STRATEGIC PLANNING AND POLICY COMMITTEE

AGENDA

Meeting to be held

THURSDAY 7 SEPTEMBER 2017

8.30am

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

[Signature]
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 3 August 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 LONG TERM PLAN – MAORI CAPACITY TO CONTRIBUTE TO DECISION MAKING POLICY AND KEY ISSUES PART 1

Presentation from Strategy Manager, Tracey Hunt and Community Development Advisor, Janine Hawthorn

7. OFFICER REPORTS

7.1 CONSIDERATION OF LEASE RENTAL RELIEF - PART OF 139 SOUTH STREET FEILDING

Report of the General Manager – Community and Strategy dated 28 August 2017
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<td>LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 – REQUESTS FOR INFORMATION AUGUST 2017</td>
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<td>Report of the General Manager – Corporate and Regulatory dated 24 August 2017</td>
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<td>ANNUAL REPORT TO 30 JUNE 2017</td>
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<td>Report of the General Manager – Corporate and Regulatory dated 22 August 2017</td>
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<td>CONSIDERATION OF LATE ITEMS</td>
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<td>MEETING CLOSURE</td>
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Minutes of a meeting of the Strategic Planning and Policy Committee held on Thursday 3 August 2017, commencing at 8.30am in the Manawatu District Council Chambers, 135 Manchester Street, Feilding.

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

LEAVE OF ABSENCE: Mayor Helen Worboys

IN ATTENDANCE: Richard Templer (Chief Executive)
                Shayne Harris (General Manager – Corporate and
                Regulatory)
                Frances Smorti (General Manager – People and Culture)
                Brent Limmer (General Manager - Community and
                Strategy)
                Michael Hawker (Project Delivery Manager)
                Tracey Hunt (Strategy Manager)
                Brent Holmes (Roading Operations Team Leader)
                Colleen Morris (Chief Financial Officer)
                Doug Tate (Community Facilities Manager)
                Lisa Thomas (Policy Adviser)
                Janine Hawthorn (Community Development Adviser)
                Carl Johnstone (Parks and Property Team Leader)
                Kirsten Pike (Parks and Property Officer - Legal and
                Planning)
                Paul Stein (Communications Manager)
                Allie Dunn (Governance Team Leader)

SPP 17/064  MEETING OPENING

Councillor Marsh declared the meeting open.

SPP 17/065  APOLOGIES

RESOLVED

That Councillor Stuart Campbell be granted an apology for lateness.

Moved by: Councillor Shane Casey
Seconded by: Councillor Hilary Humphrey

CARRIED

SPP 17/066  DECLARATIONS OF INTEREST

There were no declarations of interest.
SPP 17/067  CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Strategic Planning and Policy Committee meeting held 6 July 2017 be adopted as a true and correct record.

Moved by:  Councillor Howard Voss
Seconded by:  Councillor Alison Short

CARRIED

SPP 17/068  NOTIFICATION OF LATE ITEMS

Councillor Andrew Quarrie - Sale of Tennis Courts

_Councillor Stuart Campbell joined the meeting at 8.31am._

SPP 17/069  PRESENTATION – LONG TERM PLAN – 2018

**Timeline**

Tracey Hunt, Strategy Manager, tabled an amended timeline for the Long Term Plan 2018 project. She asked for an early indication from Council of the financial envelope for budget guidance. She advised that there would be Christmas reading, which would consist of the first draft of the consultation document, noting that Council would have seen a lot of the content prior to that. During January to February there would be four workshops held. All documents would be provided to Audit New Zealand by 19 February 2018 with their feedback to be received by 19 March 2018. She outlined the proposed consultation period, and dates set down for hearings, deliberations and then adoption of the final Long Term Plan 2018. It was proposed that an additional Activity Management Plan workshop be held on 22 August 2017 from 9.00am to 3.00pm.

Councillor Voss asked for consideration of the dates being brought back if possible as he would be away on 30 and 31 May 2018.

Councillors Cameron and Casey asked that December be kept free of reading to allow members to have a break.

