



WHANGANUI DISTRICT COUNCIL

Te Kaunihera a Rohe o Whanganui

AGENDA

Council Meeting 8 December 2020

NOTICE IS HEREBY GIVEN that a Meeting of Whanganui District Council will be convened on:

Date: Tuesday, 8 December 2020

Time: 1.00pm

**Location: Council Chamber
101 Guyton Street
Whanganui**

**Kym Fell
Chief Executive**

Whanganui District Council

Mayor Hamish McDouall (Chair), Deputy Mayor Cr Jenny Duncan,
Crs Charlie Anderson, Philippa Baker-Hogan, James Barron,
Josh Chandulal-Mackay, Brent Crossan, Helen Craig, Kate Joblin,
Hadleigh Reid, Alan Taylor, Rob Vinsen and Graeme Young.
Attending on behalf of the Whanganui Rural Community Board – Grant Skilton

Role of Council

- To carry out the leadership functions including advocacy and facilitation on behalf of the community
- To exercise all non-delegated functions and powers of the Council
- Formulating the council's strategic direction and relative priorities through the Long Term Plan (LTP)
- To consider any matters referred to it from any of its Committees
- Manage/lead the Council's relationship with Iwi partners
- Approval of loan guarantees
- Over expenditure of budget, unbudgeted expenditure and variations to estimates.
- Appointment and remuneration of representatives on outside bodies (including Council owned companies), except where these bodies have granted appointment rights to the Mayor or Chief Executive
- Any proposal to promote legislation in the name of Whanganui District Council
- Any decision (excluding decisions made under the Resource Management Act 1991) which is inconsistent with any policy or strategy which has been or may be adopted by the Council.
- Any changes to the political structure of Council including committee delegations and structure, and any questions of representation
- Policies relating to the remuneration of elected members
- Decisions relating to Whanganui District Council's council-controlled organisations

Items of business not on the agenda which cannot be delayed

Items not on the agenda may be brought before the meeting through a report from either the chief executive or the Chairperson. The meeting must resolve to deal with the item and the Chairperson must explain at the meeting when it is open to the public the reason why the item is on the agenda and the reason why the discussion of the item cannot be delayed until a subsequent meeting. Refer to Standing Order 9.11.

Note: nothing in this standing order removes the requirement to meet the provisions of Part 6, LGA with regard to consultation and decision-making.

Discussion of minor matters not on the agenda

A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the Chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion. Refer to Standing Order 9.12.

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1 OPENING PRAYER / KARAKIA**2 APOLOGIES****3 LEAVE OF ABSENCE****4 DECLARATIONS OF INTEREST**

Elected Members will be provided with the opportunity to declare any disclosable pecuniary or other non-pecuniary interest in any matter to be considered at this meeting, or declare any new conflicts that have arisen since last completing the Elected Members' Interests Register.

5 CORRESPONDENCE / LATE ITEMS / ADDITIONAL INFORMATION

6 MOTION TO EXCLUDE THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

Section 48, Local Government Official Information and Meetings Act 1987.

Recommendation

That the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7. Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

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

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
12.1	Public Excluded Minutes of the Council Meeting held on 22 October 2020			Refer to the previous public excluded reasons in the agenda for this meeting.	
12.2	Public Excluded Minutes of the Council Meeting held on 27 October 2020			Refer to the previous public excluded reasons in the agenda for this meeting.	
13.1	Whanganui District Council Holdings Limited Report - December 2020	s7(2)(b)(ii)	Commercial Position	Commercially Sensitive Information	
13.2	New Zealand Masters Games Trust - Financial Snapshot December 2020	s7(2)(h)	Commercial Activities	To conduct commercial activities without disadvantage	
13.3	Chief Executive's Report - December 2020	s7(2)(a), s7(2)(b)(ii), s7(2)(i)	Privacy, Commercial Position, Negotiations	To protect individuals and commercial and private information	
14.1	Strategy and Finance Committee - 17 November 2020 - Public Excluded Minutes for Receipt			Refer to the previous public excluded reasons in the agenda for this meeting	

That Grant Skilton be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the Whanganui rural community. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because he is chair of the Whanganui Rural Community Board.

That Annette Main and Geoff Evans be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of Item 13.1 - Whanganui District Council Holdings Limited Report - December 2020. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because of their roles as chair and general manager of Whanganui District Council Holdings Limited.

That James Bowen, Danny Jonas, John Bartley, Trevor Strong, and Mike Cronin be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of Item 13.2 - New Zealand Masters Games Trust - Financial Snapshot December 2020. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because they are trustees of the New Zealand Masters Games Trust.

That Rachel O'Connor be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of Item 13.2 - New Zealand Masters Games Trust - Financial Snapshot December 2020. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because she is employed as Games Manager.

That Kevin Nicholson be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of Item 13.2 - New Zealand Masters Games Trust - Financial Snapshot December 2020. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because he is chair of the New Zealand Masters Games Company.

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7 DEPUTATIONS

7.1 DAVID BENNETT ON THE MATTERS OF A MOSSTON ROAD CYCLEWAY/FOOTPATH, AND IDEAS FOR THE LOWER VICTORIA AVENUE AREA

Author: Anna Palamountain - Democracy Advisor

Authoriser: Kate Barnes - Senior Democracy Advisor

References: Nil

Recommendation

That the Council receive the deputation – David Bennett on the matters of a Mosston Road cycleway/footpath, and ideas for the lower Victoria Avenue area.

Executive Summary

The Chairperson has accepted the request from David Bennett to address the Council on the matters of a Mosston Road cycleway/ footpath, and ideas for the lower Victoria Avenue area.

Whanganui District Council's Standing Orders note that no more than two speakers can speak on behalf of a deputation and that each speaker may speak for up to 5 minutes. Following the presentation, and with the permission of the Chairperson, Elected Members may ask questions of the speaker.

Questions are to be confined to obtaining information or clarification on the matter raised by the speaker and the speaker's response is confined to answering the question.

No resolution, decision or recommendation may be made in respect of this deputation except to refer it to a subsequent meeting.

7.2 MARGARET KOUVELIS ON THE MATTER OF NZ RURAL GAMES

Author: Shaona Raj - Democracy Support Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

References: Nil

Recommendation

That the Council receive the deputation – Margaret Kouvelis on the matter of NZ Rural Games.

Executive Summary

The Chairperson has accepted the request from Margaret Kouvelis to address the Council on NZ Rural Games.

Whanganui District Council's Standing Orders note that no more than two speakers can speak on behalf of a deputation and that each speaker may speak for up to 5 minutes. Following the presentation, and with the permission of the Chairperson, Elected Members may ask questions of the speaker.

Questions are to be confined to obtaining information or clarification on the matter raised by the speaker and the speaker's response is confined to answering the question.

No resolution, decision or recommendation may be made in respect of this deputation except to refer it to a subsequent meeting.

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE COUNCIL MEETING HELD ON 22 OCTOBER 2020

Author: Anna Palamountain - Democracy Advisor

Authoriser: Kate Barnes - Senior Democracy Advisor

References: 1. [Minutes of the Council Meeting 22 October 2020](#) ↓

Significance of decision – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

Recommendation

That the minutes of the Council Meeting held on 22 October 2020 are confirmed as a true and correct record.

The agenda for this meeting can be viewed at:

<https://www.whanganui.govt.nz/files/assets/public/agendas-amp-minutes/council-meeting-22-october-2020-agenda.pdf>

Item 6.1 Consideration of submissions on Land Purchase at Durie Hill – Reference 4

<https://www.whanganui.govt.nz/files/assets/public/ref-4-item-6.1-consideration-of-submissions-on-land-purchase-at-durie-hill-3-and-9-blyth-st.pdf>



**WHANGANUI
DISTRICT COUNCIL**
Te Kaunihera a Rohe o Whanganui

MINUTES

**Council Meeting
22 October 2020**

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Council Meeting Minutes

22 October 2020

**MINUTES OF MEETING OF THE WHANGANUI DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 22 OCTOBER 2020 AT 9.30AM**

PRESENT: Mayor Hamish McDouall, Deputy Mayor Jenny Duncan, Cr Charlie Anderson, Cr Josh Chandulal-Mackay, Cr Helen Craig, Cr Hadleigh Reid, Cr Alan Taylor, Cr Philippa Baker-Hogan, Cr Rob Vinsen, Cr Graeme Young (from 10.05am), Cr Brent Crossan, Cr James Barron

APOLOGIES: Cr Kate Joblin (Leave of absence 15 September to 15 December 2020)

IN ATTENDANCE: Grant Skilton (Whanganui Rural Community Board Chair), Kym Fell (Chief Executive), Leighton Toy (General Manager Property), Stephanie Macdonald-Rose (Group Manager – Corporate), Kate Barnes (Senior Democracy Advisor), Anna Palamountain (Democracy Advisor), Gayelene Holly (Communications Administrator), Michael Homan (Property Operations Manager), Justin Walters (Senior Policy Analyst), Jasmine Hessel (Team Leader Policy), Peter Oskam (Whanganui Rural Community Board Member)

1 OPENING PRAYER / KARAKIA

Cr Hadleigh Reid read the Prayer.

2 APOLOGIES

Cr Graeme Young's apology for lateness was noted.

Cr Kate Joblin's approved leave of absence was noted.

The Council held a moment's silence to acknowledge the passing of Cr Joblin's husband, Ross Mills.

The investiture of Sir Robert Martin was acknowledged.

3 LEAVE OF ABSENCE

Nil

4 DECLARATIONS OF INTEREST

There were no new declarations of interest.

5 CORRESPONDENCE / LATE ITEMS / ADDITIONAL INFORMATION

No additional items for tabling were received.

6 REPORTS TO COUNCIL**6.1 CONSIDERATION OF SUBMISSIONS ON LAND PURCHASE AT DURIE HILL
(3 AND 9 BLYTH STREET, WHANGANUI)**

Author: Justin Walters - Senior Policy Analyst

Authoriser: Jasmine Hessel - Team Leader Policy

Stephanie Macdonald-Rose - Group Manager - Corporate

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is significant.

Hearing of submissions**Speaker 1 – Ron Hussey – Submission 104**

Referring to his written submission, Ron Hussey spoke in support of the purchase of 9 Blyth Street. He highlighted the enjoyment the open green space brought to the community and tourists. He added that a dwelling built on this land would spoil the ambience of the area surrounding the Durie Hill Tower. Mr Hussey suggested that selling other Council owned land in Durie Hill and community fundraising as a means of funding the acquisition of 9 Blyth Street.

In response to questions, Mr Hussey said that his preference was for Council to purchase 9 Blyth Street. He added that 3 Blyth Street was a 'nice to have'.

Speaker 2 – Russ Goudie – Submission 108

Russ Goudie referred to key points outlined in his written submission. Mr Goudie supported the purchase of 9 Blyth Street. He suggested that the section be turned into a reserve, with tables and a playground for all to enjoy. He referred to the land as historic and said protecting the panoramic view was important.

When asked about the acquisition of 3 Blyth Street, Mr Goudie believed the desire for people to put a dwelling on this section was a lot less and therefore the Council's priority should be on protecting the openness of 9 Blyth Street. He added that Council could consider purchasing 3 Blyth Street if future funding became available.

Speaker 3 – Clinton Sewell – Submission 015

Clinton Sewell was strongly against Council purchasing 9 or 3 Blyth Street. Mr Sewell felt that Whanganui had plenty of Council owned green space for the community and tourist to enjoy and that Council should not be borrowing money to purchase more. When asked if he supported Council land being sold to fund the purchase of either property, he replied no. Mr Sewell stated a kerbside recycling service in Whanganui was of greater importance than purchasing 9 or 3 Blyth Street.

Cr Graeme Young joined the meeting at 10:05am.

Speaker 4 – Suhair Hamandi – Submission 068

Suhair Hamandi no longer wished to speak in support of her written submission.

Speaker 5 – Esther Williams – Submission 118

Esther Williams referred to her written submission supporting the Council purchasing both 9 and 3 Blyth Street. She felt the area surrounding the tower and elevator was sacred and that the uninterrupted views of the Whanganui River, Tasman Sea, and the volcanic peak of Mount Taranaki needed protection from development. When asked if she supported the idea of selling other Council green spaces in Durie Hill to fund the acquisition of both properties, she replied no. She added that Polson Reserve was of particular importance to Durie Hill residents as it was gifted to Whanganui.

In response to a question regarding the desirability of a dwelling being built on either property, Ms Williams said that, in her opinion, building a dwelling on 3 Blyth Street would be less desirable as the occupants would have people looking down on them from the tower above.

The meeting adjourned from 10:15am to 10:35am.

Additional speaker

Speaker 6 – Tegomani Earl – Submission 063

Tegomani Earl requested permission from the Mayor to speak to her written submission in support of purchasing both 9 and 3 Blyth Street. She noted that the rates revenue lost by purchasing these properties for the purpose of retaining the green space would be offset by new developments being built in other areas of Durie Hill. She added that the Tower was an icon and deserved to have green space surrounding it for the community to gather and the view was too special to be ruined by potential development.

Discussion

Justin Walters, Council's Senior Policy Analyst, summarised key elements of his report. He advised that 99 submitters supported and 19 opposed the purchase of land at 9 and 3 Blyth Street.

Elected Members explored the notion of selling alternative land to fund the Durie Hill land purchase. Leighton Toy, Council General Manager Property, said that selling Council land wasn't straight forward. The history of the land needed to be fully understood and public consultation was required before a reserve or park could be sold.

Questions on whether there was previously a pa site on either Blyth Street section and if 3 Blyth Street had any land stability issues were raised. Mr Toy said that neither matter had been investigated.

Cr Craig supported the purchase of both 9 and 3 Blyth Street and felt the view would be ruined if either section was built on. Cr Craig urged Elected Members to secure both properties while the opportunity was presented and interest rates were low.

While Elected Members supported the Durie Hill land purchases in principle, they were conscious of the cost of purchasing both properties and felt a higher amenity value came from purchasing 9 Blyth Street.

Council Meeting Minutes**22 October 2020**

Mayor McDouall acknowledged submitters in support and opposed and thanked them for their submissions.

Resolution CNCL/2020/121

Moved: Cr Helen Craig

Seconded: Cr Hadleigh Reid

That Council agrees in principle to the purchase of 9 Blyth Street as Council reserve subject to reaching agreement on satisfactory terms of sale with the vendor.

CARRIED**Resolution CNCL/2020/122**

Moved: Cr Helen Craig

Seconded: Cr Hadleigh Reid

That Council agrees in principle to the purchase of 3 Blyth Street as Council reserve subject to reaching agreement on satisfactory terms of sale with the vendor.

CARRIED

7 MOTION TO EXCLUDE THE PUBLIC**RESOLUTION TO EXCLUDE THE PUBLIC**

Section 48, Local Government Official Information and Meetings Act 1987.

Resolution CNCL/2020/123

Moved: Mayor Hamish McDouall

Seconded: Cr Josh Chandulal-Mackay

That the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7. Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

CARRIED

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

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

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22 October 2020

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
8.1	Durie Hill - Blyth Street - Land Purchase	s7(2)(a), s7(2)(h), s7(2)(i)	Privacy, Commercial Activities, Negotiations	To allow Council to discuss openly the sale and purchase of these properties without disclosing commercial considerations that may prejudice or disadvantage, negotiations.	Following the completion of the sale and purchase of these properties or the decision not to purchase.

Resolution CNCL/2020/124

Moved: Mayor Hamish McDouall

Seconded: Cr Josh Chandulal-Mackay

That Grant Skilton be permitted to remain at this meeting, after the public has been excluded, because of his knowledge of rural community. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because Grant Skilton is the Chair of the Whanganui Rural Community Board.

CARRIED**Resolution CNCL/2020/125**

Moved: Mayor Hamish McDouall

Seconded: Cr Josh Chandulal-Mackay

That Peter Oskam be permitted to remain at this meeting, after the public has been excluded, because of his knowledge of rural community. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because Peter Oskam is a member of the Whanganui Rural Community Board.

CARRIED

The meeting reopened to the public at 12:10pm

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6 REPORTS TO COUNCIL CONT

6.2 REVIEW OF PSYCHOACTIVE SUBSTANCES: LOCAL APPROVED PRODUCTS POLICY

Author: Justin Walters - Senior Policy Analyst

Authoriser: Jasmine Hessel - Team Leader Policy

Stephanie Macdonald-Rose - Group Manager - Corporate

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is significant.

Discussion

The work of Cr Philippa Baker-Hogan in advocating for the regulation of premises selling approved psychoactive substances in Whanganui was acknowledged.

Resolution CNCL/2020/126

Moved: Mayor Hamish McDouall

Seconded: Cr Philippa Baker-Hogan

That Council adopt the Psychoactive Substances: Local Approved Products Policy 2020.

CARRIED

The Meeting closed at 12:15pm

The minutes of this meeting were confirmed at the Council Meeting held on 8 December 2020.

.....
CHAIRPERSON

8.2 MINUTES OF THE COUNCIL MEETING HELD ON 27 OCTOBER 2020

Author: Anna Palamountain - Democracy Advisor

Authoriser: Kate Barnes - Senior Democracy Advisor

References: 1. [Minutes of the Council Meeting 27 October 2020](#) ↓

Significance of decision – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

Recommendation

That the minutes of the Council Meeting held on 27 October 2020 are confirmed as a true and correct record.

The agenda for this meeting can be viewed at:

<https://www.whanganui.govt.nz/files/assets/public/agendas-amp-minutes/council-agenda-27-october-2020.pdf>



**WHANGANUI
DISTRICT COUNCIL**
Te Kaunihera a Rohe o Whanganui

MINUTES

**Council Meeting
27 October 2020**

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9.1	Tamaūpoko Link - 26 August 2020 - Minutes for Receipt	16
9.2	Audit and Risk Committee Meeting - 3 September 2020 - Minutes for Receipt	16
9.3	Property and Community Services Committee - 22 September 2020 - Minutes for Receipt 17	
9.5	Youth Committee - 28 September 2020 - Minutes for Receipt	17
9.4	Whanganui Rural Community Board Meeting - 23 September 2020 - Minutes for Receipt 18	
9.6	Infrastructure, Climate Change and Emergency Management Committee Meeting - 1 October 2020 - Minutes for Receipt.....	18
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Council Meeting Minutes

27 October 2020

**MINUTES OF MEETING OF THE WHANGANUI DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 27 OCTOBER 2020 AT 1.00PM**

PRESENT: Mayor Hamish McDouall, Deputy Mayor Jenny Duncan, Cr Charlie Anderson, Cr Josh Chandulal-Mackay, Cr Helen Craig, Cr Hadleigh Reid, Cr Alan Taylor, Cr Philippa Baker-Hogan (from 1:05pm), Cr Rob Vinsen, Cr Graeme Young, Cr Brent Crossan, Cr James Barron

APOLOGIES: Cr Kate Joblin (Leave of absence 15 September to 15 December 2020)

IN ATTENDANCE: Grant Skilton (Whanganui Rural Community Board Member), Kym Fell (Chief Executive), Leighton Toy (General Manager Property), Mike Fermor (Chief Financial Officer), Stephanie Macdonald-Rose (Group Manager – Corporate), Hamish Lampp (Group Manager - Regulatory & Planning), Kate Barnes (Senior Democracy Advisor), Anna Palamountain (Democracy Advisor), Michael Homan (Property Operations Manager), Wendy Bainbridge (Senior Parks Manager), Jasmine Hessel (Team Leader Policy), Sandy Lee (Policy Advisor), Nicole Grey (Youth Committee Project Support Officer), Youth Cr Charlotte Hardy, Kirsty Earle (Governance Services Officer)

1 OPENING PRAYER / KARAKIA

Mayor McDouall opened the meeting with karakia Tūtawa Mai.

2 APOLOGIES

Cr Kate Joblin's approved leave of absence and Cr Philippa Baker-Hogan's apology for lateness were noted.

3 LEAVE OF ABSENCE

Nil

4 DECLARATIONS OF INTEREST

Cr Charlie Anderson

- Item 14.2 Whanganui District Council Holdings Limited Report - October 2020

5 CORRESPONDENCE / LATE ITEMS / ADDITIONAL INFORMATION

No additional items for tabling were received.

6 DEPUTATIONS

No registrations were received.

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7 CONFIRMATION OF MINUTES**7.1 MINUTES OF THE COUNCIL MEETING HELD ON 15 SEPTEMBER 2020**

Author: Anna Palamountain - Democracy Advisor

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Resolution CNCL/2020/131

Moved: Mayor Hamish McDouall

Seconded: Cr Josh Chandulal-Mackay

That the minutes of the Council Meeting held on 15 September 2020 are confirmed as a true and correct record.

CARRIED**10 MOTION TO EXCLUDE THE PUBLIC****RESOLUTION TO EXCLUDE THE PUBLIC**

Section 48, Local Government Official Information and Meetings Act 1987.

Resolution CNCL/2020/132

Moved: Mayor Hamish McDouall

Seconded: Cr James Barron

That the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7. Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

CARRIED**Note**

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
- (a) Shall be available to any member of the public who is present; and
 - (b) Shall form part of the minutes of the local authority.”

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

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27 October 2020

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
12.1	Public Excluded Minutes of the Council Meeting held on 15 September 2020			Refer to the previous public excluded reasons in the agenda for this meeting.	
13.1	Audit and Risk Committee - 3 September 2020 - Public Excluded Minutes for Receipt			Refer to the previous public excluded reasons in the agenda for this meeting.	
13.2	Strategy and Finance Committee - 6 October 2020 - Public Excluded Minutes for Receipt			Refer to the previous public excluded reasons in the agenda for this meeting	
14.1	Whanganui District Council Holdings Limited Report - October 2020	s7(2)(b)(ii)	Commercial Position	Commercially Sensitive Information	
14.2	Director Remuneration - Whanganui District Council Holdings Limited	s7(2)(h)	Commercial Activities	To allow full and open discussion of commercial activities of Holdings which may be required in understanding the role of the Chair	
14.3	Chief Executive's Report - October 2020	s7(2)(a), s7(2)(b)(ii), s7(2)(i)	Privacy, Commercial Position, Negotiations	To protect individuals and commercial and private information	

Resolution CNCL/2020/133

Moved: Mayor Hamish McDouall

Seconded: Cr James Barron

That Grant Skilton be permitted to remain at this meeting, after the public has been excluded, because of his knowledge of the Whanganui Rural Community. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because Grant Skilton is Chair of the Whanganui Rural Community Board.

That Annette Main, Chair, Simon Karipa, Director, and Geoff Evans, General Manager, Whanganui District Council Holdings Limited. David Rae, Chair and Phillip Bedford, Chief Executive, New Zealand International Commercial Pilot Academy (NZICPA). Matthew Doyle, Director GasNet and NZICPA, Peter Hazledine, Chair, and Jim Coe, General Manager GasNet be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of **14.1 Whanganui District Council Holdings Limited Report – October 2020**. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because of their positions on Whanganui District Council Holdings Limited and its subsidiaries.

CARRIED

Cr Baker-Hogan joined the meeting at 1:05pm.

The meeting reopened to the public at 1:50pm.

8 REPORTS TO COUNCIL**8.1 PETITION OF DANIEL DIXON AND 42 OTHERS**

Author: Kate Barnes - Senior Democracy Advisor

Brent Holmes - Senior Roading Engineer

Authoriser: Stephanie Macdonald-Rose - Group Manager - Corporate

Mark Hughes - General Manager Infrastructure

Discussion

Daniel Dixon and his wife Emily Dixon referred to key points of the petition.

In response to questions, the petitioners advised it was cars rather than trucks doing extreme speeds along Kings Avenue and the matter had been raised with NZ Police who suggested raising with Council.

Petitioners stated Kings Avenue was a wide road and elderly residents had trouble crossing the road quickly enough when approached by a speeding vehicle. When asked if a safe crossing zone would assist with this, the petitioners replied yes.

The petitioners were advised that Council would installed a traffic and speed counter on Kings Avenue to capture the relevant data to gauge the situation.

Cr Taylor suggested and Elected Members agreed that once data was available, a report be presented to a future Infrastructure, Climate Change and Emergency Management Committee meeting.

The Mayor said he would ensure the Whanganui Area Commander was aware of the issue and thanked the petitioners for their petition.

Resolution CNCL/2020/134

Moved: Mayor Hamish McDouall

Seconded: Cr Helen Craig

That the Council receive the report – Petition of Daniel Dixon and 42 others.

