COUNCIL

AGENDA

Meeting to be held

THURSDAY 16 FEBRUARY 2017
8.30AM

In the Manawatu District Council Chambers,
135 Manchester Street, Feilding

Dr Richard Templer
Chief Executive
MEMBERSHIP

Chairperson
Her Worship the Mayor, Helen Worboys

Deputy Chairperson
Deputy Mayor, Michael Ford

Members
Councillor Steve Bielski  
Councillor Stuart Campbell  
Councillor Barbara Cameron  
Councillor Shane Casey  
Councillor Hilary Humphrey  
Councillor Phil Marsh  
Councillor Andrew Quarrie  
Councillor Alison Short  
Councillor Howard Voss
1. MEETING OPENING

Pastor Wendy Scott of St John’s Anglican Church will open the meeting in prayer.

2. APOLOGIES

3. REQUESTS FOR LEAVE OF ABSENCE

Councillor Phil Marsh – 4 to 17 April 2017
Councillor Hilary Humphrey – 16 to 26 June 2017

4. CONFIRMATION OF MINUTES

Draft resolution

*That the minutes of the Council meeting held 15 December 2016 be adopted as a true and correct record.*

5. DECLARATIONS OF INTEREST

Notification from elected members of:

5.1 Any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting; and

5.2 Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members’ Interests) Act 1968

6. PUBLIC FORUM

6.1 JAMES BEARD

James Beard will be in attendance to talk about boundary adjustments.

6.2 FEILDING HIGH SCHOOL ATHLETICS TEAM

Members of the Feilding High School Athletics Team, recipients of a Representative Grant, will be in attendance to speak to Council about their attendance at the 2016 New Zealand Secondary Schools Athletic Championships held in Auckland from 2 to 4 December 2016.

7. NOTIFICATION OF LATE ITEMS

Where an item is not on the agenda for a meeting, that item may be dealt with at that meeting if:

7.1 The Council by resolution so decides; and

7.2 The Chairperson explains at the meeting at a time when it is open to the public the reason why the item is not on the agenda, and the reason...
why the discussion of the item cannot be delayed until a subsequent meeting.

8. MINUTES OTHER COMMITTEES

8.1 COMMUNITY FUNDING COMMITTEE – CYCLE AND TIMEFRAME FOR COMMUNITY HONOURS GOING FORWARD

Report of the General Manager – Community and Strategy dated 7 February 2017

8.2 AUDIT AND RISK COMMITTEE – SECOND QUARTER REPORT TO 31 DECEMBER 2016

Report of the General Manager – Corporate and Regulatory dated 10 February 2017

9. OFFICER REPORTS

9.1 ADOPTION OF THE TRIENNIAL AGREEMENT


9.2 TEMPORARY ROAD CLOSURE FOR RUNNING OF THE WOOLS EVENT


10. CONSIDERATION OF LATE ITEMS

11. MEETING CLOSURE
Minutes of a meeting of the Council held on Thursday 15 December 2016, commencing at 8.33am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT: Mayor Helen Worboys (Chairperson)
Cr Steve Bielski
Cr Barbara Cameron
Cr Stuart Campbell
Cr Shane Casey
Cr Michael Ford
Cr Hilary Humphrey
Cr Phil Marsh
Cr Andrew Quarrie
Cr Alison Short
Cr Howard Voss

IN ATTENDANCE: Richard Templer (Chief Executive)
Shayne Harris (General Manager – Corporate and Regulatory)
Brent Limmer (General Manager – Community and Strategy)
Hamish Young (General Manager – Infrastructure)
Frances Smorti (General Manager – People and Culture)
Wendy Thompson (Principal Planning Adviser)
Michael Hawker (Project Delivery Manager)
Colleen Morris (Chief Financial Officer)
Paul Stein (Communications Advisor)
Danielle Balmer (Communications Officer)
Darryl Black (Corporate Projects Advisor)
Janine Hawthorn (Community Development Officer)
Doug Tate (Community Facilities Manager)
Lorraine Thompson (Executive Assistant – Chief Executive)
Stacey Bell (Economic Development Advisor)
Vicki Wills (Library Experience – Planning and Business Leader)
Tracey Hunt (Strategy Manager)
Wiremu Greening (Project Engineer)
David Rei Miller (Asset Engineer)
Chris Pepper (Senior Project Engineer)
Rob Smith (Project Engineer)
Glenn Young (Utility Projects Manager)
Vero Lim (Project Engineer)
Cynthia Ward (Senior Policy Planner)
Nichole Ganley (Governance Support Officer)
Allie Dunn (Governance Team Leader)

MDC 16/040 MEETING OPENING

Major Wayne Jellyman of the Salvation Army opened the meeting in prayer.

MDC 16/041 APOLOGIES

There were no apologies.
MDC 16/042 REQUESTS FOR LEAVE OF ABSENCE

Councillor Howard Voss – 8 May to 3 June 2017, and 26 September to 15 October 2017

RESOLVED

That Councillor Howard Voss be granted leave of absence for the periods 8 May to 3 June 2017, and 26 September to 15 October 2017.

Moved by: Her Worship the Mayor, Helen Worboys
Seconded by: Councillor Steve Bielski

CARRIED

Councillor Quarrie recorded his vote against the motion

MDC 16/043 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Council meeting held 16 November 2016, be adopted as a true and correct record.

Moved by: Councillor Michael Ford
Seconded by: Councillor Shane Casey

CARRIED

MDC 16/044 DECLARATIONS OF INTEREST

Councillor Barbara Cameron advised that she had been reappointed to the MidCentral District Health Board. It was noted that updated information for including in the Register of Interests would be sought shortly.

MDC 16/045 PUBLIC FORUM - BRIDGET MURPHY

Bridget Murphy spoke to the Council about environmental issues, asking that Council give consideration to environmental issues in its planning and operations. She also asked that discussions take place with neighbouring property owners to where works were proposed, as well as better collaboration with Horizons Regional Council and local environment groups.

MDC 16/046 PUBLIC FORUM - DEL GIBB

Del Gibb briefed the Council on the recent launch of the book "Feildings Community Pride 1978-2013" which detailed the history of Keep Feilding Beautiful. She acknowledged the funding grant received from Creative Communities to help with the costs of writing the book and advised that the book was for sale for $10, with profits going to St Johns. The book can be purchased by contacting Del Gibb.
MINUTES
MEETING
COUNCIL
THURSDAY 15 DECEMBER 2016
8.33AM

MDC 16/047 PUBLIC FORUM - FEILDING BUSINESS PROMOTION AND MANAWATU CHAMBER OF COMMERCE

Wayne Short and John Cotton, from Feilding Business Promotion and Matthew James from Manawatu Chamber of Commerce spoke about their concerns around the current regional Police review. They were concerned about the proposed reduction in numbers in the local area and the impact on crime prevention that this could have. They asked that Council advocate to maintain the status quo of police numbers in the district. A meeting with the Area District Commander to discuss the regional Police review was proposed.

MDC 16/048 PUBLIC FORUM - MANAWATU YOUTH AMBASSADORS

Manawatu Youth Ambassadors Gabi Evans, Eric Shuster, Daniel Jackson, Alex Short and Tessa Webb, were in attendance and spoke about their activities over the past year to Council.

MDC 16/049 NOTIFICATION OF LATE ITEM – MDC POWER CONTRACTS

Her Worship the Mayor explained that the late item relates to the Manawatu District Council joining a "Whole of Government" power contract which will result in significant savings. The contracts are required to be signed before the end of the year, with the total value of the three contracts exceeding the Chief Executive's delegation.

RESOLVED
That the item "MDC Power Contracts” be accepted as a late item of business.

Moved by: Her Worship the Mayor, Helen Worboys
Seconded by: Councillor Barbara Cameron

CARRIED

MDC 16/050 RE-ESTABLISHMENT OF THE JOINT STRATEGIC PLANNING COMMITTEE

Report of the General Manager – Community and Strategy dated 25 November 2016 seeking to re-establish the Manawatu District / Palmerston North City Joint Strategic Planning Committee, appoint members to that committee and set meeting dates for 2017.

