuesday 4 February. A hearing on PC I is expected in the second half of 2025. The spatial extent of the next stage of Kākātangiata has been revised to reduce the risk of community severance issues and the loss of highly productive land slowing progress on this plan change. Environment Court mediation on Plan Change G (Aokautere) is scheduled for the end February 2025.	G	G		
03. At least 80% of resource consent applications are processed within the statutory timeframe. Consents not processed within the statutory timeframe will be identified with the actual time taken and the reason for this.	For the year to date, 203 resource consents have been determined with 81% (164) processed within statutory timeframes. This is markedly up on the 52% average achieved through the 2023/24 FY with the performance bump in 2024/25 attributable to system improvements and a sustained teamwide focus on this issue. In terms of the 39 consents that were not 'on-time' during these first two quarters, the average working days taken to complete these was 59. The reason for this continues to be associated with resourcing (vacancies and training new staff) and technicalities associated with individual consents (including application quality, complexity, and project management issues).	Y	Y		

Performance Measures	Comments	Sep	Dec	Mar	Jun
04. Narrative measure outlining how Council's regulatory framework encourages a greater range of housing types and inner city living, while protecting productive soils and minimising development in flood-prone areas.	The District Plan provides for a range of housing types through: <ul style="list-style-type: none"> - Minor dwellings and multi-unit housing in the Residential Zone. - Use of multi-unit housing provisions for medium density developments in the Outer and Fringe Business Zones. Of the 15 building consents granted for residential activity in the past quarter, 6 consents were for multi-unit dwellings. - Provision for apartments in the Inner Business Zone. Productive soils are currently being protected though: - The District Plan, by discouraging subdivision of rural zoned land outside of existing proposed rural residential areas or the rural residential overlay; and - The National Policy Statement on Highly Productive Land, by ensuring that rezoning carefully considers the opportunity cost of urbanising highly productive land. Development in flood-prone areas is minimised through careful consideration of flood risk and the economic viability of flood protection when land is investigated for rezoning. Land with the possibility of flood risk is not relied on for short term land supply in the Future Development Strategy until the risk is fully investigated effects are mitigated. 	G	G		
05. At least 95% of building consent applications are processed within the statutory timeframe.	Of the 234 building consent applications processed for the quarter, 220 (96%) were processed within the statutory timeframe. This quarters total of 234 building consent applications is a slight decrease compared to the previous quarter (264), which may be attributed to the ongoing economic uncertainty	G	G		
06. Narrative measure outlining Council's social housing actions (including the number of Council Units, Council tenants' survey results, and Council's actions to support community housing providers.	A report went to the December Community Committee (following a Council workshop) providing information about various initiatives of Housing Plan actions. Committee and Council endorsed the proposed coordinated work plan, including terms of reference for a review of social housing models and a review of property holdings. Both these pieces of work will be reported in mid-2025. The tenant satisfaction survey was last completed in July 2023, with an overall satisfaction rate of 97%. (Of the 143 tenants who answered the question asking overall, how satisfied they are living in a Council flat, 139 gave a rating of at least 3 out of 5. The survey is scheduled to be carried out again in the first half of 2025.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
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Urban Design

<p>01. Narrative measure outlining how Council's urban design and city-making initiatives promote a connected, sustainable, accessible, safe, and interesting urban environment.</p>	<p>District Plan changes, including Plan Change I (Medium-Density Zone) and Plan Change E (Roxburgh Crescent), focus on urban design principles that promote compact, connected, and walkable neighborhoods that are accessible by multiple transport options. Plan Change I proposes to include a streamlined permitted activity pathway for medium-density development. Strategic design briefs have been prepared for Caccia Birch Masterplan and Pasifika Community Centre Stage 01 to support procurement of design services and align project outcomes with broader strategic goals. Strategic design briefs for Awapuni Community Hub and Arena 5 are now being prepared to support programme procurement and delivery. Urban design continues to provide feedback through resource consent pre-application processes, with funding from the 'Delivering Change' initiative currently providing landscape design support for the new Kia Toa clubrooms at Bill Brown Park.</p>	G	G		
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Performance Measures	Comments	Sep	Dec	Mar	Jun
Economic Development					
01. Narrative measure showing Council has enough infrastructure-ready sections to meet National Policy Statement on Urban Development requirements.	Based on uptake analysis of building consents across the city and our most recent Housing and Business Development Capacity Assessment, we currently have estimated capacity for; 19.5 hectares of land available in our business zones. This is an 18.1-hectare surplus compared to our 3-year demand, 164 hectares of land is available in our industrial zones. This is a 141.1-hectare surplus compared to our 3-year demand.	G	G		
02. Narrative measure outlining progress on zoning and providing infrastructure for residential and business needs.	Te Utanganui - North East Industrial Zone Expansion (Plan Change N) is underway and anticipated for notifying for submissions in late 2025/early 2026. This will increase the North East Industrial Zone by 11%. Wastewater servicing for the existing North East Industrial Zone Extension Area may delay development of the eastern extent of that area. The Housing and Business Needs Assessment and the FDS does not indicate a need for additional business zone land in the short to medium term.	G	G		
03. Narrative measure outlining the Council-supported initiatives provided by CEDA and their outcomes, with a focus on skills, talent, and low carbon initiatives.	Over this quarter CEDA has entered into a partnership with the Young Enterprise Trust in support of the 2024 Young Enterprise Scheme (YES) for high school student entrepreneurs contributing to employment pathways. CEDA have also commenced an Employer and Workplace Hub outreach programme with recruitment agencies and exhibited at the UCOL Employment Expo, supporting attraction of students to the region. Additionally, LEAN Manufacturing, EECA Regional Energy Transition Accelerator (Food Producers) and Sustainable is Attainable workshops were held in the region to support businesses with environmental sustainability and waste reduction.	G	G		
04. Narrative measure outlining the number and range of Council supported events, including attendance numbers and economic contribution.	Council has supported eight events this year through the Major Events Fund. These events include Daybreaker Rally, Davis Cup Tennis, Palmy Drag Fest, Arts Trail Manawatu, Salud Festival, PACANZ Young Performer Awards, Armageddon Expo and Kiwibots Vex National Championships. These events provided an estimated gross economic benefit of \$6.7 million dollars to the region. Most events were well attended with the approximate total visitation of 34,000 people across the eight events.	G	G		
05. Narrative measure outlining how Council's strategic investments and advocacy are attracting inwards investment.	Staff are collaborating with CEDA and neighbouring councils to advocate for the planning and funding processes required to advance the Manawātū Regional Freight Ring Road with NZTA. CEDA's inward investment team actively engages with PNCC's international relations division, and potential national and international investors to promote Manawātū as a business-friendly environment and attract investment in Te Utanganui. The International Relations team continues to work closely with CEDA in promoting investment opportunities in Palmerston North and Manawātū to potential international investors. Ongoing conversations of interests are happening with two potential international markets. Staff are working with Rangitāne and Kānoa – Regional Economic Development & Investment Unit to achieve required funding outcomes for Te Motu o Poutoa. Planning is also well underway to procure structural and funding advice for the Civic and Cultural Precinct project in the new year.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
06. Narrative measure outlining the Council's marketing initiatives (including through the Manawatu Convention Bureau and isite Visitor Centre) and how they are promoting the City to residents and visitors.	<p>Business Events: This quarter, while no new bids were submitted, the team focused on supporting ongoing efforts to enhance Palmerston North's profile as a business events destination. Key activities included providing the accommodation database to organisers and supporting logistics for a St John's upcoming event.</p> <p>City Marketing: Palmy Proud Magazine issue 20 maintained a successful distribution model, targeting high-traffic tourist locations in Auckland, Hamilton, Wellington, Nelson, Picton, and Christchurch through platforms Phantom Billstickers and VisitorPoint. Locally, we leveraged a trusted distribution network to ensure residents could access the magazine in the central city and high-traffic spots. This approach continues to inspire pride in Palmerston North, offering readers moments of delight as they engage with stories of our vibrant city.</p> <p>Events: This quarter, we provided significant support for a range of events, showcasing Palmerston North as a vibrant host city. The Day Breaker Rally debuted with comprehensive marketing support across social media, newsletters, posters, and more. The Manawatū Garden Trail featured Caccia Birch and saw enhanced promotions through social media, email newsletters, and isite billboards, along with an updated garden map to elevate visitor experiences. We supported the National Hockey Championship giving event attendees a great experience when they came to the city with funding, promotional materials, and signage. The Secondary Schools Basketball Nationals benefited from targeted marketing across isite and Go Media billboards, digital pylons, and newsletters, bringing teams and spectators from across the country. Additionally, the Super Smash Cricket event leveraged city-wide promotional platforms, including posters, billboards, and social media, ensuring extensive engagement and visibility.</p> <p>isite Visitor Centre: This quarter, the isite welcomed 21,359 visitors, with retail sales showing strong growth compared to the same period last year, driven by an expanded merchandise range and consistent stock updates. Visitor numbers, including international and campervan travellers, continue to increase, with events in The Square further boosting foot traffic. While reservation sales experienced a slight decline due to reduced ferry bookings and tightened WINZ travel support, efforts to expand accommodation options via IBIS Bookit NZ are expected to improve results. Looking ahead, we're focusing on introducing new local product lines, maintaining strong stock turnover, and ensuring competitive booking options to meet the needs of our diverse visitors.</p>	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
07. Narrative measure outlining the Conference and Function Center initiatives and how they attract and meet the needs of visitors.	<p>In the first half of the year, we've stepped up efforts to connect with visitors and meet their diverse needs. By enhancing our communication channels and showcasing our facilities, we're ensuring that every interaction is impactful.</p> <ul style="list-style-type: none"> - Increased Social Media Presence: We've significantly upped our social media activity, creating a detailed content calendar with engaging themes and ideas. This has allowed us to share more frequent updates and connect meaningfully with our audience. - Strategic Content Distribution: By utilising our email newsletter database and updating our website with fresh, targeted content, we're keeping stakeholders informed and inspired. - Showcasing Our Spaces: Every new inquiry is an opportunity to highlight the unique features of the Conference + Function Centre, as well as nearby accommodation, food spots, retail, and local attractions to enhance the visitor experience in Palmerston North. We're ensuring each lead gets a personalised glimpse of what makes our facilities and customer service exceptional. We again attended Meetings 2024 where two days of back-to-back meetings with Professional Conferences Organisers which has led to a large number of significant enquiries and a number of bookings. <p>Through these initiatives, we've not only attracted new visitors but also built stronger connections with our existing audience. As we move forward, we remain committed to offering top-tier experiences and services including in-house audio-visual equipment and technicians, a dedicated Event Coordinator, free parking, and our in-house caterer, as part of our full-service package to clients.</p> <p>Next steps:</p> <ul style="list-style-type: none"> - Carrying out our social media plan and content to grow the platform - Business Campaign 	G	G		
08. Narrative measure outlining the Council's international initiatives and how they are promoting the City's interests, especially for international markets, students and visitors.	<p>This quarter, the Council has actively worked to strengthen global connections with the EU, Switzerland, the Netherlands, China, and Indonesia to promote Palmerston North's interests and attract business and investment opportunities. Delegations from these countries were welcomed to Palmerston North to showcase the city's strengths in AgriTech, Food Innovation, and the Te Utanganui logistics and distribution hub. The Council facilitated connections between local businesses and the visiting delegations, creating valuable networking opportunities and opening doors to global markets. In addition, the Mayor and Deputy Mayor represented Palmerston North at the China International Friendship Cities Conference and the Fuzhou International Cultural and Friendship Cities Festival, respectively. During these visits, they enhanced awareness of Palmerston North among Chinese audiences, strengthened ties with Chinese education partners, and encouraged collaborations aligned with the city's economic and educational priorities. The Council continues to manage purposeful follow-ups to expand Palmerston North's international presence, create opportunities for local businesses, education providers, and the hospitality sector, and solidify its reputation as a vibrant, globally connected city.</p>	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
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Goal 2: A Creative and Exciting City

Transport

01. Narrative measure outlining Councils actions within the transport network and their contribution to safe, low carbon, integrated multi-modal transport, including active and public transport needs.	Lack of National Land Transport Programme (NLTP) funding has impacted the Council's ability to deliver actions in the current year which would contribute to these outcomes.	B	B		
02. Residents Survey satisfaction results meet targets. Council's provision of roads (32%), provision of footpaths (43%), provision of cycling (44%), and provision of parking availability (42%).	The Resident satisfaction for year to date are: - Roads 35% - Footpaths 47% - Cycling 32% - Parking 42% At present only the cycling target is not being met.	R	Y		
03. There is a reduction in the number of fatal and serious injury crashes from the previous year on the city's local road network.	From July – December 2024, there were 6 fatal and 12 serious injury crashes in Palmerston North. 1 of these involved cyclists, and 3 involved a pedestrian. In the same period 12 months prior (July – December 2023), there were 3 fatal crashes, and 15 serious injury crashes. None of those crashes involved cyclists and 2 involved a pedestrian. NOTE: Some crash data may not have been uploaded to Waka Kotahi's Crash Analysis system at the time of review.	B	R		
04. More than 3.5% of the sealed local road network is resurfaced.	The road resurfacing programme will not be completed until June 30th 2025. This measure will be reported on at the end of the fourth quarter.	W	W		
05. Greater than 93% of footpaths meet Council's standard (i.e., rated 3 or above)	84% of Transport managed footpaths have a known condition rating rated between 1 (Excellent) and 3 (Average). Council footpaths are below the required condition. To increase the condition rating on footpaths, additional funding would be required. Current funding levels will only maintain, at best, the current condition of our footpath network.	R	R		
06. Greater than 95% of road and footpath safety and critical requests for service are responded to (with at least an initial response) within three working days.	97% of urgent priority road/footpath jobs from the public dispatched, on-site, or completed within 3 working days.	G	G		
07. The average quality of ride on the sealed local road network, measured by smooth travel exposure, is greater than 80%.	82% smooth travel exposure	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
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Arts and Heritage

01. Narrative measure outlining initiatives undertaken by Council-supported organisations to promote the arts in the city.	Art Trail Manawatū 2024 featured a wearable art's show by the 'Ata-Mai Pasifika Collective for the Trail Mix Exhibition opening on Friday, 4 October 2024 at Square Edge Community Arts. The 'Ata-Mai Pasifika Collective is a group of six local Pasifika women who are the 2024 Pasifika Artists in Residence, an initiative supported by both Creative New Zealand and Palmerston North City Council. As part of Art Trail Manawatū, they also opened their studio at Square Edge for a 12-week residency, inviting visitors to learn about traditional Pasifika textile techniques, explore their wearable art pieces and engage directly with the artists to create a personal connection to the art and its cultural significance. The group completed their residency with a spectacular show at Te Manawa Museum. The experience of dancing on stage at the Regent on Broadway helped to attract more than 1500 competitors and their families from across New Zealand to Palmerston North Dance Association's Dance Competition Festival. This annual competition was closely followed by the National Young Performer Awards held at the Regent, The Globe Theatre and Speirs Centre over Labour weekend. The 36th year of SwampFest by Creative Sounds – The Stomach featured an all-local lineup showcasing the best of our city's music scene at seven events ranging from a free kids show to an interactive video game concert.	G	G		
02. Narrative measure summarising the results from The Regent and The Globe theatres, and Te Manawa 6 and 12 monthly reports.	The LGA does not require CCO's to provide this information until 28 February. It will be presented to Council in April 2025.	W	W		

Performance Measures	Comments	Sep	Dec	Mar	Jun
03. Narrative measure outlining Council's actions supporting local history, including support for Rangitane in its kaitiaki role, and their outcomes.	<p>The collection and preservation of local history this quarter includes the City Library being kaitiaki of the print copies of every edition of the Manawatū Guardian from July 1972 to December 2024. Many of the newspapers in the volumes have been microfilmed but having them in paper format will increase their browsability and accessibility for researchers considerably. The Street Names History of Cuba Street and surrounding streets are the first long format histories uploaded to Manawatū Heritage where a significant amount of information is available to researchers in a single resource return. This history supports the Aotearoa NZ History Curriculum and will also inform the interpretive heritage markers to be installed along Cuba Street.</p> <p>A new initiative, Manawatū Movies, showcases films from several families including the city's centennial celebrations in 1971 and Queen Elizabeth II's visit to the city in 1964. Amateur cinematographers captured what was important to them and these films provide proof of the similarities and differences between modern viewers and the people captured on film. Fashion, technology, hobbies and general day to day life are also all on display. Funding was approved for the mould removal and washing of the T&G building, seismic strengthening designs for the Grand Hotel, and maintenance work on two notable trees. The terms of reference for the new Heritage Reference Group were approved by Council.</p>	G	G		
04. Narrative measure outlining the number and range of Council provided and supported events, including attendance numbers and satisfaction.	<p>Resident surveying indicates a continued general satisfaction with council delivered and supported events. Council has delivered seven large scale community events this year including Diwali Mela, Remembrance Day, Puanga Festival, A Very Palmy Christmas and New Year in the Square. Attendance numbers remain at past levels with an approximately 10% increase at both Diwali Mela and Puanga despite weather issues at both events. The Very Palmy Christmas Parade remains the single largest attended event annually with approximately 20,000 residence in attendance.</p>	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
Recreation and Play					
01. Narrative measure outlining Parks Check Annual Survey results on how well Council's parks are meeting community expectations. Parks Check satisfaction of at least 90% satisfied or very satisfied with overall quality of sports fields, parks, and reserves.	The Park Check Survey will be undertaken between November and May this year. The survey results will be reported at the end of the 4th Quarter	W	W		
02. Usage numbers at Lido, Freyberg, and Ashhurst Pools are maintained or increased. Resident satisfaction with Council's provision of public swimming pools is at least 65%.	The number of users of the Lido Aquatic Centre from July – December 2024 was 190,356. This is 1% higher than the same period last year. The number of users of the Freyberg Community Pool was 78,205, a 17.6% decrease in comparison to last year. The number of users of the Splashurst Community Pool was 13,489 a 16% increase from last year. Overall, the number of users across all three pools was 282,050, this represents a 4% decrease on the same period. Resident satisfaction for public pools for the quarter was 60% compared to 48% last quarter, giving a combined overall resident satisfaction average of 54% for the 6-month period.	G	Y		
03. Narrative measure outlining the number of community events and hours at the Arena in comparison to total number of events and hours. Resident satisfaction with Council's provision of Central Energy Trust Arena is at least 70%.	Over the first 6 months of the year, the Arena hosted 1,372 Community Sport (1,350) and Non-Sport (22) bookings which was 97% of bookings undertaken. These accounted for 4,967 hours of use, which was 61% of total hours of use. Community Sport and Non-Sport bookings contributed 27% of revenue. Resident satisfaction survey registered for 2024 scored 67% satisfaction (19% very satisfied, 48% satisfied, 29% neutral, 3% dissatisfied, and 1% very dissatisfied)	G	G		
04. Narrative measure outlining initiatives undertaken by Council-supported organisations to provide sport and recreation opportunities.	Sport Manawatū, the primary organisation supported by the Council, promotes sports and recreation opportunities in our communities. The current three-year funding agreement with the Council is in its final year. Play Week Aotearoa saw a successful 'Keepy Uppie' record attempt led by Sport Manawatu in October 2024, with 2,107 participants from various community groups, surpassing the previous record of 702. In November, the Manawatū Secondary School Sport Champions 2024 event celebrated over 75 young athletes from Palmerston North, Manawatū, Taranaki, and Horowhenua for their sporting achievements held at the Palm Conference & Function Centre. Both events highlight Sport Manawatu's commitment to promoting recreation and play and recognising young sporting talent and volunteers.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
05. Narrative measure outlining Council's play initiatives and their outcomes.	Council play initiatives continued with a community-led approach. Highlights included the Palmy Play Festival, which celebrates the city's multicultural connections through play, and the Active Age Games, an event promoting seniors' right to recreation and play. Under the City Centre Play Programme, Council introduced the Library Walls Alive Project in partnership with UCOL-Workhub and the Library, bringing playful urban design to the CBD. Other milestones included the launch of the Woolly Riot Community Reef, the Featherston Street Placemaking project with the city's first footpath racetrack, and Council's support for the installation of the Wharenui Terrace Play Trail footpath. Council also secured funding from Sport NZ's Tu Manawa Active Aotearoa Fund to develop Palmy Tākarō Stations and continued to grow the Palmy Play Champions Network, which supports community leaders with play-based initiatives. An internal steering group was formed in October 2024 to begin mapping play equity across the city, supporting future play provision planning.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
Goal 3: A Connected & Safe Community					
Community Support					
01. Narrative measure outlining initiatives undertaken by Council-supported organisations to promote community wellbeing.	The Community-led Initiatives Fund continues to be utilised by a wide range of community-led programmes, events and initiatives. Some of the initiatives supported by Council in the last quarter include: Te Aroha Noa Community Services - Christmas in Farnham Park, REACH Wacky Water Day (to be delivered in Feb 2025), PPCT - Pasifika Night Markets, Nga Toi Harakeke - Engaging with wāhine through raranga as a connection to culture, Legacy Centre - Summer Vibes Family Day Out (to be delivered in Feb 2025) and Epic Music Foundation. Strategic Priority Grant recipients are currently in the final year of their 3-year contract. Applications for the next round of funding (2025-2028) closed at the start of November 2024, with 74 applications received. The assessment panel is currently considering applications.	C	C		
02. Resident Survey satisfaction with Council's provision of funding and support for community groups is at least 43%.	Resident Survey data indicates that satisfaction with Council's provision of funding and support for community groups has dropped from 41% to 37% in the most recent wave. Percentage of satisfaction was sitting at 42% at the end of the last financial year.	W	Y		

Performance Measures	Comments	Sep	Dec	Mar	Jun
03. Narrative measure outlining use (type and range) of community centres and Hancock House. Narrative measure outlining progress on the community hub projects.	<p>Community centres across the city are operating well with several reporting increased usage, particularly as they head into the Christmas period. The centres play a critical role in supporting local groups with some continuing to financially support community groups/charities. We are currently undertaking a Community Centres' Review. This review is to ensure the centres meet the diverse needs of Palmerston North's communities and focuses on current usage, examining how residents, cultural groups, and service providers utilise the facilities and identifying barriers to access. Stakeholder engagement will help uncover gaps in programming, accessibility, and facilities while aligning services with the city's growing cultural diversity and population demands.</p> <p>The Pasifika Hub Steering Group has been formed, comprising six Pasifika community members, three Council officers, and the appointed Design team.</p> <p>In November 2024, PNCC issued an RFP on GETS, receiving six submissions, which were narrowed down to three finalists for interviews with the preferred supplier chosen in December 2024. The first Steering Group meeting is scheduled for 8 January 2025, where the Terms of Reference will be signed off, and an update for the wider Pasifika community will be finalised.</p> <p>Hancock Community House continues to operate as usual with 15 tenants and meetings rooms being used. During this quarter, we have received notice from Mentored (tenant) wishing to vacate their office space at the end of Jan 2025. An advertisement promoting the office space will go out to the public in Jan and a process to choose a new tenant will happen early Feb. A Multicultural Hub steering group was created which includes 4 representatives from MMC and 3 Council officers. The steering committee's task will be to contribute to the planning and design with a community lens. MMC reps will be updating the community on progress. Compliance and kitchen designs have been completed while all consenting will be done next quarter. The steering group will meet regularly starting January 2025.</p>	G	G		
04. Narrative measure outlining user and community feedback (including Annual Residents' Survey).	Over the past four years, the percentage of respondents who were satisfied and very satisfied of Council community funding and support for community groups range from 55% to 42%. The first quarter results from this year's Residents' Survey showed that 41% of respondents were satisfied or very satisfied. This declined to 37% in the second quarter. Year to date, 39% of respondents from Residents' survey are satisfied or very satisfied with Council community funding and support for community groups.	W	G		
05. Narrative measure outlining number, type, accessibility and location of toilets, plus annual satisfaction survey.	There are 45 Toilet Locations with 123 toilet pans. There are 91 Urinals. 86 toilets are gender neutral. There are 69 accessible toilets, 61 of which are gender neutral and 4 female and 4 male. Resident satisfaction with public toilets for the year to date is 76%.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
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City Library