CARRIED

8.2 COUNCIL ANNUAL REPORT FOR YEAR ENDED 30 JUNE 2020

Author: Mike Fermor - Chief Financial Officer

Authoriser: Kym Fell - Chief Executive

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Mike Fermor, Council's Chief Financial Officer, summarised key points of the report. Mr Fermor was joined by Debbie Perera, Audit Director, Audit New Zealand, to comment on the Draft Council Annual Report.

Mr Fermor outlined the extended timeframes granted to Local Authorities to adopt their 2020 annual reports due to COVID-19.

Elected Members were made aware of an issue related to the historical ownership of the lower river infrastructure that Council was awaiting technical advice on. He explained that the recommendation was that Council receive the draft Annual Report at this meeting and the adoption of the Annual Report would be considered at the Council Meeting held 8 December 2020.

Debbie Perera added that the Audit was essentially complete with the exception of the outstanding issue noted by Mr Fermor.

Debbie Perera said that revaluation of infrastructure assets, the impact of COVID-19 on public entities, risk management override, and group financial statements were a particular area of focus by Audit for the year ended 30 June 2020.

The Mayor acknowledged and thanked Debbie Perera and Council staff for their work.

Resolution CNCL/2020/135

Moved: Cr Charlie Anderson

Seconded: Cr Rob Vinsen

That the Council receive the 30 June 2020 draft Annual Report.

CARRIED

8.3 NEW ZEALAND MASTERS GAMES 2021 UPDATE - OCTOBER 2020

Author: Jennifer Gaskin - EA to GM Finance, GM Property & Legal Counsel

Authoriser: Leighton Toy - General Manager Property

Discussion

Rachel O'Connor, Games Manager, New Zealand Masters 2021, highlighted key elements of her report.

Particular reference was made to:

- Overall entries being up by 172 compared to the same day in 2018.
- 'Local As' registration discount.
- Increase entries received from female participants.
- Ministry of Business, Innovation and Employment (MBIE) Domestic Events Funding of \$100,000.
- 41 Corporate Partnerships.

- Use of local suppliers wherever possible.
- Development of Downer New Zealand Masters Games Mobile App. Download available mid November 2020.
- Currently 100 volunteers had signed up to support event.

When asked about accommodation for participants, Rachel O'Connor said that the demand for accommodation was manageable.

Elected Members were excited about the event and congratulated the Masters Games Team on their work so far. The Mayor encouraged Elected Members to sign up.

Resolution CNCL/2020/136

Moved: Cr Philippa Baker-Hogan

Seconded: Deputy Mayor Jenny Duncan

That the Council receive the report – New Zealand Masters Games 2021 Update - October 2020.

CARRIED

8.4 UNESCO CITY OF DESIGN APPLICATION

Author: Sandy Lee - Policy Advisor

Scott Flutey - Heritage Advisor

Authoriser: Jasmine Hessel - Team Leader Policy

Stephanie Macdonald-Rose - Group Manager - Corporate

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Sandy Lee, Council's Policy Advisor and Emma Bugden, Whanganui & Partners Strategic Lead – Creative Industries and Art, summarised key elements of the report.

It was noted that the application was led by Whanganui & Partners and supported by Council.

When asked why the Council needed to endorse a letter that was sent two months prior to the request coming to Council, Emma Bugden advised that there were time limitations associated with the letter and that the intention was that the Council endorse the submission of an application along with the letter previously sent.

Once completed, it was requested that a copy of the application be circulated to Elected Members.

Sandy Lee, Emma Bugden, and Council's Heritage Advisor Scott Flutey, were thanked for their work.

Resolution CNCL/2020/137

Moved: Cr Helen Craig

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Seconded: Cr James Barron

That Council endorses the Mayor's letter dated 1 September 2020 notifying the New Zealand National Commission for UNESCO of Council's intention to submit an application for the UNESCO Creative Cities Network as a City of Design.

CARRIED

Cr Young left the meeting at 3:00pm

The meeting adjourned from 3.01pm – 3.14pm

8.5 SECTION 17A REVIEW - CENTRAL BUSINESS DISTRICT MAINTENANCE CONTRACT

Author: Wendy Bainbridge - Senior Parks Manager

Authoriser: Michael Homan - Property Operations Manager

Leighton Toy - General Manager Property

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Wendy Bainbridge summarised key points of the report.

In response to a question, she said that a tendering process would be used to procure an external contractor.

Resolution CNCL/2020/138

Moved: Mayor Hamish McDouall

Seconded: Cr Helen Craig

That the Council

- (a) notes the recommendations of the Section 17a Review.
- (b) delivers maintenance and services in the Central Business District by way of an external contractor.

CARRIED

8.6 WHANGANUI DISTRICT COUNCIL MEETING CALENDAR 2021

Author: Kirsty Earle - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Stephanie Macdonald-Rose - Group Manager - Corporate

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Kirsty Earle presented the meeting calendar for 2021. Elected Members felt that a six weekly meeting cycle had a good rhythm for Council and its respective standing committees.

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Resolution CNCL/2020/139

Moved: Mayor Hamish McDouall

Seconded: Cr Helen Craig

That Council adopts the Meeting Calendar 2021 (Reference 1).

CARRIED

8.7 ADOPTION OF ELECTED MEMBER ALLOWANCES AND EXPENSES POLICY

Author: Kate Barnes - Senior Democracy Advisor

Authoriser: Stephanie Macdonald-Rose - Group Manager - Corporate

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Kate Barnes, Council's Senior Democracy Advisor, summarised the report. She reminded Elected Members that figures set within the Elected Member Allowances and Expenses Policy were determined by the Remuneration Authority.

The Mayor encouraged Elected Members to use this policy to upskill.

The provision of a childcare allowance was highlighted.

Cr Baker-Hogan raised concerns about the expense of professional development and the associated costs for the ratepayer.

Resolution CNCL/2020/140

Moved: Cr Helen Craig

Seconded: Cr Rob Vinsen

That Council adopts the Elected Member Allowances and Expenses Policy (attachment 1).

Against: Cr Philippa Baker-Hogan

CARRIED

8.8 REPRESENTATION REVIEW DECISION - OCTOBER 2020

Author: Stephanie Macdonald-Rose - Group Manager - Corporate

Authoriser: Bryan Nicholson - Chief Operating Officer

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Stephanie Macdonald-Rose, Council's Group Manager Corporate, summarised key elements of the report. She reminded Elected Members that the results of the binding and non-binding representation review polls were presented to Council at its meeting held 3 August 2020. She

added that a Council workshop was held on 1 October 2020 to discuss the non-binding results and that the consensus of Elected Members was largely in support of the status quo of 12 councillors and an 'at large' approach for the basis of election.

In response to questions, Stephanie Macdonald-Rose said that the level of public understanding of the representation review poll questions was impossible to gauge. She added that Council could do another representation review at any stage within the next six years, however, resourcing cost would need to be taken into account.

The majority of Elected Members supported the status quo of 12 councillors and an 'at large' approach for the basis of election. The feeling was that 12 councillors provided diversity around the table. It was also noted that the pool of money set for councillors salaries was determined by the Remuneration Authority and that it would stay the same regardless of the number of councillors elected to the Council.

Cr Baker-Hogan Hogan and Mayor McDouall enjoyed having 12 councillors around the Council table but expressed reservations and supported the public's preferred option to reduce the number of councillors to 10.

It was requested that each recommendation was taken separately.

Resolution CNCL/2020/141

Moved: Cr Josh Chandulal-Mackay

Seconded: Deputy Mayor Jenny Duncan

- (a) That Council notes the results of the binding representation review poll on the electoral system conducted as part of the 2019 Local Government Election.

CARRIED

Resolution CNCL/2020/142

Moved: Cr Josh Chandulal-Mackay

Seconded: Deputy Mayor Jenny Duncan

- (b) That Council confirms 'First Past the Post' as the electoral system to be used for the 2022 and 2025 Whanganui district local government elections.

CARRIED

Resolution CNCL/2020/143

Moved: Cr Josh Chandulal-Mackay

Seconded: Deputy Mayor Jenny Duncan

- (c) That Council notes the results of the non-binding representation review polls conducted as part of the 2019 Local Government Election and retains the status quo of 12 elected members and the 'at large' approach as a basis for election

Against: Mayor McDouall and Cr Philippa Baker-Hogan

CARRIED**8.9 APPOINTMENT OF WHANGANUI RURAL COMMUNITY BOARD MEMBER PETER OSKAM TO THE WASTE MINIMISATION ADVISORY GROUP****Author:** Hayley Fitzgerald - Democracy Support Officer**Authoriser:** Kate Barnes - Senior Democracy Advisor**Significance of decision** – In terms of the Significance and Engagement Policy 2018, the decision is not significant.**Resolution CNCL/2020/144**

Moved: Cr Rob Vinsen

Seconded: Cr Josh Chandulal-Mackay

That Council appoints Peter Oskam as a Member of the Waste Minimisation Advisory Group

CARRIED**8.10 ESTABLISHMENT OF JOINT COMMITTEE - CLIMATE ACTION****Author:** Kate Barnes - Senior Democracy Advisor

Rob Goldsbury - Legal Counsel

Jasmine Hessel - Team Leader Policy

Authoriser: Stephanie Macdonald-Rose - Group Manager - Corporate**Significance of decision** – In terms of the Significance and Engagement Policy 2018, the decision is not significant.**Resolution CNCL/2020/145**

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Alan Taylor

That the Council

- (a) agrees to the Joint Climate Action Committee Manawatū-Whanganui Region Agreement and Terms of Reference.

CARRIED**Resolution CNCL/2020/146**

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Alan Taylor

That the Council

- (b) appoints a Joint Committee (with the Horizons Regional Council and the other Territorial Authorities within the Manawatū – Whanganui Region) to be called the Climate Action Joint Committee pursuant to clause 30(1)(b) of Schedule 7 of the Local Government Act 2002

CARRIED

Resolution CNCL/2020/147

Moved: Cr Josh Chandulal-Mackay
Seconded: Cr Alan Taylor

That the Council

- (c) adopts the Terms of Reference for the Climate Action Joint Committee set out in the Joint Climate Action Committee Manawatū-Whanganui Region Agreement and Terms of Reference.

CARRIED

Resolution CNCL/2020/148

Moved: Cr Josh Chandulal-Mackay
Seconded: Cr Alan Taylor

That the Council

- (d) appoints Mayor Hamish McDouall as its representative on the Climate Action Joint Committee.

CARRIED

Resolution CNCL/2020/149

Moved: Cr Josh Chandulal-Mackay
Seconded: Cr Alan Taylor

That the Council

- (e) resolves that resolutions (a) to (d) will take effect when all other Councils in the Region confirm that they have appointed the Climate Action Joint Committee.

CARRIED

8.11 APPOINTMENT OF DISTRICT LICENSING COMMITTEE MEMBERS

Author: Bryan Nicholson - Chief Operating Officer

Authoriser: Hamish Lampp - Group Manager - Regulatory & Planning

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Hamish Lampp, Council's Group Manager – Regulatory & Planning, outlined key elements of the report.

Mr Lampp said that Cr Philippa Baker-Hogan had also recently tendered her resignation as a member of the Whanganui District Council District Licensing Committee.

In response to questions, Mr Lampp said that the resignation of Cr Baker-Hogan did not mean another Councillor needed to be appointed, as the Mayor was already a committee member. He added that all memberships would expire on 31 May 2021 and a review would be undertaken.

Crs Vinsen and Baker-Hogan voiced concerns about one appointee's connection to Whanganui. Their feeling was that local people were needed to make decisions on local matters.

Cr Baker-Hogan added that she had been considering her resignation for a long time. She voiced dissatisfaction for a business, located near a gas and fast food outlet in Whanganui, recently having their liquor licence renewed.

The Mayor supported the appointments.

It was requested that each recommendation was taken separately.

Resolution CNCL/2020/150

Moved: Mayor Hamish McDouall
Seconded: Cr Josh Chandulal-Mackay

That Council appoints Annette Main to the Whanganui District Licensing Committee 'list' for the period ending 31 May 2021.

Against: Cr Philippa Baker-Hogan

CARRIED

Resolution CNCL/2020/151

Moved: Mayor Hamish McDouall
Seconded: Cr Josh Chandulal-Mackay

That Council appoints Murray Clearwater to the Whanganui District Licensing Committee 'list' for the period ending 31 May 2021.

Against: Cr Philippa Baker-Hogan and Cr Rob Vinsen

CARRIED

8.12 MAYORAL UPDATE - OCTOBER 2020

Author: Eva Osborne - Executive Assistant
Authoriser: Hamish McDouall - Mayor

Discussion

In response to questions, the Mayor said that on a recent visit to the Te Oreore site on State Highway 4, he had met with Hon Phil Twyford. He reported that with the assistance of water pumps, Waka Kotahi NZ Transport Agency believed the integrity of that route could be retained.

Further information on meetings with key community stakeholders was sought. The Mayor said that, in future, he would communicate any key updates within this report.

Resolution CNCL/2020/152

Moved: Mayor Hamish McDouall

Seconded: Cr Philippa Baker-Hogan

That the Council receive the report – Mayoral Update - October 2020.

CARRIED**8.13 REPRESENTATIVE UPDATE - OCTOBER 2020**

Author: Anna Palamountain - Democracy Advisor

Authoriser: Kate Barnes - Senior Democracy Advisor

Resolution CNCL/2020/153

Moved: Mayor Hamish McDouall

Seconded: Cr Charlie Anderson

That the Council receive the report – Representative Update - October 2020.

CARRIED**9 MINUTES FOR RECEIPT****9.1 TAMAŪPOKO LINK - 26 AUGUST 2020 - MINUTES FOR RECEIPT**

Author: Anna Palamountain - Democracy Advisor

Authoriser: Kate Barnes - Senior Democracy Advisor

Resolution CNCL/2020/154

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Charlie Anderson

That the Council receive the minutes of the Tamaūpoko Link Meeting held on 26 August 2020.

CARRIED**9.2 AUDIT AND RISK COMMITTEE MEETING - 3 SEPTEMBER 2020 - MINUTES FOR RECEIPT**

Author: Hayley Fitzgerald - Democracy Support Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Resolution CNCL/2020/155

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Moved: Mayor Hamish McDouall
Seconded: Deputy Mayor Jenny Duncan

That the Council receive the minutes of the Audit and Risk Committee Meeting held on 3 September 2020.

CARRIED

9.3 PROPERTY AND COMMUNITY SERVICES COMMITTEE - 22 SEPTEMBER 2020 - MINUTES FOR RECEIPT

Author: Karyn Turner - Senior Governance Services Officer
Authoriser: Kate Barnes - Senior Democracy Advisor

Resolution CNCL/2020/156

Moved: Cr Helen Craig
Seconded: Cr James Barron

That the Council receive the minutes of the Property and Community Services Committee Meeting held on 22 September 2020.

CARRIED

Resolution CNCL/2020/157

Moved: Cr Helen Craig
Seconded: Cr James Barron

That the Council:

- (a) Applies to the Minister of Land Information to stop 450m² of unformed legal road adjoining 4 Iwiroa Terrace pursuant to section 116 of the Public Works Act 1981.
- (b) Delegates to the Chief Executive authority to negotiate the sale of the 450m² of stopped unformed legal road adjoining 4 Iwiroa Terrace to the current owner of 4 Iwiroa Terrace in accordance with section 345 of the Local Government Act 1974.

CARRIED

9.5 YOUTH COMMITTEE - 28 SEPTEMBER 2020 - MINUTES FOR RECEIPT

Author: Anna Palamountain - Democracy Advisor
Authoriser: Kate Barnes - Senior Democracy Advisor

Resolution CNCL/2020/158

Moved: Cr Josh Chandulal-Mackay
Seconded: Mayor Hamish McDouall

That the Council receive the minutes of the Youth Committee Meeting held on 28 September 2020.

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CARRIED

9.4 WHANGANUI RURAL COMMUNITY BOARD MEETING - 23 SEPTEMBER 2020 - MINUTES FOR RECEIPT

Author: Hayley Fitzgerald - Democracy Support Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Resolution CNCL/2020/159

Moved: Cr Brent Crossan

Seconded: Mayor Hamish McDouall

That the Council receive the minutes of the Whanganui Rural Community Board Meeting held on 23 September 2020.

CARRIED

9.6 INFRASTRUCTURE, CLIMATE CHANGE AND EMERGENCY MANAGEMENT COMMITTEE MEETING - 1 OCTOBER 2020 - MINUTES FOR RECEIPT

Author: Kirsty Earle - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Resolution CNCL/2020/160

Moved: Cr Alan Taylor

Seconded: Cr Charlie Anderson

That the Council receive the minutes of the Infrastructure, Climate Change and Emergency Management Committee Meeting held on 1 October 2020.

CARRIED

9.7 STRATEGY AND FINANCE COMMITTEE - 6 OCTOBER 2020 - MINUTES FOR RECEIPT

Author: Karyn Turner - Senior Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Resolution CNCL/2020/161

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Philippa Baker-Hogan

That the Council receive the minutes of the Strategy and Finance Committee Meeting held on 6 October 2020.

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CARRIED

Resolution CNCL/2020/162

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Philippa Baker-Hogan

That the Council:

- a) Adopts the amended Whanganui District Plan, consistent with the National Planning Standards and including any consequential amendments.

CARRIED

Resolution CNCL/2020/163

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Philippa Baker-Hogan

That the Council:

- b) Produces the Whanganui District Plan in electronic form (ePlan).

CARRIED

Resolution CNCL/2020/164

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Philippa Baker-Hogan

That the Council:

- (c) Publicly notifies the Whanganui District Plan (ePlan) within five (5) working days of approval.

CARRIED

MOTION TO EXCLUDE THE PUBLIC

Resolution CNCL/2020/165

Moved: Mayor Hamish McDouall

Seconded: Cr Philippa Baker-Hogan

That Grant Skilton be permitted to remain at this meeting, after the public has been excluded, because of his knowledge of the Whanganui Rural Community. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because Grant Skilton is Chair of the Whanganui Rural Community Board.

CARRIED

The public were excluded from the meeting at 4:41pm.

Meeting adjourned from 4.41pm – 4.45pm.

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The Meeting closed at 5:21pm.

The minutes of this meeting were confirmed at the Council Meeting held on 8 December 2020.

CHAIRPERSON

9 REPORTS TO COUNCIL

9.1 WHANGANUI & PARTNERS QUARTERLY UPDATE – DECEMBER 2020

Author: Anna Palamountain - Democracy Advisor

Authoriser: Kate Barnes - Senior Democracy Advisor

References:

1. [W&P Report to Dec Council 30 Nov 20](#) ↓
2. [Economic Dashboard - Q1 2020](#) ↓

Recommendation

That the Council receive the report – Whanganui & Partners Quarterly Update – December 2020.

Executive Summary

Gaelle Deighton, Whanganui & Partners Interim Chief Executive and Pahia Turia, Whanganui & Partners Board Chair will provide a quarterly update on Whanganui & Partners' activities.



REPORT TO: Whanganui District Council (Elected Member)

DATE: 8 December 2020

FROM: Pahia Turia, Board Chair

SUBJECT: Whanganui & Partners Quarterly Report

RECOMMENDATION: That the Chair's report is received.

Introduction:

As chair of Whanganui & Partners (W&P) and in partnership with my fellow directors, I'm pleased to present to Whanganui District Council our second report for 2020/2021. We are four months into our reporting year and we share with you progress against our Statement of Intent 2020/2021.

Highlights:

Whanganui continues to defy expectations and return good economic news, especially in relation to the consumer spend. The economic reports have rarely shown a dip in spending, except for during lockdown and the recovery has been strong and even though these are modest growth statistics, they are on the plus side.

Some sectors are better than others and there is no doubt that the tourism sector is the hardest hit, although again Whanganui is not as impacted as the wider region or the rest of New Zealand as a whole. However it will continue to be impacted by the lack of international visitors, but there are still visitors.

A recent Tourism New Zealand Report highlighted that domestic tourists do spend less per day than international tourists, however the STAPP funds, made available by Ministry of Business Innovation and Employment, have provided a resource to promote the region and entice more domestic tourists to visit to cover the loss of the international visitor revenue.

Accordingly, W&P have developed a significant marketing campaign for the summer to encourage visitors to this region.

W&P is also experiencing an increase in web traffic (up 34.4% on previous year); social media followers have increased 11.3%; there's been 77 mentions of W&P in the media to date with 97.4% either favourable or neutral. The W+P Newsletter subscriber base has increased by 42% with an average opening rate of 47.7%.

The i-SITE customer satisfaction rate is 4.52 out of 5, visitor numbers are up 9.7% on the same time last year and visitor spend has a 16.8% increase from the same period last year..

There has been a constant stream of journalists, travel writers and TV teams (TV1 & TV3) in town, in the past 6/7 weeks and all of these visits have been initiated by W&P.

The number of businesses, across all sectors, seeking support from the Regional Business Partnership Programme remains steady, although there will be some changes coming as central government shifts its policy levers on support to business within the next couple of months.

Enquiries from businesses looking to relocate to Whanganui is also pleasing. Some of these are connected to the IT sector and feel that with excellent access to the fibre network, ease of traveling to Wellington and Auckland, that Whanganui is a great place to live and work.

W&P have established a Film Whanganui Office, in house, and a feature film has already been secured that will start filming early in 2021, with over 100 people in town for filming for two weeks, all using local accommodation and other support providers. There are other film opportunities in the pipeline.

Whanganui & Partners is very aware that Whanganui needs to be seen and heard in Wellington. There will be a new version of PGF funding available in the new year and Whanganui must position itself to get its fair share. Whanganui is often considered to be just part of the Manawatu region and this is not beneficial in terms of receiving the funding that our region deserves. W&P must be ready for these opportunities and able to convert them into funding lines. To ensure maximum benefit W&P and the Council need to be working together as often the decision on quantum of funds is aligned to the region's council funding commitments.

The team at W&P continue to drive initiatives that bring economic benefit to the city.

In times such as are being experienced right now, it is essential that there is more investment in areas to keep our city from feeling the full impact and to ensure we can secure the matched funding from central government. Whanganui needs to be ahead of the game with the fierce competition coming from the neighbouring regions.

The special COVID19 funds for business owners that provides 100% funding for securing some external professional business expertise is still available, but NZTE have signalled that it is about to come to an end, although there does seem to be some talk circulating that government may put some further investment into this fund.

The tourism fund (STAPP - \$700,000) provided to give a boost to local tourism was made available in July and some event funding (\$165,000) was made available in August and now there is a \$1 million fund available to the Taranaki, Manawatu & Whanganui region for distribution between the three regional economic development agencies to cover the next 2 – 4 years replacement of loss of event spend. The Ministry of Business Innovation & Employment are encouraging the three regions to agree on a suitable distribution mechanism and the regions are now negotiating on the split of the fund. There is plenty of elbowing going on in these negotiations.

There are rumours that central government will also release a funding line for sports events that have been impacted by having no international participants, but there is no confirmation of this rumour as yet.

All of this activity has brought with it, additional work for the W&P staff, but there have been real positive benefits for the organisation, the higher profiles for staff with central government and the community, collaboration with our neighbouring regions and more opportunities for Whanganui businesses.

Priority One: Business

Generally Whanganui businesses have recovered from the impact of the nationwide Level 4 lockdown and subsequent Auckland Level 3 lockdown. Many businesses from across sectors are now identifying strong demand and are working to meet this. There is some concern that this demand is a 'post COVID surge' and may taper off over the coming months, particularly with the Christmas close down period. Businesses are cautious of bringing on new staff or committing significant resources to growth. Despite this there is a cautious optimism amongst the business community and a sense that Whanganui is doing well.

Work against Priority One: Business fits into three broad categories

1. **Attract** – a number of opportunities have developed over the reporting period for attracting businesses to Whanganui:
 - a. The departure of MARS Petfood was announced in September 2019. Expressions of Interest for the existing MARS site closed on 5 Nov. W&P has been involved with potential purchasers and providing support to encourage their interest. Applications are now with the vendor and more information is likely late November.
 - b. A nationwide health provider is moving services to Whanganui bringing 12-15 new jobs into the city.
 - c. Value-add manufacturer with established Asian market setting up in Whanganui, exploring office space in the interim.
2. **Retain** – the delivery of the Regional Businesses Partners programme has been a critical component in helping retain businesses within the Whanganui, Ruapehu and Rangitikei regions.
 - a. To date \$492k in 100% funding has been issued to business in our area. A significant amount of this has been delivered by local service providers, providing further support into our local economy. 18 businesses have been serviced to date.
 - b. Assisted Air Chathams with their recovery out of nationwide Level 4 lockdown and also Auckland Level 3 lockdown. A key event was held on 8 October to support Air Chathams. This was attended by a large number of local businesses and community members.
3. **Grow** - Existing Businesses – as noted above businesses are generally noting strong demand at present.
 - a. Start-up Businesses - a post COVID shift has been identified in the start-up business space. W&P is seeing an increase in individuals looking to establish their own businesses. Work is underway to better facilitate the start-up journey and coordinate the different support (locally, regionally and nationally) available to start-up businesses.
 - b. Working with a grower on medium scale, multi-pronged research proposal to support growth opportunities.
 - c. Supporting commodity business to find suitable location for manufacturing proposition.