RESOLVED
That the Council re-establish the Manawatu District / Palmerston North City Joint Strategic Planning Committee, with terms of reference as outlined in the agreement to form the Manawatu District / Palmerston North City Joint Strategic Planning Committee dated 16 November 2016.

Moved by: Councillor Howard Voss
Seconded by: Councillor Shane Casey

CARRIED
RESOLVED

That the Council appoints Councillors Michael Ford, Phil Marsh, Shane Casey and Barbara Cameron, along with Her Worship the Mayor, as members of the Manawatu District / Palmerston North City Joint Strategic Planning Committee.

Moved by: Her Worship the Mayor, Helen Worboys
Seconded by: Councillor Howard Voss

CARRIED

RESOLVED

That meetings of the Manawatu District / Palmerston North City Joint Strategic Planning Committee be held on the following dates:

22 February 2017
31 May 2017
23 August 2017
22 November 2017

Moved by: Councillor Michael Ford
Seconded by: Councillor Howard Voss

CARRIED

MDC 16/051 MANAWATU DISTRICT ECONOMIC PROFILE


Councillor Casey left the meeting at 9.58am and returned at 9.59am.

RESOLVED

That the Council receive the Manawatu District Quarterly Economic Monitor for September 2016.

Moved by: Councillor Michael Ford
Seconded by: Councillor Phil Marsh

CARRIED
MDC 16/052 COMMUNITY FUNDING POLICIES

Report of the General Manager – Community and Strategy dated 30 November 2016 seeking Council’s approval to amend the policies that make reference to the Community Funding Subcommittee to reflect the recent name change to that of Community Funding Committee as well as the change in its line of reporting from the Strategic Planning and Policy Committee to Council.

RESOLVED

That the Council change the name of the Community Funding Committee to the Community Development Committee.

Moved by: Councillor Hilary Humphrey
Seconded by: Her Worship the Mayor, Helen Worboys

WITHDRAWN

RESOLVED

That Council gives its approval for the Chief Executive to amend any policies to reflect the name change of the Community Funding Committee previously known as Community Funding Subcommittee, as well as to amend where appropriate, the line of reporting from Strategic Planning and Policy Committee to Council, including:

- Community Development Funding Policy
- Representative Grant Policy
- Remission of Rates Charged to Community, Sporting and Other Organisations
- Manawatu District Community Honours Award
- Private Cemetery/Urupa Policy

Moved by: Councillor Barbara Cameron
Seconded by: Councillor Hilary Humphrey

CARRIED

RESOLVED

That the Community Funding Committee discuss and consider renaming the committee.

Moved by: Councillor Hilary Humphrey
Seconded by: Councillor Alison Short

CARRIED
The meeting adjourned for a tea break 10.17am and reconvened at 10.37am.

MDC 16/053 SUPPLY OF ANAEROBIC DIGESTION EQUIPMENT CONTRACT C4/16058

Report of the General Manager – Infrastructure dated 7 December 2016 seeking acceptance of a tender for the supply of anaerobic digestion equipment at the Feilding Wastewater Treatment Plant.

RESOLVED

That Council accepts a tender for $854,643.95 (exclusive of GST) from Reliant Solutions Ltd, plus a $100,000 contingency amount, for the supply and installation of anaerobic digestion equipment at the Feilding Wastewater Treatment Plant.

Moved by: Councillor Howard Voss
Seconded by: Councillor Barbara Cameron
CARRIED

MDC 16/054 PHARAZYN STREET RECONSTRUCTION, STAGE 3 - TENDER RECOMMENDATION

Report of the General Manager – Infrastructure dated 7 December 2016 seeking the award of the Pharazyn Street Reconstruction, Stage 3 Contract to Higgins Contractors Ltd in the sum of $1,451,280-73 (exclusive GST), inclusive of a 10% Contingency Sum.

RESOLVED

That the Pharazyn Street Reconstruction, Stage 3 Contract (C4/16068) be awarded to Higgins Contractors Ltd in the sum of $1,451,280.73 (exclusive GST), inclusive of a 10% Contingency Sum.

Moved by: Councillor Hilary Humphrey
Seconded by: Councillor Michael Ford
CARRIED

MDC 16/055 CONSIDERATION OF LATE ITEM – MDC POWER CONTRACTS

Report of the Chief Executive dated 14 December 2016 seeking approval for the Chief Executive to enter into two electricity supply contracts for the 2017 calendar year.

RESOLVED

That the Council approves the Chief Executive executing contracts with:

a. Contact Energy for Time Of Use (TOU) and Distributed Unmetered Load (DUML) sites.

b. TrustPower for Non Half-Hourly (NHH) sites.
Moved by: Councillor Michael Ford
Seconded by: Councillor Phil Marsh
CARRIED

MDC 16/056 MEETING CLOSURE

Her Worship the Mayor declared the meeting closed at 11.43am.

Approved and adopted as a true and correct record:

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CHAIRPERSON                             DATE
Recommendations from Community Funding Committee - Cycle and Timeframe for Community Honours

Purpose

To present recommendations of the Community Funding Committee meeting held 7 February 2017 regarding the cycle and timeframe for Community Honours going forward.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

1. That the Community Honours awards continue to be held annually.
2. That the nominations be called for during March / April.
3. That the closing date for nominations be 30 June.
4. That the Community Honours Awards presentations be held in September.

Report prepared by:
Allie Dunn
Governance Team Leader

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
Council

Meeting of 16 February 2017

Business Unit: Corporate and Regulatory
Date Created: 10 February 2017

Recommendations from Audit and Risk Committee – Second Quarter Report to 31 December 2016

Purpose

To present recommendations of the Audit and Risk Committee meeting held 10 February 2017 regarding the second quarter report to 31 December 2016.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

1. That the Council receives the Second Quarter Report to 31 December 2016.

Report prepared by:
Allie Dunn
Governance Team Leader

Approved for submission by:
Shayne Harris
General Manager – Corporate and Regulatory
Key Indicators
For the period ended 31 December 2016

Capital Expenditure
- Total: $10.0m
- $10.9m
- $8.2m
- $0.0m

Loans Raised
- Total: $8.2m
- $5.9m
- $2.9m
- $0.0m

Total External Debt
- Total: $31.4m
- $15.7m
- $8.8m
- $0.0m

Total Operating Revenue (excluding rates)
- Total: $25.1m
- $5.9m
- $2.7m
- $0.0m

Total Operating Expenses
- Total: $25.1m
- $12.0m
- $8.1m
- $0.0m

Key Performance Indicators

Key
- Annual Plan
- YTD Budget
- Actual - On Track
- Actual - Needs Monitoring
- Actual - Not achieving
Overall Council Summaries
For the period ended 31 December 2016

Comments:
In June last year Council borrowed $10m to take advantage of favourable rates. As anticipated, these funds were used in the first six months of the year. Cash forecasts indicate loan funds will be required in March or April 2017.

The capital expenditure forecasts include the projects carried over from the 2015/16 year subsequent to the Annual Plan process.
Revenue is from rates and user fees and charges.

MAC revenue budget was conservative due to the capital project. The Makino was closed for the first month of the first quarter.

No property sales transactions occurred this quarter and none are expected in the near future.

Rental relief has reduced income on Feilding Depot.

Expenditure is expected at planned levels for all activities for the year. The variances above reflect timing differences throughout the year. Expenditure will increase over the summer months for Parks and Property.

Scoping work is being carried out for many of the projects and physical work will commence once scoping has been completed.

The MAC redevelopment was completed in July 2016, with final expenditure expected in January 2017. The Annual Plan is lower, $1m was carried forward from 2015/16 outside the Annual Plan process.

No work has been planned for the South Street/Kawakawa Road land development (budget $459k). This is a part of the property activity.

The capital expenditure report contains a detailed list of the progress of projects.

