



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

STRATEGY & FINANCE COMMITTEE

9:00 AM, WEDNESDAY 10 APRIL 2024

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
Low 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

STRATEGY & FINANCE COMMITTEE MEETING

10 April 2024

ORDER OF BUSINESS

1. Karakia Timatanga

2. Apologies

3. Notification of Additional Items

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

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

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

4. Declarations of Interest (if any)

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

5. Public Comment

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

(NOTE: If the Committee wishes to consider or discuss any issue raised that is not specified on the Agenda, other than to receive the comment made or refer it to the Chief Executive, then a resolution will need to be made.)

6. Confirmation of Minutes

Page 7

"That the minutes of the Strategy & Finance Committee meeting of 21 February 2024 Part I Public be confirmed as a true and correct record."

7. Hearing of Submissions: Proposal to grant a licence of Council-owned land to Papaioea Pasifika Community Trust – 21 Havelock Avenue (part of Bill Brown Park)

Page 15

8. Proposal to grant a licence of Council-owned land to Papaioea Pasifika Community Trust – Summary of Submissions

Page 19

Memorandum, presented by Bryce Hosking, Group Manager - Property and Resource Recovery.

9. Hearing of Submissions: Proposal to grant a lease to Te Kōhanga Reo O Ngāti Hineaute Ki Rangitaane O Manawatū Trust – Opie Reserve

Page 23

10. Proposal to grant lease to Te Kōhanga Reo O Ngāti Hineaute Ki Rangitaane O Manawatū Trust – Summary of Submissions

Page 27

Memorandum, presented by Bryce Hosking, Group Manager - Property and Resource Recovery.

11. Hearing of Submissions: Draft Palmerston North Animals and Bees Bylaw 2024

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12. Hearing of Submissions: Draft Palmerston North Dog Control Policy 2024

Page 37

13. **Ongley Park, Park Road - Proposal to continue supporting Manawatū Cricket Incorporated by notifying the intention to grant occupancy via a lease of Council land and building** Page 41

Report, presented by Bryce Hosking, Group Manager - Property and Resource Recovery.

14. **154 Centennial Drive (The Chalet) - Proposal to grant a lease for part of Council building and land to Palmerston North Canoe Club Incorporated** Page 61

Memorandum, presented by Bryce Hosking, Group Manager - Property and Resource Recovery.

15. **Committee Work Schedule** Page 65

16. **Karakia Whakamutunga**

17. **Exclusion of Public**

To be moved:

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

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

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
14.	154 Centennial Drive (The Chalet) - Proposal to grant a lease for part of Council building and land to Palmerston North Canoe Club Incorporated Confidential Attachment	COMMERCIAL ACTIVITIES: This information needs to be kept confidential to allow Council to engage in commercial activities without prejudice or disadvantage.	s7(2)(h)

This resolution is made in reliance on Section 48(1)(a) of the Local Government

Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

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

[Add Third Parties], because of their knowledge and ability to assist the meeting in speaking to their report/s [or other matters as specified] and answering questions, noting that such person/s will be present at the meeting only for the items that relate to their respective report/s [or matters as specified].

PALMERSTON NORTH CITY COUNCIL

Minutes of the Strategy & Finance Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 21 February 2024, commencing at 9.01am

Members Present: Councillor Vaughan Dennison (in the Chair), The Mayor (Grant Smith) and Councillors Karen Naylor, Mark Arnott, Brent Barrett, Lew Findlay, Patrick Handcock, Leonie Hapeta, Orphée Mickalad, William Wood and Kaydee Zabelin.

Apologies: Councillor Lorna Johnson (late arrival).

Councillor Lorna Johnson entered the meeting at 9.18am during consideration of clause 2. She was not present for clauses 1 and 2.

Councillor Brent Barrett was not present when the meeting resumed at 10.47am. He was not present for clauses 5 to 9 inclusive.

Councillor Debi Marshall-Lobb entered the meeting at 11.41am during consideration of clause 6. She was not present for clauses 1 to 5 inclusive.

Karakia Timatanga

Councillor Kaydee Zabelin opened the meeting with karakia.

1-24 Apologies

Moved Vaughan Dennison, seconded Karen Naylor.

The COMMITTEE RESOLVED

1. That the Committee receive the apologies .

Clause 1-24 above was carried 11 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Brent Barrett, Lew Findlay, Patrick Handcock, Leonie Hapeta, Orphée Mickalad, William Wood and Kaydee Zabelin.

2-24 Hearing of Submissions: Draft Palmerston North Animals and Bees Bylaw 2024

Councillor Lorna Johnson entered the meeting at 9.18am.

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Strategy & Finance Committee 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.

Clause 2-24 above was carried 11 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Brent Barrett, Lew Findlay, Patrick Handcock, Leonie Hapeta, Orphée Mickalad, William Wood and Kaydee Zabelin.

The Committee considered submissions on the Draft Palmerston North Animals and Bees Bylaw 2024 with supporting oral statements.

The following persons appeared before the Committee and made oral statements in support of their submission and replied to questions from Elected Members.

Royal Forest & Bird Protection Society of New Zealand Incorporated (Amelia Geary) (23)

Amelia spoke to their submission and made the following additional comment:

- It would be helpful to hold hearings after submitters receive an Officer report so they can understand what they will be deliberating on, and add notes or comments.

Palmerston North Youth Council (Tyler and Isaac) (24)

Tyler and Isaac spoke to their submission and made the following additional comments:

- The wellbeing of cats is related to the wellbeing of their owners. There needs to be an incentive to de-sex their cats. Sometimes owners do not have the funds to de-sex them.

Environment Network Manawatū (Helen King) (29)

Helen spoke to their submission and made the following additional comments:

- Making these bylaws is good, but thought must be given to how bylaws are resourced and what is done about them.
- She suspects that the bylaw probably will change some people's behaviours, but a better approach would be to make people aware of the resources they have and to do that, publicity and

education is required.

Jenny Doyle (21)

Jenny spoke to her submission and made the following additional comments:

- The premature removal of a kitten's reproductive organs by early de-sexing means loss of essential growth hormones that support the development of healthy musculoskeletal growth, strength and collagen, nerves, immunity, and has a role in thyroid function and brain development.
- The solution is education and supporting SPCA by providing funding to target irresponsible owners who do not have the means, the brains or the money to look after their cats properly.