[Table 1: Progress on Delivery of KPIs](#)

Priority One: Business			
Outcome	What we will do to achieve it – key activities	Targets	Qtr. 2 (Till 30/11)
Economic impact of COVID-19 on local large enterprise is minimised and they quickly recover and grow	Projects and initiatives to support the economic recovery of Whanganui businesses.	3 x Projects/initiatives	Whanganui Economic Recovery draft Plan completed. The plan and projects are being held as we monitor the Whanganui economic outlook.
	Engage regularly with sector to optimise retention and growth of our existing businesses	4 x (Quarterly)	First meeting – Business Leaders Group 18 September. Second meeting – Public Forum 24 November.

	Partner with real estate and property developers to attract new enterprise to Whanganui.	1 x Large Enterprise confirms intention	Regular engagement with Real Estate agencies continues. A number of business attraction opportunities being pursued.
	Support Whanganui District Council to identify opportunities in land development, town planning and infrastructure.	2	Regular engagement with WDC established. Town planning and infrastructure opportunities being identified as part of LTP process.
	Develop Logistics Strategy and Action Plan to increase connectivity to customers and export markets.	Logistics Strategy & Action Plan	A review of the requirement for this deliverable is underway.
Small businesses have the tools to recover and grow sustainably	Develop business skills and capability in start-up founders	8 x Business Start-Up Workshops	First workshop (Ohakune) – 8 attendees Wed 29 Sept Second workshop (Whanganui) – 17 attendees Wed 30 Sept Third workshop (Whanganui) – scheduled 30 Nov.
	Deliver the Regional Business Partners Programme within Whanganui, Ruapehu and Marton.	100 RBP Clients/Avg 8 p/month	118 Complete. \$362k in support issued in Whanganui region.
New opportunities in the agribusiness sector increase productivity	Engage regularly with sectors to optimise retention and growth of our existing farming businesses.	Sector Group established	<i>Sector group established</i> Two formal meetings this quarter: 1 x Rural Women NZ, 1 x Federated Farmers. Launch of LARFS@4, a series of agri-talks in response to survey outcomes to date, which create opportunities to network for further dialogue.
	Improve rural digital connectivity in the district.	Establish growth of rural network	<i>Establish growth of rural network</i> A workshop facilitated by Craig Young, CEO of TUANZ, to be held on 3rd December. TUANZ is the independent and representative voice advocating for rural broadband and mobile coverage to bridge the urban/rural divide.
	Ensure that agri-technology becomes more mainstream in this sector.	1 x Agri-tech event	Event facilitator approached to run agri-tech day aimed at both school aged (intermediate and high school) and adults, to showcase innovations for farming and growing. An agri-tech day is planned to coincide with TechWeek in Q4.
	Maximise business continuation by supporting transition of farming businesses, including succession planning.	Provide sector group with appropriate business models and information	A build up through articles about succession planning to occur in December, leading to seminar in Q3 and workshops in Q3 & Q4.
	Capture more economic impact from our agricultural sector through value chain innovation.	Links with or attract one agri-food innovation	Wool manufacturer presented opportunities to sheep farmers (wool suppliers) on 19 November. Continue to investigate sheep dairy opportunities for Whanganui. Have attracted new value-add manufacturer with established Asian clients to set up premises in Whanganui.

	Increase engagement with Māori landowners to grow the value of Māori agribusiness.	1 x Project Partnership	Working with Government department and NGO on proposed project to fill gap between infrastructure and strategy. Ongoing collaboration based on need.
	Work with primary sector employers to identify pathways for future workforce needs.	Micro-credential programme for Primary Sector	Successful student agriculture-led Road Trips. Agri-tech showcase feeds into future workforce capability.
Local businesses operate successfully within the digital environment	Facilitate the use of digital technologies and smart approaches to drive innovation and productivity	2 x Digital workshops for businesses	Google My Business workshop was held 21 October. Attended by 68 businesses. Focused on increasing up take of Google My Business which is useful for individual businesses, as well as resulting in a stronger digital presence for Whanganui overall.
Businesses capitalise on opportunities and connections available through Whanganui & Partners	Foster a culture of capital investment within Whanganui.	2 x Projects/Seminars	Scoping underway. Working with potential partners to further develop concept.
	Utilise Business Friendly Process to attract, engage and retain new and growing businesses.	12 x business engaged in BFP	3 Business engaged.
	Develop a clear framework for the role Whanganui & Partners takes in helping deliver against the goals of 100% SWEET, Whanganui Chamber of Commerce, Te Manu Atātū, Whanganui Māori Regional Tourism Organisation, Mainstreet Whanganui and Thrive.	MOUs completed or renewed	Preliminary discussions held. Completing draft MOU's

Priority Two: Education & Capability

Large number of events delivered in this quarter focused on industry exposure & employment opportunities including the five Vocational Road Trips targeting secondary school students. More than a dozen businesses supported by opening their doors to 156 students, teachers and Principals to give an insight into their real business (and industry).

Job opportunities & apprentice opportunities have been strong this quarter with 12 young people being placed into full time work through the 100% SWEET service. Our MW NEET rate has increased to 16.5%. We generally have an increase in NEETs over Q3 & Q4 due to the end of the academic year however, this figure is an increase on Q3 2019 (10.9%). We know in Whanganui we have over 1000 16-24 registered NEETS at present.

Job seeker work ready benefits have increased in Whanganui over the last quarter, however, the past five weeks in a row that number has decreased. The number of job listings on Trade me has increased and currently (November) there are 123 jobs listed.

Whanganui & Partners will continue to support the “port employment precinct project” through the development phase, an Operations Manager was employed in October and is based in Innovation Quarter until an official location is set up for the “port employment precinct” (working name).

Talent Connect Whanganui app development was completed and the app has now had a “soft” launch. It is able to be downloaded on both apple and android phones. We are aiming for a launch event towards the end of the year.

The Mars Employment Expo was very well received. Businesses looking to employ staff were complimentary of the Mars staff that they met- impressed with the skill sets, experience and

culture that the presented. We hope to track some positive stories around re deployment of these staff in 2021. (Mars will close 18 December).

Collaborated with CEDA to run an expo in Auckland to target current International Students (in AKL) and agents. The goal to retain existing international students in NZ for 2021 and attract them to our Manawatu-Whanganui area. We had over 70 agents and students attend the event.

Table 2: Progress on Delivery of KPIs

Priority Two: Education & Capability			
Outcome	What we will do to achieve it – key activities	Targets	Qtr. 2 (Till 30/11)
Education and training in Whanganui is a recognised pathway to employment	Support the connection between young people and Whanganui business to create strong information flow and opportunities for fulfilling employment within our focus sectors (other SL areas).	2 x Project with Local Skills & Talent Working Group	Vocational Road Trips x5 completed in September. 134 participants and 14 businesses participated in the events. 2 more events will be delivered in 2021. Official launch of Youth Employment success (event held October). 8 new businesses have been added this quarter (19 total).
	Partner with 100% SWEET and WDETT to deliver a programme of work targeted at reducing Whanganui's NEET's rate.	100% SWEET deliver the Work Ready Programme to Whanganui and Rangitikei	<ul style="list-style-type: none"> Completed delivery for 2020. 8 youth placed in full time work quarter 3 and 1 in part time. 77 students have completed WRP in Term 3. Whanganui Industry Apprenticeship Graduation on 27th November. NEET rate Q3 for MW 16.3% up from 13.6% in Q2 2020.
	Develop with support from ENZ & the Central Regions an International Education plan for Whanganui based around Stabilising, Transforming & Growing International Education.	International Education Plan	<ul style="list-style-type: none"> Start date: November Collaborated with CEDA to run an International Education Marketing Expo in Auckland (October). NZICPA, UCOL, WHS, Cullinane and WGC participated. 70 students & agents attended the event. Supporting NZICPA on a marketing project to get 20x International Students for 2021
	Develop a Business Innovation, Training and Talent Strategy for Whanganui which future programmes of work by Whanganui and Partners and our partners can deliver and invest in.	Business Innovation, Training and Talent Strategy	Draft started
Strength and diversity of education/training provisions attracts local, regional, national and international students to study in Whanganui	Work collaboratively with education providers to grow their offerings and diversify the way these offerings are delivered.	WDETT - PEP, 1 x Project with NZICPA	<ul style="list-style-type: none"> Working with WDETT & contractor on developing the design of PEP at present. Supported recruitment process of PEP Operations Manager Craig Garner- located at IQ short term. Port project (Te Puwaha) is delayed at present. NZICPA project, scoping has started- visited CHC to explore opportunities in Aero & Future Transport. Next step is to hold an interested stakeholder meeting here in Whanganui & engage with NZTE.

	Increase higher level education, research and innovation opportunities oriented around our “ports”, both aero and sea, and our Manufacturing and Agribusiness sectors.	1 x ongoing project on bringing new higher level, modern education opportunities is supported.	<ul style="list-style-type: none"> Working with Massey University. EMBA will be Sep 2021 instead of Feb. Kellog Rural Leaders Programme opportunity to deliver here in Whanganui. Meeting to progress 5th November. Introduction meeting with Hiringa Energy. Opportunity to progress conversation more broadly with iwi & business (manufacturing) in Whanganui (Green energy).
	Leverage the strength in creative industries to increase student attraction to Whanganui.	1 x targeted project for the expansion of creative arts education opportunities is supported	Whanganui Walls Youth Mentor Programme commitment for March 2021 confirmed.
Capability: employment & redeployment strategies that work to rebuild a resilient Whanganui Workforce	Talent Connect	Develop & deliver the “Talent Connect” app for job seekers & businesses seeking skilled work. Target age 25-65	Talent Connect has been developed. Soft launch at Mars Expo 2 November and official launch planned for Mid-Dec along with advertising & marketing plan. Mars Petcare Employment Expo delivered 2 November. 15 businesses attended and 80 Mars staff attended the event. Need to capture re deployment stories as they evolve. (Factory to close 18 December).

Priority Three: Brand & Marketing

Concerted efforts have gone into gaining positive PR. Numerous visits to Whanganui have been completed by journalists and regular content is set to run through a number of mainstream media outlets including Stuff, NZ Herald and TV3.

We are now into events season. We have supported numerous events not only through funding but by introducing a new agreement. The process includes prioritising the robust development of marketing plans. All events have gone through this process and sets them up well for the success of their events. This precedes an events strategy, where an approach has been outlined and work set to commence.

The above points marry up to the overall economic position where there is growth in all monitoring KPIs.

- Visitor spend increase of 16.8% (July-Sept 2019 v. July-Sept 2020)
- Population increased to 48,100

Table 3: Progress on Delivery of KPIs

Priority Three: Brand & Marketing			
Outcome	What we will do to achieve it – key activities	Targets	Qtr. 1/2 (Till 30/11)
The Whanganui brand is clearly defined and targeted	Develop overarching marketing and events strategies around a defined brand position, target	Strategy is delivered	Work will commence in November, schedule completion in February.

	audiences, competition and competitive advantages.		
Whanganui & Partners is perceived as a leader in economic development locally and regionally	Engagement with regional organisations to ensure collaboration and co-operation. E.g. Accelerate 25; Intelligent Communities	Regular Engagement & Application to SMART 21 ICF	Collaboration with Venture Taranaki and CEDA around joint initiatives e.g Domestic Events Fund, Regional Events Fund, Ohakea 5 squadron location, Coastal Arts Trail, RBP, Google My Business workshops.
	Promote Whanganui & Partners' economic development activities and expert commentary via local and regional media	x 100 mentions (> 85% are +)	77 mentions, 97.4% favourable
	Develop channels to directly engage with the community.	x 100 at Public Forum, newsletter subscribes base +5%, newsletter open rate >33%, Facebook and LinkedIn +5%	W&P Newsletter: Subscribers increased by 42% since start of July Average open rate since July 1 = 47.7% W&P social media: Followers have increased on W&P fronted social media channels by 11.3 % since July 1
Our competitive advantages attract new businesses, residents, visitors and students	Run effective advertising campaigns through a strong proposition and delivered through a multi-channel approach.	2 x Visitor Campaigns 1 x Campaign targeted at new residents/businesses developed Unique Users +5% Unique Users out of Whanganui +5%	Campaigns 1x visitor campaign developed ("Winter campaign"), a summer campaign is scheduled to go live Dec 1 1 x business support campaign ran in September, supported by various other tactical initiatives to support local business We are also working with CEDA to promote the region to 5 Squadron ahead of their move from Whenuapai to Ohakea. Web traffic – unique users increase of 34.4% versus same period last year. Traffic is up across all sites. Out of town increase of 33.3%
	Develop clear propositions to demonstrate our competitive advantages to new business, residents, visitors and students.	Propositions developed and included in campaigns	Work will commence in November, schedule completion in February
	Develop a Content Strategy that identifies an approach to gaining positive PR for Whanganui.	Content Plan is scoped, developed and implemented.	Work will commence in January, schedule completion in April. Master itinerary for media famils has been developed. PR specialist has been used to assist in pitching stories to media. Media visits have or will generate stories about Whanganui in: Sunday Star Times, Herald on Sunday, N&S (Jack Marsden Meyer, N&S (Whanganui profile), Scout (48 hours in Whanganui), The Project (NZ Most Beautiful

			City), Dish (Maria Lane Eatery), Stuff (city guide).
	Deliver effective communication on ongoing basis to support all sector initiatives	Social media following across all 'Discover' channels + 1%; Unique website users from social media +10%; Deliver 5 x national stories	Social media following for Discover Whanganui: Increase of 1.3%, a particular highlight is Instagram followers up 9.7% Traffic from social media up 237% 1 x national story has been shown (OneNews Breakfast featuring Whanganui River & Glassworks). We have had numerous stories covered recently yet to be released. These include multiple visits from Stuff and NZ Herald writers. We have also engaged with The Project (TV3) to promote the Most Beautiful City win. All coverage references where W&P proactively created the opportunity.
	Upgrade key touchpoints for customers: • Websites designed to attract new business, residents, visitors and students. • Promotional signage including entrances into Whanganui city and district. • i-SITE acts as a key point to first-time visitors to Whanganui.	Website is completed; Signage reflects Whanganui's brand position; i-SITE customer satisfaction of 4.5/5; an average of 2,083 monthly visitors served by i-SITE	New website is currently being built and is close to going live at the time of writing Updated signage planned for entrance billboards, i-SITE, airport will be included as part of the upcoming summer tourism campaign. Some initial work done on i-SITE in advance (new flags). i-SITE customer satisfaction: 4.52/5. Strong recent ratings has increased rating above target i-SITE visitor numbers: 1,638 average per month (visitation is currently up 9.7%).
Our visitor experience is enhanced, leading to the recovery and growth in market share of nationwide visitor spend	Deliver a destination management plan (DMP) that considers the future needs of tourism infrastructure to enable economic growth.	Strategy and Action Plan delivered	14 x DMP meetings held with various stakeholders to gather feedback, comments and ideas for inclusion in DMP. A draft DMP has been written Feedback on this draft will go back to TRC Tourism who will then complete the final document. Due Q3
	Scope an eco-cultural hub with key partners to provide greater opportunity for visitors to engage with Te Awa Tupua.	Scoping Study is completed. River Tourism Hub developed	Scoping study has been completed. The findings of the scoping study has led to a decision to move forward with the project, Next steps are feasibility study and business case.
	Develop the Coastal Arts Trail alongside regional partners to strengthen our recognition of the arts.	80% of local arts business sign-up	Logo & website under development with a due date of early Dec 2020. Working with Venture Taranaki and CEDA. Concept discussed with Whanganui arts community. This was met with strong approval. Looking to launch in Q3 2021

	Develop our boutique shopping experience as a visitor attraction, with Victoria Avenue highlighted prominently.	MOUs completed	The summer marketing campaign and new website covers the boutique shopping experience available in Whanganui.
	Identify and support initiatives that enhance our tourism experience, including the potential needs for new product and packaging of existing product.	2 x new products or initiatives developed	Working with WMRTO on Eco cultural hub and Whanganui River Road Tourism Route (primarily interpretive signage). Letter of support for “That Place”, a new private mountain bike park at Kaiwhaiki. Initiated 2 x tourism package meetings with operators, a heritage package is being put together driven by Waimarie and House of Travel, yet to be finalised.
	Facilitate Google My Business (GMB) workshops to help local businesses operate successfully in the digital environment	3 x Workshops (40 attendees each) 10-15% lift in GMB completion metrics three months after the program	Workshop held in October with 65 businesses in attendance. Workshop has been recorded and will be widely shared to gain maximum benefit for Whanganui. Whanganui’s general Google presence is being improved with updated photos and street view footage where there are gaps. No metrics taken as yet.
Whanganui hosts nationally significant events that create long-term economic benefits and enhance our brand recognition	Develop and implement an events strategy designed to inform a future direction for the scale and type of events Whanganui needs to grow its brand. This includes analysing current event performance and infrastructure.	Events Strategy & Action Plan	Events Strategy has been scoped, work expected to be complete by February
	Increasing the impact of iconic events, particularly in regards to attracting visitors from outside of our district.	All events funded by W&P complete Communications & Marketing Plan and meet reporting requirements	All events supported have agreements with W&P, including the production of a marketing plan. All events are on track to deliver on our requirements.

Priority Four: Creative Industries & Arts

This was a highly productive quarter where the work of the first quarter began to be publically visible.

Whanganui & Partners received a positive response to regarding the five Amplify Grant recipients, including coverage by Whanganui Chronicle. Amplify funded a glass artist, a paper making business, a co-working space, a taonga puoro designer and a YouTube content creator, demonstrating the diversity of the creative industries. Four of our five recipients are Māori artists or organisations, and all have shown leadership and innovation in their field.

Creative Communities Scheme round 2 of 2019/20 received twelve applications. The \$42,185 (GST incl) allocated by Creative New Zealand was distributed between eleven successful applicants to deliver a range of community arts activities and events.

Celebrations for Claire Bell’s bus shelter artwork on Rangiora Street were organised July 3 and made possible in part by the Public Art Fund (a collaboration between W&P, WDC and Horizons).The next half of this project will begin at Taupō Quay in October. Support was provided to Bell to secure an additional \$5500 through the Eleanor Burgess Trust. A new stained glass window will be installed as part of the Council Chambers ‘Stained Glass Window’ Whanganui story project, in Heritage Month in October. Six applications were received for the Public Art Fund this November.

Table 4: Progress on Delivery of KPIs

Priority Four: Creative Industries			
Outcome	What we will do to achieve it – key activities	Targets	Qtr. 1 (Till 30/11)
The Arts & Culture Strategy is delivered through collaboration with individuals, hapū, community groups, funders, Council and other creative sector partners	Grow the profile of Whanganui as an arts and culture destination for tourism and business regionally and nationally.	33% in annual perceptions survey. Proposal for UNESCO City of Design.	Letter has been submitted from Mayor Hamish McDouall to the UNESCO National Commission, stating Whanganui's intention to apply as City of Design. A City of Design Steering Group is being established. Work is underway to bring the National Commissioners to Whanganui for a visit in March
	Interface regularly with creative industry stakeholders, providing the sector with effective mechanisms to access relevant information about sector developments, funding opportunities and support available from W&P.	4 x (Quarterly)	Creative Sector Focus Group meets quarterly. Iwi Arts Hui meets monthly Two arts funding clinics were run in September. W&P has assisted Whanganui artists to submit central government funding applications worth over \$150,000 in this quarter.
	Grow and strengthen local creative infrastructure.	QUARTZ with Capital Works. Business Case for attracting Commercial Gallery Develop Film Directory	Under action Commercial Gallery Business Manual complete and to be circulated next week Directory almost ready to be launched First major international production secured for 2021
	Promote the vocational pathways for creative industries and foster professional development and education opportunities.	Revive summer school projects Professional development package for creative practitioners, leading to participation in RBP programme established.	Whanganui Community Education supported to launch Summer School 2021 Making It: Capability Building for Creatives launched November
	Encourage new creative sector leaders.	3 x Sector Champions. 10 x sector influencers	Under action
	Support networking opportunities with the Whanganui creative sector	FB Group established. 4 x Facebook Live events delivered	Facebook group at 275 members Creatives Coffee Cake monthly event established successfully
Community arts events attract visitors and enable growth of creative industries	Administer funding of community arts events that meet W&P event funding criteria	Funding administered and distributed	Five Amplify grants awarded to creative leaders and emerging leaders
	Administer funding of community arts funds	2 x CCS funding rounds 1 x Public Art Fund	<ul style="list-style-type: none"> • Creative Communities Scheme distributed \$42,185 between eleven successful applicants to deliver a range of community arts activities and events. • Six applications have been received for the upcoming Public Art Fund round • \$5,500 additional funding secured from the Elinor Burgess Trust for Taupo Quay bus shelter artwork
	Support event organisers to develop and implement Marketing and Communications plan.	All organisers have completed Communications & Marketing Plan and meet reporting requirements	Under action

COVID-19 IMPACT DASHBOARD

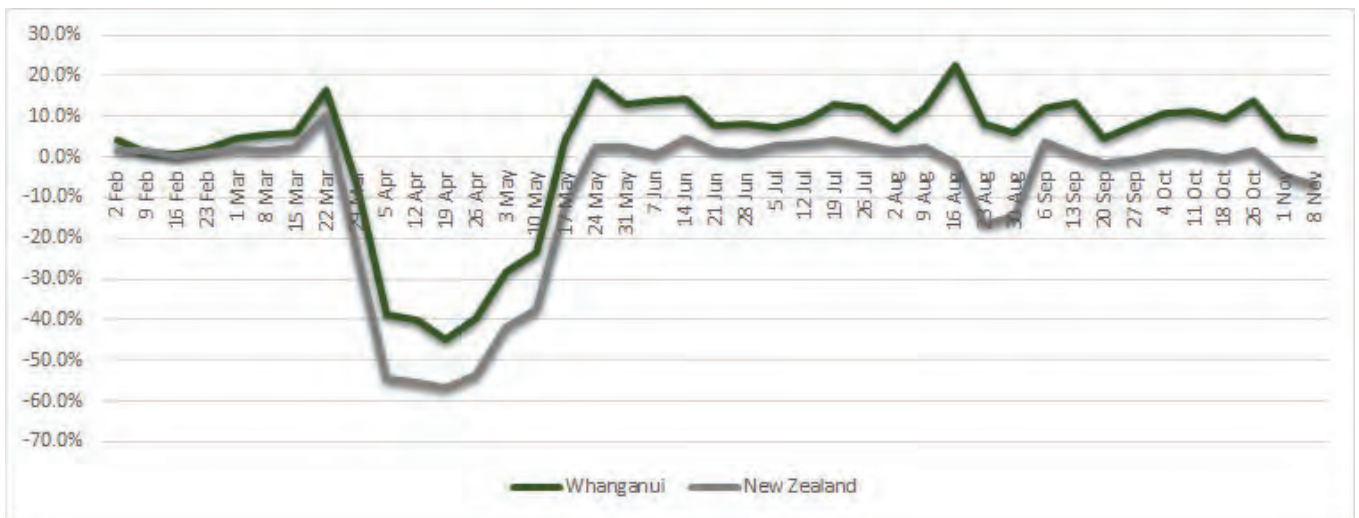
Most economic data comes with a significant lag, making it difficult to monitor the real-time impact of COVID-19. There are several important indicators that we can use to monitor more frequently. Consumer spending and Work Ready Jobseeker numbers (excludes Jobseeker support for health conditions and disability) offer important insight into the current state of the economy.

Weekly Consumer Spending

High consumer spending usually indicates higher levels of consumer confidence in the economy. Data reflects week ending 8 November.