Makino - Poolsafe re-accreditation has not yet been obtained following the redevelopment. The assessment is scheduled for 22 February 2017. The customer satisfaction survey is scheduled for February. On the positive side the annual target of more than 12,500 participants in a variety of water activities has been exceeded, with a total of 14,180 participants in the first six months.

Libraries - The target of 12 issues per capita is unlikely to be met with only 4.21 issues per capita for the six months ended 31 December. While it is expected to meet the target of 920 events (447 for the first six months) only 6,313 participants have taken part in these activities and the target of 18,300 participants is unlikely to be achieved.

(continued on page 15)
Income is primarily from rates.

Expenditure is down compared to budget due to phasing differences and lower support costs for the first two quarters.

Expenditure for the implementation of the village community plans has been prioritised for the next three years. Projects have now commenced.

Other projects, such as Community Development Fund, Community Committee Project Funds, Village Community Plans and the Spatial Plan were carried over from the previous financial year and are currently being carried out.

Community Development Project (Rangiwahia Hall toilets)

Economic Development - The customer satisfaction survey is planned for the third quarter. Reports are expected from funding recipients in March, for the six months ended 31 December.

Community Development - The customer satisfaction survey is planned for the third quarter. Reports from partnership funding recipients were received by the Community Funding Committee in December 2016. Additional information was requested from one recipient and will be presented in February 2017.

Key Performance Indicators:
- Key: Economic Development
- Key: Community Development
- Economic Development - The customer satisfaction survey is planned for the third quarter. Reports are expected from funding recipients in March, for the six months ended 31 December.
- Community Development - The customer satisfaction survey is planned for the third quarter. Reports from partnership funding recipients were received by the Community Funding Committee in December 2016. Additional information was requested from one recipient and will be presented in February 2017.
Emergency Management
For the period ended 31 December 2016

Income is primarily received through rates. The budget includes a small allowance for unexpected events. No such events have occurred this quarter.

Planned capital expenditure for the year is $16k, for equipment renewals and is forecast to be spent later in the year. Due to the transfer of this activity to FENZ, this will only be spent if considered necessary.

Civil Defence - The community feedback survey is planned for the end of the third quarter.

Rural Fire - The customer survey is planned for the end of the third quarter. All rural fire callouts have been responded to.
Environmental Services and Monitoring
For the period ended 31 December 2016

Building Control revenue is greater than anticipated as a result of increased numbers of building consents applications.

Animal Control - a greater number of dogs were registered than anticipated.

Environmental Health - greater revenue due to the transition to the requirements of the Food Act 2014. The transition period is three years, with the possibility of extra revenue this year, depending on uptake.

Building Control - support costs are higher than budgeted due to additional time required to process the increased applications. This is funded by the additional building control revenue received.

District Planning - the costs associated with Precinct 4, urban growth plan change for Pharazyn St are greater than anticipated.

Environmental Health - less staff time has been charged to this activity for the first two quarters as less administration support staff time was needed.

There is no capital expenditure planned for this activity.

Animal Control - All of the targets for a timely response to requests for service have been met. Last quarter these were reported as not met due to technical issues. These issues have been addressed and the data reloaded.

District Planning and Policy - The three measures not achieved relate to the consent processing time. In all cases the target is 100%.
- five notified or limited notified consents were received with one processed outside the 70 day target. This consent required additional time due to issues raised at the hearing.
- 127 resource consents were received and four were not processed within the 20 day target. Three were processed within 23 days and one was subject to an objection by the applicant.

(continued on page 15)
Governance and Strategy
For the period ended 31 December 2016

Income is received through rates.

Invoices for the October 2016 election costs are to be sent to Mid Central Health and Horizons in February 2017.

Support services costs are lower than budgeted.

In 2015/16 the upgrade of the Council wing was planned. The purchase of furniture was delayed until July 2016 (total $13k).

Key Performance Indicators

Governance and Strategy - There have been no breaches of the rating or debt limits set in the financial strategy. The limit for rates increases (as defined in the Financial Strategy) for the 2016/17 year is 5.9%. The rates set resulted in a 4.6% increase. The borrowing limit for the 2016/17 year is $74m. The proposed borrowing at the end of the year is $63m with actual borrowing to date is $53m.

The customer survey regarding opportunities for the community involvement in decision-making is planned for the end of the third quarter.

Key

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<th>Key</th>
<th>Annual Plan</th>
<th>Year End Forecast</th>
<th>YTD Budget</th>
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<th>YTD Actual - unfavourable 5-15% budget</th>
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Key

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<th>Key</th>
<th>On Track</th>
<th>Needs Monitoring</th>
<th>Not achieving</th>
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21
Roading
For the period ended 31 December 2016

Revenue is received through rates and NZTA subsidy. The increased subsidy is a result of the increased expenditure.

The June 2015/16 flood put the 2015/16 programme behind schedule. Significant amounts were carried over to 2016/17 and projects are now being completed.

Subsidised work programme ahead of budget phasing. Meeting monthly with contractor to ensure work programme for the financial year finishes on budget.

The capital expenditure report contains a detailed list of the progress of projects.

There are four measures that are not yet able to be reported against. Three relate to customer satisfaction surveys that are planned for the third quarter. The fourth relates to the number of fatal and injury crashes where the crash data is not yet available.

The targets not met relate to achieving the agreed response times 90% of the time:
- 67.5% for contracted service personnel on site for urgent requests (target within one hour)
- 83.3% of customers were notified when the road network had been reinstated (within one hour)
- 39.2% of non urgent requests responded to, acknowledged and resolved within five days. (Under the contract non urgent works are programmed for repair within three months or as instructed).
Solid Waste
For the period ended 31 December 2016

Revenue is primarily from rates, gate takings at the transfer station and blue bag sales.

The variances above are timing differences and, in-line with previous years, expenditure is expected to increase in the remainder of the summer months.

The main capital expenditure item budgeted for this activity is a Resource Recovery Centre. The construction estimates are higher than the budget. The business case is being re-assessed and this project is not likely to be completed this year.

All targets have been met.
Stormwater
For the period ended 31 December 2016

All revenue is sourced from rates.

Operational costs are currently below budget. Operational projects and contract payments will increase over the drier months and are anticipated to remain within budget at year end. Unbudgeted savings have been made by bringing services in house.

The projects relating to Turners Road have been deferred. Other projects (such as Churcher St) have been delayed due to the high water table during the December quarter.

The capital expenditure report contains a detailed list of the progress of projects.

A total of 17 complaints relating to stormwater were received, 12 in the first quarter and five in the second quarter. This represents 2.5 complaints per 1,000 connections. The target is less than six complaints per annum per 1,000 connections. This measure requires monitoring as the annualised results are close to the target.
Revenue is from rates, tradewaste charges and volumetric charges. Volumetric charges and trade waste are slightly higher than expected. Volumes vary depending on livestock processing works volumes.

Bringing the reticulation team in-house has resulted in savings over the first two quarters. Savings will be reinvested into the network. Maintenance and monitoring costs are expected to rise over summer months but remain within budgeted levels.

Final resource consent conditions for Feilding WWTP upgrade were granted on 24 November 2016, these determine the design of irrigation. Some of the costs for irrigation have been deferred until the 2017/18 financial year. Trial irrigator construction is underway and a wastewater buffer lagoon is being built.

The Halcome and Cheltenham WWTP discharge consent has been lodged, and we are waiting for feedback from Horizons.

The capital expenditure report contains a detailed list of the progress of projects.

A total of 35 complaints relating to wastewater services have been recorded with 25 in the first quarter and 10 in the second (2 odour, 14 systems faults, 1 response time and 18 systems blockages). Complaints relating to systems blockages represent 2.7 per 1,000 connections. The target is less than six complaints per annum per 1,000 connections per category. If this trend continues the year end results will be very close to the target.

There is a target of less than six dry weather overflows per scheme. There have been five events in Feilding and one in Sanson to date. If the trend in Feilding continues over the next two quarters the target will not be achieved.