3-24 Hearing of Submissions: Draft Palmerston North Dog Control Policy 2024

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Strategy & Finance Committee 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.

Clause 3-24 above was carried 12 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Brent Barrett, Lew Findlay, Patrick Handcock, Leonie Hapeta, Lorna Johnson, Orphée Mickalad, William Wood and Kaydee Zabelin.

The Committee considered submissions on the Draft Palmerston North Dog Control Policy 2024 with supporting oral statements including additional tabled material.

The following persons appeared before the Committee and made oral statements in support of their submission and replied to questions from Elected Members.

Jason Dorne (43)

Jason spoke to his submission and made no additional comments.

Paul Godbaz (58)

Paul spoke to his submission and made no additional comments.

Maurice Job (62)

Maurice spoke to his submission and made no additional comments.

Kelvin Grove Community Association (John Charlton, Ross Linklater and Val Burr (69))

John, Ross and Val spoke to their submission and made a PowerPoint presentation, which is appended to these Minutes.

4-24 Confirmation of Minutes

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the minutes of the Strategy & Finance Committee meeting of 15 November 2023 Part I Public be confirmed as a true and correct record.

Clause 4-24 above was carried 12 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Brent Barrett, Lew Findlay, Patrick Handcock, Leonie Hapeta, Lorna Johnson, Orphée Mickalad, William Wood and Kaydee Zabelin.

The meeting adjourned at 10.27am.

The meeting resumed at 10.47am.

Councillor Brent Barrett was not present when the meeting resumed.

5-24 Quarterly Performance and Financial Report - period ending 31 December 2023

Memorandum, presented by Scott Mancer, Finance Manager, John Aitken, Manager - Project Management Office and Andrew Boyle, Head of Community Planning.

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Quarterly Performance and Financial Report – period ending 31 December 2023', and related attachments, presented on 21 February 2024.

Clause 5-24 above was carried 11 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Lew Findlay, Patrick Handcock, Leonie Hapeta, Lorna Johnson, Orphée Mickalad, William Wood and Kaydee Zabelin.

6-24 Treasury Report - quarter ending 31 December 2023

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

Councillor Debi Marshall-Lobb entered the meeting at 11.41am.

Moved Vaughan Dennison, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee note the performance of Council's treasury activity for the quarter ending 31 December 2023.

The **COMMITTEE RECOMMENDS**

2. That Council note that at its meeting on 14 June 2023 it authorised the Chief Executive to borrow up to \$37 million of additional term debt to fund the approved 2023/24 annual budget.

Clauses 6.1-24 and 6.2-24 above were carried 12 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Lew Findlay, Patrick Handcock, Leonie Hapeta, Lorna Johnson, Orphée Mickalad, William Wood, Kaydee Zabelin and Debi Marshall-Lobb.

Moved Vaughan Dennison, seconded Patrick Handcock.

The **COMMITTEE RECOMMENDS**

3. That to reflect the subsequent resolutions approving additional expenditure Council increase the authorisation to the Chief Executive to borrow, in accordance with delegated authority, up to \$47 million ("the Borrowing") of additional term debt by way of bank loan or loans or credit facilities or other facilities or the issue of stock for the Borrowing secured by the Debenture Trust Deed.

Clause 6.3-24 above was carried 11 votes to 1, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Mark Arnott, Lew Findlay, Patrick Handcock, Leonie Hapeta, Lorna Johnson, Orphée Mickalad, William Wood, Kaydee Zabelin and Debi Marshall-Lobb.

Against:

Councillor Karen Naylor.

7-24

Elected Member Expenditure 2022/23

Memorandum, presented by Scott Mancer, Finance Manager.

Moved Vaughan Dennison, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Elected Member Expenditure 2022/2023', presented to the Strategy & Finance Committee on 21 February 2024.

Clause 7-24 above was carried 11 votes to 0, with 1 abstention, the voting

being as follows:

For:

Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Lew Findlay, Patrick Handcock, Leonie Hapeta, Lorna Johnson, Orphée Mickalad, William Wood, Kaydee Zabelin and Debi Marshall-Lobb.

Abstained:

The Mayor (Grant Smith).

8-24

Speed Management Plan - process update

Memorandum, presented by Peter Ridge, Senior Policy Analyst and Stuart Cartwright, Chief Engineer.

Moved Lorna Johnson, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

Interim Speed Management Plan (school speed limits)

1. That the Committee request the Chief Executive provide a report outlining the options for using the \$833K budget originally provided for implementing the interim Speed Management Plan (school speed limits).

Full Speed Management Plan

2. That the Committee determine that work on the draft full Speed Management Plan remains on hold, pending a staff report to the Committee on the details of changes to the Setting of Speed Limits Rule (Option 2).

Clause 8-24 above was carried 12 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Lew Findlay, Patrick Handcock, Leonie Hapeta, Lorna Johnson, Orphée Mickalad, William Wood, Kaydee Zabelin and Debi Marshall-Lobb.

9-24

Committee Work Schedule

Moved Vaughan Dennison, seconded Karen Naylor.

The **COMMITTEE RESOLVED**

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

Clause 9-24 above was carried 12 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Vaughan Dennison, Karen Naylor, Mark Arnott, Lew Findlay, Patrick Handcock, Leonie Hapeta, Lorna Johnson, Orphée Mickalad, William Wood, Kaydee Zabelin and Debi Marshall-Lobb.

Karakia Whakamutunga

Councillor Debi Marshall-Lobb closed the meeting with karakia.

The meeting finished at 12.38pm

Confirmed 10 April 2024

Chair

SUBMISSION FROM CONSULTATION

TO: Strategy & Finance Committee

MEETING DATE: 10 April 2024

TITLE: Hearing of Submissions: Proposal to grant a licence of Council-owned land to Papaioea Pasifika Community Trust - 21 Havelock Avenue (part of Bill Brown Park)

RECOMMENDATION(S) TO STRATEGY & FINANCE COMMITTEE

1. That the Strategy & Finance Committee 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
40	Environment Network Manawatū
20	Te Whatu Ora, National Public Health Service – MidCentral
23	Niue PN Community
19	Ruth Jackson

ATTACHMENTS

1. Procedure Sheet [↓](#) 

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 Māori	You may speak to your submission in Māori 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 consideration of submissions will be at the ordinary meeting of the Strategy & Finance Committee on 8 May 2024. 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, Democracy & Governance Administrator, phone 06 356 8199 extension 7106 or email natalya.kushnirenko@pncc.govt.nz .

