



COUNCIL

AGENDA

Meeting to be held

THURSDAY 18 FEBRUARY 2016

8.30am

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

Please Note

The Strategic Planning and Policy Committee
will convene immediately following the
conclusion of the Council meeting

A handwritten signature in black ink, appearing to read "Lorraine Vincent", is positioned above the printed name.

Lorraine Vincent
Chief Executive

MEMBERSHIP

Chairperson

Her Worship the Mayor, Mrs Margaret Kouvelis

Deputy Chairperson

Councillor Tony Jensen

Members

Councillor Steve Bielski
Councillor Barbara Cameron
Councillor Shane Casey
Councillor Wayne Ellery
Councillor Jo Heslop
Councillor Albert James
Councillor Andrew Quarrie
Councillor Alison Short
Councillor Howard Voss

ORDER OF BUSINESS

PAGE

1. MEETING OPENING

Major Wayne Jellyman, Salvation Army, will open the meeting in prayer

2. APOLOGIES

3. REQUESTS FOR LEAVE OF ABSENCE

4. CONFIRMATION OF MINUTES

5

Draft resolution

That the minutes of the Council meeting held 17 December 2015 be adopted as a true and correct record.

5. DECLARATIONS OF INTEREST

Notification from elected members of:

- 5.1 Any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting; and
- 5.2 Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

6. PUBLIC FORUM

6.1 SUSAN GALEA

Fluoride in rivers.

6.2 MARY BYRNE

Fluoridation.

6.3 MYA RASMUSSEN

Recipient of a Representative Grant to attend the Swimming Australia State Teams Age Group Champs held in Canberra, Australia 25 to 27 September 2015.

6.4 RECREATIONAL SERVICES LIMITED

Cameron Parr, General Manager of Recreational Services Limited, to introduce Recreational Services Limited to Council.

7. NOTIFICATION OF LATE ITEMS

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

- 7.1 The Council by resolution so decides; and
- 7.2 The Chairperson explains at the meeting at a time when it is open to the public the reason why the item is not on the agenda, and the reason why the discussion of the item cannot be delayed until a subsequent meeting.

8. PRESENTATION OF THE MANAWATU DISTRICT COMMUNITY HONOURS AWARDS

10.00am Presentation of Manawatu District Community Honours Award to Dan Paki in recognition of service to the Manawatu District.

9. OFFICER REPORTS

9.1 CENTRAL ECONOMIC DEVELOPMENT AGENCY - INVESTMENT OF SHARE CAPITAL 17

Report of the General Manager – Community and Strategy dated 3 February 2016

9.2 FOOD ACT 2014 FEES AND CHARGES 20

Report of the General Manager – Business dated 15 January 2016

9.3 ANNUAL REPORT ON DOG CONTROL TO 30 JUNE 2015 32

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9.4 APPLICATION OF THE COMMON SEAL 38

Report of the General Manager – Business dated 27 January 2016

10. CONSIDERATION OF LATE ITEMS

11. MEETING CLOSURE

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Minutes of a meeting of the Council held on Thursday 17 December 2015, commencing at 8.30am in the Manawātū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:	Mayor Margaret Kouvelis	(Chairperson)
	Cr Steve Bielski	
	Cr Barbara Cameron	
	Cr Shane Casey	
	Cr Wayne Ellery	
	Cr Jo Heslop	
	Cr Albert James	
	Cr Tony Jensen	
	Cr Andrew Quarrie	
	Cr Alison Short	
	Cr Howard Voss	
IN ATTENDANCE:	Lorraine Vincent	(Chief Executive)
	Shayne Harris	(General Manager – Business)
	Brent Limmer	(General Manager - Community and Strategy)
	Hamish Waugh	(General Manager – Infrastructure)
	Michael Hawker	(Project Delivery Manager)
	Janine Hawthorn	(Community Development Adviser)
	Vicki Wills	(Corporate Projects Officer)
	Doug Tate	(Community Facilities Manager)
	Paul Stein	(Communications Adviser)
	Sandra Crosbie	(Communications Officer)
	Colleen Morris	(Principal Financial Adviser)
	Tracey Hunt	(Strategy Manager)
	Lorraine Thompson	(Executive Officer – Business)
	Bridget Simpson	(Human Resources Adviser)
	Tineke Naylor	(Executive Officer – Mayor)
	Allie Dunn	(Business Support Team Leader)
	Nichole Ganley	(Business Support Officer)

MDC 15/204 MEETING OPENING

Pastor Ian Thompson, The Hub Church Feilding, opened the meeting in prayer.

MDC 15/205 APOLOGIES

There were no apologies.

MDC 15/206 REQUESTS FOR LEAVE OF ABSENCE

There were no requests for leave of absence.

MDC 15/207 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the extraordinary Council meeting held 30 November 2015, and the Council meeting held 18 November 2015 be adopted as a true and correct record.

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Moved by: Councillor Tony Jensen

Seconded by: Councillor Jo Heslop

CARRIED

MDC 15/208 DECLARATIONS OF INTEREST

There were no declarations of interest.

MDC 15/209 PUBLIC FORUM – FEILDING INTERMEDIATE SCHOOL JUMP JAM TEAM

The Feilding Intermediate School Jump Jam Team, who were recipients of a Representative Grant to compete in the National Jump Jam Competition held in Christchurch on 7 November 2015, performed their routine for Council. They thanked Council for supporting them.

MDC 15/210 PUBLIC FORUM – AIMEE PERRETT

Aimee Perrett, a recipient of a Representative Grant to represent New Zealand at the ITU (International Triathlon Union) World Champs held in Chicago from 15-19 September 2015, spoke about her experience and thanked Council for their support.

MDC 15/211 PUBLIC FORUM - YOUTH AMBASSADORS

Hanna Grace, Charlotte Jewell and Flint Rogers, three of the newly appointed Youth Ambassadors, gave presentations to Council about what they would do to encourage community participation amongst young people in the Manawatu.

MDC 15/212 PUBLIC FORUM - JIM HOWARD

Jim Howard spoke about the need to control pink ragwort, a very invasive weed. He sought support for inclusion of this plant on Horizons Regional Council's pest plant list.

MDC 15/213 PUBLIC FORUM - HORIZONS REGIONAL COUNCIL

Councillor Gordon McKellar from Horizons Regional Council, updated the Council on improvement projects underway within the Totara Reserve Regional Park, including improvements to tracks, new signage, new children's playground and replacement of wood-fired barbeques with electric barbeques.

The meeting adjourned at 9.32am and resumed at 10.23am.

MDC 15/214 WORKING CAPITAL REQUIREMENTS FOR CENTRAL ECONOMIC DEVELOPMENT AGENCY LIMITED

Report of the General Manager – Community and Strategy dated 1 December 2015 seeking Council approval to fund start-up capital for the Central Economic Development Agency Ltd.

