

**ASSETS/INFRASTRUCTURE
COMMITTEE MEETING**

ORDER PAPER

Thursday, 12 December 2019, 9.30am

**Council Chamber, Rangitikei District Council
46 High Street, Marton**

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Chair - Councillor Dave Wilson

Deputy Chair - TBC

Membership

Councillors Cath Ash, Nigel Belsham, Brian Carter, Fi Dalgety, Gill Duncan, Jane Dunn, Angus Gordon, Richard Lambert and Waru Panapa.

His Worship the Mayor, Andy Watson.

Please Note: Items in this agenda may be subject to amendments or withdrawal at the meeting. It is recommended therefore that items not be reported upon until after adoption by the Council. Reporters who do not attend the meeting are requested to seek confirmation of the agenda material or proceedings of the meeting from the Chief Executive prior to any media reports being filed.

Making this place home.





Rangitikei District Council

Assets and Infrastructure Committee Meeting

Agenda – Thursday 12 December 2019 – 9:30 a.m.

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The quorum for the Assets and Infrastructure Committee is 6.

Council's Standing Orders (adopted 31 October 2019) 11.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

1 Welcome

2 Council Prayer

3 Apologies/Leave of Absence

4 Appointment of Deputy Chair

Clause 25, Schedule 7 of the Local Government Act 2002, which relates to voting systems for certain appointments (including the election or appointment of the deputy mayor, the election or appointment of the chairperson and deputy chairperson of a committee, and the election or appointment of a representative of the local authority), states that:

(2) ... a local authority or a committee (if the local authority has so directed) must determine by resolution that a person be elected or appointed by using one of the following systems of voting:—

(a) the voting system in subclause (3) ("system A");

(b) the voting system in subclause (4) ("system B").

(3) System A—

(a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and

(b) has the following characteristics:—

(i) there is a first round of voting for all candidates; and

(ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and

(iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and

(iv) in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

(4) System B—

(a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and

(b) has the following characteristics:

(i) there is only 1 round of voting; and

- (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.

Recommendations:

- 1 That EITHER System A OR System B be used to elect the Deputy Chair of the Assets/Infrastructure Committee.
- 2 Thatbe appointed Deputy Chair of the Assets/Infrastructure Committee.

5 Terms of Reference

The Terms of Reference are attached to review and confirm.

Recommendation:

That the “Terms of Reference” be reviewed and confirmed.

6 Members’ conflict of interest

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

7 Confirmation of order of business

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, be dealt with as a late item at this meeting.

8 Chair’s Report

A verbal report will be provided at the meeting.

Recommendation:

That the verbal ‘Chair’s Report’ to the 12 December 2019 Assets/Infrastructure Committee meeting be received.

9 Infrastructure Group Report November 2019

A verbal update will be provided at the meeting.

Recommendation:

That the verbal ‘Infrastructure Group Report November 2019’ to the Assets/Infrastructure Committee meeting on 12 December 2019 be received.

10 Community and Leisure Services project and activity report

A report is attached.

File: 5-EX-3-4

Recommendation:

That the 'Community and Leisure Services project and activity report' to the Assets/Infrastructure Committee meeting on 12 December 2019 be received.

11 Receipt of minutes from the last meeting in the 2016-19 triennium

The minutes of the Assets/Infrastructure Committee meeting from 12 September 2019 are attached for information only.

File ref: 3-CT-13-2

12 Late items

As agreed in Item 6.

13 Future items for agenda

14 Next meeting

Thursday 13 February 2020, 9.30am

15 Meeting closed

Attachment 1

Council's three standing committees for the 2019-22 triennium

	Finance/Performance	Assets/Infrastructure	Policy/Planning
Chair	Cr Belsham	Cr Wilson	Cr Gordon
Purpose	To ensure robust and transparent management of the Council's finances and maximising performance	To ensure sustainable management of Council-owned assets/infrastructure which achieves compliance with government requirements and high community satisfaction	To ensure the Council has a comprehensive planning, policy and regulatory framework which reflects legislative requirements and builds resilient communities
Outcomes <i>The Council and the community are confident that.....</i>	<ul style="list-style-type: none"> the Council's financial position and the delivery of Council services are <ol style="list-style-type: none"> robust, readily accessible, are monitored and reported regularly and accurately, maximise efficiency from robust information systems, reflect good practice, and compare favourably with councils of similar size and characteristics. the rates struck each year – <ol style="list-style-type: none"> are a fair representation of the cost and availability of 	<ul style="list-style-type: none"> the Council's continuing investment in its infrastructure is clearly supported by – <ol style="list-style-type: none"> accurate condition information and assessment, intelligent procurement, sound asset management practice, scheduled reviews of timeframes and priorities, and informed understanding of present and future demand, in terms of legal requirements, economic activity and demographic projections. 	<ul style="list-style-type: none"> the Council's plans are developed openly with the District's communities, reflect agreed priorities and are effectively implemented. the Council's policies and bylaws recognise and support the priorities of the District. the Council's engagement with communities – <ol style="list-style-type: none"> is robust, occurs collaboratively, secures support from external agencies including central government, and builds resilience.