MEMORANDUM

TO: Strategy & Finance Committee

MEETING DATE: 10 April 2024

TITLE: Proposal to grant a licence of Council-owned land to Papaioea Pasifika Community Trust - Summary of Submissions

PRESENTED BY: Bryce Hosking, Group Manager - Property and Resource Recovery

APPROVED BY: Chris Dyhrberg, Chief Infrastructure Officer

RECOMMENDATION(S) TO STRATEGY & FINANCE COMMITTEE

1. That the Committee receive the memorandum titled 'Proposal to grant a licence of Council-owned land to Papaioea Pasifika Community Trust – Summary of Submissions' presented to the Strategy & Finance Committee on 10 April 2024.
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1. ISSUE

- 1.1 Papaioea Pasifika Community Trust has been occupying the Pasifika Centre through a community lease, of which the current iteration commenced in 2019.
- 1.2 The Trust wishes to expand its services also to include a community garden at 21 Havelock Avenue (part of Bill Brown Park).
- 1.3 The Trust has requested to enter a Deed of Licence with Council to enable the Trust to proceed with the site development. The licence request is subject to the requirements of the Reserves Act 1977 in addition to Council's Support and Funding Policy 2022. These requirements include public notification of Council's intention to grant a new lease on the reserve.
- 1.4 The public notification process is now complete.
- 1.5 Note that this report only presents an overview of the consultation undertaken and a summary of written submissions received. A further report will be presented to the Strategy & Finance Committee on 8 May 2024, which will provide considerations of matters raised in submissions, and any new matters presented in the hearings.
- 1.6 The report on 8 May 2024 will also seek a decision on whether to proceed with a new licence or not.

2. CONSULTATION OVERVIEW

- 2.1 Consultation took place from 15 January 2024 to 18 February 2024. The consultation consisted of:
- Public notice in the Manawatū Standard;
 - Public notice in the Manawatū Guardian;
 - Billboard on the site;
 - Online advertisement on the Council website; and
 - A letter-drop to the neighbouring area.

3. SUMMARY OF SUBMISSIONS

- 3.1 48 submissions were received during the consultation period. Submitters identified their support or otherwise of the proposal. Forty-five (45) submissions were for and three (3) against.
- 3.2 The table below summarises the matters raised in the written submissions. Please note, totals do not equal the number of submissions as more than one matter was raised in some submissions.

Matters Raised	Total
Comments for:	
Great initiative	9
Improves social connections within the community	12
Provides practical experience	3
Provides an opportunity for people to be more self-sufficient	5
Educational, ability for learnings of new skills and knowledge	13
This leads to a healthier community	4
Provides benefits for mental health	4
Provides community benefits	16
An activity that encourages families to be outside	2
Positive response to the cost of living	7
Builds resilience within the community	2

Provided physical benefits	1
Benefit to the site and improving the environment	2
Comments against	
Concerns with the current vandalism in the area, and the effects on the proposal	2
Concerns about the maintenance responsibilities of the garden area	1
Only part of the community will reap the rewards, which should be available to all	2
Concerns for operations of the garden running effectively	1
Security concerns regarding the crops	1
Funds and ratepayers' money should be used for other community issues	2
Would prefer upgrades with the playground currently onsite	1

4. NEXT STEPS

- 4.1 Review the oral submissions for new, changed, or expanding points.
- 4.2 Present a report to the Strategy & Finance Committee on 8 May 2024 which will provide the following:
 - Consider the matters raised in submissions and any new matters presented in the hearings.
 - Seek a decision on whether to proceed with a new licence or not.

5. COMPLIANCE AND ADMINISTRATION

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

The recommendations contribute to Goal 3: A Connected and Safe Community	
The recommendations contribute to the achievement of action/actions in Connected Communities	
The action is to lease Council land and facilities to for-purpose organisations in line with the Community Funding Policy.	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	The recommendation is in line with Council's Support and Funding Policy which supports community groups to deliver benefits contributing to the cultural, economic environmental and social well-being in the city.

ATTACHMENTS

Nil

SUBMISSION FROM CONSULTATION

TO: Strategy & Finance Committee

MEETING DATE: 10 April 2024

TITLE: Hearing of Submissions: Proposal to grant a lease to Te Kōhanga Reo O Ngāti Hineaute Ki Rangitaane O Manawatū Trust - Opie Reserve

RECOMMENDATION(S) TO STRATEGY & FINANCE COMMITTEE

1. That the Strategy & Finance Committee 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
78	Ruth Jackson
7	Highbury Whānau Centre
86	Nikita Tahi
103	Te Kōhanga Reo o Te Awhina

ATTACHMENTS

1. Procedure Sheet [↓](#) 

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 Māori	You may speak to your submission in Māori 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 consideration of submissions will be at the ordinary meeting of the Strategy & Finance Committee on 8 May 2024. 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, Democracy & Governance Administrator, phone 06 356 8199 extension 7106 or email natalya.kushnirenko@pncc.govt.nz .

MEMORANDUM

TO: Strategy & Finance Committee

MEETING DATE: 10 April 2024

TITLE: Proposal to grant lease to Te Kōhanga Reo O Ngāti Hineaute Ki Rangitaane O Manawatū Trust – Summary of Submissions

PRESENTED BY: Bryce Hosking, Group Manager - Property and Resource Recovery

APPROVED BY: Chris Dyhrberg, Chief Infrastructure Officer

RECOMMENDATION(S) TO STRATEGY & FINANCE COMMITTEE

1. That the Committee receive the memorandum titled 'Proposal to grant lease to Te Kōhanga Reo O Ngāti Hineaute Ki Rangitaane O Manawatū Trust – Summary of Submissions' presented to the Strategy & Finance Committee on 10 April 2024.
-

1. ISSUE

- 1.1 Te Kōhanga Reo O Ngāti Hineaute Ki Rangitaane O Manawatū Trust (the Trust) has been operating in part of Tui Park since 2013.
- 1.2 The formal land lease with the Trust expired on 31 October 2023 and they have been operating on a month-by-month lease since.
- 1.3 The Trust requested two new leases: Opie Reserve, and part of Tui Park. As both proposed land leases are on reserve land, both lease requests are subject to the requirements of the Reserves Act 1977 in addition to Council's Support and Funding Policy 2022. These requirements include public notification of Council's intention to grant leases on the reserve.
- 1.4 The Trust proposes to continue operating at Tui Park until the Trust can relocate to the new site at Opie Reserve.
- 1.5 The consultation process was separated into two; one being for the site at Tui Park and the other at Opie Reserve. The public notification process is now complete.
- 1.6 No submissions were received regarding the Tui Park lease.
- 1.7 One hundred and eight (108) submissions were received regarding the Opie Reserve Lease.
- 1.8 Note that this report only presents an overview of the consultation undertaken and a summary of written submissions received for the lease proposal at Opie

Reserve. A further report will be presented to the Strategy & Finance Committee on 8 May 2024, which will provide consideration of matters raised in submissions, and any new matters presented in the hearings.

