



Rangitikei District Council

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Rangitikei
UNSPOILT...

Bulls Community Committee Meeting

Order Paper

**Tuesday, 14 July 2015,
5.30pm**

Supper Room, Bulls Town Hall, High Street, Bulls

Website: www.rangitikei.govt.nz

Email: info@rangitikei.govt.nz

Chair
Hew Dalrymple

Membership
Sandra Boxall, Jane Dunn, David Fraser, John Guinan, Braden Hammond, Jodi Jamieson,
Carol Lewis, Keith Scott, Heather Thorby, Andy Walker

His Worship the Mayor, Andy Watson, (ex officio)

Councillors Rebecca McNeil and Tim Harris

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 Committee.



Rangitikei District Council

Bulls Community Committee Meeting

Order Paper – Tuesday 14 July 2015 – 5:30 p.m.

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The quorum for the Bulls Community Committee is 6 plus one elected member of Council

At its meeting of 28 October 2010 Council resolved that 'The quorum at any meeting of a standing committee or sub-committee of the Council (including Te Roopu Ahi Kaa, the Community Committees, the Reserve Management Committees and the Rural Water Supply Management Sub-committees) is that required for a meeting of the local authority in SO 2.4.3 and 3.4.3

1 Welcome

2 Apologies

3 Confirmation of Minutes

Recommendation

That the Minutes of the Bulls Community Committee meeting held on 9 June 2015 be taken as read and verified as an accurate and correct record of the meeting.

4 Matters Arising

5 Council Decision on Recommendations from the Committee

There were no recommendations from the Committee presented to the Council's 25 June 2015 meeting.

6 Update on Bulls Town Centre Plan

A memorandum is attached.

File Ref: 1-CP-7-2

Recommendation

That the memorandum 'Update on the Town Centre Plans for Bulls' be received.

7 Update on Bulls Wastewater Upgrade Project Focus Group

Applications have been lodged with Horizons Regional Council for the Bulls Wastewater Treatment Plant and with Rangitikei District Council for an extension to the designation. All applications are on hold awaiting further information. The applications with Horizons Regional Council are likely to be fully notified once the further information is received in approximately two months' time. The information for the extension to the designation is due to be received by Rangitikei District Council mid-July. Consultation is continuing, particularly with iwi regarding the surface water discharge.

8 Council Responses to Queries at Previous Meeting

A memorandum is attached.

File Ref: 3-CC-1-5

Recommendation

That the memorandum 'Council Responses to Queries at the Previous Meeting' be received.

9 Small Project Grant Scheme

The 2015/16 Small Projects Grant Scheme for the Bulls Ward is \$1,184.

The allocation of the Small Projects Grant Scheme is for the period 1 July to 30 June each year. Any unspent funds at the end of this period cannot be carried over to the following financial year. A new allocation is provided to the Committee on 1 July each year.

10 Current Infrastructure Projects/Upgrades and other Council Activities with the Ward

A memorandum is attached.

File Ref: 3-CC-1-5

Recommendation

That the memorandum 'Current Infrastructure Projects/Upgrades and Other Council Activities in the Bulls Ward' be received.

11 General Business

12 Notification of Business for the Next Meeting

13 Next Meeting

14 Meeting Closed

Attachment 1

Rangitikei District Council

Bulls Community Committee Meeting

Minutes – Tuesday 9 June 2015 – 5:30 p.m.

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Present: Mr H Dalrymple (Chair)
Mr J Guinan
Mr B Hammond
Ms J Jamieson
Mr K Scott
Ms H Thorby
Cr Tim Harris
Cr Rebecca McNeil

Apologies: Ms S Boxall, Ms J Dunn and Ms C Lewis.

In attendance: K Sherriff
Ms A Sidey

Tabled Item: Item 11: Current infrastructure projects/upgrades

1 Welcome

The Chairman welcomed everyone to the meeting.

2 Apologies

That the apologies for absence from Ms J Dunn, Ms S Boxall and Ms C Lewis be received.