	<p>services and facilities within the District,</p> <p>(ii) align favourably with the local government sector price index changes,</p> <p>(iii) avoid large differences between years, both for individual ratepayers and the District as a whole,¹</p> <p>(iv) do not result in material variations of payment by ratepayers in different area units.²</p> <ul style="list-style-type: none"> the District draws benefit from collaboration with other councils and agencies through demonstrable – <ul style="list-style-type: none"> (i) lower costs, (ii) improved services, and (iii) stimulus to the local economy 	<ul style="list-style-type: none"> opportunities for community management or ownership of Council facilities and local service contracts are thoroughly canvassed and implemented when demonstrably financially viable 	<ul style="list-style-type: none"> the Council looks for opportunities to protect the environment and to anticipate likely impacts on the District from climate change. the Council is well informed of all relevant government legislation and policies, and endeavours to influence proposed changes to these where the interests of the District are significantly affected.
Terms of reference	<ol style="list-style-type: none"> Financial strategy *Statutory financial policies³ Oversight of Council budgeting and financial management Investments and loans 	<ol style="list-style-type: none"> Infrastructure strategy Asset management planning Council owned infrastructure <ul style="list-style-type: none"> Water (including rural water supplies) 	<ol style="list-style-type: none"> *Annual Plan/Long Term Plan Legislation and governance issues *Statutory non-financial policies and statements Consultation processes⁶

¹ This will be achieved by rates modelling for all properties (and the consequent availability of ‘dummy’ rates assessments).

² These are the Statistics New Zealand group of mesh blocks.

³ As prescribed by the Local Government Act 2002 section 101.

⁶ Section 76AA of the Local Government Act 2002 provides for a Significance and engagement policy.

	<ol style="list-style-type: none"> 5. Major contracts⁴ – approval and subsequent monitoring 6. Regional collaboration/shared services with other councils 7. Economic development initiatives 8. Property sales, leases and licences to occupy 9. Forestry 10. Council-funded grant schemes⁵ <p>*Up to adoption</p>	<ul style="list-style-type: none"> • Sewage and the treatment and disposal of sewerage • Stormwater drainage • Consents management <ol style="list-style-type: none"> 4. Council roading and footpath network <ul style="list-style-type: none"> • Programme monitoring • Emergency works • New Zealand Transport Agency funding and requirements 5. Council owned facilities – <ul style="list-style-type: none"> • halls, toilets • parks, reserves, • swimming pools, community housing, • libraries, information centres • cemeteries 6. Solid waste management 	<ol style="list-style-type: none"> 5. Governance-level policies (non-statutory) 6. Path to Well-being Initiative and other community development programmes 7. District Plan monitoring 8. *Bylaw development and review 9. Emergency management planning <p>*Up to adoption</p>
Delegations	Each Committee has the power to delegate to a sub-committee any authority or power to determine matters within its field of activity or responsibility, as covered by Section 32(3) of Schedule 7 of the Local Government Act 2002		
Exclusions	Matters prohibited under clause 32(1) Schedule 7 of the Local Government Act 2002 from being delegated: <ul style="list-style-type: none"> • the power to make a rate, • the power to make a bylaw, • the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan, • the power to adopt a long-term plan, annual plan or annual report, • the power to appoint a chief executive, • the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement, or 		

⁴ Those exceeding the delegation to the Chief Executive to approve or where that delegation is not exercised.

⁵ Currently the Community Initiatives Fund and the small projects grants made available to Community Boards and Community Committees.

	<ul style="list-style-type: none"> the power to adopt a remuneration and employment policy. <p>Other matters to be dealt with directly by Council</p> <ul style="list-style-type: none"> Council's governance structure, standing orders etc., Council representation on external bodies, Remuneration to Elected Members (including allowances and reimbursement of expenses), Delegations to the Chief Executive and other staff, Submissions (and deliberation on submissions), Petitions and Public Forum, Recommendations from the Community Boards or any Council committee (including Te Roopu Ahi Kaa, the community committees and the rural water supply management sub-committees), Liaison and agreements with Iwi Reports from the Chief Executive on staffing, internal capability, process and system improvements, and other operational matters, Responses made to any exercise of Ministerial powers of assistance and intervention⁷ and Any matter deemed necessary to be considered in a 'public excluded' meeting. <p>Any resolution at any Committee which three or more Elected Members vote against and ask for their votes to be recorded <i>or</i> which the Chair rules (on the basis of advice from the Chief Executive) as being substantially different from any option presented in the officer's report – such resolutions to be recast as recommendations to the Council.</p>
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Adopted by Council, 31 October 2019: 19/RDC/....

⁷ Local Government Act 2002, Part 10.

Attachment 2

Community and Leisure Assets

Project updates, November 2019

1. Bulls Community Centre

Progress during the month of November by on site trades is:

- Exterior sheathing for ground floor complete
- Exterior sheathing for first floor complete
- Exterior sheathing for second floor pavilions complete
- Electrical rough in/pre-line progress
- Plumbing rough in/pre-line in progress
- Mechanical rough in/pre-line progress
- Aluminium window and panel frame work installation is in progress
- Steel column and beam intumescent coating in progress
- Internal stage framing in progress
- Internal back stair framing in progress
- Internal wall framing in progress
- Internal lobby/learning centre stair install in progress
- Elevator frame installation in progress
- Internal pavilion floor framing in progress
- First grind of concrete floor of lobby and learning centre in progress
- Drainage for remainder of hall in progress
- Sprinkler installation in progress
- Town square, car park, bus lanes & bus stops out for pricing
- Fire water tank has been located
- Pavilion roof membrane installation in progress
- 2nd floor roof insulation installation in progress
- 2nd floor roof membrane installation in progress



2. Marton B & C Dams

Installation of biodegradable plant guards around the 18,000 native shrubs which were planted last winter has commenced. The guards will reduce on-going maintenance time and replacement costs by protecting plants from browsing animals, minimising spray damage and assisting with moisture retention during the summer period. Weed control of blackberry, pine, gorse, broom, willow, banana passionfruit and pink ragwort is on-going. Site preparation for next winter's planting will commence shortly. 10 additional predator traps will shortly be purchased to boost predator control throughout the area.