<p>01. Narrative measure outlining use of the Library's collections, services and programmes, and showing that they are accessible and responsive to community needs.</p>	<p>Physical visits: numbers increased by 8% with 267,556 visits across the seven City Library locations, compared to 248,842 for the same period last year. Annual visits per capita are 6.16 (national average 4.98) and the average use per collection item is 4.38 (national average 2.79).</p> <p>Virtual visits: in total there were 181,865 page views; Manawatū Heritage with 131,277 page views; Club Sandwich with 10,981 page views; and the Tour App hosted 80 sessions. The Library App had 70,394 page views; our libraries hosted 36,239 PC sessions and 82,903 Wi-Fi sessions (an 8% increase for the same period last year). There were 305 heritage inquiries; 1,314 digital help sessions; and 2,099 people were assisted with reference enquiries. Our eBook & audio collections had 83,278 items issued, which is 17% of total issues. For the first six months of the year 1,265 programmes were delivered with 30,898 attendees. The Latin America and Spain Film Festival showcased 7 films with 254 attendees and included the Arte Cubana print exhibition. We hosted the LGBTQI VR Museum exhibition.</p> <p>Book launches: Carly Thomas (The Last Muster), Mike Joy (The Fight for Fresh Water) and John Hornblow and Jenny Boyack (Pilgrimage Aotearoa). The Readers and Writers programme included Chelsea Winter, Monty Soutar, Nicky Pellegrino and GB Ralph. Versions Tuarima, a City Library initiative that supports new writers to become published, was the largest edition yet with 55 pieces from 31 local writers.</p> <p>School Holiday programming: Seedling planting, treasure hunts, a Tech-athon, and creative building with Imagination Blocks, Lego and Meccano. The Library Walls Alive project (a partnership between the City Library, UCOL, Play Palmy and Wildbase) projected the drawings of tamariki onto the wall by the library steps on George St. The Book Buds reading programme had 800 attendees and was available in English, Te Reo and multi-language streams.</p> <p>Community programmes: the Woolly Riot Community Reef installation; language weeks including Papua New Guinea, Tokelau, Niuean, Fijian, and celebrated for the first time in 2024, Solomon Islands Pidgin language week; kai resilience workshops and learning sessions with Let's Grow Palmy, ENM and MFAN. The Ashhurst Library played a major role in the Ashhurst Food Drive, coordinating the delivery of collection bags to every letterbox in the village. Outreach initiatives included attendance at the Pasifika school careers expo and the Play Festival; hosting a girls only Recycle-a-Device session to celebrate Ada Lovelace Day; VR sessions at Arohanui Hospice; and reading aloud sessions at Ultimate Care Aroha. The number of permanent Home Service users was 107 customers at the end of December.</p>	<p>G</p>	<p>G</p>		
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Performance Measures	Comments	Sep	Dec	Mar	Jun
02. Resident Survey satisfaction with Council's provision of public libraries is at least 81%.	In quarter 1, library users were 91% satisfied with 1% dissatisfied. In quarter 2, library users were 75% satisfied, with 0% dissatisfied. For non-users, satisfaction in quarter 1 was 40%, with 5% dissatisfied. In quarter 2 it was 46% satisfied and 6% dissatisfied.	G	Y		
03. Narrative measure outlining how the archives collect and protect community stories.	Additions to the Council archives this quarter included the rehousing and creation metadata for 127 Service Level Agreement (Internal Contract) files and 19 Legal documents. Additions to the Community Archives included papers relating to Smith family's migration from UK to Palmerston North in the 1950s; the foundation stone from the Municipal Opera House; and papers for the Japan Society Manawatū Incorporated which ran from 1968-2002. The group was set up to promote the study of Japanese culture, to promote cultural exchange, to extend hospitality to Japanese visitors and provide information for people proposing to visit Japan. Also received were records about the life and work of Margaret Taylor documenting her involvement in the art and museum sectors. First employed as exhibitions' officer at the Manawatū Art Gallery, and later serving as the gallery's director from 1983 to 1987, the Margaret Taylor papers contain an extensive collection of letters and cards sent to her by artists and art world figures. New content added to Manawatū Heritage this quarter included The Square Circulars, Back Issues articles, the Unfold Stories documentary, the Madge films, and the Evans Traffic Flow films. Also uploaded were documents and ephemera relating to Jimmy Carter's visit to the city including the visit itinerary, the programme for the Lloyd Morgan Trust charitable dinner (where Carter was guest speaker), Mayor Brian Elwood's welcome address and a letter from the Carters thanking the Mayor for his hospitality. Research enquiries included assisting documentary film makers with information about author Joy Cowley - her involvement with the Middle Districts Aero Club where she learned to fly a Tiger Moth and locating copies of the 'News for Children' column written by Cowley for the Manawatū Daily Times in 1953, her first published writing; providing materials for bicultural signage at the Batchelar Centre; local materials about the Polish Army League; and imagery of Māori women and fashion in the early 20th century for a researcher from Auckland University.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
Goal 4: A Sustainable and Resilient City					
Community Safety and Health					
01. Narrative measure outlining Council's civil defence initiatives and their contribution to the communities' and Council's readiness for emergencies.	Councils' emergency management team continue to promote and sell 200L water tanks to the community, this is a popular initiative; Council attends the Manawatu Home and Garden Show, promoting this initiative and advocating personal preparedness; regular community group presentations take place with a focus on iwi/Maori, Pacifica, Disability, and Seniors; regular engagement with emergency services and regional stakeholders in emergency management. Council staff are involved with providing feedback into the development of the replacement Manawatu-Whanganui CDEM Group Plan that is under review. A plan is in place to increase the Council's emergency management readiness; we are on track to meet our Year 1 development and capability plan. Council's Emergency Response Team train regularly and exercises their skills frequently out in the community. Business Continuity Plans will undergo an update over the next six months.	G	G		
02. Narrative measure outlining Council's environmental health initiatives and their impacts. There are no successful legal challenges to Council's environmental health functions.	There is a range of policy and bylaws in place regulating environment health matters. These include the Dog Control Policy and Bylaw, the Waste Management and Minimisation Plan, the Cemeteries and Crematorium Bylaw, the Animals and Bees Bylaw, and the Alcohol Control Bylaw. The reviewed Dangerous and Insanitary Buildings Policy was adopted in this quarter, and hearings were held for the proposed Health Promotion Policy (amalgamating the Smokefree and Vapefree Policy, the Shade Policy, and the Healthy Beverages Policy) and the proposed Food Security and Resilience Policy. We've had no successful legal challenges to Council's environmental health functions.	G	G		
03. Resident satisfaction with Council's provision of control of roaming dogs is at least 61%. Resident satisfaction with Council's provision of noise control is at least 54%.	Resident satisfaction with Council's provision of roaming dogs for the half year (Q1 and Q2) was 54%. Council has not seen an increase in the public reporting of roaming dogs through our standard communication channels. However, as with other Councils there is increasing reporting of roaming dogs via social media channels and not directly with Councils. Resident satisfaction with Council's provision of noise control for the half year (Q1 and Q2) was 44%. Noise complaints received by Council have increased by 48% when comparing the number of noise complaints received in the half year (Q1 and Q2), for financial year 2023/24 and the half year (Q1 and Q2) for financial year 2024/25. Of the 1,357 noise complaints received during the half year (Q1 and Q2), for financial year 2024/25 when noise control officers attended there was no noise reported at 77% of those attended.	W	Y		
04. Narrative measure outlining how Council's venues, spaces, events and health initiatives promote community health.	The Draft Health Promotion Policy was out for consultation from 7 October to 8 November and hearings were held in December. This proposed policy includes guidelines for venues and community spaces.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
05. Narrative measure outlining how Council works alongside other organisations to promote and support community safety.	The Council, in collaboration with the Safety Advisory Board, is working proactively with both government and non-governmental organisations to enhance community safety. This includes ongoing initiatives such as the City Ambassador Programme (CAP). For 2024/2025 the CAP is being led by Youthline, operating 7 days a week until February 7th. The Ada Street Collective is advancing to phase two, focusing on strengthening community connections. Council also partners with local organisations to support key initiatives, including White Ribbon Day on November 24th, which promotes healthy relationships, and International Day of Disabled People on December 3rd, celebrating inclusivity and raising awareness. Council continues its support of the Rainbow Youth Wellbeing Initiative, collaborating with the Department of Internal Affairs (DIA) to extend funding and enable Youthline to engage the Rainbow Whānau group in the initiative.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
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Climate Change and Sustainability

<p>01. Narrative measure outlining how the Council's actions and information help reduce community and Council GHG emissions. City and Council Emissions Inventories show declining trends in tCO22 (measured annually).</p>	<p>In October 2024 we completed the installation of 220kW of new solar power on the roof of the materials recovery (recycling) facility. This will provide the majority of the power for this building and the associated offices from now on, eliminating approximately 20 tonnes of CO2 emissions per year. This project was delivered through the 2023/24 Low Carbon Fund (LCF). A pipeline of LCF projects is now available so that where the full fund is used in any one year (as occurred last year) less time sensitive projects can be delayed and commissioned in the following year. Upgrades including lighting at Freyberg swimming pool and the Lido were commissioned in November on this basis. Additionally, the Freyberg lights save us another 21 tonnes of CO2 emissions per year. City and Council Emissions Inventories are reported annually, so results will be presented in quarter 4.</p>	G	G		
<p>02. Narrative measure outlining Council's climate-related stormwater and civil defence initiatives and their contribution to strengthening the City's adaptive capacity.</p>	<p>The Council's Emergency Management team continues to promote and sell 200L water tanks to the community. They promote this initiative at large community events such as the Manawatu Home and Garden Show and at our Customer Service Centre. Council teams are developing a stormwater communications and education plan to share how stormwater systems work and how they can assist and plan for the future. Work is also underway on a City Stormwater Strategy.</p>	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
Biodiversity and the Manawatu River					
01. Narrative measure outlining how Council's initiatives and information encourage community use of the River, and enhance its biodiversity.	We support community events and activities in the river park by enabling infrastructure and promotion on our website and Facebook page. In December we promoted the use of the gym equipment and installed play boxes by He Ara Kotahi Bridge. Our walkway brochure informs readers of places to visit and their history. Our pest management programme and native planting help enhance biodiversity.	G	G		
02. Narrative measure outlining how Council's support and funding help organisations and communities achieve good conservation outcomes.	Through the Strategic Priority Grant Sector Lead Partnership funding, Council continues to fund the Environment Network Manawātū (ENM), with a focus on Goal 4 and environmental outcomes. In particular Council funds ENM to deliver the Manawātū River Source to Sea initiative.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
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Resource Recovery

01. Narrative measure outlining how Council's waste and recycling collection services, initiatives and information promote waste reduction and divert waste from landfill.	The 2024 Waste Management and Minimisation Plan (WMMP) sets a target to increase the percentage of household waste diverted from landfills over the next six years: - 30 % by July 2026 - 40 % by July 2028 - 50 % by July 2030. Some of the actions this quarter to promote waste reduction include education (including tours of the Materials Recovery Facility, social media campaigns, and officer visits to education centres); actively working with the commercial sector to reduce business waste to landfill.	G	G		
02. 100% compliance with resource consents measured by having no abatement notices, infringement notices, enforcement orders or convictions.	100% compliant with all resource consents that relate to the composting activity and the two closed landfills in PNCC's care. Actions include continual monitoring of relevant operational activities and providing reports to Horizons as required.	G	G		
03. Resident satisfaction with Council's provision of kerbside rubbish and recycling collections is at least 79%.	Year-to-date resident satisfaction with kerbside rubbish and recycling service is 92%. In the first quarter, satisfaction was 99% and it was 85% in the second quarter.	W	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
Water					
01. Narrative measure outlining how Council's water supply is safe and well-maintained and people are encouraged to conserve water. Resident satisfaction with Council's provision of water supply is at least 78%.	While Council did not achieve 100% compliance, this is not due to unsafe water. It is due to technical issues with chlorine contact time and minor gaps in some data sets. Water supply assets, from source through to reticulation are well maintained. Residents are encouraged to conserve water with targeted messaging on the Council website. A voluntary water conservation program over the summer has seen Palmerston North avoid water restrictions for the last four years. Resident satisfaction with the water supply was 87% for the year to date (Waves 1 & 2), which is above the 78% target.	B	B		
02. 100% compliance with the bacterial and protozoal requirements of the Water Services (Drinking Water Services for New Zealand) Regulations 2022.	Monitoring data received for the period 1 July to 31 December 2025 indicates 100% for protozoa compliance. However, we are slightly less than 100% compliant with the bacterial criteria due to our inability to meet Contact Time in several locations (refer to narrative in 01. above)	R	R		
03. Less than 40 complaints per 1,000 connections relating to clarity, taste, odour, continuity of water supply, drinking water pressure or flow, and our response to any of these issues.	There were 13 complaints per 1,000 connections.	G	G		
04. Average consumption of less than 360 litres of drinking water per day per resident.	The average water consumption for the first two quarters was 250 litres per resident per day. This is 13% less than the average for last year, which was 284 litres per day.	G	G		
05. 2 hours or less median response time for urgent callout attendance.	The median response time was 45 minutes for urgent callout attendance.	G	G		
06. 7 hours or less median response time for resolution of urgent callouts.	The median response time for resolution of urgent callouts was 1 hour and 13 minutes.	G	G		
07. 10 hours or less median response time for non-urgent callout attendance.	The median response time for non-urgent callout attendance was 1 hours and 54 minutes.	G	G		
08. 75 hours or less median response time for resolution of non-urgent callouts.	The median response time for resolution of non-urgent callouts was 3 hours and 35 minutes.	G	G		
09. Less than 20% of real water loss from the water reticulation network.	The real water loss from the water reticulation network was 11%. This is significantly lower than other major cities in New Zealand, with Christchurch losses at approximately 72% and Wellington at 41%.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
Stormwater					
01. Narrative measure outlining how Council's stormwater system is reducing flooding risks and responding to climate change. Resident satisfaction with Council's provision of stormwater is at least 62%.	The design of new stormwater assets allows for impacts due to future climate change. This approach is recognised as best practice and helps to mitigate potential flood risk. Resident satisfaction for stormwater services was 56% for the year to date, which is below the target of 62%. This is likely due to the higher than average rainfall over winter, with the month of August experiencing the highest rainfall on record and public anxiety around flooding, due to the recent Cyclone Gabriel and Auckland events.	G	Y		
02. Less than 5 flooding events that result in stormwater from Council's stormwater system entering a habitable floor in the urban area.	There was 1 recorded incident where stormwater entered a habitable floor (which was a residential home).	G	G		
03. Less than 2 hours median time to attend a flooding event.	The median time to attend a flooding event was 1 minute and 12 seconds. This is because teams were on site and responding proactively before request for service was lodged (related to wider rainfall response event.)	G	G		
04. Less than 15 complaints received about the performance of the Council's urban stormwater system per 1,000 properties connected.	There were 3 complaints per 1,000 connections.	G	G		
05. 100% compliance with resource consent conditions for discharge from our stormwater system measured by the number of: Abatement notices, Infringement notices, Enforcement orders and Convictions.	100% compliance was achieved for the first 1/2 of the year. There were no abatement or infringement notices, enforcement orders or convictions.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
Wastewater					
01. Narrative measure outlining how Council's wastewater system is effective, well-maintained and resilient. Narrative measure outlining progress on the Nature Calls project. Resident satisfaction with Council's provision of the sewerage system is at least 73%.	Council's wastewater systems are well maintained and provide agreed levels of service and acceptable resilience for the communities they serve. Resident satisfaction was 86%, which is above the 73% target. The Nature Calls project is currently reviewing the long list of options to be considered for taking into a shortlisting process. The project methodology was present to Council in September and a seven-step process agreed. The Water Services Authority (Taumata Arowai) are developing a series of national wastewater standards. At the time of reporting, it is unclear what those standards will mean for the Nature Calls project, but a discussion document is due for public release in March 2025. Work will continue on a no regrets basis until more clarity is available.	G	G		
02. Less than 1 dry weather wastewater overflows from Council's wastewater system per 1,000 connections.	There were no dry weather wastewater overflows from Council wastewater systems per 1,000 connections.	G	G		
03. No more than 15 complaints per 1,000 connections about: Wastewater odour, Wastewater system faults, and Wastewater system blockages. Response to issues with the wastewater system.	There were 3 complaints per 1,000 connections.	G	G		
04. Median time for attending overflows resulting from blockages or other faults is less than 1.5 hours.	The median time for attending overflows resulting from blockages or other faults was 27 minutes.	G	G		
05. Median time for resolution of overflows resulting from blockages or other faults is less than 8 hours.	Median time for resolution of overflows resulting from blockages or other fault was 4 hours and 4 minutes.	G	G		
06. 100% compliance with resource consents for discharge from our wastewater system as measured by the number of: Abatement notices, Infringement notices, Enforcement notices, and Convictions received by us in relation to resource consents.	100% compliance was achieved for the first 1/2 of the year. There were no abatement or infringement notices, enforcement orders or convictions.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
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Measures Excluded from Goals

Governance and Active Citizenship

01. Narrative measure on actions to improve advice to decision makers, including elected member feedback, officer training on report writing and speaking in the Chamber, and report template updates to reflect sustainability and Council's direction.	Ongoing regular small group targeted induction of new staff members who have report writing as part of their role at Council. Update of report template section to reflect Oranga Papaioea City Strategy integration of goals.	G	G		
02. Council quarterly reports (financial and strategic performance monitoring) and Annual Report are considered in public committee and the Annual Report published on our website. CCO six-monthly and Annual Reports are considered by committee and Annual Reports published on our website.	Council's Annual Report 2023/24 was adopted in October 2024 and has been published on our website. CCO Annual Reports are uploaded to our website accordingly with six-monthly reports due in April 2025.	G	G		
03. Narrative measure outlining how Council's advocacy promotes the City's interests.	Over the past six months, Council advocacy has primarily focused on responding to proposed central government changes related to infrastructure funding and land use planning. This includes submissions on legislative changes concerning earthquake-prone buildings, the proposed tolling of Te Ahu a Turanga, speed limits (Kikiwhenua-SH 56), the Fast Track Bill, NES Granny Flats, Fast Track application for the Manawatu Regional Freight Ring Road, RLTP, GPS, and public transport (Connect the Dots). 2025 will see Council submitting on phase two of the government's resource management reform package. The broad themes of phase two relate national direction, infrastructure, housing, emergencies and natural hazards, and system improvements relating to heritage, cost recovery for local authorities and improvements to compliance and enforcement.	G	G		

Performance Measures	Comments	Sep	Dec	Mar	Jun
<p>04. Narrative measure outlining how Council's information and governance processes and systems encourage public participation. Narrative measure on community feedback about Council's engagement processes (including feedback from Reference Groups, Residents' Survey results, and comparative digital engagement statistics.)</p>	<p>Consultation: This quarter we consulted on Medium Density, Reserves Management Plan, Kahuterawa Reserve, Waste Bylaw, Food Security Bylaw, Health Promotion and Roxbrough rezoning. Engagement regarding Railway Rd, Amberly Ave, Main St, Pioneer Highway, bus stops, stream work, and major water projects. We continued to have open days at the Awapuni Resource Recovery Centre. We also received two petitions- from the residents of Julia Wallace Retirement Village re: flooding concerns and from cyclists supporting Featherston St changes. 115 submissions were received and hearings held on three policy reviews; health promotion, food resilience and insanitary buildings.</p> <p>Media: During the quarter we had 45 media queries, 34 media releases were distributed, and we did 12 interviews.</p> <p>Social Media: Across Facebook, Instagram and LinkedIn, more than 5M people saw our content. This is an increase of 70% compared to the quarter before. More than 320,000 people actively engaged through comments/likes/shares, an increase of 50% compared to the last quarter. More than 15,000 people clicked through to our website to learn more. On TikTok, our content was viewed more than 17,000 times and actively engaged through comments/likes/shares more than 1,000 times. Website: In the last quarter of the year 2024, 168,750 people visited our website, 292,686 times. The total count in this quarter is 1.8M. The most visited pages were our online search tools:</p> <ul style="list-style-type: none"> - rubbish and recycling days (31,786 views) - property and rates search (21,235 views) - cemetery and cremation search (8,969 views) <p>The next most visited page in this period was New Year's Eve in The Square. Over 85% of the 8,950-page views happened in the last 5 days before the event. The programmes and sitemap were downloaded over 2,500 times. A newly emerging traffic source is Google News, which had another 50% increase for a third consecutive quarter. Google News is the world's largest news aggregator service. Our news stories and some other pages are aggregated and displayed on Google products (Google News website, mobile app, Google search results and some Android mobile phones). In the last 3 months of 2024, over 80% of Google News traffic came from mobile devices, and the engagement rate was over 71%, which is 20% higher than the average engagement rate.</p>	G	G		

Appendix for December 2024 Report

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Appendix 2 – Activities Net Operating Cost

Activities Net Result Statement	2024/25 \$000s						Commentary
	Year to Date		Bud. Var.		Full Year	Full Year	
For the period to 31 December 2024	Actual	Budget	\$000's	%	Revised Budget	Annual Budget	
Operating Result by Activities							
A connected and safe community	9,137	9,432	295	3%	18,593	19,220	
City Library	4,959	4,907	(52)	-1%	9,413	8,609	
Community support	3,463	3,771	308	8%	7,115	8,532	
Community safety and health	716	754	38	5%	2,065	2,080	
A creative and exciting city	11,278	11,926	649	5%	22,201	22,322	
Arts and Heritage	4,930	5,087	157	3%	9,701	9,812	
Recreation and play	6,348	6,839	492	7%	12,500	12,510	
Supporting the Organisation	5,113	5,986	873	15%	11,708	10,906	
Organisational performance	1,277	2,215	938	42%	4,244	3,274	Majority of the underspend is associated with Digital Transformation having timing delays, the programme is still on track to be delivered within the financial year.
Governance and Active Citizenship	3,837	3,772	(65)	-2%	7,464	7,631	
A sustainable and resilient city	4,507	4,704	197	4%	9,243	7,669	
Climate Change and Sustainability	573	673	100	15%	1,288	1,296	Expenditure currently below budget, the main contributors are lower than expected requirements YTD for Low Carbon Fund investigations, and the upcoming planned second translocation of Robins which is expected to proceed in April
Biodiversity and the Manawatu River	952	1,096	144	13%	2,053	1,933	Expenditure on operational costs associated with Te Motu o Poutoa slower than anticipated. Budget is expected to be met by year end.
Resource Recovery	2,983	2,935	(48)	-2%	5,902	4,440	

Activities Net Result Statement	2024/25 \$000s						Commentary
	Year to Date		Bud. Var.		Full Year	Full Year	
	Actual	Budget	\$000's	%	Revised Budget	Annual Budget	
For the period to 31 December 2024							
An innovative and growing city	4,648	5,499	851	15%	9,982	18,857	
Housing	2,097	2,211	113	5%	3,590	12,410	
Economic Development	2,407	2,881	473	16%	5,551	5,592	Lower remuneration to this activity than assumed in the budget. Contractors is also below budget currently, this is mainly in the Investment and Investment Property sub activities. Additionally due to unforeseen staff illness some city marketing campaigns have been delayed but will be delivered in the next quarter.
Urban Design	143	408	265	65%	841	855	Favourable variance due to cost allocation for maintenance contract. Currently reviewing all coding after the confirmation of Transport budgets in November.
Stormwater	1,579	1,874	295	16%	3,463	3,465	Remuneration allocations is a key driver however this is also reflected in the small unfavourable variances in both Water and Wastewater. Across the three activities this variance is immaterial.
Wastewater	3,644	3,474	(170)	-5%	6,410	6,967	
Water	3,128	3,109	(19)	-1%	5,747	6,777	
Transport	4,582	3,160	(1,423)	-45%	6,702	4,485	
Active and Public Transport	536	332	(204)	-61%	675	1,168	Allocation of Road Maintenance costs are higher than budgeted. As with the Urban Design activity we are reviewing coding to ensure this is appropriate in response to budget changes in November.
Roading	4,046	2,828	(1,219)	-43%	6,027	3,317	Contractors is the key driver for the unfavourable variance. Roads, Street Facilities and Traffic Services being the biggest contributors. Contractor spend for the second half of the year will be actively managed. Another pressure emerging within the activity is Parking meter and lease revenue, this will likely cause the activity to be unfavourable against budget by year end.
Activities Controllable Surplus/ (Deficit)	47,616	49,165	1,549	3%	94,049	100,668	

Appendix 3 – Operating Programme Reporting

Operating Programme Net Result Statement	2024/25 \$000s						FY Bud	Commentary
	Activity	YTD		Bud. Var.		FY		
For the period to 31 December 2024		Actual	Budget	\$000's	%	Bud		
City-wide – Infiltration & Inflow Investigations	Wastewater	158	245	87	35%	491	Work has progressed less than expected year to date. A specialist has been engaged to determine the work programme for the remainder of the year.	
Community Events	Arts and Heritage	370	300	(70)	-23%	620	Community Events expenditure has been incurred earlier than anticipated. The programme of works is on track to be delivered within budget.	
Digital Transformation	Organisational performance	2,088	2,356	269	11%	5,376	The budget underspend reflects the unpredictable timing of transformation spend due to the nature of the projects; the programme will continue to progress in the coming months, supporting key initiatives such as the data platform to enhance data quality and records management compliance, as well as the completion of the cyber security program and other planned projects. Current forecasts indicate that this programme will be \$400K under budget at year end.	
Open Channels and Drainage clearing	Stormwater	186	152	(34)	-22%	305	Costs have occurred in this programme incorrectly which has seen it slightly overbudget year to date. A transfer will be completed to correct the allocation of expenses.	
Org wide - systems replacement or new systems	Organisational performance	0	100	100	100%	750	Several projects this programme will fund are still in the discovery and vendor selection phases and will be prioritized for delivery. These include projects like Legal Compliance and the Library Systems Replacement. Current forecasts indicate that this programme will be \$250K under budget at year end.	

Appendix 4 – Capital expenditure by Group of Activities

Group of Activities - Capital Expenditure	2024/25 \$000's			
	YTD		Variance	%
For the period to 31 December 2024	Actual	Budget	\$000's	Budget Spent
Capital New	13,035	16,739	3,704	78%
A connected and safe community	937	707	(230)	133%
A creative and exciting city	735	1,706	970	43%
Supporting the Organisation	152	550	398	28%
A sustainable and resilient city	727	683	(44)	106%
An innovative and growing city	5	387	382	1%
Stormwater	1,854	2,240	387	83%
Transport	2,772	3,518	746	79%
Wastewater	2,479	3,600	1,121	69%
Water	3,374	3,349	(26)	101%
Capital Renewal	14,329	16,063	1,734	89%
A connected and safe community	639	960	321	67%
A creative and exciting city	1,840	1,829	(11)	101%
Supporting the Organisation	1,985	2,799	814	71%
A sustainable and resilient city	190	201	10	95%
An innovative and growing city	798	435	(363)	183%
Stormwater	193	149	(44)	129%
Transport	6,178	5,044	(1,134)	122%
Wastewater	1,391	3,202	1,811	43%
Water	1,114	1,444	330	77%
Capital Growth	2,165	3,047	882	71%
A creative and exciting city	14	79	65	18%
A sustainable and resilient city	(3)	-	3	-
Stormwater	453	898	446	50%
Transport	862	1,576	714	55%
Wastewater	114	-	(114)	-
Water	725	494	(230)	147%

Appendix 5 – Capital expenditure by Programme (programmes over \$1,000,000)

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG	Status
Capital New						
Resource Recovery						
1371-Closed Landfills and Transfer Stations - Safety, Security and Development	\$41	\$139	\$98	\$1,323	Amber	Best option Shredder Chipper likely to exceed available budget. Offsets from other programmes are being identified to enable this to proceed. Other projects in the programme are on track.
Climate change mitigation and adaption						
1888-Low Carbon Fund	-	-	-	\$1,005	N/A	Tender underway for gas appliance conversion.
Stormwater						
1060-City-wide - Stormwater Network Improvement Works	\$1,368	\$1,492	\$124	\$2,257	Green	Ruahine Street complete. Hull Place currently underway. Programme of work progressing well.
1708-City-wide - Stormwater Flood Mitigation	\$89	\$136	\$47	\$1,549	Amber	McGregor Street currently in design with construction to planned for later in FY. Slight delays have pushed completion into the new FY.
Roading						
2380-City-wide - Transport - Emergency Reinstatements	\$67	\$338	\$271	\$1,424	Green	Currently investigating options for retaining wall and negotiating with NZTA regarding funding support for emergency works.
2526-Amberley Avenue Bridge	\$692	\$1,065	\$373	\$2,581	Green	Delays in design and consenting have meant a slower start to the year than forecast. On track to complete by the end of the FY.
Wastewater						
1074-Totara Road Wastewater Treatment Plant - Earthquake Strengthening of Civil Structures	\$227	\$699	\$472	\$1,000	Green	Digester strengthening complete, control room under contract and will start Q3. On track to complete planned works by end of year.
1616-City-wide - Wastewater Pump Station - Capacity Upgrade	\$118	\$264	\$146	\$1,000	Green	Reserve Road currently in design and negotiations underway for purchase of land. College Street equipment purchases and prep work for installation underway. On track to complete by end of year.
2229-City-wide-Wastewater Pipe Improvement	\$1,139	\$892	(\$247)	\$1,000	Amber	Programme complete.
628-Totara Road Wastewater Treatment Plant - Consent Renewal Upgrade	\$528	\$930	\$402	\$2,104	Green	Shortlist revision of BPO almost complete. Councillor workshop to enable community consultation planned for Q3.

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Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG	Status
Water						
1054-Ashhurst - Water Quality Improvements	\$139	\$312	\$173	\$2,500	Green	Contract has been awarded and design is now underway. Likely to be significant savings in this programme.
2228-City-wide - Water Main Improvement	\$1,414	\$923	(\$491)	\$1,000	Amber	North Street project complete and Raymond Street is currently in progress. Plans underway to address overspend in programme.
Capital Renewal						
Active Communities						
1837-Swimming Pools - Pool Renewals	\$783	\$859	\$76	\$1,184	Green	Lido changing rooms completed and open. Other renewals are progressing well.
Strategic Investments						
1879-Council's Plant and Vehicle - Replacements	\$1,046	\$1,741	\$695	\$1,750	Green	Some delays with delivery of vehicles due to supply chain issues. Units have now begun arriving. Programme tracking to be fully delivered by the end of the FY.
Active and Public Transport						
64-City-wide - Footpath - Renewals	\$240	\$227	(\$13)	\$1,150	Green	Construction has commenced and will complete by end of FY.
Roading						
115-City-wide - Sealed Roads - Pavement Rehabilitation	\$2,095	\$1,669	(\$426)	\$3,100	Green	Railway Road completed on schedule. Remainder of programme on track.
139-City-wide - Sealed Road Resurfacing	\$1,635	\$1,398	(\$237)	\$3,798	Green	Construction has commenced and will complete by end of FY.
Wastewater						
54-City-wide - Wastewater Pipe Renewal	\$746	\$1,425	\$680	\$1,800	Green	Programme progressing well and on track to be completed this FY.
Water						
218-City-wide - Water Main Renewals	\$776	\$931	\$155	\$3,000	Green	Programme progressing well and on track to be completed this FY.