Ms J Jamieson / Ms H Thorby. Carried

3 Confirmation of minutes

Resolved minute number 15/BCC/022 File Ref

That the Minutes of the Bulls Community Committee meeting held on 12 May 2015 be taken as read and verified as an accurate and correct record of the meeting.

Mr K Scott / Ms H Thorby. Carried

4 Matters arising

Nil

5 Council decisions on recommendations from the Committee

There were no recommendations from the Committee presented to Council's meeting on 28 May 2015.

6 Bulls Town Centre Plan

The Committee noted the following:

- Fundraising programme being planned;
- Community consultation essential in near future;
- More details due July-August 2015.

7 Update on the Bulls Wastewater Upgrade Project Focus Group

The Committee noted that resource consents had been lodged. The agenda note included comment that there would be discharge of wastewater to groundwater by seepage from the wastewater treatment plant ponds and the rapid Infiltration Basin. The Committee looked for clarification on what that meant.

8 Council responses to queries at previous meeting

The agenda note provided a brief update on the proposed pedestrian crossing on SH-1 and the cleaning of footpaths. The Committee looked forward to the completion of the crossing by the end of June.

9 Bulls Gaol Update June 2015

Consideration was given to the improvements around the Gaol and it was suggested that this area could become an “anchor for travellers experience” and “linger node” as per the Bulls Town Centre Plan.

Resolved minute number **15/BCC/023** **File Ref** **6-CF-4**

That the memorandum ‘Bulls Gaol Update – June 2015’ be received.

Mr K Scott / Ms H Thorby. Carried

Resolved minute number **15/BCC/024** **File Ref** **6-CF-4**

That the balance of \$13,000 budget for the Bulls Gaol Exterior Refurbishment be used to paint the existing fence landscape the site and install seating.

Mr K Scott / Mr H Thorby. Carried

Resolved minute number **15/BCC/025** **File Ref** **6-CF-4**

That only the Cabbage Trees and other overgrown shrubs on the Bulls Courthouse and Gaol Reserve be removed and the site tidied; and that the Council’s Parks & Reserves Team Leader consult with the Bulls Community Committee on future landscaping of grounds.

Mr B Hammond / Ms J Jamieson. Carried

10 Residents’ Surveys 2015

A brief discussion was held in respect of the report and the following points were noted:

- Exact time period of survey was missing;
- Was the survey of residents/ratepayers;
- Size of sample surveyed;
- Issue of Bulls Domain raised (refer to Service Request 13.9)

11 Current infrastructure projects/upgrades and other Council activities in the Bulls Ward

A memorandum was be tabled at the meeting. Clarification was sought on whether the Bulls Domain area was included in the "Community Apportionment \$319, 318; Fergusson Street new".

Resolved minute number 15/BCC/026 **File Ref** 3-CC-1-5

That the memorandum 'Current Infrastructure projects / upgrades and other Council activities in the Bulls Ward' be received.

Cr T Harris / Mr J Guinan. Carried

12 Small projects grant scheme

The balance of the Small Projects Grant Scheme for the Bulls Ward was \$473.81 (being the allocation of \$1,193.00 minus the \$719.19 spent).¹

In discussion it was agreed that the remaining balance should be approximately \$173.

Resolved minute number 15/BCC/027 **File Ref**

That the balance of the Bulls Community Committee's small project fund (\$173) for 2014/15 be spent on paint and potting mix to maintain Town Centre Projects.

Mr B Hammond / Ms J Jamieson. Carried

13 General business

The following matters were raised:

Mr Dalrymple

- Expressed concern relating to the continuing "leaking loo" at Wallace Development site. Mr Hammond advised he would follow the matter up with the Council. It was suggested that the issue could be a product failure.

