

# PALMERSTON NORTH CITY COUNCIL

## Minutes of the Council Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 08 October 2025, commencing at 9.03am.

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

Councillor Billy Meehan left the meeting at 3.22pm during consideration of clause 164-25. He entered the meeting again at 3.26pm. He was not present for clause 164-25.

Councillor Leonie Hapeta left the meeting at 3.36pm during consideration of clause 165-25. She entered the meeting again at 3.39pm. She was not present for clause 165-25.

### Karakia Timatanga

Councillor Debi Marshall-Lobb opened the meeting with karakia.

### Declaration of Interest

Councillors Pat Handcock and Lorna Johnson declared a conflict of interest in Item 19 Continuation of appointment of Dog Control Act 1996 Hearing Panel (clause 156-25). They took no further part in discussion or debate.

### 151-25 Confirmation of Minutes

Moved Grant Smith, seconded Debi Marshall-Lobb.

### RESOLVED

1. That the minutes of the ordinary Council meeting of 3 September 2025 Part I Public and Part II Confidential be confirmed as a true and correct record.

Clause 151-25 above was carried 15 votes to 0, with 1 abstention, the voting being as follows:

#### For:

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

#### Abstained:

Councillor Billy Meehan.

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### **Acknowledgement of Service - Councillor Pat Handcock**

Elected Members reflected on the term of Council and acknowledged the service of retiring Councillor Pat Handcock.

Councillor Pat Handcock spoke about his time at Council and thanked his colleagues.

The full speeches are available on the Council's YouTube page: <https://www.youtube.com/watch?v=tenMdKZCfyl>

## **REPORTS**

**152-25**

### **Adoption of the Annual Report 2024/25**

Memorandum, presented by Scott Mancer, Manager Finance and Debbie Perera, Audit Director.

Debbie Perera, Audit Director congratulated Council on achieving an unqualified Annual Report for the first time in 5 years. The Annual Report was very positive and she had no concerns to raise. The Auditor's report will be signed and issued to Council shortly.

The Mayor thanked Debbie Perera for her service as Audit Director to Council.

Moved Karen Naylor, seconded Leonie Hapeta.

### **RESOLVED**

1. That Council adopt the Annual Report 2024/25 and Summary Annual Report 2024/25.
2. That Council note that the final Auditor's Opinion from Audit New Zealand will be received following the adoption by Council on 8 October 2025 and Council signing of the reports.

Clause 152-25 above was carried 16 votes to 0, the voting being as follows:

#### **For:**

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

**153-25**

### **Palmerston North Airport Limited - Annual report for 12 months ended 30 June 2025 & Instructions relating to Annual Meeting**

Memorandum, presented by Murray Georgel, Chair, PNAL, David Lanham, Chief Executive, PNAL and Steve Paterson, Manager - Financial Strategy.

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Moved Grant Smith, seconded Debi Marshall-Lobb.

**RESOLVED**

1. That Council receive the Annual Report and Financial Statements of Palmerston North Airport Limited for the year ended 30 June 2025.
2. That the Council Shareholder Representative (the Mayor) be instructed to support the proposed resolutions (listed in section 2.9) to be considered at the Annual Meeting of Palmerston North Airport Limited to be conducted by way of resolution in writing.

Clause 153-25 above was carried 16 votes to 0, the voting being as follows:

**For:**

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

**154-25 Palmerston North Airport Ltd - Statement of Expectations 2026/27-2028/29**  
Memorandum, presented by Steve Paterson, Manager - Financial Strategy.

Moved Grant Smith, seconded Debi Marshall-Lobb.

**RESOLVED**

1. That the Council adopt the Statement of Expectations for Palmerston North Airport Ltd 2026/27-2028/29 (Attachment 1).

Clause 154-25 above was carried 16 votes to 0, the voting being as follows:

**For:**

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

**155-25 Elected Members' Meeting Attendance Statistics - 1 July 2024 to 30 June 2025**  
Memorandum, presented by Hannah White - Manager Governance.