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG	Status
Capital Growth						
Stormwater						
1001-Urban Growth - Whakarongo - Stormwater	\$321	\$547	\$226	\$2,500	Amber	Whaarongo pond planting now in stages and final stage due to complete in May. Majestic Way and Te Matai Road have both undergone scope changes delaying projects. Stakeholder consultation for Te Matai Road may cause further delays. Both these unlikely to complete this FY.
1704-Urban Growth - Aokautere - Stormwater	\$82	\$222	\$140	\$1,052	Green	Consenting and surveying underway. Construction planned for next FY.
Roading						
1003-Whakarongo - Intersection - Safety Improvements	\$18	\$284	\$266	\$1,200	Green	Procurement underway with construction planned to start Q3.
1681-Urban Growth - Kikiwhenua - Transport	\$30	\$117	\$87	\$3,000	Green	Land evaluations completed allowing purchase negotiations to proceed. Design work for the Mangaone bridge to commence shortly. On track to complete by the end of the FY.
2124-Urban Growth - Ashhurst - New Roads	\$709	\$1,175	\$465	\$1,785	Amber	Custom Street stage 1 complete. Stage 2 underway with completion due in Q3. Budget concerns due to changes in scope and design issues.
Water						
2297-Urban Growth - Napier Road Bore (City East)	\$15	\$199	\$184	\$1,000	Amber	Access to proposed bore side granted allowing for aquafer scanning tests to be run to confirm suitability. Potential for land purchase and preliminary drilling this FY.
2299-Urban Growth - New Northern Water Supply Bore (Milson Line)	\$17	\$134	\$117	\$1,000	Amber	Agreement in principal to purchase land for bore site.
2512-Urban Growth - Kikiwhenua - Water Supply	\$687	\$6	(\$681)	\$1,300	Green	Watermain completed on either side of bridge, Tender for bridge section completed and contract awarded. Construction will occur in Q3.

Appendix 6 – Capital expenditure by Programme (programmes under \$1,000,000)

The following table highlights spend against budget of the programmes with budgets less than \$1,000,000.

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG
Capital New					
Connected Communities					
1196-Cemeteries - Kelvin Grove - Replacement & Enhancement of Staff Facilities	\$485	\$21	(\$463)	\$21	Amber
1459-Social Housing - Additional Social Housing Units	\$46	\$300	\$254	\$500	Red
161-Public Toilets - New City-wide Toilets	\$173	\$471	\$299	\$471	Amber
1833-City Growth - Cemeteries - Extensions to burial and ashes areas to meet demand	\$121	\$140	\$19	\$216	Green
1882-City Growth - Cemeteries - Expansion of Kelvin Grove Cemetery Roothing Network	\$49	\$20	(\$29)	\$50	Green
1948-Events and Festival Equipment Purchase	\$0	-	(\$0)	\$5	N/A
2343-Citywide - New Community Hubs	\$20	\$5	(\$15)	\$600	Red
2350-Cultural Facilities - New Multicultural Facility	\$20	\$25	\$5	\$450	Green
2431-Community Events Trailer	-	-	-	\$40	N/A
2440-Community Centres - Pasifika Centre Expansion	\$5	\$4	(\$1)	\$400	Green
2452-Community Gardens - Water Supply and Signage	-	-	-	\$8	N/A
2501-City Lib - Creative Interpretive Heritage Markers	-	-	-	\$25	N/A
Safe Communities					
2382-CDEM - NZRT4 - Safety Equipment Replacement	\$3	-	(\$3)	\$5	N/A
2410-CCTV New Cameras	\$29	\$20	(\$9)	\$80	Green
2416-CDEM - NZRT4 - New Safety Equipment	-	-	-	\$5	N/A
Active Communities					
1099-Parks and Reserves - Shade Development	\$0	\$20	\$20	\$40	Green
111-Local Reserves - Roslyn - Edwards Pit Park Development	\$1	\$1	(\$0)	\$25	Green
1194-CET Arena - Masterplan Redevelopment	\$13	\$119	\$106	\$500	Green
1763-CET Arena - Property Purchase	\$591	\$840	\$249	\$840	Green
1838-City Reserves - Victoria Esplanade - Exotic Aviaries	\$46	\$100	\$54	\$100	Green
1847-City Reserves - Victoria Esplanade - Capital New	\$24	\$1	(\$23)	\$34	Green
1848-City Reserves - Linklater Reserve - Capital New	\$1	\$4	\$3	\$30	Green
1851-Sportsfield Improvements - Capital New	\$9	\$100	\$91	\$208	Green
1852-Local Reserves - Improvements to Existing Reserves to Close Identified LOS Gaps	\$84	\$134	\$50	\$228	Green
1853-Local Reserves - Development of Existing Reserves - Capital New	(\$11)	\$86	\$97	\$117	Green
1854-Swimming Pools - Splashhurst Pool Enhancements	\$1	\$56	\$54	\$56	Green
1884-Local Reserves - Accessibility and Safety Improvements	\$18	\$43	\$25	\$116	Green
2209-Arena 3 Upgrade	(\$19)	-	\$19	-	N/A

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG
2349-Ashhurst - Te Apati Masterplan - Three Bridges Loop Development	-	\$151	\$151	\$394	Green
2545-Whakarongo Lagoon Landscaping Development	-	-	-	\$259	Green
967-City-wide - Edibles Planting	-	\$2	\$2	\$5	Green
Arts and Heritage					
902-Property - Seismic Strengthening of Council Properties	(\$20)	\$50	\$70	\$50	Green
City Shaping					
1330-City Centre - Placemaking Implementation	-	-	-	\$9	Green
2122-CBD Streets for People	(\$123)	-	\$123	-	N/A
Organisational Performance					
2499-Smart Cities / Smart Palmy	-	-	-	\$50	N/A
60-IM Strategic Plan - New Software Applications	\$10	\$38	\$28	\$75	N/A
Strategic Investments					
1875-Fleet - Upgrade to Electric Vehicles - Capital New	-	\$210	\$210	\$213	N/A
2460-Fleet - Hydrovac/Airvac unit	-	-	-	\$620	N/A
99-New Vehicles and Plant to enable the delivery of improved Council services	\$142	\$303	\$161	\$307	N/A
Environmental Sustainability					
1077-Citywide - Biodiversity Enhancement Through Native Planting	\$11	-	(\$11)	\$30	Green
2429-Turitea Predator Control-Self Resetting Traps	\$120	-	(\$120)	\$120	N/A
Manawatu River					
2239-City Reserves - Te Motu o Poutoa - Design and Consenting - BOF	\$440	\$276	(\$164)	\$685	Green
Resource Recovery					
1410-Recycling - City-wide Recycling Services to Commercial/Organisational Properties Development	\$11	\$11	(\$1)	\$20	Green
2227-Resource Recovery Centre Resilience Improvements	-	-	-	\$50	Green
2338-Recycling Contamination Monitoring Development	-	\$1	\$1	\$55	Red
2503-Collection Vehicles - Safety and Security Development	\$2	\$46	\$44	\$245	Red
506-City-wide - Public Space Rubbish & Recycling Bins Development	\$41	\$83	\$42	\$150	Green
657-Urban Growth - Recycling - City-wide Wheelie Bins and Crates	\$32	\$47	\$15	\$90	Green
727-Recycling - Materials Recovery Facility Development	\$28	\$82	\$53	\$200	Amber
Climate Change Mitigation and Adaption					
1924-Improving remote monitoring capabilities	\$2	-	(\$2)	\$80	N/A
Economic Development					
2345-Property - Solar Panel Installations	\$77	\$87	\$10	\$87	Green
Stormwater					
1372-City-wide Stormwater Pump Stations Improvement	\$196	\$236	\$41	\$619	Green
22-Citywide - Restoring Flood Capacity of Stormwater Channels	\$136	\$150	\$14	\$150	Green

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG
2313-Citywide - Installation of new Stormwater Assets	\$45	\$27	(\$18)	\$100	Green
2509-Bunnythorpe - Stormwater Asset Improvement	\$18	\$200	\$182	\$200	Green
Active and Public Transport					
1559-City-wide - Cycling Network Improvements	\$137	-	(\$137)	-	N/A
1680-City-wide - Public Transport - Network Improvements	\$40	-	(\$40)	-	N/A
2057-City-wide - Shared Pathways - New and Link Improvements	\$54	\$50	(\$4)	\$460	Green
2231-City-wide - Public Transport - Transport Choices - Additional Bus Shelters	\$230	\$200	(\$30)	\$200	Green
2505-City-wide - Shared Pathways - Slip Prevention	-	\$123	\$123	\$150	Amber
Roading					
159-Kelvin Grove Road - Safety Improvements	\$99	\$188	\$89	\$500	Green
1804-City-wide - Road Drainage - Additional Drainage Upgrades	-	\$48	\$48	\$120	Green
1807-City-wide - Car Park Infrastructure Improvements	\$86	-	(\$86)	-	Amber
1944-Villages - Transport - Road Upgrades to Urban Standard	\$98	\$145	\$47	\$145	Green
2065-Urban Growth-Whakarongo-Transport	\$12	-	(\$12)	-	N/A
2119-Road to Zero - Transport Safety Improvements	(\$22)	-	\$22	-	N/A
2204-City-wide - Street Racer Prevention	\$4	\$25	\$21	\$60	Green
2335-Stoney Creek Road - Safety Improvements	\$94	\$208	\$114	\$350	Green
2362-City-wide - Transport - Bridge Improvements	\$37	\$148	\$110	\$200	Green
2390-City-wide - Transport - Low Cost/ Low Risk and Road to Zero	\$1,066	\$750	(\$316)	\$750	Amber
2428-City-wide - Street Trees - New and Replacements	\$43	\$50	\$7	\$300	Green
2456-Cliff Road Upgrade - Te Motu O Poutoa	\$27	\$181	\$154	\$350	Green
279-City-wide - Minor transport improvements	\$12	-	(\$12)	-	N/A
Wastewater					
1535-City-Wide - Campervan Dump Stations	\$208	\$198	(\$9)	\$198	Amber
1617-Totara Road Wastewater Treatment Plant - Biogas System Improvements	\$178	\$231	\$53	\$689	Amber
1712-City-wide Wastewater reticulation wet weather overflow mitigation	\$51	\$19	(\$32)	\$500	Green
1821-City-wide Wastewater Pipeline Realignment of critical at-risk mains	\$9	\$58	\$49	\$500	Green
2257-Citywide - Discharge Smart Meters for Large Tradewaste Customers	-	\$14	\$14	\$40	Green
2322-Bunnythorpe - Wastewater Network Upgrades	\$0	\$77	\$77	\$300	Green
2329-Citywide - Wastewater Pump Station H&S Upgrades	-	-	-	\$50	Green
2331-Citywide Wastewater Critical Spares	\$18	\$20	\$3	\$100	Green
2347-Wastewater Trunk Main - Infill Upgrades	\$4	\$27	\$23	\$250	Green
66-Totara Road Wastewater Treatment Plant - Resilience Programme	\$1	\$171	\$171	\$250	Green

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG
Water					
132-City-wide - Water Supply Resilience - Trunk Mains	\$201	\$240	\$39	\$600	Green
1384-City-wide - Water Supply Resilience - City Supply Reservoir	\$25	\$103	\$78	\$500	Amber
1388-Palmerston North - District Metering Areas for Water Supply	\$17	\$33	\$16	\$75	Green
1389-City-wide - Water Supply Resilience - Security of Supply	\$367	\$431	\$63	\$438	Green
1696-City-wide - Drinking Water Standards Upgrades	\$112	\$100	(\$12)	\$100	Green
1697-Turitea WTP - Water Supply Resilience - Upgrades	\$87	\$147	\$60	\$200	Green
1873-City-wide - Water Main Upgrades - Firefighting	\$2	-	(\$2)	\$100	Green
1874-Turitea Dams - Health & Safety Improvements	\$7	\$113	\$106	\$150	Green
1883-Water Supply - Small Plant and Equipment	\$17	\$33	\$16	\$100	Green
2042-Turitea WTP - Raw Water Main Duplicate	\$63	\$80	\$17	\$200	Green
2048-City-wide - Water Toby and Manifold enhancements	\$514	\$580	\$66	\$750	Green
2060-City-wide - Commercial Water Meters	\$191	\$35	(\$156)	\$70	Amber
2298-Bunnythorpe - Water Quality Improvements	\$154	\$50	(\$104)	\$50	Green
2303-Citywide - Bore Facility Improvements	\$35	\$158	\$123	\$900	Amber
986-Turitea Dams - Aeration Upgrade	\$19	\$12	(\$7)	\$200	Amber
Capital Renewal					
Connected Communities					
1120-Community Libraries - Renewals	-	-	-	\$30	Green
1136-CET Wildbase Recovery Centre - Renewals	\$4	-	(\$4)	\$30	Green
1138-Technology to Support 21st Century Citizens (Renewal)	-	\$25	\$25	\$50	N/A
1269-Bylaw Signage-Replacement	-	\$3	\$3	\$13	N/A
1452-Community Stage - repair	-	-	-	\$11	N/A
1496-Replacement of Street Flags	\$23	\$25	\$2	\$25	N/A
1769-Community Agency Facilities - Renewals	\$2	-	(\$2)	\$50	Green
1775-Central Library - Renewals	\$43	-	(\$43)	\$50	Green
178-Replacement of Shelving, Furniture and Equipment	-	\$10	\$10	\$20	N/A
1796-Cemeteries - Building Renewals	\$53	\$269	\$216	\$321	Amber
180-Social Housing - Renewals	\$245	\$198	(\$47)	\$400	Green
1828-Cemeteries - Non-Building Asset Renewals	\$24	\$58	\$34	\$113	Green
186-Public Toilets - Renewals	\$0	\$120	\$120	\$120	Amber
188-Replacement and Purchase of Library Materials	\$483	\$408	(\$75)	\$815	N/A
1971-CET Wildbase Recovery Signage	\$7	-	(\$7)	\$81	N/A
1972-CET Wildbase Recovery Digital Capacity	-	-	-	\$81	N/A
202-Central Library Interior Design Renewals	-	\$10	\$10	\$20	N/A
203-Community Libraries, Youth Space, Blueprint and Mo	-	\$13	\$13	\$25	N/A
265-Community Centres - Renewals	\$36	\$44	\$8	\$300	Green

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG
Safe Communities					
1512-CCTV Replacements	(\$3)	-	\$3	\$80	Green
2539-Civil Defence EOC-Equipment Replacement	-	-	-	\$10	N/A
Active Communities					
1051-CET Arena - Arena Renewals	\$297	\$180	(\$117)	\$500	Green
1759-CET Arena - Grounds Renewals	\$19	\$20	\$1	\$40	Green
1786-Recreational Buildings - Sports Pavilion and Changing Room Renewals	\$44	\$31	(\$13)	\$200	Green
1827-Local Reserves - Renewals	\$246	\$362	\$115	\$798	Green
1829-Sportsfields and Artificial Turfs - Renewals	\$65	\$96	\$30	\$260	Green
1830-City Reserves - Memorial Park - Renewals	\$51	\$13	(\$37)	\$30	Green
1831-City Reserves - Te Marae o Hine - The Square - Renewals	\$20	\$32	\$11	\$69	Green
1832-City Reserves - Ashhurst Domain - Renewals	\$27	\$50	\$23	\$100	Green
1834-City Reserves - Walkways - Renewals	\$71	\$55	(\$17)	\$120	Green
1835-City Reserves - Linklater Reserve - Renewals	\$5	\$7	\$2	\$15	Green
1840-City Reserves - Victoria Esplanade - Renewals	\$35	\$76	\$41	\$217	Green
1960-CET Arena-Arena 1 Sound System	(\$26)	-	\$26	\$16	N/A
1963-CET Arena- Score clock Replacment Arena2	\$50	-	(\$50)	\$50	N/A
819-CET Arena-Replacement of Equipment	\$38	-	(\$38)	\$60	N/A
Arts and Heritage					
213-Cultural Facilities - Renewals	\$67	\$26	(\$42)	\$500	Green
2420-Caccia Birch Signage Renewals	-	-	-	\$10	N/A
Organisational Performance					
2027-Video and Audio Equipment	-	\$9	\$9	\$9	N/A
221-Print Synergy - Replacement of Print Synergy Machines	-	-	-	\$16	N/A
2494-Modern Telephony Replacement	\$10	-	(\$10)	\$200	N/A
2496-Data Centre Refresh	\$318	\$460	\$142	\$460	N/A
281-CAB - Renewals	\$32	\$57	\$25	\$200	Green
318-Telecommunications Replacement - Council Buildings	\$14	-	(\$14)	-	N/A
53-Computer Replacement - Rolling Replacements	\$300	\$235	(\$65)	\$470	N/A
58-Network Additions and Upgrades	\$20	\$38	\$18	\$75	N/A
68-Aerial Photography	\$2	-	(\$2)	\$35	N/A
755-Replacement of Parking Enforcement Hand Helds	-	-	-	\$35	N/A
784-Replacement of Council's Photocopiers/Printers	-	-	-	\$18	N/A
86-Property - Furniture Replacements	-	\$10	\$10	\$30	Green
Strategic Investments					
1753-Investment Properties - Building Renewals	\$21	\$16	(\$5)	\$50	Green
1791-Parks Depot - Building Renewals	\$346	\$30	(\$316)	\$30	Amber
1970-Gordon Kear Forest Culvert Replacements	\$26	-	(\$26)	\$35	Green
2022-Property - Hard Surfaces Renewals	\$8	\$5	(\$3)	\$100	Green
80-Council Small Mobile Plant and Equipment - Replacement	\$243	\$250	\$7	\$351	N/A
85-Depot - Buildings and Structures Renewals	\$43	\$77	\$34	\$120	Green

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG
Manawatu River					
1825-City Reserves - Manawatu River Park - Renewals	\$14	\$47	\$33	\$99	Green
Resource Recovery					
1368-City-wide - Public Space Rubbish & Recycling Bins Renewals	\$23	\$22	(\$1)	\$75	Green
1374-City-wide - Recycling Drop Off Facilities - Renewals	\$8	\$1	(\$7)	\$15	Green
1721-Composting Activity Site Renewals	\$9	\$6	(\$3)	\$10	Green
1784-Rubbish and Recycling Buildings - Renewals	\$9	\$50	\$41	\$100	Green
185-Closed Landfills and Transfer Stations - Site Renewals	\$35	\$9	(\$26)	\$131	Green
612-Recycling - City-wide Wheelie Bin and Crate Renewals	\$57	\$52	(\$5)	\$100	Green
649-Recycling - Materials Recovery Facility Renewals	\$24	\$13	(\$11)	\$200	Green
Economic Development					
1166-Conference & Function Centre - Equipment Purchases	\$41	-	(\$41)	\$74	N/A
1730-Information Centre - Building Renewals	\$0	\$20	\$20	\$20	Green
251-Conference - Replacement of Equipment	\$20	-	(\$20)	\$37	N/A
270-Holiday Park - Renewals	\$22	\$40	\$18	\$300	Green
272-Staff Cafeteria-Replacement of Equipment	\$0	-	(\$0)	\$6	N/A
664-Conference & Function Centre - Renewals	\$26	\$50	\$24	\$50	Green
Stormwater					
1062-City-wide - Stormwater Network Renewal Works	\$68	\$50	(\$18)	\$100	Green
20-City-wide - Stormwater Pump Station Renewals	\$125	\$99	(\$26)	\$250	Green
Active and Public Transport					
181-City-wide - Public Transport Infrastructure Renewal	\$11	\$22	\$11	\$150	Amber
2256-Bunnythorpe - Transport - Footpath Renewals	\$0	\$1	\$0	\$50	Green
2371-City-wide - Cycling Network - Renewals	\$6	-	(\$6)	\$300	Green
2372-City-wide - Streetscape - Renewals	-	\$20	\$20	\$50	Green
2373-City-wide - Shared Pathways - Renewals	\$13	\$2	(\$11)	\$300	Amber
2383-City-wide - Active Transport Supporting Infrastructure - Renewals	-	\$18	\$18	\$50	Green
Roading					
122-City-wide - Road Drainage Renewals	\$398	\$198	(\$200)	\$500	Green
1615-City-wide - Parking and Traffic Signs and Marking	\$635	-	(\$635)	-	N/A
162-City-wide - Vehicle Crossing Renewals	\$1	\$145	\$144	\$340	Green
2357-Bunnythorpe - Transport - Pavement Renewals	\$106	\$200	\$94	\$200	Green
2375-City-wide - Unsealed Roads - Resurfacing	\$10	\$50	\$40	\$100	Green
2376-City-wide - Traffic Services - Renewals	\$12	\$312	\$300	\$780	Green
2377-City-wide - Transport - Environmental Renewals	-	\$12	\$12	\$30	Green
2379-City-wide - Transport - Structural Component Renewal	-	\$125	\$125	\$600	Green
74-City-wide - Street Light Renewals	\$516	\$211	(\$305)	\$500	Green
82-City-wide - Off-Street Parking - Renewals	\$506	\$435	(\$71)	\$550	Green

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG
Wastewater					
1068-Totara Road Wastewater Treatment Plant - Replacement of Inlet Pumps	\$19	-	(\$19)	-	N/A
1380-Totara Rd WWTP - Biogas Generator Major Overhauls	\$41	\$77	\$36	\$259	Green
1714-City-wide Wastewater Trunk Mains Renewal	\$107	\$418	\$311	\$500	Green
179-Totara Road Wastewater Treatment Plant - Minor Equipment Renewals	\$138	\$153	\$15	\$264	Green
1799-Wastewater Treatment Plant - Buildings Renewals	\$13	\$50	\$37	\$50	Green
1801-Wastewater Pump Stations - Building Renewals	\$1	\$23	\$22	\$45	Green
1887-Wastewater Minor Equipment Renewals	\$18	-	(\$18)	\$20	Green
2323-Citywide - Relining of Wastewater Pipes	\$253	\$449	\$195	\$600	Green
2411-Renewal of Oxidation Ponds and Sludge Lagoons	\$18	\$408	\$390	\$700	Green
2530-Bunnythorpe - Wastewater Reticulation Renewals	\$4	\$152	\$147	\$200	Green
601-Citywide - Aeration Pond Wave Band Repairs	\$9	\$42	\$33	\$150	Green
65-City-wide - Wastewater Pump Station Renewal	\$24	\$5	(\$19)	\$165	Green
Water					
1061-City-wide - Water Supply Reservoir Renewals	\$1	-	(\$1)	\$50	Green
1700-City-wide - Water Meter Renewals	\$1	\$126	\$125	\$250	Amber
1701-City-wide - Water Supply Valve & Hydrant Renewals	\$26	\$24	(\$2)	\$250	Green
1797-Water Treatment Plant - Building Renewals	\$3	\$2	(\$1)	\$50	Green
1822-Water Pump Stations - Building Renewals	\$1	\$2	\$1	\$45	Green
199-City-wide - Water Supply Bore and Network Facility Renewals	\$201	\$134	(\$67)	\$245	Green
207-Turitea WTP - Equipment and Facility Renewals	\$23	\$149	\$126	\$200	Green
214-City-wide - Water Toby and Manifold Renewals	\$55	-	(\$55)	\$400	Green
2278-Longburn - Water Bore and Treatment Renewal	-	\$56	\$56	\$100	Green
2279-Longburn - Water Asset Renewals	-	-	-	\$300	Green
2288-Turitea WTP - Automation and PLC Renewals	\$21	-	(\$21)	\$50	Green
2310-Citywide - Water Critical Spare Replacements	\$5	\$20	\$15	\$70	Green
Capital Growth					
Active Communities					
1846-City Reserves - Walkway Extensions - Capital New	\$7	\$49	\$42	\$184	Green
2527-Urban Growth - Aokautere - Reserves Development	-	\$30	\$30	\$89	Green
Stormwater					
2035-Urban Growth - Napier Rd Extension - Stormwater	\$15	-	(\$15)	\$150	Green
2324-Urban Growth - Stormwater Roxborough Crescent Infill	\$1	\$77	\$76	\$293	Green
51-Urban Growth - Development Contributions - Stormwater	\$34	\$52	\$18	\$250	Green
Roading					
201-Urban Growth - Transport - Development Contributions Top-up	\$128	-	(\$128)	\$220	Green
2058-Urban Growth - NEIZ - Transport	(\$23)	-	\$23	-	N/A

Activity-Programme Name	YTD Actuals	YTD Budget	Variance	Total Budget	RAG
Wastewater					
1711-Industrial Growth - Longburn Industrial Park - Wastewater	\$111	-	(\$111)	-	N/A
73-Urban Growth - Development Contributions - Wastewater	\$3	-	(\$3)	\$104	Green
Water					
1004-Urban Growth - Whakarongo - Water Supply	\$1	-	(\$1)	\$200	Green
2301-Urban Growth - New Longburn Water Supply Bore	\$10	\$25	\$15	\$259	Green
246-Urban Growth - Development Contributions - Water Supply	(\$6)	\$130	\$136	\$260	Green

Appendix 7 – Financial Statements

Palmerston North City Council
 Summary of Financial Performance
 For the period to 31 December 2024

	Year to date			Full year	
	Actual	Budget	Actual	Revised	Annual
			Prior Year		
	\$M	\$M	\$M	\$M	\$M
OPERATING REVENUE					
Rates revenue	69.0	68.5	62.5	136.9	136.9
Finance revenue	1.5	0.3	0.9	0.4	0.4
Other revenue	18.8	18.0	16.1	38.3	38.7
Operating subsidies and grants	3.6	3.1	3.2	6.7	6.4
TOTAL OPERATING REVENUE	92.9	89.8	82.7	182.3	182.3
CAPITAL REVENUE					
Capital subsidies and grants	4.2	4.0	2.7	11.4	16.1
Development Contributions	2.8	1.0	2.3	2.0	2.0
Other gains	0.0	0.0	0.0	0.0	0.0
Vested Assets	0.0	0.0	0.0	2.0	2.0
TOTAL CAPITAL REVENUE	7.0	5.0	5.0	15.3	20.1
TOTAL REVENUE	99.9	94.8	87.7	197.6	202.3
EXPENSES					
Employee remuneration	30.2	30.1	30.1	58.3	58.1
Elected members remuneration	0.6	0.5	0.5	1.2	1.2
Depreciation expense	20.7	24.7	21.5	49.4	49.4
Finance costs	7.0	6.9	5.6	14.5	14.5
Professional services	6.0	6.4	10.0	16.1	16.3
Other expenses	33.4	33.4	25.0	63.7	61.7
Other losses	0.1	0.0	0.0	0.0	0.0
Financial Instrument Valuation	7.5	0.0	3.1	0.0	0.0
TOTAL EXPENSES	105.5	102.0	95.8	203.2	201.1
NET SURPLUS/(DEFICIT) BEFORE TAX	(5.6)	(7.2)	(8.2)	(5.6)	1.2

Palmerston North City Council Statement of Financial Position As at 31 December 2024	2024/25			2023/24
	Year to date		Full Year	As at 30 June
	Actual	Budget	Rev Budget	Actual
	\$M	\$M	\$M	\$M
CURRENT ASSETS				
Cash & Short Term Deposits	10	2	2	2
Trade and other receivables	18	23	25	25
Inventories	3	5	10	5
Derivative financial instruments	4	6	6	6
Other financial assets	15	3	3	3
TOTAL CURRENT ASSETS	50	39	46	41
NON-CURRENT ASSETS				
Property, plant and equipment	2,295	2,295	2,332	2,284
Inventories (non-current)	1	1	1	1
Intangible Assets	2	2	2	2
Forestry Assets	2	2	2	2
Investment Properties	5	5	5	5
Investments & Advances	20	18	19	18
Derivative financial instruments	2	6	6	6
Other Financial Assets	8	8	8	8
TOTAL NON-CURRENT ASSETS	2,335	2,337	2,375	2,326
TOTAL ASSETS	2,385	2,376	2,421	2,367
CURRENT LIABILITIES				
Trade and other payables	23	32	33	33
Provisions	1	1	1	1
Current Employee Entitlements	7	8	8	8
Current Portion - Term Liabilities	19	25	25	25
TOTAL CURRENT LIABILITIES	50	66	67	67
NON-CURRENT LIABILITIES				
Employee benefit liabilities	1	1	1	1
Term Liabilities	289	267	304	250
Derivative financial instruments	2	-	-	-
TOTAL NON-CURRENT LIABILITIES	292	268	305	251
TOTAL LIABILITIES	342	334	372	318
ASSETS LESS LIABILITIES	2,043	2,042	2,049	2,049
PUBLIC EQUITY				
Retained earnings	1,101	1,100	1,101	1,107
Other reserves	942	942	948	942
TOTAL PUBLIC EQUITY	2,043	2,042	2,049	2,049

Palmerston North City Council
Statement of Cash Flows
For the period to 31 December 2024

	Year to Date		Full Year Revised Budget \$M
	Actual \$M	Revised Budget \$M	
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from rates revenues	71.2	68.5	136.9
Interest received	1.3	0.1	0.2
Dividends received	0.2	0.2	0.2
Operating subsidies and grants	3.6	3.1	6.7
Receipts from other revenue	22.5	18.6	34.9
Capital subsidies and grants	4.2	4.0	11.4
Development contributions	2.8	1.0	2.0
Interest paid	(7.0)	(6.9)	(14.5)
Payments to suppliers and employees	(80.4)	(70.6)	(135.8)
Goods and Services Tax (net)	2.5	0.0	0.0
Net Cash From Operating Activities	20.9	18.0	41.8
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from sale of property	-	-	3.4
Investment in property development	-	-	(8.7)
Purchase of property, plant and equipment	(32.0)	(35.8)	(89.2)
Net increase in investments	(14.3)	-	(1.3)
Net Cash From Investing Activities	(46.3)	(35.8)	(95.7)
CASH FLOWS FROM FINANCING ACTIVITIES			
Net borrowing proceeds/(repaid)	33.2	17.9	53.9
Net Cash From Financing Activities	33.2	17.9	53.9
NET INCREASE/DECREASE	7.8	-	-
Cash at beginning of year	1.7	1.7	1.7
CASH AT MONTH END	9.5	1.7	1.7

Appendix 8 – Approved variations to Long-term Plan

After the Long-term Plan 2024-34 was approved, the following changes were authorised by Council for the 2024/25 financial year. These also impacted the debt, or capital expenditure if it relates to capital revenue.