The capital expenditure report contains a detailed list of the progress of projects.
Water Supply
For the period ended 31 December 2016

Revenue is from rates and metered water.
Expenditure will increase with demand over the summer months and is expected to remain within planned levels for the financial year.
Timing of physical works (repairs to network) are expected to during February to April 2017.

Work is moving from the design phase to contract phase, physical works expected to start in February 2017, for the Himatangi Beach and Sanson water supply projects.
The capital expenditure report contains a detailed list of the progress of projects.

Bacteriological compliance was demonstrated in all months at Waituna West, Sanson, and Stanway-Halcombe. In September Feilding failed bacteriological compliance due to a five minute incident which is believed to have coincided with an equipment recalibration problem. Inadequate frequency of sampling carried out at Himatangi Beach and Rongotea in the first five months meant that compliance could not be demonstrated. The sampling regime was changed and all schemes were compliant in December. There were no positive e-coli results in any of the samples taken.
(continued on page 15)
Health and Safety
For the period ended 31 December 2016

Events reported

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Hazard and injuries

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Injuries sustained

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Notifiable events this quarter
Notifiable: 0
Not Notifiable: 15

Status of hazards this quarter
Open: 1
Resolved: 0

Training this quarter
First Aid Training
Lifeguard Practicing Certificate

Policy and procedures this quarter
Reviewed and updated the following:
- Accident/incident reporting form
- Accident/incident investigation form

Wellness initiatives this quarter
These initiatives are designed to support staff and promote wellness in the workplace.
Initiatives undertaken:
- Hepatitis vaccinations
- Drug and alcohol checks
- Workstation assessments

Inductions this quarter
We have carried out 7 inductions during the quarter.

Lost time (days) this quarter

Communication and education this quarter
- Health and Safety election process emailed to staff
- Worksafe newsletter regarding Health and Safety at Christmas events
Community Facilities (from page 4)

Library continued - To date there have been 28,317 digital users which greatly exceeds the target of 12,000 users for the year.

Property - The customer survey is planned for the end of the third quarter. Hall usage is reported by the Hall Committees in their annual return in June 2017.

Parks and Sports Grounds - The customer survey is planned for the end of the third quarter.

Cemeteries - The customer survey is planned for the end of the third quarter.

Public Conveniences - There has been a significant increase in the level of service. Last year 45 complaints were received during the year. The annual target is less than 25 complaints. Only two complaints have been received this year, both relating to water pump failures.

Environmental Services and Monitoring (from page 7)

District Planning and Policy continued
- 27 controlled activity resource consents were received and four were processed within the targeted timeframe and another 19 were processed within the statutory timeframe. The four consents that exceeded the statutory timeframe were due to complexities arising from the National Environmental Standard for Assessing and Managing Contamination in Soil to Protect Human Health.

Building Control - Targets for building consent (BC) and code of compliance certificate (CCC) processing within the agreed timeframes were not met.
- 283 BCs issued - 91.5% compliance
- 435 CCCs issued - 94.5% compliance
- 138 fast track BCs issued - 80.5% compliance.

The target for the average number of days for booking an inspection is 4 days. While this was achieved in the first four months of the year the average days in November and December were 5.5 and 4.5 days respectively.

Under-resourcing and the increased number of building consents are the underpinning reasons for not achieving the targets. An additional building inspector will be recruited in January 2017.

Environmental Services and Monitoring (from page 7)

Environmental - Currently 31 of 172 registered food premises and 15 of 55 licensed premises selling alcohol have been inspected. The balance of inspections are scheduled for the second half of the year and it is expected that all required premises will be inspected.
Five complaints relating to issues endangering public health were received and one was took five days to respond to (target 24 hours)

Water Supply (from page 13)

Feilding achieved protozoa compliance throughout the six months but it was not achieved for Stanway-Halcombe, Sanson, Himatangi Beach and Rongotea. Waituna West has secure bore status and is not required to comply. The secure bore status at Himatangi Beach and Rongotea is pending. There are projects underway to upgrade Sanson and Stanway-Halcombe to achieve protozoal compliance.

There have been 27 urgent faults. The median response time has been 1.8 hours against a target of 1 hour. More than half of these were outside Feilding, resulting in increased travel time to reach the sites.
Due to the transfer of this activity to FENZ, this will only be spent if considered necessary.

The project is for Kawakawa Rd / South St development. No expenditure is anticipated until section sales arise.

The project is for Raumai Reserve toilets replacement, fencing at Johnston and Timona parks, Makino Precinct Paths, and Rongotea park refurbishment. Funds are expected to be spent late in the 2016/17 financial year, however timing is dependent on the Tamatea development being finalised.

The project is physically complete. Remainder in budget covers the shortfall in the development of Raumai toilets as part of Parks and Reserves - renewal projects above.

Installation of new signage at Himatangi Beach is complete.

The project is in progress in conjunction with Timona Park car park, with an expected completion in April 2017.

Work has been scoped and waiting on contractor to start.

The project is for the Greenspine development, and is progressing through a review of the design in consultation with NZTA and Kiwi Community Facilities

Community Planning - Renewal

Londons Ford Toilet

Sanson Playground

Himatangi Beach Access Carpark

Railway Land Beautification

Himatangi Beach Access Carpark

Parks and Reserves - Renewal Projects

Parks and Reserves - Railway Reserve

Parks - New Projects

Samson Playground

Londons Ford Toilet

Total Community Facilities

Emergency Management

Rural Fire - Equipment Renewal

Total Emergency Management

District Development

Community Planning - Renewal

Total District Development

Governance and Strategy

Council Chamber Asset Purchase

Total Governance and Strategy

Capital Expenditure

For the period ended 31 December 2016

<table>
<thead>
<tr>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>Variance</th>
<th>Annual Plan</th>
<th>Annual Plan</th>
<th>Physical</th>
<th>Year End</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>YTD</td>
<td>YTD</td>
<td>YTD</td>
<td>%</td>
<td>2017</td>
<td>Used</td>
<td>Completion</td>
<td>Forecast</td>
<td>Year end forecast greater than the Annual Plan budgets is, in general, due to late carry</td>
</tr>
<tr>
<td>$000</td>
<td>$000</td>
<td>$000</td>
<td>%</td>
<td>$000</td>
<td>$000</td>
<td>%</td>
<td>$000</td>
<td>covers from the 2015/16 financial year</td>
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41

26

273

9

1

$0

15

1%

5

5

1,017

0

79

5

1,044

20

1

1,575

0

2

183

2

131

1

1,004

2

20

6

7

9

9

2

16

0

0

9

3

14

5

10

5

5

0

1

2

3

10

0

5

0

5

0

32

1

15

100%

100%

0

0

13%

13%

13%

13%

13%

13%

13%

13%

13%

13%

13%
### Roading

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<thead>
<tr>
<th>0</th>
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<th>(40)</th>
<th>-100%</th>
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<tr>
<td>614</td>
<td>81%</td>
<td>0</td>
<td>125</td>
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<tr>
<td>1,892</td>
<td>33%</td>
<td>0</td>
<td>1,219</td>
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<tr>
<td>0</td>
<td>0/4</td>
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</table>

0. The budget represents carry overs from last year. No projects have been identified to date.

### Solid Waste

<table>
<thead>
<tr>
<th>6</th>
<th>19%</th>
<th>6</th>
<th>0%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,541</td>
<td>14%</td>
<td>103</td>
<td>20%</td>
</tr>
<tr>
<td>211</td>
<td>0%</td>
<td>146</td>
<td>10%</td>
</tr>
<tr>
<td>863</td>
<td>2%</td>
<td>145</td>
<td>10%</td>
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</table>

### Wastewater

| 0 | 0 | 10 | 0%
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<thead>
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<th></th>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>2,613</td>
<td>9%</td>
<td>394</td>
<td>2,051</td>
</tr>
</tbody>
</table>

0. Sensou ponds de-sludging is waiting on favourable weather conditions. The sludge survey is complete and waiting on contractor pricing.
South St upgrades completed, West St works carried over from 2015/2016 year underway. Works in Pharazyn St (Stage 3) underway.