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RESOLVED

1. That Council provide a grant of \$175,000 to the Central Economic Development Agency Limited as start up working capital during the 2015-16 financial year.
2. That Council approve an over-spend of \$175,000 for the Economic Development Activity budget.

Moved by: Councillor Howard Voss

Seconded by: Councillor Alison Short

CARRIED

MDC 15/215 LETTER OF EXPECTATIONS – CENTRAL ECONOMIC DEVELOPMENT AGENCY LIMITED

Report of the General Manager – Community and Strategy dated 30 November 2015 seeking approval for the Letter of Expectations for the Central Economic Development Agency Ltd.

RESOLVED

1. That the Council approves the proposed Letter of Expectations for the Central Economic Development Agency Limited.
2. That the Mayor and Chief Executive of the Manawatu District Council be delegated authority to approve; in conjunction with the Mayor and Chief Executive of Palmerston North City Council, minor amendments to the Letter of Expectations prior to the document being signed.

Moved by: Councillor Shane Casey

Seconded by: Councillor Barbara Cameron

CARRIED

MDC 15/216 NOTIFICATION OF MEDIA RELEASES FOR CENTRAL ECONOMIC DEVELOPMENT AGENCY LIMITED

Report of the General Manager – Community and Strategy dated 1 December 2015 seeking the media release announcing the appointment of the Board members for the Central Economic Development Agency Ltd.

RESOLVED

That the Council receives the media release announcing the appointment of the Board members for the Central Economic Development Agency Ltd.

Moved by: Councillor Shane Casey

Seconded by: Councillor Barbara Cameron

CARRIED

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MDC 15/217 REGIONAL DEVELOPMENT STRATEGY ANNUAL MONITORING REPORT 2015

Report of the General Manager – Community and Strategy dated 2 December 2015 seeking the Regional Development Strategy Annual Monitoring Report for 2015 to Council, and providing an update against the goals of the Regional Development Strategy.

RESOLVED

- 1. That the Council receives the Regional Development Strategy Annual Monitoring Report for 2015.**
- 2. That the Council receives the Destination Manawatu Annual Report for 2015.**
- 3. That the Council receives the Vision Manawatu Annual Report for 2015.**
- 4. That the Council notes that the relevance of the Regional Development Strategy will be reviewed once the Central Economic Agency is operating.**

Moved by: Councillor Tony Jensen

Seconded by: Councillor Howard Voss

CARRIED

MDC 15/218 COUNCIL CONTROLLED ORGANISATION (INFRASTRUCTURE) – INVESTIGATION FUNDING

Report of the General Manager – Infrastructure dated 7 December seeking acknowledgement of the scope, scale and complexity of the Infrastructure Shared Services Council Controlled Organisation investigation and allocation of up to \$125,000 as its half share (with Rangitikei District Council) towards the completion of the investigation project.

RESOLVED

That Council approves \$125,000 from within the current operating budgets to complete the Infrastructure Shared Services Council Controlled Organisation investigation project.

Moved by: Councillor Alison Short

Seconded by: Councillor Howard Voss

CARRIED

MDC 15/219 RECOMMENDATION FROM NGĀ MANA TĀIKO O TE KAUNIHERA MANAWATŪ DISTRICT COUNCIL – NAME CHANGE OF COMMITTEE

Report to the General Manager – Community and Strategy dated 9 December 2015 presenting for consideration and adoption a recommendation of Ngā Manu Tāiko o

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Te Kaunihera Manawatū District Council meeting held on 8 December 2015 proposing a name change for the committee.

RESOLVED

That the Council approves the change of the committee name to Ngā Manu Tāiko Manawatū District Council.

Moved by: Councillor Barbara Cameron

Seconded by: Councillor Shane Casey

CARRIED

MDC 15/220 NOTIFICATION OF LATE ITEMS

There were no late items notified for consideration.

MDC 15/221 MAKINO PRECINCT – APPROVAL TO DISPOSE OF BUILDINGS

Report of the General Manager – Community and Strategy dated 30 November seeking Council approval to dispose of the buildings at 13 Hobson Street, Feilding.

RESOLVED

That the Council approves the disposal of the buildings at 13 Hobson Street – Feilding, by way of online public auction with a reserve of \$5,000 (excluding GST if any).

Moved by: Councillor Tony Jensen

Seconded by: Councillor Albert James

CARRIED

Councillor Wayne Ellery recorded his vote against the resolution.

MDC 15/222 COMMUNITY COMMITTEE POLICY

Report of the General Manager – Community and Strategy dated 30 November 2015 seeking final adoption of the Community Committee Policy following consultation with the Community Committees.

RESOLVED

That the Community Committee Policy, attached to the General Manager – Community and Strategy's report to the 17 December 2015 Council meeting be adopted.

Moved by: Councillor Albert James

Seconded by: Councillor Wayne Ellery

CARRIED

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MDC 15/223 APPLICATION OF THE COMMON SEAL

Report of the General Manager – Community and Strategy dated 30 November 2015 informing Council of documents that have been sealed under the Common Seal under delegation since the last schedule was prepared.

RESOLVED

That the following schedule of Sealed Documents be received:

Date	Document	Party to:
08/09/2015	Second variation of project agreement between Palmerston North City Council, Manawatu District Council, Vision Manawatu and Destination Manawatu	Palmerston North City Council / Manawatu District Council / Vision Manawatu / Destination Manawatu
10/09/2015	Warrants of authority for new Policy Planner	Warrants issued to officer
15/09/2015	Economic Development Council Controlled Organisation – Shareholders Agreement and Company Constitution	Manawatu District Council / Palmerston North City Council
02/10/2015	Variation of Trust /Alteration of rules of a Charitable Trust Board – Manfeild Park Trust	Manawatu District Council / Feilding Industrial Agricultural and Pastoral Association / Manawatu Car Club (Inc)
15/10/2015	Warrants of authority for new Enforcement Officer	Warrants issued to officer
15/10/2015	Warrants of authority for new after hours Noise Control Contractor	Warrants issued to officer
19/10/2015	Warrants of authority for new City Care Contractor and new Building Inspector	Warrants issued to officers
17/11/2015	Warrants of authority for new Enforcement Officer	Warrants issued to officer
17/11/2015	Warrants of authority for new Enforcement Officer	Warrants issued to officer

Moved by: Councillor Barbara Cameron

Seconded by: Councillor Howard Voss

CARRIED

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MDC 15/224 CONSIDERATION OF LATE ITEMS

There were no late items for consideration.

MDC 15/225 PUBLIC EXCLUDED BUSINESS

RESOLVED

That the public be excluded from the following parts of the proceedings of this meeting, namely:

a) Confirmation of Minutes

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
a) Confirmation of minutes re Appointment of Trustees to Awahuri Forest Kitchener Park Trust, Report from Chief Executives Employment Subcommittee; and Appointment of Directors to Central Economic Development Agency Limited	Section 7(2)(a) - protect the privacy of natural persons, including that of deceased natural persons	Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987.