Moved Grant Smith, seconded Debi Marshall-Lobb.

**RESOLVED**

1. That Council receive the memorandum titled 'Elected Members' Meeting Attendance Statistics - 1 July 2024 to 30 June 2025,' presented to Council on 8 October 2025.

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Clause 155-25 above was carried 16 votes to 0, the voting being as follows:

**For:**

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

**156-25**

**Continuation of appointment of Dog Control Act 1996 Hearing Panel**

Memorandum, presented by Desiree Viggars, Manager Legal, Risk and Assurance.

Moved Grant Smith, seconded Debi Marshall-Lobb.

**RESOLVED**

1. That Council agree the appointment of Lorna Johnson and Pat Handcock to hear an objection to a menacing dog classification apply until the decision of the Panel is issued, regardless of whether or not the members listed are re-elected to the Palmerston North City Council at the 2025 local government elections.

Clause 156-25 above was carried 14 votes to 0, the voting being as follows:

**For:**

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

**Note:**

Councillors Patrick Handcock and Lorna Johnson declared a conflict of interest, withdrew from the discussion and sat in the gallery.

**157-25**

**Council Work Schedule**

Moved Grant Smith, seconded Debi Marshall-Lobb.

**RESOLVED**

1. That Council receive its Work Schedule dated 8 October 2025.

Clause 157-25 above was carried 16 votes to 0, the voting being as follows:

**For:**

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

**158-25**

**Culture & Sport Committee Part I Public - 10 September 2025**

Councillor Rachel Bowen presented the recommendations below.

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Moved Rachel Bowen, seconded Billy Meehan.

### **RECOMMENDATIONS TO COUNCIL**

1. That Council adopt the recommendations from the Culture & Sport Committee of 10 September 2025:

#### **Kahuterawa Outdoor Recreation Plan 2025 – adoption (clause 30-25)**

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

#### **The COMMITTEE RECOMMENDS**

1. That Council adopt the Kahuterawa Outdoor Recreation Plan 2025 (Attachment 2).
2. That Council exercise delegation from the Minister of Conservation and approve the Kahuterawa Outdoor Recreation Plan 2025, under section 41(1) of the Reserves Act 1977.
3. That Council proceed with a reserve classification of Arapuke Forest Park.

#### **Otangaki-Ashhurst Domain Reserve Management Plan 2025 – adoption (clause 31-25)**

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

#### **The COMMITTEE RECOMMENDS**

1. That Council adopt the Otangaki-Ashhurst Domain Reserve Management Plan 2025 (Attachment 1).
2. That Council exercise delegation from the Minister of Conservation and approve the Otangaki-Ashhurst Domain Reserve Management Plan 2025 under section 41(1) of the Reserves Act 1977.

#### **Covered Bowling Green - proposed change in location (clause 39-25)**

Memorandum, presented by Aaron Phillips, Activities Manager - Parks and Carl Johnstone, General Manager Partnerships - Environments, Sport Manawātū.

#### **The COMMITTEE RECOMMENDS**

1. That the operational grant of \$475,000 provided in Long-Term Plan programme 2537 be transferred from the Palmerston North Bowling Club to the Takaro Sports Club – Takaro Bowls Section.

Clause 157-25 above was carried 16 votes to 0, the voting being as follows:

**For:**

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

The meeting adjourned at 10.23am.

The meeting resumed at 11.02am.

### **159-25      Deliberations advice - proposed Linklater Reserve on-leash dog control area** Report, presented by Stacey Solomon, Policy Analyst.

Councillor Johnson moved a motion to retain the Park as it is (Option 6 status quo), as the majority of submitters supported this option and she did not believe that fencing part of the park would make the park any safer.

Moved Lorna Johnson, seconded Kaydee Zabelin.

