



COUNCIL

AGENDA

Meeting to be held

WEDNESDAY 18 NOVEMBER 2015

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 "L. Vincent", is positioned above the name of the Chief Executive.

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

Pastor David Quin, Activate Church Feilding, will open the meeting in prayer

2. APOLOGIES

3. REQUESTS FOR LEAVE OF ABSENCE

4. CONFIRMATION OF MINUTES

6

Draft resolution

That the minutes of the extraordinary Council meeting held 12 October 2015, and the Council meeting held 15 October 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 AMY VILES

Presentation of project plan / recommendations from the Massey Social Work students' Field Education Placement on Short Term & Emergency Housing for Youth (an action from the 2015 Social Wellbeing Forum).

6.2 KELLY CLARK

Recipient of a Representative Grant to represent New Zealand in her age group at the World Duathlon championships held in Adelaide, Australia from 14 to 18 October 2015.

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

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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.	
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Report of the General Manager – Business dated 28 October 2015	
10. CONSIDERATION OF LATE ITEMS	
11. PUBLIC EXCLUDED BUSINESS	

COUNCIL TO RESOLVE:

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

- a) Recommendation from Chief Executives Employment Subcommittee
- b) Appointment of Trustees to Awahuri Forest Kitchener Park Trust

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) Appointment of Trustees to Awahuri Forest Kitchener Park Trust	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.
b) Report from Chief Executives Employment Subcommittee	As above	As above

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.

12. MEETING CLOSURE

MINUTES	MEETING	TIME
COUNCIL	MONDAY 12 OCTOBER 2015	8.30AM

Minutes of an extraordinary meeting of the Council held on Monday 12 October 2015, commencing at 8.30am in the Manawātū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT: Mayor Margaret Kouvelis (Chairperson)
 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

APOLOGIES Cr S Bielski

IN ATTENDANCE: Shayne Harris (General Manager – Business)
 Brent Limmer (General Manager - Community and Strategy)
 Hamish Waugh (General Manager – Infrastructure)
 Michael Hawker (Project Delivery Manager)
 Paul Stein (Communications Adviser)
 Sandra de Figueiredo (Business Support Officer)

MDC 15/146 APOLOGIES

RESOLVED

That the apology from Councillor Steve Bielski be accepted.

Moved by: Councillor Shane Casey

Seconded by: Councillor Albert James

CARRIED

MDC 15/147 REQUESTS FOR LEAVE OF ABSENCE

There were no requests for leave of absence.

MDC 15/148 DECLARATIONS OF INTEREST

There were no conflicts of interest declared.

MDC 15/149 NOTIFICATION OF LATE ITEMS

There were no late items notified.

MINUTES	MEETING	TIME
COUNCIL	MONDAY 12 OCTOBER 2015	8.30AM

MDC 15/150 ECONOMIC DEVELOPMENT COUNCIL CONTROLLED ORGANISATION DIRECTOR REMUNERATION

Report of the General Manager – Community and Strategy to consider Director remuneration payable to the Economic Development Council Controlled Organisation dated 05 October 2015.

RESOLVED

- 1. That Manawatu District Council approve a total of \$155,000 per annum in directors' remuneration for the Economic Development Council Controlled Organisation being \$55,000.00 for the Chairperson and \$25,000.00 for each of the remaining four directors.**
- 2. That Manawatu District Council note that Manawatu District Council and Palmerston North City Council would contribute 50% to the Director Remuneration Pool, being \$77,500.00 each.**
- 3. That Manawatu District Council note that a separate report will deal with options on how to fund the Director Remuneration Pool and the remaining working capital for the Council Controlled Organisation.**

Moved by: Councillor Barbara Cameron

Seconded by: Councillor Shane Casey

CARRIED

MDC 15/151 MEETING CLOSURE

Her Worship the Mayor declared the meeting closed at 8.42am.

Approved and adopted as a true and correct record:

CHAIRPERSON

DATE

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 15 OCTOBER 2015	8.30AM

Minutes of a meeting of the Council held on Thursday 15 October 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)
	Colleen Morris	(Principal Financial Adviser)
	Paul Stein	(Communications Adviser)
	Sandra Crosbie	(Communications Officer)
	Tineke Naylor	(Executive Officer to the Mayor)
	Allie Dunn	(Business Support Team Leader)
	Phil Kennerley	(Audit New Zealand)
	Chris Webby	(Audit New Zealand)

MDC 15/152 MEETING OPENING

Pastor Jocelyn Stephens, Life Point Church Feilding, opened the meeting in prayer.

MDC 15/153 APOLOGIES

There were no apologies.

MDC 15/154 REQUESTS FOR LEAVE OF ABSENCE

There were no requests for leave of absence.

MDC 15/155 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the meeting held 17 September 2015 and the extraordinary meeting held 29 September 2015 be adopted as a true and correct record.

Moved by: Councillor Tony Jensen

Seconded by: Councillor Jo Heslop

CARRIED

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 15 OCTOBER 2015	8.30AM

MDC 15/156 DECLARATIONS OF INTEREST

There were no declarations of interest.

MDC 15/157 PUBLIC FORUM - VANESSA STORY

Vanessa Story, recipient of a Representative Grant, spoke about her attendance at the World Masters Track and Field championships held in Lyon, France from 4 to 16 August 2015.

MDC 15/158 PUBLIC FORUM - FEILDING HIGH SCHOOL SWIMMING TEAM

Molly Alcock, Keely McKnight, and Chris Smithers, members of the Feilding High School Swimming Team who were recipients of a Representative Grant to attend the New Zealand Secondary School Swimming Championships held in Hamilton from 11 to 13 September 2015, spoke about their attendance at the event. They also played a video clip of the team relay race.

MDC 15/159 NOTIFICATION OF LATE ITEMS

There were no late items for consideration.

MDC 15/160 MINUTES OTHER COMMITTEES

There no recommendations from other committees for consideration.

MDC 15/161 MANFEILD PARK TRUST – ALTERATION OF RULES

Report of the General Manager – Community and Strategy dated 2 October 2015 seeking formal approval to revoking Rule 11.3 – Control of Funds, contained within the Manfeild Park Trust Deed and replacing with a new Rule.

RESOLVED

That Council as a Settlor to Manfeild Park Trust resolve that Clause 11.3 of the Manfeild Park Trust Deed be revoked and in its place the following be inserted:

“11.3 Control of Funds

All monies received by the Board shall forthwith be paid to the bank account of the Board. All cheques or payments to be drawn upon the bank account of the Board shall be signed by at least two (2) signatories from time to time appointed by the Board for that purpose.”

Moved by: Councillor Howard Voss

Seconded by: Councillor Shane Casey

CARRIED

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 15 OCTOBER 2015	8.30AM

MDC 15/162 REMISSION OF RATES ON LAND AFFECTED BY 20-21 JUNE 2015 FLOOD EVENT

Report of the General Manager – Community and Strategy dated 29 September 2015 seeking consideration of whether to enact the Remission of Rates on Land Affected by Natural Calamity Policy on those properties affected by the 20/21 June 2015 flood event.

RESOLVED

That the Council does not enact the Remission of Rates on Land Affected by Natural Calamity Policy on those properties affected by the 20/21 June 2015 flood event.

Moved by: Councillor Tony Jensen

Seconded by: Councillor Wayne Ellery

CARRIED

Councillor Andrew Quarrie recorded his vote against the motion.

MDC 15/163 TRIENNIAL AGREEMENT AMENDMENT – ECONOMIC DEVELOPMENT

Report of the General Manager – Community and Strategy dated 8 October 2015 seeking agreement to a proposed amendment to the Triennial Agreement to establish a new activity called “Regional Economic Development”.

RESOLVED

That the Council approve the amendment to the Manawatu-Wanganui Region Triennial Agreement as follows:

- 1. Insert a new bullet point to A. General on page 2: Collaboration and cooperation between local authorities of the Region can more effectively grow the region’s economy for the benefit of its communities.**
- 2. Insert a new bullet point to B. Communication and Cooperation on page 2: Work together to achieve regional economic growth and development (refer Appendix Two).**
- 3. Insert a new appendix to the Triennial Agreement: Appendix Two - Collaboration and Cooperation for Regional Economic Growth and Development.**

Moved by: Councillor Howard Voss

Seconded by: Councillor Barbara Cameron

CARRIED

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 15 OCTOBER 2015	8.30AM

MDC 15/164 ULTRAFast BROADBAND ROLLOUT – STAGE 3B DARRAGHS ROAD

Report of the General Manager – Infrastructure dated 11 September 2015 seeking to bring forward funding allocated in the 2016/17 financial year into the 2015/16 financial year to complete the remainder of the UFB installation on Darragh's Road, Feilding.

RESOLVED

That funding of \$20,000 be brought forward from the 2016/17 financial year to the 2015/16 financial year to complete the final stage of the Darragh's Road, Feilding UFB installation.

Moved by: Councillor Andrew Quarrie

Seconded by: Councillor Shane Casey

CARRIED

MDC 15/165 ADOPTION OF ANNUAL REPORT TO 30 JUNE 2015

Report of the General Manager – Business dated 2 October 2015 seeking adoption of the Annual Report for the year ending 30 June 2015. Phil Kennerley and Chris Webby, of Audit New Zealand, tabled and spoke to the Independent Auditor's Report.