Variations to Annual Budget 2024/25 approved by Council

Profit and Loss	\$000	New in quarter
Annual Budget 2024/25 Net Surplus/(Deficit)	1,190	
Changes authorised by Council:		
Carry forward adjustments:		
Operating Revenue		
P-2242 - BOF - Te Hotu Manwa o Rangitane Marae Wharenuui & W	464	
Operating Expenditure		
P-1520 - Digital Transformation	(476)	
P-2242 - BOF - Te Hotu Manwa o Rangitane Marae Wharenuui & W	(464)	
Non-Operating (Capital Revenues)		
P-1054 - Ashhurst - Water Quality Improvements	(53)	
P-1054 - Ashhurst - Water Quality Improvements	(36)	
P-1074 - Totara Road Wastewater Treatment Plant -Earthquake Strengthening of Civil Structures	(75)	
P-1074 - Totara Road Wastewater Treatment Plant -Earthquake Strengthening of Civil Structures	(41)	
P-1696 - City-wide - Drinking Water Standards Upgrades	(88)	
P-1696 - City-wide - Drinking Water Standards Upgrades	100	
P-1971 - CET Wildbase Recovery Signage	81	
P-1972 - CET Wildbase Recovery Digital Capacity	81	
Other budget adjustments authorised by Council:		
Operating Revenue		
Active and Public Transport Activity adjustment due to Transport Funding Implications 2024-2027	(736)	Yes
Roading Activity adjustment due to Transport Funding Implications 2024-2027	(60)	Yes
Local Water Done Well Funding Reallocation 2024/25	306	Yes
Operating Expenditure		
Activity adjustments due to realignment	1	
Active and Public Transport Activity adjustment due to Transport Funding Implications 2024-2027	1,283	Yes
Roading Activity adjustment due to Transport Funding Implications 2024-2027	(2,082)	Yes
Local Water Done Well Funding Reallocation 2024/25	(306)	Yes

Non-Operating (Capital Revenues)		
P-2545 - Whakarongo Oxbow development - developer agreement	259	
Active and Public Transport Activity adjustment due to Transport Funding Implications 2024-2027	(2,796)	Yes
Roading Activity adjustment due to Transport Funding Implications 2024-2027	(2,157)	Yes
Revised Budget 2024/25 Net Surplus/(Deficit) Before Tax	(5,605)	

Capital Expenditure	\$000	New in quarter
Annual Budget 2024/25	95,357	
Changes authorised by Council:		
Carry forward adjustments:		
P-1372 - City-wide Stormwater Pump Stations Improvement	63	
P-1389 - Water Supply Resilience - Security of Supply	45	
P-1535 - City-Wide - Campervan Dump Stations	0	
P-1617 - WWTP - Biogas System Improvements	(21)	
P-66 - WWTP - Resilience Programme	(307)	
P-986 - Turitea Dams - Aeration Upgrade	(90)	
P-1196 - Kelvin Grove - Renewal of staff facilities	(12)	
P-1837 - Swimming Pools - Pool Renewals	28	
P-1459 - Social Housing - Additional Social Housing Units	0	
P-161 - Public Toilets - New City-wide Toilets	2	
P-1796 - Cemeteries - Building Renewals	27	
P-2345 - Property - Solar Panel Installations	65	
P-902 - Seismic Strengthening of Council Properties	50	
P-1371 - Closed Landfills and Transfer Stations	53	
P-2124 - Urban Growth - Ashhurst - Transport	(128)	
P-2526 - Amberley Ave Culvert Replacement	(555)	
P-1452 - Community Stage - repair	11	
P-1948 - Events and Festival Equipment Purchase	5	
P-221 - Print Synergy - Replacement of Print Synergy Machi	16	
P-1269 - Bylaw Signage - Replacement	7	
P-1971 - CET Wildbase Recovery Signage	81	
P-1972 - CET Wildbase Recovery Digital Capacity	81	
P-1960 - CET Arena - Arena 1 Sound System	16	
P-1963 - CET Arena- Score clock Replacment Arena2	50	
Other budget adjustments authorised by Council:		
P-2545 - Whakarongo Oxbow development - developer agreement	259	
P-2057 - Regional Shared Path Network Improvements (Manawatu river pathway project)	410	Yes
Transport funding implications 2024-2027		
P-2057 - Regional Shared Path Network Improvements	(1,950)	Yes
P-1121 - Tennent Drive Improvements - Food HQ & Massey	(200)	Yes

P-1559 - Urban Cycle Infrastructure Network improvements	(250)	Yes
P-1680 - City-wide - Public Transport Infrastructure Improv	(500)	Yes
P-2368 - City-wide - Footpaths - New	(500)	Yes
P-2505 - City-wide - Shared Pathways - Slip Prevention	(150)	Yes
P-159 - Kelvin Grove Road - Safety Improvements	(500)	Yes
P-1807 - City-wide - Car park infrastructure improvements	(500)	Yes
P-1944 - Village Road upgrades to urban standard	(155)	Yes
P-2335 - Stoney Creek Road - Safety Improvements	(150)	Yes
P-2380 - City-wide - Transport - Emergency Reinstatements	1,174	Yes
P-2390 - City-wide - Transport - Low Cost/ Low Risk and Roa	(3,250)	Yes
P-2428 - City-wide - Street Trees - New and Replacements	(300)	Yes
P-2456 - Cliff Road Upgrade - Te Motu O Poutoa	(150)	Yes
P-2526 - Amberley Ave Culvert Replacement	575	Yes
P-115 - Sealed Pavement Renewals (Waka Kotahi Subsidies)	400	Yes
P-139 - City-wide - Sealed Road Resurfacing	598	Yes
P-162 - City-wide - Vehicle Crossing Renewals	200	Yes
P-2376 - City-wide - Traffic Services - Renewals	180	Yes
P-628 - Totara Road WTP-Consent Renewal Upgrade	(896)	Yes
Revised Budget 2024/25 Net Surplus/(Deficit) Before Tax	89,189	

Variations to Annual Budget 2024/25 approved by Chief Executive

The Delegations Manual provides that the Chief Executive may approve transfers of budgets where this will best achieve the outcome intended and savings can be made to offset the authorised increase. Where the amounts authorised cross activities, these are required to be reported quarterly to the Finance and Performance Committee.

Below are the changes approved through the Chief Executive.

Activity	Operating budgets	(\$000s)	New in Quarter
Operating			
Roading	Street Tree Maintenance	200	Yes
Community support	Cemeteries site maintenance	(35)	Yes
Recreation and play (Sportsfields)	Sportsfields site maintenance	(120)	Yes
Recreation and play (Local Reserves)	Parks consumables	(45)	Yes
Net movement		0	

Activity	Programme	(\$000s)	New in Quarter
Capital New			
Community Support	P-2440 - Community Centres – Pasifika Centre Expansion	400	
	P-2343 - Citywide - New Community Hubs	(400)	
Net movement		0	

Activity	Programme	(\$000s)	New in Quarter
Capital Renewal			
Roading	P-115 - Sealed Pavement Renewals (Waka Kotahi Subsidies)	(400)	
	P-82 - Off-street Parking Renewals	400	
Net movement		0	

Low Carbon Fund

Council delegation is given to enable the the Chief Executive to action movements of 100% of the Capital Programme 1888-Low Carbon Fund.

YTD there have not been any allocations from this fund yet. The first allocations from this fund are expected to be approved in February 2025.

Appendix 9 – Elected Member training

The Elected Member training costs for the period 1 October– 31 December 2024 were:

Name	Training	Cost (incl. GST)	Details
Rachel Bowen	IAP2- Apply Engagement Models	\$1457.98	Registration
Orphee Mickalad	Young Elected Members hui	\$1168.00	Registration Travel & accommodation
Orphee Mickalad	Economic Development NZ conference	\$2683.05	Registration Travel & accommodation
Orphee Mickalad	Advanced speed reading course	\$914.25	Registration

Appendix 10 – Elected Member Expenditure

This appendix is new in this Quarter, following the resolution from the previous meeting (52-54).

Table 1 below is a summary of relevant expenditure from the Mayoral Office, Mayor’s Discretionary, Mayor’s Relief Fund and Elected Member Support. The Mayoral Office budget includes items for Citizenship Ceremonies and Civic Awards. The summary presents only the controllable expenditure for these budget lines for the year to date.

Table 1: Comparative totals for the previous financial years

Financial year	Total controllable expenditure	Budget
2022/23	145,142	160,125
2023/24	181,323	199,200
2024/25 YTD	134,512	228,468

Table 2: Mayor’s Office budgets (sensitive expenditure)

	24/25 YTD Actual	24/25 YTD Budget	24/25 FY Budget	23/24 Actual
Hospitality	32,889	19,500	39,000	45,799
Training	10,737	3,188	4,380	2,327
Travel and Accommodation	20,481	18,002	34,000	32,397
Gifts	9,407	16,502	33,000	5,628
Taxi Charges	To be journaled	Not separately budgeted	Not separately budgeted	3,247
SUB – TOTAL*	\$73,513	\$57,192	\$110,380	\$89,398
Other Expenses**	\$60,999	\$70,546	\$118,088	\$91,925
GRAND TOTAL	\$134,512	\$127,738	\$228,468	\$181,323

*Further information relating these items is detailed in Table 3

** Other Expenses includes items related to the running of the Mayor’s Office activity and covers expenditure items like media support, venue hire (Citizenship/Civic Awards/Duke of Ed. Awards, etc.) as well as discretionary fund grants and donations

Table 3: Additional Information on Sensitive Expenditure in Table 2 above

Categorisation of Sub-Total from Table 2 Above	
International	10,568
Community Functions and Events	48,872
Government	1,445
Sponsorship	4,918
Metro & LGNZ	2,183
Other	5,527
SUB - TOTAL	\$73,513

The values shown in table 3 relate to all costs associated with the sub-category including travel, hospitality and gifts. For clarification, these categories include these types of events;

International - relates to expenses incurred in meeting with international delegations for functions and events maintaining international relations outside of formal partnerships.

Community Functions and Events – relates to expenses incurred in community events and functions held and/or attended by the Mayor related to both Council business and social events.

Government – relates to expenses incurred attending events held by holders of Government roles, such as Cullen Breakfast (Hon. Nicola Willis), Business Chamber (David Seymour lunch).

Sponsorship – relates to expenses incurred where sponsorship arrangements exists for fundraising.

Metro & LGNZ – relates to expenses incurred attending business and government events held by LGNZ such as Zone 3 meeting, All of Government meetings, Metro and LGNZ Infrastructure Symposium.

Other – relates to expenses that do not fit into other categories.

Table 4: Discretionary Fund budgets (Mayor)

	24/25 YTD Actual	24/25 YTD Budget	24/25 FY Budget	23/24 Actual
Mayoral Discretionary Fund	8,589	8,004	16,000	13,379
Mayoral Relief Fund	4,248	2,502	5,000	4,458
(Donations received)	(5,043)	-	-	(8,648)
TOTAL	\$7,794	\$10,506	\$21,00	\$9,189

MEMORANDUM

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Treasury Report - Six months ending 31 December 2024

PRESENTED BY: Steve Paterson, Manager - Financial Strategy

APPROVED BY: Cameron McKay, General Manager Corporate Services

RECOMMENDATION TO STRATEGY & FINANCE COMMITTEE

- 1. That the Committee note the performance of Council's treasury activity for the six months ending 31 December 2024.**
-

1. ISSUE

- 1.1 To provide an update on the Council's treasury activity for the six months ending 31 December 2024.

2. BACKGROUND

- 2.1 The Council's Long-term Plan 2024-34 forecast additional debt of \$53.3m would need to be raised during the 2024/25 year to fund the \$62.4m of new capital expenditure programmes (including assumed carry forwards from 2023/24). On 26 June 2024 Council authorised the Chief Executive to borrow up to an additional \$54m for its purposes during 2024/25.
- 2.2 Council's Financial Strategy (adopted 26 June 2024) contains the following ratios which the Council has determined to be prudent maxima:
 - 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%
- 2.3 The Treasury Policy (embracing the Liability Management and Investment Policy), an updated version of which was adopted by the Council on 14 February 2024, also contains a number of other criteria regarding debt management.

3. PERFORMANCE

3.1 Following the annual review published on 7 May 2024 Council's S&P Global Rating's credit rating remained unchanged at AA / A-1.

3.2 **Schedule 1** attached shows the details of Council's debt as at 31 December 2024. Debt levels were within the policy parameters outlined in section 2 of this report.

3.3 The summarised **term debt** movements are shown in the following table:

	LTP Budget for year #1 (2024/25) \$000	Actual – 3 months (2024/25) \$000	Actual – 6 months (2024/25) \$000
Debt balance at 1 July 2024:			
• Core Council debt	256.1	267.0	267.0
• Debt on behalf of PNAL	0	8.0	8.0
Plus new debt #2	53.3	44.0	44.0
Less debt repayments #2	0	(10.8)	(10.8)
Closing gross debt balance	309.4	308.2	308.2
<u>Comprising:</u>			
Bank advance (on call)		0	0
LGFA stock		308.2	308.2
<u>Less:</u>			
Deposits held for debt repayment #3	0	(18.0)	(18.0)
Sum advanced to PN Airport Ltd	0	(8.0)	(8.0)
Net Council related term debt	\$309.4	\$282.2	\$282.2

#1 The Council's LTP does not currently include the debt related to PNAL.

#2 A portion of the Council's debt is drawn on a daily basis – daily drawdowns and repayments are not included in these figures but the net draw or repayment for the year to date is shown as part of new debt or debt repayment as appropriate.

#3 To ensure there were sufficient funds on hand to meet outgoings in a period of uncertain cashflows a term loan of \$15m was raised in mid-August. As at 31 December \$7.6m of this was held on on-call. If this was taken into account, then the net Council related debt was effectively \$274.6m as at 31 December.

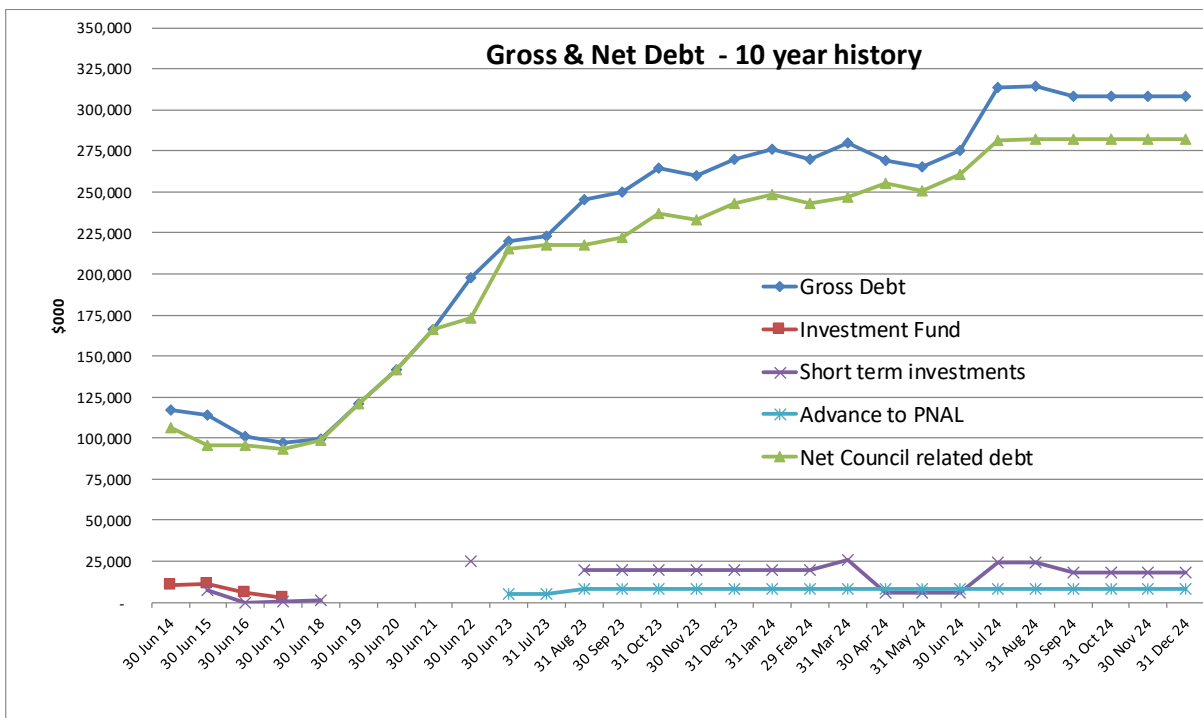
3.4 Gross debt at 31 December 2024 was \$308.2m compared with \$275m at 1 July 2024.

3.5 The debt raised in the six months to 31 December 2024 is explained further in the following table:

	Position as at 1 July 2024 \$m	Position as at 31 December 2024 \$m	Change YTD \$m
Gross debt	275.0	308.2	33.2
Less portion relating to PNAL	(8.0)	(8.0)	0
Gross debt relating to Council	267.0	300.2	33.2
Less term deposit held to repay maturing debt	(6.0)	(18.0)	(12.0)
Net Council related debt	261.0	282.2	21.2

This shows net additional term debt of \$33.2m was raised during the six months. This compares with the authorised total sum for the year of \$54m mentioned in clause 2.1. \$29m was raised on 8 July with \$19m of this being to fund debt maturing in April 2025. \$18m of this has been placed on term deposit in the meantime.

3.6 A 10-year history of the gross & net debt is shown in the following graph:



- 3.7 Actual finance costs incurred by the Council depend on the actual debt levels and the interest rate. During the six months gross finance costs (including interest, line fees and the effects of payments relating to swaps) amounted to \$7.04m compared with the budget for the year of \$14.52m.
- 3.8 \$525k of this expense relates to \$19m raised on 8 July 2024 to prefund debt maturing on 15 April 2025. This was offset by unbudgeted interest income of \$556k received from the short-term investment of \$18m. A further \$186k of this expense relates to the \$8m of loans raised on behalf of Palmerston North Airport Limited (PNAL) and this was offset by \$198k received from PNAL for the advance.
- 3.9 Deducting interest income from the gross interest expense of \$7.04m means a net interest expense for the six months of \$6.03m compared with the annual budget of \$14.16 m.
- 3.10 The effective weighted average interest rate for the year to date is 4.6% compared with the budgetary assumption of 5%.
- 3.11 The Council has entered financial instruments related to its debt portfolio utilising swap trading lines established with Westpac, ANZ and BNZ. The details of these are shown in **Schedule 2 attached**.

The value of these instruments is measured in terms of its 'mark-to-market', i.e. the difference between the value at which the interest rate was fixed and the current market value of the transaction. Each of these transactions was valued at the date they were fixed and again at the reporting date. Financial reporting standards require the movement in values to be recorded through the Council's Statement of Comprehensive Income (Profit & Loss Account). They have been revalued as at 31 December 2024. The latest valuation is an asset of \$1.78m compared with an asset of \$9.35m as at 30 June 2024. The reduction in asset value of \$7.57m is a consequence of reducing market interest rates.

- 3.12 The Council's Treasury Policy contains guidelines regarding the measurement of treasury risk as follows:
 - Funding and liquidity risk is managed by the Council maintaining a pre-set portion of its debt in a range of maturity periods, e.g. < 3 years, 3 - 7 years, 7 years +.
 - Interest rate risk is managed by the Council maintaining the ratio of debt that is subject to floating versus fixed interest rates within pre-set limits.
- 3.13 The position compared to the policy is illustrated in the graphs in **Schedule 3 attached**.
- 3.14 The funding and liquidity risk position can be summarised as follows:
 - Council's liquid position complies with policy.

- Since 1 July 2024 \$44m of term debt has been raised and \$4.8m of bank debt and \$6m of term debt has been repaid.
- 3.15 The interest rate risk position describes the portion of the overall forecast debt that is fixed versus floating and can be summarised as follows:
- There is significant uncertainty about forecast levels of future debt – this very much depends on a number of factors including future Council decisions on the proposed capital expenditure programme, the future structure for the provision of three waters and the extent of external funding able to be organised from other arrangements.
 - Policy compliance at 31 December 2024 is based on the debt forecasts in the adopted Long-term Plan.
- 3.16 The Treasury Policy also contains requirements in relation to counterparty credit risk – this relates to investments and financial risk management instruments. A new \$20m forward start swap agreement was entered on 12 July fixing interest rates for this sum at 3.695% from 2025 to 2030.
- The position as at 31 December 2024 is shown in **Schedule 4** attached.
- 3.17 Council's credit lines with the banks include a \$18m three-year credit facility with Westpac Bank (maturing 31 October 2025) and a revolving \$25m three-year facility with ANZ Bank (maturing 31 March 2027).

4. CONCLUSION AND NEXT STEPS

- 4.1 Gross finance costs for the six months to 31 December (including interest, line fees and the effect of swaps) was \$7.04m compared with budget for the year of \$14.52m. The net finance cost (after considering the interest income from term investments and the advance to Palmerston North Airport Ltd) is \$6.03m compared with the budget for the year of \$14.16m.
- 4.2 In conjunction with Council's treasury advisors hedging instruments are regularly reviewed in an effort to ensure the instruments are being utilised to best advantage as market conditions change. The level of hedging cover is also reviewed as the forecasts of future debt levels are revised.
- 4.3 Council's borrowing strategy is continually reviewed, in conjunction with Council's treasury advisors, to ensure best advantage is taken of Council's quality credit rating.
- 4.4 A further performance report will be provided after the March 2025 quarter.

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
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Managing the Council's treasury activity is a fundamental component of day to day administration of the Council.