3. Hautapu River Parks

The Department of Conservation (DoC) has signalled a concern about the botanical values of the Taihape Scenic Reserve (which partly falls within the scope of the Hautapu River Parks project area). Vivienne McGlynn was on-site on 25 September to undertake a preliminary environmental impact assessment and made a further site visit on October 23. She has since submitted a report to DoC on the assessment of effects on vegetation by the proposed Hautapu River Parks project. No feedback has been received from DoC at this time.

4. Memorial Hall Playground Development

The finalised plan and budget is expected early 2020.

Funding was received from Creative Communities Scheme to go towards the collaboration with Ngā Wairiki Ngāti Apa to visually and creatively incorporate the iwi into the project.

The Council resolved to fix the lack of storm water service under the playground and further committed \$50,000 in 2020/21 from the Park Partnership Upgrade Fund towards playground equipment.

5. Toilets

Follett Street & Centennial Park

The concrete structures are being manufactured and will go through the curing phase which takes between 3 – 4 weeks.

A visit to confirm the final site and location will be held in February.

6. Halls

Fire Evacuation Schemes

The fire evacuation schemes have been approved by Fire and Emergency NZ for 2 Kokako Street (Taihape) pavilion and for Mataroa and Omatane halls.

Fire Safety Reports

Fire Engineering Services have been on-site to carry out an assessment at Marton Memorial Hall. To date, their report has not been received.

They also visited the King Street depot to provide some preliminary advice should alterations be carried out down there.

7. Taihape Memorial Park Development

Meetings have been held with Rugby, Netball, Taihape Area School, Taihape A & P, Dressage, Horse Jumping, Mōkai Pātea Services and Taihape Shearing to discuss the design concept of the proposed Amenities/Community facility. Their comments have been compiled and a meeting will be held with the Architect when he is next in Taihape (expected to be early January).

8. Bulls Domain

Interested persons attended a meeting in Bulls to discuss developing the Bulls Domain – grounds, equipment and building.

The Community & Leisure Services, and Parks & Reserves Team Leaders have also met on-site with Councillors Carter and Dunn, and Mr Barker of the Bulls Community Committee, who will lead this project. Mr Barker and both Councillors are meeting with the Bulls & District Community Trust to further discuss the way forward for this project.

Around the same time the Community & Leisure Services Team Leader and the Property Compliance Officer attended a workshop on Strategic Asset Management for Building and Property Portfolios. Content covered included: strategic asset management, organisational context for asset management, information management, condition and performance assessment, levels of service, forecasting and managing demand, and developing long term renewal forecasts.

Skills learnt at this workshop have been implemented, commencing with an inspection of the Bulls Domain pavilion/public toilets. This building has had no renewal work undertaken for a number of years. Further investigation and pricing is still being undertaken as part of this assessment, including an asbestos survey.

9. Swim Centres

Taihape Swim Centre

- A free school water safety program is being delivered by the Taihape Swim centre staff. Participants are Taihape Area School junior and middle years, with the St Josephs, Moawhango and Mataroa Cluster schools commencing in early December
- Learn to swim and squad swimming began at the start of the school term
- Papanui Junction, Moawhango and Pukeokahu schools have commenced their swimming programs
- Green Prescription program has been implemented again this season
- Aqua Aerobics has also now restarted
- All processes are now in place to achieve PoolSafe accreditation

Marton Swim Centre

- Learn to Swim numbers have increased from last season by approx. 20%
- Marton Swim club has rebooked 3 lanes twice a week for their swim program
- Aqua aerobics has restarted on Wed and Fri mornings.
- Ratana, Bulls, Marton, St Matthews, Nga Tawa, Huntley schools and one of the Kōhanga Reo have all booked for their swimming programs.
- Bulls Scouts and Marton Cubs have booked space for members to gain their swimming badges
- A ladies fitness/learn to swim class has been implemented.
- Negotiating a date for the annual Mitre 10 triathlon run by Sport Wanganui and sponsored by Nicholls Swim Academy has begun.
- It is expected that all processes will have been completed by February to confirm the status of PoolSafe accreditation

10. 22 Tui Street

Consideration is currently being given to options/opportunities for the further development/enhancement of Council's community housing portfolio. Staff attended a Local Government New Zealand workshop on 24 October 2018 which considered policy options to propose to central government to enable councils to both maintain their current investment in social housing and expand that investment should they choose to do so. Council's decision to terminate the lease of the Queen Carnival Building at 22 Tui Street opens up this site to alternative use once that building and the Conference Hall are removed. The presence of asbestos means that relocation of the Queen Carnival Building is not feasible. Quotes are being sourced for demolition of both buildings and clearing the site. The Taihape Community Board supports this action.

11. Community Housing

Annual housing inspections commenced with inspections carried out in Taihape, Bulls, Ratana and Marton. Aside from those tenants that were unavailable on the day of their inspections, all flats have now been inspected.

Data is currently being entered into a spreadsheet designed to match the requirements of the Otago Medical School suggested building warrant of fitness. This will be completed in time for results to be included in next month's report.

Grey Street House

Documentation is presently being prepared to advertise the Grey Street (Marton) house for removal (which will be indicated as the preferred option) or demolition.