RESOLVED

That the Council adopt the Annual Report for the year ending 30 June 2015.

Moved by: Mayor Margaret Kouvelis

Seconded by: Councillor Tony Jensen

CARRIED

MDC 15/166 CONSIDERATION OF LATE ITEMS

There were no late items for consideration.

MDC 15/167 MEETING ADJOURNMENT

RESOLVED

That the meeting be adjourned and reconvene at 7.30pm, 15 October 2015.

Moved by: Councillor Tony Jensen

Seconded by: Councillor Barbara Cameron

CARRIED

The meeting adjourned at 9.30am and reconvened at 7.30pm.

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 15 OCTOBER 2015	8.30AM

MDC 15/168 NEW ZEALAND CITIZENSHIP CEREMONY

Nineteen candidates attended the Citizenship Ceremony to swear allegiance to the Queen of New Zealand before Her Worship the Mayor of the Manawatu District Council.

NAME	NATIONALITY	FORM OF OATH
Mr Daniel de Silva BAUTISTA	Filipino	Oath
Mr Richard Elliot CAPO-BIANCO	British	Oath
Mrs Elizabeth Rose WEBSTER	British	Oath
Mr Marcus John FENNER	British	Affirmation
Mrs Natalie FENNER	British	Affirmation
Master Owen Marcus FENNER	British	Affirmation
Master Corin Matthew FENNER	British	No Oath (Minor)
Mr Nir Dhoj KADARIYA	Bhutanese	Oath
Mr Datie MYBURGH	South African	Affirmation
Mrs Hester Jacoba MYBURGH	South African	Affirmation
Mr Bootje MYBURGH	South African	Affirmation
Mr De La Rey MYBURGH	South African	Affirmation
Dr Hernando SANDOVAL RODRIGUEZ	Colombian	Oath
Mr Sukhwant SINGH	Indian	Affirmation
Mr Samphois SOU	Cambodian	Oath
Mrs Sovanneavy KHEAV	Cambodian	Oath
Miss Liza SAMPHOIS	Cambodian	Oath
Ms Nicola Iris WELDON	British	Oath
Mr Clarence Arnold WINKWORTH	South African	Oath

MDC 15/169 MEETING CLOSURE

Her Worship the Mayor declared the meeting closed at 8.30pm.

Approved and adopted as a true and correct record:

CHAIRPERSON

DATE

Council

Meeting of 18 November 2015

Business Unit: Community and Strategy
Date Created: 16 October 2015



Marae Consultative Standing Committee – Name Change of Marae Consultative Standing Committee

Purpose

To present for consideration and adoption recommendations of the Marae Consultative Standing Committee meeting held on 13 October 2015 proposing a name change for the committee.

Recommendation

That the Council approve change of name of the Marae Consultative Standing Committee to Ngā Manu Tāiko o Te Kaunihera Manawatū District Council.

Report prepared by:
Allie Dunn
Business Support Team Leader

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

Council

Meeting of 18 November 2015



Business Unit: Community and Strategy
Date Created: 16 October 2015

Marae Consultative Standing Committee – Marae Consultative Working Group

Purpose

To present for consideration and adoption recommendations of the Marae Consultative Standing Committee meeting held on 13 October 2015 proposing Terms of Reference, membership and meeting dates for the Marae Consultative Working Group.

Recommendation

- 1 That the Council approve the formation of the Marae Consultative Working Group and confirm the Terms of Reference and membership for the Marae Consultative Working Group.**
- 2 That the Marae Consultative Working Group be named Te Kaunihera Working Group.**
- 3 That Te Kaunihera Working Group meet on the alternative month to that of Ngā Manu Tāiko o Te Kaunihera Manawatū District Council with the day and time to be confirmed.**

Report prepared by:
Allie Dunn
Business Support Team Leader

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

Council

Meeting of 18 November 2015

Business Unit: Infrastructure
Date Created: 10 November 2015



Oroua Declaration

Purpose

The purpose of this report is to present the 'Oroua Declaration' that has been negotiated with Ngāti Kauwhata to outline the shared vision and collaborative approach for the protection and management of the Oroua River within the authority of the Manawatu District Council.

Significance of Decision

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

Recommendations

1. That the Council receives and endorses the Oroua Declaration as an outline of the partnership approach between the Manawatu District Council and Ngāti Kauwhata for the future protection and management of the Oroua River within the authority of the Manawatu District Council.
2. That Council authorises the Mayor to sign the Oroua Declaration on behalf of Council.

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

Approved for submission by:
Hamish Waugh
General Manager - Infrastructure

1 Contribution to the Council Vision and Council Outcomes

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

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

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 Council has been in discussion with Ngāti Kauwhata about the Feilding Wastewater Treatment Plant resource consent application for the discharge for treated wastewater to the environment for a number of years.
- 2.2 Council and Ngāti Kauwhata have both had differing views of the best approach to the protection, utilisation and enhancement of the Oroua River and the most appropriate way to manage the current and future needs of Feilding and the wastewater it produces. Notwithstanding this, both parties recognised the importance of the river to the district and its people.
- 2.3 Throughout the various discussions, Ngāti Kauwhata proposed the development of the Oroua Declaration which is intended to set out a high level framework with various statements of intent for Council and Ngāti Kauwhata to work together in a partnership approach for the future safeguarding of the Oroua River.
- 2.4 The Oroua Declaration outlines the vision both Council and Ngāti Kauwhata have for the Oroua River while recognising that neither party has a statutory authority over the river and any efforts toward its protection will need to have the support of all stakeholders, particularly the Horizons Regional Council.

3 Discussion and Options considered

- 3.1 The Oroua Declaration has been suggested by Ngāti Kauwhata as a way forward to ensure that both Ngāti Kauwhata and Council work together in a partnership approach for the benefit of the Oroua River.
- 3.2 No single party can enhance and protect the river given the competing needs of the wider community. The declaration represents the common view of Council and Ngāti Kauwhata that the Oroua River is a special and defining feature of the Manawatu district and both parties will be more effective in advocating for its protection if coming from a common and agreed point of view.
- 3.3 When considering the resource consent application for the discharge of treated wastewater to the Oroua River from the Feilding Wastewater Treatment Plant, Council and Ngāti Kauwhata started the discussion with polar opposite views on the solution yet both sought the same outcome i.e. a cleaner river. The declaration represents a pragmatic way forward, consolidates the common view of Council and Ngāti Kauwhata and provides

a high framework for Council and Ngāti Kauwhata to work together for the common goal of a cleaner Oroua River.

4 Operational Implications

- 4.1 There are no additional operational resources as a result of the Oroua Declaration and the initiative is aligned to the Manawatu River Leaders Accord to which Council is already committed.

5 Financial implications

- 5.1 There are no additional direct costs as a result of the Oroua Declaration and the initiative is aligned to the Manawatu River Leaders accord to which Council is already committed.
- 5.2 Funds are already committed in the 2015-25 Long Term Plan for the Feilding Wastewater treatment Plant, irrigation and buffer/riparian planting.

6 Statutory Requirements

- 6.1 There are no specific statutory requirements and all parties understand that the Oroua Declaration provides a framework and a context for working within any statute i.e. the Resource Management Act 1991 for the protection of the Oroua River.

7 Delegations

- 7.1 Council has delegated authority to endorse the Oroua Declaration and approve Mayoral signing of the declaration.

8 Consultation

- 8.1 Council has specifically consulted with iwi who submitted on the Feilding Wastewater treatment plan resource consent application in the development of the Oroua Declaration.
- 8.2 It is intended that the Declaration will be discussed at a future Marae Consultative Committee meeting.

9 Cultural Considerations

- 9.1 All cultural considerations have been taken into account in the development of the Oroua Declaration and Ngāti Kauwhata, as mana whenua have been at the forefront of discussions.

10 Conclusion

- 10.1 The Oroua Declaration represents a significant milestone in the relationship between Council and Ngāti Kauwhata. It also represents a significant partnership for the oversight and protection of the Oroua River into the future.

11 Attachments

- Oroua Declaration

OROUA RIVER DECLARATION

*Ko Ruahine te maunga
Ko Oroua te awa
Ko Ngāti Kauwhata te Iwi*

- 1 The Oroua River ('the River') is a defining feature of the Manawatu rohe and district.
- 2 The River flows from the Ruahine Ranges in the east to join the Manawatu River in the south-west at Puketotara. It traverses the upper and lower reaches of rural Manawatu and skirts the eastern borders of the Feilding township.
- 3 It also traverses the mana whenua of Ngāti Kauwhata and has been integral to the distinctiveness of Ngāti Kauwhata for more than 180 years. Ngāti Kauwhata has long regarded the River as a source of food, a recreational opportunity, a pathway between sites of importance, a place for spiritual revitalisation and a marker of tribal identity.
- 4 The River has also been a vital asset for the people of the Manawatu and for the Manawatu District Council. Its catchment has been extensively modified as a result of land clearance and development, discharges, and flood / drainage control works. An unintended consequence of this development has been a general degradation of the River's water quality and native flora and fauna. Council recognises that sustainable management of the River will underpin the economic prosperity of the district.
- 5 Both Ngāti Kauwhata and the Manawatu District Council agree that the River is critically important for the region. It embodies inter-generational continuity, provides a source of water necessary for community wellbeing, channels the forces of nature and remains a fundamental part of a wider eco-system.
- 6 Ngāti Kauwhata and the Manawatu District Council agree that the River is vital for the wise utilisation of the surrounding land, for the people of the Manawatu, for the local economy and for the identity of Ngāti Kauwhata.
- 7 Both the Council and the Iwi agree that the mauri, security and natural habitat of the River should be protected and enhanced.
- 8 In order to protect the River, enhance its flow and quality of its waters, the Iwi and the Council wish to work together as partners and as champions for a healthy River.