Ms Thorby

- Expressed concern in regard to tagging and tidiness of the town and the proliferation of bill boards on the main roads. It was suggested that the Council's regulations were not being followed and that there needed to be improved methods of road signage for local firms. It was believed that the Council needed to be proactive in respect of its Control of

¹ At its meeting on 12 May 2015 the Committee asked for clarification as to whether the \$300 payable to the Bulls Museum was included in the \$473.81 balance. The agenda note for this item confirmed that the \$300 payable to the Bulls Museum was not included in the \$473.81 balance of the Scheme

Advertising Signage Bylaw 2013 adding that New Zealand Transport Agency had its own bylaws. It was suggested that the Council give due consideration to enforcing its Signage Bylaw.

Councillor McNeil

- Apprised members on the Business Development meeting of the Rangitikei District Council. The Committee requested that their members receive notification of these meetings.

Ms A Sidey

- Advised the Committee on the pending appointment of a new Business Development Manager for the Bulls & Districts Community Trust and the communication systems with the Bulls Community Committee for the new appointee.

Mr Dalrymple

- Queried the status of the local full time Police presence in Bulls.

Mr Hammond

- Gave notice of the Fireman's Ball on the 17th of October 2015.
- Presented a summary of New Zealand Fire Service review of structure of Service. He expressed concern regarding the urban versus rural fire service under the Rangitikei District Council administration.

Resolved minute number

15/BCC/028

File Ref

That the Bulls Community Committee considers it is important to maintain the Rural Fire Service as locally based with Rangitikei District Council.

Mr Dalrymple / Ms Thorby. Carried

14 Service Requests

- 14.1 That maintenance be undertaken at the Bulls Domain on the fences, gates and fixtures.
- 14.2 That the tagging on lampposts near Beckles on State Highway 1 and near the Medical Centre be removed.
- 14.3 That the advertising signage on State Highways 1 and 3 be monitored to ensure Bylaw requirements were being met.
- 14.4 That the damaged Holland Crescent 'Give way' sign be mended.

15 Notification of business for the next meeting

- Landscaping concepts for Gaol site.

16 Next meeting

Tuesday 14 July 2015, 5.30 pm

17 Meeting closed – 7.30pm

Confirmed/Chair: _____

Date:

Unconfirmed

Attachment 2

MEMORANDUM

TO: Bulls Community Committee

FROM: Kevin Morris

DATE: 8 July 2015

SUBJECT: **Update On The Bulls Town Centre Plan**

FILE: 1-CP-7-2

1 Background

- 1.1 The Bulls Town Centre Plan has been adopted. This memorandum updates the Committee on Council's support for community-led processes to implement the Plan. The Council-led initiative to develop a multi-purpose community centre on the corner site of Bridge Street and Criterion Street (currently occupied by the Criterion Hotel) will be reported upon separately as it proceeds.
- 1.2 The community-led processes that were identified in the Bulls Town Centre Plan are:
- Incremental place-making initiatives contributing to overall strategies
 - Retailer engagement with the footpath/retailer with heart initiatives
- 1.3 The key issues addressed by this memorandum are:
- What resources are available from Council for these processes
 - Who decides what is done, when, by whom

2 Resources

- 2.1 The resources that are specifically available to undertake these processes are:
- \$60,000 per annum for place-making initiatives, confirmed through the 2015-25 Long Term Plan process (to be allocated between participating towns)
 - Some facilitation of place-making initiatives through the town coordinators, confirmed in the work programmes agreed through the 2015-25 LTP process
 - Commitment, energy and volunteerism of local steering groups and community members
- 2.2 Potentially, the allocation to Community Boards/Committees for defined small local works is also available to the Committee to support these processes. Council staff are proposing to amend the guidelines to explicitly include community-led place-making initiatives and then the decision regarding what initiatives to support remains a matter for the Committee. The proposed guidelines, with the change highlighted, are attached as Appendix 1.

- 2.3 Finally, it is also envisaged that there will be opportunities for the newly formed parks and reserves team to support local place-making initiatives, particularly where there is an overlap with their existing responsibilities and commitments.