ATTACHMENTS

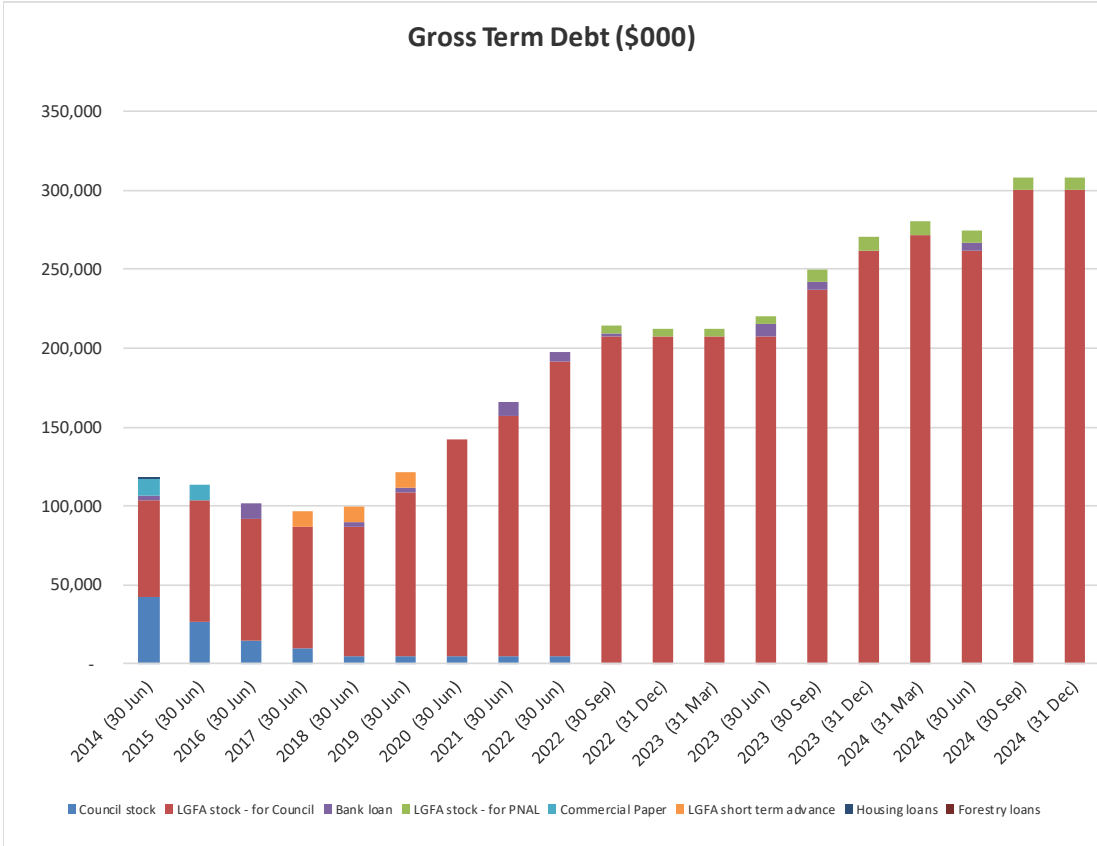
- Schedules 1 to 4 [↓](#) 

Schedule 1 - Debt levels & Prudent Borrowing Ratios

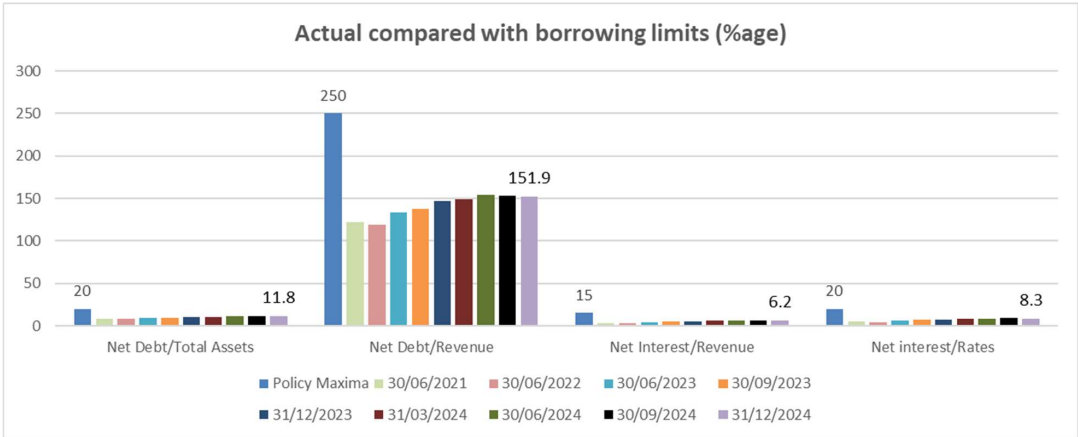
The following table shows the details of the tranches of debt on issue as at 31 December 2024:

Palmerston North City Council								
Term Debt as at 31 December 2024								
Issue Date	Term	Principal	Margin over BKBM	Interest Rate	Maturity Date	Current as at 31/12/2024	Interest Rate	Reset Date
1. Loan Stock on Issue - Borrowed from LGFA								
LGFA 6 Sep 17	8	6,000,000	0.6600%	5.3100%	15-Apr-2025	6,000,000	Floating Qtrly	15-Jan-25
LGFA 28 Jan 20	5	8,000,000	0.5400%	5.1900%	15-Apr-2025	8,000,000	Floating Qtrly	15-Jan-25
LGFA 13 Jul 20	5	5,000,000	0.6700%	5.3200%	15-Apr-2025	5,000,000	Floating Qtrly	15-Jan-25
LGFA 22 Mar 18	8	5,000,000	0.7250%	5.3750%	15-Apr-2026		Floating Qtrly	15-Jan-25
LGFA 17 Jun 19	7	7,000,000	0.6525%	5.3025%	15-Apr-2026		Floating Qtrly	15-Jan-25
LGFA 11 May 20	6	5,000,000	0.6600%	5.3100%	15-Apr-2026		Floating Qtrly	15-Jan-25
LGFA 13 Jul 20	6	5,000,000	0.7225%	5.3725%	15-Apr-2026		Floating Qtrly	15-Jan-25
LGFA 27 Apr 23	3	10,000,000	0.5000%	5.1500%	15-Oct-2026		Floating Qtrly	15-Jan-25
LGFA 13 Nov 23	3	10,000,000	0.4600%	5.1100%	15-Oct-2026		Floating Qtrly	15-Jan-25
LGFA 16 Mar 15	12	5,000,000	0.4575%	5.1075%	15-Apr-2027		Floating Qtrly	15-Jan-25
LGFA 8 Jun 15	12	5,000,000	0.4525%	5.1025%	15-Apr-2027		Floating Qtrly	15-Jan-25
LGFA 11 Aug 20	7	10,000,000		1.1200%	15-Apr-2027		Fixed	
LGFA 9 Feb 21	6	5,000,000		1.3579%	15-Apr-2027		Fixed	
LGFA 14 Aug 23	4	10,000,000	0.4900%	5.1400%	15-Jul-2027		Floating Qtrly	15-Jan-25
LGFA 28 Jul 22	5	5,000,000	0.5000%	5.1500%	15-Oct-2027		Floating Qtrly	15-Jan-25
LGFA 30 May 23	4	10,000,000		5.2300%	15-Oct-2027		Fixed	
LGFA 13 Nov 23	4	5,000,000	0.5890%	5.2390%	15-Oct-2027		Floating Qtrly	15-Jan-25
LGFA 17 Dec 18	10	5,000,000	0.7875%	5.4375%	18-Apr-2028		Floating Qtrly	15-Jan-25
LGFA 7 Oct 19	9	5,000,000	0.7100%	5.3600%	18-Apr-2028		Floating Qtrly	15-Jan-25
LGFA 11 Aug 20	8	10,000,000	0.8300%	5.4800%	18-Apr-2028		Floating Qtrly	15-Jan-25
LGFA 10 Jul 23	5	10,000,000	0.6680%	5.3180%	15-Jul-2028		Floating Qtrly	15-Jan-25
LGFA 14 Aug 23	5	10,000,000	0.6120%	5.2620%	15-Jul-2028		Floating Qtrly	15-Jan-25
LGFA 28 Jul 22	6	5,000,000	0.5500%	5.2000%	15-Oct-2028		Floating Qtrly	15-Jan-25
LGFA 14 Nov 22	6	5,000,000	0.6170%	5.2670%	15-Oct-2028		Floating Qtrly	15-Jan-25
LGFA 11 Dec 23	5	10,000,000	0.6730%	5.3230%	15-Oct-2028		Floating Qtrly	15-Jan-25
LGFA 17 Dec 18	11	10,000,000	0.8225%	5.4725%	15-Apr-2029		Floating Qtrly	15-Jan-25
LGFA 12 Jul 21	8	10,000,000	0.3950%	4.9850%	20-Apr-2029		Floating Qtrly	21-Jan-25
LGFA 8 Jul 24	5	15,000,000	0.6900%	5.2800%	20-Apr-2029		Floating Qtrly	21-Jan-25
LGFA 14 Aug 24	5	15,000,000	0.8300%	5.4200%	20-Apr-2029		Floating Qtrly	21-Jan-25
LGFA 19 Dec 22	7	5,000,000	0.6590%	5.3090%	15-Oct-2029		Floating Qtrly	15-Jan-25
LGFA 11 Mar 24	5	10,000,000		5.2106%	15-Oct-2029		Fixed	15-Oct-29
LGFA 6 May 24	5	10,000,000	0.6620%	5.3120%	15-Oct-2029		Floating Qtrly	15-Jan-25
LGFA 12 Jul 21	9	10,000,000	0.4350%	5.0850%	15-Apr-2030		Floating Qtrly	15-Jan-25
LGFA 18 Oct 21	9	5,000,000	0.4590%	5.1090%	15-Apr-2030		Floating Qtrly	15-Jan-25
LGFA 8 Jul 24	6	14,000,000	0.7600%	5.2100%	15-May-2030		Floating Qtrly	17-Feb-25
LGFA 14 Mar 22	9	10,000,000	0.5700%	5.0200%	15-May-2031		Floating Qtrly	17-Feb-25
LGFA 14 Mar 22	9	10,000,000	0.5950%	5.2450%	15-Oct-2031		Floating Qtrly	15-Jan-25
		300,000,000						
2. Loan Stock on Issue - Borrowed from LGFA to on-lend to PNAL								
LGFA 11 Jul 22	5	5,128,205		4.1100%	15-Jul-2027		Fixed	
LGFA 14 Aug 23	5	3,076,923		5.4467%	15-Jul-2028		Fixed	
		8,205,128						
3. Bank facilities								
ANZ (\$25m)					31-Mar-2027			Reset at any time
				* plus line fee of 0.22%				
Westpac (\$18m)	On call			5.900%	31-Oct-2025			Reset at any time
				* plus line fee of 0.3%				
4. Short term facility from LGFA								
		-						
Total as at 31 December 2024		308,205,128				19,000,000		

The following graph shows the changing nature of the structure of the debt portfolio over the last 10 years:



The Financial Strategy contains a series of ratios that the Council has determined to be prudent maxima. The chart below shows the actual results since 2020/21 compared to those ratios.



Schedule 2 – Interest Rate Swaps

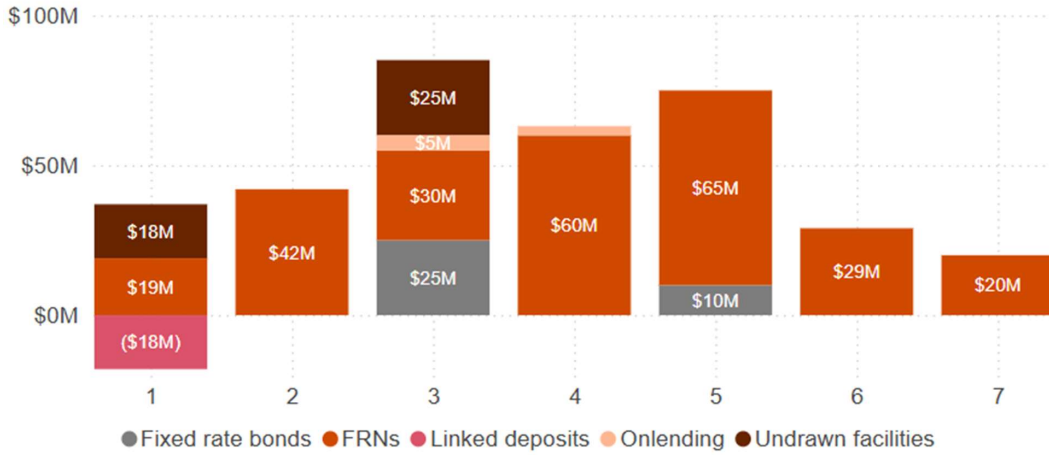
The following table schedules the swap financial instruments in place as at 31 December 2024:

Palmerston North City Council											
Interest Rate Swaps as at 31 December 2024											
<i>Council pays fixed & receives floating on a quarterly basis</i>											
Bank	Trade Date	Deal No	Amount \$m	Start Date	Maturity	Fixed Interest rate	Current Floating rate	Reset date	Value at 31-Dec-24		
ANZ	28-Nov-14	10730993	5.0	10-Apr-18	10-Oct-24	4.515%		matured 10 Oct 24			
ANZ	29-Nov-18	18984258	2.0	6-Mar-20	6-Mar-29	3.095%	4.325%	6-Mar-25	27,958		
Westpac	25-Feb-15	4218128	5.0	7-Sep-20	9-Sep-24	3.990%		matured 9 Sep 24			
ANZ	25-Feb-15	11281075	3.0	16-Nov-20	15-Nov-24	3.990%		matured 15 Nov 24			
Westpac	18-Jan-16	4910927	5.0	9-Dec-20	9-Jun-25	3.970%	4.32%	10-Mar-25	1,246		
ANZ	20-Jun-14	25213652	5.0	15-Dec-21	15-Jun-29	3.425%	4.27%	17-Mar-25	24,590		
Westpac	16-Nov-21	9251755	7.0	8-Dec-21	8-Dec-28	3.190%	4.32%	10-Mar-25	63,035		
Westpac	16-Nov-21	9251762	6.0	29-Dec-21	28-Sep-29	3.410%	4.17%	31-Mar-25	15,294		
Westpac	16-Nov-21	9251772	5.0	10-Jan-22	10-Jan-30	3.380%	4.65%	10-Jan-25	42,016		
Westpac	26-Feb-16	5013577	5.0	11-Apr-22	12-Jan-26	3.635%	4.64%	13-Jan-25	7,352		
ANZ	13-Oct-20	22956802	10.0	15-Apr-22	15-Apr-28	0.4025%	4.65%	15-Jan-25	1,010,712		
Westpac	25-Jun-21	9002142	10.0	15-Jun-22	15-Jun-28	1.8200%	4.27%	17-Mar-25	515,622		
Westpac	25-Jun-21	9002154	10.0	15-Sep-22	15-Sep-28	1.9000%	4.27%	17-Mar-25	527,097		
BNZ	27-Feb-20	384575543	7.0	8-Dec-22	8-Dec-28	1.3375%	4.32%	10-Mar-25	546,719		
Westpac	25-Jun-21	9002127	10.0	15-Mar-23	15-Mar-28	1.9400%	4.27%	17-Mar-25	440,859		
ANZ	27-Nov-17	17029213	5.0	15-Jun-23	15-Jun-27	3.7675%	4.27%	17-Mar-25	(48,456)		
Westpac	25-Jun-21	9002104	10.0	15-Jun-23	15-Sep-27	1.9325%	4.27%	17-Mar-25	373,419		
ANZ	27-Nov-17	17029223	6.0	29-Sep-23	29-Jun-27	3.7875%	4.17%	31-Mar-25	(65,564)		
ANZ	27-Mar-18	17670295	5.0	10-Jun-24	10-Jun-32	3.935%	4.30%	10-Mar-25	(65,809)		
ANZ	27-Mar-18	17670250	5.0	15-Jun-24	15-Jun-29	3.840%	4.27%	17-Mar-25	(78,816)		
ANZ	27-Mar-18	17670276	5.0	10-Oct-24	10-Jan-31	3.920%	4.65%	10-Jan-25	(79,543)		
Westpac	22-Nov-24	11632979	15.0	16-Dec-24	15-Dec-26	3.725%	4.27%	17-Mar-25	(96,226)		
Active total at 31 Dec 24			133.0								3,161,505
Westpac	8-Jul-22	9735255	10.0	15-Apr-25	15-Apr-30	3.775%		15-Apr-25	(130,985)		
Westpac	8-Jul-22	9735291	10.0	15-Jan-25	15-Sep-30	3.790%		15-Jan-25	(119,738)		
ANZ	27-Apr-23	48752826	20.0	15-Apr-27	15-Apr-31	3.905%		15-Apr-27	(73,100)		
ANZ	27-Apr-23	48752829	20.0	15-Jul-25	15-Jul-30	3.8025%		15-Jul-25	(257,013)		
Westpac	11-Mar-24	11045178	20.0	15-Oct-25	15-Oct-29	3.990%		15-Oct-25	(398,999)		
Westpac	12-Jul-24	11308228	20.0	15-Jul-25	15-Jul-30	3.695%		15-Jul-25	(402,988)		
Forward start total at 31 Dec 24			100.0								(1,382,823)
Total value									1,778,682		

Schedule 3 - Risk Exposure Position

Funding & Liquidity Risk Position – proportions of debt within pre-set maturity bands

Funding and liquidity risk timeline



Funding summary

Bucket (years)	Policy	Actual
0 - 3	15% - 60%	44%
3 - 7	25% - 85%	56%
7 - 15	0% - 60%	0%
Total		100%

Liquidity Ratio

Policy: >= 110%
Actual at 31 December 2024 115%

Gross external debt at 31 December 2024: \$308,205,128
Net debt i.e. Gross debt less pre-funding: \$290,205,128
Net debt less PNAL related debt: \$282,205,128

Undrawn bank facilities at 31 December 2024: \$43,000,000

Interest Rate Risk Position – proportions of forecast debt subject to floating versus fixed interest rates within pre-set policy limits

As at 31 December 2024:

Current fixed rate hedging
58%

Total fixed rate instruments
\$168,000,000

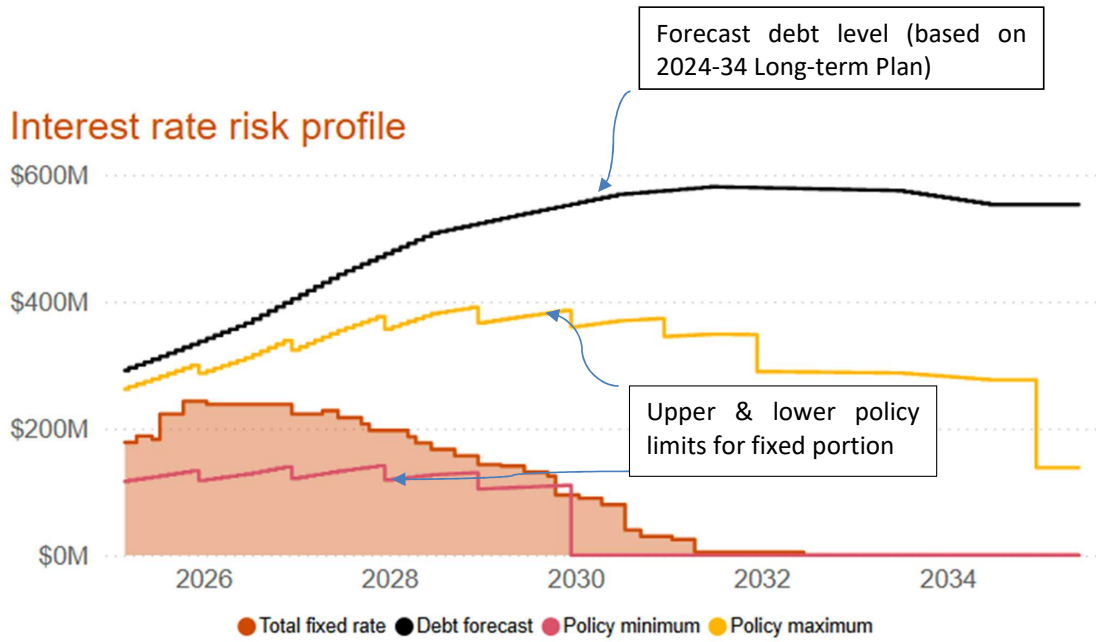
Weighted average fixed rate of fixed rate instruments
2.91%

Weighted average term of fixed rate instruments
3.81 years

Fixed proportions each year compared with policy – based on 2024-34 Long-term Plan

Interest rate summary

#	Bucket	Min	Max	Actual	WA swap
1	0 - 12	40%	90%	65%	2.93%
2	12 - 24	35%	85%	65%	3.10%
3	24 - 36	30%	80%	50%	3.18%
4	36 - 48	25%	75%	35%	3.82%
5	48 - 60	20%	70%	24%	3.85%
6	60 - 72	0%	65%	11%	3.91%
7	72 - 84	0%	60%	2%	3.94%
8	84 - 96	0%	50%	0%	
9	96 - 108	0%	50%	0%	
10	108 - 120	0%	50%	0%	



The shaded portion reflects the fixed portion of the forecast debt based on the 2024-34 Long-term Plan

Schedule 4 – Counterparty credit limits

Counterparty credit limits

Counterparty	Investments exposure	Investment limit	MtM	Derivatives exposure	Derivatives limit	Total exposure	Total limit	Compliant?
ANZ	\$0	\$35,000,000	(\$3,840,581)	\$12,503,244	\$35,000,000	\$12,503,244	\$35,000,000	✓
BNZ	\$18,000,000	\$35,000,000	(\$33,454)	\$826,776	\$35,000,000	\$18,826,776	\$35,000,000	✓
Westpac	\$0	\$35,000,000	(\$7,010,657)	\$16,948,090	\$35,000,000	\$16,948,090	\$35,000,000	✓

REPORT

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Classification of Council Reserves

PRESENTED BY: Aaron Philips, Activities Manager - Parks

APPROVED BY: Chris Dyhrberg, General Manager Infrastructure

RECOMMENDATIONS TO COUNCIL

1. That Council declare all land parcels identified in Attachment 1 column 5 and column 6 to be reserves and classify them (as shown in column 3), pursuant with either Section 14 or 16 of the Reserves Act 1977.
2. That Council apply to the Minister of Conservation to re-classify the three land parcels of Pari Reserve (Lot 3 DP 33102, Sec 5 SO 37111 and Sec 6 SO 37111) from Recreation Reserve to Local Purpose: Stormwater Reserve; as identified in Attachment 1 column 7 and pursuant to Section 24 of the Reserves Act 1977,
3. That Council note that Council has fulfilled all legal obligations required by Sections 14, 16, 24 and engagement sections 119 and 120 of the Reserves Act 1977, acting under delegation of the Minister of Conservation.
4. That Council note all four Atawhai Park land parcels (Lot 1 DP 41653; Lot 2 DP 41653; Lot 11 DP 1880; Lot 1 DP 48076) have been removed from the current classifications process, as discussed in section 3 of this report.

SUMMARY OF OPTIONS ANALYSIS FOR

Problem or Opportunity	<p>Under the Reserves Act 1977 (the Act) Council is required to declare all land acquired for the purpose of a reserve, as a reserve under the Act.</p> <p>Council is also required to classify the reserves "To ensure the control, management, development, use, maintenance, and preservation of reserves for their appropriate purposes".</p> <p>Currently, Council has 113 reserves that are not classified, some of which have also not yet been declared to be a reserve.</p> <p>Council consulted with the community on the proposed reserve classifications and the community views are considered in this report.</p> <p>Council needs to make a final decision on the reserve declarations and classifications.</p>
-------------------------------	--

OPTION 1:	Declare and classify the reserves as described in Attachment I: Reserve Classifications
Community Views	<p>10 submissions in support generally or in support of specific reserve classifications proposed.</p> <p>4 submissions proposed alternative classifications, suggested that reserves had been missed, or noted that some reserves should not yet be classified.</p> <p>1 submission related to the future maintenance of future reserves in Matangi (Whiskey Creek) plan change, outside the scope of this process.</p>
Benefits	<p>Aligns with the purpose, use and management of the reserves and enables Council to include all the parks and reserves it administers within a reserve management plan.</p> <p>Includes classifying some of the reserves submitted upon as scenic - taking a stronger focus on protection, which may facilitate faster and more effective growth in both native bush and biodiversity.</p> <p>This option gives certainty to residents on the intended future use of open spaces in their neighbourhood.</p>
Risks	A small risk that the submitters who proposed alternative classifications, are not satisfied as only some of their suggested changes were adopted by Council.
Financial	Minor costs for applications and gazetting.
OPTION 2:	Make further alterations to the proposed classifications based on community feedback.
Community Views	<p>10 submissions in support generally or in support of specific reserve classifications proposed.</p> <p>4 submissions proposed alternative classifications, suggested that reserves had been missed, or noted that some reserves should not yet be classified.</p> <p>1 submission related to the future maintenance of future reserves in Matangi (Whiskey Creek) plan change, outside the scope of this process.</p>
Benefits	Includes more of the reserve classifications proposed by submitters in the final list.
Risks	The scenic classification for a reserve does not align with the primary purpose of the reserve, e.g. recreation, stormwater etc limiting activities and/or development in the future.
Financial	This option would come with some additional costs – in order to maintain a scenic classification in the remaining proposed sites, a higher level of pest management etc, would be required.

RATIONALE FOR THE RECOMMENDATIONS

1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY

- 1.1 Under the Reserves Act 1977 (The Act), Council is required to declare all land acquired for the purpose of a park or reserve, as a reserve, under Sections 14 or 16 of the Act.
- 1.2 Council, when declaring the land as a reserve under the above sections, is also required to classify the reserves from the reserve classification types provided for in the Act. Classification describes a reserve's purpose and guides how reserve will be managed and what constraints are appropriate.
- 1.3 Council is commencing the process of developing reserve management plans. Reserves must be declared and/or classified to be included in the reserve management planning process.
- 1.4 Council has many reserves that are not classified, some of which have also not yet been declared to be a reserve. There are 3 land parcels within Pari Reserve where a change to the classification is proposed to align with the primary purpose of the reserve.

2. BACKGROUND AND PREVIOUS COUNCIL DECISIONS

- 2.1 Council has delegation from the Minister of Conservation to classify reserves, following the consultation process set out in the Act.
- 2.2 A list of 114 reserves, with proposed classifications, was presented to the Strategy and Finance Committee on 14 August 2024. The list also included a proposal to reclassify one reserve. Council adopted the proposed classifications on 4 September 2024, for public consultation.
- 2.3 Council consulted with the community on proposed reserve classifications from mid-September to 23 October 2024.

Consultation

- 2.4 The classification process was notified in the newspaper, and Council's website and social media. A drop-in session was held at Memorial Park. No-one showed up at the drop-in session specifically to discuss classifications, but three people completed a submission form.
- 2.5 Submitters were asked three questions in total. They were:
 - Do they believe any proposed classifications should be different?
 - If so, which ones?
 - And, why?

2.6 15 people made a submission on the classifications process. Two others called in to discuss the proposal with officers but did not want to make a submission.

3. CONSIDERATION OF SUBMISSIONS

3.1 Of the 15 submissions 7 were either in general support or specifically named reserves that they proposed a different classification for – submissions 1, 6, 7, 8, 10, 11, 12, 13, 14 and 15.


3.2 Submission 5 related to the Matangi (Whiskey Creek) urban growth plan change area – commenting on the future maintenance requirements of future reserves in that area. This submission is out of scope of this reserve classification process.

3.3 Table 3 sets out the other reserve submissions, their points/proposed alternative classifications, and officer’s consideration of those proposals.

Table 1: Consideration of submissions

Reserve Name	Council proposed classification	Submission # and point	Officer response
Atawhai Park	Recreation	Sub. 9 Remove from classification Massey owned land and future growth planning	Part of land commonly understood to be part of Atawhai Park is actually owned by Massey University. An error was made at the time of vesting with Council 1981 and discussed again with Council officers in 2000. It was noted that the University had intended to retain ownership/rights over a narrow walkway section for access to their land. Officers of both Council and Massey agreed this would need to be corrected at some time in the future. Section 3 of this report provides an image and further discussion. <u>Recommendation:</u> Atawhai Park classification be put on hold until the Massey land access is corrected, and potential wider land exchanges and rezoning are understood.
Bledisloe Park	Recreation	Sub. 2 Make Scenic	On reflection, this reserve sits better with Scenic-B Reserve Classification. The primary purpose for holding the area is a combination of its ecological values,

		Reserve	<p>landscape with the Turitea Steam corridor and recreation walkways.</p> <p>Applying Scenic B, rather than Recreation classification, will not mean any significant change to Councils current management and budgeting regimes for the area.</p> <p><u>Recommendation:</u></p> <p>Adopt the submitters suggestion and classify Bledisloe Park as Scenic B.</p>
Edwards Pit Park	Recreation	<p>Sub. 2</p> <p>Make Scenic Reserve</p>	<p>Edwards Pit Park is a combination of open space, restoration plantings and walkways. It sits in a wider hub of sportsfields and courts.</p> <p>It has a mix of values. In the past, the open space portion has been considered for some recreation development, such as open-air event facilities and a training field.</p> <p><u>Recommendation:</u></p> <p>On balance, officers recommend retaining the proposed recreation reserve classification is appropriate.</p> <p>Edwards Pit Park will be managed in the Reserve Management process as a special character reserve and the ecological restoration work of the Pit Park People appropriately recognised and protected.</p>
Hokowhitu Lagoon	Recreation	<p>Subs 7 & 8</p> <p>Agree with Recreation Reserve</p> <p>To retain the ability for canoe polo to be played</p>	<p>Submissions agreed with the proposed recreation classification of recreation to support the canoe polo activities.</p> <p><u>Recommendation:</u></p> <p>Recreation classification be approved.</p>
Manga-o-tane Reserve	Local Purpose - Stormwater	<p>Sub 3</p> <p>None made</p>	<p>Submitter makes comment on the Green Corridors planting impeding water flow. This is an operational matter and the reserves primary purpose is to convey stormwater as it contains a</p>

			<p>watercourse and ponds serving the Aokautere residential areas. Biodiversity and ecological restoration work needs to be managed within the constraints of the primary purpose, stormwater management.</p> <p><u>Recommendation:</u></p> <p>Local Purpose – Stormwater reserve classification be approved.</p>
<p>Massey Walkway</p>		<p>Sub 4 Make Scenic Reserve</p>	<p>Lot 1 DP 385545, labelled Massey Walkway, is a short section of narrow walkway from Springdale Grove connecting to, but not including, Barbers Bush. The adjacent watercourse/stormwater is within the private land, not the walkway parcel. The Recreation Reserve classification purpose includes “recreational tracks in the countryside”.</p>  <p><u>Recommendation:</u></p> <p>Recreation classification be approved.</p>

McCraes Bush	Recreation	Sub 2 Make Scenic Reserve	<p>On reflection, reserve does sit better with Scenic-B Reserve Classification. The primary purpose for holding the area is a combination of its ecological values, landscape with the terrace landforms and recreation walkways and community orchard.</p> <p>Scenic-B Classification will not cause any significant change to Councils approach to management and budgeting budgetary requirements.</p> <p><u>Recommendation:</u></p> <p>Adopt the submitters suggestion and classify McCraes Bush as Scenic B.</p>
Summerhill Reserve	Local Purpose: Stormwater	Sub 2 Make Scenic Reserve	<p>While it includes amenity and ecological plantings and open space, Summerhill Reserve contains waterways feeding from Aokautere catchments. It is important that stormwater management is the primary purpose to allow modifications and management of those systems. The secondary purposes of walkways, amenity and ecological plantings, and open space can be managed well as secondary values.</p> <p><u>Recommendation:</u></p> <p>Local Purpose – Stormwater reserve classification be approved.</p>
Te Motu o Poutoa – Anzac Park	Not applicable – not included in this classification process.	Sub 3	<p>Council is classifying this reserve under a separate classification targeted process. This will occur as the planning of development project with Rangitāne o Manawatu is progresses and specific management arrangement are well developed.</p> <p><u>Recommendation:</u></p> <p>No classification is recommended under this current process. Te Motu o Poutoa will be classified separately.</p>
Titoki Reserves	Local Purpose:	Sub 2 Make Scenic	<p>Titoki Reserves (upper and lower) contain important waterways that manage stormwater feeding from</p>

	Stormwater	Reserve	<p>Aokautere catchments. It is important that stormwater management is the primary purpose to allow modifications and management of those systems.</p> <p>The purposes of walkways, amenity and ecological planting and open space can be managed well as secondary purposes as they have been to up until now.</p> <p><u>Recommendation:</u></p> <p>Local Purpose – Stormwater reserve classification be approved.</p>
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ATAWHAI PARK AND MASSEY UNIVERSITY LAND

- 4.1 Atawhai Reserve is made up of 4 land parcels, one of which includes a walkway that the Council obtained from Massey University in a land transaction. The council walkway separates Massey land parcels off Atawhai Road. This was noted as an error shortly after Massey vested the land with Council and in several land ownership discussions over the following decades.
- 4.2 Officers became aware of the mistake in the classification proposal soon after publication of the public notice and contacted the University.
- 4.3 Massey University has also indicated the potential sale of land adjacent to Atawhai Park. This might result in rezoning proposals. Council has ongoing land stability issues with some lengths of walkways in the area and any potential rezoning may present opportunities to resolve some of those issues. It would be pertinent to consider all these matters comprehensively at that time
- 4.4 While this has not been an issue to date, it now needs addressing as Council is proposing reserve classifications and the Massey University pursuing land sales.
- 4.5 The yellow box in the aerial in figure 1 below shows the location of the land in question.



