

Notice is hereby given that an extraordinary meeting of Horowhenua District Council will be held on:

Date: Time: Meeting Room: Venue: Wednesday 18 June 2025 4:00 pm Shannon Memorial Hall 8 Grey St Shannon

Council

OPEN AGENDA

MEMBERSHIP

Mayor Deputy Mayor Councillors His Worship The Mayor Bernie Wanden Councillor David Allan Councillor Mike Barker Councillor Rogan Boyle Councillor Ross Brannigan Councillor Clint Grimstone Councillor Olint Grimstone Councillor Nina Hori Te Pa Councillor Sam Jennings Councillor Sam Jennings Councillor Paul Olsen Councillor Jonathan Procter Councillor Justin Tamihana Councillor Alan Young

Contact Telephone: 06 366 0999 Postal Address: Private Bag 4002, Levin 5540 Email: <u>enquiries@horowhenua.govt.nz</u> Website: <u>www.horowhenua.govt.nz</u>

Full Agendas are available on Council's website www.horowhenua.govt.nz

Full Agendas are also available to be collected from: Horowhenua District Council Service Centre, 126 Oxford Street, Levin Te Awahou Nieuwe Stroom, Foxton, Shannon Service Centre/Library, Plimmer Terrace, Shannon and Te Takeretanga o Kura-hau-pō, Bath Street, Levin

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the Chief Executive Officer or the Chairperson.

ITEM TABLE OF CONTENTS

KARAKIA TIMATANGA

Whakataka te hau ki te uru	Cease the winds from the west
Whakataka te hau ki te tonga	Cease the winds from the south
Kia mākinakina ki uta	Let the breeze blow over the land
Kia mātaratara ki tai	Let the breeze blow over the ocean
E hī ake ana te atakura	Let the red-tipped dawn come with a sharpened air.
He tio, he huka, he hau hū	A touch of frost, a promise of a glorious day.
Tīhei mauri ora!	

PROCEDURAL

1	Apologies	5
2	Public Participation	5
3	Late Items	5
4	Declarations of Interest	5

REPORTS

5	Rep	orts for Decision	
	5.1	Shannon/Otāuru Community Plan Adoption	7
6	Proc	ceedings of Committees	

KARAKIA WHAKAMUTUNGA

Kia whakairia te tapu	Restrictions are moved aside
Kia wātea ai te ara	so the pathway is clear
Kia turuki whakataha ai, kia turuki	To return to everyday activities
whakataha ai	
Haumi e, hui e, taiki e!	Draw together, affirm!

PAGE

Karakia

1 Apologies

2 Public Participation

Notification of a request to speak is required by 12 noon on the day before the meeting by phoning 06 366 0999 or emailing <u>public.participation@horowhenua.govt.nz</u>.

3 Late Items

To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

4 Declarations of Interest

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

File No.: 25/261

5.1 Shannon/Otāuru Community Plan Adoption

Author(s)	Anne Saolele - Lealiifano				
	Strategic and Corporate Planner				
	Carolyn Dick				
	Strategic Planning Manager Kaihautū Rangapū Hinonga Arawaka				
Approved by	David McCorkindale				
Approved by					
	Group Manager - Vision & Delivery Tumu Rangapū, Matawhānui Hapori,				
	Whakarite				
	Monique Davidson				
	Chief Executive Officer Tumuaki				

PURPOSE | TE PŪTAKE

1. This report is to present the Shannon/Otāuru Community Plan to Council for adoption.

This matter relates to Community Connections and Better Wellbeing.

Initiate community plans in Foxton and Shannon, and continue with place-based relationships.