1.9 The report on 8 May 2024 will also seek a decision on whether to proceed with both lease proposals.

2. CONSULTATION OVERVIEW

2.1 Consultation took place from 15 January 2024 to 18 February 2024. The consultation consisted of:

- Public notice in the Manawatū Standard.
- Public notice in the Manawatū Guardian.
- Billboard on the site.
- Online advertisement on the Council website.
- Letter drop to neighbouring area.
- Individuals who submitted during the reclassification of Opie Reserve were contacted regarding the proposed lease consultation.
- Social media post on Facebook on 24 January 2024; and
- A drop-in session at Opie Reserve on 27 January 2024 (approx. 30 people attended).

3. SUMMARY OF SUBMISSIONS

3.1 One hundred and eight (108) submissions were received during the consultation period. Submitters identified their support or otherwise of the proposal. Ninety-one (91) were in support and seventeen (17) against.

3.2 The table below summarises the matters raised in the written submissions. Please note totals do not equal the number of submissions as more than one matter was raised in some submissions.

Feedback	Total
Comments for:	
A positive opportunity for our tamariki	11
Provides opportunities for the community	35
The proposal supports local iwi and the community	9
A great resource for the community	6
An initiative to strengthen community relationships through	7

shared space to connect	
The proposal encourages diversity	2
Creating a safer space for tamariki	1
Good use of under-utilised land, enhancing the area	16
The initiative focuses on improving Māori outcomes for the future	16
The community needs an additional whare and kōhanga reo	9
A proposal that aligns with Te Tiriti o Waitangi	3
The proposal is a mana-enhancing venture	7
Investments in the area will give families some pride in their community	5
Frees up space in the Highbury shopping centre for new businesses	1
Great initiative	12
Comments against:	
Not benefiting the wider community	4
Already marae and kōhanga reo available to the community	2
Funds should be invested in supporting established local non-Māori and Māori education providers	1
Ngāti Hineaute is a private organisation not representing the entire iwi	4
Concerns related to parking	5
Noise concerns from children	2
Not a suitable location, propose an alternative location for this project	4
Traffic-related concerns	3
Not a safe area for tamariki	5
Marae should not be built on lease land	2
Proposal an alternative activity/use for the land	5

Privacy issues if security cameras are erected	1
Beneficial to only a small community rather than most of Palmerston North community	1
Not agreeable with the proposed rental figure under the Support and Funding Policy	1
Neither for nor against	
The lease figure is to be set at a rate that is fairly assessed by independent parties	1

3.3 Feedback from the drop-in session included:

- Not a suitable location.
- Traffic concerns.
- Support for the proposal.
- Security and privacy issues.
- Access to part of the reserve for the public.
- Alternative uses for the site; and
- The proposal does not benefit the entire community.

3.4 Comments made in social media posts included:

- Great initiative.
- Great use of the under-utilised space.
- Need for more community/education spaces in the Highbury area.
- Concerns for the terms of the lease.
- Lease rental figure being an appropriate figure.
- Comments regarding flood mitigation and impacts to the stormwater systems; and
- Noise related concerns.

4. NEXT STEPS

4.1 Review the oral submissions for new, changed, or expanded points.

4.2 Present a report to the Strategy & Finance Committee on 8 May 2024 which will cover the following:

- Consideration of the matters raised in submissions and any new matters presented in the hearings.

- A recommendation on whether to proceed with both lease agreements.

5. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do, they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 2: A Creative and Exciting City	
The recommendations contribute to the achievement of action/actions in Active Communities	
The action is: Administer the Reserves Act 1977.	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	The recommendation is in line with Council's Support and Funding Policy which supports community groups to deliver benefits contributing to the cultural, economic, environmental, and social wellbeing of the city.

ATTACHMENTS

NIL

SUBMISSION FROM CONSULTATION

TO: Strategy & Finance Committee

MEETING DATE: 10 April 2024

TITLE: Hearing of Submissions: Draft Palmerston North Animals and Bees Bylaw 2024

RECOMMENDATION(S) TO STRATEGY & FINANCE COMMITTEE

1. That the Strategy & Finance Committee 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
31	Llyvonne Barber
32	Royal NZ SPCA

ATTACHMENTS

1. Procedure Sheet [↓](#) 

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 Māori	You may speak to your submission in Māori 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 consideration of submissions will be at the ordinary meeting of the Strategy & Finance Committee on 8 May 2024. 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, Democracy & Governance Administrator, phone 06 356 8199 extension 7106 or email natalya.kushnirenko@pncc.govt.nz .

SUBMISSION FROM CONSULTATION

TO: Strategy & Finance Committee

MEETING DATE: 10 April 2024

TITLE: Hearing of Submissions: Draft Palmerston North Dog Control Policy 2024

RECOMMENDATION(S) TO STRATEGY & FINANCE COMMITTEE

1. That the Strategy & Finance Committee 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
78	Royal NZ SPCA

ATTACHMENTS

1. Procedure Sheet [↓](#) 

Procedure Sheet Hearing of Submissions

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REPORT

TO: Strategy & Finance Committee

MEETING DATE: 10 April 2024

TITLE: Ongley Park, Park Road - Proposal to continue supporting Manawatū Cricket Incorporated by notifying the intention to grant occupancy via a lease of Council land and building

PRESENTED BY: Bryce Hosking, Group Manager - Property and Resource Recovery

APPROVED BY: Chris Dyhrberg, Chief Infrastructure Officer

RECOMMENDATION(S) TO STRATEGY & FINANCE COMMITTEE

1. That the Committee continue to support Manawatū Cricket Incorporated by notifying the public of its intention to grant occupancy of Council land and building at Ongley Park, Park Road, Palmerston North in accordance with the Support and Funding Policy 2022, and Section 54 of the Reserves Act 1977.
2. That the Committee note that the land affected by the occupancy of Manawatū Cricket Incorporated is described as Lot 2 DP 77988.

