STRATEGIC PLANNING AND POLICY COMMITTEE

AGENDA

Meeting to be held

THURSDAY 5 OCTOBER 2017

8.30am

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

R.G. Templer
Dr Richard Templer
Chief Executive
MEMBERSHIP

Chairperson

Councillor Phil Marsh

Deputy Chairperson

Councillor Shane Casey

Members

Her Worship the Mayor, Helen Worboys
Councillor Steve Bielski
Councillor Barbara Cameron
Councillor Stuart Campbell
Councillor Shane Casey
Councillor Michael Ford
Councillor Hilary Humphrey
Councillor Andrew Quarrie
Councillor Alison Short
Councillor Howard Voss
ORDER OF BUSINESS

1. MEETING OPENING

2. APOLOGIES

3. DECLARATIONS OF INTEREST

Notification from elected members of:

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

3.2 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

4. CONFIRMATION OF MINUTES

Draft resolution

That the minutes of the Strategic Planning and Policy Committee meeting held 7 September 2017 be adopted as a true and correct record.

5. 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:

5.1 The committee by resolution so decides; and

5.2 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.

6. PRESENTATIONS

6.1 FEILDING AND DISTRICT ROSE SOCIETY

Gay Martin of the Feilding and District Rose Society will be presenting on a proposal to name the Kowhai Park Rose Gardens the "Mason Family Rose Garden"

6.2 MANAWATU DISTRICT NEIGHBOURHOOD SUPPORT

Presentation from Sgt Scott Banner, Police Liaison Officer on community policing initiatives.

6.3 LONG TERM PLAN – MAORI CAPACITY TO CONTRIBUTE TO DECISION MAKING POLICY

Presentation from Community Development Advisor, Janine Hawthorn
7. OFFICER REPORTS

7.1 LONG TERM PLAN – SIGNIFICANCE AND ENGAGEMENT POLICY DECISION 17
Report of the General Manager – Community and Strategy dated 4 August 2017

7.2 LONG TERM PLAN – VISION AND OUTCOMES DECISION 30
Report of the General Manager – Community and Strategy dated 1 September 2017

7.3 QUARTERLY ECONOMIC UPDATE – JUNE 2017 36
Report of the General Manager – Community and Strategy dated 20 September 2017

7.4 LGOIMA REQUESTS – SEPTEMBER 2017 47
Report of the Acting General Manager – Corporate and Regulatory dated 27 September 2017

8. CONSIDERATION OF LATE ITEMS

9. MEETING CLOSURE
Minutes of a meeting of the Strategic Planning and Policy Committee held on Thursday 7 September 2017, commencing at 8.32am in the Manawatu District Council Chambers, 135 Manchester Street, Feilding.

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

LEAVE OF ABSENCE:  
Cr Michael Ford

APOLOGIES:  
Cr Alison Short

IN ATTENDANCE:  
Richard Templer (Chief Executive)  
Colleen Morris (Acting General Manager – Corporate and Regulatory)  
Frances Smorti (General Manager – People and Culture)  
Brent Limmer (General Manager - Community and Strategy)  
Aimee Flanders (Acting General Manager – Infrastructure)  
Michael Hawker (Project Delivery Manager)  
Tracey Hunt (Strategy Manager)  
Doug Tate (Community Facilities Manager)  
Stacey Bell (Economic Development Adviser)  
Carl Johnstone (Team Leader – Parks and Property)  
Kirsten Pike (Parks and Property Officer – Legal and Planning)  
Rachel Carr (Parks and Property Officer)  
Nichole Ganley (Governance Support Officer)  
Paul Stein (Communications Manager)  
Allie Dunn (Governance Team Leader)

SPP 17/078 MEETING OPENING

Councillor Marsh declared the meeting open.

SPP 17/079 APOLOGIES

RESOLVED

That apologies from Councillor Alison Short be approved.

Moved by:  Councillor Hilary Humphrey  
Seconded by:  Her Worship the Mayor  
CARRIED
SPP 17/080  DECLARATIONS OF INTEREST

Councillor Barbara Cameron – Member of MidCentral District Health Board
Councillor Stuart Campbell – item 7.1 Consideration of Lease Rental Relief Part of 139 South Street Feilding

SPP 17/081  CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Strategic Planning and Policy Committee meeting held 3 August 2017 be adopted as a true and correct record with an amendment to item SPP 17/069 to note that the December and January period be kept free.

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

CARRIED

SPP 17/082  NOTIFICATION OF LATE ITEMS

There were no late items of business notified.

SPP 17/083  PRESENTATION –LONG TERM PLAN –KEY ISSUES PART 1

It was noted that the presentation from Community Development Adviser, Janine Hawthorn regarding Maori Capacity to Contribute to Decision Making would be postponed to a future meeting. The committee received a presentation from Strategy Manager, Tracey Hunt regarding the key issues and projects to be considered in the Long Term Plan.

The committee discussed the issue of timing for consultation on the Easter Trading Policy, with consideration being given to keeping this matter separate from the Long Term Plan consultation. It was felt that the timing of the consultation could be undertaken after the Long Term Plan.

It was noted that the Long Term Plan would include information about upcoming consultation on Earthquake Prone Buildings.

SPP 17/084  CONSIDERATION OF LEASE RENTAL RELIEF - PART OF 139 SOUTH STREET FEILDING

Report of the General Manager – Community and Strategy dated 28 August 2017 seeking a decision of Council on whether to grant rental relief or not, to Te Runanga o Raukawa for the occupation of part of Council’s property at 139 South Street, Feilding.

_Councillor Stuart Campbell declared an interest and left the meeting at 9.05am._

The Chief Executive updated the meeting on recent discussions held with Manawatu Community Trust and Te Runanga o Raukawa regarding potential use of space in the new Clevely Wing at Feilding Health Centre. In light of those discussions continuing, it was agreed to leave the matter lying on the table and bring back to the committee for decision in the future.

_Councillor Stuart Campbell returned to the meeting at 9.16am._
SPP 17/085  AWAHURI FOREST-KITCHENER PARK BUSINESS PLAN 2017-18


RESOLVED

That the Strategic Planning and Policy Committee receives the Awahuri Forest-Kitchener Park business plan for 2017-2018.

Moved by: Her Worship the Mayor
Seconded by: Councillor Howard Voss
CARRIED

SPP 17/086  LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 – REQUESTS FOR INFORMATION AUGUST 2017

Report of the General Manager – Corporate and Regulatory dated 24 August 2017 presenting requests for information received by Council under the Local Government Official Information and Meetings Act 1987. It was asked that an update be given on any items currently in progress in the following month’s report.

RESOLVED

That the report detailing the requests for information received under the Local Government Official Information and Meetings Act 1987 for the month of August 2017 be received.

Moved by: Councillor Hilary Humphrey
Seconded by: Councillor Stuart Campbell
CARRIED

SPP 17/087  ANNUAL REPORT TO 30 JUNE 2017

Report of the General Manager – Corporate and Regulatory dated 22 August 2017 presenting the draft Annual Report for the year ending 30 June 2017, advising on the process followed to prepare the Annual Report, and seeking delegation of authority for the signing of the Annual Report, subject to audit changes.

RESOLVED

That the Mayor and Chief Executive be delegated authority to sign the Annual Report for the year ending 30 June 2017.

Moved by: Councillor Stuart Campbell
Seconded by: Councillor Barbara Cameron
CARRIED

SPP 17/088  CONSIDERATION OF LATE ITEMS

There were no late items for consideration.
SPP 17/089  MEETING CLOSURE

The meeting closed at 9.55am

Approved and adopted as a true and correct record:

-----------------------------------------  ---------------------------------------------
CHAIRPERSON  DATE
THE MASON FAMILY IN FEILDING

The Mason name has been synonymous with roses in Feilding since 1912 when Frank Mason bought a scrub covered block of land which he proceeded to clear with draft horse and plough in order to start a rose and plant nursery. His grandfather, the renowned horticulturist and philanthropist Tom Mason from Avalon in the Hutt Valley did more than most by importing many exotic trees shrubs and plants into NZ. The story goes that as an eight year old, Frank showed great interest in his grandfather’s garden and asked permission to try his hand at budding roses. Frank was refused but when his grandfather returned to the house he tried it anyway. He removed some of the buds and replaced them – but upside dow! This wasn’t noticed until Spring when the buds started to grow with an odd sort of loop! Precisely what was said to him has not been revealed but presumably that was when his family realised that they had a budding horticulturist amongst them.

This ‘promising start’ as a youngster set the course toward his garden career with the Feilding nursery becoming very successful, and it was not long before he was importing new varieties of trees and particularly roses which were his great love. He introduced many new rose varieties, including miniatures which at that time were unknown.

In 1946 after war service in England with the Fleet Air Arm, Alan the youngest Mason found that his 70 year old father was struggling to keep things going in the nursery. So he stayed on to help him “for a while” and that “while” became a lifetime commitment for Alan and his wife Mary who started their own crop of roses in support of the main nursery. In 1952 the company of Frank Mason and Son was formed and they became the agents for some of the top British rose breeders including Harkness Roses, Cockers of Aberdeen and Tystermans.

Frank Mason was on the executive of the National Rose Society for a number of years including a term as President and in 1952 was awarded the prestigious T K Stewart Memorial Award which is given for services to rose growing in N.Z. and Australia. He was instrumental in starting up several District Rose Societies and was also involved in the formation of the Trial Grounds in Palmerston North. After Frank Mason’s death in 1956 Alan and Mary continued the work of the nursery, dealing in roses and fuchsias and built up a considerable customer base all over New Zealand, particularly among rose growers.