EXECUTIVE SUMMARY | TE WHAKARĀPOPOTOTANGA MATUA

- 2. Following strong local advocacy during the Long Term Plan 2024-2044 process, Council agreed to develop a Community Plan for Shannon.
- 3. Officers alongside the Shannon/Otāuru Community Plan Working Group have been working towards developing a finalised Shannon/Otāuru Community Plan (the Plan) by 18 June 2025.
- 4. In September 2024, Horowhenua District Council led by Councillor Paul Olsen, Ngāti Whakatere, and the Shannon/Otāuru Community came together to envision a brighter future through the development of a Shannon Community Plan. A series of public meetings followed, starting at Whakawehi Marae (also known as Poutu), then moving to Shannon Memorial Hall and the Shannon Library.
- 5. In December 2024, a dedicated Working Group was formed to drive the development of the Shannon/Otāuru Community Plan including local iwi and community members, local business and organisation representatives, and Council representatives. Their unwavering commitment to this incredible community shone through in their extensive outreach which resulted in 297 submissions, plus feedback from an evening drop-in session. A further seven evening interactive workshops took place to develop the draft plan which embodies the aspirations of the Shannon community.
- 6. The draft Shannon/Otāuru Community Plan was shared back to the community on May 22 2025, followed by a similar presentation to Council at the Workshop on 28 May, in preparation of being presented for adoption on 18 June.

DELEGATION OR AUTHORITY TO ACT | TE MANA WHAKATAU I NGĀ KAWENGA

7. Council has the authority to adopt the Shannon/Otāuru Community Plan. By adopting the Community Plan Council is showing its commitment to the process by which the plan has been developed with such strong community input and leadership. In adopting the Community Plan, Council is not agreeing to fund or deliver all aspects identified in the Plan.

The Community Plan which has been community lead will be implemented and delivered through multiple parties with the roles and responsibilities of each to be identified in the Action Plan for implementation that will be developed after adoption has occurred. The Community Plan will be used by Council to inform future decisions and investment in relation to Shannon in particular when it comes to identifying projects and work programmes in Council's next Long Term Plan.

8. The process of adopting a Community Plan is consistent with the process Council has followed with the other existing Community Plans across the district, regardless of whether they were Council or community lead.

SIGNIFICANCE ASSESSMENT | HE AROMATAWAI MATUA

- 9. This matter is deemed as not significant because the report is seeking Council's adoption of the Shannon/Otāuru Community Plan, which sets the future direction.
- 10. Decisions relating to the implementation of the plan will be considered against the significance and engagement policy at the relevant time.

RECOMMENDATION | NGĀ TAUNAKITANGA

- A. That Report 25/261 Shannon/Otāuru Community Plan Adoption be received.
- B. That this matter or decision is recognised as not significant in terms of s76 of the Local Government Act 2002.
- C. That Council adopt the Shannon/Otāuru Community Plan to inform future decision making by Council.

BACKGROUND | HE KŌRERO TŪĀPAPA

The Journey: From First Hui to Drafting the Plan

- 11. The development of the Shannon/Otāuru Community Plan has a carefully paced and community-driven journey. Through a series of public meetings and targeted workshops, the community has been supported—but not led—by Council as they took ownership of the process, built relationships, and developed the skills and confidence to engage with one another and their local Council. Councillor Paul Olsen has shown strong support and leadership while working closely with the Working Group and actively representing the Council.
- 12. Below is a summary of this journey and how each step helped brought the plan to life.

Launch Event – 22 October 2024 – Whakawehi Marae	A public launch event at Whakawehi Marae (also known as <i>Poutu</i>) laid the foundation for the Community Plan. The purpose and goals of a Community Plan were discussed, and attendees were invited to express interest in joining the Working Group or contributing in other ways if they couldn't commit to full participation. The event reinforced the community-led nature of the project and set the tone of inclusive engagement and 'collabship' (collaboration and partnership).
Workshop 1 – 21 November 2024 – Shannon Memorial Hall	A second public meeting provided another opportunity for community members to get involved early and express interest in joining the Working Group.
Workshop 2 – 5 December 2024 – Shannon Library	The Working Group was officially formed. This session focused on agreeing on how