To date no new items have been identified for renewal.

A consultant has been engaged to assist with the consent renewal application. New aerator purchased and waiting on installation.

The reservoir is in the design phase. Fencing installation is in progress. The aerator is designed, and consultants have been engaged to conduct works. Waiting on SCADA/electrical works completion certification.

Replacement of valves and hydrants as and when needed.

Report received on water treatment options for bores and is under consideration. Contractor for Awa St programmable logic controller works has been engaged. The Feilding Water Strategy for reservoir replacement options is being finalised. Other work has been deferred to the 2017/18 year in accordance with the revised water strategy. A feasibility review is underway subject to consent requirements and pending the water strategy outcomes.

The Irongarire Water Scheme for reservoir replacement options is being finalised. Other work has been deferred to the 2017/18 year in accordance with the revised water strategy. A feasibility review is underway subject to consent requirements and pending the water strategy outcomes.

A pump station has been designed, pipe configuration around the reservoir is confirmed, and tender documents are being prepared.

5% Tenders for new reservoir and associated works. Project is on track for June 2017 completion.

Tenders are demand driven and funded by connection fees received.

450 The reservoir is in the design phase. Fencing installation is in progress. The aerator is designed, and consultants have been engaged to design improvements to the treatment processes.

450 The reservoir is in the design phase. Fencing installation is in progress. The aerator is designed, and consultants have been engaged to design improvements to the treatment processes.

30% Tender for new water supply bore awarded and drilling works commenced. Certificate of compliance (resource consent) has been issued.

20 Works are for replacement of minor items of mechanical equipment and are in design and pricing phase.

42% Additional forecast spend is a result of approved carry over from 2015/2016 year.

38% Additional forecast spend is a result of approved carry over from 2015/2016 year.

12% Additional forecast spend is a result of approved carry over from 2015/2016 year.

4% Additional forecast spend is a result of approved carry over from 2015/2016 year.

5% Additional forecast spend is a result of approved carry over from 2015/2016 year.

5% Additional forecast spend is a result of approved carry over from 2015/2016 year.

35% Additional forecast spend is a result of approved carry over from 2015/2016 year.

38% Additional forecast spend is a result of approved carry over from 2015/2016 year.

1% Additional forecast spend is a result of approved carry over from 2015/2016 year.

10% Additional forecast spend is a result of approved carry over from 2015/2016 year.

50% Additional forecast spend is a result of approved carry over from 2015/2016 year.
Triennial Agreement for the Manawatu-Wanganui Region

Purpose

To present the Manawatu-Wanganui Region Triennial Agreement for the 2016-2019 Triennium to Council for adoption.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Manawatu District Council adopt the Manawatu- Wanganui Triennial Agreement and authorise Her Worship the Mayor to sign the Agreement on behalf of the Manawatu District Council.

Report prepared by:
Allie Dunn
Governance Team Leader

Approved for submission by:
Shayne Harris
General Manager - Corporate and Regulatory
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand

| Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga. | The Manawatu will attract and retain residents. | Manawatu district develops a broad economic base from its solid foundation in the primary sector. | Manawatu and its people are connected via quality infrastructure and technology. | Manawatu’s built environment is safe, reliable and attractive. | Manawatu District Council is an agile and efficient organisation. |

2 Background

2.1 The Local Government Act 2002 defines the role of local authorities and places strong emphasis on building good relationships with key stakeholders and collaboration with other local authorities. To this end the Local Government Act 2002 requires that all local authorities in the region enter into a Triennial Agreement amongst themselves at the beginning of the triennium. The agreement needs to set out how the local authorities will work together for the good governance of their districts, cities and region by acting cooperatively and collaboratively.

2.2 The Triennial Agreement must be adopted by 1 March in the year following the local Council elections.

2.3 The drafting and circulation of the Triennial Agreement to the region’s Councils is coordinated by the Horizons Regional Council.

3 Discussion and Options considered

3.1 The Horizons Regional Council has provided the attached Triennial Agreement for the 2016-19 Triennium. The agreement provided is based on the previous agreement entered into by the region’s Councils.

3.2 The text that is coloured blue within the document highlights clauses that were not contained within the previous agreement.

3.3 Once adopted and signed by the region’s Councils, should any party wish to propose an amendment to the agreement, then the review process set out in the Triennial Agreement would be followed.

4 Operational Implications

4.1 There are no capital / operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 There are no financial implications associated with this matter.
6 Statutory Requirements

6.1 Sections 14e, 15 and 16 of the Local Government Act 2002 set out requirements relating to collaboration processes, with specific requirements for the adoption of a triennial agreement set out in Section 15 of the Act.

6.2 Section 15 of the Local Government Act 2002 states that not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement containing protocols for communication and coordination among them during the period until the next triennial general election of members.

6.3 Each agreement must include a statement of the process for consultation on proposals for new regional council activities, and processes and protocols through which all the local authorities within the region can participate in identifying, delivering and funding facilities and services of significance to more than one district.

6.4 Schedule 1 Clause 3A(1) of the Resource Management Act 1991 also sets out requirements for the triennial agreement entered into under Section 15(1) of the Local Government Act 2002 to include an agreement on the consultation process to be used by the affected local authorities in the course of:

- Preparing a proposed policy statement or a variation to a proposed policy statement;
- Preparing a change to a policy statement; and
- Reviewing a policy statement.

7 Delegations

7.1 The Council has the authority to enter into the triennial agreement.

8 Consultation

8.1 There are no community consultation requirements associated with this matter. The Horizons Regional Council undertakes the coordination of seeking feedback on the proposed draft from the region’s Councils prior to a final version of the Triennial Agreement being provided to the region’s Councils for formal adoption.

9 Cultural Considerations

9.1 There are no cultural considerations associated with this matter.

10 Conclusion

10.1 The proposed triennial agreement is similar to the previous agreements adopted by the region’s Councils. The Council is asked to formally adopt the Triennial Agreement and delegate authority to Her Worship the Mayor to sign the agreement.

10.2 Once adopted by all of the region’s Councils, the agreement will be finalised to show the text currently shown in blue to black. Should there be any proposal to amend the wording of the Triennial Agreement itself, the review process set out within the agreement would apply.
11 Attachments

- Manawatu-Wanganui Regional Triennial Agreement
Triennial Agreement for the Manawatu-Wanganui Region

January 2017
MANAWATU-WANGANUI REGION

TRIENNIAL AGREEMENT

PURPOSE

This Triennial Agreement (Agreement) is established under section 15 of the Local Government Act 2002 (LGA) (but also has relationships with sections 14 and 16). The purpose of this Agreement is to give effect to the principles of local government through the establishment of protocols for communication and coordination between the local authorities of the Manawatu-Wanganui Region. The Agreement gives particular effect to the promotion of desired community and local authority outcomes and objectives in such a way as to achieve sustainable development and promote the interests of the Region’s communities. The Agreement also establishes the process for consultation on proposals for new Regional Council activities.

The Agreement is effective from 1 March 2017 until such time as the Agreement is either amended by the agreement of all parties or is renewed following the 2019 local authority elections and before 1 March 2020.

PARTIES

The signatories to this agreement are:

Principal Signatories:
(those local authorities whose boundaries are completely or primarily encompassed within the Manawatu-Wanganui Region and who primarily identify with that Region).

1. Horizons Regional Council (Manawatu-Wanganui Regional Council)
2. Horowhenua District Council
3. Manawatu District Council
4. Palmerston North City Council
5. Rangitikei District Council
6. Ruapehu District Council
7. Tararua District Council
8. Whanganui District Council

Non-primary Signatories:
(those local authorities whose boundaries bisect the Manawatu-Wanganui Region but whose principal identification is with another Region).