**Introduction to Financial Strategy**

Shayne Harris, General Manager Corporate and Regulatory, Tracey Hunt, Strategy Manager and Colleen Morris, Chief Financial Officer gave an introduction to the financial strategy and the parameters the team needed to work with. They outlined the legal requirements, the content that must be in the strategy, some key issues to consider and key decisions that need to be made by Council. They outlined the financial management required by legislation, including the requirements for prudence and sustainability, financial strategy, balanced budget, funding and financial policies. They outlined the financial management principles, the purpose of the financial strategy and how the financial strategy links to other documents and inputs that elected members would be required to make decisions on. They talked about the overall context of the individual decisions they would be making and the impacts on the financial strategy. They talked about key issues including the need for intergenerational funding, and affordability. They outlined the types of expenditure and funding mechanisms available and the requirements to set debt levels.

_Councillor Michael Ford left the meeting at 9.17am and returned at 9.19am._
They outlined the current borrowings against the Council’s debt cap, along with proposed borrowings within the Long Term Plan.

Councillor Phil Marsh suggested including a projected line to show the effect of changes made in the 2017-18 Annual Plan projected forward.

In summary they asked that Councillors re-familiarise themselves with the financial strategy in the Long Term Plan 2015 and think about any changes to underlying policies they might wish to make.

**Introduction to Infrastructure Strategy**

Lisa Thomas, Policy Adviser, gave an introduction to the Infrastructure Strategy that covered the legal requirements, what makes a good strategy, the relationship between the infrastructure and financial strategies, the role of elected members and the next steps.

Following a question about where Councillors could view a complete asset register, it was explained that the asset registers were contained within the Asset Management System, with the published Asset Management Plans providing a high level view. It was noted that officers could show a sample and how that linked through to the Asset Management Plans.

In closing Lisa Thomas spoke about the proposed work programme to cover the tasks required to develop the Long Term Plan and asked that Councillors familiarise themselves with the existing asset management plans within the Long Term Plan 2015 as preparation.

It was noted that the topic of Vision and Outcomes would be considered at the next meeting of the Strategic Planning and Policy Committee.

**SPP 17/070  PRESENTATION - SPEED LIMIT REVIEWS**

Brent Holmes, Roading Operations Team Leader and Roger McLeay, Senior Transportation Project Engineer from GHD spoke about speed limit reviews that were underway. It was noted that they were not asking for decision at this meeting, they will be coming to a future meeting for a decision.

**Himatangi Beach**

They spoke about discussions they had with the community committee in Himatangi, the gazetting they have undertaken and the recommended speeds they would be undertaking consultation on.

It was agreed that as part of the consultation process a presentation on this matter would be made to Nga Manu Taiko Manawatu District Council at their meeting being held 8 August 2017.

**Awahuri-Feilding Road and Kawakawa Road**

It was noted that the proposal was to make permanent the temporary 80km speed limit on this road and to make the remaining 100km areas of the road 80km as well.

It was proposed that the speed limit for Kawakawa Road would be set at 80km along entire length.

It was noted that the speed limit rules were changing which would mean that Councils would not be able to introduce 70km speed zones in the future.
The meeting adjourned at 10.08am and reconvened at 10.29am

SPP 17/071 POLICY REVIEW – GAMBLING MACHINE MANAGEMENT APPROACHES

Report of the General Manager – Community and Strategy dated 6 July 2017 presenting the proposed Gambling Venues Policy and seeking decisions on the preferred option for managing gaming machine numbers and the consideration and adoption of the Statement of Proposal and the proposed Gambling Venues Policy prior to public consultation. It was noted that the current cap was set at 105 machines, which is the currently consented machine numbers of 99 with a buffer of an additional 6 machines for any new business that may wish to establish.

RESOLVED

1. That the Strategic Planning and Policy Committee confirms their preferred management approach for managing gaming machine numbers in the Manawatu District through the “Gambling Venues Policy,” be a machine cap of 81 machines.