	members would work together— an important step for aligning values, building trust, and enabling people who didn't previously know each other to start working as a team.
Workshop 3 – 19 December 2024 – Shannon Library	This workshop explored how best to engage with the wider community. The Working Group brainstormed ideas for an inclusive, fun, and accessible engagement process—especially targeting young people and underrepresented voices. Plans were made to produce two poster designs, conduct a town-wide mail drop, and create a campaign that would feel welcoming and "cool" to be part of.
Workshop 4 – 16 January 2025 – Shannon Library	Despite being during the summer holiday period, the Working Group reconvened to finalise the engagement plan—a sign of their commitment and momentum.
Workshop 5 – 30 January 2025 – Shannon Library	This workshop served as a final check-in before public engagement began. Members folded flyers for the mail drop to every home and business in Shannon and rehearsed what to say at events. For many, this was their first time participating in such a process, and efforts were made to make it feel less intimidating. A poster was chosen, though the group later reflected that co- designing a single version from the start may have been more efficient—a testament to their growing confidence and collaborative spirit.
Workshop 6 – 19 February 2025 – Drop- in Session	A public evening drop-in session was held and led by the Working Group to collect community feedback. This event marked the visible shift in leadership from Council to community.
Workshop 7 – 11 March 2025 – Shannon Library	With engagement complete, Council officers presented the Working Group with collated feedback and explained the data analysis process. Members were given all community submissions to read, and the workshop became an open forum to assess whether the emerging priorities reflected what the community had said. This transparency-built trust in the process and laid the groundwork for shaping goals and actions in the Plan.
Workshop 8 – 27 March 2025 – Shannon Library	Council officers from Waters, Roading, Parks and Property, Community Facilities, Events, and Community Development—as well as external organisations like the Horowhenua Company, Sport Manawatū, NZ Police, and Stats NZ—attended this session. They shared how their services

	and expertise could support the aspirations emerging from the community's feedback.
Workshop 9 – 10 April 2025 – Shannon Library	This session focused on prioritising community goals and was a critical step in preparing to draft the first version of the Shannon/Otāuru Community Plan. It built on the trust and insights developed over previous sessions and gave Working Group members clear direction for the next phase.
Workshop 10 – 15 May 2025 – Shannon Library	The Working Group provided their feedback, which further refined the draft Shannon/Otāuru Community Plan.
Presentation to the community – 22 May 2025 – Shannon Memorial Hall	A public evening meeting, where the Working Group shared the draft Plan with the community, which was well received.
Presentation to Council – 28 May 2025 – Council Chambers	A proud moment for the Working Group as they presented the draft Shannon/Otāuru Community Plan to Council, ahead of formal adoption by Council.

DISCUSSION | HE MATAPAKINGA

- 13. Throughout the engagement process, the people of Shannon/Otāuru showed up. A total of 297 submissions were received 18.5% of the town's population with strong representation from Māori, Pasifika, and younger people. These are groups who have historically been underrepresented in local government consultations. Of the 297 submissions, we received 85 online, 97 in paper form and 115 from children through the tailored activity sheets, showing participation across generations.
- 14. These submissions, along with feedback from the public evening drop-in session, have helped the Working Group develop a vision statement, recognise partnerships with Manawhenua, and identify key priorities:
 - Natural and Built Environment
 - Community Assets and Services
 - Tourism and Economic Development
 - Community Spirit
 - Connections and Lifestyle.
- 15. Council's project lead presented the Working Group with collated feedback and explained the data analysis process. Members were given all community submissions to read, and the workshop became an open forum to assess whether the emerging priorities reflected what the community had said. This transparency built trust in the process and laid the groundwork for shaping goals and actions in the Plan.
 - 16. The vision statement has been agreed on by the Working Group based on the key priorities of this plan:

'A vibrant town filled with community spirit and resilience, aspiring for a thriving economy while enhancing recreational spaces, protecting the environment, and valuing our cultural connections.'

17. The Shannon/Otāuru Community Plan is a living document. These high-level goals serve as a framework for decision-making and strategy, which paves the way for transforming the community's aspirations into reality. By collaborating, we can ensure Shannon/Otāuru thrives as a place that values Partnerships with Iwi/hapū and community, and prioritises Nature and Built Environment, Community Assets and Services, Economic Growth and

Community Spirit, Connections and Lifestyle. This plan will evolve as we navigate changes in our environment, leadership, and political landscape.