12. Asbestos Surveys

Precise Consulting have undertaken asbestos surveys at:

- Marton Plunket and Restrooms (no asbestos was detected in the sampled materials; asbestos is presumed in areas where there was no access or where access was not gained due to live services e.g. ceiling and floor void, fuse board; action required – the fuse board and water cylinder be labelled as presumed asbestos),
- Hunterville Plunket and Restrooms (no asbestos was detected in the sampled materials; asbestos was presumed in the floor void and cleaning cupboard), and
- King Street Depot (no asbestos was detected, no action required).

13. Libraries & Info Centre

Zebong the Storyteller visited Bulls, Marton and Taihape Libraries in October as part of a school holiday programme.

The District Librarian attended the LIANZA conference at the end of October.

Bulls, Marton and Taihape Libraries are all running a summer holiday reading programme.

Recommendation:

That the 'Community and Leisure Services project and activity report' to the Assets/Infrastructure Committee meeting on 12 December 2019 be received.

Gaylene Prince
Team Leader
Community & Leisure Services

Appendix 1

COMMUNITY AND LEISURE ASSETS GROUP OF ACTIVITIES 2019/20				Nov-19		
	Major programmes of work outlined in the 2019/20 Annual Plan					
What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Parks and Reserves	Parks Upgrade Partnership Fund - 2019/20 Budget	A grant of \$7882.00 was approved to fund the Hunterville Domain fitness track. Further grants of \$35,000 (to support stage 1 of the redevelopment of the community playground at Ratana Paa) and \$25,000.00 (towards the Hautapu River Parks project) had been made.An application was received for Marton Memorial Hall Playground, Council has made a grant of \$50,000 to be available in the period 2020-2021 for the Parks Upgrade Partnership Fund. Application was received from Onepuhi and Porewa Community Group for the development of Onepuhi reserve. Funding of \$5800 was approved for the project.	No applications have been received.	1-Jul-19	30-Jun-20	
	Marton B&C Dams - implement the management plan for the B & C Dams	Management Plan had been completed.	Installation of biodegradable plant guards around the 18000 native shrubs which were planted last winter has commenced. The guards will reduce on-going maintenance time and replacement costs by protecting plants from browsing animals, minimising spray damage and assisting with moisture retention during the summer period. Weed control of blackberry, pine, gorse, broom, willow, banana passionfruit and pink ragwort is on-going. Site preparation for next winter's planting will commence shortly. 10 additional predator traps will shortly be purchased to boost predator control throughout the area.			
	Marton Memorial Hall Playground - (community-led upgrade/redevelopment)	Marton Development Group (MDG) considered a redesign of the plan to create a destination playground. Sarah Collins and Aynsley Cisaria from Boffa Miskell visited Marton and looked over the current site and met with the MDG and other key stakeholders. A & C surveys completed a comprehensive site survey for items requested by Boffa Miskell. Council investigated the best option for lighting to Memorial Hall Playground. MDG met with the designers and agreed to the concept which had now entered the phase of preparing the proposal and presentation of the final design. A time frame for this was dependent upon collaboration with manufacturers regarding bespoke equipment. MDG would use this time to engage with various groups over the draft concept. Funding was received from Creative Communities Scheme to go towards the collaboration with Nga Wairiki Ngati Apa to visually and creatively incorporate the iwi into the project. The council resolved to fix the lack of stormwater service under the playground and further committed \$50k from the Park Partnership Upgrade Fund. Consideration had been given for options for the public toilets at Memorial Park Playground. Options included a stand alone facility or upgrading the Memorial Hall toilets and providing external access for playground users. Further work was required on costings and fire report recommendations before a decision is made.	The finalised plan and budget is expected early 2020.			Ongoing fundraising to continue.
	Memorial Park Taihape - develop and implement a plan to maximise recreational opportunities	Finalised concept plan from Isthmus Group received. Resource Consent approved by HRC for minor modification of the Hautapu River banks, work completed. Willows removed from the edge of the river at Papakai swimming spot(funded by HRC). RDC Parks and Reserves Team removed stone and concrete from Papakai Reserve earthworks. SOFOT requested from Frame Group detailed drawings and specifications for the four bridges. An application for funding was submitted to Dudding Trust for the cost to build the bridges. MOU to be developed between the RDC and the SOFOTS. A July meeting was held with the SOFOT, RDC and other effected parties to work out logistics of a global resource consent for future work at Hautapu River Parks. The draft MoU was extended to include DoC and Horizons and had been circulated to these parties. A further meeting was held to discuss what tracks would require maintenance vs development etc. The Department of Conservation signalled a concern about the botanical values of the Taihape Scenic Reserve (which partly falls within the scope of the Hautapu River Parks project area). Vivienne McGlynn would be on-site on 25 September to undertake a preliminary environmental impact assessment.	Vivienne McGlynn has produced an assessment of effects on vegetation for the proposed track network in the area covered by the Hautapu River Parks project. This is currently being reviewed by Department of Conservation. SOFOT are working on a draft resource consent application (land disturbance; and works in a waterbody including bridges) to Horizons Regional Council, and confirming with RDC what documentation is required for a building consent (or exemption) for the bridges.			Consent applications to be completed early 2020.