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

Moved by: Councillor Tony Jensen

Seconded by: Councillor Howard Voss

CARRIED

The meeting went into public excluded session at 11.12am and resumed open session at 11.13am. For items MDC 15/226, MDC 15/227 and MDC 15/228 refer to public excluded minutes.

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MDC 15/229 ADJOURNMENT

The meeting adjourned at 11.14am and reconvened at 7.30pm

MDC 15/230 PRESENTATION OF THE MANAWATU DISTRICT COMMUNITY HONOURS AWARDS

Presentation of Manawatu District Community Honours Awards in recognition of service to the Manawatu District.

The Mayor extended a welcome to the recipients of the 2015 Manawatu District Community Honours Awards, members of their families and friends to the meeting.

The recipients and citations of the 2015 Manawatu District Community Honours Awards were as follows:

- Roger and Kaye McKinnon – Rangiwahia
- Marilyn Wightman – Feilding
- George Kereama – Halcombe
- Mary Sanson – Feilding
- Dan Paki - Feilding

Mr Paki was unable to attend the ceremony and it was noted that his award would be presented early in the New Year.

Recipients of the Awards were presented with a silver lapel badge, a book, flowers and an award certificate.

Community Honours Award - George Kereama

Deputy Mayor Tony Jensen read the following citation:

George Kereama personifies what community should be. He is a kaumatua who is comfortable in all settings; be it at home on Taumata o te Ra marae, in the wider Te Ao Maori, the local community, or local body Government. His natural diplomacy and leadership over many years has benefited the communities he has been part of. Halcombe and the wider Manawatu are privileged to have him in their community. He is their poutokomanawa o te whare; the central pillar of the house.

The Halcombe Community Development Group value him as a key member who provides sound judgement, wisdom and life experience. So too does Taumata o Te Ra Marae Komiti.

George has been part of the Halcombe Community Development Group for many years. He is a highly respected key member of the group providing sound judgement, wisdom and life experience.

Since 1983 he has been an integral in establishing Taumata O Te Ra marae in Halcombe. His ability and drive to build relationships – even in testing situations is to be admired and he has been instrumental in ensuring Taumata O Te Ra is part of the community, facilitating school visits and the community Waitangi Day event.

As well as being a key sounding board and provider of guidance and advice, George is not adverse to rolling up his sleeves and getting physically stuck in – attending just

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about every working-bee held in the Halcombe community. Whether it be on the end of a weed-eater, planting plants into rocky soil or spreading mulch, George is consistently there doing it along-side people a good few years younger than himself.

George's sense of humour and capacity to openly share his wisdom and knowledge in a caring, no-nonsense way makes him extremely approachable. His ability to cut through any generational and/or race barriers that may arise, is a true gift.

The Halcombe community values everything he brings to their community and they recognise and share him with many other communities as his involvement extends far beyond the boundary of Halcombe, such as his work with Te Wananga o Raukawa's Te Whakahoutanga, Ngati Manomano, the Manawatu District Council Marae Consultative Committee and the 28th Maori Battalion Hall Committee.

The Manawatu District and its wider community is honoured to have George Kereama as a valued member and recognise him today with this award.

Community Honours Award - Marilyn Wightman

Deputy Mayor Tony Jensen read the following citation:

The Manawatu district's history is well preserved thanks to the tireless efforts of Marilyn Wightman. For the last ten years she has dedicated countless hours of her organisational and research skills, and archival management knowledge to ensure valuable local history is not lost.

During 2005, it became evident to members of the Manawatu Historic Vehicle Collection Trust, - The Coach House, that there was a large quantity of historic items stored at both the Feilding Library and the Manawatu District Council office that needed quality attention and preservation.

Because of Marilyn's enthusiasm for research, history and preserving our past she is a hard-working member of the Feilding branch of the New Zealand Society of Genealogists. She stepped up to be part of a working committee to evaluate and design a Community Archive to give much-needed care to a significant volume of Manawatu's history. Throughout this establishment phase, Marilyn's enthusiasm, knowledge and skill was integral to the direction and outcome of this important development.

The importance of the Community Archives today cannot be overstated in terms of the wider community. They have become the repository not only of our local history, but also improved storage of personal and community records which hold immense value in preserving the historic fabric of our region. Marilyn has seen to that.

Marilyn is also a trustee of the Manawatu Historic Vehicle Collection Trust who have recognised her efficient organisation and planning skills. It goes without saying that she was appointed manager of the Feilding and District Community Archive, a position she still holds today.

Prior to the move from Bowen Street, teams were formed to take care of respective aspects of what had to be moved to the Coach House. Marilyn drew up a plan that involved dismantling and reconstructing shelving and carefully moving items to the new South Street site. It was a tribute to her great planning that this military-type operation ran like clockwork due to her meticulous written notes.

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Marilyn leads a devoted team of volunteers who sing her praises for the quality of her leadership, knowledge and training she gives to them in order to undertake the variety of skilled tasks required in managing the archives.

After the Museum and the Archive's shift to South Street, the Archives have continued to grow both in the numbers of volunteers and the items of history to be accessioned, cleaned, digitally recorded and stored. The shift required policies for all of the aspects of running a rapidly expanding collection of artefacts that represent the history and social fabric of Manawatu District. Marilyn and her team are deemed vital to this onerous and on-going task.

Marilyn also acts as a rostered and on-call duty manager for the Coach House Museum. Additionally, her input into the museum has extended beyond the archives and the interior as she has undertaken responsibility for the museum's grounds.

Marilyn is a highly intelligent yet unassuming person whose knowledge of things past pervades our community like a gentle fragrance. It is no surprise that she has a love of gardens and an exponent on herb cultivation

The Manawatu District is honoured to have Marilyn Wightman leading the preservation of our history and we are in her debt. We recognise her contribution today with this Community Honour.

Community Honours Award - Mary Sanson

Her Worship the Mayor, Margaret Kouvelis read the following citation:

Mary Sanson is a special kuia from Ngati Kauwhata who has a great love and commitment for serving her people, her church, her marae, her hapu and her iwi.

Mary expresses the strength of her values in her engagement with all people from tamariki to kaumatua, whether it be helping young mothers budget and cook economically for their whanau, or organising firewood for kaumatua, her attitude is one of love and caring. She is resourceful, practical, highly motivated and delightful. Her level of involvement with many organisations reflect her passion and commitment.

The Maori Women's Welfare League was established in 1951 to foster work among Maori women. Their focus in the early years was on health and children. Later the League's interests broadened to include education, culture and sports. Mary is committed to the league as a member of the Kauwhata branch, has served as Chairperson of Te Ikaroa region and is a valued life member.