18. The Working Group will continue to work with the community, businesses, organisations, and Horowhenua District Council about potential avenues of assistance and how to bring these actions to life. The success and delivery of this plan is not expected on one organisation or group but requires all parts to be working together. The implementation of the plan will be monitored yearly to track progress and to keep alignment.

Options | Ngā Kōwhiringa

- 19. Option A That Council adopt the Shannon/Otāuru Community Plan. If approved, the working Group can initiate the next steps, working with the community, businesses, organisations, and Horowhenua District Council to develop the starting the Action Plan for implementation of the Shannon/Otāuru Community Plan.
- 20. Option B That Council delays adopting the Shannon/Otāuru Community Plan. This decision would require Council to provide further direction to officers on the information required to enable future adoption of the Shannon/Otāuru Community Plan.

Options Ngā Kōwhiringa	Benefits Ngā Whiwhinga	Risks Ngā Mōrearea
Option A (recommended) Council adopt the Shannon/Otāuru Community Plan.	If approved, this enables the Working Group to continue working with the community, businesses, organisations, and Horowhenua District Council to commence implementation of the Shannon/Otāuru Community Plan. This will also fulfill one of Council's top 12 priorities, inspired by the strong advocacy of iwi/hapū and the community during the Long Term Plan 2024-2044.	The Working Group recognises that the success and delivery of this plan is not expected on one organisation or group but requires all parts to be working together. This plan is a living document and is a multiyear plan.
Option B (status quo) Council delays the adoption of the Shannon/Otāuru Community Plan.	This decision would require Council to provide further direction to officers on the information required to enable future adoption of the Shannon/Otāuru Community Plan.	This decision could cause some frustration to the Shannon Community Plan Working Group, iwi/hapū and the community who have actively worked to develop the Plan. This would potentially have a negative impact on Council's relationship with the Shannon community and been seen as Council not supporting the community.

21. Officers recommend Option A to adopt the Shannon/Otāuru Community Plan. This would enable progression to the next steps to implement the community plan and build on the positive momentum that has come from developing the Plan.

ENGAGING WITH MĀORI | TE MAHI TAHI KI TE MĀORI

22. Council is committed to continually enhancing our relationships with Māori, recognising the unique position of tangata whenua in our district in relation to the Community Plan. This has been a joint commitment with Iwi/Māori specifically Ngāti Whakatere since the start to be part of working collectively as part of the community to bring this plan to life.

CLIMATE CHANGE | NGĀ ĀHUARANGI HURIHURI

23. There is no climate change impact associated with adopting the Shannon/Otāuru Community Plan.

FINANCIAL AND RESOURCING | TE TAHUA PŪTEA ME NGĀ RAUEMI

24. There is no financial and resourcing impact associated with the decision to adopt the Shannon Community/Otāuru Plan. Ongoing work associated in developing the community plan will be covered by the existing operational budget. Council funding to support new projects and initiatives identified in the Community Plan would need to be considered through the budgeting processes associated with the Annual Plan and Long Term Plan.

LEGAL AND RISK | TE TURE ME NGĀ MŌREAREATANGA

25. There is no legal and risk impact associated with adopting the Shannon/Otāuru Community Plan.

POLICY IMPACT | NGĀ PĀTANGA I NGĀ KAUPAPA HERE

26. There is no policy impact associated with adopting the Shannon/Otāuru Community Plan. The development of the Community Plan aligns and helps fulfil Blueprint Action 12 (Work in partnership with our community to achieve locally owned vision and goals).

COMMUNICATIONS AND ENGAGEMENT | TE WHAKAWHITI PĀRONGO ME TE MAHI

27. The adoption in Shannon provides a significant engagement opportunity with the Shannon community and there will be further engagement through development of the action plan.

Communicating with our Community | Te Whakawhiti Pārongo ki te Hapori

28. There has been significant community interest in this process so the outcome of Council's decision will be eagerly awaited. Council will communicate this decision through its established communication channels in addition to those used during the development of the community plan.