#### **RESOLVED**

2. That the Council adopt Option 6, status quo.

Clause 159-25 above was carried 13 votes to 3, the voting being as follows:

#### **For:**

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

#### **Against:**

Councillors Debi Marshall-Lobb, Patrick Handcock and Billy Meehan.

Moved Grant Smith, seconded Debi Marshall-Lobb.

#### **RESOLVED**

1. That the Council receive the report titled “Deliberations advice – proposed Linklater Reserve on-leash dog control area” presented on 8 October 2025.

Clause 159-25 above was carried 16 votes to 0, the voting being as follows:

#### **For:**

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

### **160-25      Manawatū Regional Freight Ring Road - Accelerated Project Timeline** Memorandum, presented by James Miguel, Senior Transport Planner.

Moved Grant Smith, seconded Debi Marshall-Lobb.

#### **RESOLVED**

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1. That Council approve \$189,000 of unbudgeted operational expenditure (professional services) in the 2025/26 financial year to complete the Manawatū Regional Freight Ring Road Indicative Business Case by 1 October 2026, based on the updated project timeline included as Attachment 1.
2. That Council increase the cap on the professional services budget in the 2025/26 financial year by \$189,000.
3. That Council note that 2026/27 budget for the Manawatū Regional Freight Ring Road will be adjusted as part of the 2026/27 Annual Budget process.

Clause 160-25 above was carried 15 votes to 1, the voting being as follows:

### For:

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

### Against:

Councillor Karen Naylor.

## EXCLUSION OF PUBLIC

### 161-25 Recommendation to Exclude Public

Moved Grant Smith, seconded Debi Marshall-Lobb.

### RESOLVED

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

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

| General subject of each matter to be considered |                                               | Reason for passing this resolution in relation to each matter                                | Ground(s) under Section 48(1) for passing this resolution                                                                                                                 |
|-------------------------------------------------|-----------------------------------------------|----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25.                                             | Part IIB - Chief Executive Performance Review | Privacy of the individual in regards to their employee performance outweighs public interest | s7(2)(a)PRIVACY This information needs to be kept private to protect personal information that is confidential or sensitive. This includes people who are no longer alive |
| 26.                                             | Environmental Health Contract Update          | Allows Council to negotiate in good faith and to get good value from contract.               | s7(2)(b)(ii)THIRD PARTY COMMERCIAL Disclosing the information could harm a company's commercial position and                                                              |

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|     |                                                                                      |                                                                                                                                                                 | <b>s7(2)(h)COMMERCIAL ACTIVITIES:</b> This information needs to be kept confidential to allow Council to engage in commercial activities without prejudice or disadvantage                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 27. | Wyndham Street Upgrade - Programme Budget and Tender Award                           | Agreeing the tender confidentially allows Council to get best value for these public works.                                                                     | <b>s7(2)(b)(ii)THIRD PARTY COMMERCIAL</b> Disclosing the information could harm a company's commercial position and<br><b>s7(2)(i)NEGOTIATIONS:</b> This information needs to be kept confidential to ensure that Council can negotiate effectively, especially in business dealings                                                                                                                                                                                                                                                                                                                             |
| 28. | Trustee Appointment to Te Manawa Museums Trust Board                                 | The candidate's right to privacy outweighs the public's interest to know who has applied to the Te Manawa Trust Board until the appointment has been confirmed. | <b>s7(2)(a)PRIVACY</b> This information needs to be kept private to protect personal information that is confidential or sensitive. This includes people who are no longer alive                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 29. | Civic Honours Awards 2025                                                            | Allows for appropriate preparation of awards ceremony in that affected individuals can share news with family prior to media announcement.                      | <b>s7(2)(a)PRIVACY</b> This information needs to be kept private to protect personal information that is confidential or sensitive. This includes people who are no longer alive                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 30. | Proposal to grant initial licence and easements to Meridian Energy - Turitea Reserve | It is to the greater public interest that Council acts in confidence at this stage of the negotiations.                                                         | <b>s7(2)(b)(ii)THIRD PARTY COMMERCIAL</b> Disclosing the information could harm a company's commercial position, <b>s7(2)(c)(i)PREJUDICE THE SUPPLY OF SIMILAR INFORMATION:</b> Releasing this information could negatively affect similar confidential information or discourage people from sharing such information,<br><b>s7(2)(i)NEGOTIATIONS:</b> This information needs to be kept confidential to ensure that Council can negotiate effectively, especially in business dealings and<br><b>s7(2)(j)PREVENT IMPROPER GAIN OR ADVANTAGE:</b> This information needs to be kept confidential to prevent its |