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

SPP 17/072 APPROVAL TO NOTIFY THE DANGEROUS, AFFECTED AND INSANITARY BUILDINGS POLICY


RESOLVED

1. That the Strategic Planning and Policy Committee notes that Section 131 of the Building Act 2004, which previously required a territorial authority to adopt a policy on earthquake prone buildings, was amended under the Building (Earthquake Prone Buildings) Amendment Act 2016 to remove the reference to “earthquake prone” and therefore that the Manawatu District Council Earthquake Prone Building Policy be revoked, effective from 1 July 2017.


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

That the Strategic Planning and Policy Committee notes the following amendments made to Fees and Charges for the period 1 July 2017 to 30 June 2018:

1. Reinstatement of fee of $25 for Garden Memorial Permit (Feilding only).
2. Correction of water connection fee for Sanson Rural Water Supply and Rongotea to $1,285.
3. Addition of the following digital Building Consent processing fees:
   - Scanning and digital application fee:
     - Fast Track - $102
     - Residential - $167
     - Commercial - $204

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

Councillor Andrew Quarrie recorded his vote against the motion.

SPP 17/074 ELECTORAL SYSTEM FROM 2019

Report of the Acting General Manager – Corporate and Regulatory dated 20 July 2017 raising with Council the options for choosing the electoral system to be used for elections and polls from October 2019 onwards.

RECOMMENDED

That the Strategic Planning and Policy Committee recommend:

That the Council reaffirms the use of the First Past the Post system of voting for the Manawatu District Council elections from 2019 onwards.

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

SPP 17/075 LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 – REQUESTS FOR INFORMATION JULY 2017

RESOLVED

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

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

CARRIED

SPP 17/076 CONSIDERATION OF LATE ITEMS – SALE OF TENNIS COURTS

Councillor Andrew Quarrie expressed concern over Council agreeing to the sale of the tennis courts in South Road, Feilding. His preference was for the land to be put on the open market and available for public offers.

A Point of Order was raised by Councillor Hilary Humphrey, that this matter did not fit the requirements for bringing to the table as a late item.

It was noted that although the item did not meet the requirements for consideration as a late item, the committee could consider it as a question being asked that required response.

It was advised that the Council receives many enquiries about land that may be available, and officers had been working with the proposed purchaser looking for suitable options for their business requirements. This piece of land best fit the needs and therefore was brought to the Council for consideration. A market valuation had been undertaken and officers would be bringing the matter back to Council with a proposed sale and purchase agreement for confirmation.

SPP 17/077 MEETING CLOSURE

The meeting closed at 11.30am

Approved and adopted as a true and correct record:

------------------------------------------
CHAIRPERSON

------------------------------------------
DATE
Strategic Planning and Policy Committee

Meeting of 07 September 2017

Business Unit: Community and Strategy
Date Created: 28 August 2017

Consideration of Lease Rental Relief - part of 139 South Street Feilding

Purpose

To seek the 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.

Significance of Decision

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

Recommendations

Option A – Provide a new lease to the Runanga at a ‘peppercorn’ rental

That the Strategic Planning and Policy Committee, approve that Council continues to lease part of 139 South Street, Feilding to Te Runanga o Raukawa on the existing periodic lease, at a new rental of $100 (excluding GST) per annum.

Option B – Strike a rental figure for continued occupation of the premises

That the Strategic Planning and Policy Committee, approve that Council enters into a new Lease with Te Runanga o Raukawa for part of 139 South Street, Feilding for a term ending on 30 June 2021, with an annual rental of $8,500 plus GST and outgoings, with the Chief Executive negotiating the final details.

Option C – Reinstate full market rental

That the Strategic Planning and Policy Committee, approve that Council enters into a new Lease with Te Runanga o Raukawa for part of 139 South Street, Feilding at market valuation, plus GST and outgoings, with the Chief Executive negotiating the final details.