NEXT STEPS | HEI MAHI

29. If Council adopt the Shannon/Otāuru Community Plan, the next step is to develop the action plan for implementation of the Plan and to advise the Shannon community.

Confirmation of statutory compliance

In accordance with sections 76 - 79 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their advantages and disadvantages, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

ATTACHMENTS | NGĀ TĀPIRINGA KŌRERO

No.	Title	Page
A <u>I</u>	Shannon Otāuru Community Plan 2025	14
B <u>↓</u>	Draft Shannon Otāuru Community Plan presentation to Council 28 May 2025	18
C <u>⇒</u>	Shannon Otāuru Community Plan Submissions (Under Separate Cover)	



Our Journey

The Shannon Community had voiced their support for a Shannon Community Plan, and during the Long Term Plan 2024-2044 process, several Shannon community members called for the next Community Plan to be in Shannon. With such a strong case made, Council agreed and it became one of Council's Top 12 Priorities.

In September 2024, Horowhenua District Council, Ngāti Whakatere, and the Shannon/Otāuru Community united/came together to envision a brighter future through the development of a Shannon Community Plan. A series of public meetings followed, starting at Whakawehi Marae, then moving to Memorial Hall and the Shannon Library.

In December 2024, a dedicated Working Group was formed to drive the development of the Shannon Community Plan including local iwi and community members, local business and organisation representatives, and Council representatives. Their unwavering commitment to this incredible community shone through in their extensive outreach, including an evening drop-in session and seven evening interactive workshops. This community plan embodies the hopes and dreams of our Shannon/Otāuru community.

These high-level goals serve as a framework for decision-making and strategy, which paves the way for transforming our aspirations into reality. By collaborating, we can ensure Shannon/Otāuru thrives as a place that values Partnerships with lwi/hapū and community, and prioritises Nature and Built Environment, Community Assets and Services, Economic Growth and Community Spirit, Connections and Lifestyle. This plan is a living document and will evolve as we navigate changes in our environment, leadership, and political landscape.

Shannon/Otāuru Community Plan



Add photo here of the Working Group

Next Steps - Implementation

The Working Group will continue to work with the community, businesses, organisations, and Horowhenua District Council about potential avenues of assistance and how to bring these actions to life. The success and delivery of this plan is not expected from one organisation or group but requires all parts to be working together. The implementation of the plan will be monitored yearly to track progress and to keep our vision aligned.



















	able in hard copy at the local and the library
Shannon Community Development Plan - Feedback	What is your age range? (Select 1 option) Under 25 25:34 25:44 35:44 55:64 65:74 75:4
Privacy Statement Al Information collected will be used to inform the final Shannon Community Plan document. We are not collecting information for any other purpose and your responses will remain confidential to the members of the Strategic Planning Team at Horowhenua District Council. You are not obliged to privide personal details if you do not wish to. All questions are optional. The Privacy Act 2020 applies when we collect personal details and this information will only be used for the purposes stated. You have the right to access and correct any personal information we hold about you. Answering the following questions helps us to understand what part of the community is providing feedback.	What is your ethnicity? (Belect 1 or more options) You may lick multiple boxes if applicable Naz Zastard European Bancon Cosk Islands Mitot Nisam Okine Indian Parter to say Other
How long do you spend in Shannon in one year? (Select 1 option) Permanent resident More than two months More than one month A week or two Day visits	Other: please state/specify What is your gender? (Select 1 option) Wate Firmate Prefer not to answer: Other - I refer to myself as:
Which of the following best describes your connection to Shannon? (Select 1 or more options) I live in Shannon I work in Shannon I spend my lissue time in Shannon None of the above	Do you live with impairments/long-term health conditions or, do you identify as disabled? (Select 1 option) Yes No Prefer not to answer
Feedback close	ed on Feb 24