Figure 1: Atawhai Park context



Figure 2: Massey owned land adjacent to Atawhai Park

5. DESCRIPTION OF OPTIONS

Option 1: Declare and classify the reserves as described in Attachment I: Reserve Classifications

- 5.1 Under this option there are 113 reserves listed in Attachment I: *Reserve Classifications, Declarations and Reclassifications* of this report. 112 reserves are proposed for either declaration and classification or classification. One Reserve is proposed for reclassification (Pari Reserve). Attachment I contains one reserve less than the original list that was adopted by Council for consultation on 4 September 2004, being Atawhai Park.
- 5.2 There are two reserves that are proposed to have the classification changed from the Recreation classification consulted upon, to the Scenic B reserve classification. These are:
- Bledisloe Park (next to Massey University)
 - McCraes Bush (in Ashhurst)
- 5.3 Attachment 1 has been set out as a table with the following information:
- Column 1: Name of reserve
 - Column 2: The type of PN City Council reserve it is – why it was taken by Council and for what purpose
 - Column 3: The proposed classification – describes the primary purpose of the reserve
 - Column 4: Classification status – classified yes or no
 - Column 5: Land requires declaration as a reserve to be declared and classified under Section 14 of the Reserves Act
 - Column 6: Declaration is not required BUT does require classification to be classified under Section 16 of the Reserves Act
 - Column 7: Existing classification is proposed to be changed. Reclassification is proposed under Section 24 of the Reserves Act
 - Column 8: The legal description of the land parcel to be declared, and/or classified, or reclassified
 - Column 9: A photo and brief description of location of Council parks and reserves listed that may be more unfamiliar to the reader.
- 5.4 Officers would complete the application to the Minister of Conservation to have the reclassification of Pari Reserve approved.
- 5.5 The final step would be to have the newly classified, declared and reclassified reserves gazetted.

Option 2: Make further alterations to the classifications based on the consultation results.

- 5.6 Under this option Council could alter some of the reserve declarations and classifications proposed from those proposed in Option 1.
- 5.7 Officers would make the appropriate changes to the classifications list in Attachment I and complete the processes.

6. ANALYSIS OF OPTIONS

Option 1: Declare and classify the reserves as described in Attachment I: Reserve Classifications

- 6.1 Scenic reserve was proposed as a classification by some submitters for some Council reserves.
- 6.2 There are two types of Scenic Reserve Classification – Scenic Reserve A and Scenic Reserve B.
- Scenic Reserve A is for natural landscapes and includes primary, secondary purposes as outlined in Table 4, which is an excerpt from the

2006 Reserves Act Guide:

Purpose	Area of land (or land and water) possessing significant qualities of scenic interest or beauty or significant features or landscapes
Objectives of Management (s.19(1)(a))	<p>Primary</p> <ul style="list-style-type: none"> • Manage for their intrinsic worth and for the benefit, enjoyment and use of the public • Preserve indigenous flora and fauna, biological associations and the natural environment as far as possible • Exterminate exotic flora and fauna as far as possible • Allow the public freedom of entry and access subject to conditions and restrictions necessary for the protection and wellbeing of the reserve and for the protection and control of the public using it <p>Secondary – if applicable</p> <ul style="list-style-type: none"> • Develop open portions for amenities and facilities where these are necessary to enable the public to obtain benefit and enjoyment from the reserve • Manage and protect historic, archaeological, geological, biological, or other scientific features • Maintain value as a soil, water, and forest conservation area.
Guidance for Selection	<p>Area should contain one or more natural or associated cultural or heritage features of special significance, or natural landscape of high scenic quality</p> <p>Area should be large enough to protect the integrity of the features and its immediately related surroundings</p>
Organisational Responsibility	<p>Owned by the Crown or vested in an administering body</p> <p>Controlled and managed by DOC unless an administering body would better carry out the purposes of the reserve</p>

Table 2: Reserves Act Guidance for Scenic Reserve A

- Scenic Reserve B is for is for modified landscapes and includes primary, secondary purposes as outlined in Table 5, an excerpt from the 2006 Reserves Act Guide:

Purpose	A suitable area of land (or land and water) which by development and the introduction of flora, whether indigenous or exotic, will become of significant scenic interest or beauty
Objectives of Management (s.19(1)(b))	<p>Primary</p> <ul style="list-style-type: none"> • As appropriate to the purpose, preserve the indigenous flora and fauna, biological associations, and natural environment and beauty as far as possible • As appropriate, exterminate exotic fauna and (to the extent consistent with purpose) exotic flora as far as possible • Allow the public freedom of entry and access subject to conditions and restrictions necessary for the protection and well-being of the reserve and for the protection and control of the public using it <p>Secondary</p> <ul style="list-style-type: none"> • Develop open portions for amenities and facilities where these are necessary to enable the public to obtain benefit and enjoyment from the reserve • Manage and protect historic, archaeological, geological, biological or other scientific features • Maintain value as a soil, water and forest conservation area
Guidance for Selection	<p>Degraded natural or semi-natural areas where the public interest warrants restoration or conversion as a scenic attraction</p> <p>Area will generally be small</p>

Table 3: Reserves Act Guidance for Scenic Reserve B

- 6.3 A recreation reserve has a primary purpose of recreation and protecting “scenic, historic, archaeological, biological, geological, or other scientific features or indigenous flora or fauna or wildlife ... present on the reserve ... to the extent compatible with the principal or primary purpose of the reserve” as a secondary purpose.
- 6.4 Considering submissions, officers recommend that Bledisloe Park and McCrae’s Bush be changed from the recreation classification proposed during consultation to Scenic B classification. The rationale for Scenic B over Scenic A is that:
- Review of other Scenic A (Nature) reserves suggests they it is intended for large landscape or bigger “special” areas, in of the order of a Keebles Bush, for example, where meaningful predator control and other bio-diversity measures can occur due to the wider margins of the site. There is a stronger focus on the level of effort and resource put into exterminating exotic flora.
 - McCraes Bush and Bledisloe Park include waterways that are modified to manage flood risk and in the case of McCrae’s Bush includes open space currently grazed and with community orchards on it.

- On evaluation of the proposed reserves for classification as scenic, McCraes Bush and Bledisloe Park most clearly two meet the description and criteria for Scenic B as described in the legislation.
- Council would complete a review of the management of the new Scenic B reserves as part of the reserve management planning.

- 6.5 Titoki Reserve has a primary stormwater purpose. Council should retain the ability to adapt in these areas for stormwater management work. For example, the Aokautere Plan change included swale and detention pond structures in the gully environments. Hence stormwater reserves are best left classified to their primary purpose.
- 6.6 Edwards Pit park is a modified landscape that includes a stronger recreation element than might be expected in a Scenic Reserve. The open space has had consideration for an event open space and training field in the past. On balance, officers recommend a recreation classification is most appropriate. The special character and values associated with its quarry history would still be captured in reserve management planning.

Option 2: Make further alterations to the proposed classifications based on community feedback.

- 6.7 Officers evaluated the classification for each reserve submitted upon, considering the classification definitions within the Act, and the current and future primary purpose of the reserve.
- 6.8 The proposed scenic classification is not considered the appropriate classification for some reserves, as outlined in Option 1.
- 6.9 Amending the list to classify one of more of the remaining reserves submitted upon (Edward's Pit Park, Summerhill Reserve, Titoki Reserve, Massey Walkway) as scenic, would not align with the primary purpose of the reserve, e.g. recreation, stormwater etc limiting activities and/or development in the future.
- 6.10 This option is not recommended.

7. RESERVE STATUS

- 7.1 The options and analysis in this report are focused on decisions on reserve classifications. There was no submission in opposition to declaring land to be reserves.

8. CONCLUSION

- 8.1 Council has delegation from the Minister to classify reserves, including determining the classification.
- 8.2 The community consultation concluded with a relatively low level of community submissions.

- 8.3 Submitters generally support reserves being declared, and in some proposed alternative classifications.
- 8.4 Two of the changes proposed by submitters, have been included in the final classifications list. These changes are based on an assessment of alignment with classification definitions in the Act and the primary purpose of the reserve.

9. NEXT ACTIONS

- 9.1 Apply to the Department of Conservation for the re-classification of Pari Reserve.
- 9.2 Gazette the reserve declarations and classifications listed in Attachment I.
- 9.3 Continue discussions with Massey University on Atawhai Park and associated land holdings.

10. OUTLINE OF COMMUNITY ENGAGEMENT PROCESS

- 10.1 Council completed the following actions during consultation on classifications:
 - public notice issued
 - full information on proposal up on PNCC website
 - drop-in session held at Memorial Park
 - submission forms on website

11. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	No
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 objectives?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to: Whāinga 2: He tāone whakaihiihi, tapatapahi ana Goal 3: A connected and safe community	

The recommendations contribute to the achievement of objective/objectives in:

- 7. Mahere tautāwhi hapori
- 6. Recreation and Play Plan



The objective is: Develop Reserve Management plans to ensure Council reserves are well managed.




Contribution to strategic direction and to social, economic, environmental and cultural well-being



Ensures parks are well managed and have reserve management plans adopted.

ATTACHMENTS

- 1. Reserve declaration and classifications [↓](#) 

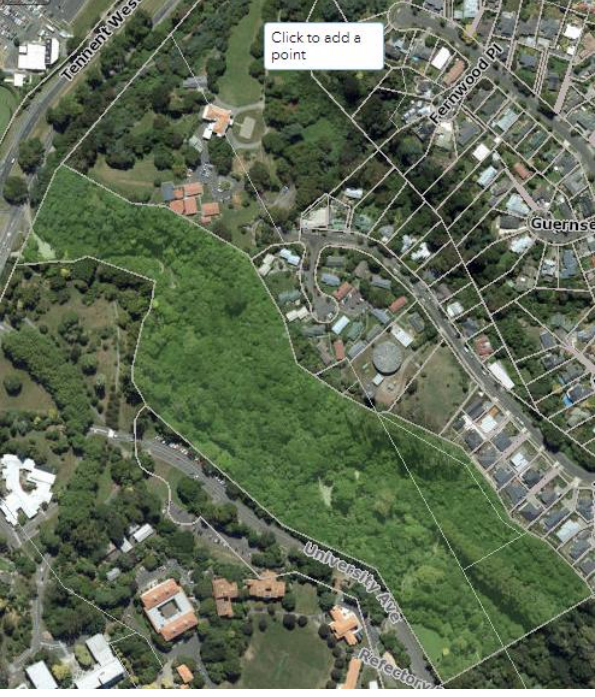

Park or Reserve	Reserve Type (PNCC)	Use/Classification (Reserves Act)	Classified Y / N	Classify under RA			Lot Descriptions	Reserve Location Description
				s14	s16	s24		
Adderstone Reserve 1.	Neighbourhood	Local Purpose: stormwater	N	-	Y	-	LOT 44 45 DP 72136	Pacific Drive and Aokautere Drive 
			N	Y	-	-	PT LOT 3 LOT DP 68798	
Alexander Park 2.	Neighbourhood	Recreation	N	Y	-	-	LOT 1 DP 78903	Alexander Street Awapuni 
Amberley Reserve 3.	Neighbourhood	Recreation	N	-	Y	-	Lot 609 DP 46617	Both sides of Amberley Ave with Judo Club 

<p>Andrew Ave Stormwater Reserve 4.</p>	<p>Stormwater</p>	<p>Local Purpose: Stormwater</p>	<p>N</p>		<p>Y</p>		<p>Lot 10 DP 20572</p>	<p>Drainage from Andrew Ave out to Rangiora Ave </p>
<p>Andrew Ave Kindergarten Reserve 5.</p>	<p>Neighbourhood</p>	<p>Local Purpose: community</p>	<p>N N</p>	<p>Y</p>	<p>Y</p>		<p>Lot 3 DP 52257; Lot 2 DP 52257; Lot 1 DP 52257 Lot 1 DP 48926</p>	<p>Kindergarten and Scout Hall by Norton park </p>
<p>Ashton Reserve 6.</p>	<p>Neighbourhood</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>-</p>	<p>LOT 176 DP 52903</p>	<p>Links Ashton place to Dalwood – next to Andrew Spring Park </p>
<p>Awapuni Park 7.</p>	<p>Neighbourhood</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>-</p>	<p>Lot 1 DP 23704; Lot 19 DP 29836; Lot 38 DP 23361; Lot 6 DP 24655; Lot 97 DP 20548.</p>	<p>Newbury St, Awapuni</p>

								
Balmoral Reserve 8.	Neighbourhood	Recreation	N	-	Y	-	LOT 20 DP 77536	Balmoral Drive, Terrace End 
Barber's Bush 9.	Neighbourhood (Walkway)	Recreation	N	-	Y	-	LOT 28 DP 78778	Part of the Aokautere Gully Walkways

Bill Brown Park 10.	Sports Fields	Recreation	Y	-	-	-	N/A -already classified under RA	Highbury – large sports fields and Pacifica Centre	
			N	-	Y	-	Lot 1 DP 40097		
Bledisloe Park 11.	Neighbourhood (Walkway)	Scenic	N	-	Y	-	Lot 4 DP 58909	Part of Massey Uni Gulley/stream walkways	
			N	Y	-	-	Lot 2 DP 26639; Pt Lot 1 DP 8981; Lot 1 DP 25688		







								
Bunnythorpe Playground 12.	Neighbourhood	Recreation	N	Y	-	-	SEC 18 DP 217	Bunnythorpe 
Campbell Reserve 13.	Neighbourhood	Recreation	N	-	Y	-	LOT 2 DP 54537	Campbell St - City
			N	Y	-	-	PT LOT 10 DP 495	


								
Celaeno Park 14.	Sports Fields	Recreation	N	-	Y	-	Lot 34 DP 306843	
			N	-	Y	-	Lots 87 & 88 DP 357718	
			N	-	Y	-	Lots 1 & 2 DP 83420	
Chelmarsh Reserve (part) 15.	Neighbourhood	Recreation	N	Y	-	-	Lot 77 DP 50441	
			N	-	Y	-	Lot 19 DP 72702	Chelmarsh St, Highbury 
	Neighbourhood	Recreation	Y	-	-	-	N/A – already classified under RA	Chippendale Cres, Highbury



16.	Chippendale Reserve		N	-	Y	-	Lot 11 DP 56493		
			Y	-	-	-	N/A – already classified under RA		
			N	-	Y	-	Lot 18 DP 331089		
17.	Clearview Park	Neighbourhood	Local Purpose: Stormwater	N	-	Y	-	Lot 189 DP 67876; Lot 190 DP 69215; Lot 1 DP 69185	Clearview Place, Milson 
18.	Colquhoun Park	Sports Fields	Recreation	Y	-	-	-	N/A – already classified under RA	
				N	Y	-	-	Lot 2 DP 21519; Lot 3 DP 21519	
				N	-	Y	-	Lot 17 DP 69036	
19.	Coronation Park	Sports Fields	Recreation	Y	-	-	-	N/A – already classified under RA	
				N	Y	-	-	Lot 1 DP 83560	
				N	-	Y	-	Lot 1 DP 78377	



<p>Crewe Park 20.</p>	<p>Neighbourhood</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>-</p>	<p>LOTS 1 & 2 DP 21369 LOT 11 DP 20721</p>	<p>Crewe Cres, Hokowhitu</p> 
<p>Dahlstrom Reserve 21.</p>	<p>Neighbourhood</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>-</p>	<p>LOT 16 DP 74293</p>	<p>Dahlstrom Grove, Kelvin Grove</p> 
<p>Dalfield Reserve 22.</p>	<p>Neighbourhood</p>	<p>Local Purpose: Stormwater</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>-</p>	<p>Lot 102 DP 53469; Lot 101 DP 53469; Lot 30 DP 70035; Lot 30 DP 73030</p>	<p>Part of the Pioneer Highway Drainage system</p>


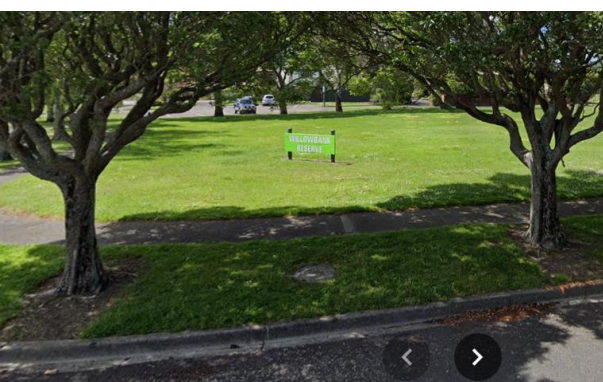
								
David Spring Park 23.	Neighbourhood	Recreation	N	-	Y	-	Lot 15 DP 73907; Lot 112 DP 59228; Lot 112 DP 59229; Lot 108 DP 54851	Clarke Ave, Highbury 
Dittmer Reserve 24.	Neighbourhood	Recreation	N	-	Y	-	LOT 347 DP 32897; Sec 1701 TN OF Palmerston North	Manawatu River Park


								
Edwards Pit Park 25.	Neighbourhood	Recreation	N	Y	-	-	Lot 1 DP 57301; Lot 1 DP 69383; Lot 1 DP 48678	Featherston St, Roslyn 
Fair Acres Square 26.	Neighbourhood	Recreation	N	-	Y	-	LOT 84 DP 337306	Off Fairs Rd, Milson



Fitzroy Bend Reserve 27.	Walkway	Recreation	N	Y	-	-	Lot 35 DP 25417; Pt Lot 201 DP 791; Pt Lot 200 DP 791		<p>Manawatu River Park</p> 

Farnham Park 28.	Neighbourhood	Recreation	N		Y		LOT 142 DP 22272	Farnham Ave, Highbury 
Franklin Reserve 29.	Neighbourhood	Recreation	Y	-	-	-	Lot 18 DP 21205	Franklin Ave, Hokowhitu 
			N	Y	-	-	Lot 66 DP 13552	
Frederick Krull Reserve 30.	Walkway	Local Purpose: Stormwater	N	-	Y	-	Lot 90 DP 305623	Logan Way, Kelvin Grove

			N	-	Y	-	Lot 14 DP 68190 & Lot 2 DP 69705	
			N	-	Y	-	Lot 60 DP 88927; Lot 59 DP 88927; Lot 76 DP 89325; Lot 90 DP 307225; Lot 91 DP 307225; Lot 68 DP 90076; Lot 63 DP 90025; Lot 32 DP 91139	
Galley Reserve 31.	Neighbourhood	Recreation	N	-	Y	-	LOT 258 DP 349496 LOT 28 DP 347181	Liberty Grove 
Hilary Cres and Cambridge Street Reserve 32.	Neighbourhood	Recreation	N	Y	-	-	LOT 1 DP 58492	Ashhurst, Cambridge Ave



								
Hind Reserve/Willow Bank Reserve 33.	Neighbourhood	Recreation	N	-	Y	-	Lot 1 DP 52182	Hind Place, Hokowhitu 
Hokowhitu Domain 34.	Sports Fields	Recreation	N	Y	-	-	Lot 11 DP 20871	
			N	Y	-	-	Lot 1 DP 18379	
			Y	-	-	-	Lot 216 DP 791; Lot 219 DP 791; Lot 217 DP 791; Lot 215 DP 791; Lot 220 DP 791; Lot 218 DP 791; Pt Lot 214 DP 791	
			n/a	-	-	-	Pt Lot 231 DP 791; Pt Lot 232 DP 791	
			N	Y	-	-	Lot 18 DP 32630	
Hokowhitu Lagoon	Neighbourhood	Recreation	N N N	Y	Y Y		Lot 3 DP 26657; Lot 7 DP 17197; Pt Lot 1 DP 19255; Lot 1 DP 12596; Pt Lot 2 DP 1332; Lot 1 DP 26657; Lot 2 DP 12596;	



35.			N N	Y Y			Pt Lot 3 DP 1332; Pt Lot 3 DP 1332; Pt Lot 254 DP 666; Pt Lot 3 DP 1332	
Hulme Street Reserve 36.	Neighbourhood	Recreation	N	-	Y	-	LOT 109 DP 19341	Hulme St, Roslyn 
Jefferson Reserve 37.	Neighbourhood	Recreation	N	-	Y	-	LOT 34 DP 85733	Jefferson Cres, Milson 
			N	-	Y	-	LOT 49 DP 71078	
			N	-	Y	-	LOT 50 DP 71078	
John F Kennedy Park 38.	Neighbourhood	Recreation	N	-	Y	-	LOT 359 DP 35270.	On JFK Drive




								
Kahuterawa Reserve 39.		Recreation	N	-	Y	-	Lot 2 DP 30200; Lot 4 DP 80726; Lot 1 DP 30200.	Reserve just before mountain bike park 
Kawau Stream 40.	Drainage	Local Purpose (Stormwater)	N	-	Y	-	Lot 55 DP 75566, Lots 112 & 113 DP 54851, Lot 23 DP 74440, Lot 331 DP 54229.	Esplanade access strips along the Kawau
			N	-	Y	-	Lot 111 DP 23458.	
			N	-	Y	-	Lot 5 DP 84966; Lot 1 DP 80639; Lot 1 DP 82569; Lot 2 DP 82569; Lot 4 DP 87801.	
			Y	-	-	-	N/A – already classified under RA.	
Keith Reserve 41.	Neighbourhood	Recreation	N	-	Y	-	Lot 165 DP 16011; Lot 174 DP 16011; Lot 173 DP 16010.	Runs the length of Keith St


								
Kelvin Grove Park 42.	Neighbourhood	Recreation	N	-	Y	-	Lot 21 DP 81951; Lot 35 DP 78689; Lot 14 DP 54885; Lot 20 DP 81951; Lot 1 DP 59112.	
			N	Y	-	-	Lot 1 DP 76441.	
			N	-	Y	-	Lot 110 DP 53373 & Lot 23 DP 61274.	
Kennedy Park 43.	Neighbourhood	Recreation	N	-	Y	-	Lot 63 DP 80543; Lot 54 DP 81646.	Washington Parade, Milson 


<p>Kimberley Park 44.</p>	<p>Neighbourhood</p>	<p>Recreation</p>	<p>N</p>	<p>Y</p>	<p>-</p>	<p>-</p>	<p>LOT 36 DP 33241.</p>	<p>Kimberley Grove, Westbrook</p> 
<p>Lakemba Reserve 45.</p>	<p>Neighbourhood</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>-</p>	<p>Lot 32 DP 81947; Lot 30 DP 79867; Lot 21 DP 79867.</p>	<p>Royal Oak Dr, Kelvin Grove</p> 
<p>Lancewood Reserve 46.</p>	<p>Neighbourhood</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>-</p>	<p>LOT 12 DP 81499.</p>	<p>Lancewood Lane</p>



								
Langley Reserve 47.	Neighbourhood	Recreation	N	Y	-	-	LOT 4 DP 32581.	Next to Milson School 
Leander Reserve 48.	Neighbourhood	Recreation	N	-	Y	-	Lot 35 DP 85712.	Off Leander PL
			N	Y	-	-	Lot 8 DP 49580.	



Lincoln Park 49.	Sports Fields	Recreation	N	-	Y	-	Sec 167 TN OF Ashhurst.		
			N	Y	-	-	Sec 172 TN OF Ashhurst; Sec 176 TN OF Ashhurst; Sec 173 TN OF Ashhurst; Sec 174 TN OF Ashhurst; Sec 175 TN OF Ashhurst; Sec 177 TN OF Ashhurst.		
Linklater Reserve 50.	Neighbourhood	Recreation	N	-	Y	-	LOT 2 DP 428030.		

<p>Lower Pari Reserve 51.</p>	<p>Walkway</p>	<p>Local Purpose: Stormwater</p>	<p>Y N N</p>		<p>Y Y Y</p>	<p>Lot 3 DP 33102. Pt Lot 13 DP 72989. Lot 57 DP 372624; Lot 54 DP 325277.</p>	
<p>Lower Titoki Reserve 52.</p>	<p>Walkway</p>	<p>Local Purpose: Stormwater</p>	<p>N</p>		<p>Y</p>	<p>Lot 27 DP 82639; Lot 72 DP 454853; Lot 32 DP 331630.</p>	
<p>Mahanga Kakariki Reserve 53.</p>	<p>Sports Fields</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>LOT 1 DP 395268.</p>	
<p>Manawatu River Esplanade Reserves</p>	<p>Esplanade Walkway</p>	<p>Local Purpose: Esplanade</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>Lot 3 DP 71883; Lot 4 DP 32144; Lot 3 DP 53320; Lot 3 DP 60866; Lot 4 DP 52674; Sec 1 SO 30155; Pt Lot 205 DP</p>	<p>Reserves along the Manawatu River – provide access to river</p>




54.							791; Lot 3 DP 319563; Lot 26 DP 333699; Pt Sec 2 SO 36829; Lot 3 DP 76077; Lot 7 DP 76241; Lot 4 DP 79318; Lot 18 DP 87826; Lot 4 DP 83330; Lot 3 DP 31059; Lot 5 DP 35256; Lot 6 DP 76241; Sec 1 SO 31844.	
Manga o Tane Walkway 55.	Walkway	Local Purpose: Stormwater	N	-	Y	-	Lot 39 DP 65835.	Polson Hill – part of the Aokautere Gully Walkways 
Manga o Tane Park 56.	Neighbourhood	Local Purpose: Stormwater	N	Y			Sec 410 TN OF Fitzherbert.	As above
			N		Y		Lot 2 DP 78872; Lot 1 DP 78872.	