As well as the growing of modern roses and newly introduced varieties, Alan Mason continued with two of his father’s interests – the NZ Rose Society and the growing of “Old and Shrub Roses”. He served on the Executive of the NZ Rose Society and gave many years of service to the RNZ Institute of Horticulture and to Rose Introducers of NZ. The Feilding business had a considerable reputation for being able to source what we now call Heritage roses.

In later life, a change in management of the rose nursery was not successful and in 1999 the sad decision was made to close down what was then the oldest continuous rose growing business in New Zealand. Alan’s interest in roses never wavered after his retirement and he was always prepared to discuss roses with other enthusiasts. He was still a member of Feilding & District Rose Society until the time of his death at the age of 94 in April 2016.
05 September 2017

Community Development Advisor
Manawatu District Council
Private Bag 10 001
Feilding  4743

Service Contract Accountability Report

Attached please find an Accountability Report which is forwarded in accordance with the Terms of Reference in the subject Service Contract for the period ending 30 Jun 2017

Nook Yule
Chairperson
Accountability Report for the Service Contract  
Between Manawatu District Council and Manawatu District Neighbourhood Support Inc.  
for the period 01 July 2016 to 30 June 2017.

Manawatu District Neighbourhood Support is appreciative of the support provided to us by Manawatu District Council. We are proud to play a part in building a safer and more resilient Manawatu community.

**Stake Holders**  
The principal stake holders involved in the operation and oversight of Manawatu District Neighbourhood Support and with which we have a working relationship are **NZ Police, Neighbourhood Support New Zealand, Manawatu District Council and Civil Defence / Horizons Emergency Management Group.** MDNS also has a strong working relationship with **Central Districts Community Patrol.**

*Our most significant stakeholder remains the wider Manawatu community and our more than 6000 members and 400 Neighbourhood Support groups.*

**Governance**  
Manawatu District Neighbourhood Support is an **incorporated society** and **registered charity** and as such has multiple accountabilities to legislative councils.

The existing governance board is:

Chairman – Nook Yule,  
Vice President / Secretary – Barbara Wills (street contact)  
Treasurer – Lorraine Fairless, Rural / Area Contact  
Ngaire Leins – Street contact  
Geoff Brannan – Area contact  
Peter Cochran – Street contact  
Chris Morton – Committee member  
Terry Horn – Street Contact  
Peter Cochran – Rural contact  
Suzanne Tamblyn – Committee member  
Police Liaison Officer Sgt. Scott Banner.

Note: recently resigned Rosalind Bagley, Marguerite Kuhne

Gary Stoneley is appointed as the District Coordinator, on a community wage, for 30 hours per week, on call.

The committee meets monthly usually on the 2**nd** Tuesday of each month. The next AGM is scheduled for **Tuesday 26 September, 2017.**

**The 2016/2017 Year in Brief**  
The past 12 months have been extremely successful for Neighbourhood Support across the Manawatu District in respect of membership growth and effectiveness in promoting a safer community.

It has also been an extremely challenging and frustrating year in trying to plan service growth with highly uncertain funding. **Manawatu District Council funding covers approximately 40% of the organisations operating costs with the balance coming from piecemeal grants.**

The organisation maintains a website and database, which both promote the organisation and enable the public to register online. Which is being continually improved to meet current needs and trends.
The website and database enables the rapid location of households where priority needs are identified and where essential resources / skills are available for emergency management needs. From identifying priority needs and neighbourhood resources for emergency management purposes through to being a tool for contact and communication the website remains a powerful tool. This is a community support tool and remains reliant on registrants providing the necessary information.

The number of registered households on the neighbourhood support, MDNS, database currently sits at 3875 a growth of more than 10% for the year. However this does not include those households that operate a group around a group coordinator (via which information and alerts are distributed) and are not individually recorded on our system e.g. Coombrae Villas and Mt Taylor Community. Many group contacts maintain a private neighbourhood list and share the information MDNS distributes. The total number of households covered by MDNS through neighbourhood groups is well in excess of 4000.

Manawatu District Neighbourhood Support continues to operate from the front of the Feilding Police Station and we have a stable working relationship with Feilding Police although unfunded. Our partnership involves attending briefings and dispersing and sharing information as requested and alerting neighbourhood communities to issues. Central District Police recognise Neighbourhood Support as a key tool in crime prevention and the organisation is supported with office space and photocopying costs. Neighbourhood support is able to get messages out to the community in a location specific and very efficient manner.

Ministry of Justice / NZ Police provides ‘contestable’ funding for Neighbourhood Support via the National Office. Funding from this source has been sporadic and has decreased by 40% over the past three years. Both NZ Police and Civil Defence at a national level have renegotiated partnership agreements with Neighbourhood Support. While this is good for the future of the organisation there is no monetary component attached.

A high proportion of the coordinators time over the year has been spent on promoting emergency preparedness alongside Civil Defence. The working relationship with Civil Defence and the Emergency Management Group has been strong throughout the year however some communication breakdowns occurred on occasion with MDNS being kept out of the communication loop. This resulted in the organisation being unable to provide information to our members and the wider community. MDNS is seen as playing an integral role in supporting and managing neighbourhood community groups.

Activities

Eight public consultation meetings were held to better able to identify the needs and direction of the Neighbourhood Support service within the Manawatu District. Several other public meetings have been held across the district together with Civil Defence, Police and council representation. These include Himatangi, Tangimoana, Rongotea, Apiti, Pohangina and Sanson. The organisation continues to network with a wide range of related service agencies and organisations.

The organisation has been working with several residents who are marginalised due to having a sight hearing or intellectual disability. Ensuring that there is effective support for these groups in an emergency situation is seen as a priority.

Significant achievements in the 2016/2017 year included the rebuilding of supported networks in the Apiti and Pohangina Area’s with area responsibility being decentralised and afforded to local area contacts.
Work in all rural areas. These are significant tasks and the challenge is to get individuals to take a lead role. In a recent weather event more than 20,000 emails were issued over a 3 day period advising and alerting residents.

The organisation regularly receives positive feedback from residents.

"Thanks heaps Gary for all the updates they've been great. It certainly helps keep everyone connected. And takes away that isolated feeling. Regards, Lisa Tattle."

"Thanks soo much for your help and support in doing these up dates it is good for moral support and also for elderly couples who do not have families near so they can be supported by neighbors. Many thanks to your team. 😊karn"

**Extensive work around one residential block in Feilding, developing a Neighbourhood Support network resulted in 170% increase in membership and a reduction in crime. Following a crime spate resulted in a cessation of burglaries and the apprehension of several individuals.** This involved a combined effort involving Neighbourhood Support and Community Patrol. Neighbourhood Support continues to have a strong working relationship with Community Patrol and is developing common initiatives for 2017/2018 onwards.

Manawatu District Neighbourhood actively promotes civil defence in all group and public meetings. Of particular note would be promotions at Central District Field Days, Rural Day, Pohangina Big Day Out and the Feilding Christmas Parade. At each of these events, emergency preparedness was promoted intensively. During 2016 MDNS in partnership with Civil Defence designed and purchased two portable billboards which are used for daily promotion and events, promoting both organisations.

**Ongoing Community Presence / promotion**

A major focus within the organisation during the 2016 – 2017 year has been raising the profile of the organisation. This is seen as imperative to enable the organisation to compete and promote our safety / preparedness message to the community. We believe we have been partially successful in raising the organisation's profile and this is evident in the substantially increased membership growth and demand on the service.

There are various factors limiting us in this area including funding restraints.

**Practical and visible local support for the organisation from our major supporting partners and key office holders has been sadly lacking during 2016/2017.** It has been accepted and recognised by each of our supporting partners that Neighbourhood Support plays an integral role in promoting and building safer communities. As such the organisation reduces loading and demand on the supporting partners organisations. MDNS has continually endeavoured to support and promote council. Police and Civil Defence in a positive manner through member contact, at events, email and social media and would like to see our organisation visibly supported and promoted.

It is interesting to note that Neighbourhood Support is unable to get promotion in Council media releases as this may be seen as preferential treatment.
For Neighbourhood Support to be effective in the community it must have the visibly public support of the council and councillors. Getting members of the community to ‘opt in’, to managed social responsibility and emergency preparedness, needs the endorsement of the council and community leaders. This must come from the top, councillors and council management down.

**Communication to the wider community**

One of Manawatu District Neighbourhood Support’s strengths has been the ability to rapidly disseminate information and alerts to most parts of our community. This is done via a rapid bulk emailing system and social media predominantly with residents and group contacts continually asked to share information with those persons not on the internet.

The reliance of Police, Council and Civil Defence on social media for sharing information ignores and excludes a large part of our population, comprising the most vulnerable.

**There is a significant need for improved physical communication to all of our residents.**

This issue has been raised in submissions to council, community committees, social networks and the council funded promotional organisation. The consensus by the majority of organisations is that a public, community newsletter is required but this seems to be put in the ‘too hard’ basket or ignored. MDNS is continuing to address this issue and considers it a priority partnership project.

**Continuation of Service and Funding Limitations**

As with any organisation of this kind funding can be tenuous and the search for ongoing funding is very necessary. **MDNS was advised that there was no certainty of Neighbourhood Support funding via the Ministry of Justice / Police for 2016/2017. Funding from that source has dropped by 40% since 2015 from $20,000 PA to $12,000 PA.**

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manawatu District Council</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>Neighbourhood Support / MOJ (1)</td>
<td>$12,000.00 ($7000.00 received in last week of the year)</td>
</tr>
<tr>
<td>NZ Lotteries</td>
<td>$5000.00</td>
</tr>
<tr>
<td>COGS Manawatu</td>
<td>$4000.00</td>
</tr>
<tr>
<td>E&amp;C</td>
<td>$2000.00</td>
</tr>
</tbody>
</table>

Funds were also received from Horizons for signage and a part contribution of database costs and also Markat promotions ($1250 incl GST) for advertising.