Her marae, hapu and iwi of Ngati Kauwhata is important also in her life. She has been a leading influence in the development and sustainability of her marae and continues to offer her support and guidance where and when needed.

Mary has also contributed to the Manawatu District Council since 1998 as a founding and loyal member of the Marae Consultative Standing Committee. Given her nursing background, she has been a passionate advocate for improving Maori health and well-being. Mary is a source of wisdom and a gracious advisor to pakeha leaders within our District.

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Her life skills provide important lessons and guidance for the well-being of her people. Age is no deterrent, whether she is planting trees near the river, baking goodies for Christmas surprises or running weekly craft days at Te Runanga o Raukawa in Feilding. Her enthusiasm is infectious and knows no bounds.

The catholic church has played a large role in Mary's life and she has realised a lifelong commitment to Hato Paora and Hato Petera church at Kai Iwi. She is the Bishop's appointee to the Hato Paora Board of Trustees and is their longest serving board member. She is also a long-standing member of the Maori Apostolate of the Diocese of Palmerston North.

Pope Francis has recognised her service to the New Zealand Maori Catholic Church and diocese of Palmerston North by being awarded the highest honour – the Benemerenti Papal Medal. This medal is being presented to Mary in a special ceremony on 19 December 2015 at her local marae, Ngati Kauwhata.

The Manawatu District and its wider community is honoured to have Mary Sanson as a valued member and recognise her today with this award.

Community Honours Award - Roger and Kaye McKinnon

Her Worship the Mayor, Margaret Kouvelis read the following citation:

Roger and Kaye McKinnon have been active contributors to the Rangiwhia Community since they arrived there in 1968 to work and raise a family. They are a testament to true community spirit.

Since 1975, Roger has been a member of the Rangiwhia Hall committee including a lengthy period as its chair. Kaye too has served on the committee as well as providing countless suppers at meetings, taking hall bookings and organising the running and cleaning of the hall.

It wasn't just committee meetings for Roger though. He is known locally as 'Mr Fixit' due to the hours he has spent with tools in hand, fixing, renovating and carrying out building work on the hall. He was involved with the renovation of the supper room and kitchen ensuring the work was completed in time for the 1986 Centennial Celebrations. He didn't just provide man hours, but also willingly used his own equipment such as concrete mixers, wheelbarrows, truck, and building tools. His tireless efforts and Kaye's support were specially acknowledged with the aptly named McKinnon's Corner.

The list of hall projects Roger has worked on is lengthy from small jobs like hanging photographs to the larger ones such as organising the transport and placement of a 5000-gallon concrete water tank. His knowledge and talents are indispensable to the close-knit community.

For nigh on a decade the pair were actively involved in the Rangiwhia Revellers. This group was established in 1985 with the aim of providing entertainment at the centennial celebrations. Kaye was a valued singer and also assisted with make-up, sewing and suppers. Roger was involved as the stage manager and show technician. An example of his renowned 'kiwi ingenuity' is the railing and pulley system he built for operating stage curtains using wooden cotton reels and bike wheels. The system is still in use today.

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Rangiwahia School was also the recipient of countless hours of Roger's practical support. As well as being chairman of the school committee for numerous years he was always on hand to fix anything that was broken, and even devised a solar system to heat the cold ground water that filled the school swimming pool.

More recently, Roger organised restoring and erecting the former school flagpole in the village in time for the 100-year ANZAC commemoration service

The Rangiwahia community is in no doubt that both Kaye and Roger are worthy recipients of a Community Honour. To the people of Rangiwahia there is no Roger without Kaye, and no Kaye without Roger. It is important to recognise Kaye in her own right.

We acknowledge those years of commitment and service to a number of organisations in which Kaye has shown leadership, encouragement and guidance. Such as, Her role as Play Centre supervisor during the 1970's and 80's. Her keen interest in pre-school development continues as she is currently patron of the Rangiwahia Play Group. While her children were at school Kaye was an enthusiastic organiser and fundraiser for the Rangiwahia PTA. She was also a president of Plunket while her children were young. For over 40 years Kaye has been an active member of the Rangiwahia Home and Garden Club contributing to many flower and rose shows.

As a passionate leader within Rural Women New Zealand for over 40 years, Kaye has been involved in education, facilitating training days and workshops. She has been Rangiwahia branch secretary and treasurer which involved day-to-day financial administration of the branch. As president of the Rangitikei-Oroua Provincial area she brought the provincial meetings to Rangiwahia, which had never been done before. She is a pillar of the Rangiwahia community and has dedicated herself to all of the events that have taken place there.

The couple have always been family orientated and have extended this love to their community. They are community leaders without fanfare or complaint. Everything they have contributed to Rangiwahia has been given unselfishly to make their community a better place for all.

These Community Honours for Roger and Kaye are in recognition of the many years of devoted service they have given to their community and the district.

MDC 15/231 MEETING CLOSURE

Her Worship the Mayor declared the meeting closed at 8.33pm.

Approved and adopted as a true and correct record:

CHAIRPERSON

DATE

Council

Meeting of 18 February 2016

Business Unit: Community and Strategy
Date Created: 03 February 2016



Central Economic Development Agency Ltd - Share Capital

Purpose

To approve the payment of \$500.00 share capital to Central Economic Development Agency Limited (CEDA Ltd).

Significance of Decision

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

Recommendations

That Council pay \$500.00 share capital to Central Economic Development Agency Limited.

Report prepared by:
Michael Hawker
Project Delivery Manager

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

1 Contribution to the Council Vision and Council Outcomes

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

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

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

2 Background

2.1 Palmerston North City Council and Manawatu District Council District Council approved the CEDA Ltd Company Constitution and Shareholders Agreement on 31 August 2105. Section 13 of the Constitution documented that there would 1,000 shares. The Shareholders agreement states that each Council has 500 shares of \$1.

2.2 On 29 October 2015 the CEDA Ltd directors resolved to issue 500 shares to Palmerston North City Council and 500 shares to Manawatu District Council for an issue price of \$1 per share. They also resolved to make the call on the shareholders payable immediately. This was acknowledged by resolution of the shareholders on 29 October 2015.

2.3 The sum of \$500 is therefore due and payable by each Council.

3 Discussion and Options considered

3.1 Council has approved the establishment of CEDA Ltd therefore no additional options have been considered.

4 Operational Implications

4.1 There are no operational implications.

5 Financial implications

5.1 The Economic Development Activity will fund the \$500.00 within its approved budget.

5.2 There are no additional shares to be issued.

6 Statutory Requirements

6.1 There are no specific statutory requirements.

7 Delegations

7.1 A Council resolution is needed as the Council's Investment Policy requires that the "investment and disposal of equity investments are to be approved by Council".

8 Consultation

- 8.1 There is no consultation required. The Economic Development CCO was the subject of consultation during the Long Term Plan process.