- 9 We will jointly establish a Mana Whakahaere Board to provide oversight and advocacy for the River's ongoing management.
- 10 We will develop a strategic plan for the preservation and restoration of the River and will foster an integrated system of management that reflects cultural, scientific, and ecological measures.
- 11 We will seek balance between risk to the wellbeing of the river and agricultural pursuits, urban development and point source discharges along the whole course of the River.
- 12 We will advise each other of any threats or pressures that may have harmful consequences.
- 13 We will meet at least once every year to discuss our progress and to identify any remedial actions that need to be undertaken.
- 14 We will ensure that the River remains a vital, distinctive and proud marker of our joint standing in Aotearoa New Zealand.

Signed on behalf of:

Ngati Kauwhata Iwi

Manawatu District Council

Date signed: _____

Council

Meeting of 18 November 2015

Business Unit: Community and Strategy
Date Created: 19 October 2015



Marae Consultative Standing Committee Appointments

Purpose

To note and approve changes in representative and alternative representative for Taumata o Te Rā Marae on the Marae Consultative Standing Committee.

Significance of Decision

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

Recommendations

That the Council note and approve the change in representative on the Marae Consultative Standing Committee for Taumata o Te Rā Marae from Mr George Kereama, to Mrs Manurere Devonshire, with Sean Kereama appointed as alternate.

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

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 The membership of the Marae Consultative Standing Committee is made up of three elected members, and ten Marae representatives, being one appointed representative by Tangata Whenua from the following Marae: Aorangi; Kauwhata; Kotuku; Parewahawaha; Poupatate; Rangimarie; Taumata O Te Ra; Te Hiiri; Te Iwa; Te Tikanga; Paranui; and Te Au.
- 2.2 Each Marae representative also has a deputy who has attendance, speaking and voting rights when the appointed representative is unable to attend the meeting.

3 Discussion and Options considered

- 3.1 Council has received advice from Taumata o Te Rā Marae Komiti that their long serving representative, Mr George Kereama, wished to stand down.
- 3.2 Taumata o Te Rā Marae Komiti advises that Mrs Manurere Devonshire will be their new primary member and that Mr Sean Kereama will be their secondary member, who will attend if Manurere is unavailable.

4 Operational Implications

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

5 Financial implications

- 5.1 There are no financial implications associated with this paper. All resource requirements are in accordance with existing budgetary allocation.

6 Statutory Requirements

- 6.1 Clause 31 of Schedule 7 of the Local Government Act 2002 sets out the requirements for appointing members of committees.

7 Delegations

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

8 Consultation

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

9 Cultural Considerations

- 9.1 There are no cultural considerations associated with this matter.

10 Conclusion

- 10.1 Following advice that Mr George Kereama would be standing down from the committee, Taumata o Te Rā Marae Komiti advised the Marae Consultative Standing Committee that Mrs Manurere Devonshire would be their primary member with Mr Sean Kereama as the alternate member. Council is asked to formally adopt the change in membership.

11 Attachments

- There are no attachments.

Council

Meeting of 18 November 2015

Business Unit: Community and Strategy
Date Created: 05 November 2015



Community Committee Policy Review

Purpose

To present for consideration the Community Committee policy which has been re-drafted following a review being undertaken by Council.

Significance of Decision

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

Recommendations

That the draft Community Committee Policy, as presented, be received.

That the draft policy be presented to Community Committees at the Joint Community Committees meeting being held on 26 November 2015 for their feedback prior to it being adopted by Council.

Report prepared by:
Janine Hawthorn
Community 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:

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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 In 1990 Council adopted a policy for the establishment of Community Committees with the purpose of providing a local link and point of contact for Council liaison.
- 2.2 This policy was adopted shortly following the Local Government Reorganisation of 1989 which saw five separate authorities amalgamate into one. It also saw the closure of the former Council Offices and Service Centres located in the smaller villages so a community committee established in those villages was an informal way for continuing with the liaison with these communities.
- 2.3 The Community Committees policy has not been significantly reviewed for some time.

3 Discussion and Options considered

- 3.1 At the 20 August 2015 Council meeting a request was considered to include Feilding as a Community of Interest in the policy to enable a Community Committee to be established.
- 3.2 It was agreed at that meeting to include Feilding in the list of communities of interest within the Community Committees Policy as well as to signal Council's intention to review the policy before December 2015.
- 3.3 The intention for reviewing the policy was to bring it up to date to reflect what is currently happening by removing clauses that have been superseded and to ensure that the policy reflects the Council of today.
- 3.4 It was also intended as part of the review to combine other policies relating to Community Committees, such as the Community Committee Project Fund and the Hall Management Policy, in order that everything relating to the Community Committees is contained within the one policy.
- 3.5 The Hall Management Policy is yet to undergo a significant review. It is therefore recommended that the Hall Management Policy form part of the Community Committees policy once that review has been undertaken.

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 Council has the authority to make a decision on this matter.

8 Consultation

- 8.1 Once Council has considered the draft policy, it is intended that the draft policy would be presented to the Joint Community Committees meeting scheduled for 26 November 2015 for their input prior to the policy being adopted by Council at its 17 December 2015 meeting.

9 Cultural Considerations

- 9.1 There is no cultural consideration required for this paper.

10 Conclusion

- 10.1 The Community Committee policy was reviewed by Council at a Workshop held on 27 October 2015. Following the workshop the policy has been redrafted with the following key headings:

- Purpose of this Policy
- What is the Role of a Community Committee?
- How are Community Committees Supported?
- How are Community Committees Appointed?
- Community Committee Project Fund
- Hall Management

- 10.2 A copy of the re-drafted policy is attached for Council's consideration.

11 Attachments

- Draft Community Committees Policy - October 2015



Community Committees Draft Policy

Purpose of this Policy

The purpose of the **Community Committees Policy** is to allow identified communities of interest within the Manawatu District to establish an advisory body in their community to assist the Council in its responsibilities to that community. They are an informal link between the Council and the community whereby an exchange of information, opinions, proposals, recommendations and decisions can take place.

The following are the communities of interest identified by Council. This however does not prevent other communities from being incorporated:

Apiti	Himatangi Beach	Rangiwahia
Cheltenham	Hiwinui	Rongotea
Colyton	Kimbolton	Sanson
Feilding	Pakihikura	Tangimoana
Halcombe	Pohangina	Waituna West

What is the Role of a Community Committee?

Community Committees are part of Community Development, which is a key contributor to achieving Council's vision and outcomes and is part of the District Development activity within Council's Long Term Plan.

Community development is a means for Council to partner with community groups and not for profit organisations to encourage these groups to strengthen the interests and values of our district's residents by encouraging active citizenship in identifying the issues they want to deal with and to generate local solutions that will deliver economic, social, ecological and cultural wellbeing of our District.

Community Committees are empowered to present comprehensive submissions to Council's Annual Plans and Long Term Plans. The submission to align ideas for future proofing the community and the identified community projects arising out of Community Plans to Council's strategic direction.

How are Community Committees Supported?

A Council member is appointed as a Liaison Councillor for each Community Committee. The Liaison Councillor's key role is to assist the Committee and advise on Council processes and to provide updates on matters of interest at a local, regional and national level.

Liaison Councillors are there to listen to the community's concerns and to clarify the process of engagement with Council and to give guidance to where the Committee can seek help on specific issues. They are not the Community's spokesperson.

Council's Community Development Adviser is the Committee's main point of contact and support from within Council.

How are Community Committees Appointed?

Each Community Committee will be established at a public meeting to be called by Council.

The number of members to be elected to serve on the Committee shall, where practicable, be a minimum of seven and a maximum of 10 adults.

The term of the Committee shall coincide with Council's term of office which is three years. Community Committees will therefore hold triennial meetings to re-elect their Committees following the Local Government Elections to be active.

Each active Committee is required to establish their own Terms of Reference based on a standardised template which would include when the Committee meets, how often and its administrative procedures.

Community Committee Project Fund

Council will provide annual funding to allow community committees to undertake small-scale, discrete projects within their communities that are not currently included in Council's contracts or levels of service and can be aligned to Community Plans where a Community Plan exists. This annual funding is known as Community Committee Project Fund.

The Community Committee Project Fund has an annual budget to be distributed evenly amongst each of the Community Committees that are currently active. This funding is not available to those Committees that are in recess.