Option D – Council provides funding for the Runanga to establish themselves in a new site

That the Strategic Planning and Policy Committee grants a one-off operational grant of up to $15,000 of unbudgeted funds for the rental of new premises by Te Runanga o Raukawa, with the Chief Executive to report back to Council on the details of any new lease arrangement prior to releasing funds.
That the Strategic Planning and Policy Committee, approve that Council gives Te Runanga o Raukawa notice that they are to vacate their premises at 139 South Street, Feilding by 28 February 2018 or earlier, with the existing periodic lease remaining in lease till this time, however at nil rental.

Report prepared by:
Doug Tate
Community Facilities 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*

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2 Background

2.1 Te Runanga o Raukawa have a lease with Council for the occupation of part of 139 South Street that commenced on 1 October 2007. The lease came to an end in September 2011 and has been periodic in tenure since this time. The lease had an annual rental of $30,880 plus outgoings.

2.2 139 South Street is an industrial area, occupied by Council’s contractor Recreational Services and Fire and Emergency New Zealand. The site was previously occupied by Fulton Hogan.

2.3 In late 2016 Officers began preparing to renegotiate a new lease with the Runanga on the existing lease terms and conditions.

2.4 In October 2016 the Chief Executive Officer was requested by the Runanga to grant a six month rental relief, in order for the Runanga to review the lease and consider their future occupation of the premises. This was due to their previous funding arrangements that covered the rental of the premises coming to an end.

2.5 In October 2016 the Chief Executive granted a six month rental relief to 31 March 2017. In February 2017 a further three month rental relief was requested, which was provided by
the Chief Executive to 30 June 2017 on the provision that the Runanga submit a proposal for Council to consider granting a new lease term.

2.6 During the rental relief period, the Runanga have continued to pay the outgoings of the lease.

2.7 In April 2017 Council received a proposal from the Runanga, which was presented to Council in workshop. The key points of the proposal included:

- That a new lease be granted, however on 'community' rather than commercial terms
- The groups utilise the buildings include:
  - Te Runanga O Raukawa
  - Raukawa Whanau Ora
  - Nga Kaitiaki o Kauwhata
  - Other hapu and iwi groups of a complementary nature supporting elderly, hapu and iwi groups
- The Runanga are proposing a zero or 'peppercorn' rental, and note they would be unable to sustain either a commercial or subsidised commercial rental
- They note many of the organisations that utilise the property would struggle to pay any rental
- The Runanga note the building has been a place where iwi can gather, forming a strong iwi presence in the township of Feilding
- They note that ongoing use of the building supports the iwi contributing to the District’s vision

2.8 In August 2017 the Runanga presented in Council workshop further rationale for justify why they should remain at 139 South Street, at a pepper corn rental. The Runanga, supported by the organisations and agencies occupying the building noted a number of key points including:

- The location provided the only current iwi location to meet within Feilding. Having an iwi location and presence in Feilding was important for the District, but also local iwi
- A marae was not always the best location to meet, particularly for those people who may be isolated from their marae or iwi
- The previous funding contract that covered the rental of the building, was no longer available and could not be covered from new or existing contracts
- The location was a central location, which saw many hapu and iwi from through the North Island meeting at least monthly at the location as a central meeting place
- The services provided were largely social in nature, such as those provided by Manchester House and Te Manawa that are difficult to charge for or source external funding, as community based support

2.9 This report formally presents to Council options and context to now make a decision on the Runanga’s request.
3 Discussion and Options considered

3.1 Council does not have any policy on setting rentals for the community organisations occupying commercial premises. The Community Leasing Policy sets rentals at 5% of the occupied land value, however specifically excludes commercial leases.

3.2 If the Community Leasing Policy rate of 5% was applied however, the Te Runanga o Raukawa lease rate would be $78,485, more than double the market valuation rental of $33,400 established in late 2016.

3.3 It can be soundly demonstrated that the Runanga are not undertaking a ‘commercial’ activity, with the basis and purpose of their services fundamentally being to provide local community and social services to the Manawatu District Community.

3.4 Examples of similar community and social service groups that the Manawatu District subsidise include:

- Te Manawa Social Services
  Council has a partnership fund agreement with Te Manawa to provide social services to the Manawatu District. Council also significantly discounts the rental of the premises that Te Manawa occupy, with an annual rental of $8,520 plus outgoings. Te Manawa are responsible for all internal maintenance and grounds.