3 Suggested approach

- 3.1 The important thing about the place-making process is that it **enables** community-led activity rather than trying to control it. Anyone should be able to contribute ideas, particularly if they are also willing to participate in implementation.
- 3.2 It should be noted that:
- The Town Centre Plan has broad priorities for implementing the strategies. Where possible, initiatives should be coordinated and contribute to the overall Town Centre Plan.
 - Within limits, people are free to do what they want with their own property and no-one can require people to volunteer on projects. The process needs to win hearts and minds to ensure a coordinated and sustained approach.
- 3.3 Council has engaged the services of Creative Communities to provide place-making training (the 7-Day Makeover) for each of Bulls, Marton and Taihape. The 7-Day Makeover will deliver a place-making project in each community as well as training local people in the process of place-making. Creative Communities will pilot this process with our communities and the total cost will be \$30,000 (including \$5,000 materials for each of the place-making projects). It is expected that the town coordinators will take part in this process¹.
- 3.4 The Community Committee has authority specifically to allocate all or part of its annual allowance for defined “small local works” for place-making initiatives. It may also get involved in implementing place-making projects through a sub-committee/working group or it may request that other agencies undertake specific projects. These projects should align with the priorities identified through the Town Centre Plan process.
- 3.5 The implementation of the Town Centre Plan should not be the responsibility of a single agency but does require coordination. Chairs of the Bulls Community Committee, Marton Community Committee, Hunterville Community Committee and Taihape Community Board (or their nominated representatives) will be brought together with the Chief Executive twice a year to discuss progress locally and agree District-wide priorities for Council support.

¹ There has been some interest, for example from Mangaweka, Turakina and Ratana, to extend place-making to other townships in the District. It is important that these smaller communities are able to participate in place-making, and it is intended that David Engwicht runs workshops in each of those communities similar to the one done in Hunterville. These will be funded from the balance remaining from the allocated \$60,000.

4 Transition process

4.1 Kevin Morris has been employed for the past 18 months to facilitate the development of the Town Centre Plans. His contract has been extended for a further two months. Currently the intention is that he will:

- Finalise arrangements with Creative Communities over the provision of 7-Day makeover training in Bulls
- Agree and document the process for place-making in Bulls, including with Bulls Community Committee. Document the place-making targets and process, outlined in the Town Centre Plan.
- Meet with and brief Jan Harris (Community Development Manager for the Bulls and District Community Trust) on the place-making process, youth projects and Town Centre Plan for Bulls. Provide induction support as needed.

5 Current status of community-led place-making initiatives in Bulls

5.1 The Town Centre Plan Steering Group has wound back into the Bulls Community Committee. The Committee has indicated that it intends to encourage/invite any group/individual wishing to undertake a project to coordinate through the Committee. It has acknowledged the need for guidelines for place-making projects, including a colour palette. Mr Morris will be able to support the Committee in this endeavour over the next two months.

5.2 It is worth noting that NZTA expect to have the crossing between the Four Square and the Mobile Service Station completed by 10 July 2015, weather permitting.

6 Recommendations

6.1 That the Memorandum "Update on the Town Centre Plans for Bulls" be received.

Kevin Morris
Policy Analyst

Appendix 1

Appendix 1

GUIDELINES FOR DELEGATION TO COMMUNITY BOARDS FOR THE \$5,000 ANNUAL ALLOCATION AND TO COMMUNITY COMMITTEES IN COMMITTING THE \$1.00 PER RATEABLE PROPERTY FOR 'DEFINED SMALL LOCAL WORKS'²