Each active Community Committee will be asked to submit a draft work programme by the end of December each year for the following financial year. This work programme lists projects in order of priority. Payment is upon receipt of invoices for agreed projects. Funds can be accumulated and carried over from one year to the next as long as they have been tagged for a specific project and must be used within the term of a Long Term Plan.

Hall Management

The Hall Management Policy will be incorporated into the Community Committee Policy once it has undergone a major review.

Council

Meeting of 18 November 2015



Business Unit: Business

Date Created: 28 October 2015

Re-establishment of the Manawatu District / Palmerston North City Joint Strategic Planning Committee

Purpose

To re-establish the Manawatu District / Palmerston North City Joint Strategic Planning Committee, and appoint members to that committee.

Significance of Decision

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

Recommendations

1. That the Council re-establish the Manawatu District / Palmerston North City Joint Strategic Planning Committee, with terms of reference as outlined in the agreement to re-establish the Manawatu District / Palmerston North City Joint Strategic Planning Committee dated 20 October 2015.
2. That the Council re-appoint Her Worship the Mayor Margaret Kouvelis as Deputy Chairperson, and Councillors Shane Casey, Tony Jensen, Alison Short and Howard Voss as members of the Manawatu District / Palmerston North City Joint Strategic Planning Committee.

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 In August 2014, amendments to the Local Government Act 2002 were made by the Local Government Act 2002 Amendment Act 2014. These changes mean that under Schedule 1AA(5) and Schedule 7(30A) all joint committees that existed prior to 8 August 2014 must have an agreement that all committee members have entered into that covers all the requirements set out in the amended legislation. As no agreement was made during the year preceding the date of 8 August 2015, the joint committee was deemed to be discharged.

2.2 At its meeting held 17 September 2015, the Manawatu District Council passed the following resolution:

"MDC 15/133 RE-ESTABLISHMENT OF JOINT STRATEGIC PLANNING COMMITTEE

That the Chief Executive be authorised to prepare and sign an agreement with Palmerston North City Council to re-establish the Manawatu District/ Palmerston North City Joint Strategic Planning Committee, the agreement to be based on the procedures for establishment of the Joint Committee, updated to include a provision for varying the agreement as required by Schedule 1AA(5) and Schedule 7(30A) of the Local Government Act 2002."

2.3 The Palmerston North City Council passed a similar resolution and accordingly an updated agreement was signed by the Chief Executives of the two Councils (copy attached).

3 Discussion and Options considered

3.1 Now that the agreement for re-establishing the Manawatu District / Palmerston North City Joint Strategic Planning Committee has been signed by the two Chief Executives on behalf of their Councils, both Councils are now asked to separately pass further resolutions establishing the Joint Committee and appointing members as appropriate.

3.2 The proposed appointments reflect the membership that existed prior to the Joint Standing Committee being deemed discharged, which comprises five elected members from each Council.

4 Operational Implications

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

5 Financial implications

- 5.1 There are no unbudgeted financial implications associated with this report.

6 Statutory Requirements

- 6.1 Statutory requirements are set out under Schedule 1AA(5) and Schedule 7(30A) of the Local Government Act 2002 and are covered within this report.

7 Delegations

- 7.1 The Council has the authority to make decisions on this matter.

8 Consultation

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

9 Cultural Considerations

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

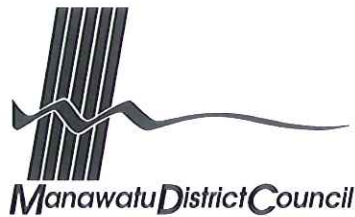
10 Conclusion

- 10.1 The Joint Strategic Planning Committee was deemed discharged on 8 August 2015. This report proposes authorising the Chief Executive to negotiate an agreement with Palmerston North City Council to re-establish the Joint Strategic Planning Committee.

11 Attachments

- Agreement to Re-establish the Manawatu District / Palmerston North City Joint Strategic Planning Committee dated 20 October 2015

DATED 20 October 2015



**AGREEMENT IN RELATION TO THE RE-ESTABLISHMENT
OF THE MANAWATU DISTRICT AND PALMERSTON
NORTH CITY JOINT STRATEGIC PLANNING COMMITTEE**

PARTIES

**MANAWATU DISTRICT COUNCIL
and
PALMERSTON NORTH CITY COUNCIL**

Agreement in Relation to the Re-establishment of the Manawatu District and Palmerston North City Joint Strategic Planning Committee

Date:

20 October

2015.

Parties

1. Manawatu District Council (referred to as **MDC**)
2. Palmerston North City Council (referred to as **PNCC**)

Background

- A. The Manawatu District and Palmerston North City Joint Strategic Planning Committee that had existed before 8 August 2015 has been deemed to be discharged because of recent amendments to the Local Government Act 2002 (referred to as the **Act**).
- B. The Act now requires an agreement to be made between MDC and PNCC before any joint committee can be established or re-established.
- C. MDC and PNCC now wish to record their agreement on matters required by the Act to be agreed upon before the Manawatu District and Palmerston North City Joint Strategic Planning Committee (referred to as the **Committee**) can be re-established.

The Parties Agree:

1. The requirements and procedures, as set out in the following clauses, will apply for the re-establishment and operation of the Committee.
2. The Committee will be a joint committee as permitted by Clauses 30 and 30A of Schedule 7 to the Act and, as such, is deemed to be a Committee of both the Manawatu District Council and the Palmerston North City Council (collectively referred to as the **Councils**).
3. The terms of Reference of the Committee are:
 - a. To address strategic planning issues that impact on both Manawatu District and Palmerston North City, in particular issues relating to but not restricted to infrastructure, land use planning and economic development.
 - b. To consider community planning and community outcomes implications. For the purposes of the Committee's Terms of Reference, "Strategic Planning Issues" mean those that are referred to the Committee by either MDC and/or PNCC, taking an inter-regional perspective.



**Agreement in Relation to the Re-establishment of the
Manawatu District and Palmerston North City Joint Strategic Planning Committee**

4. The Committee will have recommending status only, other than the power:
 - a. To appoint and discharge Sub-Committees and Working Parties as it considers appropriate, and to delegate any of its functions or duties to Sub-Committees so appointed; and
 - b. To make decisions on meeting procedures where such decisions are either required or permitted by Standing Orders or relevant legislation.
5. The Committee will comprise ten members, being:
 - a. The Mayor of MDC;
 - b. The Mayor of PNCC;
 - c. Four appointees of MDC; and
 - d. Four appointees of PNCC.
6. The Committee will appoint and may remove a Chairperson and Deputy Chairperson, one of whom will be the Mayor or a Councillor of MDC and the other the Mayor or a Councillor of PNCC.
7. The quorum of the Committee will comprise six members of the Committee, including at least three elected members (the Mayor and/or other Councillors) from each of the Councils.
8. Each of the Councils will be responsible for the payment of meeting allowances and travel expenses for their respective Mayors and appointees.
9. Meetings of the Committee will be held at intervals of three months. Other meetings may be held at other times as arranged.
10. The Councils will share administrative work associated with the Committee on the basis that one Council is responsible for providing administrative services for the Committee for a full triennium and the other Council for the following triennium. The changeover date for such administration will be the date of the local authority elections.
11. Meetings of the Committee will be conducted according to the Standing Orders of PNCC, except as stated otherwise in this Agreement.
12. Elected members of either of the Councils who are not members of the Committee are nonetheless entitled to receive meeting notices and agenda, and to attend and speak at Committee meetings.
13. Clause 1.6 of the PNCC Standing Orders, which extends the right to vote to non-committee members where the committee has been approved for this purpose by the Councils, will not apply.
14. Recommendations made by the Committee will be reported immediately to the Councils for adoption. Minutes of meetings of the Committee will be reported to the following ordinary meeting of the Committee for confirmation as a correct record.
15. This Agreement may be varied when resolutions to that effect have been made and adopted by both of the Councils.

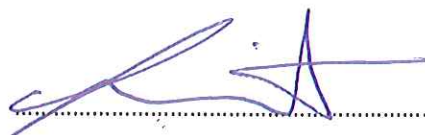
**Agreement in Relation to the Re-establishment of the
Manawatu District and Palmerston North City Joint Strategic Planning Committee**

16. The Committee will be deemed to be discharged as at the date of the next local authority elections but it will be recommended to both incoming Councils that a new joint committee be established according to the same or similar arrangements as set in this Agreement and as may be agreed upon by the Councils before any such new committee is established.
17. This Agreement comes into force immediately following the signing of this Agreement, at which time the respective Chief Executives for the Councils will report that this Agreement has been signed, enabling MDC and PNCC to then separately pass resolutions establishing the Committee in accordance with the terms of this Agreement and, where applicable, appointing their members to it.