- Manchester House
  Council has a partnership fund agreement with Manchester House to also provide social and community services to the Manawatu District. Manchester House occupy part of the old Eyre Street Depot at a nil rental for storage purposes.

3.5 Four options for Council to consider include:

Option A – Provide a new lease to the Runanga at a ‘peppercorn’ rental
Council continue to lease the premises to the Runanga on the current periodic lease, with a peppercorn rental of $100 (excluding GST) per annum, with the Runanga paying all associated outgoings.

This option provides the Runanga the ability to depart the premise if another site or building becomes available and also allows Council to provide the Runanga with four weeks’ notice, if a commercial tenant becomes available or Council has another use for the property. This option does not however provide any security in tenure however for the Runanga.

Option B – Strike a rental figure for continued occupation of the premises
An rental figure of $8,500 plus GST and outgoings is struck for the premises, recognising the community value provided by the Runanga for a period to coincide with the 2021 Long Term Plan.

A rental figure of $8,500 is similar to the rental charged to Te Manawa. A new lease would see the Runanga responsible for grounds maintenance, internal maintenance and associated outgoings. Timed to the 2021 Long Term Plan, gives the Runanga and Council time to assess options for the future location of the services.
Option C – Reinstate full market rental
A new lease given to the Runanga at the current market valuation, assessed in 2016 as being $33,400. The Chief Executive has delegated authority to negotiate the details of such a lease at Full Commercial Rental.

The Runanga will be unable to sustain this rental and will have to give notice to find a new premises in Feilding.

Option D – Council provides funding for the Runanga to establish themselves in a new site
That Council allows the Runanga to occupy the premises for a further period of up to six months in the current lease arrangements, at nil rental.

That Council provides a one off operational grant of up to $15,000 for the Runanga to establish themselves in new premises, and to establish new funding channels to support themselves in a premise long term, the details of which are to be negotiated by the Chief Executive.

3.6 Once 139 South Street is vacant, the property can then be leased out for a commercial return. New funding channels for the Runanga to explore could include applying to Council’s Partnership Fund or seeking new social service contracts to cover the balance of costs.

3.7 It is at Council’s sole discretion the approach and rental subsidy (if any) they wish to provide to the Runanga.

4 Operational Implications

4.1 Once Council have determined a way forward, Officers can put steps in place to formalise the decision.

4.2 In the event that Council adopt a decision that will see the Runanga required to vacate the premises, Officers will need to work with the Runanga on vacating the premises.

5 Financial implications

5.1 The current lease rental for 139 South Street of $30,880 plus outgoings has been budgeted in the 2017/18 Annual Plan and through the term of the 2015 Long Term Plan. Not receiving this rental negatively impacts on the overall projected revenue from the property activity.

5.2 If Council provides the $15,000 operational grant, this would be an unbudgeted item.

6 Statutory Requirements

6.1 There are no specific statutory requirements relating to this lease.

7 Delegations

7.1 While the Chief Executive has delegated Authority to enter into a new lease with the Runanga, a decision of Council is sought in this instance.
8 Consultation

8.1 The Runanga and Council have met and communicated by phone and email a large number of times on the matter. The Runanga have had multiple opportunities to express their views in both meetings and in workshop with Council.

9 Cultural Considerations

9.1 While not strictly a consideration in accordance with Local Government Act 2002, this decision will have significant implications for local iwi in relation to a meeting place and recognised location in Feilding to access iwi services.

10 Conclusion

10.1 It is at Council’s discretion which approach they wish to take in relation to the lease and the Runanga’s continued occupation of their current premises.

10.2 The presence of an iwi base in Feilding should be encouraged, however it could be argued the current location of the Runanga does not reflect the mana and importance of such iwi services in our community.

10.3 A solution that sees the services successfully retained in the community, however in a location the reflects the importance of the services, with a sustainable means of being funded should be encouraged.
Awahuri Forest-Kitchener Park Business Plan (2017-2018)

Purpose
To present for consideration the Awahuri Forest-Kitchener Park business plan for 2017-2018.