(1) As 1 March 2017 MDNS had received no funding from NSNZ / MOJ for a period of 15 months.

MDNS is currently operating on a financial shortfall. In view of this MDNS through our coordinator expended numerous hours making repeated funding applications from various organisations, many of which were unsuccessful. A late funding donation from Neighbourhood Support NZ in the last few days of June has enabled the organisation to take up a sponsored offer for a business vehicle which takes effect in the 2017/2018 financial year. (This is expected to reduce the operating costs of the organisation while significantly raising the organisation’s profile considerably.

Records indicate that **Manawatu District Council Funding has remained constant since 2008 at $20,000 PA.** The organisation operates a very tight budget and while a full time coordinator is needed the role can only be funded to a maximum of 30 hours per week, many of which are taken up in funding and related administrative matters. **In the current funding model MDNS will be unable to sustain its operations into**
the future. The size and load on the organisation requires the employment of a coordinator but this role will not be able to be funded in the current model.

Future of Manawatu District Neighbourhood Support
Manawatu District Neighbourhood Support is growing rapidly. The organisation’s operations and tools are being adapted to our evolving community needs. The increased risk from natural disaster is significantly moving the focus of the organisation into the promotion of preparedness and developing reliance. The demands and expectations on the organisation with a move to community responsibility – Police, Civil Defence – are also increasing. Resourcing is decreasing.

- MDNS is currently investigating a Community based Push App for alerts and information on an area basis. Social media and email both have considerable limitations and spam filters have to be worked around.
- The purchased Nissan Cube vehicle will be used as a promotional vehicle / billboard for the organisation and identified priorities.
- An easier to remember website name of SaferNZ.org has been purchased.
- The MDNS website landing page is being developed to incorporate and promote Neighbourhood Support as well as Community Patrol, signifying the partnership between the two organisations. This will also link to Civil Defence and Police resources.
- MDNS will be seeking additional funding from donations.

Manawatu District Neighbourhood Support will be requesting considerably increased funding from our supporting partners. The alternative is simply reduction in service and more time consumed needlessly applying for an accounting for piecemeal grants.

To operate effectively the organisation needs guaranteed base funding of $40,000 to $50,000 to continue operations. (On current funding levels the organisation will be unable to operate past March 2018 which affects future project planning).

Nook Yule
Chairman, Manawatu District Neighbourhood Support.
<table>
<thead>
<tr>
<th>Statistics</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of persons registered</td>
<td>5261</td>
<td>5519</td>
<td>5724</td>
<td>6200</td>
<td>476</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(8.3%)</td>
</tr>
<tr>
<td>Number of households recorded</td>
<td>3116</td>
<td>3284</td>
<td>3486</td>
<td>3847</td>
<td>361</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(10.35%)</td>
</tr>
<tr>
<td>Number of email addresses held</td>
<td>1630</td>
<td>1776</td>
<td>1837</td>
<td>2160</td>
<td>323</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(17.58%)</td>
</tr>
<tr>
<td>Number of groups</td>
<td>376</td>
<td>389</td>
<td>406</td>
<td>427</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(4.9%)</td>
</tr>
<tr>
<td>Number not on email (1)</td>
<td>1486</td>
<td>1508</td>
<td>1649</td>
<td>1687</td>
<td>38</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(2.3%)</td>
</tr>
</tbody>
</table>

Facebook Pages likes: 2300

Notes:

More than 60,000 alerts via email, plus fb posts and phone contacts were made during the year. While social media has the greatest initial response medium with in excess of 11,000 views being made on one post, both email and social media alerts do not get to the more than 43% of our membership who do not access a computer. With our increasing aged population communication to this group is a concern.
Draft Significance and Engagement Policy

Purpose

To seek the approval of the Strategic Planning and Policy Committee to include the Significance and Engagement Policy in the Draft Long Term Plan 2018-28.

Significance of Decision

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

Recommendations

That the Strategic Planning and Policy Committee approves the Significance and Engagement Policy for inclusion in the Draft Long Term Plan 2018-28.

Report prepared by:
Lisa Thomas
Policy Adviser

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

1 Executive Summary

1.1 The Manawatu District Council is required by Section 76AA of the Local Government Act 2002 to adopt a Significance and Engagement Policy and to amend that policy from ‘time to time.’ The current policy was included in Council’s Long Term Plan 2015-25. No changes are proposed to the current policy as part of this review. Approval is therefore sought to include the existing policy in the draft Long Term Plan for public consultation.
2 Contribution to the Council Vision and Council Outcomes

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

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

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

3 Background

3.1 Section 76AA of the Local Government Act 2002 requires local authorities to have a Significance and Engagement Policy. This Policy advises the public of the “house rules” about how and when Council will consult. The policy lets the public know what decisions or matters the council and the community considers to be particularly important, how the council will go about assessing the importance of matters, and how and when the community can be expected to be consulted with.

3.2 The Local Government Act requires that the Significance and Engagement Policy set out:

a) the authority’s general approach to determining the significance of proposals and decisions in relation to issues, assets, and other matters; and

b) any criteria or procedures that are to be used by the local authority in assessing the extent to which issues, proposals, assets, decisions, or activities are significant or may have significant consequences; and

c) how the local authority will respond to community preferences about engagement on decisions relating to specific issues, assets, or other matters, including the form of consultation that may be desirable; and

d) how the local authority will engage with communities on other matters.

3.3 The purpose of the Significance and Engagement Policy, as set out in Section 76AA of the Local Government Act 2002, is:

a) to enable the local authority and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities; and

b) to provide clarity about how and when communities can expect to be engaged in decisions about different issues, assets, or other matters; and

c) to inform the local authority from the beginning of a decision-making process about—

   (i) the extent of any public engagement that is expected before a particular decision is made; and

   (ii) the form or type of engagement required.
3.4 Clause 11 of Schedule 10 of the Local Government Act 2002 requires that the Long Term Plan include a summary of the local authority’s significance and engagement policy, and a reference to where the full policy can be found.

3.5 The Significance and Engagement Policy will be used by Council to guide decision-making on the key projects that are to be included in the Consultation Document, the Infrastructure Strategy and the Financial Strategy for the Long Term Plan 2018-28, as well as any future decisions.

3.6 At the Workshop Committee meeting on 25 May Councillors were given an overview of the current Significance and Engagement Policy, including the legislative context for the policy, its importance to the Long Term Plan, examples of significant decisions made by Council, community engagement levels and consultation tools. Councillors were also taken through a more in-depth discussion on the engagement spectrum and tools for engagement by Council’s Communications Manager, at the workshop on 1 June 2017.

3.7 No issues have been identified by Councillors or Council Officers in relation to the current Significance and Engagement Policy. There are no changes proposed to the current policy prior to it being included in the draft Long Term Plan 2018-28 for public consultation.

4 Discussion and Options considered

4.1 The options are as follows:

Option 1 - Council approves the Significance and Engagement Policy (Annex A) for inclusion in the draft Long Term Plan 2018-28.

Option 2 – Council seeks further changes to the proposed Significance and Engagement Policy prior to it being included in the draft Long Term Plan 2018-28.

4.2 Section 76AA of the Local Government Act requires local authorities to adopt a Significance and Engagement Policy and to amend the policy ‘from time to time.’ A summary of the Significance and Engagement Policy must be included in Council’s Long Term Plan. This policy is therefore required to be included in the Draft Long Term Plan 2018-28 for consultation.

4.3 No issues with the current policy have been identified through this review. The current policy that was included in the Long Term Plan 2015-25 is therefore proposed to be included unchanged in the draft Long Term Plan 2018-28 for public consultation (Option 1).

5 Operational Implications

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

6 Financial implications

6.1 There are no financial implications from matters raised in this report.
7 Statutory Requirements

7.1 The following sections of the Local Government Act 2002 are relevant to the review of the Significance and Engagement Policy:

- Section 76AA (Significance and Engagement Policy)
- Section 82 (Principles of Consultation)
- Schedule 10 (Long-term plans, annual plans and annual reports).

8 Delegations

8.1 Council has delegated responsibility to the Strategic Planning and Policy Committee to oversee, co-ordinate and direct the development of the Long Term Plan. This Policy review is one of the pieces of work that is required in the development of the Long Term Plan.

9 Consultation

9.1 Council is required by statute to have a Significance and Engagement Policy and to amend this Policy from ‘time to time.’ When consulting on this policy, Council must consult in accordance with section 82 of the Local Government Act 2002 (Principles of Consultation) unless “it considers on reasonable grounds that it has sufficient information about community interests and preferences to enable the purpose of the policy to be achieved.”

9.2 The Significance and Engagement Policy will be included as one of the supplementary policies in the Long Term Plan proper. Members of the public will be invited to submit feedback on the Significance and Engagement Policy as part of the general feedback on the Long Term Plan. Submitters was also be invited to speak to their submission at the Long Term Plan Hearings in May 2018.

10 Cultural Considerations

10.1 This report does not involve a significant decision in relation to land or a body of water or those matters of cultural importance to Maori specified in Section 77 of the Local Government Act 2002.

11 Conclusion

11.1 As no issues have been identified with the current Significance and Engagement Policy, approval is sought from the Strategic Planning and Policy Committee to include the existing policy in the draft Long Term Plan 2018-28 for public consultation.

12 Attachments

- Annex A – Council’s Significance and Engagement Policy
Significance and Engagement Policy

Engagement is about involving the community in the decisions that affect them. It is important to us that we understand the community views and preferences on issues, proposals, decisions, assets and activities we provide.

Council recognises issues range in degrees of significance and require different levels of engagement. For example, less significant issues require little engagement while other more significant decisions require a greater degree of engagement. This policy provides the Council and the community with guidelines about significant issues and appropriate levels of engagement to use.