Signed by the Parties


Signed on behalf of

Manawatu District Council


.....
Chief Executive
(LORRAINE VINCENT)

Signed on behalf of

Palmerston North City Council


.....
Chief Executive

Council

Meeting of 18 November 2015

Business Unit: Business
Date Created: 06 November 2015



Adoption of Manawatu District Council Proposed New Bylaws 2015

Purpose

To seek adoption of the proposed Manawatu District Council Bylaws:

- Drainage Bylaw 2015 (previously named Wastewater Drainage)
- Public Places Bylaw 2015
- Solid Waste Bylaw 2015 (previously named Refuse Storage and Disposal)
- Trade Wastes Bylaw 2015
- Traffic Safety Bylaw 2015 (combining previous Traffic Safety and Stock on Roads Bylaws)
- Water Supply Bylaw 2015

Significance of Decision

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

Recommendations

That the Drainage Bylaw 2015, Public Places Bylaw 2015, Solid Waste Bylaw 2015, Trade Wastes Bylaw 2015, Traffic Safety and Road Use Bylaw 2015, Water Supply Bylaw 2015 are the most appropriate form of bylaws and do not give rise to any implications under the New Zealand Bill of Rights Act 1990.

That the Drainage Bylaw 2015, Public Places Bylaw 2015, Solid Waste Bylaw 2015, Trade Wastes Bylaw 2015, Traffic Safety and Road Use Bylaw 2015, Water Supply Bylaw 2015 be adopted with an effective date of 21 December 2015.

Report prepared by:
Karel Boakes
Business Liaison Manager

Approved for submission by:
Shayne Harris
General Manager - Business

1 Executive Summary

- 1.1 The remaining chapters of the Manawatu District Council 2008 Bylaw not reviewed under stage 1 were automatically revoked under section 160A of the Local Government Act 2002 (the Act) in April 2015.
- 1.2 The identification of perceived problems in preparation for the new bylaws was identified as required under section 155 of the Act. The identification of perceived problems was communicated at the February 2015 Council Workshop and the Council meeting on 20 August 2015.
- 1.3 The following proposed bylaws, approved at the Council meeting on 20 August 2015 have been subject to the Special Consultative Procedure as described in section 83 of the Local Government Act 2002:
 - Drainage Bylaw 2015 (previously named Wastewater Drainage)
 - Public Places Bylaw 2015
 - Solid Waste Bylaw 2015 (previously named Refuse Storage and Disposal)
 - Trade Wastes Bylaw 2015
 - Traffic Safety and Road Use Bylaw 2015 (combining previous Traffic Safety and Stock on Roads Bylaws)
 - Water Supply Bylaw 2015
- 1.4 The Alcohol Control Area proposed under the proposed Public Places Bylaw 2015 was in response to a perceived problem advised by the New Zealand Police in February 2015.
- 1.5 Data to support the proposed Alcohol Control Area has been obtained from the New Zealand Police. The data is from official statistics on recorded Public Places assault offences. The offence data appears to align and support the location of the proposed Alcohol Control Area and the timing of the restriction between 9pm and 6am.
- 1.6 Public survey results demonstrate support from the community to maintain an alcohol control area. 73% of respondents supported the proposal to maintain the alcohol control area.
- 1.7 Ten submissions were received during the Special Consultative Procedure under the Local Government Act 2002.
- 1.8 The submissions have been considered and changes to the bylaws have been made where relevant.
- 1.9 The controls within the proposed bylaws are deemed to be reasonable and justifiable in the circumstances as allowed for by section 5 of the New Zealand Bill of Rights Act 1990.

- 1.10 The Drainage Bylaw 2015, Public Places Bylaw 2015, Solid Waste Bylaw 2015, Trade Wastes Bylaw 2015, Traffic Safety and Road Use Bylaw 2015, Water Supply Bylaw 2015 are recommended to be adopted by Council with an effective date of 21 December 2015.

2 Contribution to the Council Vision and Council Outcomes

- 2.1 Relationship to the Council Outcomes that underpin the Council's Vision:

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

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.
	✓			✓	

3 Background

- 3.1 The remaining chapters of the Manawatu District Council 2008 Bylaw not reviewed under stage 1 were automatically revoked under section 160A of the Local Government Act 2002 (the Act) in April 2015.
- 3.2 The identification of perceived problems was identified as required under section 155 of the Act. The identification of perceived problems was communicated at the February 2015 Council Workshop and the Council meeting on 20 August 2015.
- 3.3 The Alcohol Control Area proposed under the proposed Public Places Bylaw 2015 was in response to a perceived problem advised by the New Zealand Police in February 2015.
- 3.4 Police offence data has been obtained for public place assaults and public order offences for specific meshblocks within the Manawatu District for the years ending 31 December 2008 to 2014. The meshblocks include the "Liquor ban area" as defined in the MDC 2008 Bylaw.
- 3.5 This data was last published for the year ending 31 December 2014 on 1 April 2015.
- 3.6 The data has been obtained from the New Zealand Police. The data is from official statistics on recorded Public Places assault offences. The offence data appears to align and support the location of the proposed alcohol control area and the timing of the restriction between 9pm and 6am.
- 3.7 The data indicates a disproportionate number of offences recorded during the 9 hour period between 9pm and 6am the following day. The data also indicates higher levels of recorded offences in the proposed alcohol control area (previously known as the Liquor Ban Area) to other areas in the district where licenses are granted.
- 3.8 The data also indicates a disproportionate number of recorded offences occurring between the hours of 9pm and 6am on a Saturday and Sunday compared to the remainder of the week.
- 3.9 It is reasonable to make a connection between the higher recorded number of offences during the hours between 9pm and 6am the following morning and on a Saturday and

Sunday night to be associated with the consumption of alcohol. Licensed premises are known to be more active on these days and during these hours. This assumption is supported by the submission received from the New Zealand Police.

- 3.10 Public survey results demonstrate support from the community to maintain an alcohol control area. 73% of respondents supported the proposal to maintain the alcohol control area.
- 3.11 The following proposed bylaws, approved at the Council meeting on 20 August 2015 have been subject to the Special Consultative Procedure as described in section 83 of the Local Government Act 2002:
- Drainage Bylaw 2015 (previously named Wastewater Drainage)
 - Public Places Bylaw 2015
 - Solid Waste Bylaw 2015 (previously named Refuse Storage and Disposal)
 - Trade Wastes Bylaw 2015
 - Traffic Safety and Road Use Bylaw 2015 (combining previous Traffic Safety and Stock on Roads Bylaws)
 - Water Supply Bylaw 2015
- 3.12 The consultation period ran from 1 September 2015 until 30 October 2015 at 4.00pm.
- 3.13 Ten submission were received. A copy of the submissions are included in Appendix 7.
- 3.14 The following submitters spoke to their submissions at a hearing on 6 November 2015:
- Submission 02 - John Key Law Office
 - Submission 05 - New Zealand Police
- 3.15 A copy of the proposed Trade Wastes Bylaw 2015 was forwarded to the Minister of Health for comment in accordance with section 148 of the Local Government Act 2002.
- 3.16 Recommendations were received from the Minister on 16 October 2015. A copy of the letter is attached.
- 3.17 The Trade Waste Bylaw has been amended to take account of the recommendations received by the Minister.

4 Discussion and Options considered

- 4.1 All submissions have been considered and changes to the bylaws have been made where relevant.
- 4.2 The following table provides a summary of the submission, decision and proposed amendments:

Trade Wastes Bylaw 2015

Submitter	Summary of Submission; Requests by Submitter	Officer accept/reject submitters position	Reject Submitters position explanation	Accept Submitters position – proposed clause wording								
Minister of Health	Request that Cytotoxic waste is prohibited and that controls are in place for the disposal of antibiotics.	Accepted		Added to Schedule 2: Prohibited Characteristics (g) Cytotoxic waste or liquid antibiotics.								
	National Radiation Laboratory is now the Office of Radiation Safety – schedules 1 and 2 to be amended.	Accepted		Name changed throughout Bylaw i. Radioactivity levels in excess of the The Office of Radiation Safety Code of Practice CSP1 for the use of Unsealed Radioactive Material.								
	Limits to be imposed on the disposal of liquid pharmaceutical waste	Accepted		Additional section on Pharmaceutical waste added <i>Pharmaceutical Waste</i> Liquid waste discharged monthly from pharmacies that does not exceed the following volumes and concentrations of active ingredients: <table><tr><th>Volume Limit</th><th>Active Concentration</th></tr><tr><td>10 litres</td><td>125mg/5ml</td></tr><tr><td>5 litres</td><td>250mg/5ml</td></tr><tr><td>3 litres</td><td>Above 250mg/5ml</td></tr></table> Any discharge above these limits is a controlled discharge and will require a Trade Waste permit.	Volume Limit	Active Concentration	10 litres	125mg/5ml	5 litres	250mg/5ml	3 litres	Above 250mg/5ml
Volume Limit	Active Concentration											
10 litres	125mg/5ml											
5 litres	250mg/5ml											
3 litres	Above 250mg/5ml											

				No waste may contain cytotoxic waste or liquid antibiotics, which are prohibited.
Oil Companies	Ensure the Trade Wastes Bylaw only applies to stormwater discharges where they are to the Public Wastewater System	Accepted		Clause 3.3 added: 3.3 Stormwater discharges to the stormwater network are provided for through the Drainage bylaw