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 receives the Awahuri Forest-Kitchener Park business plan for 2017-2018

Report prepared by:
Stacey Bell
Economic Development Adviser

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**

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2 Background

2.1 The Awahuri Forest-Kitchener Park Trust is a Council Controlled Organisation (CCO). A CCO is any organisation in which one or more local authorities own or control 50% or more of the voting rights or have the right to appoint 50% or more of the directors of the organisation.

3 Discussion and Options considered

3.1 The Trust is exempt from the reporting requirements of being a CCO in accordance with section 7(5) of the Local Government Act 2002. Accordingly, the Trust is not required to provide an annual Statement of Intent, however it is subject to the six-monthly and annual reporting requirements.

3.2 Council Officers have been working with the Trust to establish an annual business plan process for communicating to Council the objectives, goals and intended actions of the Trust. The Awahuri Forest-Kitchener Park Business Plan outlining priorities for 2017-2018 is now submitted to Council for consideration.

3.3 Progress toward achieving the goals and objectives set out within the business plan will form the basis for future Awahuri Forest-Kitchener Park Trust six-monthly and annual reports to Council.

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.

6 Statutory Requirements

6.1 There are no statutory requirements associated with this paper.
7 Delegations

7.1 The Strategic Policy and Planning Committee has delegated authority to receive the Awahuri Forest-Kitchener Park Trust Business Plan for 2017-2018.

8 Consultation

8.1 There is no consultation required for this paper.

9 Cultural Considerations

9.1 There are no cultural considerations required for this paper.

10 Conclusion

10.1 A copy of the Awahuri Forest-Kitchener Park Trust Business Plan is attached.

11 Attachments

- Awahuri Forest-Kitchener Park Trust Business Plan (2017-2018)
<table>
<thead>
<tr>
<th>Goal</th>
<th>Link to Obj</th>
<th>Measure</th>
<th>Est Cost $</th>
<th>Date</th>
<th>Action</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Mitigate Flood Risk in Park</td>
<td>1,2</td>
<td>Fewer major flood incidents, Better water control mechanisms</td>
<td>36,000</td>
<td>2/18</td>
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<tr>
<td>2</td>
<td>Reduce Tradescantia (Wandering Jew) in Park</td>
<td>1,4,5</td>
<td>Tradescantia eradicated in identified sections of the park (4000sqm goal)</td>
<td>5,000</td>
<td>6/18</td>
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<tr>
<td>3</td>
<td>Plant 2,000 additional native species in Park</td>
<td>1,4,5</td>
<td>Source and plant 2,000 seedling in identified areas over 12 month period</td>
<td>10,000</td>
<td>6/18</td>
</tr>
<tr>
<td>4</td>
<td>Install Toilet Facilities in Park</td>
<td>3</td>
<td>Toilets installed by MDC</td>
<td>111,000</td>
<td>11/17</td>
</tr>
<tr>
<td>5</td>
<td>Install solar-powered Street Lamp at Park Entrance</td>
<td>4</td>
<td>A safer environment with fewer acts of vandalism</td>
<td>16,000</td>
<td>11/17</td>
</tr>
<tr>
<td>6</td>
<td>Increase Public Use Of Park</td>
<td>3,10</td>
<td>Increased number of visitors</td>
<td>-</td>
<td>12/17</td>
</tr>
<tr>
<td>7</td>
<td>Improve Identity and Visibility of AFKP Workers and Trustees</td>
<td>2</td>
<td>Better identification of personnel</td>
<td>1,000</td>
<td>5/17</td>
</tr>
<tr>
<td>8</td>
<td>Install New Signage Identifying Significant Tree Species in Park, and including new Welcome and General Information Sign</td>
<td>2</td>
<td>Improved information for public and students in Park</td>
<td>4,000</td>
<td>5/17</td>
</tr>
<tr>
<td>9</td>
<td>Extend Boardwalk to Provide Access to More Specimen Trees</td>
<td>3,5</td>
<td>Additional 40m of boardwalk installed</td>
<td>18,000</td>
<td>8/17</td>
</tr>
<tr>
<td></td>
<td>Improve success rate with Grant Applications, and General Admin Support</td>
<td>2</td>
<td>Greater efficiency in administration; Greater success with grant applications (eg Eastern &amp; Central, COGs, Tindall, Pelorus Trust)</td>
<td>4,000</td>
<td>6/17</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>11</td>
<td>Increase Access and Use of Park by Enviro Schools</td>
<td>10</td>
<td>Greater number of schoolchildren involved in Park activities</td>
<td>-</td>
<td>4/18</td>
</tr>
<tr>
<td>12</td>
<td>Begin Succession Planning for Curator and Assistant</td>
<td>1</td>
<td>Greater readiness for transition / succession</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Support Scientific &amp; Ecological Research in Park Environment</td>
<td>9</td>
<td>Greater access and use of Park for Scientific and ecological work</td>
<td>-</td>
<td>5/18</td>
</tr>
<tr>
<td>14</td>
<td>Cycle Track Available for Users</td>
<td>3,5</td>
<td>More cyclists utilising west side cycle track</td>
<td>4,000</td>
<td>6/18</td>
</tr>
<tr>
<td>15</td>
<td>ITO Group Horticultural Training in Park</td>
<td>9,10</td>
<td>Greater use of Park by established Hort Training Groups</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Strengthen Cultural Links with Local Iwi</td>
<td>6</td>
<td>Greater understanding of significant issues and historical information</td>
<td>1,000</td>
<td>3/18</td>
</tr>
<tr>
<td>17</td>
<td>Update Information Book</td>
<td>10</td>
<td>Revised edition produced and available to public</td>
<td>1,000</td>
<td>10/17</td>
</tr>
<tr>
<td>18</td>
<td>Induct New Trustee</td>
<td>2</td>
<td>New Trustee confident and knowledgeable on the affairs and processes of the AFKP Trust</td>
<td>-</td>
<td>7/17</td>
</tr>
</tbody>
</table>