Why have a policy?

1. To enable the local authority and its communities to identify the degree of significance attached to particular issues, proposals, decisions, assets and activities.
2. To provide clarity about how and when communities can expect to be engaged in decisions made by Council.
3. To inform Council from the beginning of a decision-making process about the extent, form and type of engagement required.
4. To meet the legal requirements and intent of the Local Government Act 2002.

How does Council determine significance?

5. In determining the degree of significance Council will assess and consider the following criteria, and the appropriate level of engagement:
   - There is a legal requirement to engage with the community
   - The level of financial consequences of the proposal or decision
   - Whether the proposal or decision will affect a large portion of the community
   - The likely impact on present and future interests of the community, recognising Māori culture values and their relationship to land and water
   - Whether the proposal affects the level of service of a significant activity
   - Whether community interest is high
   - Whether the likely consequences are controversial
   - Whether community views are already known, including the community’s preferences about the form of engagement
   - The form of engagement used in the past for similar proposals and decisions.

6. The degree of importance attached to each criterion will be considered on a case-by-case basis.

7. If a proposal or decision is affected by a number of criteria, it is more likely to have a higher degree of significance.
8. In general, the more significant an issue, the greater the need for community engagement.

**Principles and forms of engagement**

9. Engaging with the community is required to understand the views and preferences of the people likely to be affected by or interested in a proposal or decision.

10. Assessments regarding the degree of significance and the appropriate level of engagement will therefore be considered in the early stages of a proposal before decision-making occurs and, if necessary, reconsidered as a proposal develops.

11. The Council will apply a consistent and transparent approach to engagement.

The decision to waive an overdue penalty on rates outstanding on Mr. Smith’s house might be important to Mr. Smith, but generally won’t have much of an impact on the rest of the community, or the Council. This decision has a low level of significance. On the other hand a decision to build a major sporting facility in Feilding will have large financial and other impacts on the community now and in the future. This decision has a very high level of significance.

12. Council is required to undertake a Special Consultative Procedure as set out in Section 83 of the Local Government Act 2002, or to carry out consultation in accordance with or giving effect to Section 82 of the Local Government Act 2002 on certain matters (regardless of whether they are considered significant as part of this policy).

13. For all other issues requiring a decision, Council will determine the appropriate level of engagement on a case-by-case basis.

What are the Strategic Assets?

17. For the purpose of this Policy, the Council considers its networks and other large assets as complete single assets. It is the group of assets as a whole that delivers the service.

18. Listed below are the Council’s strategic assets. Council needs to retain these assets to maintain its capacity to achieve or promote outcomes that it determines to be important to the well-being of the community:

- Storm water network (urban)
- Land drainage networks (rural)
- Parks, reserves and sports grounds
- Council property
- Feilding Library
- Recreational buildings including halls, theatres and recreation complexes
- Makino Aquatic Centre
- Roading network
- Wastewater reticulation networks and treatment assets
- Water supply reticulation networks, treatment assets and storage facilities.

19. Decisions on transferring the ownership or control of strategic assets have Special Consultative Procedure requirements.

**Special Consultative Procedure:**

A Special Consultative Procedure is a defined and mandated form of consultation that must be used before certain types of decisions are made. It includes a formal proposal, provision of at least one month for public submissions, and a formal hearing before a decision can be made.
20. The Council does not expect to undertake significant engagement for decisions that relate to changes to a part of a strategic asset, unless that part substantially affects the level of service provided to the community.

21. In emergency situations physical alterations to strategic assets may be required without formal consultation to:
   • Prevent an immediate hazardous situation arising, or
   • Repair an asset to ensure public health and safety.

Does Council always have to consult?

22. There are times when Council will not normally consult with the community because the issue is routine, operational or because there is an emergency. These may include:
   • Emergency management activities, such as during a state of emergency
   • Decisions that have to be made urgently where it is not reasonably practicable to consult
   • Decisions to act where it is necessary to comply with the law
   • Decisions that are confidential or commercially sensitive as prescribed under the Local Government Official Information Act 1987
   • Organisational decisions (such as staff changes and operational matters) that do not materially reduce a level of service
   • Decisions with regard to regulatory and enforcement activities
   • Procurement and tendering processes
   • Standards set by National Policy Statements
   • Any decisions that are made by delegation or sub-delegation to officer
   • Any matter where the costs of consultation outweigh the benefits
   • An issue where Council already has a good understanding of the views of the persons or community likely to be affected by or interested in the matter
   • A matter that Council has consulted on in within the last triennium.

23. Some decisions made by Council are bound by legislation. In these situations, Council must follow the law and cannot use a flexible consultation process with the community.

When will this policy be reviewed?

24. The policy will be reviewed at a minimum of every three years during the first six months of the new triennium, as required by any legislative changes or other reason.

25. Changes to this policy do not have to be made through the Special Consultative Procedure and may be made by Council resolution.
What does the policy look like in practice?

1. In considering the degree of significance of every issue requiring a decision, Council will be guided by the following criteria:
   - There is a legal requirement to engage with the community
   - The level of financial consequences of the proposal or decision
   - Whether the proposal or decision will affect a large portion of the community
   - The likely impact on present and future interests of the community, recognising Māori culture values and their relationship to land and water
   - Whether the proposal affects the level of service of a significant activity
   - Whether community interest is high
   - Whether the likely consequences are controversial
   - Whether community views are already known, including the community’s preferences about the form of engagement
   - The form of engagement used in the past for similar proposals and decisions.

2. On every issue requiring a decision, Council will consider the degree of significance and the corresponding level of engagement including how and when communities can expect to engage.

3. In general, the more significant an issue, the greater the need for community engagement. Levels of engagement range from Council making decisions to residents making decisions.

4. Council will make available background information on the options available relative to the issue, including previous reports and background documents that are not confidential. The level of information and the assessment of options will reflect the significance of the decision, the interest and involvement of the community and sections 76-79 of the Local Government Act 2002.

5. Significance and engagement will be considered in the early stages of a proposal before decision-making occurs and, if necessary, reconsidered as the proposal develops.

6. Differing levels of engagement may be required during the varying phases of decision-making on an issue, and for different stakeholders.

7. The Marae Consultative Standing Committee Terms of Reference, Memorandum of Understanding or any other similar high-level agreements will be considered as a starting point when engaging with Māori.

When and how will Council engage?

8. When any issue is determined as being significant:
   - The issue will be considered by Council
   - The report to Council will include an assessment of the degree of significance of the issue, and a recommendation on the degree of engagement proposed.

9. Council will apply the principles of consultation (section 82 of the Local Government Act 2002) and consider the options stated in the Community Engagement Guide as a guide for engagement planning. This will provide a consistent but flexible process to guide Council on how and when communities can be engaged in decision-making.

10. The Council will select the exact method that it considers...
appropriate after considering criteria and circumstances such as:

- Who is affected by, interested in, or likely to have a view on the issue, who else might be affected by the issue
- The significance of the matter, both to the local authority and those who are or may be interested in or affected by the issue
- The community’s preferences for engagement
- The circumstances in which the decision is taken, or the issue arose.

What information must be made available when consulting?

The Council will consult in accordance with, or using a process or a manner that gives effect to the requirements of, section 82 of the Local Government Act 2002 where required to do so by law, including for the following specific issues requiring decisions:

- Adopting or amendment the annual plan if required under section 95 of the Local Government Act 2002
- Transferring responsibilities to another local authority under section 17 of the Local Government Act 2002
- Establishing or becoming a shareholder in a council-controlled organisation
- Adopting or amending a revenue and financing policy, development contributions policy, financial contributions policy, rates remission policy, rates postponement policy, or a policy on the remission or postponement of rate on Māori freehold land.

The use of the Special Consultative Procedure

The Council will use the Special Consultative Procedure (as set out in section 83 of the Local Government Act 2002) where required to do so by law, including for the following issues requiring decisions:

- The adoption, amendment or revocation of a Local Alcohol Policy
- The adoption or review of a Local Approved Products (Psychoactive Substances) Policy
- The adoption or review of a class 4 venue policy under the Gambling Act 2003
- The preparation, amendment or revocation of a waste management and minimisation plan.

Unless already explicitly provided for in the Long Term Plan, the Council will seek to amend its Long Term Plan, and therefore use the Special Consultative Procedure, when it proposes to:

- Alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of Council, including commencing or ceasing such an activity; or

Transfer the ownership or control of Strategic Assets (page 138)
Community Engagement Guide

Community engagement is a process involving all or some of the public, and is focused on decision-making or problem-solving.

The following table provides an example of the different levels of engagement that might be considered appropriate, the types of tools associated with each level and the timing generally associated with these types of decisions/levels of engagement. The following table is not a definitive list of available engagement techniques. Other techniques may also be used in addition to those listed below.

<table>
<thead>
<tr>
<th>Level</th>
<th>Council decides</th>
<th>Council seeks opinions</th>
</tr>
</thead>
<tbody>
<tr>
<td>What does it involve</td>
<td>One-way communication providing balanced and objective information to assist understanding about something that is going to happen or has happened.</td>
<td>Two-way communications designed to obtain public feedback about ideas on rationale, alternatives and proposals to inform decision-making.</td>
</tr>
</tbody>
</table>
| Types of issues that we might use this for | Water restrictions  
Procurement of goods and services  
Maintenance and renewals of existing Council assets  
Restricted fire season  
Opening hours of Council facilities | Gambling Policy Bylaw Reviews  
Long Term Plans and Annual Plans |
| Tools Council might use | Websites  
Information flyer  
Public notices  
Council Reports | Formal submissions and hearings, focus groups, surveys |
| When the community can expect to be involved | Council would generally advise the community once a decision is made | Council would advise the community once a draft decision is made Council and would generally provide the community with up to 4 weeks to participate and respond |
Community engagement is a process involving all or some of the public, and is focused on decision-making or problem-solving.