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|--|--|--|----------------------------------------------|
|  |  |  | improper use for personal gain or advantage. |
|--|--|--|----------------------------------------------|

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

Clause 161-25 above was carried 16 votes to 0, the voting being as follows:

**For:**

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

The public meeting adjourned at 12.44pm.

The public meeting resumed at 4.00pm.

### 168-25

#### **Aokautere Business Case: Funding Options**

Report, presented by James Miguel, Senior Transport Planner and Waheed Ahmed, Principal Transport Planner Operations.

Moved Grant Smith, seconded Debi Marshall-Lobb.

#### **RESOLVED**

1. That Council approve up to \$400,000 of unbudgeted operational expenditure (professional services) in the 2025/26 financial year to complete the Aokautere Business Case (Option 1).
2. That Council increase the cap on the professional services budget in the 2025/26 financial year by \$400,000.

Clause 168-25 above was carried 14 votes to 1, the voting being as follows:

**For:**

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

**Against:**

Councillor Karen Naylor.

### 169-25

#### **PNCC Organisational Emissions Inventory 2024/2025 Annual Report, Citywide Emissions Inventory 2024 Annual Report, and Low Carbon Fund Allocations 2024/25**

Memorandums, presented by Adam Jarvis, Climate Change and Sustainability Manager, David Watson, Senior Climate Change Advisor and Sabrina Hinchey, Climate Change and Sustainability Analyst.

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Items 14, 15 and 16 were taken together.

Moved Grant Smith, seconded Debi Marshall-Lobb.

### RESOLVED

1. That the Council note that Palmerston North City Council organisational emissions have fallen from 15,684 tCO<sub>2</sub>e in 2023/24, to 14,399 in 2024/25: an 8% reduction.
2. That the Council note that Palmerston North City Council organisational emissions have fallen from 26,444 tCO<sub>2</sub>e in 2015/16, to 14399 in 2024/25, a 46% reduction.
3. That Council note total net emissions for Palmerston North City for 2024 were 784,501 tCO<sub>2</sub>e, which is a 20,950 tCO<sub>2</sub>e increase compared to 2023 and a 63,347 tCO<sub>2</sub>e decrease since the 2016/17 baseline.
4. That Council receive the memorandum titled 'Update on the Low Carbon Fund 2024/25' presented on 8 October 2025.

Clause 169-25 above was carried 16 votes to 0, the voting being as follows:

#### For:

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

## 170-25

### **Local Government (Systems Improvement) Amendment Bill and Online Gambling: Submissions Approved Under Mayoral Delegation**

Memorandum, presented by Grace Nock, Manager - Organisational Planning and Performance.

Moved Grant Smith, seconded Debi Marshall-Lobb.

### RESOLVED

1. That Council receive the report titled 'Local Government (Systems Improvement) Amendment Bill and Online Gambling: Submissions Approved Under Mayoral Delegation', presented on 8 October 2025.

Clause 170-25 above was carried 16 votes to 0, the voting being as follows:

#### For:

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

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**Karakia Whakamutunga**

Councillor Debi Marshall-Lobb closed the meeting with karakia.

The meeting finished at 4.37pm.

Confirmed

**Mayor**