**Objectives of Kitchener Park Trust**

1) To assist in the ecological restoration, management and enhancement of the land at Kitchener Park;
2) To steer and co-ordinate the raising of funds to assist the restoration, management, enhancement, promotion and further development of the land at Kitchener Park;
3) To encourage community access to Kitchener Park, and foster knowledge of and interest in the ecological restoration activity at Kitchener Park;
4) To ensure the continued protection and restoration of Kitchener Park where possible and restore biodiversity values;
5) To create a safe haven for native plant and animal species, controlled for plant and animal pests;
6) To collaborate with other relevant organisations and individuals to reintroduce locally extinct or threatened plant and animal species, to ensure their long term survival;
7) To develop self-sustaining threatened species populations which will act as source populations for the creation of future community restoration projects in the Manawatu District;
8) To care for some special collections, including the podocarp, epiphyte and lichen collections presently established at Kitchener Park;
9) To support scientific and historic research of the Kitchener Park ecosystem or components thereof;
10) To educate the general public, especially school children, about the need to conserve and protect native forest environments in New Zealand.

*Amounts identified in red: Funded from external sources*
Local Government Official Information and Meetings Act 1987 - Requests for Information August 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 August 2017 be received.

Report prepared by:
Maria Brenssell
Acting Executive Assistant - Corporate and Regulatory

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

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

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

<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>
</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:
<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>LG1707</td>
<td>1/08/2017</td>
<td>29/08/2017</td>
<td>Ann Fullerton</td>
<td>Sanson Liquormart Ltd</td>
<td></td>
<td>completed</td>
<td>3/08/2017</td>
</tr>
<tr>
<td>LG1708</td>
<td>1/08/2017</td>
<td>29/08/2017</td>
<td>Nikki Groves</td>
<td>Number of registered working dogs in Manawatu region</td>
<td>in progress</td>
<td>4/08/2017</td>
<td></td>
</tr>
<tr>
<td>LG1709</td>
<td>3/08/2017</td>
<td>31/08/2017</td>
<td>Bob Field</td>
<td>Electronic copy of resource consent application for Joinery on Lees Road</td>
<td>completed</td>
<td>4/08/2017</td>
<td></td>
</tr>
<tr>
<td>LG1710</td>
<td>8/08/2017</td>
<td>5/09/2017</td>
<td>Charlotte Graham</td>
<td>All documents relating to Natural disaster preparedness, planning, safety, resilience or evacuation for communities listed in email</td>
<td>completed</td>
<td>22/08/2017</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.
Annual Report to 30 June 2017