1. Taupo District Council
2. Waitomo District Council
3. Stratford District Council

This Triennial Agreement is binding on all local authorities of the Manawatu-Wanganui Region. It is recognised that for Non-primary Signatories, the degree of involvement in the actions required under "B. Communication and Coordination" and "D. Form" will be in proportion to the degree to which these parties are affected by decisions, issues, proposals or other matters, as determined by the Non-primary Signatories.
AGREEMENT

A. General

Signatories to this Agreement agree to work together in good faith for the good governance of their localities and the Region.

Signatories to this Agreement recognise that:

- The communities within the Region are diverse and encompass a range of desired outcomes and objectives.
- Collaboration and cooperation between local authorities of the Region can more effectively promote social, economic, and cultural interests of communities in the Region, and maintenance and enhancement of the Region's environment.
- Collaboration and cooperation between local authorities of the Region can bring efficiencies in terms of planning, administration costs and consideration of decision-making and consultation requirements, increases available resources and promotes cooperative approaches in taking strategic judgements about the allocation of resources.
- Although collaboration and cooperation are outcomes that should be strived for, each local authority has the legislative mandate to govern their own area as appropriate.
- Collaboration and cooperation between local authorities of the Region can more effectively grow the region's economy for the benefit of its communities.

B. Communication and Coordination

Signatories to this agreement will:

1. Hold a meeting of Mayors, regional Chairperson and their Chief Executive Officers every six months to review the performance of the Agreement as outlined under section D(1) of this Agreement;

2. Work together to develop a common process for promoting or achieving priorities and community outcomes, and making efficient use of resources, in accordance with section 14(e) LGA;

3. Develop joint approaches as required.

4. Provide for early notification (through the appropriate council or officer forum) of, and participation in, decisions that may affect other local authorities in the Region in accordance with the requirements of sections 77-89 LGA (decision-making and consultation). This will include distribution of draft documentation of major policy discussions and the development of consultation policies;

5. Apply a ‘no surprises’ policy whereby early notice will be given over disagreements between local authorities concerning policy or programmes before critical public announcements are made;

6. Use existing structures to pursue greater collaboration within the Region (refer to Appendix One);

7. Consider joint community consultation for issues affecting more than one authority.
8. Provide opportunities for other local authorities, whether party to this agreement or not, to work jointly on the development of strategies and plans for the achievement of identified outcomes and priorities.

9. Work together to achieve regional economic growth and development (refer to Appendix Two).

C. Regional Co-operation

1. The parties note that there is value, in the appropriate circumstances, in working together to take a regional approach to issues and opportunities of mutual benefit.

2. In this triennium the parties note that areas of regional focus include developing regional growth and prosperity (e.g. through Accelerate25) and identifying regionally significant facilities (e.g. sports and recreation facilities).

3. Other areas of regional focus may arise during the triennium and will be considered by mutual agreement including any matters relevant to section 15(2)(c) LGA.

4. The parties are committed to ongoing and open discussions about how they best work together to develop opportunities that are regionally as well as locally significant.

D. Proposals for New Regional Council Activities

1. New Activities

   New activities for Horizons Regional Council may be proposed either by the Regional Council itself or by one or more constituent territorial authorities when they see an opportunity for the Regional Council to pick up new activities. The process for consultation on proposals for such activities shall be as follows:

   a. The affected parties agree to discuss the issues involved at one or more of the existing forums, and to provide early drafts of proposals to affected councils for early comment in accordance with the requirements of sections 77-89 LGA (decision-making and consultation).

   b. The Regional Council will inform all territorial authorities within the Region of:

      – the nature of the activity proposed to be undertaken;
      – the scope of the proposal (including size, districts covered and why); and
      – the reasons for the proposal.

   c. Territorial authorities will be given a reasonable period of time, but no less than 40 working days, to respond to any such proposal. The Regional Council agrees to fully consider any submissions and representations on the proposal made by territorial authorities within the Region.

   d. Final decisions (including considerations leading to the specific decision) will be communicated to the next available Regional Chiefs’ meeting.
2. **Significant New Activities proposed by Horizons Regional Council**

If the Regional Council or a Regional Council controlled organisation proposes to undertake a significant new activity, and these activities are already undertaken or proposed to be undertaken by one or more territorial authorities within the Region, section 16 of the LGA will apply.

However, in the spirit of this agreement, the parties agree to an expanded consultation and communication process. The parties agree to discuss the issues involved at one or more of the existing forums, and to provide early drafts of proposals to affected councils for early comment in accordance with the requirements of sections 77-89 LGA (decision-making and consultation).

The parties also agree that prior to implementing the formal provisions of section 16 (2 and 3):

a. The Regional Council will inform all territorial authorities within the Region of:
   - the nature of the activity proposed to be undertaken;
   - the scope of the proposal (including size, districts covered, and why); and
   - the reasons for the proposal.

b. Territorial authorities will be given a reasonable period of time, but no less than 40 working days, to respond to any such proposal. The Regional Council agrees to fully consider any submissions and representations on the proposal made by territorial authorities within the Region.

Should the mediation processes outlined in section 16(4) be initiated, the parties agree to the following process. If no agreement on a mediator is forthcoming a mediator will be appointed by the president of the Manawatu District Law Society. If mediation is unsuccessful, any of the local authorities affected may ask the Minister of Local Government to make a binding decision on the proposal. The cost of mediation will be met equally by the parties that have agreed to the mediation.

E. **Form**

Consultation in relation to this agreement will take one or more of the following forms:

1. A meeting of Mayors, regional Chairperson and their Chief Executive Officers will occur at least once every six months to review the performance of the agreement and discuss outstanding issues. This meeting will occur as part of the regular Regional Chiefs’ meetings and minutes of the review discussions will be distributed to each council within the Region. This does not preclude meetings being coordinated by councils on request. All public communications from these meetings shall be approved by all participants prior to their release.

2. Existing regional and sub-regional forums, such as Regional Chiefs’ meeting.
3. Meetings between councils and meetings between staff as necessary to achieve communication and coordination on issues identified in the Agreement.

4. An annual report (July to June) provided to all interested local authority members within the Region at the Regional Chiefs’ meeting scheduled during or about September each year.

F. Agreement to Review

The parties agree to review the terms of this Agreement within 40 working days of a request by one of the parties being made in writing to the local authority with delegated responsibility to service the Agreement. Such a request will be accompanied by a Statement of Proposal including outcomes sought and reasons for the proposal, and engage all affected parties in consultation.


The following consultation process will apply to the preparation of a new, or change, variation, or review of an existing, Regional Policy Statement, regional plan or district plan by a local authority in the Region:

1. The Regional Council will seek the input of territorial authorities, and vice-versa, for the preparation or review of the Regional Policy Statement, or regional or district plan.

2. For the Regional Policy Statement or a regional plan, the Regional Council will make the draft version available to all territorial authorities in the Region for discussion and development.

3. The parties to this agreement acknowledge their obligation to act in accordance with the principles of consultation set out in Section 82 LGA.

H. Resolving Disagreement

In the event of a disagreement over the actions taken to give effect to this agreement that cannot be successfully resolved by affected parties, the parties agree to refer the issue of disagreement to mediation.

I. Servicing

Signatories agree that responsibility for servicing this agreement shall be carried out by Horizons Regional Council. Servicing involves:

- Providing those secretarial services required; and

- Acting as a media and communications contact (including the provision of information to the public on request) in relation to matters covered in the Agreement on a case by case basis and in a format agreed by affected parties.

J. Statutory Requirements

This document is deemed to duly constitute fulfilment of section 14e, 15 and 16 of the LGA, and Schedule 1 Clause 3A(1) of the RMA.
Section 15 of the LGA requires that:

1. Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement containing protocols for communication and coordination among them during the period until the next triennial general election of members.

2. Each agreement must include a statement of the process for consultation on proposals for new Regional Council activities.

3. After the date specified in subsection (1), but before the next triennial general election of members, all local authorities within each region may meet and agree to amendments to the protocols.