								
Mangaone Park 57.	Neighbourhood	Recreation	N	-	Y	-	Lot 1 DP 48075; Lot 57 DP 47791.	 <p>Park in Milson and access to Mangaone Stream Walkway</p>


			N	Y	-	-	Lot 109 DP 43071; Lot 108 DP 43071.	
Mangaone Stream Access way 58.	Walkway	Recreation	n/a	-	-	-	Lot 1 DP 86400.	In Milson – drainage and acces to Mangaone Stream 
			N	-	Y	-	Lot 56 DP 81646; Lot 62 DP 80543.	
Mangaone Stream Esplanade Reserve(s) 59.	Walkway & Drainage	Local Purpose: Stormwater	N	-	Y	-	Lot 1 DP 86400; Lot 3 DP 437961; Lot 3 DP 79382; Lot 57 DP 81646; Lot 54 DP 79265; Lot 51 DP 79265; Lot 50 DP 79265; Lot 3 DP 70628; Lot 52 DP 79265; Lot 64 DP 80543; Lot 60 DP. 81646; Lot 1 DP 81647; Lot 1 DP 63196.	Accessways and strips along the Mangaone Stream
Marriner Reserve 60.	Neighbourhood	Recreation	N	-	Y	-	Lot 4 DP 29419.	
			N	-	Y	-	Lot 3 DP 29419.	


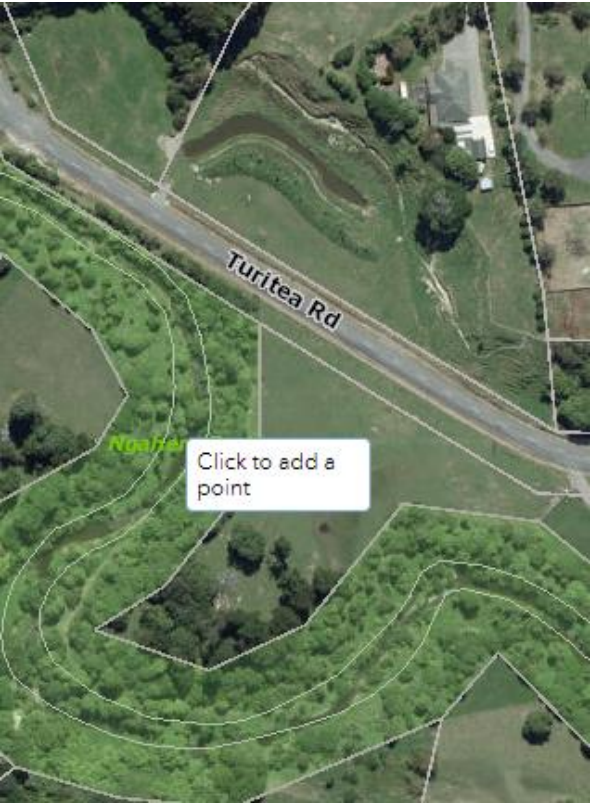
<p>Massey Walkway 61.</p>	<p>Walkway</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>y</p>	<p>-</p>	<p>Lot 1 DP 385545.</p>	<p>Link Between Barbers Bush and Springdale Park – Aokautere Walkway system</p> 
<p>Matheson Reserve 62.</p>	<p>Neighbourhood</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>-</p>	<p>Lot 164 DP 379181; Lot 145 DP 360122; Lot 146 DP 360122; Lot 163 DP 379181; Lot 162 DP 379181; Lot 144 DP 360122</p>	
<p>Maxwells Park 63.</p>	<p>Neighbourhood</p>	<p>Local Purpose (Utility)</p>	<p>N</p>	<p>Y</p>	<p></p>	<p></p>	<p>Lot 14 DP 17359; Lot 16 DP 21007; Lot 2 DP 32279.</p>	<p>Adjacent to Ahimate Reserve on Tip Rd.</p>


								
McCraes Bush 64.	Walkway	Scenic	N	Y	-	-	LOT 7 DP 183.	
Memorial Park 65.	City Reserve and Sports Fields	Recreation	N	-	Y	-	Sec 380 TN OF Palmerston North; Pt Sec 387 TN OF Palmerston North	City Reserve



								
Milson Stream JFK Drive to Apollo/Milson Line & Terry Cres Drainage Reserve(s) 66.	Stormwater	Local Purpose (Stormwater)	N	-	Y	-	Lot 3 DP 84841.	Drainage running through top of Milson 
			N	-	Y	-	Pt Lot 8 DP 5402.	
			N	Y	-	-	Lot 1 DP 30759.	
			Y	-	-	-	Lot 260 DP 44352; Lot 288 DP 33546; Lot 328 DP 35270; Lot 329 DP 35270; Pt Lot 358 DP 34984; Lot 3 DP 47512; Lot 17 DP 44323.	
Milverton Park 67.	Neighbourhood	Recreation	N	Y	-	-	Sec 954 TN OF Palmerston North. 	



Missoula Reserve 68.	Neighbourhood	Recreation	N	Y	-	-	Lot 53 DP 376442; Lot 49 DP 376442; Lot 50 DP 376442; Lot 51 DP 376442; Lot 52 DP 376442.	
Monrad Park 69.	Sports Fields	Recreation	Y	-	-	-	Sec 1 SO 36219.	Highbury – with Highbury Whanau Centre.
			N	-	Y	-	Pt Lot 1 DP 25599; Lots 74, 75 & 76 DP 25218.	
Moonshine Valley 70.	Walkway	Local Purpose: Stormwater	N	-	Y	-	Lot 20 DP 67306.	Moonshine Vally Rd 
			N	-	Y	-	Lot 20 DP 67306; Lot 21 DP 67306.	

Napier Road – Manawatu River/Mihaere Road Drainage Reserves 71.	Stormwater	Local Purpose: Stormwater	N	-	Y	-	Lot 2 DP 61928; Lot 1 DP 69096.	Gas-works drain – etc. 
			N	Y	-	-	Pt Lot 3 DP 10732; Pt Sec 390 Town of Palmerston North.	
Newton Reserve 72.	Neighbourhood	Recreation	N	Y	-	-	Lot 20 DP 61925.	Newton Place, Westbrook
			N	-	Y	-	LOTS 20 & 31 DP 61925.	

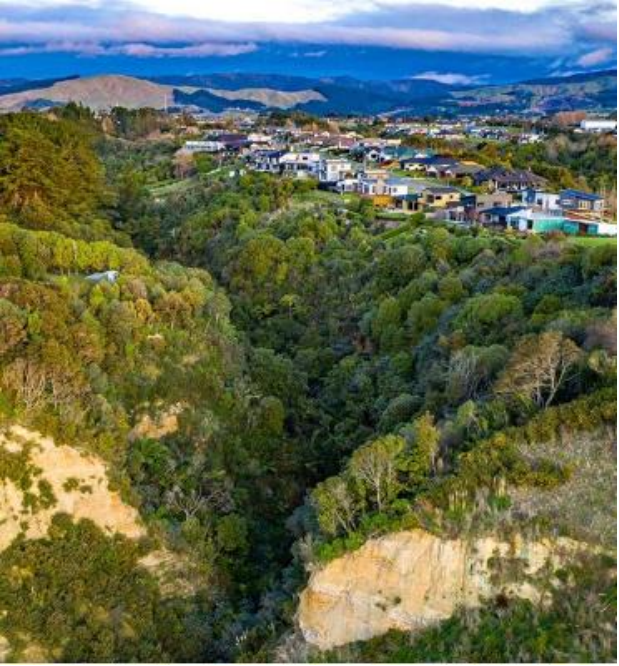

								
Ngahere Park 73.	Esplanade	Local Purpose (esplanade reserve)	N	-	Y	-	Lot 3 DP 82529; Lot 1 DP 82529; Lot 5 DP 80098.	Part of the Turitea Stream walkways 
			n/a	-	-	-	Lot 2 DP 82529.	



Norton Park 74.	Neighbourhood & Stormwater	Local Purpose: Stormwater	N	-	Y	-	Pt Lot 17 DP 17130.	Featherston St – Roslyn 
			N	-	Y	-	Lot 3 DP 64311.	
Oriana reserve 75.	Neighbourhood	Recreation	N	-	Y	-	Lot 45 DP 77718.	Off Tremaine by old Cloverlea Tavern – not developed



								
Oтира Park 76.	Neighbourhood	Local Purpose: Stormwater	N	Y	-	-	Lot 48 DP 42202.	Maxwells line – part of Rangitane Park 
			N	-	Y	-	Lot 13 DP 78418.	
			N	Y	-	-	Sec 1737 TN OF Palmerston North.	
			N	-	Y	-	Pt Lot 1 DP 3063.	
			N	Y	-	-	Sec 1 SO 27741.	
Owen Street Playground 77.	Neighbourhood	Recreation	N	-	Y	-	Lot 25 DP 66581.	Owen St off Amberley Ave


								
Pacific Drive Reserve 78.	Neighbourhood	Recreation	N		Y		Lot 1 DP 77345; Lot 2 DP 80999.	<p>Pacific Drive</p> 
Pacific Drive Walkway 79.	Walkway	Recreation	N	-	Y	-	Lot 130 DP 361098.	<p>Accessway and also provides access to electrical pylons</p>

								
Papaioea Park 80.	Sports Fields	Recreation	n/a	-	-	-	Sec 6 SO 454965.	Rangitikei and Featherston 
			N	Y	-	-	Lot 3 DP 82859.	



Pari Reserve 81.	Drainage	Local Purpose: Stormwater	N	-	Y	-	Pt Lot 13 DP 72989.	Aoukautere Walkway Gulleys 
			Y	-	-	Y	Lot 3 DP 33102.	
			N	-	Y	-	Lot 57 DP 303935; Lot 54 DP 325277; Lot 57 DP 303935.	
			N	-	Y	-	Lot 1 DP 79634; Lot 14 DP 80588.	
			Y	-	-	Y	Sec 5 SO 37111.	
			Y	-	-	Y	Sec 6 SO 37111.	
Parnell Heights Reserve 82.	Neighbourhood	Recreation	N	-	Y	-	Lot 23 DP 80490.	33 Parnell Heights 
Peace Tree Reserve 83.	Neighbourhood	Recreation	N	-	Y	-	Lot 13 DP 361098; Lot 12 DP 361098; Lot 14 DP 361098.	Silicon Way



								
Pembroke Reserve 84.	Neighbourhood	Recreation	N	-	Y	-	Lot 3 DP 29418; Lot 2 DP 29418.	Next to Highbury Shops 
Peren Park 85.	Neighbourhood	Recreation	N	-	Y	-	Lot 1 DP 82417.	Ruapehu Drive


								
Pioneer Road Reserve 86.	Neighbourhood	Recreation	N	-	Y	-	Lot 2 DP 88159.	Along the length of Pioneer Highway 
			N	-	Y	-	Lot 52 DP 44316 & Lot 53 DP 45320.	
			N	Y	-	-	WN10B/521.	
			n/a	-	-	-	N/A	
Poutoa Reserve 87.	Walkway	Local Purpose: Stormwater	N	-	Y	-	Lot 73 DP 88420; Lot 74 DP 76919; Lot 74 DP 76920; Lot 74 DP 76923; Lot 74 DP 76921; Lot 35 DP 87509; Lot 74 DP 76922; Lot 74 DP 87510	Aoukautere Gulley Walkways – next to Te Motu O Poutoa

								
Poutoa Walkway 88.	Walkway	Local Purpose: Stormwater	N	-	Y	-	Lot 75 DP 87509.	As above
Raleigh Reserve 89.	Neighbourhood	Recreation	N	-	Y	-	Lot 178 DP 28322.	Off Rugby St Awapuni 

<p>Rangiora Community centre 90.</p>	<p>Neighbourhood</p>	<p>Local Purpose: Community</p>	<p>N</p>	<p>Y</p>	<p>-</p>	<p>-</p>	<p>Lot 175 DP 19498.</p>	<p>Rangiora Ave, Roslyn</p> 
<p>Rangiora Reserve 91.</p>	<p>Neighbourhood</p>	<p>Recreation</p>	<p>N</p>	<p>-</p>	<p>Y</p>	<p>-</p>	<p>Lot 185 DP 19498.</p>	<p>As above</p> 

Rangitane Park 92.	Sports Fields	Local Purpose: Stormwater	N	Y	-	-	Pt Sec 361 Town of Palmerston North; Pt Lot 1 DP 3487; Sec 1736 TN OF Palmerston North.	
			N	Y	-	-	Sec 1 SO 28231.	
			N	-	Y	-	Lot 96 DP 44172I.	
			N	Y	-	-	Lot 97 DP 43662; Lot 94 DP 44172; Lot 27 DP 33341.	
			N	Y	-	-	Pt Lot 1 DP 34174; Sec 2 SO 36761; Pt Sec 361 Town of Palmerston North.	
Robert Park 93.	Neighbourhood	Recreation	N	-	Y	-	Lot 43 DP 303210.	Parnell Heights – Kelvin Grove 
	Neighbourhood/Bush	Recreation	N	Y	-	-	Lot 77 DP 29272.	

<p>Ruamahanga Wilderness Reserve 94.</p>			N	Y	-	-	Pt Sec 389 TN OF Palmerston North; Lot 1 DP 13070.	<p>Off Ruamahanga Cres – next to PN Golf Club</p> 
<p>Rugby Reserve 95.</p>	Stormwater	Local Purpose (Stormwater)	N	Y	-	-	Lot 23 DP 22571; Lot 22 DP 22571.	<p>Stormwater that runs through Rugby St</p> 
<p>Salisbury Street Children's Play Area</p>	Neighbourhood	Recreation	N	-	Y	-	Lot 8 DP 22852.	Salisbury St Ashhurst

96.								
Savage Reserve	Neighbourhood	Recreation	Y	-	-	-	Pt Lot 54 DP 15409; Lot 52 DP 15409.	Savage Cres 
97.			N	-	Y	-	Lot 53 DP 15409.	

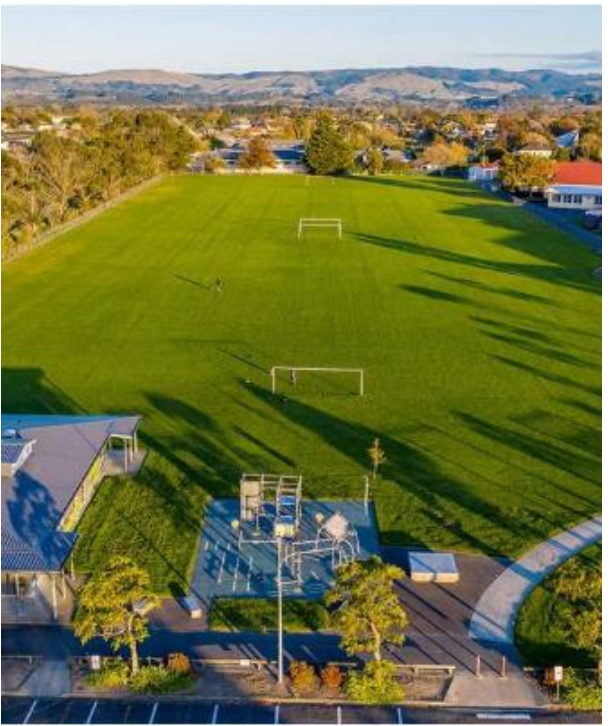
Schnell Wetlands Reserve 98.	Walkway	Local Purpose: Stormwater	N	Y	-	-	Lot 10 DP 75192.	James Line/Schnell Drive
			N	-	Y	-	Lot 2 DP 75192; Lot 9 DP 75192.	
			N	-	Y	-	Lot 6 DP 75192; Lot 85 DP 411222; Lot 2 DP 83421.	
			N	-	Y	-	Lot 3 DP 73980.	






Skoglund Park 99.	Walkway	Recreation	N	Y	-	-	Pt Sec 249 TN OF Palmerston North.
			N	Y	-	-	Lot 20 DP 16564; Lot 87 DP 16563.
			N	-	Y	-	Pt Sec 249 TN OF Palmerston North.
			N	Y	-	-	Pt Sec 251 TN OF Palmerston North; Pt Lot 12 DP 14235; Pt Lot 98 DP 16563.






Thames St, Roslyn








Springdale Park 100.	Bush	Local Purpose: stormwater	N	Y	-	-	Lot 39 DP 60355.	Off Springdale Grove, Aokautere Walkways 
			N	-	Y	-	Lot 1 DP 54785.	
Strachan Reserve 101.	Walkway	Recreation	N	-	Y	-	Lot 18 DP 77996.	Accessway to Mangaone Stream 
Summerhill Gully Reserve 102.	Walkway	Local Purpose: Stormwater	N	-	Y	-	Lot 60 DP 75258; Lot 58 DP 75258.	Summerhill Gully - Aokautere Walkways


								
Summerhill Reserve 103.	Walkway	Local Purpose: Stormwater	N	-	Y	-	Lot 26 DP 82639; Lot 31 DP 331630.	As above

Takaro Park 104.	Sports Fields	Recreation	Y^	-	-	-	Lots 4-13 DP 2938; Pt Lot 16 DP 2938, Pt Road Reserve DP 3259 & Pt Sec 291 Town of Palmerston North.	Off Botanical 
			Y^	-	-	-	Lot 2 DP 40376; Lot 2 DP 60512.	
			N	-	Y	-	Pt Sec 1691 Town of Palmerston North.	
			Y^	-	-	-	Lots 1, 2, 3, 14 & 15 DP 2938.	
			N	Y	-	-	Lots 17 & 18 DP 2938.	
Titoki Reserve 105.	Drainage	Local Purpose (Stormwater)	N	-	Y	-	Lot 2 DP 82417, Lot 58 DP 434860, Lot 28 DP 316453, Lot 53 DP 303935, Lot 35 DP 316470 & Lot 67 DP 383899. Lot 29 DP 316470.	Part of the Aoukautere Gully Walkways
			N	-	Y	-		

								
Totaranui Park 106.	Neighbourhood	Recreation	N	-	Y	-	Lot 72 DP 51107.	
			Y	-	-	-	Sec 2 SO 452061.	
			N	-	-	-		


Turitea Stream Esplanade Reserve 107.	Esplanade	Local Purpose: Esplanade Reserve	N	-	Y	-	Lot 2 DP 81743; Lots 5 DP 80098; Lot 3 DP 87856; Lot 2 DP 78024; Lot 2 DP 83089; Lot 4 DP 86488; Lot 7 DP 86488; Lot 1 DP 82529; Lot 3 DP 82529.	Esplanade Reserves along the Turitea Stream 
			N	Y	-	-	Lot 6 DP 80098; Lot 4 DP 87856; Lot 3 DP 78024, Lot 3 DP 83089, Lot 6 DP 86488, Lot 2 DP 82529.	
Turitea walkway 108.	Walkway	Recreation	N	-	Y	-	Lot 45 DP 72136; Lot 2 DP 87842.	Turitea Stream 
Tutukiwi Reserve 109.	Walkway	Recreation	N	-	Y	-	Lot 3 DP 82353	Moonshine Valley 
			N	Y	-	-	Lot 3 DP 78145; Lot 4 DP 78145; Lot 5 DP 78145.	
Vautier Park 110.	Sports fields	Recreation	N	Y	-	-	Pt Sec 249 TN OF Palmerston North; Pt Sec 249 TN OF Palmerston North.	Off Skoglund Park complex
			N	Y	-	-	Pt Sec 248 TN OF Palmerston North; Pt Sec 248 TN OF Palmerston North.	

								
Vogel Street /Main Street Park 111.	Neighbourhood	Local Purpose: Stormwater	N	Y	-	-	Lot 1 DP 45100; Lot 2 DP 45100.	
			N	Y	-	-	Sec 1709 TN OF Palmerston North.	
Waihikoa Park 112.	Sports Fields	Recreation	N	Y	-	-	Pt Sec 237 TN OF Palmerston North; Pt Sec 238 TN OF Palmerston North.	This section of reserve leased to Boys High

								
Waterloo Crescent Reserve 113.	Neighbourhood	Recreation	N	-	Y	-	Lot 3 DP 51192; Lot 1 DP 51192; Lot 2 DP 51192.	Next to Manawatu River in Hokowhitu

Waterloo Park 115.	Neighbourhood	Recreation	N	-	Y	-	Pt Lot 44 DP 22620.	As above
Whitten Reserve 116.	Neighbourhood	Recreation	N	-	Y	-	Lot 16 DP 69095; Lot 38 DP 48209.	Ashhurst off Cambridge



Willowstream 117.			N		Y		Lot 47 DP 66769.	 <p>Connects Willostream Grove to Gerraldine Cres.</p>

									
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MEMORANDUM

TO: Strategy & Finance Committee

MEETING DATE: 26 February 2025

TITLE: Speed Limit Reversals

PRESENTED BY: Peter Ridge, Senior Policy Analyst and James Miguel, Senior Transport Planner

APPROVED BY: David Murphy, General Manager Strategic Planning

RECOMMENDATION(S) TO COUNCIL

1. That the Council confirm the following speed limit reversals:
 - a. Change the speed limit for Tennent Drive, Bypass Road, Tennent On-Lane West Drive, Tennent Off-Lane East Drive, and the lower part of Summerhill Drive from 60km/h to 70km/h as shown in Attachment 2.
 - b. Change the speed limit for Railway Road from 60km/h to 70km/h and 100km/h as shown in Attachment 3.
-

1. ISSUE

- 1.1 The Council is required by the new Land Transport Rule: Setting of Speed Limits 2024 (the Rule) to reverse certain speed limit changes which were made after 1 January 2020.
- 1.2 Staff have identified that four roads meet the criteria set out in the Rule and need to have their speed limits reversed to their previous speed limits. These roads (shown in Attachment 2 and 3) are:
 - Tennent Drive interchange (comprising Bypass Road, Tennent On Lane West Drive, Tennent Off Lane East Drive, and the lower part of Summerhill Drive)
 - Tennent Drive (from Fitzherbert Bridge to Prendergast Road)
 - Tennent Drive West (for the whole western side of the dual carriageway section)
 - Railway Road (from the previous 50/70km/h transition to 150 metres north of the intersection with Roberts Line.
- 1.3 Other speed limit changes made since 1 January 2020 are not affected by the new Rule.

2. BACKGROUND

- 2.1 The Council last changed speed limits by consulting on the Speed Limits Bylaw in 2020. The Bylaw was adopted on 9 December 2020 and came into effect on 1 April 2021. The speed limits were set under the Speed Limits Rule 2017.
- 2.2 The Speed Limits Rule 2017 was replaced by the Speed Limits Rule 2022. This introduced a new method for setting speed limits. Instead of setting speed limits via a bylaw, the Rule required road controlling authorities, such as the Council, to develop and consult on a speed management plan. The Council developed its draft Speed Management Plan in 2022/2023. Although a draft was produced and consulted on, the Council suspended further work on the draft Speed Management Plan following the 2023 General Election. No further work on speed limits has been undertaken since 2023. No speed limits were changed under the Speed Limits Rule 2022.
- 2.3 The Minister of Transport signed a new Rule on 28 September 2024, replacing the Speed Limits Rule 2022. This new Rule modified the process for setting speed limits, removing the requirement for a regional approach to speed management. It also removed the statutory deadlines for introducing lower speed limits around schools. A speed management plan remains the primary method for setting speed limits, but there is no longer a statutory deadline for adopting a speed management plan.
- 2.4 The new Rule includes transitional provisions that makes mandatory the reversal of speed limit changes for some roads. Table 1 shows the classes of roads where speed limit reversals apply.

Table 1: Speed limit change reversals required by the Speed Limits Rule 2024

Class of street	Conditions	Applies to PNCC?
Local street (residential or neighbourhood streets).	The territorial authority set a permanent speed limit of 30km/h on or after 1 January 2020, and the reason for setting the speed limit was because there was a school in the area.	No - no local streets in Palmerston North were set with a permanent speed limit of 30km/h on or after 1 January 2020.
Urban connector (streets that provide for the movement of people and goods between different parts of urban areas, with low levels of interaction between the adjacent land use and the street).	The territorial authority set a permanent speed limit on or after 1 January 2020, and the previous speed limit is higher.	Yes – these roads are listed in paragraph 1.2 of this memorandum.

<p>Transit corridor (Urban motorways and corridors that provide for movement of people and goods within an urban environment).</p>	<p>The territorial authority set a permanent speed limit on or after 1 January 2020, and the previous speed limit is higher.</p>	<p>No – no transit corridors in Palmerston North were set with a permanent speed limit on or after 1 January 2020.</p>
<p>Interregional connector (Roads that provide for movement of people and goods between regions and strategic centres in a rural context).</p>	<p>The territorial authority set a permanent speed limit on or after 1 January 2020, and the previous speed limit is higher.</p>	<p>No – no interregional connectors in Palmerston North were set with a permanent speed limit on or after 1 January 2020.</p>
<p>Rural connector (Roads that provide a link between rural roads and interregional connectors).</p>	<p>The road controlling authority is the New Zealand Transport Agency Waka Kotahi (NZTA) and set a permanent speed limit on or after 1 January 2020, and the previous speed limit is higher.</p>	<p>No – this only applies to rural connector roads where NZTA is the road controlling authorities.</p>

2.5 Council officers have reviewed all of the roads where a speed limit change was made after 1 January 2020. Attachment 1 includes a table with all these roads listed, alongside the identified classification of these roads and whether a speed limit change reversal is required. Only four roads meet this classification:

- Tennent Drive interchange (comprising Bypass Road, Tennent On-Lane West Drive, Tennent Off-Lane East Drive, and the lower part of Summerhill Drive).
- Tennent Drive (from Fitzherbert Bridge to Prendergast Road)
- Tennent Drive West (for the whole western side of the dual carriageway section)
- Railway Road (from the previous 50/70km/h transition to 150 metres north of the intersection with Roberts Line.

3. SPEED LIMITS RULE – DISCUSSION OF THE TRANSITIONAL PROVISIONS

3.1 The Setting of Speed Limits Rule 11.2 requires the Council to reverse speed limits for specified roads:

11.2 General rule: amended speed limits for specified roads must be reversed

- (1) Before 1 May 2025, the Agency (as RCA) and each territorial authority must reverse the amended speed limit for each specified road within its control by—
- (a) setting a permanent speed limit for that road that is the same as the previous speed limit; and
 - (b) submitting to the Registrar the information required under [section 200L](#) of the Act.

The Council has very little discretion with regards to the mandatory reversal of speed limit changes. All the roads shown in attachment one must be identified according to the classification set out in schedule 3 of the Rule. If a road is classified as a “local street”, “urban connector” or “interregional connector” or “transit corridor” then the speed limit for that road must be returned to the speed limit that applied on 31 December 2019.

3.2 The Council must meet specific deadlines with respect of these reversals:

- By 1 March 2025, the Council must notify NZTA of each road which meets these requirements.
- By 1 May 2025, the Council must set in the National Speed Limits Register speed limits for roads classified as “urban connectors” as they were on 31 December 2019.
- By 1 July 2025, the Council must bring into force those reversed speed limits by changing the speed limit signs.