The following table provides an example of the different levels of engagement that might be considered appropriate, the types of tools associated with each level and the timing generally associated with these types of decisions/levels of engagement. The following table is not a definitive list of available engagement techniques. Other techniques may also be used in addition to those listed below.

<table>
<thead>
<tr>
<th>Level</th>
<th>Council decides</th>
<th>Council seeks opinions</th>
<th>Discussion and Involvement</th>
<th>Partnership</th>
<th>Residents Decide</th>
</tr>
</thead>
<tbody>
<tr>
<td>What does it involve</td>
<td>One-way</td>
<td>Two-way</td>
<td>Participatory</td>
<td>Working</td>
<td>The final</td>
</tr>
<tr>
<td></td>
<td>communication</td>
<td>communications</td>
<td>process designed</td>
<td>together to</td>
<td>decision-making</td>
</tr>
<tr>
<td></td>
<td>providing</td>
<td>designed to</td>
<td>to help identify issues</td>
<td>develop</td>
<td>is in the</td>
</tr>
<tr>
<td></td>
<td>balanced</td>
<td>obtain public</td>
<td>and views to ensure</td>
<td>understanding</td>
<td>hands of the</td>
</tr>
<tr>
<td></td>
<td>and objective</td>
<td>feedback about</td>
<td>that concerns and</td>
<td>of all issues</td>
<td>public.</td>
</tr>
<tr>
<td></td>
<td>information</td>
<td>ideas on rationale</td>
<td>aspirations are</td>
<td>and interests</td>
<td></td>
</tr>
<tr>
<td></td>
<td>to assist</td>
<td>alternatives and</td>
<td>understood and</td>
<td>to work out</td>
<td></td>
</tr>
<tr>
<td></td>
<td>understanding</td>
<td>proposals to inform</td>
<td>considered prior to</td>
<td>preferred</td>
<td></td>
</tr>
<tr>
<td></td>
<td>about something</td>
<td>decision-making.</td>
<td>decision-making.</td>
<td>solutions.</td>
<td></td>
</tr>
<tr>
<td>Types of issues that we might</td>
<td>Water restrictions</td>
<td>Procurement of goods</td>
<td>Rates Review</td>
<td></td>
<td></td>
</tr>
<tr>
<td>use this for</td>
<td>and services</td>
<td>and services</td>
<td>District Plan Review</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Maintenance</td>
<td>Maintenance and</td>
<td>CBD upgrades</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>renewal of</td>
<td>renewals of existing</td>
<td>Earthquake prone public</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>existing</td>
<td>Council assets</td>
<td>buildings</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Council assets</td>
<td>Restricted fire season</td>
<td>Makino Aquatic Centre</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>of</td>
<td>Opening hours of</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Council facilities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tools Council might use</td>
<td>Websites</td>
<td>Information flyer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Public notices</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Council Reports</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Formal submissions and</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>hearings, focus groups</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>surveys</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Workshops</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Focus groups</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Email Panel</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>External working groups</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(involving community</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>experts)</td>
<td>Binding referendum</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Local body elections</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>When the community can</td>
<td>Council would</td>
<td>Council would generally</td>
<td>Council would generally</td>
<td></td>
<td></td>
</tr>
<tr>
<td>expect to be involved</td>
<td>generally</td>
<td>provide the community</td>
<td>provide the community</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>advise the</td>
<td>with a greater lead in</td>
<td>with a greater lead in</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>community once</td>
<td>time to allow them</td>
<td>time to allow them time</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>a decision made</td>
<td>time to be involved in</td>
<td>to be involved in the</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Council would</td>
<td>the process.</td>
<td>process e.g. typically a</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>generally provide</td>
<td></td>
<td>month or more</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>the community</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>with a greater</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>lead in time to</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>allow them time</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>to be involved in</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>the process.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Manawatu River Accord
- Redevelopment Community Plans
- Rates Review
- District Plan Review
- CBD upgrades
- Earthquake prone public buildings
- Makino Aquatic Centre
- Workshop
- Focus groups
- Email Panel
- External working groups (involving community experts)
- Binding referendum
- Local body elections
- Election voting systems (MMP, STV or FPP)
- Manawatu River Accord
- Redevelopment Community Plans
- Election voting systems (MMP, STV or FPP)
### Appendix: Definitions

#### Legal purpose of the Significance and Engagement Policy

The purpose of a significance and engagement policy is:

a) to enable the local authority and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities; and

b) to provide clarity about how and when communities can expect to be engaged in decisions about different issues, assets, or other matters; and
d) to inform the local authority from the beginning of a decision-making process about –
   (i) the extent of any public engagement that is expected before a particular decision is made; and
   (ii) the form or type of engagement required.

#### Community

A group of people living in the same place or having a particular characteristic in common. Includes interested parties, affected people and key stakeholders. This may include:

- An urban area e.g. Feilding
- Rural township(s) e.g. Apiti, Rangiwahia
- Rural and/or urban residents
- Businesses

#### Decisions

Refers to all the decisions made by or on behalf of Council including those made by officers under delegation. Decisions include deliberations on any issue, proposal or other matter. Management decisions made by officers under approved delegations will generally not be deemed significant.

#### Engagement

A term used to describe the process of seeking information from the community to inform and assist decision-making. There is a continuum of community involvement.

#### Special Consultative Procedure (SCP)

A defined and mandated form of consultation that must be used for:

- adoption/amendment to the Long Term Plan (including significant alterations to levels of service, Financial Strategy or the rating system)
- adoption or amendment to a significant bylaw
- transfer of ownership of a significant strategic asset
- changes to some policies that are specified under other legislation, such as a Local Alcohol Policy, the Waste Management and Minimisation Plan or a class 4 venue policy under the Gambling Act 2003
- adoption of an Annual Plan (where a material change from the Long Term Plan is proposed).
- The SCP includes a formal proposal, at least 1 month for submissions, and a formal hearing.

#### Significance

Significance, in relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of the issue, proposal, decision, or matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for –

- the district or region
- any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter
- the capacity of the local authority to perform its role, and the financial and other costs of doing so
Significant

Significant, in relation to any issue, proposal, decision, or other matter, means that the issue, proposal, decision, or other matter has a high degree of significance.

The relationship between Significance and Significant is shown in the diagram below.

<table>
<thead>
<tr>
<th>Very low degree of significance</th>
<th>‘Not important’</th>
<th>Council Judgement</th>
</tr>
</thead>
<tbody>
<tr>
<td>‘Significant’</td>
<td></td>
<td>Very high degree of significance</td>
</tr>
<tr>
<td>‘Critical’</td>
<td></td>
<td>‘Critical’</td>
</tr>
</tbody>
</table>

Strategic asset

Strategic asset, in relation to the assets held by a local authority, means an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority’s capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community.

Section 5 of the Local Government Act requires the following to be listed in this Policy:

a) any asset or group of assets listed in accordance with section 90 (2) by the local authority; and

b) any land or building owned by the local authority and required to maintain the local authority’s capacity to provide affordable housing as part of its social policy; and

c) any equity securities held by the local authority in—

(i) a port company within the meaning of the Port Companies Act 1988

(ii) an airport company within the meaning of the Airport Authorities Act 1966

Strategic aspirations

Refer to any high level, direction setting goal or document that council’s aim to deliver.
Decision on Council Vision and Outcomes

Purpose

The purpose of this report is to seek the approval of the Strategic Planning and Policy Committee to include the Council Vision and Outcomes in the Draft Long Term Plan 2018-28.

Significance of Decision

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

Recommendations

That the Strategic Planning and Policy Committee approve the Council Vision and Outcomes for inclusion in the Draft Long Term Plan 2018-28 as follows:

**Manawatu Vision** - Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand.

**Feilding Vision** - An attractive, progressive and inclusive country town that offers lifestyle choices, and is the agri-business hub of the Region.

**Villages Vision** - Attractive and prosperous communities that offer lifestyle choices and business opportunities within a unique environment.

**Rural Vision** – Providing world-leading food, products and services within a beautiful sustainable rural landscape that offers outstanding recreational opportunities.

**Council Outcomes:**

- Manawatu District protects the natural environment through stewardship of the District’s natural and physical resources.
- Manawatu District attracts and retains residents and businesses.
- Manawatu District develops a broad economic base from its solid foundation in the primary sector.
- Manawatu District is connected via quality infrastructure, services and technology
- Manawatu District’s built environment is safe, resilient and attractive.
- Manawatu District Council is a customer-focussed and efficient organisation.

Report prepared by:
Lisa Thomas
Policy Adviser
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>
<thead>
<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>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

2 Background

2.1 One of the purposes of the Long Term Plan, as set out in Clause (6) Section 93 of the Local Government Act 2002, is to describe “community outcomes of the local authority’s district…”

2.2 Section 5 of the Local Government Act 2002 (Interpretation) defines community outcomes as follows:

“community outcomes means the outcomes that a local authority aims to achieve in meeting the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions”.

2.3 Council undertook a comprehensive review of its Vision and Outcomes as part of the 2012-22 Long Term Plan. No changes were made through the review of these for the 2015-25 Long Term Plan. The Vision and Outcomes are now being reviewed for inclusion in the draft Long Term Plan 2018-28.

2.4 The current Long Term Plan (2015-25) includes an overall District Vision as well as separate visions for Feilding, the Villages and the rural area. The Community Outcomes provide the detail on how we seek to achieve our vision. These vision and outcome statements help to focus Council decision-making on what is really important and on what is best for the District in the long term.

3 Discussion and Options considered

3.1 Councillors were given an overview of the current vision and outcomes at the 6 July 2017 Strategic Planning and Policy Committee meeting. The purpose of this presentation was firstly to provide background and rationale for the vision and outcomes as included in the Long Term Plan, and secondly to gauge whether there is an appetite to amend the current vision and outcomes. A second workshop was held on the 22nd of August 2017, where further changes were made.
The 2015-25 Long Term Plan includes a Manawatu Vision and separate Vision statements for Feilding, the Villages and the Rural area. The Committee supported the retention of these separate Vision statements but suggested some minor wording changes as follows:

<table>
<thead>
<tr>
<th>Manawatu Vision</th>
<th>Original</th>
<th>Revised</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original</td>
<td>Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand.</td>
<td>No change</td>
<td>No change</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Feilding Vision</th>
<th>Original</th>
<th>Revised</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original</td>
<td>A thriving community enjoying the most vibrant country town in New Zealand, servicing the regional rural sector.</td>
<td>An attractive, progressive and inclusive country town that offers lifestyle choices, and is the agri-business hub of the region.</td>
<td>Added: attractive, progressive and inclusive country town that offers lifestyle choices, and is the agri-business hub of the region. Deleted: thriving community enjoying the most vibrant county town in New Zealand,</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Villages Vision</th>
<th>Original</th>
<th>Revised</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original</td>
<td>Attractive and prosperous communities that offer lifestyle choices and business opportunities within a unique environment.</td>
<td>No change</td>
<td>No change</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rural Vision</th>
<th>Original</th>
<th>Revised</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original</td>
<td>The food basket of New Zealand within a sustainable rural landscape that offers outstanding recreational opportunity.</td>
<td>Providing world-leading food, products and services within a beautiful sustainable rural landscape that offers outstanding recreational opportunities.</td>
<td>Added: providing world-leading food, products and services. Beautiful. Deleted: food basket of New Zealand Retained: Sustainable rural landscape that offers outstanding recreational opportunities.</td>
</tr>
<tr>
<td>Revised</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The committee discussed the current Council Outcomes and agreed that they be reworded as follows for inclusion in the draft Long Term Plan:

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Original</th>
<th>Revised</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manawatu District will improve the natural environment, stewarding the District in a practice aligned to the concept of kaitiakitanga which translates as holistic guardianship.</td>
<td>Manawatu District will protect the natural environment through stewardship of the District’s natural and physical resources.</td>
<td>Added: protects the natural environment through stewardship of the District’s natural and physical resources. Deleted: will improve... stewarding the District in a practice aligned to the concept of kaitiakitanga which translates as holistic guardianship. Retained: Manawatu District...the natural environment.</td>
<td></td>
</tr>
<tr>
<td>Manawatu District will attract and retain residents.</td>
<td>Manawatu District attracts and retains residents and businesses.</td>
<td>Added: and businesses Deleted: will Retained: Manawatu District attracts and retains residents.</td>
<td></td>
</tr>
<tr>
<td>Manawatu District develops a broad economic base from its solid foundation in the primary sector.</td>
<td>Manawatu District develops a broad economic base from its solid foundation in the primary sector.</td>
<td>No change.</td>
<td></td>
</tr>
<tr>
<td>Manawatu and its people are connected via quality infrastructure and technology.</td>
<td>Manawatu is connected via quality infrastructure, services and technology</td>
<td>Added: services Deleted: and its people</td>
<td></td>
</tr>
<tr>
<td>Manawatu’s built environment is safe, reliable and attractive.</td>
<td>Manawatu’s built environment is safe, resilient and attractive.</td>
<td>Added: resilient Deleted: reliable Retained: Manawatu’s built environment is safe, and attractive</td>
<td></td>
</tr>
<tr>
<td>Manawatu District Council is an agile and effective organisation.</td>
<td>Manawatu District Council is a customer focussed and efficient organisation.</td>
<td>Added: customer focussed and efficient Deleted: agile and effective Retained: Manawatu District Council</td>
<td></td>
</tr>
</tbody>
</table>
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 from matters raised in this report.

6 **Statutory Requirements**

6.1 The following sections of the Local Government Act are relevant to the review of Council’s Vision and Outcomes:

- Section 14 – Principles relating to local authorities
- Section 93 – Long Term Plan
- Section 93A – Use of the special consultative procedure in relation to long-term plan
- Clause 1 of Schedule 10 – Information to be included in long-term plans

7 **Delegations**

7.1 Council has delegated responsibility to the Strategic Planning and Policy Committee to oversee, co-ordinate and direct the development of the Long Term Plan. The review of Council’s Vision and Outcomes is one of the pieces of work that is required in the development of the Long Term Plan.

8 **Consultation**

8.1 Part 10 of the Long Term Plan specifies the information that must be included in a Long Term Plan. Clause 1 of Part 10 states that “A long-term plan must, to the extent determined appropriate by the local authority, describe the community outcomes for the local authority’s district or region.” The inclusion of Council’s Vision and Outcomes in the Long Term Plan 2018-28 is therefore required by the Local Government Act 2002.

8.2 Section 93(2) of the Local Government Act 2002 requires territorial authorities to use the special consultative procedure when adopting a Long Term Plan. Council’s Vision and Outcomes will be included in the draft Long Term Plan 2018-28. Members of the public will be invited to submit feedback on the Vision and Outcomes as part of the general feedback on the draft Long Term Plan 2018-28. Submitters was also be invited to speak to their submission at the Long Term Plan Hearings in May 2018.

9 **Cultural Considerations**

9.1 This report does not involve a significant decision in relation to land or a body of water or those matters of cultural importance to Maori specified in Section 77 of the Local Government Act 2002.
10 Conclusion

10.1 Council’s Vision and Outcomes were thoroughly reviewed by the Strategic Planning and Policy Committee at the 6 July 2017 meeting and at the Council Workshop on the 22nd of August 2017. Approval is sought from the Strategic Planning and Policy Committee to include the revised Vision and Outcomes in the draft Long Term Plan 2018-28 for public consultation.
Manawatu District Quarterly Economic Update - June 2017

Purpose

The purpose of this report is to provide an overview of the current state and structure of the Manawatu District economy.

Significance of Decision

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

Recommendations

That the Council receives the Manawatu District Quarterly Economic update dated 5 October 2017.

Report prepared by:
Stacey Bell
Economic Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
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>
<thead>
<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>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>

2 Background

2.1 The Manawatu District Quarterly Economic Update provides an overview of the current state and structure of the Manawatu District economy to inform local decision making.

2.2 Data included within this report is sourced from a number of reputable Government and professional economic data sources including Infometrics, StatsNZ, MBIE, Ministry of Education, Marketview, QV and a range of financial and tourism sector economic reports.

3 Discussion and Options considered

3.1 The report and supporting information are for information purposes. Any matters that require resolution would be reported separately to Council.

3.2 The local economy continues to be driven by global demand for our products, a growing population, continued investment in housing and non-residential construction, low unemployment, and rising visitor/tourism spending.

- Gross Domestic Product for the District has grown by an estimated 4.0% to the year ended June 2017. This is an increase of $33m from the previous year. This compares with a regional growth rate of 2.7% and a national growth rate of 2.8% over the same period.

- The number of international migrants increased to 126 to the year ended June 2017. This compares with an estimated 106 new international migrants to the year ended March 2017.

- Average annual house prices to the year ended June increased by 14% when compared with the previous year. This compares to regional annual average growth of 13% with national house price growth relatively subdued at 6.7%.

- The average number of houses sold in the District to the year ended June 2017 has grown by 11%. This compares with growth of 9.9% for the region and a decline of 14% across New Zealand. Data for August indicates that national volumes have continued to decline with a 20% reduction when compared with August 2016.
• The number of consents for new dwellings in the District increased by 23% to the year ended June. This compares with an increase in residential consents of 39% across the region with national growth dropping to 4.7%.

• The value of non-residential consents in the District grew by 61% to $19m to the year ended June. This compares with a decline across the region of 9.7% and national growth of 1.6%.

• The unemployment rate for the District decreased to 3.4% over the June quarter. This compares with a regional unemployment rate of 4.7% and a national unemployment rate of 4.6%.

• For the June quarter, retail spending in the District increased by 5.1% when compared with the previous June quarter. This was followed by an increase of 3.8% and 3.4% in the July and August quarters respectively.

• The number of people receiving the jobseeker benefit in the District declined by 30 to 658 over the June quarter. Of those currently receiving the jobseeker benefit, 350 recipients are work ready with the remaining 308 recipients facing greater constraints to employment due to health conditions and disability.

• Tourism spending increased by 7.4% to the year ended June. Domestic tourism spending was particularly strong increasing by $4m compared with the year ended June 2017. International tourism spending declined by $1m over the period.

• The Commercial Accommodation Monitor (CAM) is reporting a 2.9% decline in the number of guest nights in the District over the four quarters to June 2017. Alongside an increase in domestic tourist spending, the continued decline in the number of guest nights in the District implies a shift to non-commercial accommodation.

The national election is creating uncertainty around post-election market conditions. While economic indicators for the District remain relatively strong, this uncertainty is evident through national level data, which indicates deferral of investment by households and firms.

Post-election, uncertainty should resolve restoring market conditions. However, any significant change in Central Government direction in terms of trade conditions and immigration, taxation and environmental policy could impact on economic activity in the District.

Post-election, any changes to Central Government policy and potential impacts will be monitored and reported on throughout the quarterly reporting series.

4 Operational Implications

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

5 Financial implications

5.1 There are no financial implications associated with this paper.
6 Statutory Requirements
6.1 There are no statutory requirements associated with this paper.

7 Delegations
7.1 The Strategic Planning and Policy Committee has authority to consider this matter.

8 Consultation
8.1 There are no consultation requirements associated with this matter.

9 Cultural Considerations
9.1 There are no cultural considerations associated with this report.

10 Conclusion
10.1 The report alongside the Manawatu District Quarterly Economic Update presents the most up-to-date economic information to Council to support governance functions. The report and attached Quarterly Economic Update are submitted for your consideration and discussion.

11 Attachments
- Manawatu District Quarterly Economic Update
**Introduction**

Last quarter we reported that economic indicators continue to reflect the strength of both the New Zealand and local economy on the back of ‘booming tourism, strong net inward migration, solid construction activity, and supportive monetary policy...’\(^1\).

While the national economy continues to perform strongly, recent indicators do also highlight areas within the economy that are vulnerable to political uncertainty.

For example, confidence to invest in large ticket items such as housing are affected by political risk and uncertainty around post-election policy and flow-on effects to market conditions. In this election, the perception of risk is arguably greater. With a tight race between the two major parties, and significant differences in approaches to policy and fiscal management, the outcome of this election could offer considerably different economic futures for our country.\(^2\)

Time will tell. For now, potential issues for the District are discussed in greater detail in the ‘Things to Watch’ section, later in the report.

**Our District**

*The local economy continues to be driven by global demand for our products, a growing population, continued investment in housing and non-residential construction, low unemployment, and rising visitor/tourism spending*

Economic indicators continue to reflect considerable strength in the local economy.

---

\(^1\) OECD New Zealand Economic Survey 2017

**Gross domestic product growth**

**Annual average percentage change**

Infometrics estimates that GDP for the Manawatū District grew by 4% to $896m to the year ended June. This is an estimated increase of $33m when compared with the previous year. Estimated economic growth for the District exceeds both estimated domestic and regional growth rates at 2.8% and 2.7% respectively.

**Highlights**

- The unemployment rate dropped to 3.4% in the June quarter. This compares to an estimated national unemployment rate of 4.6%.
- Residential property market indicators remain strong with growth in house sales, house prices and consents rising by 11%, 14% and 23% respectively.
- The value of non-residential consents increased by 61% to the year ended June 2017.
- The number of international migrants choosing to live in the Manawatū District continues to increase, with 126 international residents relocating to the District to the year ended June 2017.
- Tourism spending increased by 7.4% to the year ended June 2017.
- Registration of new cars and commercial vehicles increased by 28% and 17% respectively.

**Lowlights**

- Infometrics reports a 2.9% decline in visitors staying in Commercial Accommodation to the year ended June.

\(^2\) Paul Drake – Chief Australia/New Zealand economist at Capital Economics.
Our export industry

Export Trade is of particular importance to the Manawatū District economy.

Infometrics estimates that exports contribute approximately 38% of GDP to the District economy annually. This compares with 30% at the national level.

In 2016, international exports contributed $328.7m to the local economy. This compares with $304.8m for the previous year.

Meat and meat product manufacturing is by far our largest export industry contributing $206.2m to the District economy in 2016. Collectively, our top five export Industries contribute just over 80% of export earnings, totalling $267m.

The significant contribution of export earnings to our local businesses and the wider economy highlights the importance of maintaining favourable terms of trade and healthy trade relationships with our international trading partners.

The Property Market

The Manawatu District property market holds its own amidst pre-election uncertainty.

House Price Growth

House price versus annual percentage change

Annual average house prices continue to grow. Average house prices for the District peaked in June at $308,599. This is a 16.1% increase on June 2016. Average house prices in July and August decreased marginally from June; however, levels of annual growth remained strong at 14.4% and 13.9% respectively. In contrast, national average house price growth has continued to fall to 4.75% to the year ended August. LVR restrictions, resource constraints and political uncertainty have been effective at slowing house price growth in more expensive property markets.
**House Sales**  
Quarterly number, Manawatū District

Number of houses sold remains relatively strong despite 20% fall in national sales. The number of houses sold in the district increased by 50% or 11% when compared with the year ended June 2016. Over the same timeframe, national house sales decreased by 14% with house sales in Auckland decreasing by 20.5%. Latest Real Estate Institute of New Zealand (REINZ) data for August confirms national house sales have fallen by 20% to the year ended August 2017.

**Residential Consent Activity**  
Consent applications for new dwellings

Investment in new dwellings in the District and the wider region continues to perform strongly. 162 consents for new dwellings were granted in the District to the year ended June 2017. This is a 24% increase, or 31 additional dwellings consented from the previous year. Consents for new dwellings across the wider region have also grown strongly at 39% to the year ended June. This compares with an increase in houses consented at the national level of 4.7%.

**Non-Residential Consent Activity**  
Value of non-residential consents

Non-residential investment continues to climb. The value of non-residential consents to the year ended June 2017 climbed by $7m to $19m. This is an increase of 61% when compared with the previous year. In contrast, the value of non-residential consents across the wider Region dropped by 9.7% over the same timeframe, with growth in values for NZ suppressed at 1.6%.

**The Labour Market**

Unemployment continues to decline in the midst of strong labour demand.

**Unemployment Rate**  
Average annual rate

The average annual unemployment rate for the district fell to 3.4% in the June quarter. This compares with a regional and national unemployment rate of 4.7% and 4.6% respectively. As the unemployment rate for the District trends lower than the national unemployment rate, with emerging resource constraints in regional labour markets it is becoming increasingly important to minimise barriers to employment.
Latest Ministry of Social Development figures indicates 350 jobseekers are currently work ready and available to supply District labour demand. The number of work ready jobseeker beneficiaries represents the portion of the workforce that have been unable to find work despite the absence of obvious barriers. In an environment where labour constraints are evident, upcoming CEDA Regional skills gap analysis will provide a much-needed understanding of skills gaps and less obvious barriers to employment. This analysis will guide future investment into skills development to support both regional businesses and levels of employment.

Retail Trade
Change in retail sales (YE)

Annual growth in retail spending continues through the winter months. Marketview indicates a 5.1% increase in spending in the quarter ended June 2017 compared with the previous June quarter. This was followed by a 3.8% and 3.4% increase in spending in the June and July quarters. With the exception of fuel, gains in the August quarter were across the board - Takeaways (14.1%), homeware/homeware (13%), and apparel (9.6%).

Market Day Feilding
Average retail spend –Fridays vs other weekdays

Marketview data for 2017 indicates that retail spending on Fridays is on average, 16% higher than on other weekdays. April was the only month where Friday spend was lower than on other weekdays. This is explained by School holidays over the period 14 to 30 April where spending during Monday and Thursday increased.

Tourism
Tourism spending continues to expand in 2017.

Change in tourism spending 2010-2017
Things to watch

The upcoming election is creating considerable uncertainty for businesses and households. The closeness of the race in addition to significant differences in policy direction of the major parties (not to mention the misaligned policy stance of potential coalition partners) is further contributing to uncertainty and nervousness around the outcome of the general election.

Post-election, risk aversion may well continue. Policy is likely to be established in amongst coalition arrangements and depending on the outcome of the election, considerable changes to investment incentives, immigration and environmental policy are possible.

Pre-election deferral of investment is evident in the reported volume of houses sold across New Zealand in August 2017,

Deferral of investment

The Real Estate Institute of New Zealand reports that in August the volume of houses sold across New Zealand decreased by 20%. Such a significant reduction in sales volumes would usually signal a widespread slowing of the housing market. However, continued growth of house values in many parts of the Country including the Manawatū indicates that suppressed sales are likely due in part to political uncertainty around post-election market conditions.

Labour market constraints

Evidence of mounting resource constraints in the supply of skills and talent to the Regions has the potential to constrain business growth across the District and the wider Region. Recent ANZ figures indicate a 21% increase in the number of jobs advertised across the Manawatū-Whanganui Region from the previous year. This growing demand for skills and talent across our labour market highlights the significance of both attracting new, and developing the skills and talent of our youth and under-employed to support the well-being of our families and enable businesses to expand to meet growing demand.

If Central Government immigration settings restricts access of businesses to appropriately skilled staff, the sustainability of our businesses and wider economy would be affected.

Environmental Policy

One of the hottest topics of the election is the environment and the perceived impact of primary production on water use and degradation of waterways. While significant investment has been made by farmers to fence waterways, both the Labour Party and the Green Party are proposing considerable changes to the way in which primary producers pay for water and the environment in the future.

Whether politically there is agreement with the Labour Party and the Green Party or not, the introduction of increased costs for farmers will influence production and spending decisions. Where money is going to fund taxation or water use charges, it cannot be spent on capital, increased production, in the community, or on voluntary measures to enhance the environment..

With 21% of our economy directly dependent on primary industries, the potential for increased costs for our primary producers and any impact on the wider Manawatū District economy will be important to watch.

Trading partners

As discussed, our five largest trading partners are China, Australia, USA, Japan and South Korea. Demand for goods produced in our District from each of these countries is significant and growing. For example, the value of meat and edible offal exported to China has grown by 95.5% since 2013 while the value of logs, wood and wood product exports to South Korea has increased by 27.8% over the same timeframe.

The proposed re-negotiation of Free Trade Agreements with some of our largest trading partners may impact on our exporters and the local, Regional and National economy.