4. An agreement remains in force until replaced by another agreement.

In addition, other sections of the Act also require collaboration:

Section 14(e)

1. A local authority should collaborate and cooperate with other local authorities and bodies as it considers appropriate to promote or achieve its priorities and desired outcomes, and make efficient use of resources.

Section 16 – (summarised)

1. If a Regional Council, or a Regional Council-controlled organisation, proposes to undertake a significant new activity, the Regional Council must advise all the territorial authorities within its Region and the Minister of Local Government of the proposal, include it in the draft Long Term Plan, and go through mediation if agreement is not reached.

Schedule 1 Clause 3A(1) of the RMA requires that:

A triennial agreement entered into under section 15(1) of the LGA must include an agreement on the consultation process to be used by the affected local authorities in the course of—

(a) preparing a proposed policy statement or a variation to a proposed policy statement; and

(b) preparing a change to a policy statement; and

(c) reviewing a policy statement.
**AUTHORITY**

This Agreement is signed by the following on behalf of their respective authorities.

<table>
<thead>
<tr>
<th>Council</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Horizons Regional Council</td>
<td>Bruce Gordon</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chairperson</td>
<td></td>
</tr>
<tr>
<td>Horowhenua District Council</td>
<td>Michael Feyen</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mayor</td>
<td></td>
</tr>
<tr>
<td>Manawatu District Council</td>
<td>Helen Worboys</td>
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<td>Andy Watson</td>
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<td>Ruapehu District Council</td>
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<tr>
<td>Stratford District Council</td>
<td>Neil Volzke</td>
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<tr>
<td>Tararua District Council</td>
<td>Tracey Collis</td>
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<tr>
<td></td>
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</tr>
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<td>Taupo District Council</td>
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<td></td>
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<td>Waitomo District Council</td>
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<td>Hamish McDouall</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mayor</td>
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APPENDIX ONE

Existing structures that promote communication and collaboration include, but are not limited to:

<table>
<thead>
<tr>
<th>Forum</th>
<th>Members</th>
<th>Comments</th>
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</thead>
<tbody>
<tr>
<td>Regional Chiefs</td>
<td>Horizons RC Horowhenua DC Manawatu DC Palerston North CC Rangitikei DC Ruapehu DC Tararua DC Whanganui DC</td>
<td></td>
</tr>
<tr>
<td>SOLGM – Society of Local Government Managers</td>
<td></td>
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</tr>
<tr>
<td>LGNZ Zone and sector meetings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAPRN Local Authorities Public Relations Network</td>
<td>Public Relations/Communications practitioners from Manawatu-Wanganui Region</td>
<td></td>
</tr>
<tr>
<td>Planners from local authorities in Manawatu-Wanganui Region</td>
<td></td>
<td>COGS meetings coordinate with Regional Chiefs meeting dates.</td>
</tr>
<tr>
<td>Meeting of revenue and rating managers from Manawatu-Wanganui Region</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meeting of electoral officers from Councils in this Region</td>
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<td></td>
</tr>
<tr>
<td>IPWEA (Institute of Public Works Engineering Australasia)</td>
<td></td>
<td><a href="http://www.ipwea.asn.au/">http://www.ipwea.asn.au/</a></td>
</tr>
<tr>
<td>Civil Defence and Emergency Management Group</td>
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<td></td>
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<tr>
<td>ALGIM – Association of Local Government Information Management</td>
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<td>Mission is to provide leadership to Local Government in Information Management and Information Processes. <a href="http://www.algim.org.nz/">http://www.algim.org.nz/</a></td>
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<td>MW LASS Ltd – Manawatu-Wanganui Local Authority Shared Services Limited</td>
<td>Horizons RC Horowhenua DC Manawatu DC Rangitikei DC Ruapehu DC Tararua DC Whanganui DC</td>
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| Manawatu District and Palmerston North City Joint Strategic Planning Committee | Manawatu DC Palmerston North CC | }
APPENDIX TWO

Collaboration and Co-operation for Regional Economic Development

The purpose of this Appendix is to describe how the district, city and regional councils (the Councils) in the Horizons (Manawatu-Wanganui) region will work together to achieve economic growth and development.

This Appendix is a demonstration of the Councils’ shared vision which is

To work collaboratively to grow the region’s economy for the benefit of its communities.

The agreement

Not withstanding the requirements of Sections 16 and 77-89 of the LGA, the parties agree:

- To use the Regional Chiefs Forum as a mechanism to formally discuss any issue relating to Economic Development.
- To work collaboratively to enhance opportunities for growth and development in the region.
- That the principle of a regional approach benefits all parties.
- To communicate openly about opportunities for growth whilst respecting commercial confidentiality.
- To make economic growth and development a priority and a standing item at their regular meetings, termed ‘Meetings of the Regional Chiefs’.
- To review proposed works on an annual basis. Additional items may be added to this Appendix at any stage with the agreement of all parties.

Works proposed this triennium

In the 2015-16 financial year the parties will work collaboratively to implement the opportunities identified in the Manawatu-Wanganui Regional Growth Study released by central Government on 13 July 2015.

The work may include:

- Providing feedback on implementation from the Regional Chiefs to the Lead Team. (The Lead Team would likely consist of; 2 Mayors/ Chairs, 2 iwi representatives, 2 business representatives, 1 Central Government representative and 1 Chair who holds a non-voting position)
- Engaging both governance and staff in project teams that will be charged with identifying and implementing actions arising from the Regional Growth Study.
- Working with iwi and business leaders to aid implementation of the Regional Growth Study.
Temporary Road Closure - Running of the Wools Hilux Rural Games 2017

Purpose

To consider an application from the New Zealand Rural Games Trust for temporary road closures during the 2017 Hilux NZ Rural Games Running of the Wools event.

Significance of Decision

The Council's Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That pursuant to Section 11(e) of the Tenth Schedule to the Local Government Act 1974, and for the purpose of allowing the New Zealand Rural Games Trust to conduct the 2017 Hilux NZ Rural Games Running of the Wools event in Feilding Township, the following roads be closed to ordinary vehicular traffic from 7.00am to 3.00pm, Friday 10 March 2017, subject to the receipt of the Public Liability and Insurance Policy, which will be current at the time of the event, and a traffic management plan, prepared by an authorised Site Traffic Management Supervisor and in accordance with the New Zealand Transport Agency Code of Practice of Temporary Traffic Management:

- Manchester Street, from 18 Manchester Street to Bowen Street intersection
- Kimbolton Road, from Manchester Square South to Manchester Square North
- Goodbehere Street – from MacArthur Street to prevent access to closed Manchester Square
- Fergusson Street - from Goodbehere Street 38 Fergusson Street.
- Eyre Street - from 11 Eyre Street to Manchester Street

Report prepared by:
Amy West
Business Support Officer

Approved for submission by:
Hamish Waugh
General Manager - Infrastructure
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand

<table>
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<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
<th>Manawatu district develops a broad economic base from its solid foundation in the primary sector.</th>
<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
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2 Background

2.1 The 2017 Hilux NZ Rural Games are being held in the Manawatu region for the first time after being held in Queenstown for the previous two years, with the Running of the Wools event being held in Feilding.

2.2 The organisers of the event are seeking road closures to install barriers for the path of the 900 ewes and 100 horned merinos which are running 450m down Manchester Street, and to ensure the safety of the television crews who will be filming the event. Two other events will also be held before the Running of the Wools as pre entertainment which also require the road closure area.

2.3 The application for temporary road closures seeks closure of the following roads from 7.00am to 3.00pm, Friday 10 March 2017:

- Manchester Street, from 18 Manchester Street to Bowen Street intersection
- Kimbolton Road, from Manchester Square South to Manchester Square North
- Goodbehere Street, from MacArthur Street to prevent access to closed Manchester Square
- Fergusson Street, from Goodbehere Street 38 Fergusson Street.
- Eyre Street, from 11 Eyre Street to Manchester Street

3 Discussion and Options considered

3.1 The Running of the Wools event is the launch to the Hilux NZ Rural games and is to be held in Feilding on Friday 10 March 2017. The remainder of the Hilux NZ Rural Games are being held in Palmerston North Square on the 11 and 12 of March 2017. The expected number of spectators is 5000 per day.

3.2 The traffic management proposed is intended to ensure the safe set up of barriers and allow for the safety of the spectators and television crews during the event.

3.3 As required under the Tenth Schedule of the Local Government Act 1974, public notice was given of the intent to temporarily close the roads requested by the event organisers. The public notice appeared in the Thursday 15 September 2016 Feilding Herald. The
closing date for any objections to the proposed closures was 7 October 2016. No objections were received.

4 Operational Implications

4.1 There are no additional operating expenditure implications or maintenance costs associated with this matter. Street sweeping within existing operating budgets will be carried out at the conclusion of the event.

5 Financial Implications

5.1 There are no financial implications associated with this matter.

6 Statutory Requirements

6.1 Section 11(e) of the Tenth Schedule to the Local Government Act 1974 sets out the statutory requirements associated with proposals for temporary closure of roads.

7 Delegations

7.1 The Council has authority to decide this matter.

8 Consultation

8.1 Public notice of the intention to temporarily close specified roads was placed in the 15 September 2016 Feilding Herald. Should the Council agree to the proposed temporary closure of the roads, public notice will be given in the 02 March 2017 Feilding Herald.

9 Cultural Considerations

9.1 There are no cultural considerations associated with this matter.

10 Conclusion

10.1 By agreeing to temporarily close the requested roads it is expected that this will allow for the safe and efficient operation of this community event which is expected to attract over 5000 spectators and media to the Feilding CBD.

11 Attachments

- Road closure application request
18/08/16

Manawatu District Council
Private Bag
Feilding

Road Closure Request for the NZ Rural Games Running of the Wools
Friday 10th March 2017

The organisers of this event are seeking road closures to allow the Running of the Wools (ROTW) to take place, as the launch for the NZ Rural Games held at Palmerston North Square 11th and 12th March.

Event Organisers

The board is made up of 6 trustees; Richard Fitzgerald, Richard Lange, Barbara Kuriger, Brian Lochore, Athol Stephens and Steve Hollander who is also the event director.

The Events Manager is myself, Craig Gallagher, who will also manage all event staff HR, such as site mgr., operations coordinator, H&S officer and bar staff. My event management skills are commonly seen in and around Queenstown having worked on the Queenstown Winter Festival for 6 years as the Events & Production Manager, QLDCs Operations Venues Coordinator for major events, plus managing NYE in Queenstown and Wanaka.

I have also engaged local event managers Amanda Linsley and Nicky Vallender to assist with the process. Amanda will work very closely with me on both the ROTW and main event in Palmerston North. Both Amanda and Nicky work for various parties in the district and have come highly recommended with an excellent skill set.
Event Profile

Hilux New Zealand Rural Games Trust is a non-profit Trust put together to deliver the Games. The games are now in year 3 after having 2 very successful years in central Queenstown. The family of sponsors include Toyota (naming sponsor), Fonterra, Line7, Mitre10 and many others.

The main event in The Square, Palmerston North, is a series of traditional sports attracting top competitors from throughout New Zealand and Australia. You can expect to see several national and world champions battling for the various titles and trophies. Together with Sport New Zealand and rural sports associations around NZ we’ve developed exciting new formats for competitive wood chopping, sheep shearing, sheep dog trials, speed fencing, coal shovelling, speed gold panning and other less well-known sports. We will also have our Kids and Country area along with our Youth area which will be a huge draw card allowing the youth and teenagers to engage and be educated on the ‘competitor’ sports.

For the ROTW we’re planning to have approx. 900 ewes and 100 horned merinos running 450m down Manchester Street finishing in the iconic Manchester Square. The pre-entertainment will kick off with a Wool Fage Team race, which sees Fire VS Police, Rugby teams, Army VS Navy and other local group’s race head-to-head down Manchester St. The 2nd event (just before the ROTW), Man & Mutt Race will see local Young Farmer Clubs race for amazing prices from Mitre10 Mega.

With all events finishing the Manchester Square it will be a huge spectacle and crowd pleaser.
For the last 2 years this event has been held in Queenstown within Rural Games and each time has pulled over 5000 people plus had international coverage. Year 1 made prime time news on CBS America, both years have been picked up by Australian prime time news channels plus featured on NZs TV1 and TV3 news.
Our own film crews create snippets for our YouTube channel and 30 min spin-offs run on Sky 1, 2 and 3.

Event Summary

NZ Rural Games are seeking approval to close the following roads on Friday 10th March 2017:
- Manchester Street, from PGG to Bowen St 0800-1500
- Kimbolten Rd, from Manchester Square South to Manchester Square North 0900-1400
- Closed connection of Goodbehere St and Manchester Square (Northeast corner) 0800-1500
- Fergusson St, from Goodbehere St to car park opposite ColourPlus 0800-1500
- Eyre St, from Honda Feilding to Manchester St 0800-1500

We are also requesting to cone off all parking spaces long Manchester St (Manchester Street, from PGG to Bowen St) from 0700. This will allow fencing drop offs and PA/cable runs without actually closing the road (as we did in Queenstown).
See attached map

Due to the 1000m of fencing needed to safely and securely deliver all events the pack-in and out times are for several hours, however (as in Queenstown) we aim to have minimal disruption to the already busy day, due to the markets.
Please note the times above allow for worst case scenario, we aim to re-open roads earlier.
Event times;
- 0700-1100 - pack-in – road closures, fencing, PA, marshals, sheep unloaded via stock trucks/trailers/ramps etc
- 1100-1130 - Wool Fadge Teams Race (10x teams)
- 1130-1200 - Mitre10 Mega Man & Mutt Race – 30x Young Farmer members & dogs only
- 1200-1230 - PGG & Totally Vets Running of the Wools
  Road closures removed as soon as safe to do so

Sheep course – see map attached;
- Start – PGG car park, Manchester St
- Onto Manchester St
- Through roundabout – Manchester St and Fergusson St
- Around Southwest quadrant Manchester Square, (monument also fenced)
- Back to finish at PGG car park

Road marshalls

Marshalls will be provided, wearing high-viz vests, along the road closure routes to assist with crowd control and traffic management.
All marshals and crew will be briefed prior to the event and the majority will have radio communications with me throughout the day.

Shepherds & sheep dogs

There will be approx. 10x shepherds/farmers and 20x sheep dogs along the course. Some are needed to move the sheep along the course at a walk speed and others for safety. They are also required so in the event a sheep jumps the fencing, they can be retrieved quickly and with little stress to the sheep. Please note this hasn’t ever happened in Queenstown.

Notifications

We will keep all shops along the course and within the road closures notified of the event. I’ve drafted up a letter that will be distributed via Helen Worboys at Feilding Promotion.

Traffic Management & Signs

The TMP and closures on the day Rural Games will be working with Higgins (under contract to Council);

Kithsiri Fernando
Higgins Contractors Limited
Project Manager – MDC, RDC & HDC
21 Kawakawa Road PO Box 41 Feilding 4740
P: 06 351 6420
W: www.higgins.co.nz
E: K.Fernando@higgins.co.nz
Public and Statutory Insurance

NZRG carries $2 Public Liability insurance, and $500,000 of Statutory Liability insurance.

Summit Events Carries, $5m Public Liability insurance, $500,000 of Statutory Liability insurance plus indemnity insurance. All key sub-contractors working under Summit Events management are included in this cover.

Documents can be provided upon request.

Legal entity and contact

NZ Rural Games Trust is the legal entity for this event.

Contact person is;

Craig Gallagher, Event Manager
Summit Events C/O NZRG trust
PO Box 725
Queenstown
9348
+64 21 041 0812
+craig@summitevents.co.nz