3.3 The only exemption to the mandatory speed limit reversals is “if it would be inappropriate to revert to the previous speed limit due to a significant change in the land use adjacent to the road (for example, where a new residential development has been built) since 31 December 2019.” This exemption does not apply to any of the roads which are classified as “urban connector.”

3.4 The Council does not have the ability to set a different speed limit before the 1 July 2025 reversal date (except to reinstate the previous speed limit). NZTA has confirmed that even if there is demonstrated community support, or if the previous speed limit is unsafe, the Council must still reverse the speed limit. This even applies if the previous speed limit does not comply with the new classification of roads and speed limits in schedule 3 of the Rule.

3.5 As Council does not have the discretion to make a different decision, no analysis of alternative options is included in this memorandum.

4. DISCUSSION OF IMPACTS OF REVERSED SPEED LIMITS

Tennent Drive

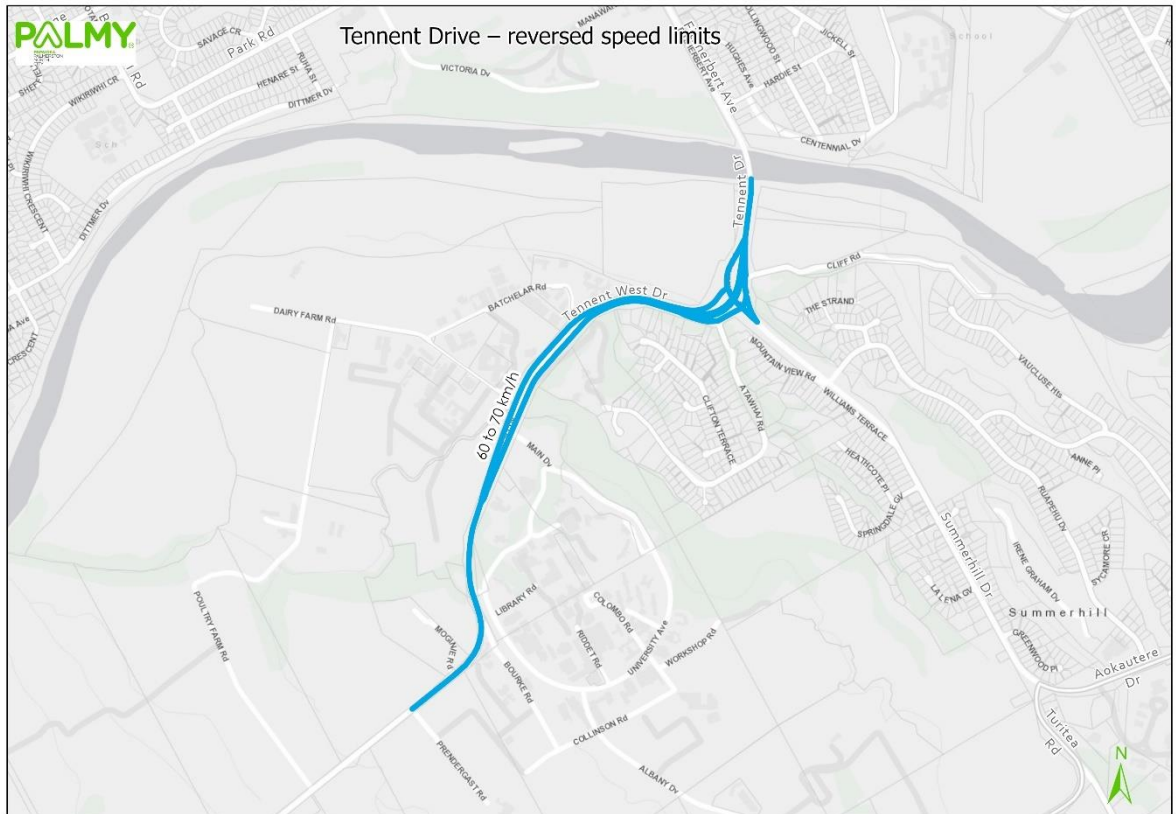


Figure 1 - map showing the section of Tennent Drive where the speed limit will be reversed

- 4.1 Traffic entering Tennent Drive from the Fitzherbert Bridge will be travelling at 70km/h. This speed limit will apply for the length of Tennent Drive until Prendergast Road (where the speed limit will change to 80km/h). The 70km/h speed limit will also apply for the Tennent Drive interchange. Once traffic leaves the interchange and enters Summerhill Drive, the speed limit will fall to 60km/h. The speed limit for Summerhill Drive was changed to 60km/h in 2013 so is unaffected by the requirement to reverse speed limits. However, the lower section of Summerhill Drive adjacent to the Tennent Drive interchange was changed in April 2021 and therefore is required to be raised to 70km/h.
- 4.2 The higher speed limits will likely impact safety around the interchange, and the entrances to Massey University and Food HQ.
- 4.3 Around the interchange, vehicles travelling from Summerhill Rd to Fitzherbert Bridge will have to vary their speed from 60km/h to 70km/h before slowing down to 50km/h. Meanwhile, vehicles travelling to Summerhill Drive will vary

their speed from 50km/h to 70km/h before slowing down to 60km/h. All of this will occur in a stretch of road no more than 600 metres in length.

- 4.4 Around the entrances to Massey University and Food HQ, the increased speed will increase delays for vehicles exiting these locations as the increased speed will make it more difficult for vehicles to pull out onto Tennent Drive. This will impact safety, as some drivers are more likely to take risks when pulling out onto Tennent Drive.
- 4.5 The Committee should note that the Tennent Drive reversal will result in the Speed Limit breaching the Rule, which also requires 70km/h speed zones to have a minimum length of 700 metres. Council officers contacted NZTA to notify them of this situation. NZTA advised that the Speed Limits Rule states that if it is impractical for the road to meet this minimum-length requirement, then the road may have a speed limit for a length of road that is shorter than the minimum length.

Railway Road

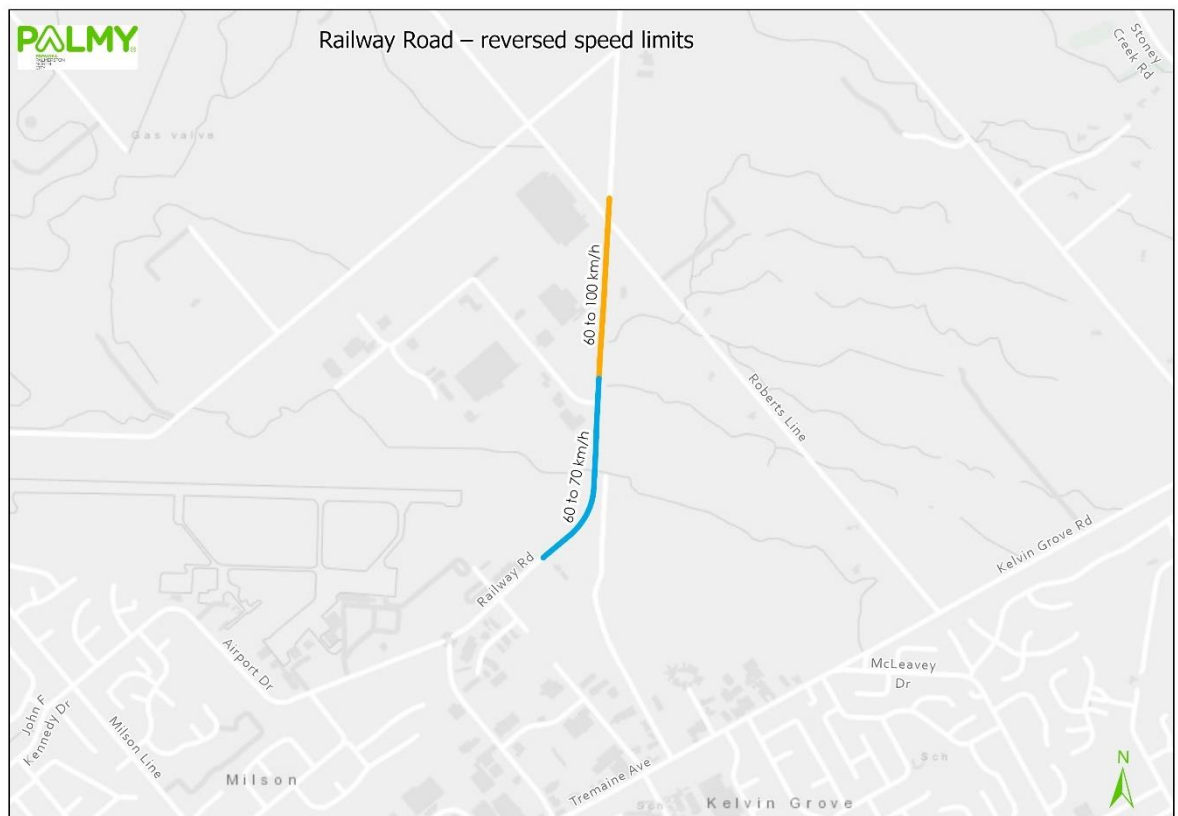


Figure 2 - map showing the section of Railway Road where the speed limit will be reversed

- 4.6 Traffic travelling towards Bunnythorpe from the roundabout with Airport Drive will be travelling at 70km/h. Prior to reaching the intersection with El Prado Drive, the speed limit will change to 100km/h (extending the existing 100km/h zone by approximately 1km).

4.7 The higher speed limits will likely impact safety around El Prado Drive and Roberts Line, as these roads will now intersect with Railway Road at a significantly different speed.

5. COSTS

5.1 The estimated cost of implementation for these speed limit reversals is \$8,000-\$10,000.

- The changes to Railway Rd will require the replacement of 10 speed limit signs, totalling \$2,808.
- The changes to Tennent Drive and the interchange will require the replacement of 18 speed limit signs, totalling \$4,212.
- The labour costs for installation are estimated to be around \$50-\$100 per sign.

5.2 There is no NZTA co-funding for these reversals. All costs associated with the reversals will need to be fully funded by Council. As this Rule was released following the completion of the Council's Long-Term Plan 2024-34, there is no specific programme to fund any of this work. Funding will likely need to come from the Transport Operational budget.

6. SPEED MANAGEMENT PLANNING

6.1 In addition to the requirement to reverse some speed limits by 1 July 2025, there is a new requirement to introduce variable speed limits for all schools by 1 July 2026.

6.2 There are other areas of the city where speed limits may need to be reviewed. These include areas where there are known safety concerns, or where development is dependent on changed speed limits.

6.3 Council officers have therefore identified a need to take a planned approach to any speed limit changes that may be required over the next 12-24 months. Taking a planned approach is more cost-effective and efficient than taking an *ad-hoc* approach to speed limit changes. It will also allow speed limits to be considered as part of the wider roading network, and to be consistent with Council's strategic direction.

6.4 There is an Elected Member workshop scheduled for 12 March 2025 on speed management planning. This workshop will provide Elected Members with:

- an overview of the new Rule and the changes to the process for setting speed limits. This will include the new requirement to introduce variable speed limits for all schools by 1 July 2026.

- an update on the current state of speed management work (including the previous draft Speed Management Plan).
- an opportunity to discuss a suggested scope of work for a new speed management plan, including a proposed timeline, and to provide feedback on the scope.

7. NEXT STEPS




- 7.1 Council Officers will notify NZTA by 1 March 2025 of the roads which will have their speed limits reversed and enter the changed speed limits into the National Speed Limits Register by 1 May 2025.
- 7.2 Council Officers will prepare an implementation plan to ensure that all affected speed limit signs are changed by 1 July 2025.
- 7.3 Council Officers will prepare communications to advise the community of the changes that are being made, and the reasons for those changes.
- 7.4 Council Officers will also hold the scheduled workshop with Elected Members in March to begin planning for the next stage of speed limit changes (including the mandatory variable speed limits for schools).
- 7.5 NZTA is currently consulting on a range of state highway speed limit reversals. A Council submission on state highway speed limit reversals affecting PNCC will be reported to the 5 March Council meeting.

8. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	No
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 objectives?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	Yes
<p>The increase of the speed limit on Railway Road and Tennent Drive will likely decrease safety for road users. This is inconsistent with the purpose of the Transport Plan, which includes making sure that the "transport network is integrated with land use planning and is safe for all users".</p> <p>The inconsistency is caused by the Speed Limits Rule, which was signed by the Minister of Transport. It directs road controlling authorities (RCAs) to reverse these speed limits and does not permit the RCA to take any other action except to</p>	

reverse the speed limit.	
<p>There is no intention to amend the Transport Plan to accommodate this inconsistency. Safety for all road users remains a key outcome for the Council. While the Council cannot set a different speed limit for these roads before 1 July 2025 it can follow the Speed Limits Rule to set a new speed limit after it has been reversed. The Council will be receiving information at a workshop on 12 March 2025 about the process for setting speed limits. Following that workshop the Council could decide to return the speed limits to their current setting as a matter of urgency after 1 July 2025, or it could decide to include these roads in a wider project to develop a speed management plan.</p>	
The recommendations contribute to: Not applicable.	
The recommendations contribute to this plan: Not applicable.	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	<p>The recommendations do not contribute to the Council's strategic direction or any of its plans. The recommendations are required to be made as a result of the Setting of Speed Limits Rule 2024, signed by the Minister of Transport. The recommendations are inconsistent with the purpose of the Transport Plan, which includes making sure that the "transport network is integrated with land use planning and is safe for all users".</p>

ATTACHMENTS

1. Table of roads to be considered for speed limit reversals [↓](#) 
2. Map - Tennent Drive Speed Limit Reversals [↓](#) 
3. Map - Railway Road Speed Limit Reversals [↓](#) 

Attachment 1 – roads with a speed limit set after 1 January 2020, and their classification under Schedule 3, Setting of Speed Limits Rule 2024

The following table shows all of the roads where the Council has set a speed limit since 1 January 2020. For each road, the section of road that was changed is shown together with the classification of that road according to the definitions included in schedule 3 of the Setting of Speed Limits Rule 2024 (the definition of road classifications taken from the Setting of Speed Limits Rule 2024 is included at the end of this attachment for information.). The table also indicates whether (based on this classification) the speed limit is required to be reversed. Notes are provided to explain this assessment where appropriate.

Rows highlighted in yellow indicate roads where a speed limit reversal is required.

Road name	Section	Classification	Speed limit change?	Notes
Hillcrest Road	From SH3 to Mulgrave Street	Peri-urban	No – not required to be reversed	
Mulgrave Street	From Hillcrest Road to the existing 50/100km/h transition	Peri-urban	No – not required to be reversed	
Pohangina Road	From the then-existing 50/100km/h transition sign to the District boundary	Rural	No – not required to be reversed	
North Street	From Oxford Street to Cambridge Avenue	Urban	No – not required to be reversed	
Oxford Street	From North Street to Wyndham Street	Urban	No – not required to be reversed	
Colyton Road	For 150 metres from the intersection with North and Oxford Streets	Peri-urban	No – not required to be reversed	
Bunnythorpe Road	For 150 metres from the intersection with Mulgrave Street	Peri-urban	No – not required to be reversed	
Bypass Road	From Atawhai Road to Tennent Off Lane East Drive	Urban connector	Yes – speed limit reversed from 60km/h to 70km/h	These roads comprise the “Tennent Drive interchange”. They do not fit the classification of
Tennent On Lane West Drive	From Atawhai Road to Tennent Drive	Urban connector	Yes – speed limit reversed from 60km/h to 70km/h	

Road name	Section	Classification	Speed limit change?	Notes
Tennent Off Lane East Drive	From Tennent Drive to Summerhill Drive	Urban connector	Yes – speed limit reversed from 60km/h to 70km/h	<p>“Urban road” as set out in schedule 3 of the Rule. The most appropriate classification is “urban connector” and therefore is required to be reversed to its previous speed limit.</p> <p>The only section of Summerhill Drive which is included is the lower part adjacent to the interchange. The main length of Summerhill Drive was changed to 60km/h in 2013 and is outside the scope of roads to be considered.</p>
Summerhill Drive	From the intersection with Tennent Off Lane East Drive to Tennent Drive and Tennent West Drive	Urban connector	Yes – speed limit reversed from 60km/h to 70km/h	
Tennent Drive	From Fitzherbert Bridge to Prendergast Road	Urban connector	Yes – speed limit reversed from 60km/h to 70km/h	<p>Tennent Drive does not meet the classification of “Urban road” as set out in schedule 3 of the Rule. The most appropriate classification is “urban connector” and therefore is required to be reversed to its previous speed limit.</p>
Tennent Drive West	For the whole western side of the dual carriageway section	Urban connector	Yes – speed limit reversed from 60km/h to 70km/h	
Tennent Drive	From Prendergast Road to State Highway 57	Rural connector	No – not required to be reversed	Only rural connector roads for which NZTA is the road controlling authority are required to be reversed
Roberts Line North	From Kelvin Grove Road to Railway Road	Peri-urban/Rural	No – not required to be reversed	

Road name	Section	Classification	Speed limit change?	Notes
Roberts Line North	From Railway Road to Richardsons Line	Peri-urban/Rural	No – not required to be reversed	
Railway Road	From the then-current 50/70km/h transition to 150 metres north of the intersection with Roberts Line	Urban connector	Yes – speed limit reversed from 60km/h to 50/70/100km/h	While Railway Road includes a variety of environments, it most closely meets the classification of an Urban Connector road and therefore is required to be reversed to its previous speed limit. The previous speed limit was a combination of 50km/h, 70km/h and 100km/h for different sections of the road.
Kairanga-Bunnythorpe Road	From the then-existing 100/50km/h transition for 170 metres	Peri-urban	No – not required to be reversed	
Campbell Road	From the then-existing 100/50km/h transition to the District boundary	Peri-urban	No – not required to be reversed	
Ashhurst Road	From the then-existing 100/50km/h transition for 400 metres	Peri-urban/Rural	No – not required to be reversed	
Pahiatua-Aokautere Road	From the then-existing 100/80km/h transition to the District boundary	Rural connector	No – not required to be reversed	Only rural connector roads for which NZTA is the road controlling authority are required to be reversed
County Heights Drive	For the entire length	Peri-urban	No – not required to be reversed	
Harrison Hill Road	For the entire length	Peri-urban	No – not required to be reversed	

Road name	Section	Classification	Speed limit change?	Notes
Ridgeview Road	For the entire length	Peri-urban	No – not required to be reversed	
Kingsdale Park Drive	For the entire length	Peri-urban	No – not required to be reversed	
Westwood Drive	For the entire length	Peri-urban	No – not required to be reversed	
The Bush Track	For the entire length	Peri-urban	No – not required to be reversed	
Polson Hill Drive	For the entire length	Peri-urban	No – not required to be reversed	
Wake Place	For the entire length	Peri-urban	No – not required to be reversed	
Branksome Place	For the entire length	Peri-urban	No – not required to be reversed	
Moonshine Valley Road	For the entire length	Peri-urban	No – not required to be reversed	
Whisky Way	For the entire length	Peri-urban	No – not required to be reversed	

Road classifications (Tables 1-3, Schedule 3, Setting of Speed Limits Rule 2024)

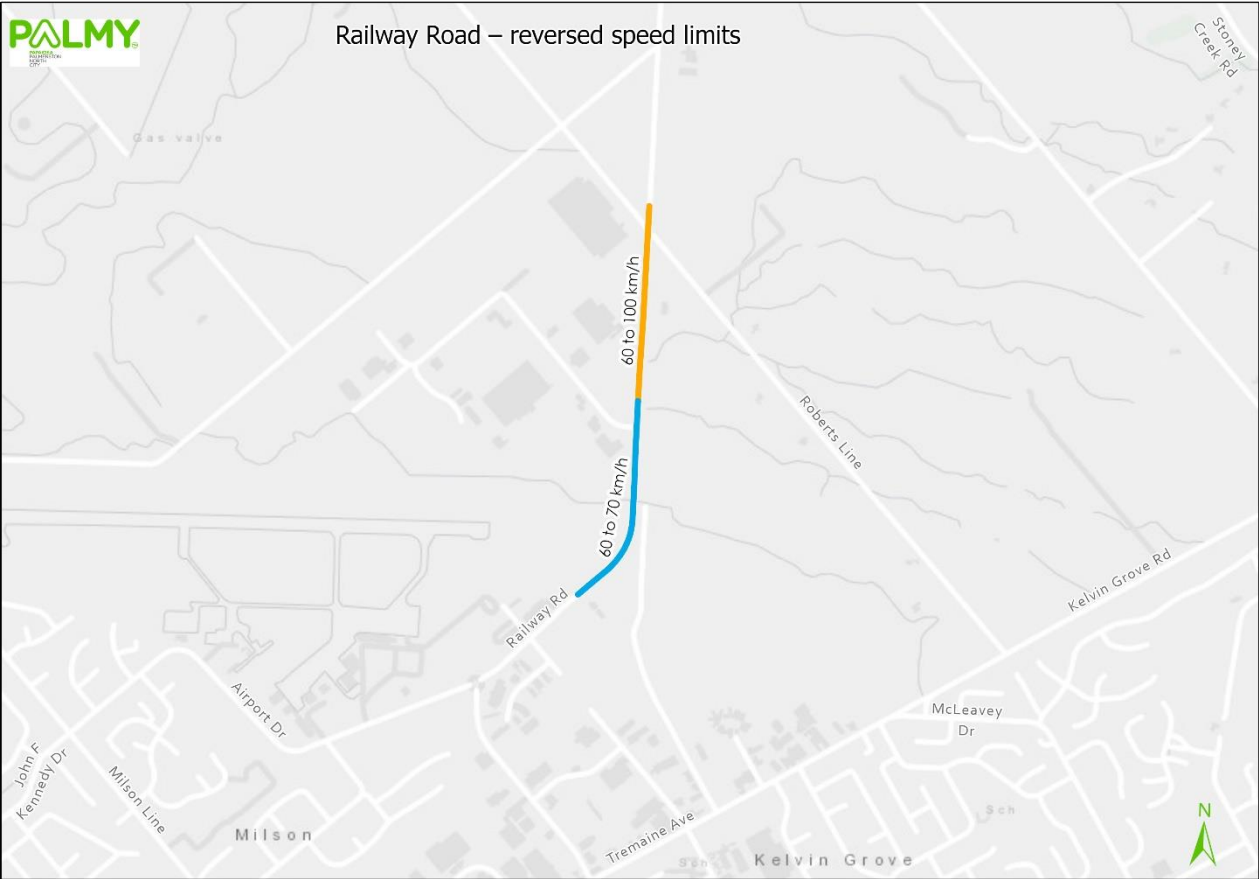
Class of road	Description
Urban streets	Residential and neighbourhood streets, and streets that provide access to and support businesses, shops, on-street activity and services
Civic spaces	Streets mainly intended for localised on-street activity with little or no through movement
Urban connectors	Streets that provide for the movement of people and goods between different parts of urban areas, with low levels of interaction between the adjacent land use and the street
Transit corridors	Urban motorways and corridors that provide for movement of people and goods within an urban environment

Class of road	Description
Peri-urban roads	Roads that primarily provide access from residential property on the urban fringe or in a rural residential area, where the predominant adjacent land use is residential, but usually at a lower density than in urban residential locations
Stopping places	Rural destinations that increase activity on the roadside and directly uses the road for access
Rural roads	Roads that primarily provide access to rural land for people who live there and support the land-use activity being undertaken
Rural connectors	Roads that provide a link between rural roads and interregional connectors
Interregional connectors	Roads that provide for movement of people and goods between regions and strategic centres in a rural context
Expressway	State highways that are median divided, with two or more traffic lanes in each direction, grade separated intersections, access controlled, with a straight or curved alignment
Beaches	Beaches to which the public have access
Unconventional, low-volume or low speed road types	Parking areas, beach access points, riverbeds, cultural and recreational reserve or similar
Unsealed rural roads	Rural roads that are unsealed
Urban streets with significant levels of pedestrian and/or cycling activity	Residential and neighbourhood streets, and streets that provide access to and support businesses, shops, on-street activity and services that have significant levels of pedestrian and/or cycling activity
Urban streets with no footpaths	Residential and neighbourhood streets with pedestrian activity and no footpaths
Urban intersection speed zone	Intersections that have a history of high risk crash types
Rural intersection speed zone	Intersections that have a history of high risk crash types
Mountainous or hill corridors	Roads where the alignment is tortuous





Railway Road – reversed speed limits



COMMITTEE WORK SCHEDULE

TO: Strategy & Finance Committee
MEETING DATE: 26 February 2025
TITLE: Committee Work Schedule

RECOMMENDATION TO STRATEGY & FINANCE COMMITTEE

1. That the Strategy & Finance Committee receive its Work Schedule dated February 2025.

COMMITTEE WORK SCHEDULE – FEBRUARY 2025					
Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction
1.	26 February 2025	Draft Waste Management and Minimisation Bylaw – hearings	General Manager Strategic Planning		13 November 2024 Clause 54-24
2.	26 February 2025	Roxburgh Crescent Land Classification – hearings	General Manager Strategic Planning		14 August 2024 Clause 38-24
3.	26 Feb 2025 28 May 2025 20 August 2025	Quarterly Treasury Report	General Manager Corporate Services		Terms of Reference
4.	26 February 2025 28 May 2025 20 August 2025	Quarterly Performance Report	General Manager Corporate Services	Q4 report to include any CE variations to roading /active transport and waters budgets (refer to clause 104)	Terms of Reference Council 5 June 2024 Clause 104-24

COMMITTEE WORK SCHEDULE – FEBRUARY 2025					
Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction
5.	26 February 2025	Reserves Classifications– deliberations	General Manager Infrastructure		14 August 2024 Clause 41-24
6.	26 February 2025	Annual Review of Delegations Manual	General Manager Corporate Services	Report to be presented to Council in March.	6 September 2023 Clause 147-23
7.	26 February 2025 28 May 2025	Public Spaces: policy and bylaw options	General Manager Strategic Planning	Aiming for May to address complexities raised.	
8.	26 February 2025 20 August 2025	Vegetation Framework to include a Tree Policy focused on Council administered streets and public spaces	General Manager Strategic Planning	Competing demands on planning resources; priority given to growth work, eg. Plan Change I	Committee of Council 9 June 2021 Clause 31.8
9.	26 February 2025	Te Apiti Ashhurst Loop Track– negotiations and Recreation Fund application	General Manager Infrastructure	Negotiations in progress. Report to be presented to 7 May Council meeting to align with 2025-26 Annual Budget (Plan) process.	8 May 2024 Clause 32
10.	26 February 2025 28 May 2025	Small vehicle fleet ownership and long-term lease investigation results	General Manager Corporate Services	Communications with potential providers ongoing.	Council 29 Nov 2023 Clause 193.3-23
11.	28 May 2025	Options of designating part of Linklater Park as dog-	General Manager Strategic		8 May 2024 Clause 26

COMMITTEE WORK SCHEDULE – FEBRUARY 2025					
Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction
		on-lead,	Planning		
12.	28 May 2025 20 August 2025	Public Spaces: approval to consult on draft policy and bylaw	General Manager Strategic Planning		
13.	TBC 28 May 2025	Contact Centre - Breakdown of expenses	General Manager Corporate Services		Council 3 April 2024 Clause 52-24
14.	2026	Delegation Manual - Fees & Charges review	General Manager Corporate Services	Review alongside the Revenue and Financing Policy.	8 May 2024 Clause 24
15.	TBC	Nature Calls - Prospective funding and finance options	General Manager Corporate Services	Awaiting decision of Water Service Delivery options.	Council 10 June 2024 Clause 111-24
16.	TBC	Draft Interim Speed Management Plan	General Manager Strategic Planning	February workshop.	<u>Council 5 April 2023</u> <u>Clause 46-23</u>

ATTACHMENTS

NIL