Post-election, developments will be monitored and reported on throughout the quarterly reporting series.
Economic Outlook

Summary Economic Indicators

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Manawatū District</th>
<th>Manawatū Whanganui Region</th>
<th>New Zealand</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Annual average % change</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gross domestic profit</td>
<td>4%</td>
<td>2.7%</td>
<td>2.8%</td>
</tr>
<tr>
<td>Traffic flow</td>
<td>3.5%</td>
<td>4.1%</td>
<td>3.3%</td>
</tr>
<tr>
<td>Residential consents</td>
<td>23%</td>
<td>39%</td>
<td>4.7%</td>
</tr>
<tr>
<td>Non-residential consents</td>
<td>61%</td>
<td>-9.7%</td>
<td>1.6%</td>
</tr>
<tr>
<td>House prices</td>
<td>14%</td>
<td>13%</td>
<td>6.7%</td>
</tr>
<tr>
<td>House sales</td>
<td>11%</td>
<td>9.9%</td>
<td>-14%</td>
</tr>
<tr>
<td>Guest nights</td>
<td>-2.9%</td>
<td>4.2%</td>
<td>3.7%</td>
</tr>
<tr>
<td>Car registrations</td>
<td>28%</td>
<td>13%</td>
<td>9.5%</td>
</tr>
<tr>
<td>Commercial vehicle registrations</td>
<td>17%</td>
<td>11%</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Level</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unemployment rate</td>
<td>3.4%</td>
<td>4.7%</td>
<td>4.6%</td>
</tr>
<tr>
<td>June quarter</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overseas net migration</td>
<td>126</td>
<td>1,253</td>
<td>72,297</td>
</tr>
<tr>
<td>June quarter</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retail trade</td>
<td>5.1%</td>
<td>5.4%</td>
<td>4.3%</td>
</tr>
<tr>
<td>Same quarter previous year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tourism expenditure</td>
<td>7.4%</td>
<td>6.9%</td>
<td>5.9%</td>
</tr>
<tr>
<td>Same quarter previous year</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Table source: Infometrics, Horizons, Marketview, Ministry of Social Development*

The data included within this report is sourced from a number of reputable Government and professional economic data sources including Infometrics, StatsNZ, MBIE, Ministry of Education, Marketview, QV and a range of financial and tourism sector economic report.

**Disclaimer**

Information provided in this document is based solely on records held by, or provided to, Manawatu District Council. The accuracy of the information provided has not been checked. Use of this information for any purpose what-so-ever is at the discretion of the user. Manawatu District Council accepts no liability for any loss or hurt which may be suffered due to that use.
Notes

Gross Domestic Product

Gross Domestic Product is estimated by Infometrics. A top down approach breaks national industrial production (sourced from production based GDP measures published by Statistics New Zealand) is broken down to TA level by applying TA shares to the national total. Each TA’s share of industry output is based on earnings data from LEED. GDP growth in recent quarters is based on a model which uses the various partial economic indicators presented in this report as inputs.

Net Migration

Net migration is the difference between the number of arrivals and departures of permanent and long-term migrants. Data is sourced from International Travel and Migration statistics from Statistics New Zealand.

Unemployment

Regional level unemployment rates are sourced from Statistics New Zealand’s Household Labour Force Survey. Trends in the number of Jobseekers at TA level are used to break down regional unemployment rates to TA level. To reduce volatility the unemployment rate is presented as an average for the last four quarters.

Traffic Flow

Traffic flow growth rates are calculated from the number of vehicles passing approximately 110 sites monitored by New Zealand Transport Agency. Each of the sites has been mapped to a territorial authority.

Retail Sales

The retail spending data is sourced from Marketview. It measures total electronic card spending using spending through the Paymark network and adding to it an estimate of non-Paymark network spending using the pattern of BNZ card holder spending at non-Paymark retailers. For further breakdown of the data by storetype and other variables contact Marketview.

Accommodation

The number of guest nights is sourced from Statistics New Zealand’s Accommodation Survey. A guest night is equivalent to one guest spending one night at an establishment. For example, a motel with 15 guests spending two nights would report that they had provided 30 guest nights.

House sales

The number of house sales is sourced from REINZ. The indicator measures the number of house sales at the point when the sale becomes unconditional. The unconditional date is the date when all the terms of an agreement have been satisfied and the sale and purchase can proceed to settlement.

House values

House value (dollar value) are sourced from QVNZ. The levels quoted in the report are average current values over the past 12 months. An average current value is the average (mean) value of all developed residential properties in the area based on the latest house value index from QVNZ. It is not an average or median sales price, as both of those figures only measure what happens to have sold in the period. These average current values are affected by the underlying value of houses (including those not on the market) and are quality adjusted based on the growth in each house’s price between sales.

Building consents

Building consents data are sourced from Statistics New Zealand. Non-residential consents include the value of both new buildings and alterations.

Vehicle sales

Car and commercial vehicle sales data are sourced from New Zealand Transport Authority. Sales are based on new registrations which include the first time registration of new vehicles and used vehicles imported from overseas.

Jobseekers support

In July 2013 the New Zealand’s welfare system changed to better recognise and support people’s work potential. As part of this the Jobseekers Support benefit was introduced. This benefit is for people who can usually look or prepare for work but also includes people who can only work part-time or can’t work at the moment, for example, because they have a health condition, injury or disability.

Data presented for the September 2013 quarter onwards is provided by the Ministry of Social Development (MSD). Data prior to September 2013 are Infometrics estimates based on re-grouping pre-July 2013 benefit categories to be consistent with the post-July 2013 benefit categories. The pre-July 2013 benefit categories used to estimate the number of Jobseekers Support recipients are: Unemployment Benefit and Unemployment Benefit Hardship; Unemployment Benefit Training and Unemployment Benefit Hardship Training; Sickness Benefit and Sickness Benefit Hardship; Domestic Purposes Benefit - Sole Parent (if youngest child is 14 or over); Women Alone and Widow’s Benefit (without children or with children 14 or over).
Local Government Official Information and Meetings Act 1987 - Requests for Information September 2017

Purpose

To present requests for information received by Council under the Local Government Official Information and Meetings Act 1987.

Significance of Decision

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

Recommendations

That the report detailing the requests for information received under the Local Government Official Information and Meetings Act 1987 for the month of September 2017 be received.

Report prepared by:
Lorraine Thompson
Executive Assistant - Corporate and Regulatory

Approved for submission by:
Karel Boakes
Acting 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*

<table>
<thead>
<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>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2 Background

2.1 The Local Government Official Information and Meetings Act 1987 makes provision for public access to Council information.

2.2 The Act also provides requirements for how Council must deal with any requests for access to information that it holds.

2.3 Each month the Council makes available to elected members a list of requests received, including the name of the requestor, a description of the information being sought, and the timelines for that request.

3 Discussion and Options considered

3.1 The following table sets out the requests for information that have been received by Council in the past month:
## SUMMARY OF LGOIMA REQUESTS RECEIVED TO 27 SEPTEMBER 2017

Requests previously reported as in progress that have since been closed.

<table>
<thead>
<tr>
<th>File Reference</th>
<th>Date Received</th>
<th>Due Date</th>
<th>Requester Name</th>
<th>Organisation</th>
<th>Request Information</th>
<th>Status</th>
<th>Date Sent</th>
</tr>
</thead>
<tbody>
<tr>
<td>LG1702</td>
<td>6/07/2017</td>
<td>3/08/2017</td>
<td>Ann Fullerton</td>
<td>Individual</td>
<td>MDC employees, contractors, consultants - numbers and costs</td>
<td>Completed</td>
<td>3/08/2017</td>
</tr>
<tr>
<td>LG1705</td>
<td>24/07/2017</td>
<td>21/08/2017</td>
<td>Steven Fryer</td>
<td>Individual</td>
<td>Impounded dogs - entire or desexed</td>
<td>Completed</td>
<td>14/08/2017</td>
</tr>
</tbody>
</table>

The following requests have been received or closed in the month of September.

<table>
<thead>
<tr>
<th>File Reference</th>
<th>Date Received</th>
<th>Due Date</th>
<th>Requester Name</th>
<th>Organisation</th>
<th>Request Information</th>
<th>Request Status</th>
<th>Date Sent</th>
</tr>
</thead>
<tbody>
<tr>
<td>LG1712</td>
<td>4/09/2017</td>
<td>2/10/2017</td>
<td>Bob Field</td>
<td>Individual</td>
<td>Lees Road Joinery - copy of full Council file on Resource Consent application</td>
<td>completed</td>
<td>22/09/2017</td>
</tr>
<tr>
<td>LG1713</td>
<td>31/08/2017</td>
<td>28/09/2017</td>
<td>Ann Fullerton</td>
<td>Individual</td>
<td>Sanson Liquormart Ltd - Q1 - full copy of Sanson CC declined objection provided by MDC. Q2 being responded to by Sanson CC</td>
<td>completed</td>
<td>6/09/2017</td>
</tr>
<tr>
<td>LG1714</td>
<td>19/09/2017</td>
<td>17/10/2017</td>
<td>Alexander Robertson</td>
<td>Local Focus - NZ Herald</td>
<td>No. of issued CCCs that have been disputed; amount spent on resolving disputes</td>
<td>in progress</td>
<td></td>
</tr>
<tr>
<td>LG1715</td>
<td>19/09/2017</td>
<td>17/10/2017</td>
<td>Megan Denize</td>
<td>Inspector Spot - Pet Detectives</td>
<td>How does council manage pets that are found dead on public property</td>
<td>in progress</td>
<td></td>
</tr>
</tbody>
</table>
4 Operational Implications

4.1 There are no capital / operating expenditure implications nor maintenance costs associated with this paper.

5 Financial Implications

5.1 There are no financial implications associated with this paper.

6 Statutory Requirements

6.1 The statutory requirements for access to local authority information, and procedures for dealing with requests received for information held by local authorities is set out in Parts 1, 2, 3, 4, 5 and 6 of the Local Government Official Information and Meetings Act 1987.

7 Delegations

7.1 The committee has authority to consider this matter.

8 Consultation

8.1 There are no community consultation requirements associated with this paper.

9 Cultural Considerations

9.1 There are no cultural considerations associated with this paper.

10 Conclusion

10.1 The requests for information that have been received in the past month are reported to the Strategic Planning and Policy Committee for receipt.

11 Attachments

- There are no attachments.