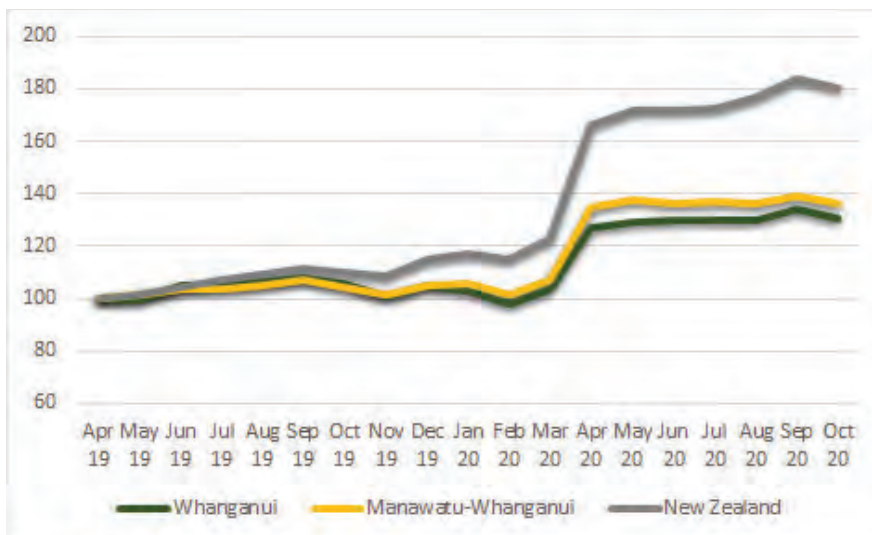
	Value of spend		Number of transactions	
	Whanganui	New Zealand	Whanganui	New Zealand
Change from same week last year	+4.3%	-3.9%	+4.8%	-5.0%
Cumulative change from period starting 3 Feb	+2.1%	-8.0%	-5.0%	-15.0%

*Marketview



Monthly Work Ready Jobseekers

Work Ready Jobseeker numbers have been collected monthly instead of quarterly. Chart is indexed to April 2019.



1,906 people

in Whanganui receiving Work Ready Jobseeker benefits in September 2020

Change from same month 2019

Whanganui **+23.3%** New Zealand **+63.7%**

Manawatu-Whanganui Region

+30.7%

QUARTERLY ECONOMIC DASHBOARD

The Quarterly Economic Dashboard is updated quarterly and signals how various areas of the economy are performing. This data reflects Q1 2020/21 (July - September 2020). House prices are from September 2020.

▶ Consumer Spending

\$564.8m

12 months ending Sept 2020

High consumer spending usually indicates higher levels of consumer confidence in the economy.

	Whanganui	Whanganui-Manawatū	New Zealand
Change from same quarter last year	+8.7%	+6.9%	+2.7%
Change from YE Sept 2019	+1.3%	-0.1%	-3.6%

*Marketview

▶ House Prices

\$400,000

Median sale price

	Whanganui	Whanganui-Manawatū	New Zealand
Change from same month last year	+21.2%	+16.6%	+14.7%

*REINZ

▶ Health Enrolments

46,554 people

Average annual enrolments with PHOs in Whanganui

Though not exact, health enrolments are a good proxy for population trends.

	Whanganui	Whanganui-Manawatū	New Zealand
Change from Year End Sept 2019	+0.2%	+1.3%	+2.3%

*Infometrics

▶ Jobseekers

2,544 people

Receiving Jobseeker benefits

	Whanganui	Whanganui-Manawatū	New Zealand
Change from same quarter last year	+11.6%	+15.1%	+27.3%

*Infometrics

▶ Residential Consents

165 consents

Issued during year ending Sept 2020

Building consents show how quickly our supply of housing is increasing.

	Whanganui	Whanganui-Manawatū	New Zealand
Change from Year End Sept 2019	+16.2%	+7.8%	+3.5%

*Infometrics

▶ Visitor Spend

\$123.4m

12 months ending June 2020

Change from YE June 2019

Whanganui	-3.0%
Whanganui-Manawatū	-9.7%
New Zealand	-17%

Change from same quarter last year

Whanganui	+16.8%
Whanganui-Manawatū	-2.3%
New Zealand	-17.5%

*MBIE

▶ Guest Nights

Reporting on Guest Nights is on hold while a replacement for the Commercial Accommodation Monitor is established. This process has begun but data from Whanganui is currently of low quality due to limited uptake by accommodation providers.

▶ Non-Residential Consents

The value of non-residential consents reflects investment from the private and public sector.

\$21.8m

Annual value of non-residential consents

Whanganui	+40.9%
Whanganui-Manawatū	+59.0%
New Zealand	-7.6%

*Infometrics

SECTOR DASHBOARD

We've identified some sectors that are important points of difference for the identity and economy of Whanganui. We work closely with these sectors and see their success as critical to our larger plan for economic development. The Sector Dashboard is updated annually and currently reflects data from the year ending March 2019 compared to data from the year ending March 2018.

► Agribusiness

Whanganui

 Whanganui-
Manawatū

New Zealand

\$133.2m
GDP

7.2%
of total GDP

+6.5%
+1.4%
+8.5%

► Creative Industries

\$41.4m
GDP

2.3%
of total GDP

+7.3%
+4.2%
+3.6%

► Education & Training

\$111.9m
GDP

6.1%
of total GDP

-0.8%
-1.1%
+0.9%

► Logistics

\$72.9m
GDP

4.0%
of total GDP

+8.0%
+2.7%
+2.3%

► Manufacturing

\$223.5m
GDP

12.2%
of total GDP

+1.9%
+3.1%
+1.8%

► Tourism

\$72.6m
GDP

4.0%
of total GDP

+11.3%
+10.2%
+6.6%

ANNUAL ECONOMIC DASHBOARD

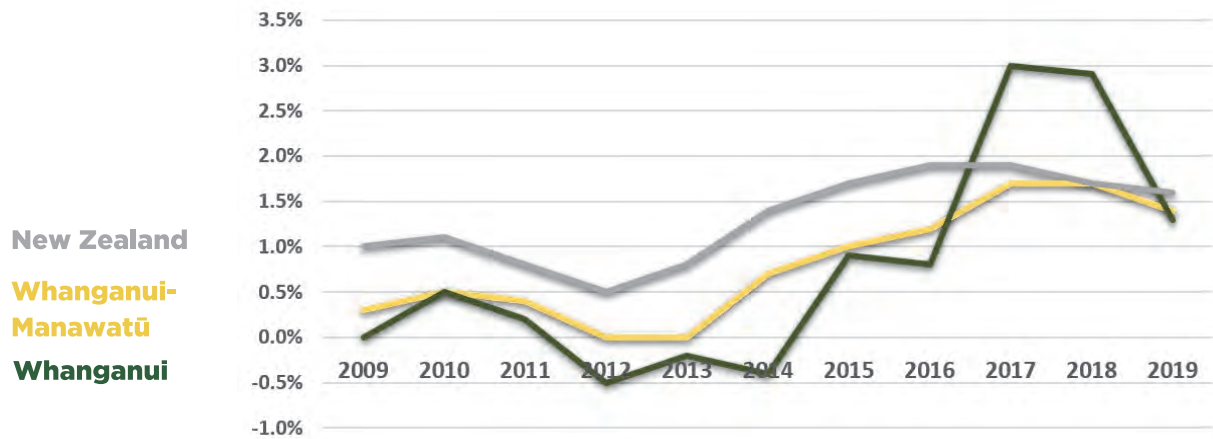
The Annual Economic Dashboard reflects the performance of our economy, particularly how it impacts our lifestyle and people. Figures are from YE March 2019, except for unemployment rate, labour force participation rate and NEET rate, which are from YE Dec 2019.

▶ Our Lifestyle		Whanganui	Whanganui- Manawatū	New Zealand
	47,300 Population	+1.3%	+1.4%	+1.6%
	\$51,253 Average earnings	+4.7%	+4.2%	+3.8%
	3.2 Housing Affordability Index	3.2 +0.3 points	3.5 +0.2 points	6.1 -0.3 points
▶ Our Jobs		Whanganui	Whanganui- Manawatū	New Zealand
	20,168 Filled jobs	+2.0%	+1.8%	+1.9%
	4.8% Unemployment Rate	4.8% -1.4 pp	5.2% -0.5 pp	4.1% -0.2 pp
	61.2% Labour Force Participation Rate	61.2% +0.3 pp	67.0% +1.4 pp	70.3% -0.3 pp
	13.1% NEETs (Whanganui-Manawatū)	N/A	13.1% -3.6 pp	11.4% -0.5 pp
	9,787 Jobs are skilled or highly skilled	+2.1%	+2.1%	+2.3%
▶ Our Economy		Whanganui	Whanganui- Manawatū	New Zealand
	\$1,838 GDP	+2.9%	+3.5%	+3.0%

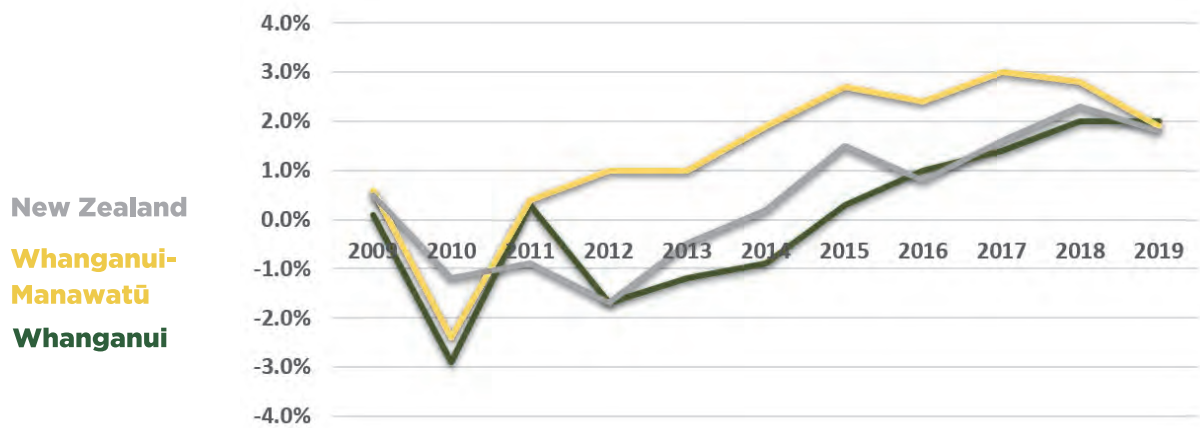
10-YEAR PERSPECTIVE

To give context to our annual changes, it's helpful to look at longer-term trends. Changes to population, number of filled jobs and GDP over ten years gives us a picture of how Whanganui's economy is changing over time. Figures reflect YE March.

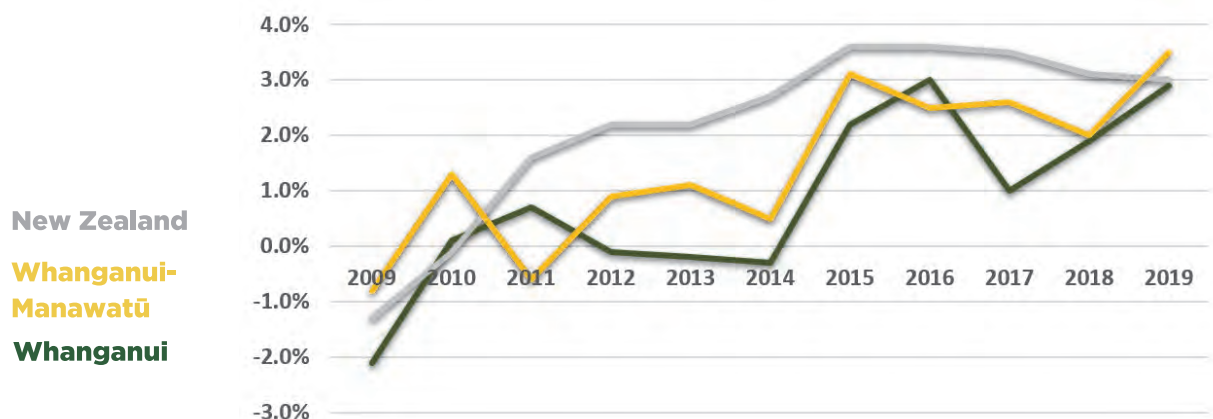
► Population Growth



► Job Growth



► GDP Growth



9.2 LETTERS OF EXPECTATION 2021/22: WHANGANUI & PARTNERS, WHANGANUI DISTRICT COUNCIL HOLDINGS LTD AND WHANGANUI AIRPORT JOINT VENTURE

Author: Marianne Cavanagh - Group Manager - Customer Experience

Authoriser: Kym Fell - Chief Executive

References:

1. [Letter of Expectation 2021/22 Whanganui District Council Holdings Ltd](#)
↓
2. [Letter of Expectation 2021/22 Whanganui Airport Joint Venture](#) ↓
3. [Letter of Expectation 2021/22 Whanganui & Partners](#) ↓

Significance of decision – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

Recommendation

That the Council:

- (a) Approve the draft Letter of Expectation for Whanganui & Partners.
- (b) Approve the draft Letter of Expectation for Whanganui District Council Holdings Ltd.
- (c) Approve the draft Letter of Expectation for Whanganui Airport Joint Venture.
- (d) Delegate authority to the Mayor and Chief Executive of the Whanganui District Council to approve minor amendments to the Letter of Expectation prior to the document being signed.

Executive summary

The purpose of this report is to present the 2020/21 Letters of Expectation (LoE) from the Council to Whanganui & Partners, Whanganui District Council Holdings Ltd and Whanganui Airport Joint Venture.

Background

Whanganui & Partners was established to oversee the economic development activity of Council. Their goal is to work in partnership to transform Whanganui into a vibrant and economically prosperous District.

Whanganui District Council Holdings Ltd (WDCHL) is a company controlled by Council. It governs the commercial assets of Whanganui District Council, including GasNet and New Zealand International Commercial Pilot Academy.

The Whanganui Airport Joint Venture (WAJV) is a joint venture between the Whanganui District Council and the New Zealand Government established under the Airport Authorities Act 1966.

As part of the statutory process prescribed under the Local Government Act (LGA), Council Controlled Organisations are required to provide a Statement of Intent (Sol) that outlines the delivery of services to Council for the following financial year.

To inform this process, Council has prepared a LoE to Whanganui & Partners; Whanganui District Council Holdings Ltd, and Whanganui Airport Joint Venture to outline the Council's expectations for the 2020/21 year.

Key issues

The LoE covers the period 1 July 2021 to 30 June 2022, representing Year one of the Long Term Plan 2021-2031. The next LoE will be issued in the last quarter of the 2021 calendar year for the period 2022/23.

Options

Council can approve the Letters of Expectation which will provide direction for Whanganui & Partners; Whanganui District Council Holdings Ltd, and Whanganui Airport Joint Venture to inform their draft Statements of Intent for the 2021/22 year – due to Council by 1 March 2021.

If Council does not approve the Letters of Expectation, Whanganui & Partners; Whanganui District Council Holdings Ltd, and Whanganui Airport Joint Venture will have no direction from Council with regards to their draft Statements of Intent for 2021/22 – due to Council by 1 March 2021.

Summary of Considerations

Fit with purpose of local government

Under schedule 8 of the LGA the purpose of a statement of intent is to –

- (a) state publicly the activities and intentions of a council-controlled organisation for the year and the objectives to which those activities will contribute; and
- (b) provide an opportunity for shareholders to influence the direction of the organisation; and
- (c) provide a basis for the accountability of the directors to their shareholders for the performance of the organisation.

[Section 10 of the Local Government Act 2002](#)

Fit with strategic framework

Select checkboxes to indicate whether the decision / report contributes, detracts or has no impact

	Contributes	Detracts	No impact
Leading Edge Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Long-Term Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Policies or Plans -	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Leading Edge Strategy](#)

Risks

The recommended decision has a very minor degree of risk.

The following risks have been considered and identified:

- Financial** risks related to the financial management of Council and the ability to fund Council activities and operations, now and into the future
- Service delivery** risks related to the meeting of levels of service to the community
- Reputation / image** risks that affect the way the Council and staff are perceived by the community - nationwide, internationally, by stakeholders, and the media
- Legal compliance (regulatory)** risks related to the ability of management to effectively manage the Council, comply with legal obligations and avoid being exposed to liability
- Environmental** risks related to the environmental impacts of activities undertaken by the Council. Includes potential or negative environmental and / or ecological impacts, regardless of whether these are reversible or irreversible
- Health, safety and wellbeing** risks related to the health, safety and wellbeing of Council staff, contractors and the general public when using Council’s facilities and services
- Information technology and management** risks related to the integrity of the Council’s IT network, including security, access and data management
- Infrastructure / assets** risks related to the inability of assets to provide the required level of service in the most cost effective manner
- Project completion** risk of failure to complete on time, on budget and to plan

Risk Management Policy
Policy implications Nil
Financial considerations <input checked="" type="checkbox"/> Nil <input type="checkbox"/> Approved in LTP / AP <input type="checkbox"/> Unbudgeted \$
Legislative considerations This complies with all legislative requirements.
Significance The recommended decision is considered not significant as per Council's Significance and Engagement Policy. Significance and Engagement Policy 2018
Engagement A Letter of expectation workshop was held with Elected members on 8 October 2020. Significance and Engagement Policy 2018

8 December 2020

Annette Main
Chair
Whanganui District Council Holdings Limited

Dear Annette

Letter of Expectation for Whanganui District Council Holdings Limited (July 2021 – June 2022)

This Letter of Expectation is intended to provide direction on issues that are important to Council, and to assist in the development of Whanganui District Council Holdings Limited (WDCHL) 2021-2022 Statement of Intent (SOI).

The Council has identified the following issues of importance for inclusion within WDCHL 2021-2022 SOI.

Issues of Importance

Roles and Responsibilities

The Council's expectations are that WDCHL will:

- Ensure that any activities are undertaken in accordance with the CCO Director Appointment and Remuneration Policy 2019; and
- align any strategy, business plan and activities to reflect the strategic objectives of the Council.

Relationship Management

The Council's expectations are that WDCHL will:

- Keep the Council informed of any issues or concerns that impact on WDCHL ability to deliver on Council's expectations or barriers; and

Media/Reputation

The Council's expectations are that WDCHL will operate on a "no surprises" basis and ensure that:

- Appropriate Council officers are informed regarding media releases; and
- that any issues likely to affect Council's reputation are immediately communicated to Council including the Mayor and Chief Executive.

Advocacy

The Council's expectations are that WDCHL will:

- Keep the Council fully informed when advocating to third parties including full disclosure of any written submissions; and
- ensure that all advocacy and communications to third parties are consistent with the Council policy positions.

Delivering Value for Money to the Ratepayer

The Council's expectations are that WDCHL will employ prudent financial management as a basis for decision-making, taking into account that both Council and WDCHL are accountable to the community for how this money is spent.

Measuring Performance

The Council's expectations are that WDCHL will:

- identify and implement performance measures that are appropriate, meaningful to the community and are measurable to support Council's decision-making and accountability reporting requirements; and
- outline performance measures that indicate prudent business management in your Statement of Intent.

Planning

The Council's expectation is that WDCHL will differentiate between short term, medium term and longer term objectives, targets and performance monitoring.

Reporting

The Council's expectation is that the Board reports on the activities and progress of WDCHL in accordance with the Whanganui District Council CCO Director Appointment and Remuneration Policy 2019. This includes a quarterly activity report, and a verbal update in February, May, August and November. The verbal update would also include a tabled financial report.

Financial returns

Taking into account the Company's working capital needs, including appropriate provision for its maintenance programme, as shareholder, Council requests a return of 6% on its paid-up share investment in WDCHL.

Key Strategic Priorities

The Council expects WDCHL to clearly outline the key objectives for the 2021 -2022 year in the SOI, including:

- New Zealand International Commercial Pilot Academy
- GasNet

Other

The Council requests that WDCHL explore ways to reduce the carbon footprint of their activities, and to measure their emissions.

The Council expects that WDCHL is committed to providing and maintaining a work environment that is safe for workers and all other persons using facilities. WDCHL should strive to achieve a zero-harm work place.

The Council expects WDCHL to be committed to the principle of equal employment opportunity in the recruitment, employment, training and promotion of its employees.

A draft Statement of Intent for 2021-2022 is due with Council by 1 March 2021.

Yours sincerely

Hamish McDouall
Mayor
Whanganui District

8 December 2020

Phil McBride
Manager
Whanganui Airport Joint Venture

Dear Phil

Letter of Expectation for Whanganui Airport Joint Venture (July 2021 – June 2022)

This Letter of Expectation is intended to provide direction on issues that are important to Council, and to assist in the development of Whanganui Airport Joint Venture (WAJV) 2021 – 2022 Statement of Intent (SOI).

The Council has identified the following issues of importance for inclusion within WAJV 2021 – 2022 SOI.

Issues of Importance

Roles and Responsibilities

The Council's expectations are that WAJV will:

- Ensure that any activities are undertaken in accordance with the CCO Director Appointment and Remuneration Policy 2019; and
- align any strategy, business plan and activities to reflect the strategic objectives of the Council.

Relationship Management

The Council's expectations are that WAJV will:

- keep the Council informed of any issues or concerns that impact on WAJV ability to deliver on Council's expectations or barriers.
- Inform appropriate Council officers regarding media releases.

Advocacy

The Council's expectations are that WAJV will:

- Keep the Council fully informed when advocating to third parties including full disclosure of any written submissions; and
- ensure that all advocacy and communications to third parties are consistent with the Council policy positions.

Delivering Value for Money to the Ratepayer

The Council's expectations are that WAJV will employ prudent financial management as a basis for decision-making, taking into account that both Council and WAJV are accountable to the community for how this money is spent.

Measuring Performance

The Council's expectations are that WAJV will:

- identify and implement performance measures that are appropriate, meaningful to the community and are measurable to support Council's decision-making and accountability reporting requirements; and
- outline performance measures that indicate prudent business management in your Statement of Intent.

Planning

The Council's expectation is that WAJV will differentiate between short term, medium term and longer term objectives, targets and performance monitoring.

Reporting

The Council's expectation is that the Board reports on the activities and progress of WAJV in accordance with the Whanganui District Council CCO Director Appointment and Remuneration Policy 2019. This includes a quarterly activity report and verbal update in February, May, August and November. The verbal update would also include a tabled summary financial report.

Safety

The Council expectation is that the WAJV is committed to providing and maintaining a work environment at the Whanganui Airport that is safe for our workers and all other persons using our facilities. The WAJV shall strive to achieve a zero-harm work place.

Key Strategic Priorities

The Council expects WAJV to clearly outline the key objectives for the 2021/22 year in the SOI.

Other

A draft Statement of Intent for 2021/22 is due with Council by 1 March 2021. Recognising that the WAJV is a joint venture, Council would expect that a draft SOI would take into account the requirements from the Ministry of Transport.

Yours sincerely

Hamish McDouall
Mayor
Whanganui District

8 December 2020

Pahia Turia
Chair
Whanganui & Partners

Dear Pahia

LETTER OF EXPECTATION 2021/22

This Letter of Expectation sets out the high level strategic priorities that Council expects the Whanganui & Partners Board to focus on for the 2021/22 financial year.

Whanganui & Partners perform an integral role in the integration, creation and growth of businesses and initiatives that directly contributes to a thriving and resilient Whanganui economy. Our community has a reasonable expectation that Whanganui & Partners will be responsive to our local needs as well as contribute a positive flow-on effect for our neighbouring regions.

This letter has been informed by discussions with my fellow Councillors to ensure there is strategic alignment between our organisations. I invite you to consider these expectations as you prepare your organisation's draft Statement of Intent (SOI) for the 2021/22 financial year.

We would also like to take this opportunity to reiterate the purpose of your SOI:

- To state publicly the activities and intention for Whanganui & Partners for the year and the objective to which those activities will contribute;
- To provide an opportunity for Council to influence the direction of the organisation; and
- To provide a basis for the accountability of the Board directors to Council for the performance of the organisation.

General messages

Whanganui & Partners are expected to maintain membership with Intelligent Communities Forum and apply for the Smart 21 intelligent community programme.

Council expects that Whanganui & Partners will differentiate between short term, medium term and longer term objectives. Your SOI will –

1. Outline how you will continue to build your engagement and partnerships to lead, facilitate and champion economic development initiatives.
2. Be able to demonstrate clear linkages to Council's Economic Development; Digital; Housing; and Arts & Culture Strategies; and Town Centre Regeneration strategies.
3. Demonstrate how Whanganui & Partners will proactively and innovatively lead a business-friendly culture and facilitate mechanisms that attract new, or improves on, investment within the district.

4. Provide detail on how environmental impacts and outcomes are taken into account in the operation of Whanganui & Partners.

Capture performance measures that are relevant to the genuine needs of the community with indicators that can meaningfully measure the impacts you have made for Whanganui. It is crucial that these measurements align with Council's Long-term Plan 2021-2031.