	Santoft Domain - community-led upgrade	Development Plan drafted, committee having on-going discussions on the development of this reserve. Spraying of young lupin on-site by the committee. Plants ordered for shelter planting from Pioneer Nursery for planting during June 2019. The committee investigated the installation of a shallow well to provide stock water on-site, they are also looking at the feasibility of moving seven large used water tanks to site. Fencing had been completed for 2019 planting areas.				
	Onepuhi Reserve - Supporting the Onepuhi and Porewa Community Group	A meeting was held with Margaret Stewart to discuss the Parks Upgrade Partnership funding programme, and to determine what other tasks staff could undertake to assist with this project. An application for funding was considered as a separate item. \$5800.00 was granted at the Assets & Infrastructure Meeting. The Community & Services Team Leader and Principal Advisor - Infrastructure met on site with the representatives of the Onepuhi and Porewa Community Group and Rangitikei Aggregates and discussed development ideas.		1-Jul-19		
	Support Rangitikei Environment Group (REG)	The northern and southern operational teams commenced October 22.	A utility has been supplied for use by the group. REG will be meeting early December and the Parks & Reserves Team Leader will be attending the meeting.			
	Support Ratana Playground Upgrade					
What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Community Housing	Refurbishment of Housing Stock	Two flats had been redecorated and new blinds had been installed. Annual housing inspections had commenced with inspections carried out in Taihape, Bulls and Ratana and all but one of block of flats in Marton.	Annual inspections have been completed aside from those tenants that were not home. Results are being compiled into the warrant of fitness spreadsheet (based on the Otago Medical School document).			Warrant of Fitness data entry will be completed. Strategic planning for renewals will be programmed.
	Options for new/replacement facilities		A report will be presented to the December Taihape Community Board outlining the possibility of the site at 22 Tui Street being used for new community housing.			
What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Cemeteries	Taihape - New Carpark Stage I					
	Rangatira (Hunterville) and Mt View (Marton) extension	Rangatira extension has been completed. Mt View extension was deferred until 2020/21, with this funding used to purchase additional land at Rangatira.	Project is complete for 2019/20			
	Turakina - revoking closed status					
What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Swimming Pools	Marton - new boilers	On-site meeting held between Council Staff, and Swim Centre Contractor. Agreed that the balance tank previously used for the former Dive Well maybe an option as a balance tank for the Learner pool. Condition of former dive-well balance tank for use as a balance tank for the Learner Pool was considered. Insulation options for the balance tank was also being considered with a view to reducing operating costs of recycling the water.				Condition assessment of balance tank.
What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Camp grounds	UV treatment at Dudding Lake, Koitiata and Scotts Ferry					
What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Public toilets	Follett Street, Marton (completion)	Council confirmed at its September meeting that the toilet facility would be placed at the Follett Street site. Contact had been made with two contractors who supply pre-fabricated toilet facilities to arrange an on-site appointment to consider options, obtain quotes, etc. "Before you dig", was obtained. Resource consent was lodged. Marton Community Committee requested a variation to the design, it was considered and approved by Council on 2 May and approval sought from neighbouring properties for the amended design. This was lodged with the Regulatory team. The amended design has created some time delays with the resource consent process. The design was being reviewed considering options for materials/design of the roof with an aim to meeting conditions of the Building Act, and avoiding the high voltage underground power supply. Fire design assessment was carried out and identified the toilets may be situated closer to the existing walls as the buildings were all on the same title. The designer was now making the necessary changes to have the Colonial design to fit the site. Resource consent was issued and an order was placed for the unit. The concrete structures have been manufactured and will go through the curing phase which takes between 3 – 4 weeks. A visit to confirm the final site and location will be held in February.				
	Mangaweka Campground (depending on timing and location of the new bridge)					