Purpose

To present the draft Annual Report for the year ending 30 June 2017, advise on the process followed to prepare the Annual Report, and seek delegation of authority for the signing of the Annual Report, subject to audit changes.

Significance of Decision

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

Recommendations

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

Report prepared by:
Colleen Morris
Chief Financial Officer

Approved for submission by:
Shayne Harris
General Manager - Corporate and Regulatory

1 Contribution to the Council Vision and Council Outcomes

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

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✔</td>
</tr>
</tbody>
</table>
2 Background

2.1 The Annual Report is prepared under section 98 of the Local Government Act 2002, and includes the provisions of schedule 10, part 3. It compares Manawatu District Council’s actual performance against what was forecast in year two in the 2015-2025 Long Term Plan as amended by the 2016/17 Annual Plan.

2.2 The Annual Report outlines how Council has spent money collected from ratepayers, residents, financial institutions and government agencies and includes both financial and non-financial information.

2.3 As well as reporting against the Council’s key activities, performance indicators in the 2015-25 Long Term Plan and budgets outlined in the 2016/17 Annual Plan, the Annual Report also reports against the Funding Policy, Borrowing Management and Investment Policies.

3 Discussion and Options considered

3.1 The Annual Report is externally audited on behalf of the Auditor General against the statutory requirements of the Local Government Act 2002 and is therefore a key accountability document for the community.

3.2 Audit New Zealand is currently undertaking the audit of the Annual Report. Audit New Zealand will prepare a report on behalf of the Auditor-General for inclusion in the Annual Report that is scheduled to be presented for adoption by Council at its meeting scheduled for 19 October 2017.

3.3 A summary of the information contained in the Annual Report will also be publicly available.

3.4 The Annual Report to be presented to Council at its 19 October meeting will contain a Statement of Compliance and Responsibility, that confirms that the Council and the management of the Manawatu District Council have complied with all the statutory requirements of section 98 of the Local Government Act 2002, and accepts responsibility for the preparation of the Financial Statements, the Statements of Service Performance and the judgements used in them. A summary of the financial and non-financial highlights are presented in section 1 of the report.

3.5 Council is asked to delegate authority to the Mayor and the Chief Executive to sign the Statement of Compliance and Responsibility that will be contained within the Annual Report.

3.6 The final Annual Report, including the Auditor’s report, will then be presented to Council for adoption at its 19 October 2017 meeting.

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 unbudgeted financial implications associated with this paper.
6 **Statutory Requirements**

6.1 Section 98 of the Local Government Act 2002 sets out the requirements for preparing and adopting the Annual Report.

6.2 The Annual Report (including the Audit opinion) must be completed and adopted, by resolution, within four months after the end of the financial year to which it relates, i.e. by 30 October 2017.

7 **Delegations**

7.1 The Strategic Planning and Policy Committee's Terms of Reference includes the responsibility for overseeing, co-ordinating and directing the development of, and where appropriate, the review of the Annual Report.

7.2 Under Clause 32 of Schedule 7, the Council is not able to delegate the authority to adopt the Annual Report.

8 **Consultation**

8.1 There are no consultation requirements associated with adoption of the Annual Report.

9 **Cultural Considerations**

10 There are no cultural considerations associated with this matter.

11 **Conclusion**

11.1 The Annual Report to 30 June 2017 has been finalised and is presented in draft to the committee for receipt and will be presented to Council for adoption at its 19 October 2017 meeting.

12 **Attachments**

- Annual Report to 30 June 2017 (appended separately)