9 Cultural Considerations

- 9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion

- 10.1 That Council pay \$500.00 share capital to Central Economic Development Agency Limited.

Council

Meeting of 18 February 2016

Business Unit: Business
Date Created: 15 January 2016



Food Act 2014 Fees and Charges

Purpose

To seek adoption of the statement of proposal and summary of information for the Food Act 2014 Fees and Charges.

Significance of Decision

The Council's Significance and Engagement policy is triggered by matters discussed in this report, as there is a legal requirement to engage with the community.

Recommendations

That the Council adopt the Statement of Proposal Manawatu District Council Food Act 2014 Fees and Charges 18 February 2016 and summary of information for the Food Act 2014 Fees and Charges as set out in the appendices to this report.

Report prepared by:
Karel Boakes
Business Liaison Manager

Approved for submission by:
Shayne Harris
General Manager - Business

1 Contribution to the Council Vision and Council Outcomes

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

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

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

2 Background

- 2.1 The Food Act 2014 (FA2014) which received royal assent in June 2014, is coming into force over a transitional period with a majority of the sections not yet in force coming into effect on 1 March 2016. The sections that are scheduled to come into force on that date change the framework within which Council can set fees to recover the costs of registration, verification, compliance and monitoring activities for food premises.

Currently, Council's fees for licensing and related activities for food service premises are set in accordance with the requirements of the Food Hygiene Regulations 1971.

Existing food premises operating under the Food Hygiene Regulations 1971 have a three year transitional period (March 2016 – March 2019) in which to move to Food Control Plans, but new operators must operate under a Food Control Plan from 1 March 2016.

The Food Act 1981 will be repealed once the FA2014 comes into full force.

- 2.2 The new Act provides the Council with the ability to fix fees to recover the direct and indirect costs of Council's functions under the Act.

Prior to fixing fees under the Act, the Council is required to consult on the proposed fees using the special consultative procedure of the Local Government Act 2002 (LGA).

- 2.3 The attached statement of proposal and summary of information has been prepared to fulfil the requirements of section 83 of the LGA and section 205(2) of the Food Act 2014.

3 Discussion and Options considered

- 3.1 The proposed fee structure will recover a portion of direct and indirect costs of its functions performed under the Act.

Recovering costs in this manner aligns with the Council's existing funding split in the Long Term Plan.

- 3.2 Food premises subject to the requirements of the FA2014 have up to three years to transition to the requirements of the act. Until they transition to the FA2014, such premises will be subject to the Council's current fees. Fees under the FA2014 will eventually replace the Council's current fees under the Health Act 1956 after the transitional period.

The following fee structure will ensure the recovery of costs incurred by Council in performing their functions for the period 22 April 2016 to 30 June 2016.

The new fees will come into effect on 22 April 2016. This timeframe covers the interim period prior to the adoption of the Annual Plan 2016/2017. From the 2016/2017 year onwards it is anticipated fees and charges for food premises related activities under the FA2014 will be included in Council's annual fees and charges consultation process.

3.3 Proposed fee structure

Function	Fees (inclusive GST)	Timing of payment
Registration Application for registration of Food Control Plan based upon a template or model issued by MPI of a business subject to a National Programme	\$233 fixed fee Based on: 1.5 hour EHO (@\$138/hr) 0.25 hour admin (@\$104/hr)	Payable on application for registration
Renewal of Registration Application for renewal of registration	\$164 fixed fee Based on: 1 hour EHO (@\$138/hr) 0.25 hour Admin (@\$104/hr)	Payable on application for registration
Amendment to Registration Amendment to registered food control plan based on a template or model issued by MPI or to registration of a business subject to a National Programme	\$138/hr for every hour of processing time by EHO	Invoiced to applicant upon issue of registration. Payable within 20 working days of issue of invoice.
Verification Verification including site visits and compliance checks with food plans. Also covers any follow up verification site visits to check remedial actions.	\$138/hr	Invoiced to applicant upon issue of registration. Payable within 20 working days of issue of invoice.
Compliance and Monitoring <ul style="list-style-type: none"> Complaint driven investigation resulting in issue of improvement notice by food safety officer 	\$138/hr	Payable within 20 working days of issue of invoice.

Function	Fees (inclusive GST)	Timing of payment
<ul style="list-style-type: none"> Application for review of issue of improvement notice Monitoring of food safety and suitability 	\$138/hr \$138/hr	
Premises transitioning to Food Act 2014	Food hygiene registration payment will be transferred to the Food Act registration on a pro rata basis	Payable on application for registration

4 Operational Implications

- 4.1 There are no operational implications.

5 Financial implications

- 5.1 This proposal is to recover a portion of direct and indirect costs of its functions performed under the act.

Recovering costs in this manner aligns with the Council's existing funding split in the Long Term Plan.

6 Statutory Requirements

- 6.1 Council is required to take into account the criteria in section 198(2) of the FA2014 when fixing fees.

The following information details the Council's consideration of the criteria in relation to its proposal to fix fees:

EQUITY, in that funding for a particular function, power, or service, or a particular class of function, power, or service, should generally, and to the extent practicable, be sourced from the users or beneficiaries of the relevant functions, powers, or services at a level commensurate with their use or benefit from the function, power, or service.

The fees proposed recover the cost of registration and verification services in a consistent manner which provides some certainty of compliance costs for the industry while at the same time ensuring that those operators who do not perform well and require follow up pay directly for those services through an hourly rate.

EFFICIENCY, in that costs should generally be allocated and recovered in order to ensure that maximum benefits are delivered at minimum cost.

Resources needed to recover cost using fixed fee are simplified and minimised because of the minimal use of invoicing.

JUSTIFIABILITY, in that costs should be collected only to meet the actual and reasonable costs (including indirect costs) of the provision or exercise of the relevant function, power, or service.

The fees proposed will recover from operators through fees and charges a portion of the actual and reasonable costs associated with the function.

TRANSPARENCY, in that costs should be identified and allocated as closely as practicable in relation to tangible service provision for the recovery period in which the service is provided.

The fees proposed reflect the actual cost imposed as the result of a statutory requirement on council by central government to undertake registration and verification services in the food industry and a portion of that cost is recovered directly from that industry.

- 6.2 Section 205(7) of the FA2014 enables the Council to set new fees during a financial year which is payable in that year, following the special consultative procedure, if the Council is satisfied that the persons, or their representatives, affected by the increase in fees or the new fees agree or substantially agree with the alteration or fixing.

Submissions received will be reported back to the Council meeting on 21 April 2016 for a final decision on the proposal. The proposed fees would come into effect on 22 April 2016.

7 Delegations

- 7.1 The Council has delegated authority to adopt the statement of proposal and summary of information.

8 Consultation

- 8.1 The Council is required to consult on the proposed FA2014 fees and charges using the special consultative procedure of the Local Government Act 2002 (LGA).
- 8.2 The consultation period will be 19 February 2016 to 21 March 2016.

9 Cultural Considerations

- 9.1 There are no cultural considerations to be taken into account.

10 Conclusion

- 10.1 The proposed fee structure will recover a portion of direct and indirect costs of Council's functions performed under the FA2014. Recovering costs in this manner aligns with the Council's existing funding split in the Long Term Plan.
- 10.2 The attached statement of proposal and summary of information has been prepared to fulfil the requirements of section 83 of the LGA and section 205(2) of the FA2014.

11 Attachments

- Statement of Proposal Food Act 2014 Fees and Charges
- Summary of Information

Statement of Proposal

Manawatu District Council Food Act 2014 Fees and Charges

1 Introduction

This statement of proposal has been prepared to fulfil the requirements of section 83 of the Local Government Act 2002 (LGA) and section 205(2) of the Food Act 2014 (FA2014).

The new FA2014 requires food premises to operate under a Food Control Plan and has associated new fee setting requirements for food premises registration, verification and monitoring and compliance activities.

Manawatu District Council (Council) functions in relation to the FA2014, Food Control Plans commence on the 1 March 2016.

The FA2014 provides the Council with the ability to fix fees to recover the direct and indirect costs of Council's functions under the Act.

Council is proposing to set fees to recover these costs.

Prior to fixing fees under the FA2014, the Council is required to consult on the proposed fees using the special consultative procedure of the LGA.

2 Background

The FA2014 which received royal assent in June 2014, is coming into force over a transitional period with a majority of the sections coming into effect on 1 March 2016. The sections that are scheduled to come into force on that date change the framework within which council can set fees to recover the costs of registration, verification, compliance and monitoring activities for food premises.

Currently, Council's fees for licensing and related activities for food service premises are set in accordance with the requirements of the Food Hygiene Regulations 1971.

Existing food premises operating under the Food Hygiene Regulations 1971 have a three year transitional period (March 2016 – March 2019) in which to move to Food Control Plans, but new operators must operate under a Food Control Plan from 1 March 2016.

The Food Act 1981 will be repealed once the FA2014 comes into full force.

2.1 Council's functions under the Food Act 2014

The commencement provisions in the Act require Council to be ready to perform the following functions under the FA2014 from 1 March 2016:

Registration

Receiving and processing of applications for registration of food businesses.

Verification

Undertake verification activities for those premises operating under a Food Control Plan

Compliance and Monitoring activities

Undertake compliance and monitoring activities across the district.

2.2 The Council's ability to set fees

Section 205(1) of the Act enables the Council by resolution, to fix fees to recover the direct and indirect costs of registration, verification, compliance and monitoring functions performed under the FA2014 after consulting using the special consultative procedure of the LGA.

3 Proposal

This proposal is to recover a portion of direct and indirect costs of its functions performed under the FA2014.

Recovering costs in this manner aligns with the Council's existing funding split in the Long Term Plan.

Food premises subject to the requirements of the FA2014 have up to three years to transition to the new requirements. Until they transition to the FA2014, such premises will be subject to the Council's current fees. Fees under the FA2014 will eventually replace the Council's current fees under the Health Act 1956 after the transitional period.

Council proposes the following fee structure to ensure the recovery of a proportion of the direct and indirect costs incurred by Council in performing their functions for the period 22 April 2016 to 30 June 2016.

The new fees will come into effect on 22 April 2016. This timeframe covers the interim period prior to the Annual Plan 2016/2017. From the 2016/2017 year onwards it is anticipated fees and charges for food premises related activities under the Act will be included in Council's annual fees and charges consultation process.

3.1 Proposed fees

Function	Fees (inclusive GST)	Timing of payment
Registration Application for registration of Food Control Plan based upon a template or model issued by MPI of a business subject to a National Programme	\$233 fixed fee Based on: 1.5 hour EHO (@\$138/hr) 0.25 hour admin (@\$104/hr)	Payable on application for registration
Renewal of Registration	\$164 fixed fee Based on:	Payable on application for registration

Application for renewal of registration	1 hour EHO (@\$138/hr) 0.25 hour Admin (@\$104/hr)	
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Premises transitioning to Food Act 2014	Food hygiene registration payment will be transferred to the Food Act registration on a pro rata basis	Payable on application for registration

4 Considerations

Council is required to take into account the criteria in section 198(2) of the FA2014 when fixing fees.

The following information details the Council's consideration of the criteria in relation to its proposal to fix fees:

EQUITY, in that funding for a particular function, power, or service, or a particular class of function, power, or service, should generally, and to the extent practicable, be sourced from the users or beneficiaries of the relevant functions, powers, or services at a level commensurate with their use or benefit from the function, power, or service.

The fees proposed recover the cost of registration and verification services in a consistent manner which provides some certainty of compliance costs for the industry while at the same time ensuring that those operators who do not perform well and require follow up pay directly for those services through an hourly rate.

EFFICIENCY, in that costs should generally be allocated and recovered in order to ensure that maximum benefits are delivered at minimum cost.

Resources needed to recover cost using fixed fee are simplified and minimised because of the minimal use of invoicing.

JUSTIFIABILITY, in that costs should be collected only to meet the actual and reasonable costs (including indirect costs) of the provision or exercise of the relevant function, power, or service.

The fees proposed will recover from operators through fees and charges a portion of the actual and reasonable costs associated with the function.

TRANSPARENCY, in that costs should be identified and allocated as closely as practicable in relation to tangible service provision for the recovery period in which the service is provided.

The fees proposed reflect the actual cost imposed as the result of a statutory requirement on council by central government to undertake registration and verification services in the food industry and a portion of that cost is recovered directly from that industry.

4.1 Timing of setting fees

The Council is seeking to set new fees during a financial year which is payable in that year. Section 205(7) of the Act enables the Council to take this approach if, following the special consultative procedure, the Council is satisfied that the persons, or their representatives, affected by the increase in fees or the new fees agree or substantially agree with the alteration or fixing.

Submissions received will be reported back to the Council for a final decision on the proposal. The proposed fees would come into effect on 22 April 2016.

5 Consultation process

Anyone can make a submission about the proposal described in this document. We encourage anyone with an interest in the issues raised in this proposal to make a submission.

This Statement of Proposal the Summary of Information will be available from:
Manawatu District Council Administration Office 135 Manchester Street, Feilding, Feilding Public Library, corner Stafford & Bowen Streets
Makino Aquatic Centre, Council Place, 135 Manchester Street, Feilding during opening hours
On the Council's website www.mdc.govt.nz

The submission period runs from 19 February 2016 until 21 March 2016 at 9.00am.

Copies of the documents may be obtained by contacting the Council on (06) 323 0000.

A submission form is available from Council however, any written form of submission will be received and considered. Submissions can be via letter or email and should be posted to the following address:

Manawatu District Council
Private Bag 10 001
Feilding 4743

or emailed to submissions@mdc.govt.nz subject heading **'Food Act 2014 Fees and Charges'**.

Please state in your submission whether or not you wish to be heard. Submitters should note that their submission will be copied and made available to the public after the submission period closes.

6 Hearing of Submissions

A hearing will be scheduled after the submission period to hear any submissions made. Please state in your submission whether or not you wish to be heard.

The Council will contact all submitters in writing to advise the confirmed time, date and venue of the meeting to hear submissions. Hearings on the Food Act 2014 Fees and Charges will be open to the public.

An analysis of all submissions will be presented to the Strategic Planning & Policy (SP & P) Committee for their consideration. A final report, including the recommendations of the SP & P Committee, will then be presented to the Council for consideration and adoption.

Summary of Information

Manawatu District Council Food Act 2014 Fees and Charges

*This is a summary of the Statement of Proposal
Manawatu District Council Food Act 2014 Fees and Charges*

What?

The Food Act 2014 (FA2014) which received royal assent in June 2014, is coming into force over a transitional period with a majority of the sections not yet in force coming into effect on 1 March 2016.

The sections that are scheduled to come into force on that date change the framework within which council can set fees to recover the costs of registration, verification, compliance and monitoring activities for food premises.

Why?

The new FA2014 requires food premises to operate under a Food Control Plan and has associated new fee setting requirements for food premises registration, verification and monitoring and compliance activities.

Manawatu District Council (Council) functions in relation to the FA2014 Food Control Plans commence on the 1 March 2016.

The FA2014 provides the Council with the ability to fix fees to recover the direct and indirect costs of Council's functions under the act.

Council is proposing to set fees to recover these costs.

Prior to fixing fees under the FA2014, the Council is required to consult on the proposed fees using the special consultative procedure of the Local Government Act 2002.

Location of Statement of Proposal

This Statement of Proposal the Summary of Information will be available from:

- Manawatu District Council Administration Office 135 Manchester Street, Feilding, Feilding Public Library, corner Stafford & Bowen Streets
- On the Council's consultation website: www.haveyoursay.kiwi.nz or website www.mdc.govt.nz

The submission period runs from 19 February 2016 until 21 March 2016 at 9.00am.

Copies of the documents may be obtained by contacting the Council on (06) 323 0000.

How can I make a submission?

A submission form is available from Council, or on www.haveyoursay.kiwi.nz, however, any written form of submission will be received and considered. Submissions can be via letter or email and should be posted to the following address:

Manawatu District Council
Private Bag 10 001
Feilding 4743

Or emailed to submissions@mdc.govt.nz subject heading 'Food Act 2014 Fees and Charges'.

Please state in your submission whether you wish to be heard. Submitters should note their submission will be copied and made publically available after the submission period closes.

Submissions should be received by the Council no later than **9am on Monday 21 March 2016**.

Hearing of Submissions

A hearing will be scheduled after the submission period to hear any submissions made. Please state in your submission whether or not you wish to be heard.

The Council will contact all submitters in writing to advise the confirmed time, date and venue of the meeting to hear submissions. Hearings on the Food Act 2014 Fees and Charges will be open to the public.

An analysis of all submissions will be presented to the Strategic Planning & Policy (SP & P) Committee for their consideration. A final report, including the recommendations of the SP & P Committee, will then be presented to the Council for consideration and adoption.

Note: Please be aware when providing personal information on submissions they are part of the public consultation process. This means they will be reproduced as an attachment to the Council's agenda and minutes, made publicly available and will remain on council's minute records. If you wish to have your details withheld, please note this on your submission form.

Council

Meeting of 18 February 2016

Business Unit: Business
Date Created: 28 January 2016



Annual Report on Dog Control to 30 June 2015

Purpose

To present the Annual Report on Dog Control for the period 1 July 2014 to 30 June 2015 to Council for adoption.

Significance of Decision

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

Recommendations

That Council adopt the Annual Report on Dog Control for the period 1 July 2014 to 30 June 2015 pursuant to section 10A of the Dog Control Act 1996.

Report prepared by:
Allie Dunn
Business Support Team Leader - Corporate

Approved for submission by:
Shayne Harris
General Manager - Business

1 Contribution to the Council Vision and Council Outcomes

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

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

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

2 Background

2.1 Section 10A of the Dog Control Act 1996 requires that the Council in respect of each financial year, report on the administration of its Dog Control Policy adopted under section 10; and its dog control practices.

2.2 The Council must give public notice of the report and within one month after adopting the report, send a copy of the report to the Secretary for Local Government.

3 Discussion and Options considered

3.1 Section 10A of the Dog Control Act 1996 states that the report must include:

- (a) the number of registered dogs in the territorial authority district;
- (b) the number of probationary owners and disqualified owners in the territorial authority district;
- (c) the number of dogs in the territorial authority district classified as dangerous under section 31 and the relevant provision under which the classification is made;
- (d) the number of dogs in the territorial authority district classified as menacing under section 33A or section 33C and the relevant provision under which the classification is made;
- (e) the number of infringement notices issued by the territorial authority;
- (f) the number of dog related complaints received by the territorial authority in the previous year and the nature of those complaints; and
- (g) the number of prosecutions taken by the territorial authority under the Dog Control Act.

3.2 The information required by the Dog Control Act 1996 is reported in the Annual Report on Dog Control to 30 June 2015, attached as Appendix 1 to this report.

4 Operational Implications

- 4.1 There are no capital or operating expenditure / maintenance costs associated with this matter.

5 Financial implications

- 5.1 There are no financial implications associated with this matter.

6 Statutory Requirements

- 6.1 Section 10A of the Dog Control Act 1996 requires Council to adopt the annual report.

7 Delegations

- 7.1 Council has delegated authority to make a decision on this matter.

8 Consultation

- 8.1 There are no community consultation requirements associated with this matter.

9 Cultural Considerations

- 9.1 There are no cultural considerations to be taken into account in association with this matter.

10 Conclusion

- 10.1 The report on Dog Control for the period 1 July 2014 to 30 June 2015 in Appendix 1 to this report sets out the information required by the Dog Control Act 1996 to be reported on, and is provided to Council for adoption.

11 Attachments

- Annual Report on Dog Control to 30 June 2015

PART 1 – Dog Control Policy and Practices

Dog Control in the District

The focus of dog control has been on responding to service requests and complaints within the timeframes set by Council through its Long Term Plan and Annual Plan.

Animal Control Officers have, in this period, made concerted efforts at being pro-active in the detection of offences. This was specifically targeted at dogs that were un-registered, and also dogs that were allowed to wander. This strategy significantly reduced both the instances of un-registered dogs and also wandering dogs. All properties known to have had or have dogs (not currently registered) were visited by members of the team to follow up on and ensure compliance with Council's registration policy and legislative requirements.

Pro-active efforts were also made to ensure that all dogs were classified correctly in accordance with the provisions of the Dog Control Act 1996.

Six Animal Control Officers are employed by the Rangitikei District Council. A joint service agreement is provided in partnership with Rangitikei and the Manawatu District. A Senior Animal Control Officer is based between the two areas, two Animal Control Officers are based in Feilding, two in Marton and one in Taihape.

Animal Control Officers respond to priority one calls after hours. Priority One calls include dog attacks and secured wandering dogs.

Nuisance from dogs

Animal Control Officers have visited every property within the district known to have had a dog, and where none was registered. As a result and on locating dogs, owners were ultimately infringed if the dog(s) remained unregistered, and in some cases dogs were impounded. Animal Control Officers have begun to collate a list containing all dogs classified as menacing, this relating to classification by either the provisions of sections 33A and/or 33C of the Dog Control Act 1996. Physical checks have occurred within this period to ensure that all dogs classified as menacing, regardless of the reason why, comply with the requirements of the classification.

Prohibited public places, dog on leash areas and dog exercise areas

There are specific areas within the Manawatu District Council area designated for exercise, lead only and prohibited areas.

Animal Control Officers approach any breaches of these requirements in an educational manner, with any issue of infringements undertaken as a last resort.

There has been no need for infringement within this reporting period.

Fees for Dog Control and Registration

The registration fees for the 2014-15 financial year were made up as follows:

Fee Description	Discounted fee if paid by 1 August 2015	Standard Fee if paid after 1 August 2015
General registration	\$95.00	\$143.00
Neutered / spayed	\$61.00	\$91.00
Working dogs / selected owners / gold card	\$30.50	\$45.50
Dangerous dogs and menacing classified under the Dog Control Act 1996	\$143.00	\$214.50
Disability Assist registration	No charge	

Council's approach to owners of unregistered dogs is that the Animal Control Officers conduct property inspections, owners are issued verbal or written warnings followed by the serving of an infringement notice, and as a final measure if absolutely necessary, impounding.

Classification of owners and dogs

Registration Type	Number of Dogs as at 30 June 2014	Number of Dogs as at 30 June 2015
General registration	517	738
Selected owners	1,632	1,915
Neutered dogs	1,837	2,134
Dangerous dogs	3	4
Working dogs	1,989	2,090
Disability assist dogs	4	4
Menacing dogs	70	110

Education relating to dogs

Manawatu District Council provides an education programme that is conducted in schools, pre-schools and Kohanga Reo on an annual basis. The goal of this programme is to deliver educational services to all schools within the district.

Animal Control Officers make themselves available to assist owners with help or advice on dog obedience and courses available. Animal Control Officers regularly provide advice and guidance in relation to specific behavioural matters.

PART 2 – Statistical Information

Category	For Period 01 July 2013 – 30 June 2014	For Period 01 July 2014 – 30 June 2015
Total Registered Dogs	6,047	6,563
Total Probationary Owners	0	0
Total Disqualified Owners	0	0
Total Dangerous Dogs	3	4
• <i>Dangerous by Owner Conviction Under s31(1)(a)</i>	0	1
• <i>Dangerous by Sworn Evidence s31(1)(b)</i>	2	2
• <i>Dangerous by Owner Admittance in Writing s31(1)(c)</i>	1	1
Total Menacing Dogs	70	110
• <i>Menacing under s33A(1)(b)(i) – i.e. by behavior</i>	26	45
• <i>Menacing under s33A(1)(b)(ii) by Breed Characteristics</i>	2	4
• <i>Menacing under s33C(1) by Schedule 4 Breed</i>	42	61
Total Infringement Notices issued	152	135
Total Complaints Received	1,783	1,277
Dog Attacks – People	12	19
Dog Attacks – Animals	31	42
Dog Barking	324	301
Dog Roaming	356	266
Dog Rushing/Aggressive	74	44
Property Inspections	488	141
Dog Found/Secured	191	148
Dog Registration/Request for Information	75	34
Miscellaneous Animal Complaint/Welfare	232	56
Total Prosecutions Taken		0

Matt Blythe

Senior Animal Control officer

Council

Meeting of 18 February 2016



Business Unit: Business
Date Created: 27 January 2016

Application of the Common Seal

Purpose

To inform Council of documents that have been sealed under the Common Seal under delegation since the last schedule was prepared.

Significance of Decision

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

Recommendations

That the following schedule of Sealed Documents be received.

Date	Document	Party to:
8/12/2015	<i>Warrant of authority for newly appointed Enforcement Officer – Trevor Gunn</i>	<i>Warrants issued to officer</i>
16/12/2016	<i>Warrant of Authority for newly appointed Enforcement Officer – Philip Gifford</i>	<i>Warrants issued to officer</i>
17/12/2016	<i>Bylaws adopted by Council on 18 November 2015</i> <i>Water Supply Bylaw 2015, Drainage Bylaw 2015, Public Places Bylaw 2015, Solid Waste Bylaw 2015, Traffic Safety and Road Use Bylaw 2015, Trade Waste Bylaw 2015</i>	<i>Bylaws adopted</i>
26/01/2016	<i>Warrant of authority for newly appointed enforcement officer – John Jones</i>	<i>Warrant issued to officer</i>

Report prepared by:
Nichole Ganley
Business Support Officer

1 Contribution to the Council Vision and Council Outcomes

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

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

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

2 Background

2.1 The Mayor and Chief Executive have delegated authority to approve the affixing of the common seal to any document and to sign every document to which the common seal is affixed.

3 Discussion and Options considered

3.1 A list of documents to which the common seal has been affixed is reported for information to the Mayor and Councillors on a regular basis.

4 Operational Implications

4.1 There are no operational implications or maintenance costs associated with this matter.

5 Financial implications

5.1 There are no financial implications associated with this matter.

6 Statutory Requirements

6.1 There are no statutory requirements associated with this matter.

7 Delegations

7.1 The following delegations apply to the use of the Council seal and authority to sign:

“The Chief Executive will be responsible for custody of the Council's seal. The seal may be attached to all documents which record the disposal or exchange of an interest in land

(with the exception of residential tenancies) or other documents where it is appropriate to do so. It will be attached, however, only when:

- The Council or a committee has authorised the transaction involved; or
- The transaction involved has been authorised by an officer under delegated authority.

The Mayor and Chief Executive have delegated authority to approve the affixing of the common seal to any document and to sign every document to which the common seal is affixed. A list of documents to which the common seal is affixed shall be reported for information to the Mayor and Councillors from time to time.”

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 matter.

10 Conclusion

10.1 A list of the documents to which the Common Seal has been affixed since the last report to Council is presented to Council for receipt.

11 Attachments

- None