SUMMARY OF OPTIONS ANALYSIS FOR

Problem or Opportunity	<p>Manawatū Cricket has requested further support from Council by granting community occupancy through a new lease.</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: (Preferred Option)	Notify the public of Council's intention to continue supporting Manawatū Cricket by granting occupancy via a new lease of the existing site at Ongley Park, Park Road.
Community Views	<ul style="list-style-type: none"> Community views will be sought during the public notification period.
Benefits	<ul style="list-style-type: none"> The community views, along with any objections received, will be considered to inform the decision. Council can continue supporting and developing the relationship with Manawatū Cricket and enable them to continue their activities.
Risks	<ul style="list-style-type: none"> If Council continued to lease the land and building to Manawatū Cricket it will be unavailable to be leased by another organisation who may feel aggrieved. This risk can be mitigated through the objection process.
Financial	<ul style="list-style-type: none"> The cost of public notification will be minor. Providing Council eventually enters a new lease, Council will continue to receive the annual rent of \$1,000.00 + GST.
OPTION 2:	Do not notify the public of the intention to support through a lease, effectively ending Manawatū Cricket's occupancy of Council land and building.
Community Views	<ul style="list-style-type: none"> Community views to inform the Council's decision on the Club's proposed occupancy will not be sought.
Benefits	<ul style="list-style-type: none"> Should the lease end, and Manawatū Cricket be requested to vacate the premises, the Support and Funding Policy provides a process for Council to explore alternative use options of the land and building prior to potentially seeking an alternative community occupant. This allows for a strategic view of land use when an arrangement ends.
Risks	<ul style="list-style-type: none"> Council may be criticised for not supporting cricket. Manawatū Cricket will be required to vacate the land

	and building and will need to try to find an alternative premise which they may not be able to do.
Financial	<ul style="list-style-type: none"> • Council would no longer receive the annual rent of \$1,000.00 + GST.

RATIONALE FOR THE RECOMMENDATIONS

1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY

- 1.1 Manawatū Cricket has been occupying Council's land and building at Park Road, Palmerston North since 2012. The lease expired on 30 June 2022 and they have been on a month-to-month lease since then. Manawatū Cricket now requests a new lease so it can continue to occupy the site.
- 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 at the end of their agreed term, the proposal is to be publicly advertised to seek feedback from the public.
- 1.3 In addition, as the leased land and building are reserve land, any new lease is also subject to the requirements of the Reserves Act 1977, which also requires public notification of Council's intention to grant a new lease.
- 1.4 This report seeks Council's approval to commence the public notification process in accordance with the Reserves Act 1977 and the Support and Funding Policy, noting that this is the first step in the process, and only seeks approval for consultation.
- 1.5 The final decision to lease to Manawatū Cricket will be brought to the Strategy & Finance Committee in a subsequent report which will discuss any feedback received.

2. THE PROPOSAL

- 2.1 The proposed lease area is approximately 762m² and situated at Ongley Park, Park Road, Palmerston North, as outlined in red in Figure 1.
- 2.2 If the lease is granted, the proposed annual rent is \$1,000.00 + GST. This is consistent with the rental framework in Council's Support and Funding Policy.
- 2.3 The proposed term would be five (5) years, with a right of renewal for a further five (5) years.
- 2.4 If a new lease is commenced, the use of the site will remain the same.



Figure 1: Proposed leased area

3. ASSESSMENT OF PROPOSAL UNDER THE SUPPORT AND FUNDING POLICY

- 3.1 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.
- 3.2 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 firstly they meet the policy’s eligibility criteria before proceeding any further.
- 3.3 The application from Manawatū Cricket is attached to the report as Appendix 1.
- 3.4 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.

A copy of the assessment is attached as Appendix 2.

3.5 In summary, following the assessment against the policy, Council Officers conclude that Manawatū Cricket meet all criteria required.

4. LEASING POWERS UNDER THE RESERVES ACT

4.1 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.

4.2 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.'

4.3 'Necessary' is not interpreted as requiring that all or even most visitors or users of the reserve need/want to use the service or activity provided under the lease. Reserves often have activities on them that only some of the visitors to the reserve use. The balance of the reserve, Ongley Park, is available for general use by the community.

4.4 The proposal would see the continued use of part of the reserve by Manawatū Cricket. The lease does not alter the current user experience or change the existing capacity for other activities.

5. LAND STATUS

5.1 A summary of the land status information is:

Title	Reserve Status	Officer Comment
Lot 2 DP 77988	Recreation Reserve	Subject to the Reserves Act 1977

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

- 6.1 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.
- 6.2 Rangitāne o Manawatū representatives have considered the proposal. Rangitāne are comfortable with this proposal and happy for it to proceed.

7. DESCRIPTION OF OPTIONS

Option 1: Notify the public of Council’s intention to continue supporting Manawatū Cricket by granting occupancy via a new lease of the existing site at Ongley Park, Park Road.

- 7.1 This is the preferred option
- 7.2 Council will seek feedback on continuing to support Manawatū Cricket through the process outlined in the Support and Funding Policy.
- 7.3 Council must give people the opportunity to submit on the proposal and be heard before deciding to grant a lease as per sections 119 and 120 of the Reserves Act 1977.
- 7.4 After considering feedback, Council can then decide to enter a formal lease with Manawatū Cricket.
- 7.5 Manawatū Cricket contributes to the community and shows strong alignment with Council’s strategic direction. Manawatū Cricket adds to Council’s priority to ensure the use of all community recreation facilities is optimised.

Option 2: Do not notify the public of the intention to support through a lease, effectively ending Manawatū Cricket’s occupancy of Council land and building.

- 7.6 The impact of this option would mean that the opportunity to seek community feedback on Manawatū Cricket’s continued occupancy of the site would not occur.
- 7.7 In turn, this would mean that the lease would cease, and Council would follow the process outlined in the Support and Funding Policy to determine the future use of the land (refer 5.5.1(b)). The first step in this process is to carry out a strategic options review.
- 7.8 The implication of this option to Manawatū Cricket would mean that they would not be able to continue leasing the site.
- 7.9 This option poses the risk that Council will be perceived as not supporting the activities of Manawatū Cricket that has occupied the site since 2012.