What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Community Buildings	Bulls Community Centre – construction (completion December 2019): <i>Council awarded C1084 Bulls Community Centre Construction to W & W Construction . The Archaeological Authority was issued on 16 October. Agreement in principle was reached with the joint venture to increase the total footprint to 3595m2. Contractor was on-site 10 December.</i>	<ul style="list-style-type: none"> • All ground beams complete • Ground floor concrete pour complete • Structural steel column installation complete • First floor steel beam installation complete • First floor precast beam installation complete • First floor reinforcing steel installation complete • First floor concrete pour complete • Second floor steel beam installation complete • Second floor precast beam installation completed • Second floor reinforcing steel installation completed • Second floor concrete pour completed • Fill columns with self-compacting concrete completed • Basement drainage install completed • Domestic water supply and power ducting were installed across Criterion street. • Exterior wall framing for ground floor is complete • Exterior wall framing for first floor is complete • Exterior wall framing for second floor pavilions is complete • Pavilion timber roof framing is complete • Pavilion roof sheathing is complete 	<p>Progress during the month of November by on site trades is:</p> <ul style="list-style-type: none"> • Exterior sheathing for ground floor complete • Exterior sheathing for first floor complete • Exterior sheathing for second floor pavilions complete • Electrical rough in/pre-line progress • Plumbing rough in/pre-line in progress • Mechanical rough in/pre-line progress • Aluminium window and panel frame work installation is in progress • Steel column and beam intumescent coating in progress • Internal stage framing in progress • Internal back stair framing in progress • Internal wall framing in progress • Internal lobby/learning centre stair install in progress • Elevator frame installation in progress • Internal pavilion floor framing in progress • First grind of concrete floor of lobby and learning centre in progress • Drainage for remainder of hall in progress • Sprinkler installation in progress • Town square, car park, bus lanes & bus stops out for pricing • Fire water tank has been located • Pavilion roof membrane installation in progress • 2nd floor roof insulation installation in progress • 2nd floor roof membrane installation in progress <p>The project team, architect, and engineers are working to finalising the decorative elements of the building and continuing to work out design details of the bus stop, car park, and town square. Ngā Wairiki-Ngāti Apa and Ngāti Parewawahawa are involved in this process.</p>	On-site 10 December 2018	20-Mar-19	<p>Pavilion roofs framed and lined with ply</p> <p>Lift shaft steel erected</p> <p>Window subframing to level 1</p> <p>Flashings</p> <p>Windows to be installed</p> <p>Membrane on Pavilion</p> <p>Cladding started</p> <p>Plenum floors</p> <p>Membrane main roof</p>
	Marton Civic Centre Development – feasibility study and (subject to Council approval) detailed design	At its December 2018 meeting Council agreed to the appointment of WSP Opus Ltd to develop concept designs for the Marton Civic Centre. WSP Opus worked on detailed engineering assessments, they also carried out the survey of the exterior building using a drone. WSP Opus structural team commenced the detailed structural assessment of the buildings. The work undertaken is, in part, a feasibility study regarding the conversation/preservation of built heritage. A detailed interior survey of all four buildings has also been completed. WSP Opus presented two 50% draft Concept Designs to a Project Team/User group meeting in May on the two different options for the site (retention of as much heritage as possible and demolition and new build), at which it was agreed to hold a further workshop (on 23 May) to provide comment back to WSP Opus. A workshop on the progress with the business case for this project was held with Elected Members on 13 June 2019. A decision was made to have design work on an option which retained the street facades and Davenport interior (being highly significant heritage) and suspend further work on the demolition-new build option. WSP Opus had confirmed that it would be able to have completed costed designs for a workshop with Elected Members on 8 August 2019. The Lottery Environment and Heritage Committee approved a grant of \$50,000 as a contribution to the project, not seeing the project (or at least the application for it) as a full feasibility study. A workshop with WSP Opus to review the costed designs was held on 29 August 2019, ahead of the Council meeting that day. Council resolved to seek further information on the availability of funding specifically targeting the retention of heritage, with this information to form part of the future community engagement process.				Seek further information regarding possible funding avenues.
	Marton Memorial Hall - repainting					
	Community amenities on Taihape Memorial Park	At its November meeting, Council confirmed the site for the new amenities building as being in location between No 3 field and the courts, encroaching onto the last court if necessary. A draft scope was circulated to the Clubs Taihape Representatives. Council sought proposals through a selected invitation process for the completion of a concept design. Copeland Associates Architects was appointed to prepare a design concept. Mr Copeland advised that a one two-storey building was the better option; economically, better solar orientation, etc. At the council meeting on 27 June a motion was passed to adopt Strategy 4 (a two storey, fully completed building) and that the CE negotiate by 20 August 2019 a Memorandum of Understanding (MoU) with Clubs Taihape. A further meeting was held with Clubs Taihape to discuss a draft MoU, which was presented at the August Council meeting. Council ratified the MOU for the funding and construction of the proposed new facilities block on Taihape Memorial Park based on the agreed concept design. Meetings were held with Clubs Taihape and Rugby, Netball, Taihape Area School, Taihape A & P, Dressage, Horse Jumping, Mokai Patea Services and Taihape Shearing.	Feedback from the Memorial Park user groups that would potentially use the facility has been collated. A meeting to discuss feedback will be held with the Architect in early January when he plans to be in Taihape.			
	Taihape Town hall Upgrade - feasibility assessment					

Property other Projects	Proceed with intended disposal of surplus sites in Bulls to help fund the new multi-purpose facility	<p>High-level consideration of Council involvement in subdivision rather than outright sale of the larger surplus properties. Detailed scrutiny of the circumstances behind the acquisition of the Walton Street site, Haylock Park and the Criterion Street carpark behind the Medical Centre (with particular regard to offer back requirements). Clarification sought from Heritage New Zealand on how the heritage covenant on the Willis Redoubt could impact on other parts of the Walton Street site. At its January meeting, Council endorsed the formal agreement for the sale of the parking lot behind the medical centre to the Bulls Medical Centre Ltd. Subsequently this sale did not proceed and the property has been re-advertised. Staff held on-site meeting at Haylock Park to determine district plan and utilities requirements for proposed subdivision. Working on obtaining easements for sites containing Council infrastructure. Overall review and investigations of background titles, acquisitions, offer-back completed. 8 Walton Street – renovation of the relocated dwelling is almost complete. New (separated) Title expected very soon. Balance of Walton Street land held for housing - Two potential partners have reported it not viable; a third has reported favourably on costings to date. Some work still to be done on infrastructure costs. The Johnson St/Walker Crescent land has proved not commercially viable for potential partners approached.</p> <p>15 High Street – Clear Title now held. Proposals for disposal now under negotiation. Survey work for creation of easements over RDC Infrastructure in Bulls has been completed (Bus Depot and Information Centre, High St Toilets and Plunket, Town Hall and carpark, Walton Street). LINZ approval as to survey awaited. Documents will be registered pre-sale. Confirmation of disposal process for Walton Street and Haylock Park/Walker Crescent sites. Liaising with real estate agents re marketing of bus depot and information centre, Plunket and ex-toilets, and town hall sites. Expressions of interest was advertised for Walker Crescent and Walton Street closing date was 17 July 2019.</p>	8 Walton street was auctioned November 2.			
Carry forward projects 2018/19						
What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Parks and Reserves	Investigate and report on fencing the open drain at Marton Park The objective in fencing is to prevent small children falling into the deep-sided drain. However, it needs to be of an open mesh design so that the area remains visible.	An alternative to fencing is to create a gentle swale with a gradient which can be mowed. The Marton Community Committee supported engaging a design expert to advise on the best solution for minimising the risk from the open drain at Marton. Preliminary discussion held with landscape designer. Project was deferred until Parks & Reserves Team Leader role was filled.				A suitable Landscape designer will be engaged to develop a concept plan for this location.
What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Community	22 Tui Street development \$50,000 - Demolition of Conference Hall or to re-roof Women's Club building.	A report went to the February Council meeting and Council resolved to signal its intention to terminate the lease with Taihape Women's Club at 30 June 2019 and that the current users be offered the use of the Taihape Bowling Club. The Women's Club lease terminated on 2 August. Of the six regular users of 22 Tui Street, three had chosen to transfer to 2 Kokako Street (Memorial Park), one to the Taihape Town Hall, and two to Taihape Hospital. The presence of asbestos meant that relocation of the Queen Carnival Building was not feasible. Quotes were being sourced for demolition of both buildings.	A report has been prepared for the December meeting of the Taihape Community Board recommending that the buildings be demolished and that staff investigate the potential for community housing units to be built on this site.			
What are they	Programme/Activity	Status	Progress for this period	Start Date	Completion Date	Planned for the next two months
Swimming Pools	Marton - re-painting	Funding allocated in 2018/19 budget. Learner Pool painting is complete.	Painting of main pool is now complete.		20/08/2019	