1. The objective of the delegation is to allow Community Boards and Community Committees to fund purchases of small items or additional services which are not included in Council's operating budgets and which will benefit the local community. Examples would be signage, park furniture, plants, paint, a leaflet or other publication or an event, including implementing community-led place-making initiatives identified as priorities through the Town Centre Plan process (or some similar community consultation).
2. Proposed expenditure must be approved –
 - by resolution at a publicly notified meeting (and at a time when the public is not excluded from proceedings), or
 - (in the case of Rātana) through a community hui, from which a record is tabled and endorsed at the next available meeting of the Rātana Community Board, or
 - (for urgent matters) by documented communication to all Board/Committee members and appropriate staff for discussion and tabled and endorsed at the next available meeting so that a clear audit trail is evident.
3. Where the proposed expenditure will be paid to a community organisation, Council's reporting requirements for its Community Initiatives Fund must be met.
4. The delegation does not extend to proposed expenditure which –
 - provides training or conference attendance for one or more members, or
 - Is contrary to the recommendation contained in an officer's report to the Board or
 - constitutes an additional payment to an individual or organisation for goods or services subject to a contract with the Council, or
 - exceeds the annual allocation.Any such a proposal must be referred to Council for decision.

² Council, 27 August 2009: 09/RDC/302

Attachment 3

MEMORANDUM

TO: Bulls Community Committee

FROM: Priscilla Jeffrey

DATE: 8 July 2015 October 2015

SUBJECT: **Council Responses to Queries at the Previous Meeting**

FILE: 3-CC-1-5

1 Background

- 1.1 At its meeting on 9 June 2015, the Committee requested information/updates on the following topics.

2 Exterior Maintenance and Painting of the Old Bulls Gaol

- 2.1 A proposal is being developed for the landscaping of the Old Bulls Gaol for consultation with the Committee.

3 Roadside Signage

- 3.1 A meeting was held during 2014 between Katrina Gray, Policy Analyst/Planner and Ms Thorby to discuss the rules relating to signage. Ms Thorby was informed that signage is regulated through the Control of Advertising Signage Bylaw 2013 and the Rangitikei District Plan. Currently the status of many of the signs in Bulls is uncertain.

4 Service Requests

- 4.1 The urinals at the Wallace Development continuously running have now been solved. Press button flush valves have been installed to prevent the issue of the cistern filling as fast as the urinal flushes and therefore taking a long time to empty and stop. (The cisterns were designed to fill quickly and the urinals are designed to use small amounts of water to flush).

The flooding on the floor was not caused by leaks, but customer behaviour e.g. objects been thrown into and blocking the urinals.

- 4.2 Maintenance of fences and gates at Bulls Domain: the Parks and Reserves Team will schedule routine maintenance at the earliest opportunity.

- 4.3 The other service requests relating to tagging on lampposts near Beckles on SH 1 and near the medical centre and damage Holland Crescent 'Give Way' sign will be input into the Council's request for service system. It is preferable for Committee members to contact Customer Services directly to register requests for service to avoid any delays which may arise from noting them in the minutes.

5 Recommendation

- 5.1 That the memorandum 'Council Responses to Queries at the Previous Meeting' be received.

Priscilla Jeffrey
Governance Administrator

Attachment 4



MEMORANDUM

TO: Bulls Community Committee

FROM: Priscilla Jeffrey

DATE: 8 July 2015

SUBJECT: **Current Infrastructure Projects/Upgrades and other Council Activities in the Bulls Ward**

FILE: **3-CC-1-5**

Roading and Footpaths

- 1 As a result of the major rain event over the weekend of June 19-21 considerable damage caused to the network. Currently teams working to address the damage.

Water Supply in the Bulls Ward

1. The preferred site for the new water supply filling station has been approved for Domain Road.

Sewerage and the Treatment and Disposal of Sewage in the Bulls Ward

- 1 Waste Water Treatment Plant upgrade pre application public consultation being undertaken. Bulls dump site preferred site on Domain Road. The preferred site for the Bulls dump site is on Domain Road.
- 2 Waste Water Treatment Plan work planned for the next three months:
 - Applications have been lodged with Horizons Regional Council for the Bulls Wastewater Treatment Plant and with Rangitikei District Council for an extension to the designation.

Stormwater in the Bulls Ward

- 1 Preliminary design has been undertaken for the High Street/Wilson Street renewal project.

Recommendation

That the memorandum 'Current Infrastructure Projects/Upgrades and Other Council Activities in the Bulls Ward' be received.

Priscilla Jeffrey
Governance Administrator