8. CONCLUSION

- 8.1 The proposal is consistent with the requirements of the Support and Funding Policy. Continued occupancy will allow Manawatū Cricket to continue offering activities to the community.
- 8.2 Public notification on the continuing support 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.
- 8.3 It is recommended the Committee proceed with Option 1. Manawatū Cricket's activities contribute to outcomes to achieve Goal 3 of Council's strategic direction.

9. NEXT ACTIONS

- 9.1 Public notification of the intention to grant the lease, seeking submissions and objections.
- 9.2 Provide the opportunity for any submitters that wish to be heard to speak to Council.
- 9.3 Consider the objections and submissions and provide advice to Council on whether to accept, modify or decline the lease proposal.

10. OUTLINE OF COMMUNITY ENGAGEMENT PROCESS


- 10.1 The proposed consultation process meets the public notification requirements of the Support and Funding Policy 2022 and the Reserves Act 1977 that requires a minimum of one-month period advertised in the Manawatū Standard, Dominion Post and on the Council website.

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 3: A Connected and Safe Community	
The recommendations contribute to the achievement of action/actions in	

<p>Connected Communities</p> <p>The action is: Administer the Reserves Act 1977.</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 community groups to deliver benefits contributing to the cultural economic, environmental, and social wellbeing of the city.</p>

ATTACHMENTS

1. Lease Application [↓](#) 
2. Lease Assessment [↓](#) 

Request for Occupancy/lease of Council Land/Building 22/23
Application form
Application No. 0002 From Timothy Richards
 Form Submitted 4 Mar 2024, 2:25PM NZDT

About Your Group

* indicates a required field

Organisation registration details

Organisation Name

Manawatu Cricket Association

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information
Reg Number
Legal Name
Other Names
Reg Status
Charity's Street Address
Charity's Postal Address
Telephone
Fax
Email
Website
Reg Date

Must be formatted correctly.

Current Address

Ongley Park Indoor Centre
 Park Road
 Hokowhitu Palmerston North 4410 New Zealand

Phone Number

7(2)(a) Privacy

Zealand phone number.

Primary Website

<http://mca.org.nz>

Must be a URL.

Contact Details

Primary Contact

Mr Timothy Richards

Primary Contact Email

gm@mca.org.nz

Must be an email address.

Request for Occupancy/lease of Council Land/Building 22/23

Application form

Application No. 0002 From Timothy Richards

Form Submitted 4 Mar 2024, 2:25PM NZDT

Primary Contact Phone Number

7(2)(a) Privacy

Zealand phone number.

Secondary Contact Name

Cole Freeman

Secondary Contact Phone Number

7(2)(a) Privacy

Zealand phone number.

Secondary Contact Email

cole@mca.org.nz

Must be an email address.

Secondary Contact Phone Number

Must be a New Zealand phone number.

Applying for: Please tick which relates to your application

- Occupying/leasing a (previously unoccupied) council-owned property
- Constructing a new community building on council-owned land
- Renewing an occupancy/lease

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

To lead our cricket community and provide the best opportunities and experiences for all.

To provide opportunities for our cricket community for Participation, Development, Enjoyment and Success.

Participation - The opportunity to play, enjoy, improve and succeed in cricket

Enjoyment - Having fun, building relationships, playing without fear and celebrating individual and team goals

Success - Developing new skills (technical and tactical and knowledge), and using these to contributing to individual and team success.

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

Myself - Tim Richards (General Manager) and the Board of Directors

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

Bevan Catley, Katrina Barber, Rachel Wenham, Carla na Nagara (President), Paul Gibbs, Derek Dilks, Jamie How (Chairperson),

Are staff employed or is all work carried out voluntarily? *

Staff are employed (5 permanently).

We also have part time staff who help with delivery of cricket in the region.

We also have multiple volunteers who give up their time to help deliver cricket in the region.

Request for Occupancy/lease of Council Land/Building 22/23

Application form

Application No. 0002 From Timothy Richards

Form Submitted 4 Mar 2024, 2:25PM NZDT

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

Predominantly funded by NZCT.

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

General Manager - Tim Richards

Pathway and Performance Facilitator- Cole Freeman

Coach Development and Programme Lead - Bjorn Dix

Youth Coordinator - Logan Hey

Female Coordinator - Sarah Calkin

What in general terms are the roles of these positions?

General Manager- Day to day running of operations

Pathway and Performance Facilitator - Look after our Senior/Junior Rep pathways, club cricket and social cricket.

Coach Development and Programme Lead - leads all coach development and programme review/implementation

Youth Coordinator - Day to day running of all junior and youth cricket

Female Coordinator - Overseeing of all junior, youth and senior girls and women's cricket

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

Please see above

Please provide a summary of your organisation's achievements since its establishment?

Additional information

No files have been uploaded

Please upload any additional information to support your application

Intended Use

What is the intended use of the property?

- Sport and recreation
- Community or social service
- Education
- Other:

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

To develop cricketers all year round in the indoor training facilities.

This includes junior club trainings, senior club trainings, holiday clinics, winter programmes, junior programmes, coaching and development courses etc.

To use the office space for our 4 permanent staff.

What are the objectives of the service or activity?

Request for Occupancy/lease of Council Land/Building 22/23
Application form
Application No. 0002 From Timothy Richards
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To continue to grow the game or cricket in our region by offering a facility that can be used for the game no matter what the weather conditions.

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

Everyone and anyone who wants to try cricket!

What geographic catchment will the project serve?

Wider Manawatu, Tararua, Feilding, Rangitikei, Horowhenua, Whanganui

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

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

5000+

How was this need identified?

Due to cricket being an outdoor sport it is important to have a training facility indoors for winter/off season and in season when it rains.

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

Nil

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

N/A

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

We have been in this building for a long time and the activity has met the need since we have been here.

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

N/A

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

N/A

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

Via the continued participation of people in the game of cricket.

Readiness

Request for Occupancy/lease of Council Land/Building 22/23

Application form

Application No. 0002 From Timothy Richards

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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.

N/A

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.

N/A

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

N/A

How do you anticipate funding these costs?

N/A

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

N/A

Upload Business Plan

No files have been uploaded

Please supply a copy of your most recent audited accounts.

No files have been uploaded

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

N/A

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

N/A

Have you prepared any conceptual and technical plans? Please Upload

No files have been uploaded

Fit with Council Direction

Policy on Use of Public Spaces 2019

Support and Funding Policy - Occupancy of council-owned Property by For-Purpose groups

Purpose: The purpose of this support is to provide to allow for-purpose groups to occupy and operate out of Council owned property for sporting, recreational, community/social services and educational purposes at community rental rates.

Request for Occupancy/lease of Council Land/Building 22/23

Application form

Application No. 0002 From Timothy Richards

Form Submitted 4 Mar 2024, 2:25PM NZDT

Support Priorities: For-purpose groups that contribute to outcomes to achieve goals 2, 3, and/or 4 of Council's strategic direction. For- purpose organisations who are jointly seeking a shared space within a Council-owned building; and their presence fits with the identified space and will maintain or enhance the uniqueness of the space.

Policy on Use of Public Spaces 2019^[1]

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 activity:

- supports the achievement of the Council's goals
- adds to the variety of events or activities available in Palmerston North
- enhances any precinct identities (e.g. Broadway as a hospitality precinct)
- provides an experience (rather than a simple commercial exchange)
- does not significantly limit the availability of space for general community use.

Council may also consider:

- whether the event or activity is inclusive of and accessible to the wider community
- iwi feedback on the proposed event or activity
- the opportunity to enhance or celebrate the heritage values of the public space
- the opportunity to enhance or celebrate the natural environment of the public space
- the opportunity to contribute to preparedness for emergency response, disaster response, or national security concerns
- potential impact on existing city businesses. Council may require applications to be subject to public consultation where an application is likely to be controversial, or where it is unclear if the proposal is consistent with the overall intent of the policy.

Note that none of the criteria or considerations provided for in this policy outweigh the freedoms guaranteed under the Bill of Rights Act.

[1] <https://www.pncc.govt.nz/council-city/official-documents/policies/policy-for-the-use-of-public-space/>

Palmerston North Strategic Direction

Goal 1: An Innovative and growing city

Goal 2: A creative and exciting city

Goal 3: A connected and safe community

Goal 4: An eco-city

[Strategic direction | Palmerston North City Council \(pncc.govt.nz\)](https://www.pncc.govt.nz/council-city/official-documents/policies/policy-for-the-use-of-public-space/)

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

Goal 3: A connected and safe community.

This indoor centre gives people of Palmerston North a safe space to come and enjoy the game of cricket.

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.

Request for Occupancy/lease of Council Land/Building 22/23
Application form
Application No. 0002 From Timothy Richards
 Form Submitted 4 Mar 2024, 2:25PM NZDT

Unsure.

Type of Property (new requests only)

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

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

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

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.

- Desirable
 Essential

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

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

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

No files have been uploaded

Declaration

You must agree to the below statements before submitting your application:

New Question

- I confirm that all information given or written is true, complete and accurate.
 I give authority for Council to use the information provided publicly, such as in a report to the Council, to assess our proposal.

Assessment of Lease Proposal – Support and Funding Policy

In considering an application of a for purpose organisation 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 assess the applications against the criteria set out in both policies.

Date: 19 April 2023

Group Name: Manawatū Cricket Incorporated.

Proposed Lease Location: Ongley Park, Palmerston North

Use of Public Space Policy

Criteria	Assessment
Supports the achievement of the Council's goals	Activities of Manawatū Cricket are consistent with goals two and three of Council's strategic direction.
Is accessible to the wider community	Manawatū Cricket activities seek and support the Palmerston North community.
Adds to the variety of events or activities available in Palmerston North	Manawatū Cricket provides opportunities to promote confidence and create connections within the community
Enhances any precinct identities (e.g. Broadway as a hospitality precinct)	Manawatū Cricket supports and enhances the range of recreational activities at Ongley Park.
Provides an experience (rather than a simple commercial exchange)	Manawatū Cricket are focused on personal development and community engagement.
Does not significantly limit the availability of space for general community use	The lease does not affect the availability of the space for general community use.
Rangitāne o Manawatu feedback on the proposed activity	Rangitāne o Manawātū representatives have considered the proposal and have no comment.
Potential impact of the occupancy and proposed activities	Manawatū Cricket has been occupying the site since 2012. The lease has no negative impact on the public's benefit and enjoyment of the land/reserve. The lease will not affect the availability of space for the general community use or other for-purpose groups, as it is an existing use.

Reserves Act 1977 Considerations

Criteria	Assessment
Meets the defined purpose of recreation reserve in Section 17(1) of the Reserves Act 1977.	Manawatū Cricket is providing a sports club organisation to the local community. It is undertaken in people's leisure time and contributes to the community. This activity is consistent with the purpose of recreation reserves.
The public shall have freedom of entry and access to the reserve, except for the ability to lease areas under Section 54.	The area is proposed to be leased under Section 54 and therefore public access is not required.
Where scenic, historic, archaeological, biological, geological, or other scientific features or indigenous flora or fauna or wildlife are present on the reserve, those features or that flora or fauna or wildlife shall be managed and protected to the extent compatible with the principal or primary purpose of the reserve.	No trees or vegetation are required to be removed by the proposal.
Those qualities of the reserve which contribute to the pleasantness, harmony, and cohesion of the natural environment and the better use and enjoyment of the reserve shall be conserved.	Manawatū Cricket, as an existing occupier will not negatively impact the existing pleasantness and enjoyment of the reserve.
To the extent compatible with the principal or primary purpose of the reserve, its value as a soil, water, and forest conservation area shall be maintained.	The proposed lease will not impact on soil, water and forest conservation.
Does not significantly limit the availability of space for general community use	The lease does not affect the availability of the space for general community use.

Impact on the locality and Park operations

Criteria	Assessment
Aesthetics	Manawatū Cricket currently occupies the site. There are no additional impacts from the continuing occupation of the site
Security	Manawatū Cricket will be responsible for security of their buildings and assets
Cleaning and Offensive litter	Manawatū Cricket is responsible for managing litter within its leased area
Vegetation	No trees or shrubs would be required to be removed
Carparking	Existing car parking is available. No new effects are created in approving a new lease
Affected Parties	Parties identified include: <ul style="list-style-type: none"> - Members of Manawatū Cricket - Neighbouring residents and tenants - Local Community - Sports codes with Service level agreement at Ongley Gym. - Rangitāne o Manawatū

MEMORANDUM

TO: Strategy & Finance Committee

MEETING DATE: 10 April 2024

TITLE: 154 Centennial Drive (The Chalet) - Proposal to grant a lease for part of Council building and land to Palmerston North Canoe Club Incorporated

PRESENTED BY: Bryce Hosking, Group Manager - Property and Resource Recovery

APPROVED BY: Chris Dyhrberg, Chief Infrastructure Officer

RECOMMENDATION(S) TO STRATEGY & FINANCE COMMITTEE

1. That the Strategy and Finance Committee grant a lease for the land and building at 154 Centennial Drive (The Chalet), Palmerston North described as Part Lot 3 DP 1332 to Palmerston North Canoe Club Incorporated, in accordance with Section 54 of the Reserves Act 1977.
-

1. ISSUE

- 1.1 The Canoe Club has held a commercial lease for the land and part of the building at 154 Centennial Drive more commonly known as 'The Chalet' since 1968.
- 1.2 The formal land and building lease with the Canoe Club expired on 29 February 2024 and they have been operating on a month-by-month lease since.
- 1.3 The Canoe Club requested a new lease to continue operation. As the land and building leased is reserve land, the lease request is subject to the requirements of the Reserves Act 1977. These requirements include public notification of Council's intention to grant a new lease on the reserve.
- 1.4 The public notification process is now complete with no submissions received.
- 1.5 This report seeks approval to grant a new lease to the Canoe Club in accordance with Section 54 of the Reserves Act 1977.

2. BACKGROUND

- 2.1 A report to the Strategy & Finance Committee on 15 November 2023 assessed the proposal and as a result the Committee Resolved:

1. *That the Committee propose to continue to support Palmerston North Canoe Club Incorporated by notifying the public of its intention to grant occupancy of Council land and building at 154 Centennial Drive, Palmerston North, in accordance with Section 54 of the Reserves Act 1977.*
2. *That the Committee note that the land affected by the occupancy of Palmerston North Canoe Club Incorporated is described as Part Lot 3 DP 1332.*

- 2.2 Consultation was completed in February 2024. No submissions were received.
- 2.3 If entered the proposed lease will commence backdated to 1 March 2024 and will be for a term of five (5) years, with two rights of renewal for a further five (5) years.

Change in Lease Arrangement

- 2.4 The building is part owned by both the Tenant and Council with the Canoe Club having a 55.4% ownership share, and Council a 44.6% share.
- 2.5 Whilst the ownership share is not changing, Officers have taken the opportunity to negotiate a much simpler lease arrangement with the Canoe Club as the current/previous lease was unnecessarily complicated and required unnecessary administration from both parties.
- 2.6 The current/ previous lease arrangement calculated the annual rent based on 5% of the value of the Landlord's interest in the buildings. In addition to the base rent, if the Canoe Club has a sublease arrangement (which it currently does), Council receives 44.6% of the third-party rental.
- 2.7 This rental structure is an anomaly in Council's property portfolio. Council Officers have negotiated a more consistent approach in line with the balance of the portfolio where the Canoe Club simply pays a market rental for the land and building to Council but gets to retain all income generated from the commercial sublease.
- 2.8 A summary of the new rental arrangement and how it compares with the current/ previous situation is attached as Appendix 1, noting that this attachment is confidential due to the market sensitivity.
- 2.9 This changed rental structure will transfer the risk of having a sub-tenant in place being shared between Council and the Canoe Club, and instead place the risk and revenue solely with the Canoe Club. In addition, both parties will no longer incur the unneeded administration costs and Officer time required to implement the previous arrangement.

3. CONCLUSION

- 3.1 Council has been supporting the Canoe Club by granting occupancy of Council Land and building since 1968.

3.2 Given there were no objections to the new lease proposal, and the requirements of the Reserves Act 1977 have been met, it is recommended that Council continue to support the group and proceed with granting a new lease to the Canoe Club.

4. NEXT STEPS

4.1 A new lease will be executed between Palmerston North City Council and the Canoe Club.

5. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do, they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 3: A Connected and Safe Community	
The recommendations contribute to the achievement of action/actions in Active Communities	
The action is: Administer the Reserves Act 1977	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	The recommendation on the proposal to seek public consultation is in line with the requirements of the Reserves Act 1977,

ATTACHMENTS

1. Canoe Club - Rental Comparison - **Confidential**

COMMITTEE WORK SCHEDULE

TO: Strategy & Finance Committee

MEETING DATE: 10 April 2024

TITLE: Committee Work Schedule

RECOMMENDATION TO STRATEGY & FINANCE COMMITTEE

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

COMMITTEE WORK SCHEDULE – APRIL 2024					
Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Clause number
1.	May 2024	Draft Palmerston North Dog Control Policy 2024 – Deliberations	Chief Planning Officer		
2.	May 2024	Draft Palmerston North Animals and Bees Bylaw 2024 – Deliberations	Chief Planning Officer		
3.	May 2024	Quarterly Performance & Financial Report (quarter 3 ending 31 March 2024)	Chief Financial Officer		Terms of Reference
4.	May 2024	Treasury Report (Quarter 3)	Chief Financial Officer		Treasury Policy
5.	August 2024	Quarterly	Chief		Terms of

		Performance & Financial Report (quarter 4 ending 30 June 2024)	Financial Officer		Reference
6.	August 2024	Treasury Report (Quarter 4)	Chief Financial Officer		Treasury Policy
7.	August 2024	Draft Waste Management and Minimisation Bylaw – Approval for Consultation	Chief Planning Officer		11 August 2021 Clause 21
8.	November 2024	Quarterly Performance & Financial Report (quarter 1 ending 30 September 2024)	Chief Financial Officer		Terms of Reference
9.	November 2024	Treasury Report (Quarter 1)	Chief Financial Officer		Treasury Policy
10.	November 2024	Vegetation Framework to include a Tree Policy focused on Council administered streets and public spaces	Chief Planning Officer		Committee of Council 9 June 2021 Clause 31.8
11.	TBC	Report back at the conclusion of the Te Apiti Three Bridges Loop Track investigations and design work with a view to applying to Te Ahu a Turanga Recreation Fund for implementation works	Chief Infrastructure Officer		20 September 2023 Clause 58.3

ATTACHMENTS

NIL