Attachment 3



Rangitikei District Council

Assets and Infrastructure Committee Meeting

Minutes – Thursday 12 September 2019 – 9:30 a.m.

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Present: Cr Dave Wilson (Chair)
Cr Cath Ash
Cr Nigel Belsham
Cr Jane Dunn
Cr Angus Gordon
Cr Dean McManaway
Cr Lynne Sheridan
His Worship the Mayor, Andy Watson

In attendance: Mr Arno Benadie, Principal Advisor - Infrastructure
Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr Graeme Pointon, Strategic Property Advisor
Ms Bonnie Clayton, Governance Administrator

Tabled Documents: **Item 8** – Chair’s Report

1 Welcome

The Chair welcomed everyone to the meeting at 9.38am.

2 Council Prayer

Cr Wilson read the Council Prayer.

3 Public Forum

Nil

4 Apologies/leave of Absence

That the apology of Cr Rainey be received and the apology for lateness of Cr Sheridan be received.

Cr Aslett and Ms Raukawa-Manuel were noted as absent.

Cr Wilson/Cr Ash. Carried

5 Members' conflict of interest

Members were reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

There were no conflicts declared.

6 Confirmation of order of business

The order of business was confirmed, apart from noting that Item 14 was not available and item 8 followed item 6.

8 Chair's Report

The tabled report was taken as read. Cr Wilson highlighted his suggestion about an on-site meeting on the location of the new toilets at Centennial Park before construction starts.

Cr Sheridan arrived at 9.42 am.

Resolved minute number

19/AIN/050

File Ref

3-CT-13-4

That the 'Chair's Report' to the 12 September 2019 Assets/Infrastructure Committee meeting be received.

Cr Wilson/Cr Belsham. Carried

7 Confirmation of minutes

Resolved minute number **19/AIN/051** **File Ref** **3-CT-13-2**

That the Minutes of the 'Assets/Infrastructure Committee' meeting held on 8 August 2019 (without amendment) be taken as read and verified as an accurate and correct record of the meeting.

His Worship the Mayor/Cr Gordon. Carried

9 Progress with Strategic Issues

The Commentary was noted in the agenda.

The Mayor noted he would be meeting with McCarthy's Transport on key logging routes.

Stormwater disposal to the Tutaenui Stream from the proposal Hereford Heights subdivision required a consent from Horizons. A detention pond over two of the proposed sections had been proposed to allow a slower and more consistent rate of discharge. The road design at the Bredins Line entrance had been completed. The Committee asked that this be provide to Council, with costings.

10 Infrastructure Protection Update to 31 August 2019

The memorandum was taken as read.

Cr Wilson and Cr Dunn expressed the importance of regular communication with our asset landowners, then to report back to Council any concerns or feedback.

His Worship the Mayor raised a query about the new Ratana Bore, questioning the Ratana rates increase. Mr Pointon advised he will follow this up.

Resolved minute number **19/AIN/052** **File Ref** **6-CF-4**

That the memorandum 'Infrastructure Protection Update to 31 August 2019' to the 12 September 2019 Assets/Infrastructure Committee meeting be received.

Cr McManaway/Cr Belsham. Carried

Undertaking **Subject**

Mr Pointon to seek clarification on how Ratana rates will be compensated.

11 Marton C Dam spillway repairs update

Mr Benadie took the memorandum as read and highlighted the Committee on the following:

- There are two valves on the tower (one internal and one external). A diver had taken photos and work has since been undertaken on the old valves.
- There is a national guideline for dams; working is being done on meeting these.
- Plan A is to have the temporary repairs done, Plan B is to look into the bore. Work is being done on both the spillway repair and the bore.

Resolved minute number **19/AIN/053** **File Ref** **6-WS-3-6**

That the memorandum 'Marton C Dam spillway repairs update' to the 12 September 2019 Assets/Infrastructure Committee meeting be received.

Cr Belsham/Cr Ash. Carried

12 Putorino Landfill update

The memorandum was taken as read.

Mr Benadie updated the Committee on the following:

- Test have been undertaken for depth and contents. The fill consists of steel, building rubble and domestic rubbish. This does not extend to normal river level, it is 2m above river level. The papa base will not move.
- A temporary clean up is the focus to get through winter.
- The four solutions identified in the WSP Opus report have been put out for tender.

The Committee requested rough costings be provided to Council.

Cr Ash requested details on the contaminants and leachate.

Resolved minute number **19/AIN/054** **File Ref** **6-SO-1-8**

That the memorandum 'Putorino Landfill update' to the 12 September 2019 Assets/Infrastructure Committee meeting be received.