Finance and value for money

Whanganui & Partners will employ prudent financial management as a basis for their decision-making. Our expectation is you will support a drive to greater transparency in budgeting and reporting in 2021/22. Transparency will include the translation of technical financial information for services you provide using a format that our community can better understand.

The Whanganui & Partners Board will report on the activities and progress of the organisation in accordance with the Whanganui District Council CCO Director Appointment and Remuneration Policy 2019.

Key focus areas

Council is committed to the constructive partnership it shares with Whanganui & Partners and will support you in growing a thriving and resilient Whanganui.

The following are key focus areas Council has agreed on for inclusion in your SOI for 2021/22: -

1. How your organisation positively contributes to Council's strategic objectives.
2. Development of a Hotel Attraction Strategy and an Event Strategy.
3. A commitment to local business expansion and growth, as well as attraction and retention of businesses to Whanganui.
4. Identifying and supporting agribusiness opportunities.
5. Proactively identifying and supporting initiatives to promote Whanganui's brand and attraction – including promotional signage.
6. Working collaboratively with education providers to develop and support pathways to employment and supporting the attraction of local, regional, national and international students.
7. Administer funding of community arts to enable growth of creative industries.

Your draft SOI must be presented to Council by **1 March 2021**.

As a Council-controlled organisation, all Whanganui & Partners Board activities are to be undertaken in accordance with the Whanganui District Council CCO Director Appointment and Remuneration Policy 2019 (note this policy may be subject to review in which case the updated version will apply).

I, along with my colleagues, look forward to working with the Whanganui & Partners Board and receiving your draft SOI.

Yours sincerely

Hamish McDouall
Mayor
Whanganui District

9.3 ADOPTION OF COUNCIL ANNUAL REPORT FOR YEAR ENDED 30 JUNE 2020

Author: Mike Fermor - Chief Financial Officer

Authoriser: Kym Fell - Chief Executive

References: 1. [Draft Management Representation Letter to Council](#) ↓

Significance of decision – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

Recommendation

That the Council:

- (a) Adopt the Annual Report for the year ended 30 June 2020.
- (b) Provides an Audit Letter of Representation to Audit New Zealand.

Executive summary

The draft Annual Report for the year ended 30 June 2020 was presented to Council at its meeting 27th October 2020. At that time Council was unable to adopt the Annual Report due to an issue that has arisen late in the audit process. The issue, as discussed at the Council meeting, revolved around the historical ownership of lower river infrastructure.

The above issue has since been resolved, resulting in no change to the draft report presented to Council on 27th October. Additionally, no other significant changes have been made to the draft Annual Report.

Once adopted, the Annual Report will be posted on Council's website by the end of December 2020.

Letter of Representation

Council is required to provide Audit New Zealand with a letter of representation. This letter of representation attests to the accuracy of the information provided to Audit New Zealand to enable them to carry out their audit.

The draft letter of representation is attached to this item. A signed copy will be provided to Elected Members prior to the Council meeting.

Background

Council is expecting an unmodified audit opinion from Audit New Zealand for its 2020 Annual Report. This means that in their opinion the financial and non-financial results recorded in the Annual Report will fairly reflect the transactions for the 2020 financial year.

Although Council is expecting an unmodified audit opinion, the audit opinion will contain an emphasis of matter regarding the impact of COVID-19. This emphasis of matter will draw the readers' attention to disclosures made in the annual report outlining the impact of COVID-19 on the Council.

A full financial summary of the draft 2020 Annual Report was provided to Council at its meeting on 27th October 2020. There have been no significant changes to the Annual Report since that meeting.

Due to the impact of COVID-19, the timeline for Local Authorities to adopt their 2020 annual reports has been extended to 31 December 2020.

The 2020 Annual Report will be circulated to elected members as a separate document.

Options

Option One (preferred option)

Adopt the 2020 Annual Report.

Council is required under the Local Government Act to adopt an annual report. The 2020 Annual Report has been audited by Audit New Zealand who has confirmed through their audit opinion that the Annual Report fairly reflects the operations of the Council for the 2020 year. For this reason officers see no reason not to adopt the Annual Report.

Option Two

Do not adopt the Annual Report.

Due to the reasons outlined in Option One officers see no reason to not adopt the Annual Report.

Summary of Considerations

Fit with purpose of local government

The purposes of an annual report as defined by the Local Government Act 2002 (s98(2)) are:

- (a) to compare the actual activities and the actual performance of the local authority in the year with the intended activities and the intended level of performance as set out in respect of the year in the long-term plan and the annual plan; and
- (b) to promote the local authority’s accountability to the community for the decisions made throughout the year by the local authority.

[Section 10 of the Local Government Act 2002](#)

Fit with strategic framework

Select checkboxes to indicate whether the decision / report contributes, detracts or has no impact

	Contributes	Detracts	No impact
Leading Edge Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Long-Term Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Policies or Plans -	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

[Leading Edge Strategy](#)

Risks

The recommended decision has a very minor degree of risk.

The following risks have been considered and identified:

- Financial** risks related to the financial management of Council and the ability to fund Council activities and operations, now and into the future
- Service delivery** risks related to the meeting of levels of service to the community
- Reputation / image** risks that affect the way the Council and staff are perceived by the community - nationwide, internationally, by stakeholders, and the media
- Legal compliance (regulatory)** risks related to the ability of management to effectively manage the Council, comply with legal obligations and avoid being exposed to liability
- Environmental** risks related to the environmental impacts of activities undertaken by the Council. Includes potential or negative environmental and / or ecological impacts, regardless of whether these are reversible or irreversible
- Health, safety and wellbeing** risks related to the health, safety and wellbeing of Council staff, contractors and the general public when using Council’s facilities and services
- Information technology and management** risks related to the integrity of the Council’s IT network, including security, access and data management
- Infrastructure / assets** risks related to the inability of assets to provide the required level of service in the most cost effective manner
- Project completion** risk of failure to complete on time, on budget and to plan

[Risk Management Policy](#)

<i>Policy implications</i> N/A
<i>Financial considerations</i> <input checked="" type="checkbox"/> Nil <input type="checkbox"/> Approved in LTP / AP <input type="checkbox"/> Unbudgeted \$
<i>Legislative considerations</i> As above
<i>Significance</i> The recommended decision is considered not significant as per Council's Significance and Engagement Policy. Significance and Engagement Policy 2018
<i>Engagement</i> Not applicable Significance and Engagement Policy 2018

8 December 2020

Whanganui District Council Elected Members
Whanganui District Council
PO Box 637
WHANGANUI

Dear Elected Members

Letter of representation for the year ended 30 June 2020

The representation letter covers Whanganui District Council management team's responsibilities in preparing the financial statements.

This representation letter is provided in connection with Audit New Zealand's audit, carried out on behalf of the Auditor-General, of the financial statements and Groups of activities of Whanganui District Council and Group for the year ended 30 June 2020 for the purpose of expressing an independent opinion about whether:

- the financial statements comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Accountant Standards and present fairly, in all material respects, the financial position of the District Council and group as at 30 June 2020 and of the results of its operations and its cash flows for the year ended on that date; and
- the funding impact statement presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council's Long term plan and annual plans; and
- the Groups of activities complies with generally accepted accounting practice and presents fairly, in all material respects, the service performance for the year ended 30 June 2020; and
- the statement about capital expenditure for each group of activities presents fairly, in all material respects, actual capital expenditure as compared to the budgeted capital expenditure included in the District Council's annual plan; and
- the funding impact statement for each Group of activities presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council's Long-term plan.
- In relation to Covid19:
 - adequate disclosure of the impact of COVID-19 in the financial statements;
 - appropriately addressing the impacts of COVID-19 in determining the carrying values for its land and buildings, infrastructural roading, water,

wastewater and stormwater assets, other property, plant and equipment, and investment properties;

- o appropriately assessing assets for impairment; and
- o disclosure of all information in relation to the impacts that the COVID-19 pandemic has had on the entity that could affect the financial statements.

We understand that the auditor's examination was conducted in accordance with the Auditing Standards issued by the Auditor-General, which incorporate the International Standards on Auditing (New Zealand).

We understand that, because Audit NZ will be issuing a non-standard audit report, the Auditor-General has the responsibility to refer to that audit report in a report to Parliament in accordance with section 20 of the Public Audit Act 2001.

General responsibilities

We acknowledge the following responsibilities, and to the best of our knowledge and belief:

- the resources, activities, and entities under our control have been operating effectively and efficiently;
- we have complied with our statutory obligations including laws, regulations and contractual requirements;
- we have carried out our decisions and actions with due regard to minimising waste;
- we have met Parliament's and the public's expectations of appropriate standards of behaviour in the public sector (that is, we have carried out our decisions and actions with due regard to probity); and
- any decisions or actions have been taken with due regard to financial prudence.

We also acknowledge that we have responsibility for designing, implementing, and maintaining internal control (to the extent that is reasonably practical given the size of the District Council and group) to prevent and detect fraud.

Responsibilities for the financial statements and the Group of activities

We confirm that all transactions have been recorded in the accounting records and are reflected in the financial statements and Groups of activities, and that, to the best of our knowledge and belief, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:

- we have fulfilled our responsibilities for preparing and presenting the financial statements and the Groups of activities as required by the Local Government Act 2002 and, in particular, that:
 - o the financial statements comply with generally accepted accounting practice and present fairly, in all material respects, the financial position of the District Council and group as at 30 June 2020 and of the results of its operations and its cash flows for the year then ended; and

- the Groups of activities complies with generally accepted accounting practice and presents fairly, in all material respects, the levels of service for each group of activities for the year ended 30 June 2020;
- the funding impact statement presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council's annual plan;
- the statement about capital expenditure for each group of activities presents fairly, in all material respects, actual capital expenditure as compared to the budgeted capital expenditure included in the District Council's annual plan;
- the funding impact statement for each group of activities presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council's Long-term plan;
- we have complied with the requirements of Schedule 10 of the Act that apply to the annual report;
- we have made the disclosures about its performance against benchmarks that are required by the Local Government (Financial Reporting and Prudence Regulations 2014);
- we believe the significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable;
- we have appropriately accounted for and disclosed related party relationships and transactions in the financial statements;
- the financial statements adequately disclose the impact of COVID-19, including disclosure about key assumptions and estimates used in measuring assets and liabilities;
- in determining the carrying values for all assets including land and buildings, infrastructural roading, water, wastewater and stormwater assets, other property, plant and equipment, and investment properties, the District Council has appropriately addressed the impacts of the COVID-19 pandemic;
- we have adjusted or disclosed all events subsequent to the date of the financial statements and the Groups of activities that require adjustment or disclosure;
- we believe the effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements and Group of activities as a whole;
- we have disclosed all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements. Where applicable, such litigation and claims have been accounted for and disclosed in accordance with Public Benefit Entity Accounting Standards.

Responsibilities to provide information

We confirm that, to the best of our knowledge and belief, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:

- we have provided the auditors with:
 - all information, such as records and documentation, and other matters that are relevant to preparing and presenting the financial statements and the Groups of activities; and
 - unrestricted access to persons within the District Council and group from whom they determined it necessary to obtain audit evidence;
- we have disclosed to the auditors our assessment of the risk that the financial statements and Groups of activities may be materially misstated as a result of fraud;
- we have disclosed to the auditors all information in relation to fraud or suspected fraud that we are aware of and that affects the District Council and group and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements and Groups of activities;
- we have disclosed to the auditors all information in relation to allegations of fraud, or suspected fraud, affecting the District Council and group's financial statements and Groups of activities communicated by employees, former employees, analysts, regulators, or others;
- we have disclosed to the auditors all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements and the Groups of activities, including possible non-compliance with laws for setting rates;
- we have provided to the auditors all the other documents ("other information") which will accompany the financial statements and the performance information which are consistent with one another, and the other information does not contain any material misstatements;
- we have disclosed to the auditors the identity of the related parties, all of their relationships, and all of their transactions of which we are aware; and
- we have disclosed to the auditors all information in relation to the impacts that the COVID-19 pandemic has had on the Council that could affect the financial statements.

Publication of the financial statements and Groups of activities and related audit report on a website

Management accepts that it is responsible for the electronic presentation of the audited financial statements and Groups of activities.

The electronic version of the audited financial statements and Groups of activities and the related audit report presented on the website are the same as the final signed version of the audited financial statements and Groups of activities and audit report.

We have clearly differentiated between audited and unaudited information on the website and understand the risk of potential misrepresentation without appropriate controls.

We have assessed the security controls over audited financial and performance information and the related audit report and are satisfied that procedures are adequate to ensure the integrity of the information provided.

Where the audit report on the full financial statements and Groups of activities is provided on a website, the financial statements and Groups of activities are also provided in full.

Going concern

We confirm that, to the best of our knowledge and belief, the District Council and group have adequate resources to continue operations at their current level for the foreseeable future. For this reason, Management continues to adopt the going concern assumption in preparing the financial statements and the Groups of activities for the year ended 30 June 2020. We have reached this conclusion after making enquiries and having regard to circumstances that we consider likely to affect the District Council and group during the period of one year from 8 December 2020, and to circumstances that we know will occur after that date which could affect the validity of the going concern assumption.

We consider that the financial statements and the Groups of activities adequately disclose the circumstances, and any uncertainties, surrounding the adoption of the going concern assumption by the District Council and group.

Throughout the year, the District Council and group has conformed with the requirements of its banking arrangements, debenture trust deeds, or negative pledge agreements, including those relating to its net tangible assets ratios.

Sign-off on these representations

These representations are made at your request, and to supplement information obtained from the records of the District Council and group and to confirm information given to you orally.

Yours sincerely

Kym Fell
Chief Executive

Mike Fermor
Chief Financial Officer

9.4 COLLECTION OF FIBRE THROUGH THE WHANGANUI RESOURCE RECOVERY CENTRE

Author: Stuart Hylton - Contractor
Authoriser: Leighton Toy - General Manager Property
References: Nil

Significance of decision – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

Recommendation

That Council rescinds Council Resolution 2020/13

That the Council requests the Whanganui Resource Recovery Centre (WRRC) Trust:

- (i) cease accepting recycling fibre (paper/cardboard and mixed paper) and Plastics No 3,4,6 and 7 at Whanganui Resource Recovery Centre based on the current trends, market advice and associated costs.*
- (ii) monitors the market situation for these and other products and reports back to Council when it believes it is sustainable to consider accepting these products at the Centre again.*
- (iii) provides a copy of the Trust's Exit Plan and Media Strategy to cease collection of these products.*

That Council:

- (a) notes that the Whanganui Resource Recovery Centre will continue accepting fibre at the Resource Recovery Centre as per its existing contract with Council
- (b) requests that it be kept informed on the fibre market and its effect on the Whanganui Resource Recovery Centre

Executive summary

Council resolved to cease taking fibre at the Whanganui Resource Recovery Centre (WRRC) due to unsustainable cost escalations. This was due to have effect from 1 January 2021.

WRRC Trust, along with Council Officers, are now recommending the WRRC continues to accept fibre for the foreseeable future due to lower than anticipated costs eventuating and alternative avenues for fibre reuse/recycling being explored.

Background

Council is well briefed on the issues surrounding the downturn in the markets for fibre (cardboard, newspaper and mixed paper) caused by 'China Sword' and a current over supply in a depleted market. This is a national if not global issue with national and local solutions some time away.

Earlier this year the WRRRC Trust signalled to Council skyrocketing costs to continue to recycle fibre at the Resource Recovery Centre. Council was asked whether it wished to continue funding the loss along with three alternative options.

Council considered the request and agreed to fund the fibre shortfall for the remaining part of the 2019/20 year (funded from Waste levy fund) with 2020/21 fibre shortfall to be considered within the Annual Plan consultation and deliberation phase. During Annual Plan deliberations Council resolved to loan fund the 2020/21 operational shortfall up to an additional \$144,000 conditional on an acceptable business case being brought to the Council.

At the request of the WRRRC Trust, Council again considered the increasing cost of taking fibre at the WRRRC at its meeting held on 3 August 2020. Council resolved at its meeting to:

Request the Whanganui Resource Recovery Centre (WRRRC) Trust:

- (i) cease accepting recycling fibre (paper/cardboard and mixed paper) and Plastics No 3,4,6 and 7 at Whanganui Resource Recovery Centre based on the current trends, market advice and associated costs.
- (ii) monitors the market situation for these and other products and reports back to Council when it believes it is sustainable to consider accepting these products at the Centre again.
- (iii) provides a copy of the Trust's Exit Plan and Media Strategy to cease collection of these products.

This was communicated to the WRRRC Trust and Council and the Trust signalled through the media that it would cease taking fibre from 1 January 2020.

The Trust and Council have been working on alternative less cost options to re-use/recycle fibre collected through the centre.

Key issues

The WRRRC Trust and Officers can now report that the anticipated costs to collect and recycle fibre through the WRRRC are likely to be less than previously reported. Additionally WRRCT/Council has several alternative options to handle fibre that will not be able to be realised or trialled to early 2021 but should result in less recycling cost for fibre generally.

Post Covid the WRRRC is experiencing a major downturn in volumes of fibre which if sustained for the current financial year will result in a cost of approximately \$80-100k to recycle as opposed to the predicted \$180k. This is prior to any trials or alternative markets being used in 2021.

The actual loss to Council is less however as Council through its Annual Plan resolution agreed to fund the 'operational shortfall' at the WRRRC which for the first three months of 2020/21 has amounted to approximately \$10k.

With this more optimistic financial forecast for fibre and the WRRRC's financial position, the WRRRC Trust and Council Officers are of the view that fibre should continue to be accepted at the centre for the foreseeable future.

Continuing to take fibre for recycling at the centre will assist public confidence in recycling and the WRRC, together with maintaining an urgency to find re-use/recycling alternatives to those currently used.

Summary of Considerations

Fit with purpose of local government

This decision assists with the provision of good quality services that are efficient and effective.

[Section 10 of the Local Government Act 2002](#)

Fit with strategic framework

Select checkboxes to indicate whether the decision / report contributes, detracts or has no impact

	Contributes	Detracts	No impact
Leading Edge Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Long-Term Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Policies or Plans -	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Supports Council's Waste Management and Minimisation Plan 2015 to increase products able to be recycled.

[Leading Edge Strategy](#)

Risks

The recommended decision has a minor degree of risk.

The following risks have been considered and identified:

- Financial** risks related to the financial management of Council and the ability to fund Council activities and operations, now and into the future
- Service delivery** risks related to the meeting of levels of service to the community
- Reputation / image** risks that affect the way the Council and staff are perceived by the community - nationwide, internationally, by stakeholders, and the media
- Legal compliance (regulatory)** risks related to the ability of management to effectively manage the Council, comply with legal obligations and avoid being exposed to liability
- Environmental** risks related to the environmental impacts of activities undertaken by the Council. Includes potential or negative environmental and / or ecological impacts, regardless of whether these are reversible or irreversible
- Health, safety and wellbeing** risks related to the health, safety and wellbeing of Council staff, contractors and the general public when using Council's facilities and services
- Information technology and management** risks related to the integrity of the Council's IT network, including security, access and data management
- Infrastructure / assets** risks related to the inability of assets to provide the required level of service in the most cost effective manner
- Project completion** risk of failure to complete on time, on budget and to plan

[Risk Management Policy](#)

<p>Policy implications</p> <p>Accords with Council’s Waste Minimisation and Management Plan 2015 although this is currently under review.</p>		
<p>Financial considerations</p> <p>The decision is supported by previous Council resolution to cover the financial deficit.</p> <p> <input type="checkbox"/> Nil <input type="checkbox"/> Approved in LTP / AP <input type="checkbox"/> Unbudgeted \$ </p>		
<p>Legislative considerations</p> <p>Not applicable</p>		
<p>Significance</p> <p>The recommended decision is considered not significant as per Council’s Significance and Engagement Policy.</p> <p style="text-align: right;">Significance and Engagement Policy 2018</p>		
<p>Engagement</p> <p>Engagement to date has included the deliverer of the service WRRC Trust and the public when it was consulted on through the 2021/22 Annual Plan deliberations. Any resolution will be communicated through the media etc.</p> <p style="text-align: right;">Significance and Engagement Policy 2018</p>		
<p>PRE-ENGAGEMENT Community groups / stakeholders</p>	<p>Date / Status</p>	<p>Techniques to engage</p>
<p>WRRC Trust</p>	<p>2020</p>	<p>Trust meetings.</p>
<p>CONSULTATION Community group / stakeholder</p>	<p>Level of engagement on spectrum</p>	<p>Techniques to engage</p>
<p>Public</p>	<p>Annual Plan consultation</p>	<p>Multi media</p>

9.5 MAYORAL UPDATE - DECEMBER 2020

Author: Eva Osborne - Executive Assistant

Authoriser: Hamish McDouall - Mayor

References: Nil

Recommendation

That the Council receive the report – Mayoral Update - December 2020.

Executive Summary

The Mayor will provide Councillors an update on recent activities.

Key information

22 October

- Council Meeting.
- Sarjeant Gallery Trust Board Meeting.

23 October

- Mayoral Ribbon Cutting for the new library vans.
- Guest Speaker: The Whanganui Incident at the Davis Lecture Theatre.

27 October

- Weekly LGNZ Presidents conference call.
- Council Meeting & Adopt Annual Report.

28 October

- Te Kōpuka nā Te Awa Tupua.
- Council Workshop: Waste Management Plan.
- Tūpoho Working Party Hui at Rangahaua Marae.

29 October

- LGNZ Zone 3 with Deputy Mayor Jenny Duncan and Cr. Josh Chandulal-Mackay.
- Keep New Zealand Beautiful Virtual Awards Ceremony.

30 October

- LGNZ Zone 3 with Deputy Mayor Jenny Duncan and Cr. Josh Chandulal-Mackay. Day two.
- Rotary Club Whanganui Social Evening
- Quiz Master at the Life Education Quiz.

1 November

- Hospital Chapel Anniversary.

2 November

- Powhiri at Tararua District Council for COO Bryan Nicholson.

3 November

- Property & Community Services Committee Meeting.

4 November

- Meeting with MBIE regarding Port Project.
- Ministry of Justice Campus for Community Wellbeing meeting.

5 November

- Morning tea for McMillian & Lockwood for the hard hat tours of Sarjeant Gallery.

6 November

- Meeting with Whanganui & Partners regarding the Five Squadron relocation to Ohakea.

9 November

- Weekly LGNZ President conference call.
- LGNZ Policy Advisory Group Meeting.
- Whanganui Land Settlement Negotiation Trust meeting with Te Arawhiti.
- LGNZ Governance and Strategy Advisory Group meeting.

10 November

- Meeting with President of Ratepayers Association.
- Council Workshop: Long Term Plan.

11 November

- LGNZ: Future of Local Government teleconference.
- New Council Staff Orientation.
- Meeting with Ohakea Base Commander, Captain Shaun Sexton.
- Armistice Day at Club Metro.
- Mayoral Open for the Dress to Thrill Event at the Whanganui Regional Museum.

13 November

- Sarjeant Gallery Redevelopment Hard Hat tour for Phil Hinton and the Govett-Brewster trustees.

14 November

- Friends of Ireland with Pat Higgins event hosted by H.E Mr Peter Ryan, Ambassador of Ireland.

16 November

- LGNZ Weekly Presidents conference call.
- Sister Cities NZ Strategic Forum.
- Horizons Regional Transport Committee Workshop.

17 November

- Strategy & Finance Committee Meeting.

18 November

- Meeting regarding the Mayor's Taskforce for Jobs.

19 November

- LGNZ Rural & Provincial Sector meeting in Wellington.

20 November

- Whanganui Land Settlement Trust and Te Arawhiti hui.
- Mayors Taskforce for Jobs AGM.

21 November

- "Beating the Track for Brain Cancer" – Charity walk.

23 November

- Whanganui Land Settlement meeting with Crown agencies in Wellington.
- Awa Private Equity meeting.

24 November

- Whanganui Bus Service meeting with Horizons.
- Council Workshop: Long Term Plan.
- Whanganui & Partners Public Forum.

25 November

- Meeting regarding the Stained Glass Windows.

26 November

- Council Chair's Briefing.
- Te Puwaha Project Meeting.
- LGNZ Stakeholder Function in Wellington.

27 November

- White Ribbon March.
- Meeting with the new Dept. Of Corrections Community Liaison Advisor and District Manager.
- Mayor's Taskforce Graduation Ceremony.

28 November

- Whanganui & Partners Christmas function.

30 November

- Freedom Camping Pre-Engagement Workshop.

1 December

- Civic visit to Whenuapai.

9.6 REPRESENTATIVE UPDATE - DECEMBER 2020

Author: Anna Palamountain - Democracy Advisor

Authoriser: Kate Barnes - Senior Democracy Advisor

References: 1. Draft RID Campaign material [↓](#)

Recommendation

That the Council receive the report – Representative Update - December 2020.

Executive Summary

Cr Rob Vinsen

Cr Vinsen has provided examples of marketing material targeting illegal rubbish dumping.

DON'T DUMP YOUR JUNK.

\$400 FINE

REPORT I LLEGAL DUMPING

Nobody wants to see this - illegal dumping is harming our environment. **If you see it, report it.**

Get the app Snap Send Solve

Call 06 349 0001

WHANGANUI DISTRICT COUNCIL
Te Kaitiaki o Te ōhanga o Whanganui

Let's work together to get rid of illegal dumping.

IF YOU SEE IT, SNAP & SEND IT.

REPORT I LLEGAL DUMPING

If you see dumped rubbish, just snap it and send it. Whanganui District Council will follow it up and prosecute illegal dumpers.

Get the app Snap Send Solve

\$400 FINE

WHANGANUI DISTRICT COUNCIL
Te Kaitiaki o Te ōhanga o Whanganui

REPORT I LLEGAL DUMPING

\$400 FINE

Don't let illegal dumping destroy our environment. **If you see it, report it.**

Get the app Snap Send Solve

Call 06 349 0001

WHANGANUI DISTRICT COUNCIL
Te Kaitiaki o Te ōhanga o Whanganui

Let's work together to get rid of illegal dumping.

9.7 APPOINTMENTS TO THE YOUTH COMMITTEE - DECEMBER 2020

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager
Stephanie Macdonald-Rose - Group Manager - Corporate

References: Nil

Significance of decision – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

Recommendation

That the Council appoints the following people to the Youth Committee:

a) Te Paea Maihi Rogers

Executive summary

Two resignations have been received recently from the Youth Committee, one is a member that had become inactive and the other is moving away from Whanganui.

A reserve is remaining from the recruiting drive earlier in 2020. It is recommended that she is appointed to the Youth Committee. A recruitment drive will be undertaken in early 2021 to fill the remaining vacancy and to add to the reserves list as it is anticipated that some of the current councillors will be moving for tertiary study.

Background

The Youth Committee is a committee of the Council. Its purpose is “to empower Whanganui young people to be the best they can be by providing the resources and opportunities that they need to succeed.”

The role of the Youth Committee is to:

- Represent the community’s young people
- Promote opportunities for youth participation
- Develop and monitor policy on youth issues
- Provide opportunities for youth to contribute to the decision-making of Council
- Advise the Council on matters of interest for youth in the Whanganui District

A comprehensive recruiting drive was run January – March 2020. Due to Covid-19 affecting the availability of some reserves and other resignations from the Youth Committee earlier in the year, the reserve pool of five applicants has been reduced to one.

Key issues

There are currently two vacancies on the Youth Committee. A recruitment drive will happen in early 2021 but in the meantime the panel recommends the following person for appointment.

Te Paea Maihi Rogers (Candidate Brief)

18 years old | UCOL Whanganui

I would love the Youth's voices to be heard and to help out again because of the great experiences I had with the Napier council.

Options

Councillors are asked to appoint one person to the Youth Committee. This person has been recommended by the recruitment panel as they are a willing reserve.

If Council is not happy to proceed with appointment, the committee will hold two vacancies until the recruitment drive is completed in the New Year.

Summary of Considerations

Fit with purpose of local government

Promotes wellbeing for youth in the Whanganui community.

[Section 10 of the Local Government Act 2002](#)

Fit with strategic framework

Select checkboxes to indicate whether the decision / report contributes, detracts or has no impact

	Contributes	Detracts	No impact
Leading Edge Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Long-Term Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Policies or Plans -	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Type here

[Leading Edge Strategy](#)

Risks

The recommended decision has a very minor degree of risk.

The following risks have been considered and identified:

- Financial** risks related to the financial management of Council and the ability to fund Council activities and operations, now and into the future
- Service delivery** risks related to the meeting of levels of service to the community
- Reputation / image** risks that affect the way the Council and staff are perceived by the community - nationwide, internationally, by stakeholders, and the media
- Legal compliance (regulatory)** risks related to the ability of management to effectively manage the Council, comply with legal obligations and avoid being exposed to liability
- Environmental** risks related to the environmental impacts of activities undertaken by the Council. Includes potential or negative environmental and / or ecological impacts, regardless of whether these are reversible or irreversible
- Health, safety and wellbeing** risks related to the health, safety and wellbeing of Council staff, contractors and the general public when using Council's facilities and services
- Information technology and management** risks related to the integrity of the Council's IT network, including security, access and data management
- Infrastructure / assets** risks related to the inability of assets to provide the required level of service in the most cost effective manner
- Project completion** risk of failure to complete on time, on budget and to plan

[Risk Management Policy](#)

Policy implications

Complies with the Youth Committee's terms of reference.

Financial considerations

Type here

Nil

Approved in LTP / AP

Unbudgeted \$

Legislative considerations

There are no legislative considerations in relation to this recommendation.

Significance

The recommended decision is considered not significant as per Council's Significance and Engagement Policy.

[Significance and Engagement Policy 2018](#)

Engagement

No further engagement was required for this appointment recommendation as per the reserves process for Youth Committee membership.

[Significance and Engagement Policy 2018](#)

10 MINUTES FOR RECEIPT

10.1 YOUTH COMMITTEE - 09 NOVEMBER 2020 - MINUTES FOR RECEIPT

Author: Sophia Turner - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

References:

1. Youth Committee Minutes 09 November 2020 [↓](#)
2. Youth Committee Terms of Reference Proposed October 2020 [↓](#)

Recommendation

That the Council

- (a) receive the minutes of the Youth Committee Meeting held on 09 November 2020.
- (b) adopts the proposed Youth Committee Terms of Reference
- (c) sets the Youth Committee's quorum at 8 members

Executive Summary

The Youth Committee met on 9 November 2020 and considered the following report, making the following recommendation to Council:

10.1 YOUTH COMMITTEE - 09 NOVEMBER 2020 - MINUTES FOR RECEIPT

A streamlined terms of reference was proposed to allow for greater flexibility and efficiency in the running of the Youth Committee. The terms of reference are attached.

The meeting also considered meeting frequency but ultimately chose to make no changes to the current practice. It was proposed from the floor, and agreed, to recommend Council lowers the current quorum of 9 to 8 to provide greater certainty when holding formal meetings.

The agenda for this meeting can be viewed at:

<https://www.whanganui.govt.nz/files/assets/public/youth-committee-agenda-9-november-2020.pdf>



**WHANGANUI
DISTRICT COUNCIL**
Te Kaunihera a Rohe o Whanganui

MINUTES

**Youth Committee Meeting
9 November 2020**

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Youth Committee Meeting Minutes

9 November 2020

**MINUTES OF THE YOUTH COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 9 NOVEMBER 2020 AT 4.21PM**

PRESENT: Yth Cr Louis Devine (co-chair), Yth Cr Charlotte Hardy (co-chair), Yth Cr Sophie Archer, Yth Cr Miriama Joseph, Yth Cr Siobhan Sarkar, Yth Cr Chez-Ashli Peters, Yth Cr Jacob Brown, Cr Josh Chandulal-Mackay, Yth Cr Keisha Maniapoto, Yth Cr Britt Goodgame-Archer (from 4:42pm).

APOLOGIES: Yth Cr Raneë Nikora-Rehu, Mayor Hamish McDouall, Yth Cr Tiana Absolum

ABSENT: Yth Cr Nikita Ebbutt-Moorhouse, Yth Cr Myles Simpson

IN ATTENDANCE: Lauren Tamehana (Manager Community Development), Kate Barnes (Senior Democracy Advisor), Nicole Grey (Youth Committee Project Support Officer), Sophia Turner (Governance Services Officer), Kirsty Earle (Governance Services Officer)

1 REFLECTION

Nil

2 APOLOGIES

Apology

Committee Resolution YC/2020/23

Moved: Yth Cr Louis Devine

Seconded: Yth Cr Miriama Joseph

That the Youth Committee accepts the apologies of Mayor Hamish McDouall, and Youth Councillors Raneë Nikora-Rehu and Tiana Absolum and grants leave of absence for this meeting.

CARRIED

3 CO-CHAIR'S WELCOME

Co-chair Charlotte Hardy heartily welcomed the committee members.

4 CONFIRMATION OF MINUTES**4.1 MINUTES OF THE YOUTH COMMITTEE MEETING HELD ON 28 SEPTEMBER 2020**

Author: Nicole Grey - Youth Committee Project Support Officer
Authoriser: Lauren Tamehana - Community Wellbeing Manager
Stephanie Macdonald-Rose - Group Manager - Corporate

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution YC/2020/24

Moved: Yth Cr Chez-Ashli Peters
Seconded: Yth Cr Jacob Brown

That the minutes of the Youth Committee Meeting held on 28 September 2020 are confirmed as a true and correct record.

CARRIED**5 REPORTS TO COMMITTEE****5.1 GEORGE IRVINE - YOUTH MENTAL HEALTH WORKER & YOUTH HUB VOLUNTEER**

Author: Nicole Grey - Youth Committee Project Support Officer
Authoriser: Lauren Tamehana - Community Wellbeing Manager
Stephanie Macdonald-Rose - Group Manager - Corporate

Discussion

George Irvine introduced himself and his employer The Mash Trust. This trust provides a range of support to youth in the community for mental health, disability and addiction issues. Irvine is engaging with politics in order to see the positive potential this may have on the youth services he is involved in. Additionally, Irvine expressed his interest and enthusiasm for getting involved in youth hub and challenging the youth committee on important issues within the mental health space.

Cr Josh Chandulal-Mackay asked George Irvine what sort of involvement he would like to be involved in.

George Irvine answered by saying he would like to take up the role of Project group or advisor, and is motivated to be helpful in whatever form that takes.

Committee Resolution YC/2020/25

Moved: Yth Cr Chez-Ashli Peters

Seconded: Yth Cr Sophie Archer

That the Youth Committee receive the report – George Ervine - Youth Mental Health Worker & Youth Hub Volunteer.

CARRIED

5.3 TERMS OF REFERENCE REVIEW

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Stephanie Macdonald-Rose - Group Manager - Corporate

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion Members engaged in some dialogue regarding the pros and cons of decreasing the members quorum to 6 members.

There was some concern that by lowering the quorum to 6, that this will work as a disincentive for Youth Committee members turnout, as some of the less committed members will be able to skip meetings easier. Additionally, 6 is only half of the youth councillor team and thus less democratic or representative.

Other members felt that having meetings running late and potentially cancelled due to not meeting the quorum was unproductive and it would be better to adjust expectations to make them more realistic about youth councillor turnout.

Committee Resolution YC/2020/26

Moved: Yth Cr Louis Devine

Seconded: Yth Cr Miriama Joseph

That the Youth Committee recommends:

That Council:

- a) adopts the proposed Youth Committee Terms of Reference

CARRIED

Cr Josh Chandulal-Mackay abstained from voting.

That the Youth Committee recommends:

That Council

- b) sets the Youth Committee meeting frequency to a minimum of once per term

In Favour: Crs Charlotte Hardy, Siobhan Sarkar, Keisha Maniapoto and Britt Goodgame-Archer

Against: Crs Louis Devine, Sophie Archer, Miriama Joseph, Chez-Ashli Peters and Jacob Brown

Youth Committee Meeting Minutes

9 November 2020

Abstained: Cr Josh Chandulal-Mackay

LOST 4/5

That the Youth Committee recommends:

That Council sets the Committee's quorum at 6 members

In Favour: Crs Louis Devine and Chez-Ashli Peters

Against: Crs Charlotte Hardy, Sophie Archer, Miriama Joseph, Siobhan Sarkar, Jacob Brown, Keisha Maniapoto and Britt Goodgame-Archer

Abstained: Cr Josh Chandulal-Mackay

LOST 2/7**Motion**

Moved: Yth Cr Miriama Joseph

Seconded: Yth Cr Charlotte Hardy

That Youth Committee recommends:

That Council sets the Youth Committee quorum at 7 members.

Amendment

Moved: Yth Cr Sophie Archer

Seconded: Yth Cr Siobhan Sarkar

That the Youth Committee recommends:

That Council sets the Committee's quorum at ~~7~~ 8 members.

CARRIED

Yth Cr Louis Devine and Yth Cr Chez-Ashli Peters voted against the motion.

Cr Josh Chandulal-Mackay abstained from voting.

The amendment became the substantive motion.

Committee Resolution YC/2020/27

That the Youth Committee recommends:

That Council sets the Committee's quorum at 8 members.

CARRIED

Yth Cr Louis Devine, Yth Cr Chez-Ashli Peters, and Yth Cr Sophie Archer voted against the motion.

Cr Josh Chandulal-Mackay abstained from voting.

5.4 OPPORTUNITY PROJECT ALLOCATION - OPEN ART STUDIOS EXHIBITION

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Stephanie Macdonald-Rose - Group Manager - Corporate

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Nicole Grey introduced this item to the committee.

Cr Josh Chandulal-Mackay enthusiastically supported allocating spent on this project believing it to be a good use of funding from the business plan. Cr Josh also reiterated that this use of funding for the open art studios exhibition has been done by the Youth Committee in previous years with success.

Committee Resolution YC/2020/28

Moved: Yth Cr Charlotte Hardy

Seconded: Yth Cr Louis Devine

That The Youth Committee uses the \$1300 allocated in the Business Plan as the Opportunity Project for an Artists Open Studios Youth Exhibition

CARRIED

5.2 COUNCIL RELATED UPDATES - NOVEMBER 2020

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Stephanie Macdonald-Rose - Group Manager - Corporate

Committee Resolution YC/2020/29

Moved: Yth Cr Chez-Ashli Peters

Seconded: Yth Cr Jacob Brown

That the Youth Committee receive the report – Council Related Updates - November 2020.

CARRIED

The Meeting closed at 5:32pm.

The minutes of this meeting were confirmed at the Youth Committee Meeting held on .

Youth Committee Meeting Minutes

9 November 2020

CHAIRPERSON



Whanganui District Council Youth Committee Terms of Reference

Introduction

The Whanganui District Council's Youth Committee is a forum for young people to act as advocates for youth in the Whanganui district. This is achieved by advising the Council, delivering activities and contributing to policy development. As a result, the Youth Committee provides a strong youth voice in Council decision making.

The young people on the committee are expected to 'speak up and be heard' on behalf of all youth in the Whanganui district.

Committee's purpose

To empower Whanganui young people to be the best they can be by providing the resources and opportunities that they need to succeed.

Committee's vision

To ensure that Whanganui is a vibrant, inclusive, empowering community, where young people love to be.

Background

The Youth Committee was formed in March 2006 to provide a specific platform for youth perspectives to be integrated into Council decisions and projects. This role is formalised within Council's official committee structure as a way of recognising the importance of the contributions our young people make and the significance with which Council views this engagement.

Approximately 8000 people aged 12 – 24 years live in the Whanganui District. They represent a very widespread group, with differing needs and a wealth of youth experience and knowledge. The Youth Committee members are their voice and are expected to connect with and inform these young people through their individual peer networks, the Youth Committee's activities and the use of social media.

The Youth Committee has expanded its influence and leadership capacity significantly since it was established, through specific training programmes relating to governance and leadership, and through the development of youth/community initiatives.

Standing orders

The Youth Committee is conducted in accordance with the Whanganui District Council's Standing Orders (adopted by the Council 8 March 2017 and amended 4 April 2017).

Key tasks

The role of the Youth Committee is to:

- Represent the community's young people
- Promote opportunities for youth participation
- Develop and monitor policy on youth issues
- Provide opportunities for youth to contribute to the decision-making of Council
- Advise the Council on matters of interest for youth in the Whanganui District

Membership

- The committee will consist of 14 members. Membership is open to all Whanganui district residents between the ages of 12 and 24 years.
- Recruiting will be run in accordance with the guidelines in the handbook.
- The new Youth Committee Members will be formally appointed by Council resolution.
- The committee's term is 3 yearly, after the election the council is invited to re-establish the youth committee and reappoint any existing members that wish to stay for another term.
- The Youth Committee elects two co-chairs on the understanding that their term will conclude after one year and a new election will be held

Council appointment

At the start of each Council term, the Mayor appoints a Whanganui District Councillor to the Youth Committee. This role is outlined in the Cr Appointment role description

Handbook

To support the effective operation of the Youth Committee Council Officers, Youth Committee Members, and the Cr appointment, will develop a handbook containing guidelines and procedures relating to the Youth Committee. This handbook will be provided to council.

Responsibilities

- When a youth committee member is appointed they are agreeing to meet the responsibilities outlined in both the Youth Committee handbook and the Whanganui District Council Code of Conduct.
- Resignation from the Youth Committee should be in writing to the Co-Chairs and the responsible Council Officer.

Reporting

The minutes of the Youth Committee formal meetings are received by Council and the Co-Chairs provide a direct report to Council as required. This should also include upcoming projects and other Youth Committee aspirations and initiatives to enhance information sharing between the Youth Committee and Council. Youth Committee Members may be invited to participate in Council workshops.

Financial responsibilities

- The Youth Committee has delegated authority of its annual budget. Council reviews the Youth Committee budget during the Annual Plan process and might change the contributions to the Youth Committee on an annual basis.
- The Youth Committee must develop a business plan each year that details how they plan to spend their budget.
- The Youth Committee will prepare an annual report at the end of each financial year detailing their performance against the business plan and how they spent their allocated budget.
- Youth Committee members are paid \$350 a year, paid monthly during February – November.
- Co-chairs receive \$800 per year, paid in the same format above.

Revision

The Terms of Reference will be reviewed by Council every three years after the election, alongside the wider council committee structure.

10.2 PROPERTY AND COMMUNITY SERVICES COMMITTEE - 3 NOVEMBER 2020 - MINUTES FOR RECEIPT

Author: Kirsty Earle - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

References:

1. **Property and Community Committee Meeting Minutes - 3 November 2020** [↓](#)
2. **Minutes References for Property and Community Committee Meeting - Items 5.1 and 5.3** [↓](#)

Recommendation

That the Council

- (a) receive the minutes of the Property and Community Services Committee Meeting held on 3 November 2020.

The agenda for this meeting can be viewed at:

https://www.whanganui.govt.nz/files/assets/public/agendas-amp-minutes/agenda-property-and-community-services-committee-3-november-2020_1.pdf



**WHANGANUI
DISTRICT COUNCIL**
Te Kaunihera a Rohe o Whanganui

MINUTES

**Property and Community Services
Committee Meeting
3 November 2020**

Property and Community Services Committee Meeting Minutes

3 November 2020

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5	Reports to Committee	4
5.1	Presentation - Ward Observatory Future Needs	4
5.2	Customer Experience Activity Report - 1 July to 1 October 2020.....	5
5.3	Regulatory & Planning Activity Report - 1 July to 30 September 2020.....	6
5.4	Te Puwaha (Whanganui Port Revitalisation Project) Update - November 2020	7
5.5	Work Programme - Property and Community Services Committee - November 2020.....	7
5.6	Actions Arising - November 2020.....	8

**MINUTES OF THE PROPERTY AND COMMUNITY SERVICES COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 3 NOVEMBER 2020 AT 1.07PM**

PRESENT: Cr Helen Craig (Chair), Cr Philippa Baker-Hogan, Cr James Barron, Cr Josh Chandulal-Mackay, Cr Brent Crossan, Deputy Mayor Jenny Duncan, Mayor Hamish McDouall, Cr Hadleigh Reid, Cr Alan Taylor, Cr Rob Vinsen, Cr Graeme Young, Whanganui Rural Community Board Member Sandra Falkner.

APOLOGIES: Cr Charlie Anderson, Cr Kate Joblin (Leave of absence 15 September to 15 December 2020)

IN ATTENDANCE: Kym Fell (Chief Executive), Marianne Cavanagh (Group Manager – Customer Experience), Hamish Lampp (Group Manager – Regulatory & Planning), Leighton Toy (General Manager Property), Michael Homan (Property Operations Manager), Warrick Zander (Compliance Operations Manager), Rosemary Fletcher (Projects Director), Rob Goldsbury (Legal Counsel), Kirsty Earle (Governance Services Officer), Karyn Turner (Senior Governance Services Officer). Peter Oskam (Whanganui Rural Community Board member).

1 OPENING PRAYER / KARAKIA

Cr Craig read the Council Prayer.

2 APOLOGIES

Apology

Committee Resolution PCSC/2020/39

Moved: Cr Helen Craig

Seconded: Cr Josh Chandulal-Mackay

That the Property and Community Services Committee accepts the apology of Cr Charlie Anderson and grants leave of absence for this meeting.

CARRIED

Cr Kate Joblin's leave of absence was noted.

3 DECLARATIONS OF INTEREST

There were no new declarations of interest.

4 CONFIRMATION OF MINUTES**4.1 MINUTES OF THE PROPERTY AND COMMUNITY SERVICES COMMITTEE MEETING HELD ON 22 SEPTEMBER 2020**

Author: Karyn Turner - Senior Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution PCSC/2020/40

Moved: Cr Helen Craig

Seconded: Mayor Hamish McDouall

That the minutes of the Property and Community Services Committee Meeting held on 22 September 2020 are confirmed as a true and correct record.

CARRIED

5 REPORTS TO COMMITTEE**5.1 PRESENTATION - WARD OBSERVATORY FUTURE NEEDS**

Author: Michael Homan - Property Operations Manager

Authoriser: Leighton Toy - General Manager Property

Discussion

Ross Skilton (President of the Whanganui Astronomical Society) to presented on the main activities at the Ward Observatory, focusing on educational work and the organisation's volunteer workforce. He acknowledged there are increasing issues with light pollution from surrounding commercial venues and this had prompted discussion among the observatory volunteers about potentially relocating the observatory. However, the general feeling was that relocation is not necessary and would likely cause more problems than benefits. The Whanganui Astronomical Society is investigating an offsite premises with less light pollution to use portable telescopes. However, there is no projected timeline for this development and not much drive for change from the volunteers.

In response to questions, the committee discussed the following:

- The Ward Observatory focuses on getting people involved and interested rather than for scientific purposes and satellites are something to look at.
- The Observatory could be utilised more, however, there is little appetite from the volunteers and insufficient resources to run a commercial tourist service.
- The Council is due to review commercial lighting in Whanganui in 2021.

- The focus of the ward observatory is recreational rather than scientific use and the value is the experience of using a heritage telescope.

Committee Resolution PCSC/2020/41

Moved: Cr Helen Craig

Seconded: Deputy Mayor Jenny Duncan

That the Property and Community Services Committee receive the report – Presentation - Ward Observatory Future Needs.

CARRIED

References

- 1 Presentation - Ross Skilton - Ward Observatory Cooks Gardens

5.2 CUSTOMER EXPERIENCE ACTIVITY REPORT - 1 JULY TO 1 OCTOBER 2020

Author: Marianne Cavanagh - Group Manager - Customer Experience

Authoriser: Kym Fell - Chief Executive

Discussion

Marianne Cavanagh, Group Manager - Customer Experience, spoke to the report and officers offered specific updates. In response to questions from councillors the following information was discussed.

Customer Services – A suggestion from councillors to investigate the voice message when people call council was noted by the Group Manager - Customer Experience. Financial Reports will be reported to Strategy and Finance Committee Meeting as Financial key performance indicators are not recorded monthly.

Venues and Events – Further context on the utilisation of Whanganui District Council Venues was requested by councillors for the next activity report.

District Library – Members gave positive feedback on the new library buses. Staff are in the process of utilising libraries for other council services, for example paying parking tickets.

Committee Resolution PCSC/2020/42

Moved: Cr Helen Craig

Seconded: Cr Josh Chandulal-Mackay

That the Property and Community Services Committee receive the report – Customer Experience Activity Report - 1 July to 1 October 2020.

CARRIED

5.3 REGULATORY & PLANNING ACTIVITY REPORT - 1 JULY TO 30 SEPTEMBER 2020

Author: Hamish Lampp - Group Manager - Regulatory & Planning
Mareva Crowley - Administrative Assistant – Compliance & Building

Authoriser: Kym Fell - Chief Executive

Discussion

Hamish Lampp - Group Manager - Regulatory & Planning spoke to the report and gave a presentation on examples of building and planning activities.

He noted that multiple buildings have been granted Heritage Equip Funding from Central Government.

- The Lower Victoria Avenue redevelopment is in its early stages and there is extensive planned consultation with stakeholders and businesses in the area. A new project manager has been employed to manage this process. At the moment initial contact has been made and the next steps are to update and further contact to expand the range of impact. Concerns over parking have been raised. More information and updates will be provided on this project.

The meeting adjourned at 2.50pm and reconvened at 3.02pm

Council is waiting on the results of a survey on parking meters.

A Freedom Camping Ambassador has been employed.

Alcohol Licences issued have increased from 13 in the reporting period in 2019 to 58 in 2020. This change is due to delay and catch up from Covid-19.

The decision on the off-license Black Bull Liquor on Victoria Avenue is currently being appealed and is with the Alcohol Regulatory & Licensing Authority (ARLA). There is an off-license application (Kingsgate Hotel) for which a hearing is due to be held later this month. Councillors asked Warrick Zander, Compliance Operations Manager, questions on the interactions between the District Licensing Committee and the Local Alcohol Policy (LAP).

Committee Resolution PCSC/2020/43

Moved: Cr Helen Craig

Seconded: Deputy Mayor Jenny Duncan

That the Property and Community Services Committee receive the report – Regulatory & Planning Activity Report - 1 July to 30 September 2020.

CARRIED

References

- 1 Presentation - Regulatory and Planning Report - Property and Community 3 November 2020

5.4 TE PUWAHA (WHANGANUI PORT REVITALISATION PROJECT) UPDATE - NOVEMBER 2020

Author: Rosemary Fletcher - Projects Director

Authoriser: Leighton Toy - General Manager Property

Discussion

Rob Goldsbury, Legal Counsel, spoke on the Special Purpose Vehicle and timeline. A Limited Partnership has now been established with a subsidiary that will manage the day to day operations. The operating company has been established and Council are awaiting director appointments - documents are close to finalisation. The legal structure is in the final stages.

Deputy Mayor Duncan and Cr Taylor left the meeting at 3.37pm.

Rosemary Fletcher – Projects Director presented on the Port Revitalisation Project. The presentation and discussion covered following points:

- Any delay will incur cost
- Governance Structure – Holdings is the 100% shareholder of Whanganui Port Limited Partnership Limited and WPLPL is the 100% shareholder in the operational company.
- Funding – how much of the 12.3 million from council will achieve what? At this stage the project spending has been minimal, with spending to increase in Feb/March 2021.

Committee Resolution PCSC/2020/44

Moved: Cr Helen Craig

Seconded: Cr Brent Crossan

That the Property and Community Services Committee receive the report – Te Puwaha (Whanganui Port Revitalisation Project) Update - November 2020.

CARRIED

5.5 WORK PROGRAMME - PROPERTY AND COMMUNITY SERVICES COMMITTEE - NOVEMBER 2020

Author: Jennifer Gaskin - EA to GM Finance, GM Property & Legal Counsel

Authoriser: Jennifer Gaskin - EA to GM Finance, GM Property & Legal Counsel

Committee Resolution PCSC/2020/45

Moved: Cr Rob Vinsen

Seconded: Cr Helen Craig

That the Property and Community Services Committee receive the report – Work Programme - Property and Community Services Committee - November 2020.

CARRIED

5.6 ACTIONS ARISING - NOVEMBER 2020

Author: Kirsty Earle - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Committee Resolution PCSC/2020/46

Moved: Cr Philippa Baker-Hogan

Seconded: Cr Helen Craig

That the Property and Community Services Committee receive the report – Actions Arising - November 2020.

CARRIED

The Meeting closed at 3.50pm.

The minutes of this meeting were confirmed at the Property and Community Services Committee Meeting held on 23 February 2021.

.....
CHAIRPERSON



WHANGANUI
DISTRICT COUNCIL
Te Kaunihera a Rohe o Whanganui

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Ward Observatory Cooks Gardens



Heritage and Science Education

Ross Skilton

Wanganui Astronomical Society President

Made for Isaac Fletcher by Thomas Cooke and Sons in 1859
, World prototype English Sisson mount in Cast Iron.
made by Fletcher Family foundry at Lowca in Northern England.
The original Tarnbank Observatory :



Fig. 11.1: Fletcher's residence and his Tarn Bank Observatory (courtesy: Royal Astronomical Society).




CHATWOOD'S OBSERVATORY. THE MAN WITH THE SICKLE IS THE SECOND ASSISTANT. DR. ARTHUR H. FROST (1874-1954)

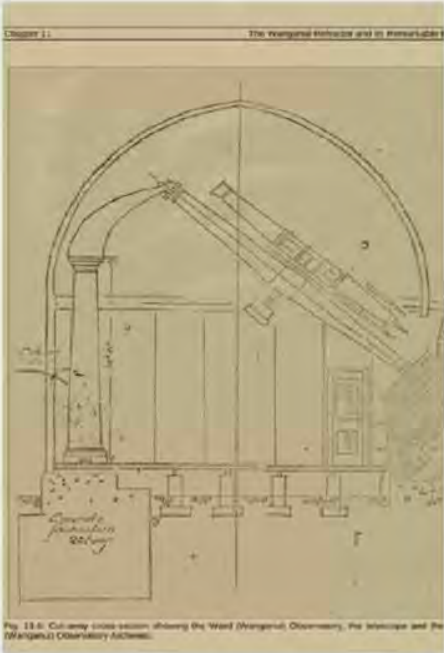


Fig. 11.3. A view of the Cooke telescope and mounting at Mr. Chatwood's Observatory (courtesy: Ward (Wargrave) Old Station)

Fletcher's Demise:
he is elected to
Parliament in
London, but
commits suicide a
few years later.
Chatwood buys
Cooke, moves it to
Manchester, but a
wooden building is
unsuited to
mounting a
telescope.



The completed Ward (Wanganui) Observatory (courtesy, Ward (Wanganui))



Chapter 1: The Wanganui observatory and its construction

Fig. 13.6: Cut-away cross-section showing the Ward (Wanganui) Observatory, the telescope and the (Wanganui) Observatory fixtures.

Wanganui Observatory

- Designed by architect Atkins to Ward's sketches
- Finished in May 1903, for 277 Pounds
- Opened by Premier Richard Seddon 25 May 1903

Post-war
extensions. Via
WRM, ref.
1800.1185





Making way for WDC
Circa 1967. Via WRM, ref. B-O-002

Ward Observatory Dome 2008



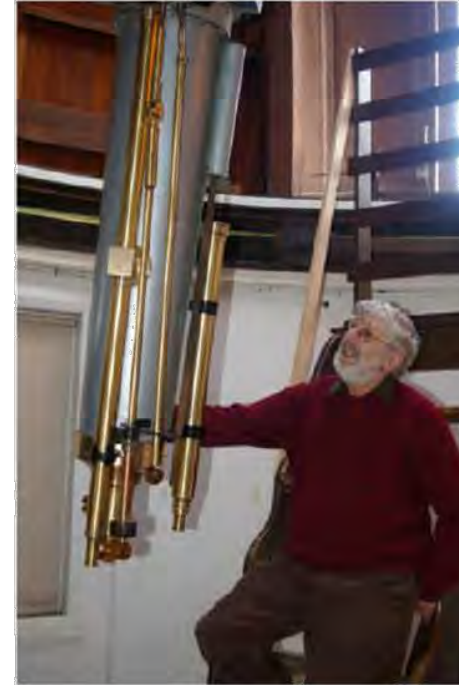
2008





Gordon Hudson Telescope reviver

In 2007 and now in 2020 the
WDC engages Gordon to
renovate the telescope.



Cooke Refractor 2019 and 2020



September 2020



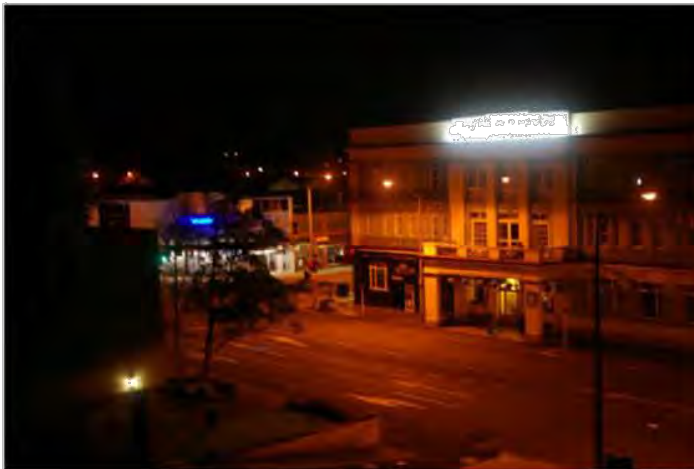
Gravity Drive clock refurbished





Light Pollution

More Glare



Victoria Park...Option? Sky 80 times darker! Central, Parking,...Trees!

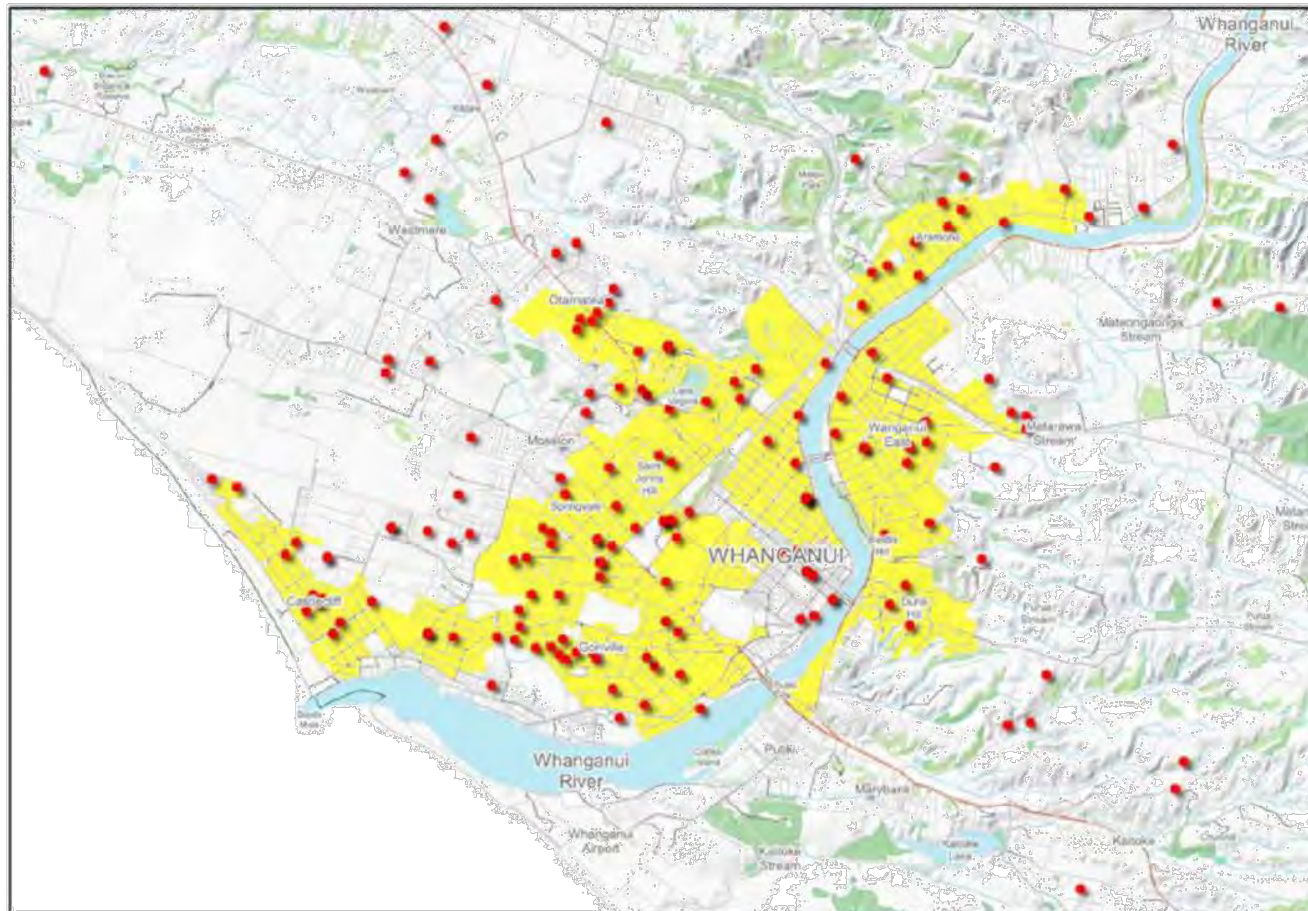


South end Victoria Park



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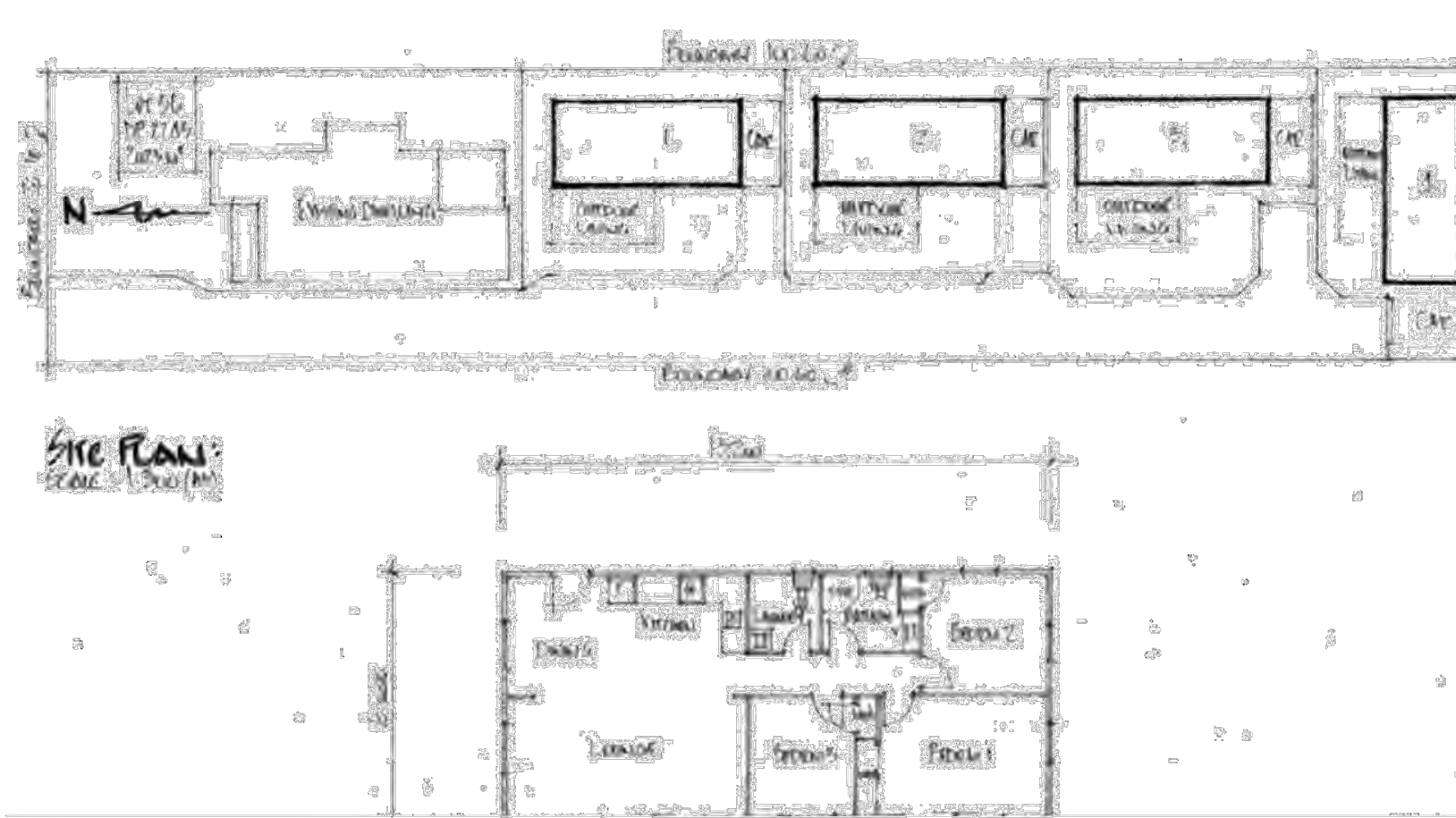
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Full height glazing allows the living space in this home to feel bigger than expected. Exterior wing walls allow for privacy and provide great support points for a larger roof overhang while maintaining a contemporary style. Featuring three bedrooms, this minor dwelling offers that little bit extra from a small footprint.



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10.3 WHANGANUI RURAL COMMUNITY BOARD MEETING - 4 NOVEMBER 2020 - MINUTES FOR RECEIPT

Author: Hayley Fitzgerald - Democracy Support Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

References: 1. Minutes of the Whanganui Rural Community Board Meeting held on 4 November 2020 [↓](#)

Recommendation

That the Council

- (a) receive the minutes of the Whanganui Rural Community Board Meeting held on 4 November 2020.

The agenda for this meeting can be viewed at:

<https://www.whanganui.govt.nz/files/assets/public/agendas-amp-minutes/wrcb-4-november-2020-final-agenda.pdf>



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**MINUTES OF THE WHANGANUI RURAL COMMUNITY BOARD MEETING
HELD IN THE COUNCIL CHAMBERS, 101 GUYTON STREET, WHANGANUI
ON 4 NOVEMBER 2020 AT 3.30PM**

PRESENT: Chairperson Grant Skilton, Deputy David Wells, Member Alistair Duff, Member Michael Dick, Cr Brent Crossan, Member Peter Oskam

APOLOGIES: Councillor Charlie Anderson, Sandra Falkner, Bill Ashworth

IN ATTENDANCE: Kym Fell (Chief Executive), Hayley Fitzgerald (Democracy Support Officer), Marianne Cavanagh (Customer Solutions Manager), Louise Davies (Policy and Risk Support Officer) Graeme Paulger (Senior Property Officer), Angus Murray (Communications Officer) Councillor Rob Vinsen, Stu Hylton (Contractor), Colleen Sheldon (Strategic Lead – Agribusiness)

VISITORS: Paul Mackintosh (Federated Farmers) Gavin Pryce (FENZ), Claire Atkins (Fordell and Mangamahu Rural Women’s Group), Keith Butters (New Zealand Police)

1 APOLOGIES

Apology

Committee Resolution WRCB/2020/30

Moved: Cr Brent Crossan

Seconded: Member Michael Dick

That the Whanganui Rural Community Board accepts the apology of Cr Charlie Anderson, Sandra Falkner and Bill Ashworth and grants leave of absence for this meeting.

CARRIED

2 DECLARATIONS OF INTEREST

No new declarations of interest had arisen since Board members had last completed the Elected Members’ Interests Register.

3 CONFIRMATION OF MINUTES**3.1 MINUTES OF THE WHANGANUI RURAL COMMUNITY BOARD MEETING HELD ON 23 SEPTEMBER 2020**

Author: Hayley Fitzgerald - Democracy Support Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution WRCB/2020/31

Moved: Member Peter Oskam

Seconded: Member Michael Dick

That the minutes of the Whanganui Rural Community Board Meeting held on 23 September 2020 are confirmed as a true and correct record.

CARRIED

4 PUBLIC FORUM**5 REPORTS TO BOARD****5.1 COMMUNITY PARTNERS UPDATE**

Author: Hayley Fitzgerald - Democracy Support Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Gavin Pryce from Fire Emergency New Zealand provided a summary of the 2019/2020 fire season in the Whanganui Rural area. The FENZ website has had an upgrade and this is where people can go to apply for a fire permit, check the fire season status and check their own address to see whether they require a fire permit.

Constable Keith Butters of the New Zealand Police spoke about recent crime trends in rural areas. There had been an overall drop in crime, but trailers remained popular items for theft, some farmers were using tracking devices on trailers. Constable Butters would like to remind the rural community to continue to report any thefts and offered his continued support for Rural Security Cameras saying they are an invaluable aid to the police.

Claire Atkins, Chair of the Fordell and Mangamahu Rural Women's Group. The group focuses on friendship, fun and fundraising. Fundraising efforts principally go toward helping with the costs of local young people's education. There is a bursary fund annually for help with uniform or technology costs before starting secondary school. There is also a tertiary fund which is \$1000 towards university/post-secondary school study or training. The only criteria for these grants is that the young person lives locally and that they are studying or training in an area that will

contribute to the community. The group welcome any rural or country minded women to join their group not just from Fordell/ Mangamahu.

Paul Mackintosh from Federated Farmers and gave an update on some new initiatives they are working on including Growers Leading Change, like minded farmers coming together to facilitate change. Federated Farmers are meeting more with other industry partners to see what can be done for the region. The Whanganui region will soon have three new kiwifruit orchards providing job opportunities for local people. Paul was thanked for recently attending a Climate Change workshop at Council.

5.2 ADOPTION OF RURAL DIRECTIONS 2020-2030

Author: Hayley Fitzgerald - Democracy Support Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Hayley Fitzgerald (Democracy Support Officer) spoke to the report. The review and update of 'Rural Directions', the Whanganui Rural Community Board's Strategic Plan, had recently been completed and was ready to be adopted.

Committee Resolution WRCB/2020/32

Moved: Member Alistair Duff

Seconded: Member Peter Oskam

That the Whanganui Rural Community Board adopt the updated strategic plan "Rural Directions 2020-2030". **CARRIED**

5.3 MAINTENANCE COSTS OF THE MANGAMAHU BRIDGE SECURITY CAMERA

Author: Hayley Fitzgerald - Democracy Support Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Chairman Grant Skilton and Deputy Chair David Wells spoke in favour of this recommendation, as the camera is of ongoing benefit to the Mangamahu area.

Committee Resolution WRCB/2020/33

Moved: Deputy David Wells

Seconded: Cr Brent Crossan

That the Whanganui Rural Community Board fund the maintenance of the Mangamahu Bridge Rural Security Camera at a cost of \$800 per annum for the next 12 months.

CARRIED

5.4 STRATEGY AND POLICY UPDATE

Author: Louise Davies - Policy & Risk Support Officer

Authoriser: Stephanie Macdonald-Rose - Group Manager - Corporate

Discussion

Louise Davies (Policy and Risk Support Officer) spoke to this report. The Board’s recent attendance at the Climate Change Strategy Workshop was welcomed by the Policy Team. The Mangamahu Repeater Installation will start on November 22nd 2020.

Committee Resolution WRCB/2020/34

Moved: Member Michael Dick

Seconded: Member Peter Oskam

That the Whanganui Rural Community Board receive the report – Strategy and Policy Update.

CARRIED

The Meeting closed at 4.35pm.

The minutes of this meeting were confirmed at the Whanganui Rural Community Board Meeting held on 24 February 2021.

.....
CHAIRPERSON

10.4 INFRASTRUCTURE, CLIMATE CHANGE AND EMERGENCY MANAGEMENT COMMITTEE MEETING - 12 NOVEMBER 2020 - MINUTES FOR RECEIPT

Author: Kirsty Earle - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

References: 1. Infrastructure, Climate Change and Emergency Management
Committee Meeting Minutes - 12 November 2020 [↓](#)

Recommendation

That the Council

- (a) receive the minutes of the Infrastructure, Climate Change and Emergency Management Committee Meeting held on 12 November 2020.

The agenda for this meeting can be viewed at:

<https://www.whanganui.govt.nz/files/assets/public/agendas-amp-minutes/agenda-infrastructure-climate-change-and-emergency-management-committee-12-november-2020.pdf>



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**MINUTES OF THE INFRASTRUCTURE, CLIMATE CHANGE, AND EMERGENCY MANAGEMENT
COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 12 NOVEMBER 2020 AT 1.05PM**

PRESENT: Cr Alan Taylor, Cr Hadleigh Reid, Cr Charlie Anderson, Cr Philippa Baker-Hogan, Cr Josh Chandulal-Mackay, Cr Helen Craig, Deputy Mayor Jenny Duncan, Cr Rob Vinsen, Cr Graeme Young, Cr Brent Crossan, Cr James Barron, Whanganui Rural Community Board Member Michael Dick

APOLOGIES: Cr Helen Craig, Mayor Hamish McDouall, Cr Kate Joblin (leave of absence)

IN ATTENDANCE: Kym Fell (Chief Executive), Mark Hughes (General Manager Infrastructure), Peter Oskam (Whanganui Rural Community Board Member), Tim Crowe, (Emergency Manager), Stuart Hylton (Contractor), Adam Bevins (Governance Board Member of Whanganui Alliance), Kate Barnes (Senior Democracy Advisor), Kirsty Earle (Governance Services Officer), Sophia Turner (Governance Services Officer).