to tables	Q1 – What are the things you appreciate and value?	Q2 – Needs to be changed/ improved or is missing	Q3 - Opportunities	Q4 – Anything else
Community Spirit, People, Feeling safe	Community spirit/feel 79	Park upgrades (Playground/Play equipment/shades/BBQarea) 42	More businesses/shops 39	Growth opportunities (Upgrade, more businesses)
	People 58	More/upgrade public toilets 18	Tourism/attractions 26	Tourism/attractions
lwi, hapū, marae	Peaceful & quiet 15	Splash pad 16	Opportunities for growth/02NL 18	Town appearance/attractiveness
Businesses/Organisations, Growth opportunities	Small town 14 Safety 6	Berms 14	Appearance/attractiveness 9	Other
	Safety 6	Clear Signage 10 Shannon Domain upgrade 8	Job opportunities 5 Promotion as a destination 5	Berms
Accessibility, Proximity Parks & Property, Environment/Surroundings	Semi-rural lifestyle 3	Gym/Exercise equipments at 8 parks/grounds	Accommodation/Motorhome user 5	Parks upgrade
		Bike/Pump/Motor track 8	Develop vacant properties 4	More public toilets
Facilities	Local businesses/Shops 26	Walkways/Walking tracks 8	Industrial/community family hub 4	Memorial hall – for community run by community
Roads & Footpaths	Four Square 19	Courts maintenance/upgrade 6	Farmers market/other 2	Walkway/Cycleway
Water main, Storm water	School 10	Dog park 6	Rest stop for trucks/travellers 2	Other
	Other 11	Drinking water fountains 5	Other 12	
Public transport	Accessibility (getting around town c 18	Weed Control 4 Recreational hub 4	More events 14	Mana whenua voice History
Housing	Accessibility (getting around town c 18	Camping ground/RV parking &	Community space/hub 6	Other
Health	Natural environment 17	facilities	Youth activities/space 6	
Community/Events	Parks 11	Community garden 3	Regular markets (Farmers & other) 4	Feeling safe
	Grounds 10	Other 16	Other 8	Strong community & vibe
Clubs, Groups	Other 10			Motivation of community
History		Economic Development 32	Environmental/Native/Climate 8	
Education	Library 12	Appearance of main street/town 12	Playground upgrades 6	Footpaths
	Pools 4	Promotion of the great things to do 3	Parking 4	Speed bumps/traffic speed
Emergency Management	Other 3	Things to do (attractions) 4 Before and after school care 3	Splash pad 4 Walkways/tracks 4	Street lights/solar powered lights Other
Other	Key 178 Surveys 11		Drop in Session (+)	i (
32 - Davient Johnson Links		Data Analys	sis and Proce	ess



A further five evening workshops/meetings including this hui above where Council staff, Stats NZ, Sport Manawatu and Police NZ attended to share how they can support.







Our Vision

A vibrant town filled with community spirit and resilience, aspiring for a thriving economy while enhancing recreational spaces, protecting the environment, and valuing our cultural connections.

Partnerships with Manawhenua

Our Iwi/hapū values our Community, every individual and group. As mana whenua, we want to preserve, respect, share and celebrate our history, culture and traditions. Together we can build a thriving, sustainable, and culturally vibrant community.



Our Key Priorities

NATURE & BUILT ENVIRONMENT (translate - te reo Māori) **Our Community is** dedicated to fostering and improving our Toa ā-Hapori ARA environment for the WĀTEA SHARED ZONE KAUMĀTU/ AGED benefit of both present R and future generations. 50 PAPA Tünga Pahi WAI AWA **Bus Stop**



COMMUNITY ASSETS & SERVICES

(translate - te reo Māori)

Our Community appreciates its unique strengths and recognises its need to uplift and enhance our shared experiences.



TOURISM/ ECONOMIC DEVELOPMENT

(translate - te reo Māori)

Our Community strongly values our local businesses and is committed to promoting their growth. A stronger, more robust economy will contribute significantly to enhancing the quality of life within our community.











Next Steps -Implementation



The Working Group will continue to work with the community, businesses, organisations, and Horowhenua **District Council about potential** avenues of assistance and how to bring these actions to life. The success and delivery of this plan is not expected on one organisation or group but requires all parts to be working together. The implementation of the plan will be monitored yearly to track progress and to keep our vision aligned.