Drainage Bylaw 2015

Submitter	Summary of Submission; Requests by Submitter	Officer accept/reject submitters position	Reject Submitters position explanation	Accept Submitters position - proposed clause wording
Oil Companies	1.0 Concern: Clause 8.1 addresses the acceptance of stormwater from Domestic Premises and at matter (e) refers to petrol interceptors. This seems incongruous given that Domestic Premises are defined as premises used solely for residential activities.	Accepted in part the provisions apply to all premises, both domestic and commercial		Remove reference to "Domestic"
	2.0 Concern: Clause 8.2 requires that stormwater must not contain certain contaminants and clause 8.3 stipulates that no person may discharge contaminants to stormwater unless the discharge is permitted by a rule in the One Plan or authorised by a regional resource	Accepted		Amend 8.2 Except as provided for in Clause 8.3 below, Stormwater must not:

	consent. As drafted, clauses 8.2 and 8.3 could be read to both apply to all stormwater discharges to the network that are not from a Domestic Premise.			
	<p>3.0 Concern: Matters (a) to (d) of Clause 8.2 preclude stormwater containing Wastewater,</p> <p>Prohibited Trade Waste, high levels of suspended solids and contaminants above ANZECC trigger levels. As drafted, there is an “or” provided after matter (b) which suggests that in some instances stormwater may contain Prohibited Trade Waste. It is presumed this is not the intent and that matters (a) to (d) should all apply for a discharge to be in accordance with Clause 8.2</p> <p>Outcome Sought: Delete the “or” at matter (b) to clarify that matters (a) through (d) should be met.</p>	Accepted		Delete the “or” at matter (b) to clarify that matters (a) through (d) should be met.
	4.0 Concern: Matter (d) to Clause 8.2 requires that stormwater must not contain contaminants above the ANZECC trigger values given in	Accepted in part	In some cases there are very short lengths of stormwater systems to the aquatic	Clause 8.2 amended: (d) contain contaminants above which, after reasonable mixing in the receiving environment, exceed the ANZECC trigger values

	<p>Table 1. It is not appropriate to use the ANZECC guidelines in this manner as the trigger values are designed for the protection of species within the aquatic environment and should not be applied at the point of discharge from a site to the stormwater network.</p>		<p>environment and therefore there is very little mixing</p>	<p>given in Table 1. Note that for connections direct to stormwater pipes, the receiving environment is the stormwater pipe.</p>
	<p>Concern: Clause 29.1 of Part Five (stormwater) requires that all commercial operations discharging contaminants from a yard operation will require a consent from the Council in accordance with the Trade Waste Bylaw, irrespective of whether the discharge is to stormwater or wastewater.</p> <p>Outcome Sought: Discharges to stormwater should be addressed under the Drainage Bylaw not the Trade Waste Bylaw. This can be achieved by amending clause 29.1 as follows:</p> <p>29.1 All commercial operations discharging Contaminants to wastewater from a yard operation, for example, goods trucking wash,</p>	Accepted		<p>Clause 29 amended:</p> <p>29.1 All commercial operations discharging Contaminants to Wastewater from a yard operation, for example, goods trucking wash, service station/garage or contractors yard washdown require a consent permit from the Council in accordance with the Trade Waste Bylaw.</p> <p>And Clause 30:</p> <p>30.1 All privately owned Stormwater systems must be designed, constructed, managed and maintained by the Customer, at the Customer's expense or by some other arrangements acceptable to Council. Where treatment devices are required to ensure compliance with Clauses 8.1, 8.2 or 8.3, a Stormwater Management Plan that sets out the core requirements for the</p>

	<p>service station/garage or contractors yard washdown require a consent from the Council in accordance with the Trade Waste Bylaw.</p> <p>Amend Clause 30.1 to also require that where that where treatment devices are required to ensure compliance with Clauses 8.1, 8.2 or 8.3, a Stormwater Management Plan that sets out the core requirements for the operation and maintenance of such devices be made available to the Council upon request.</p> <p>This could be achieved by amending clause 30.1 as follows:</p> <p>30.1 All privately owned Stormwater systems must be designed, constructed, managed and maintained by the Customer, at the Customer's expense or by some other arrangements acceptable to Council. Where treatment devices are required to ensure compliance with Clauses 8.1, 8.2 or 8.3, a Stormwater Management Plan that sets out the core requirements for the operation</p>			<p>operation and maintenance of such devices shall be made available to the Council upon request.</p>
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	and maintenance of such devices be made available to the Council upon request.			
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Water Supply Bylaw 2015

Submitter	Summary of Submission; Requests by Submitter	Officer accept/reject submitters position	Reject Submitters position explanation	Accept Submitters position – proposed clause wording
Maree Docherty	Uncontrolled high water usage in Tangimoana	Reject	Relates to Regional Council resource consent concern.	N/A

Public Places Bylaw 2015

Submitter	Summary of Submission; Requests by Submitter	Officer accept/reject submitters position	Reject Submitters position explanation	Accept Submitters position – proposed clause wording
Himatangi Community Committee	<p>The Surf life guards have come to the Community Committee to express their concerns about the dangers to swimmers from fishing hooks that are swept into the patrolled area over the summer months.</p> <p>The Community Committee would like to see long lining and surf casting banned between the area 200 metres north and south of the beach during the</p>	Reject the submitters position.	<p>The submitters position is not supported by evidence known to Council of complaints or injuries sustained by the perceived risk.</p> <p>Himatangi beach is a large area that is not considered 'overcrowded' at peak times of the year.</p> <p>It was determined that the provision of a prohibited area would be in breach of the NZBORA and</p>	N/A

	period of daylight saving.		<p>would be disproportionate to the objective of the bylaw.</p> <p>It was also determined that the cost of enforcing the prohibited area to council would outweigh the perceived benefit.</p> <p>It was therefore determined that the perceived issue is better managed by the community committees and surf club providing educational and promotional programmes designed to encourage sharing of the beach, promoting the safety of all beach users.</p>	
Kathleen Duff	<p>Supports the proposed alcohol ban.</p> <p>Hopeful that the alcohol control area would stop empty bottles dropped on the footpath and often smashed.</p>	Noted	N/A	N/A
John Key	<p>Considers “the alcohol control bylaw” to be ultra vires section 147A(1) of the Local Government Act 2002.</p> <p>Considers the bylaw to be</p>	<p>Accept in part.</p> <p>Reject in part</p>	<p>Amend wording to clause 17.3 to align more specifically with the LGA s147(4).</p> <p>Amend wording to clause 19 to clarify that a person will not be</p>	<p>Replace Clause 17.3 with:</p> <p>This bylaw does not prohibit, regulate, or control, in the case of alcohol in an unopened</p>

	<p>“repugnant to the general law of the land” and unreasonable.</p> <p>Considers the bylaw to expose people to “cruel, degrading and disproportionately severe treatment or punishment”.</p>		<p>“excluded” from a public place.</p> <p>The provision of an alcohol control area in the Public Places Bylaw is deemed to be demonstrably justified based on the evidence provided by the NZ Police submission, the official offence data provided by the NZ Police and the general support of the community for maintaining the alcohol control area.</p> <p>The restrictions aim to protect the rights of others to enjoy the freedoms of public places and therefore, in the usual course, are demonstrably justified. Therefore the bylaw is proportional to the objective.</p>	<p>container,—</p> <p>(a) the transport of the alcohol from licensed premises next to a public place, if—</p> <p>(i) it was lawfully bought on those premises for consumption off those premises; and</p> <p>(ii) it is promptly removed from the public place; or</p> <p>(b) the transport of the alcohol from outside a public place for delivery to licensed premises next to the public place; or</p> <p>(c) the transport of the alcohol from outside a public place to premises next to a public place by, or for delivery to, a resident of the premises or his or her bona fide visitors; or</p> <p>(d) the transport of the alcohol from premises next to a public place to a place outside the public place if—</p> <p>(i) the transport is undertaken by a resident of those premises; and</p> <p>(ii) the alcohol is</p>
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				<p>promptly removed from the public place.</p> <p>Delete clause 19 and include a new clause 20.2</p> <p>20.2 Every person who breaches this bylaw must, upon the request of a Council officer, immediately stop the activity and leave the public place concerned if so requested by the Council officer to do so.</p> <p>General formatting amendments identified at legal review:</p> <p>Amend 18.1 to include reference to the Reserves Act (which is enabling of Council excluding people from reserves in certain circumstances)as follows:</p> <p>18.1 d) In the event of breach of this Bylaw, the Council may take enforcement action as provided for under legislation, including the Local Government Act 2002, the Land Transport Act 1998, the Health Act 1956, the Litter Act 1979, and/or the</p>
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				<p>Reserves Act 1977</p> <p>Deletion of clause 17.9, Delete 17.8 as there is an applicable statutory requirement and it is therefore redundant.</p> <p>Include clause 17.12 and 17.13 to an explanatory note rather than a requirement of the bylaw.</p> <p>General changes to cross references following amendments.</p>
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Solid Waste Bylaw 2015

Submitter	Summary of Submission; Requests by Submitter	Officer accept/reject submitters position	Reject Submitters position explanation	Accept Submitters position – proposed clause wording
Sandra Crosbie	<p>1) The MDC Solid Waste Bylaw make the placing of ‘donated goods containers’ on public land unlawful, with a penalty imposed on anyone operating one.</p> <p>Or</p> <p>That only registered charities, that have a trading charity shop within the district be allowed to place a ‘donated goods containers’ on public land.</p>	Submission rejected	<p>Council at present still wants to permit donated goods containers to be on Council land.</p> <p>Council believes that any agency registered as a charity or not within or outside the district should be given the right to have donated goods bins in Manawatu.</p> <p>The proposed</p>	N/A

	<p>These bins should be required to be annually licensed (at no cost of obtaining a licence).</p> <p>2) That the kerbside collection of donated goods only be allowed to be operated by a registered charity.</p>		<p>licensing provisions will permit controls to be put in place to require owners of donated goods containers to keep their surrounding places in an approved manner.</p>	
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Traffic Safety and Road Use Bylaw 2015

Submitter	Summary of Submission; Requests by Submitter	Officer accept/reject submitters position	Reject Submitters position explanation	Accept Submitters position – proposed clause wording
Sue Rawlinson	Requests for parking in currently marked mobility parks to be free of charge up to 60 minutes; further for a holder of a Mobility Parking Permit to be allowed to park in any parking space (not only currently marked mobility parks) for free for up to 30 minutes.	Partially accept. Bylaw wording to be revised to be clear that Mobility Parking Permit holders may park for one hour longer than general parking time limits (with the exception of 15-minute time limits).	Partially reject. No exceptions to time limits granted for Mobility Parking Permit holders when parking in general parks. Parking is free but CCS Disability Action issue Mobility Parking Permits, and fees for such are outside the control of Manawātū District Council.	<p>7.2 (c) to be added as: “for up to one additional hour over the time limit specified, unless the time limit specified is 15 minutes (in which case no additional time is allowed).</p> <p>7.3 to be deleted.</p>
Manawatu District Council	Updating of bylaw to include reference to service lanes as well as roads in Clauses 2.1a, 5.1a, 11.1 (updated) and Clause 6.8 (proposed to be	Accept all four requests.	N/A	Definitions to include: “ Service Lane refers to a parcel of land set aside primarily for providing a corridor for utilities or servicing commercial

	added).		<p>premises, and not primarily for providing vehicle access to properties.”</p> <p>2.1 (a) to read: “Regulate parking and control of vehicle traffic on any Road or Service Lane managed or controlled by the Council;”</p> <p>5.1 (a) to read: “prohibit or restrict the stopping, standing or parking of Vehicles of any specified class or description on any Road or Service Lane, including the time, manner and conditions for the parking of Vehicles on any part of the Road or Service Lane;”</p> <p>6.8 to be added as: “A person may stop, stand or park a registered vehicle, except a heavy vehicle, on a Service Lane, if it does not unreasonably obstruct any other user of that Service Lane.”</p> <p>11.1 to read: “No person may drive, or permit to be driven, any Heavy Vehicle except a</p>
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				<p>Passenger Service Vehicle on or along any Road or Service Lane in contravention of a resolution under any clause in this Bylaw unless:"</p>
Officer Changes – Post submissions				<p>Insert definition for Urban Areas.</p> <p>Reason: referred to in bylaw but not defined anywhere.</p>
				<p>Amend Clause 9 heading and sub-clause 9.1 to remove reference to 'Special Service Lanes' and replace with 'Special Vehicle Lanes'</p> <p>Reason: there is no special service lane, and clauses refer to special vehicle lanes.</p>
				<p>Amend Clause 19.1 to differentiate between stock droving and the need for a stock crossing permit, through the removal of the words 'or across'.</p> <p>Move proposed sub-clause 19.4 to become sub-clause 19.1.</p> <p>Reason: to redirect customers to the correct clause if not droving.</p>

4.3 The proposed amendments are reflected as “tracked changes” in the attached proposed bylaws.

4.4 The controls within the proposed bylaws are deemed to be reasonable and justifiable in the circumstances as allowed for by section 5 of the New Zealand Bill of Rights Act 1990.

5 Operational Implications

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

6 Financial implications

6.1 Resourcing required for implementation and enforcement of these bylaws is existing.

7 Statutory Requirements

7.1 The statutory obligations are as stated within the relevant sections of this report.

8 Delegations

8.1 Council has delegated authority to adopt the proposed bylaws.

9 Consultation

9.1 The Special consultation Procedure requirements under the Local Government Act 2002 have been met.

10 Cultural Considerations

10.1 There are no cultural considerations to be taken into account in relation to this paper.

11 Conclusion

11.1 The proposed bylaws take into consideration the submissions received from the Public Consultation Procedure under the Local Government act 2002.

11.2 The proposed bylaws are deemed to be reasonable and justifiable in the circumstances as allowed for by section 5 of the New Zealand Bill of Rights Act 1990.

11.3 The Drainage Bylaw 2015, Public Places Bylaw 2015, Solid Waste Bylaw 2015, Trade Wastes Bylaw 2015, Traffic Safety and Road Use Bylaw 2015, Water Supply Bylaw 2015 are recommended to be adopted by Council with an effective date of 21 December 2015.

12 Attachments

- Appendices 1 – 6 Draft Bylaws (refer separate attachment)
- Appendix 7 – Submissions (refer separate attachment)

- Appendix 8 - Copy of New Zealand Police recorded public places assault offences for specified areas within the Manawatu District 2008-2014
- Appendix 9 - Copy of letter from the Minister of Health

**Recorded Public Place Assault Offences for specified areas within
Manawatu District Council, CY 2008 to 2014**

Public Place Assault Offences									
		Offence Calendar Year							Total
		2008	2009	2010	2011	2012	2013	2014	
Fielding LBA	1765300	1	0	1	0	0	0	0	2
	1765500	1	0	0	0	0	1	2	4
	1765600	0	0	1	3	0	3	0	7
	1765700	3	0	1	0	0	0	1	5
	1765800	3	3	0	0	0	0	1	7
	1765900	1	5	0	0	1	0	1	8
	1766000	1	1	2	0	2	0	0	6
	1766100	0	0	0	1	3	0	4	8
	1766200	2	0	0	2	1	0	0	5
	Total	12	9	5	6	7	4	9	52
Other Areas	1764100	3	0	1	0	0	0	0	4
	1764800	3	0	2	0	0	1	1	7
	1767500	0	4	0	0	0	0	0	4
	1770000	0	0	0	0	1	0	0	1
	1772100	3	1	2	0	0	0	3	9
	1778000	0	0	0	0	0	0	1	1
	1783700	0	0	1	0	0	0	0	1
	1786900	0	0	0	0	1	0	0	1
	1787000	1	0	0	0	0	0	0	1
	1789102	1	0	0	1	0	1	0	3
	1789701	0	0	1	0	0	0	0	1
	1791200	0	0	1	0	0	0	1	2
	1793800	1	1	0	0	0	0	0	2
	Total	12	6	8	1	2	2	6	37
Total		24	15	13	7	9	6	15	89

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Public Place Assault Offences, Fielding LBA - Time of Day and Day of Week

	Day							Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
0000 - 0059	0	0	0	0	0	0	1	1
0100 - 0159	0	0	0	0	0	1	0	1
0200 - 0259	0	0	0	0	0	9	1	10
0300 - 0359	0	0	2	0	0	1	1	4
0800 - 0859	0	1	0	0	0	1	0	2
0900 - 0959	0	2	1	0	0	0	0	3
1100 - 1159	0	0	0	0	1	0	1	2
1200 - 1259	0	0	0	0	0	1	1	2
1300 - 1359	0	3	0	0	0	1	0	4
1400 - 1459	0	1	0	0	0	0	0	1
1500 - 1559	3	0	0	5	0	0	0	8
1800 - 1859	0	0	1	0	2	0	0	3
1900 - 1959	0	0	1	0	0	0	1	2
2000 - 2059	0	2	0	0	0	0	0	2
2100 - 2159	1	0	0	0	2	0	1	4
2200 - 2259	0	0	1	0	0	1	0	2
2300 - 2359	0	1	0	0	0	0	0	1
Total	4	10	6	5	5	15	7	52

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**Public Place Assault Offences, Other Areas Where Licences Were
Granted - Time of Day and Day of Week**

	Day							Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
0100 - 0159	0	0	0	0	0	0	1	1
0200 - 0259	0	0	0	0	1	0	0	1
0400 - 0459	0	0	0	0	0	0	2	2
0800 - 0859	1	0	0	0	0	0	0	1
0900 - 0959	0	0	1	0	0	0	0	1
1100 - 1159	0	0	0	1	0	0	0	1
1200 - 1259	0	0	0	0	1	0	1	2
1300 - 1359	0	0	0	2	0	0	0	2
1400 - 1459	0	0	0	0	1	0	1	2
1500 - 1559	1	2	0	1	0	0	0	4
1600 - 1659	0	0	1	0	0	0	0	1
1700 - 1759	2	2	0	0	0	1	0	5
1800 - 1859	2	0	0	0	1	0	0	3
1900 - 1959	0	0	1	0	0	0	1	2
2000 - 2059	1	0	0	2	2	0	0	5
2100 - 2159	0	0	0	0	0	0	1	1
2200 - 2259	0	0	0	0	1	0	0	1
2300 - 2359	0	0	0	0	1	1	0	2
Total	7	4	3	6	8	2	7	37

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Office of Hon Peter Dunne

MP for Ohariu

Minister of Internal Affairs

Associate Minister of Health

Associate Minister of Conservation

15 OCT 2015

Ms Karel Boakes
Business Liaison Manager
Manawatu District Council
public@mdc.govt.nz

Ref. 1530216

Dear Ms Boakes

Thank you for your letter of 24 September 2015 and attached copy of the proposed Trade Waste Bylaw for Manawatu District Council.

The Ministry of Health supports the use of trade waste bylaws as a means of reducing waste to councils' sewage treatment plants. These bylaws also protect the sewerage system, sewerage workers and the environment. I am advised that Manawatu District Council's Trade Waste Bylaw is comprehensive and largely follows the requirements set by the New Zealand Standard (NZS) Model Bylaw for Trade Waste.

Ministry officials have asked me to draw to the Council's attention the disposal of liquid waste from pharmacies. These are generally products that have been returned by customers in accordance with the Health and Disability Services Standards – Pharmacy Services Standard NZS 8134.7:2010. However, Ministry officials also recommend that in the Schedules of your Bylaw, cytotoxic waste is prohibited and controls are placed on the disposal of liquid antibiotics. Although NZS 304:2002 Management of Healthcare Waste currently states that cytotoxic waste can be discharged to a sewer with the local authority's permission, this is no longer considered appropriate. When this Standard comes up for review, the Ministry will seek to have this advice amended.

In addition, the Ministry supports the advice of the Pharmacy Guild of New Zealand that the amount of liquid pharmaceutical waste discharged monthly will not exceed the following volumes and concentrations of active ingredients:

Volume Limit	Active Concentration
10 Litres	125mg / 5 ml
5 Litres	250mg / 5 ml
3 Litres	Above 250mg / 5ml

Any discharge above these limits should be a controlled discharge and require a trade waste agreement.

Finally, I am advised that the radiation regulatory body has changed from the National Radiation Laboratory to the Office of Radiation Safety. Therefore, Schedule 1 and Schedule 2 should refer to Office of Radiation Safety Code of Practice CSP1 for the use of Unsealed Radioactive Material.

In accordance with section 148(4) of the Local Government Act 2002, I do not have any representatives of the owners or occupiers of trade waste premises that I require you to consult with, as I note you have already consulted extensively with these groups.

You can contact Mr Paul Prendergast (Public Health Engineer, Environmental and Border Health) at the Ministry on (04) 816 2672 or by email (paul_prendergast@moh.govt.nz) if you wish to discuss any aspect of the Bylaw further.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Peter Dunne', with a long horizontal stroke extending to the right.

Hon Peter Dunne
Associate Minister of Health

Council

Meeting of 18 November 2015

Business Unit: Business

Date Created: 28 October 2015



Meeting Calendar for 2016

Purpose

To present for adoption the proposed schedule of meetings for the 2016 calendar year

Significance of Decision

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

Recommendations

That the Council adopt the 2016 meeting calendar as set out in Appendix 1 to report of the General Manager – Business dated 28 October 2015.

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 The Local Government Act 2002 requires Council to hold the meetings that are necessary for the good government of its district. A proposed timetable based on the current meeting cycle for Council, its committees and subcommittees, is attached as Appendix 1 to this report.
- 2.2 As set out in the Act, the adoption of a schedule of meetings can cover any future period that the Council considers appropriate. The schedule once adopted, can also be amended if required.
- 2.3 Notification of the schedule or any amendment made to that schedule constitutes a notification of every meeting on that schedule. This saves the Council from having to separately notify members of every meeting that it calls.

3 Discussion and Options considered

- 3.1 The meetings must be called and conducted in accordance with the requirements set out in the Local Government Act 2002, Part VII of the Local Government Official Information and Meetings Act 1987, and the Standing Orders of the Council.
- 3.2 The Council must hold the meetings at the times and places that it appoints.
- 3.3 The proposed calendar does not include meeting dates for the MDC / PNCC Joint Strategic Planning Committee. These dates will be provided once this committee has considered its meeting schedules for the 2016 year and is able to provide recommended dates to Manawatu District Council for adoption.
- 3.4 Recently changes were made to the closing dates for Regional Event Funding Grant applications (30 March, 30 June and 30 September). To enable grant applications to be considered by the Community Funding Subcommittee in a timely fashion, the subcommittee meetings for April and July have been proposed for the second Tuesday of the month, rather than the first.
- 3.5 However, for the funding round ending on 30 September, the Council election on 8 October effects when a meeting can be called to consider any applications received in that round. Decisions on any Regional Event Funding Grant applications received in the 30 September 2016 round will need to be considered by the incoming Council.

- 3.6 The meeting schedule for the period following the Council election will be set by the incoming Council.

4 Operational Implications

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

5 Financial implications

- 5.1 The resource requirements are in accordance with existing budgetary allocation.

6 Statutory Requirements

- 6.1 Clause 19 of Schedule 7 of the Local Government Act 2002 sets out the provisions for calling meetings. The meeting schedule for 2016 is proposed for adoption in accordance with Clause 19(6) as follows:

“(6) If a local authority adopts a schedule of meetings,—

(a) the schedule—

(i) may cover any future period that the local authority considers appropriate; and

(ii) may be amended; and

(b) notification of the schedule or of any amendment to that schedule constitutes a notification of every meeting on the schedule or amendment.”

7 Delegations

- 7.1 The Council has the authority to adopt the schedule of meetings.

8 Consultation

- 8.1 The Council is required to give public notice of all Council and Committee meetings, to inform the public of upcoming meetings. The Council is also required to make available to the public, at least three days prior to each meeting, the agenda and associated reports that would be considered at the meeting. This is to enable members of the public to be informed about decisions that the Council proposes to make, to make their views known to Council members prior to the debate, and to request to speak during public forum at the meeting on matters of concern. Copies of the agendas and their associated reports are displayed in the Feilding Library, and at Council reception, at least three days prior to each meeting.
- 8.2 To enhance the community's ability to access the Council's meeting records, the agendas, reports and minutes are also published on the Council's website.

9 Cultural Considerations

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

10 Conclusion

- 10.1 The proposed schedule for 2016 has been drafted in accordance with the meeting dates and times set in the Terms of Reference for each committee, and takes into account the triennial local government election that will take place on 8 October 2016.

11 Attachments

- Schedule of Meetings for 2016

2016 MDC Council and Committee Meetings

	Jan		Feb		Mar		Apr		May		Jun		Jul		Aug		Sep		Oct		Nov		Dec
1	New Year	1		1	Community Funding	1		1		1		1		1		1		1		1		1	
2		2	Community Funding	2		2		2		2		2		2	Community Funding	2		2		2		2	
3		3		3		3		3	Community Funding	3		3		3		3		3		3		3	
4	Day after New Year	4	Workshop	4		4		4		4		4		4		4		4		4		4	
5		5		5		5		5		5		5		5		5		5		5		5	
6		6	Waitangi Day	6		6		6		6	Queens Birthday	6		6		6	Community Funding	6	Council	6		6	
7		7		7		7		7		7	Community Funding	7		7		7		7		7		7	
8		8	(Waitangi Day Observed)	8		8		8		8		8		8		8		8	Election Day	8		8	
9		9	Marae Consultative	9		9		9		9		9		9	Marae Consultative	9		9		9		9	
10		10		10		10		10		10		10		10		10		10		10		10	
11		11		11		11		11		11		11		11		11		11		11		11	
12		12		12		12	Community Funding	12		12		12	Community Funding	12		12		12		12		12	
13		13		13		13	Marae Consultative	13		13		13		13		13		13		13		13	
14		14		14		13		14		14	Marae Consultative	14		14		14		14		14		14	
15		15		15		14		15		15		15		15		15	Council	15		15		15	
16		16		16		15		16		16	Council	16		16		16	SP&P	16		16		16	
17		17		17	Council	16		17		16	SP&P	17		17		16		17		17		17	
18		18	Council	17	SP&P	17		18		17		18		18	Council	17		18		18		18	
19		18	SP&P	18		18		19	Council	18		19		18	SP&P	18		19		19		19	
20		19		19		19		19	SP&P	19		20		19		19		20		20		20	
21		20		20		20		20		20		21	Council	20		20		21		21		21	
22		21		21		21	Council	21		21		21	SP&P	21		21		22		22		22	
23		22		22		22	SP&P	22		22		22		22		22		23		23		23	
24		23		23		22		23		23		23		23		23		24	Labour Day	24		24	
25	Wellington Anniversary	24		24		23		24		24		24		24		24		25		25		25	
26		25		25	Good Friday	24		25		25		25		25		25		26		26		26	
27		26		26		25	Anzac Day	26		26		26		26		26		27		27		27	
28		27		27		26		27		27		27		27		27		28		28		28	
29		28		28	Easter Monday	27	Workshop	28		28	Workshop	28	Workshop	28		28		29		29		29	
30		29	Workshop	29		28		29		29		29		29		29		30		30		30	
31				30	Workshop	29		30		30		30		30	Workshop	30		31				31	
				31		30		31	Workshop			31		31									
	Weekends & public holidays		Community Funding - 9.00am		Marae Consultative - 6pm		Council - 8.30am		SP&P - 8.45am (or at close of preceding Council meeting)		Workshop Committee - 8.30am												