1 APOLOGIES

Apology

Committee Resolution ICE/2020/27

Moved: Cr Hadleigh Reid

Seconded: Cr Josh Chandulal-Mackay

That the apologies received from Cr Helen Craig, Mayor Hamish McDouall be accepted and leave of absence granted.

CARRIED

Speaking Rights - Whanganui Rural Community Board Chair

Committee Resolution ICE/2020/28

Moved: Cr Hadleigh Reid

Seconded: Cr Alan Taylor

That the Committee grants Peter Oskam speaking rights for the Infrastructure, Climate Change and Emergency Management Committee Meeting 12 November 2020.

CARRIED

2 DECLARATIONS OF INTEREST

There were no new declarations of interest.

3 CONFIRMATION OF MINUTES**3.1 MINUTES OF THE INFRASTRUCTURE, CLIMATE CHANGE, AND EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 18 AUGUST 2020**

Author: Kirsty Earle - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution ICE/2020/29

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Hadleigh Reid

That the minutes of the Infrastructure, Climate Change, and Emergency Management Committee Meeting held on 18 August 2020 are confirmed as a true and correct record.

CARRIED

3.2 MINUTES OF THE INFRASTRUCTURE, CLIMATE CHANGE, AND EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 1 OCTOBER 2020

Author: Kirsty Earle - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution ICE/2020/30

Moved: Cr Hadleigh Reid

Seconded: Cr Josh Chandulal-Mackay

That the minutes of the Infrastructure, Climate Change, and Emergency Management Committee Meeting held on 1 October 2020 are confirmed as a true and correct record.

CARRIED

4 REPORTS TO COMMITTEE**4.2 EMERGENCY MANAGEMENT UPDATE - 1 SEPTEMBER TO 31 OCTOBER 2020**

Author: Tim Crowe - Emergency Manager

Authoriser: Kym Fell - Chief Executive

Discussion

Tim Crowe, Emergency Manager, provided information to the committee on the capabilities and features of new emergency sirens. The upgrading, weatherproofing and replacing of Tsunami sirens is a comprehensive task with a timeline of being carried out over the next thirty three years. New systems will have a voice/message programmed into them which will alert residents to nearby threats, as well as, having the function of providing specific instruction. The reach of the siren in terms of sound is said to be extremely effective, with sirens at Kai iwi Beach in Whanganui, being heard from both sides of the beach and in residential areas.

- Councillors inquired about the programming of voice into the sirens, with the point being raised by Cr Reid that the ability to inform listeners of the difference between a siren test and a real life emergency through voice capability is an extremely important feature of the new siren.
- Questions were raised regarding different contexts where an alarm/siren sound may be activated in. The main and current use of the siren at Kai iwi is for civil emergencies, such as tsunami warnings, however, the presenter also highlighted the fact that the siren can be used in the context of an industrial area.

Committee Resolution ICE/2020/31

Moved: Cr Alan Taylor

Seconded: Whanganui Rural Community Board Member Michael Dick

That the Infrastructure, Climate Change, and Emergency Management Committee receive the report – Emergency Management Update - 1 September to 31 October 2020.

CARRIED

4.3 WASTE MANAGEMENT AND MINIMISATION PLAN GENERAL UPDATE - NOVEMBER 2020

Author: Stuart Hylton - Contractor
Kirsty Earle - Governance Services Officer

Authoriser: Leighton Toy - General Manager Property

Discussion

The presentation by contractor Stuart Hylton was based off of the first waste minimisation workshop, with a specific focus to action a curb side recycling collection service. Hylton acknowledged his interest in having this service provided out into the community. The Council will need to work with the Rural Community Board to provide the contract and services for the rural community. Different cost options and feedback will be provided to the councillors to make decisions on going forward – workshops will be the forum for which councillors can progress this item.

It is anticipated that the additional cost to the ratepayer will be \$140 per annum, introduced over a two year period. Cr Rob Vinsen supported introducing a curb side recycling collection service, and hoped for a strong mandate for the introduction of this service, as well as being able to incorporate it into the long-term plan.

Committee Resolution ICE/2020/32

Moved: Cr Charlie Anderson
Seconded: Cr Josh Chandulal-Mackay

That the Infrastructure, Climate Change, and Emergency Management Committee receive the report – Waste Management and Minimisation Plan General Update - November 2020.

CARRIED

Meeting Adjourned 1:45pm until 2:30pm.

Mayor Hamish McDouall joined the meeting at 2.29pm, Cr Brent Crossan arrived at 2:30pm.

4.1 PRESENTATION - ROADING ALLIANCE NOVEMBER 2020

Author: Hannah Bailey - EA to GM Infrastructure and GM Strategy
Authoriser: Mark Hughes - General Manager Infrastructure

Discussion

Adam Bevins (Governance Board Member of Whanganui Alliance) presented information in response to general inquiries into the Roading Alliance. The presentation spoke to the strategic goals of the Council through the Procurement manual and Alliance Model. The models are informed by central government standards, as well as balancing the overall interests to preserve

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assets, save money and have the appropriate resourcing at the ready to carry out necessary work. The Alliance model clearly outlines profits, overheads, target cost, rates, as well as articulating risk associated with the undertaking of these works.

- Cr Rob Vinsen asked a question about the removal of competition from the Alliance model and whether that is negative for the council. However, Adam Bevins informed the committee that it is the case that anyone is able to tender for work. Additionally, Alliance makes a point of recruiting local contractors as well as using local suppliers for work. Estimates of between 40 – 50% of contractors and suppliers used are local.
- A benefit to long-term contracts includes the securing of a resource for 9 – 10 years, as well as having emergency resource at the disposal of council without having to incur added or unexpected costs.
- The point was made by Mark Hughes (General Manager - Infrastructure) that the Council has representation at all levels – and specifically, within Alliance.
- Cr Charlie Anderson asked what the procedure would be if contractors offered different prices for the same service. It was explained that in that situation, Alliance would go through a formal procurement process.
- Peter Oskam (Whanganui Rural Community Board Member) asked what the fall out would be in the event that Downer went into liquidation, and where this would leave Council. Presenter Adam Bevins assured the low risk of that, based on the current state of Downer and that in the unlikely event Downer went under, there would be a transfer of staff to fulfil this need.
- Additional benefits to Council having the service of Downer were explained. One of these is the capacity for Council to meet obligations by deploying resource in emergencies without having to pay for the capacity all the time – thus leaving the Council in a better state and working in an efficient model.
- Mark Hughes acknowledged the advantage that having the contract with Downer provides in not only a security sense, but being the first to hear about new technologies – which is helpful in informing strategy.

Committee Resolution ICE/2020/33

Moved: Cr Alan Taylor

Seconded: Cr Rob Vinsen

That the Infrastructure, Climate Change, and Emergency Management Committee receive the report – Presentation - Roading Alliance November 2020.

CARRIED

The Meeting closed at 3:15pm

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The minutes of this meeting were confirmed at the Infrastructure, Climate Change, and Emergency Management Committee Meeting held on 18 February 2020.

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CHAIRPERSON

10.5 STRATEGY AND FINANCE COMMITTEE - 17 NOVEMBER 2020 - MINUTES FOR RECEIPT

Author: Karyn Turner - Senior Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

References:

1. **Strategy and Finance Committee Minutes - 17 November 2020** [↓](#)
2. **Minutes Reference - Draft Climate Change Strategy - designed version** [↓](#)
(under separate cover)

Recommendation

That the Council

- (a) receive the minutes of the Strategy and Finance Committee Meeting held on 17 November 2020.

The agenda for this meeting can be viewed at:

<https://www.whanganui.govt.nz/files/assets/public/agendas-amp-minutes/public-agenda-strategy-and-finance-committee-17-november-2020.pdf>



**WHANGANUI
DISTRICT COUNCIL**
Te Kaunihera a Rohe o Whanganui

MINUTES

Strategy and Finance Committee Meeting

17 November 2020

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**MINUTES OF THE STRATEGY AND FINANCE COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 17 NOVEMBER 2020 AT 1.00PM**

PRESENT: Cr Josh Chandulal-Mackay (Chair), Cr Charlie Anderson, Cr Philippa Baker-Hogan, Cr James Barron, Cr Helen Craig, Cr Brent Crossan, Deputy Mayor Jenny Duncan, Mayor Hamish McDouall, Cr Hadleigh Reid, Cr Alan Taylor, Cr Rob Vinsen, Cr Graeme Young, Whanganui Rural Community Board Member David Wells.

APOLOGIES: Cr Kate Joblin (Leave of absence 15 September to 15 December 2020)

IN ATTENDANCE: Kym Fell (Chief Executive), Stephanie Macdonald-Rose (Group Manager – Corporate), Mike Fermor (Chief Financial Officer), Kate Barnes (Senior Democracy Advisor), Karyn Turner (Senior Governance Services Officer), Jasmine Hessel (Team Leader Policy), Justin Walters (Senior Policy Analyst), Warrick Zander (Compliance Operations Manager), Wiehan Labuschagne (Management Accountant), Lauren Tamehana (Community Wellbeing Manager), Sandy Lee (Policy Advisor), Sarah Pomeroy (Communications & Marketing Manager), Peter Oskam (Whanganui Rural Community Board Member).

1 OPENING PRAYER / KARAKIA

Cr Duncan read a karakia. The meeting sung waiata *E rere re AwaTupua*.

2 APOLOGIES

Cr Joblin's approved leave of absence was noted.

3 DECLARATIONS OF INTEREST

Cr Taylor declared an interest in Public Excluded Item 8.2.

David Wells joined the meeting at 1.04pm.

4 CONFIRMATION OF MINUTES

**4.1 MINUTES OF THE STRATEGY AND FINANCE COMMITTEE MEETING HELD
ON 6 OCTOBER 2020**

Author: Karyn Turner - Senior Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution SFC/2020/64

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Rob Vinsen

That the minutes of the Strategy and Finance Committee Meeting held on 6 October 2020 are confirmed as a true and correct record.

CARRIED

5 REPORTS TO COMMITTEE**5.1 DRAFT CLIMATE CHANGE STRATEGY - APPROVAL FOR PUBLIC CONSULTATION**

Author: Charlotte Almond - Contractor

Authoriser: Stephanie Macdonald-Rose - Group Manager - Corporate

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is significant.

Discussion

Charlotte Almond tabled a copy of the designed version of the Climate Change Strategy and acknowledged the Council's Communications Team for its work on the design.

Summarising her report, Ms Almond said work on climate change had started in 2017 with focussed development of the strategy document occurring during 2020 in a joint forum with Iwi representatives and other stakeholders. In terms of developing the draft strategy she believed it had been a strong process. Acknowledging all involved for their input, Ms Almond specifically noted Rāwiri Tinirau's assistance to express the Maori world view, he had done the translations in the document and helped with the Rākau Model which explains the strategy's principles.

The four focus areas of the strategy looked at goals, objectives and potential actions. Actions were still a 'work in progress' and through the consultation process it would be good to get feedback on the suggested actions. These will need to be refined and incorporated into Council plans and budgets.

The District mitigation targets proposed were interim as there was insufficient understanding of the implications of the targets and impact of potential actions. It had been suggested that a District Carbon Model be developed to help understand and refine those targets over time.

A further aspect of the strategy was the Council role-modelling good practice and showing leadership. The strategy suggests that Council understands its own carbon footprint to enable it to move forward in terms of developing a road map to reducing its own carbon footprint. That will also rely on growing staff capacity and capability to action the strategy.

Ms Almond responded to questions. A representative of Whanganui Federated Farmers had attended the last workshop and was relatively comfortable with what was included. He sought clarification on contributing all forest sequestration to forestry as some could be attributed to agriculture. While this was also a 'work in progress', and as knowledge and science improved these would be looked at in the future, an explanation paragraph was added below the emissions

model as suggested by Mr Cranstone. The emissions model provided a baseline and progress monitoring would be measured against the baseline. Reducing the net carbon emissions for the District to zero (excluding biogenic CO₂) by 2050 was based on the national target. There was insufficient evidence to support setting more optimistic targets. Targets also needed to align with the Regional Council to provide consistency across the region and nationally.

It was important that the strategy covered all wellbeings and the economics of it had to be taken into account. That had been acknowledged in the Paris Agreement in regard to food production. Actions would need to be approached in terms of affordability and impact on economy so that decisions can be balanced across all wellbeings.

The financial cost to the ratepayer was queried as there was no indication included in the draft document of cost to progress the strategy. In response, Ms Almond said while the Council had resolved to have this costed, that had been extremely difficult. How this could be costed had been discussed with Council's Executive Leadership Team. When putting budgets through to the Long-Term Plan, managers would need to consider whether this strategy had implications they needed to link into the Long-Term Plan and its consultation. The action plans were not finalised and more work would be needed on what actions would be undertaken. Significant actions would require a business case.

The Mayor and Councillors unanimously supported approving the draft Climate Change Strategy for public consultation.

Committee Resolution SFC/2020/65

Moved: Cr Alan Taylor

Seconded: Mayor Hamish McDouall

That the Strategy and Finance Committee approve the Draft Climate Change Strategy for public consultation.

CARRIED

References

- 1 Draft Climate Change Strategy - designed version

5.2 REVIEW OF DOG CONTROL POLICY AND BYLAW

Author: Justin Walters - Senior Policy Analyst

Authoriser: Jasmine Hessel - Team Leader Policy

Stephanie Macdonald-Rose - Group Manager - Corporate

Discussion

Justin Walters (Senior Policy Analyst) said extensive consultation had been undertaken with responses received from by both dog owners and non-dog owners. He summarised the proposed changes to the Dog Control Policy and Bylaw.

Responding to a query on dog numbers, Warwick Zander (Compliance Operations Manager) said while there would be 'unknown' dogs in the community, there were 8,000 known dogs; 97% of these registered.

The Senior Policy Analyst and Compliance Operations Manager responded to questions on the proposed changes.

Responsible Dog Owner

The 'Responsible Dog Owner' written test on dog ownership would apply to owners applying to be a 'Responsible Dog Owner' for the first time. Responsible dog ownership can be revoked, therefore the written test would apply to dog owners reapplying for that status. At this stage the written test would be undertaken at the new Dog Pound's education room.

Cr Duncan, Cr Barron and Whanganui Rural Community Board member, David Wells, expressed concern at the 'out-of-town' location for the responsible dog ownership written test. A first preference was that this be available in the community, for example at library hubs, or available online. Mr Wells' preference was that until an online version was available the test should not proceed. The Compliance Operations Manager acknowledged these concerns, particularly for the rural community, and said while this could be worked on a case by case basis, if numbers were high the location for the written test may need to be relooked at.

Dog Access

It was proposed that on walkways, cycleways and shared pathways, all dogs must be under control on a leash. No change was proposed on grassed areas. The recommendation was areas that were technically footpaths. Further refining of this could be looked at as part of the consultation process. There was no specifications regarding the length of a lease. What was defined was 'under control'.

Beach Access

Cr Duncan queried how often Council officers monitored the behaviour of dog owners and the way they controlled their dogs on the beach. The Compliance Operations Manager said not many beach visits were made during the COVID period and winter. More recently however, with responsibility for the rubbish contract, beach visits had increased.

For clarity, it was agreed that a map of the beach access areas for dogs would be included.

Rehoming Dogs

This was to formalise an existing Council policy. Recently many dogs had been rehomed and the Compliance Operations Manager undertook to email numbers to Elected Members.

Responding to a query on amending the wording of Recommendation (a) iii: requiring dogs to be under control on a leash on walkways, cycleways and shared paths), the Senior Policy Analyst said the consultation was on broad issues right across the District. There was the ability to apply dog access rules around specific areas if members of the public raised issues where it was considered the proposed rules would not work.

At Cr Duncan's request, the Chair agreed to take all recommendations in (a) separately.

Cr Duncan said it was unfortunate that some aspects of the Dog Control Policy and Bylaw were necessary and essential until the behaviour of dog owners improved and they took responsibility for owning a dog. The behaviour of a number of dog owners on the beach left a lot to be desired and for that reason she would vote against the increased dog access on Castlecliff Beach and Mowhanau Beach.

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution SFC/2020/66

Moved: Cr Josh Chandulal-Mackay

Seconded: Cr Rob Vinsen

That the Strategy and Finance Committee:

- (a) adopts the Dog Control Policy and Bylaw 2021 for consultation with the following preferred options:
- i. That dog owners are required to pass a written test of dog ownership knowledge in order to qualify as a responsible dog owner;
 - ii. Increase dog access on Castlecliff Beach and Mowhanau Beach by allowing:
 - Under control off a leash access - from the southern bluff of Mowhanau Beach to north of the northern end of Castlecliff Beach carpark at all times; and
 - Under control on a leash access – South of the northern end of Castlecliff Beach carpark at all times;

Cr Duncan voted against section a) ii) of the motion.
 - iii. Require dogs to be under control on a leash on walkways, cycleways and shared paths; and
 - iv. Formalise Council's existing policy on rehoming dogs.

(b) confirms that:

- i. a policy and bylaw is the most appropriate way of addressing the issues relating dogs;
- ii. the Dog Control Bylaw 2021 is the most appropriate form of a bylaw; and
- iii. the Dog Control Bylaw 2021 is not inconsistent with the New Zealand Bill of Rights Act 1990.

CARRIED

5.3 INCREASING COMMUNITY ENGAGEMENT OPPORTUNITIES FOR COUNCIL

Author: Kate Barnes - Senior Democracy Advisor

Sarah Pomeroy - Communications & Marketing Manager

Sandy Lee - Policy Advisor

Authoriser: Stephanie Macdonald-Rose - Group Manager - Corporate

Discussion

Summarising the report, Kate Barnes (Senior Democracy Advisor) said the 2020 Community Views Survey showed there was a need for improved engagement between elected members and the Whanganui community. The community had indicated a desire to see more of their representatives and to have greater involvement in decision-making. This was the start of a journey to assist in supporting Elected Members' individual engagement with the community.

In discussion, some elected members considered there was a disconnection between what elected members did and how this was perceived in the community. While it was suggested there

was a need to focus on what the problem was before a solution was determined, it was generally agreed that individual engagement with the community would help ratepayers and residents understand the role of elected members.

The Chair said the Community Views 47% satisfaction rating for elected members should not be a deterrent to aspiring to be better at how they communicated with the public. The report included a range of initiatives that elected members could be doing with Council resourcing behind these suggestions.

Committee Resolution SFC/2020/67

Moved: Cr Rob Vinsen

Seconded: Cr Charlie Anderson

That the Strategy and Finance Committee receive the report – Increasing community engagement opportunities for Council.

CARRIED

The meeting adjourned at 2.26pm and reconvened at 2.41pm.

5.4 AGE FRIENDLY COMMUNITIES PLAN PROGRESS REPORT

Author: Lauren Tamehana - Community Wellbeing Manager

Authoriser: Stephanie Macdonald-Rose - Group Manager - Corporate

Cr Vinsen rejoined the meeting at 2.42pm.

Cr Baker-Hogan rejoined the meeting at 2.43pm.

Discussion

In reply to questions, Lauren Tamehana (Community Wellbeing Manager) said a small group of community providers had been involved in determining the action plan. In specific areas some were reasonably prescribed, others would be worked through independently and some were interconnected. Considerable consultation had been undertaken with all organisations involved.

Mayor McDouall rejoined the meeting at 2.44pm.

Committee Resolution SFC/2020/68

Moved: Cr Josh Chandulal-Mackay

Seconded: Deputy Mayor Jenny Duncan

That the Strategy and Finance Committee receive the report – Age Friendly Communities Plan Progress Report.

CARRIED

Mayor McDouall abstained from voting on this item.

5.5 HOUSING STRATEGY UPDATE

Author: Lauren Tamehana - Community Wellbeing Manager

Authoriser: Stephanie Macdonald-Rose - Group Manager - Corporate

Discussion

Outlining key points, Lauren Tamehana (Community Wellbeing Manager) said lack of social housing and affordable rentals continued to be a problem for the community, with young people and single men with the greatest need. Without good references it was almost impossible to get into the rental market. A meeting was planned in December 2020 to begin work on the Growth Strategy. The offer of employment made for the Housing and Community Advisor role had been declined and the position would be re-advertised.

The Community Wellbeing Manager responded to questions of clarification. The Strategic Housing Investment Plan working group would look at different ways and opportunities of investment. One initial consideration was to support infill housing but this had continued to grow on its own. While the Compass Group complex would provide approximately 30 units, this would only make a small dent in the current number on the emergency housing list. Wai Ora Trust was starting the training programme process to build structural insulated housing panels. They were also keen to look for other options and it was important to link people up where there were opportunities. Compass was also keen to look at other opportunities in Whanganui. Members were open to learning from providers outside the district who had successful experiences to share.

Committee Resolution SFC/2020/69

Moved: Deputy Mayor Jenny Duncan

Seconded: Cr Philippa Baker-Hogan

That the Strategy and Finance Committee receive the report – Housing Strategy Update.

CARRIED

5.6 FIRST QUARTER CONSOLIDATED FINANCIAL AND NON-FINANCIAL PERFORMANCE REPORTING FOR THE PERIOD ENDING 30 SEPTEMBER 2020

Author: Justin Walters - Senior Policy Analyst

Wiehan Labuschagne - Management Accountant

Authoriser: Stephanie Macdonald-Rose - Group Manager - Corporate

Mike Fermor - Chief Financial Officer

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Wiehan Labuschagne (Management Accountant) and Justin Walter (Senior Policy Analyst) presented the report and responded to questions of clarification. Elected Members noted

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appreciation of the detail included in the new reporting structure for consolidated financial and non-financial performance.

Committee Resolution SFC/2020/70

Moved: Deputy Mayor Jenny Duncan

Seconded: Cr Charlie Anderson

That the Strategy and Finance Committee receive the report – First quarter consolidated Financial and Non-Financial Performance Reporting for the period ending 30 September 2020

CARRIED**5.7 FINANCE ACTIVITY REPORT - NOVEMBER 2020**

Author: Mike Fermor - Chief Financial Officer

Authoriser: Kym Fell - Chief Executive

Committee Resolution SFC/2020/71

Moved: Cr Helen Craig

Seconded: Deputy Mayor Jenny Duncan

That the Strategy and Finance Committee receive the report – Finance Activity Report - November 2020.

CARRIED**5.8 FINANCIAL COMMITMENTS - OCTOBER 2020**

Author: Lana Treen - Senior Procurement Officer

Authoriser: Mike Fermor - Chief Financial Officer

Committee Resolution SFC/2020/72

Moved: Cr Josh Chandulal-Mackay

Seconded: Deputy Mayor Jenny Duncan

That the Strategy and Finance Committee receive the report – Financial Commitments - October 2020.

CARRIED

5.9 STRATEGY AND FINANCE COMMITTEE WORK PROGRAMME - NOVEMBER 2020

Author: Stephanie Macdonald-Rose - Group Manager - Corporate

Authoriser: Kym Fell - Chief Executive

Committee Resolution SFC/2020/73

Moved: Cr Rob Vinsen

Seconded: Cr Helen Craig

That the Strategy and Finance Committee receive the report – Strategy and Finance Committee Work Programme - November 2020.

CARRIED

6 MOTION TO EXCLUDE PUBLIC**RESOLUTION TO EXCLUDE THE PUBLIC**

Section 48, Local Government Official Information and Meetings Act 1987.

Committee Resolution SFC/2020/74

Moved: Mayor Hamish McDouall

Seconded: Deputy Mayor Jenny Duncan

That the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7. Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

CARRIED

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

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

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ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
7.1	Public Excluded Minutes of the Strategy and Finance Committee Meeting held on 6 October 2020			Refer to the public excluded reasons in the agenda for 6 October 2020 meeting	
8.1	Debtors Report - November 2020	s7(2)(a)	Privacy	Maintain confidentiality of individuals' financial information.	
8.2	Application for Remission of Rates - November 2020	s7(2)(a)	Privacy	Protect the privacy of named individuals.	

Committee Resolution SFC/2020/75

Moved: Mayor Hamish McDouall

Seconded: Deputy Mayor Jenny Duncan

That Peter Oskam be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the Whanganui rural community. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because he is a member of the Whanganui Rural Community Board.

CARRIED

Strategy and Finance Committee Meeting Minutes

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The meeting reopened to the public at 4.23pm.

Cr Duncan read a karakia.

The meeting closed at 4.24pm.

The minutes of this meeting were confirmed at the Strategy and Finance Committee Meeting held on 16 February 2021.

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CHAIRPERSON