Cr McManaway/Cr Ash. Carried

Undertaking **Subject**

Mr Benadie to provide Cr Ash information on the contaminants and the levels in the Putorino Landfill.

13 Public access to Marton B & C Dams

Mr Hodder took the memorandum as read.

The Committee expressed a desire to accelerate the timing of public access to the Dams. The community has been part of the plantings, and it would be good to have them a part of the whole process – watch the trees grow.

Elected Members stressed that community engagement is needed about public access with clear guidelines – not just via social media, but also in the newspapers. This should state more fluid timelines as public access appears closer than it is stated in the report.

Elected Members asked about the cost to Council for pest control. Mr Benadie did not have the information on hand but would follow that up

Resolved minute number	19/AIN/055	File Ref	1-CP-4-17
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That the memorandum 'Public access to Marton B & C Dams' to the 12 September 2019 Assets/Infrastructure Committee meeting be received.

Cr Gordon/Cr Sheridan. Carried

Resolved minute number	19/AIN/056	File Ref	1-CP-4-17
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That the Assets/Infrastructure Committee recommend that Council look to fast-track the development staging outlined in the Boffa Miskell 'Tutaenui Reservoir 20-year Management Plan' as the basis for providing public access to the area, noting that in the meantime, access will be limited to authorised groups and individuals assisting in the development.

His Worship the Mayor/Cr Ash. Carried

Undertaking	Subject
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Mr Benadie is to provide costings of pest control and information on how successful hunting has been at the Dams.

14 Improvement plans from the 2019 residents' survey

This item was not available.

15 Parks Upgrade Partnership application

The application was taken as read.

Council would provide a letter of endorsement to an application to Horizons in 2020 by the Onepuhi and Porewa Community Group for support with riparian planting and the Horizons Community Grant.

The Committee commended the application as a great idea and that is fantastic to see a community group do this. His Worship the Mayor made mention of the change in the river, however that Horizons monitor this.

Cr Dunn left 11.08am-11.11am.

Resolved minute number **19/AIN/057** **File Ref** **6-RF-1-20**

That the application from the Onepuhi & Porewa Community Group to the Parks Upgrade Partnership Fund be received.

Cr Ash/Cr Sheridan. Carried

Resolved minute number **19/AIN/058** **File Ref** **6-RF-1-20**

That the Assets/Infrastructure Committee approves a grant of \$5,800 from the Parks Upgrade Partnership Fund to the Onepuhi & Porewa Community Group.

Cr Ash/Cr Sheridan. Carried

16 Infrastructure Group Report August 2019

Mr Benadie took the report as read, he advised that the current reporting is outdated, and that a discussion/workshop is to be held with incoming Council and new Chief Executive for suggestions on how they would like reporting to look.

His Worship the Mayor updated the Committee that there is a workshop planned with the New Zealand Transport Agency for the Taihape-Napier Road.

His Worship the Mayor sought clarification about his previous question in regards to sealing of Cobber Kain Avenue: it should be sealed as it is considered a road; it is next to Council's community housing and the Memorial Hall. Mr Benadie clarified that this road is currently not on the schedule for sealing projects. His Worship the Mayor requested that Cobber Kain Avenue be put on the schedule for sealing.

Cr Sheridan stated that the sealing of this road has been bought up several times.

Point of Order

Cr McManaway raised a point of order (misrepresentation or request the recording of words) against Cr Sheridan, that the question of sealing Cobber Kain Avenue has never been raised in the Assets/Infrastructure Committee while he chaired the Committee.

Cr Sheridan stated it has been in the annual plan for 6 years.

The Chair noted the different views were not contradictory.

Cr McManaway left 11.46am-11.47am.

Resolved minute number **19/AIN/059** **File Ref** **5-EX-3-4**

That the 'Infrastructure Group Report August 2019' to the Assets/Infrastructure Committee meeting on 12 September 2019 be received.

Cr Belsham/Cr Dunn. Carried

Resolved minute number **19/AIN/060** **File Ref**

That sealing of Cobber Kain Avenue be added to the roading programme.

His Worship the Mayor/Cr Ash. Carried

17 Community and Leisure Services project and activity report

The report was taken as read. Ms Prince updated the Committee on the following:

- Follett Street Permaloo – The consent should be through by the end of the week.
- Funding – We sought funding from the MBIE Tourism fund, which was approved and we were awarded \$37,000.

Cr Gordon queried whether Council holds an active list for funding rounds and ideas. Ms Prince advised that the most recent application was operational. Staff keep an eye out, though each have a different criteria. Council has a list of projects and if they fit the criteria for a specific grant then an application for funding is submitted.

His Worship the Mayor updated the Committee that the Walton Street house has been repainted again and a new garage door has gone in. There will be a thank you night for contractors and those who have worked on the house on 23 October 2019 at the Rathole.

Resolved minute number **19/AIN/061** **File Ref** **5-EX-3-4**

That the 'Community and Leisure Services project and activity report' to the Assets/Infrastructure Committee meeting on 12 September 2019 be received.

Cr Ash/Cr Dunn. Carried

18 Questions put at previous meeting for Council advice or action

The Committee noted the commentary in the agenda.

19 Late items

As agreed in Item 6.

20 Future items for agenda

21 Next meeting

This was the Committee's last meeting for the 2016-19 triennium.

The inaugural meetings of the three standing committees is tentatively scheduled for 19 December 2019, starting 9.00am.

22 Meeting closed

11.54 am

Confirmed/Chair: _____

Confirmed/Chief Executive: _____

Date: