



Rangitikei District Council

Telephone: 06 327-0099

Facsimile: 06 327-6970

**Rangitikei**  
UNspoilt...

# Council Meeting Order Paper

**Thursday 28 April 2016, 1.00 pm**

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

**Website: [www.rangitikei.govt.nz](http://www.rangitikei.govt.nz)**

**Email: [info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)**

---

## **Chair**

His Worship the Mayor, Andy Watson

## **Deputy Chair**

Cr Dean McManaway

## **Membership**

Councillors Cath Ash, Richard Aslett, Nigel Belsham, Angus Gordon, Tim Harris,  
Mike Jones, Rebecca McNeil, Soraya Peke-Mason,  
Ruth Rainey, Lynne Sheridan

---

**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.



# Rangitikei District Council

## Council Meeting

Order Paper – Thursday 28 April 2016 – 1:00 p.m.

---

### Contents

1	Welcome .....	2	
2	Apologies/leave of absence .....	2	
3	Public Forum .....	2	
4	Confirmation of order of business .....	2	
5	Confirmation of minutes .....	2	Attachment 1, pages 9-20
6	Acting Mayor's report .....	2	Attachment 2, pages 21-22
7	Administrative matters .....	2	Attachment 3, pages 23-87
8	Health and Safety – April 2016 update .....	3	Attachment 4, pages 88-95
9	Actions to progress the regional growth study – April 2016 update .....	4	Attachment 5, pages 96-101
10	MoU agencies – six-month reports, proposed work plans for 2016/17 and associated funding allocation.....	4	Attachment 6, pages 102-152
11	Receipt of Committee minutes and resolutions to be confirmed.....	4	Attachment 7, pages 153-
12	Late items.....	6	
13	Public Excluded .....	6	
14	Future items for the agenda .....	7	
15	Next meeting.....	7	
16	Meeting closed.....	7	

## **1 Welcome**

## **2 Apologies/leave of absence**

## **3 Public Forum**

## **4 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.

## **5 Confirmation of minutes**

### **Recommendation**

That the minutes of the Council meeting held on 31 March 2016 be taken as read and verified as an accurate and correct record of the meeting.

## **6 Acting Mayor's report**

A schedule of meetings and engagements is attached. A report will be tabled at the meeting.

File: 3-EP-3-5

### **Recommendation**

That the Acting Mayor's report to Council's meeting on 28 April 2016 be received.

## **7 Administrative matters**

A report is attached.

File: 5-EX-4

### **Recommendations**

- 1 That the report 'Administrative matters – April 2016' be received.
- 2 That Council endorses the geographical bundling approach taken over the procurement of physical works contractors for the "typical;" dropout sites arising from the June 2015 rainfall event, noting that In terms of rule 9 of Council's procurement policy) there have been good reasons for doing this in terms of achieving a large volume of work in a short time, allowing more than one contractor to be engaged in the work, and reducing traveling time to the sites (with consequential effect on the tendered price).

- 3 That Council award Contract 998 for the Rata Bridge replacement [Te Hou Hou Road] to Emmetts Civil Construction for \$599,478.000 (plus GST).
- 4 That Council award Contract 1019 – Emergency Works 2015 retaining walls – Bundle 6 – one additional site on Turakina Valley Road to Stringfellow Contracts Limited for \$83,093.50 (plus GST).
- 5 That Council endorses the direction given by the Assets/Infrastructure Committee (in resolution 15/AIN/038) over Contract 1014 – Okirae Road flood reinstatement works and awards that contract to Loaders Civil Construction for \$290,028.55 (plus GST).
- 6 That in responding to the damage to the roading network arising from the June 2015 rainfall event, Council endorses the award of contracts to:
  - GHD for the design of retaining walls for 39 dropout sites and management of contractors’ workflow (\$301,278 plus GST) and to
  - Higgins for simple dropout repairs on 43 sites (\$1,890,680 plus GST).
- 7 That Council delegates to the Assets/Infrastructure Committee authority to approve further contracts for the emergency roading works programme where the value of a proposed contract exceeds \$250,000 or the value of work proposed to be awarded any one contractor exceeds \$1 million.
- 8 That at the Local Government Annual General Meeting being held in Dunedin on 24 July 2016, His Worship the Mayor be Council’s presiding delegate and the Chief Executive be Council’s alternate delegate with voting rights.
- 9 That to allow consideration of submissions to ‘What’s new, what’s changed...?’ and further discussions with external agencies for a co-investment approach, Council continues funding the Marton Youth Club and Taihape Youth Hutt until 30 June 2016, at a total cost of \$9,000, funded from the unspent allocation in the Community Initiatives Fund
- 10 That Council provides a grant of \$2,500 to the 2017 Hilux New Zealand Rural Games, funded from the unspent allocation in the Community Initiatives Fund.
- 11 That Council commits to expenditure of up to \$1,500 from the District promotion budget for search engine optimisation for [www.rangitikei.com](http://www.rangitikei.com) following consideration of quotes from at least three proven suppliers.
- 12 That Council confirms the submission made by His Worship the Mayor to Horizons Regional Council on that council’s 2016/17 Annual Plan.
- 13 That Council confirms the submission made by the Acting Mayor to the Ministry for the Environment to the consultation document ‘Next steps for fresh water’.

## 8 Health and Safety – April 2016 update

A memorandum is attached



File: 5-HR2-5-2-

### **Recommendation**

That the memorandum 'Health and Safety – April 2016 update' is received.

## **9 Actions to progress the regional growth study – April 2016 update**

The latest copy of the Accelerate25 newsletter (March/April) is attached for information.

Perhaps the most key development for the Rangitikei is the commissioning of a specific report on the regional Māori economy. This is because of concerns raised by the Lead Team that the original Regional Growth Study had characterised and contained the Māori contribution to growth as improving the productivity of Māori-owned land. Te Puni Kokiri is funding the research which will be carried out by Dr Jason Mika of GHA Consultants in Rotorua and will take a much wider view of the Maori economy. It is expected to be completed by October 2016. Place-holders will be kept in the Accelerate 25 action plan which will be produced in June/July to enable the findings of this study to be implemented.

## **10 MoU agencies – six-month reports, proposed work plans for 2016/17 and associated funding allocation**

A report is attached.

File: 3-GF-10

### **Recommendations**

1. That the report 'Six month report for 2015/16 and proposed annual work plans for 2016/17 for Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust' be received.
2. That Council congratulates the four MoU agencies, Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust, for their achievements during the period July - December 2015 and thanks the staff and volunteers of these agencies for their valuable work.
3. That Council approves the proposed work plans for Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust and confirms the continued funding allocation for 2016/17 in line with funding provided during 2015/16.

## **11 Receipt of Committee minutes and resolutions to be confirmed**

### **Recommendations:**

1. That the minutes of the following meetings be received:
  - Hunterville Community Committee, 15 February 2016 (*Tabled if available*)

- Ratana Community Board, 9 February 2016
- Marton Community Committee 9 March 2016 *(Tabled if available)*
- Finance/Performance Committee, 31 March 2016
- Taihape Community Board, 6 April 2016
- Turakina Community Committee, 7 April 2016<sup>1</sup>
- Hunterville Rural Water Supply Management Sub-committee, 11 April 2016
- Bulls Community Committee, 12 April 2016
- Marton Community Committee, 13 April 2016 *(Tabled if available)*
- Assets/infrastructure Committee 14 April 2016
- Policy/Planning Committee 14 April 2016
- Hunterville Community Committee, 18 April 2016 *(Tabled if available)*
- Te Roopu Ahi Kaa, 19 April 2016 *(Tabled if available)*
- Ratana Community Board, 19 April 2016 *(Tabled if available)*

2. That the following recommendation from Assets/Infrastructure Committee dated 14 April 2016 be confirmed:

**~~16/AIN/038~~**

~~That the Assets/Infrastructure Committee gives a direction that Contract 1014 – Okirae Road flood reinstatement works – be awarded to Loaders Civil Construction for a total value of two hundred and ninety thousand, twenty eight dollars and fifty five cents (\$290,028.55) plus GST on the basis that (a) work commences on 19 April 2016 and (b) Council ratifies the direction at its meeting on 28 April 2016, having regard for the Chief Executive’s view that delaying a fortnight (until the next meeting of Council) carries a risk of postponement until next summer, with Council ratifying this direction at its next meeting.~~

~~Cr Rainey / Cr Sheridan. Carried~~

\*Addressed by recommendation in item 7

3. That the following recommendation from Bulls Community Committee dated 12 April 2016 be confirmed:

**~~16/BCC/010~~**

~~That the Bulls Community Committee recommends that the signage associated with the proposed Speed Limit Bylaw amendment along Parewanui Road, Bulls, be amended so that there is no signage on Brandon Hall Road and that an additional sign is placed 50m south of Ferry Road.~~

~~Mr B Hammond / Ms C Lewis. Carried~~

\*Added to submission to the amended speed limit bylaw

---

<sup>1</sup> The Turakina Reserve Management Committee did not meet in April 2016.

4. That the following recommendation from Bulls Community Committee dated 12 April 2016 be confirmed:

**16/BCC/015**

That the Bulls Community Committee requests that Council investigates costings, as a matter of urgency, for the following two options to mitigate the issues with the opening hours of the public toilets in Bulls:

- 1 The toilet block remains open 24/7 to the public to have ready access to the facility.
- 2 The toilet block is open from 7am to 10pm and the paraplegic toilet remains open 24/7.

Ms H Thorby / Mr K Scott. Carried

5. That the following recommendation from Taihape Community Committee dated 6 April 2016 be confirmed:

**16/TCB/017**

That the Taihape Community Board recommends to Council that it does undertake additional responsibilities but does not request any additional payment.

Mrs Fannin/Dr Oliver. Carried

\* Noted in Administrative matters report (item 7), para.2.2

## 12 Late items

## 13 Public Excluded

### Recommendation

I move that the public be excluded from the following parts of the proceedings of this meeting, namely:

I move that the public be excluded from the following parts of the proceedings of this meeting, namely:

Item 1: Council-owned property

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to this matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of the matter to be considered	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for passing of this

		<b>resolution</b>
Item 1 Council-owned property	Briefing contains information which if released would be likely unreasonably to prejudice the commercial position of the person who supplied it or who is the subject of the information and to enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>sections 7(2)(c) and (i)</i> .	Section 48(1)(a)(i)

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

## **14 Future items for the agenda**

## **15 Next meeting**

16 May 2016, 9.30 am – oral submissions to “What’s new. what’s changed. .?” (consultation document for the 2016/17 Annual Plan) and other documents released for consultation over the same period.

26 May 2016, 1.00 pm

## **16 Meeting closed**

# Attachment 1

# Rangitikei District Council

## Council Meeting

Minutes – Thursday 31 March 2016 – 1:00 p.m.

### Contents

1	Welcome .....	3
2	Apologies/leave of absence .....	3
3	Public Forum .....	3
4	Confirmation of order of business .....	3
5	Confirmation of minutes.....	3
6	Mayor's report .....	3
7	Administrative matters.....	4
8	Trans-Pacific Partnership Agreement .....	7
9	Adoption of reference documents for the consultation document for the 2016/17 Annual Plan.....	7
10	Adoption of 'What's new, What's changed....?' the Consultation Document for the draft 2016/17 Annual Plan....	8
11	Adoption of proposed 2016/17 Schedule of fees and charges for public consultation .....	8
12	Adoption of proposed change to speed limit bylaw – Parewanui Road.....	8
13	Draft Dog Control and Owner Responsibility Policy and Control of Dogs Bylaw .....	9
14	Draft Gambling Venue (Class 4) and TAB Venue policies .....	9
15	Adoption of updated Local Governance Statement .....	9
16	Adoption of Rural Fire Authority Plan 2016.....	9
17	Submission to the reviewed Manawatu-Wanganui Emergency Management Group Plan, 2016-21 .....	10
18	Deliberations on the Draft Heritage Strategy 2016 .....	10
19	Receipt of Committee minutes and resolutions to be confirmed .....	10
20	Late items .....	10
21	Future items for the agenda .....	11
22	Next meeting .....	11
23	Meeting closed – 2.54 pm .....	11

**Present:** His Worship the Mayor, Andy Watson  
Cr Cath Ash  
Cr Richard Aslett  
Cr Nigel Belsham  
Cr Tim Harris  
Cr Mike Jones  
Cr Rebecca McNeil  
Cr Soraya Peke-Mason  
Cr Ruth Rainey  
Cr Lynne Sheridan

**In attendance:** Mr Ross McNeil, Chief Executive  
Mr Michael Hodder, Community & Regulatory Services Group Manager  
Mr George McIrvine, Finance & Business Support Group Manager  
Ms Denise Servante, Strategy & Community Planning Manager  
Ms Katrina Gray, Policy Analyst  
Ms Samantha Whitcombe, Governance Administrator

**Tabled documents:** **Item 7 Administrative Matters** – Draft submission to the Civil Defence Emergency Management – Manawatu-Wanganui Group Plan 2016-2021  
**Item 10 Adoption of ‘What’s new, What’s changed....?’ The Consultation Document for the draft 2016/17 Annual Plan - ‘What’s new, What’s changed....?’ and proposed public meeting schedule**

## **1 Welcome**

His Worship the Mayor welcomed everyone to the meeting.

## **2 Apologies/leave of absence**

That the apologies for absence from Cr Gordon and Cr McManaway be received.

Cr Rainey / Cr Sheridan. Carried

## **3 Public Forum**

Nil

## **4 Confirmation of order of business**

His Worship the Mayor informed the meeting that there would be no change to the order of business from that set out in the agenda.

## **5 Confirmation of minutes**

### **Recommendation**

<b>Resolved minute number</b>	<b>16/RDC/045</b>	<b>File Ref</b>
-------------------------------	-------------------	-----------------

That the minutes (and public excluded minutes) of the Council meeting held on 29 February 2016 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Harris. Carried

## **6 Mayor's report**

<b>Resolved minute number</b>	<b>16/RDC/046</b>	<b>File Ref</b>	<b>3-EP-3-5</b>
-------------------------------	-------------------	-----------------	-----------------

1 That the Mayor's report to Council's meeting on 31 March 2016 be received.

2 That Cr Belsham be appointed as Chair of the Finance/Performance Committee for the remainder of the triennium, and that His Worship the Mayor revert to the Deputy Chair of the Committee.

His Worship the Mayor / Cr Jones. Carried

Cr Harris 1.06pm / 1.09pm



## 7 Administrative matters

Mr McNeil spoke briefly to the report.

**Resolved minute number**                      **16/RDC/047**                      **File Ref**                      **5-EX-4**

That the report 'Administrative matters – March 2016' be received.

Cr Aslett / Cr Jones. Carried

### Motion

That Council recommend to the Remuneration Authority the continuation of the allocation for the 2013-16 triennium (\$27,450 annually) for additional responsibilities in the 2016-19 triennium:

Deputy Mayor (and chair of Assets/Infrastructure Committee)	39% (\$10,705.50)
Chair of Finance/Performance Committee	20% (\$5,490)
Chair of Policy/Planning Committee	20% (\$5,490)
Deputy chairs of the three standing committees [total]	18% (\$4,941)
Convenor of the Chief Executive Review process	3% (\$823.50)

Cr Ash / Cr Rainey. Lost

**Resolved minute number**                      **16/RDC/048**                      **File Ref**                      **5-EX-4**

That Council recommend to the Remuneration Authority the following allocation of all of the sum provided in the Authority's determination (\$40,582 annually) for additional responsibilities in the 2016-19 triennium:

Deputy Mayor (and chair of Assets/Infrastructure Committee)	39% (\$15,827)
Chair of Finance/Performance Committee	20% (\$8,116)
Chair of Policy/Planning Committee	20% (\$8,116)
Deputy chairs of the three standing committees [total]	18% (\$7,305)
Convenor of the Chief Executive Review process	3% (\$1,217)

Cr Jones / Cr Aslett. Carried

**Resolved minute number**                      **16/RDC/049**                      **File Ref**                      **5-EX-4**

That Council requests the views of the two Community Boards on payment for additional responsibilities before making a recommendation to the Remuneration Authority on this.

Cr Aslett / Cr Peke-Mason. Carried

**Resolved minute number**                      **16/RDC/050**                      **File Ref**                      **5-EX-4**

That at its meeting on 25 August 2016, Council determines whether to proceed with the Bulls multi-centre community centre, having regard for the extent to which 70% of the funding targets from external agencies and local fundraising have been met.

His Worship the Mayor / Cr Sheridan. Carried

**Resolved minute number**                      **16/RDC/051**                      **File Ref**                      **5-EX-4**

That from 2016/17 the due date for rates instalments be the 20<sup>th</sup> day of the relevant month or, when the 20<sup>th</sup> day falls in a weekend or a public holiday, the next business day.

Cr Jones / Cr Rainey. Carried

**Resolved minute number**                      **16/RDC/052**                      **File Ref**                      **5-EX-4**

That the rates remission policy be amended to includes the following additional section:

Remission of rates on the grounds of financial hardship, disproportionate rates compared to the value of the property or other extenuating circumstances

*Council may, on application of a ratepayer, remit all or part of a rates assessment for one or more years if satisfied there are sufficient grounds of financial hardship by the ratepayer, or where the size of the annual rates assessment compared with the rateable value of the property is deemed disproportionately high, or where there are other extenuating circumstances to do so.*

*Council's threshold for 'disproportionately high' is where the annual rates assessment exceeds 10% of the rateable value of the property.*

and that this proposal be included in the Consultation Document for the 2016/17 Annual Plan.

Cr Harris / Cr Sheridan. Carried

**Resolved minute number**                      **16/RDC/053**                      **File Ref**                      **5-EX-4**

That Council notes the exercise of delegation by the Chief Executive in the release of the caveat for the sale of Unit 1/21 Russell Street following the recent death of its previous owner.

Cr Sheridan / Cr Jones. Carried

**Resolved minute number**                      **16/RDC/054**                      **File Ref**                      **5-EX-4**

That Council records its decision, under delegated authority in terms of section 48(1) of the Reserves Act 1977, to grant rights of way for the provision of water services (including storage tanks) to the north of the Taihape Pool to support underground irrigation of Taihape Memorial Park.

Cr Rainey / Cr Aslett. Carried

**Resolved minute number**                      **16/RDC/055**                      **File Ref**                      **5-EX-4**

That Council re-schedule the hearing of submissions to the Consultation Document for the 2016/17 Annual Plan (and any other documents consulted on at the same time) to Monday 16 May 2016 to allow attendance by Elected Members at the Regional Forum on 12 May 2016.

Cr Rainey / Cr Aslett. Carried

**Resolved minute number**                      **16/RDC/056**                      **File Ref**                      **5-EX-4**

That Council confirms the submission made by His Worship the Mayor to the Parliamentary Administration Committee on the Civil defence Emergency Management Amendment Bill.

Cr Sheridan / Cr Belsham. Carried

**Resolved minute number**                      **16/RDC/057**                      **File Ref**                      **5-EX-4**

That Council authorises the Assets/Infrastructure Committee to approve (for the Mayor's signature) a submission to the Ministry for the Environment on its consultation document 'Next steps for fresh water' with the signed submission being included in the Council Order Paper for its meeting on 28 April 2016.

Cr Belsham / Cr Sheridan. Carried

**Resolved minute number**                      **16/RDC/058**                      **File Ref**                      **5-EX-4**

That any objection to any of the proposed road closures for Anzac Day commemorations on Monday 25 April 2016 be considered and determined by the Mayor, Deputy Mayor and Chief Executive.

Cr Belsham / Cr Sheridan. Carried

**Resolved minute number**                      **16/RDC/059**                      **File Ref**                      **5-EX-4**

That Council approve a total waiver of the hireage fee for the supper room at the Bulls Town Hall by the Rural Health Alliance to run its Suicide Prevention workshop on 11 April 2016.

Cr Aslett / Cr Rainey. Carried

## **8      Trans-Pacific Partnership Agreement**

Council noted the update provided on the analysis of the Trans-Pacific Partnership Agreement and the impact it could have on the local government sector.

## **9      Adoption of reference documents for the consultation document for the 2016/17 Annual Plan**

Mr McNeil spoke briefly to the item.

**Resolved minute number**                      **16/RDC/060**                      **File Ref**

That in terms of section 95A(4) of the Local Government Act 2002, Council adopts the following as being information relied on by the content of the Consultation Document 'What's new, What's Changed...?':

- the draft 2016/17 Annual Plan;
- the adopted 2015/25 Long Term Plan;
- the position paper on Youth Development
- the Marton Town Centre Plan; and
- Taihape Memorial Park – future development (summary).

Cr Aslett / Cr Belsham. Carried

Cr Peke-Mason 1.52pm / 1.55pm

## **10 Adoption of 'What's new, What's changed....?' the Consultation Document for the draft 2016/17 Annual Plan**

Mr McNeil and Ms Downs spoke briefly to the consultation document to the 2016/17 Annual Plan, 'What's new, What's changed...?'.

**Resolved minute number**                      **16/RDC/061**                      **File Ref**                      **1-AP-1-2**

1. That the memorandum 'Adoption of 'What's new, What's changed....?' the Consultation Document for the draft 2016/17 Annual Plan' be received.
2. That Council resolves to adopt "What's new, what's changed...." as the consultation document for the 2016/17 Annual Plan in terms of sections 95A of the Local Government Act 2002 (subject to minor editorial and formatting changes), and to give effect to the timetable for receiving and hearing submissions.

His Worship the Mayor / Cr SP-M. Carried

Cr McNeil 2.27pm / 2.30pm  
Cr Ash 2.32pm / 2.37pm

## **11 Adoption of proposed 2016/17 Schedule of fees and charges for public consultation**

**Resolved minute number**                      **16/RDC/062**                      **File Ref**                      **1-AP-2-1**

1. That the memorandum 'Proposed Schedule of fees and charges 2016/17' be received.
2. That Council adopt the Proposed Schedule of fees and charges ('the Statement of Proposal'), the associated Summary of Information and Submission Form for consultation between 4 April 2016 and noon 6 May 2016, and the Engagement Plan.

Cr Belsham / Cr Sheridan. Carried

## **12 Adoption of proposed change to speed limit bylaw – Parewanui Road**

**Resolved minute number**                      **16/RDC/063**                      **File Ref**                      **1-DB-1-7**

That Council adopt the draft Speed Limit Bylaw 2013 and the associated Statement of Proposal, Summary of Information and Submission Form for consultation between 4 April 2016 and noon 6 May 2016.

Cr Sheridan / Cr Aslett. Carried

### **13 Draft Dog Control and Owner Responsibility Policy and Control of Dogs Bylaw**

**Resolved minute number**                      **16/RDC/064**                      **File Ref**                      **3-PY-1-20**

That the Council adopts the Summary of Information, Statement of Proposal, draft Dog Control and Owner Responsibility Policy, draft Control of Dogs Bylaw and Submission Form, attached as Appendices 1-5, to be released for consultation between 4 April 2016 and noon 6 May 2016.

Cr Sheridan / Cr Jones. Carried

### **14 Draft Gambling Venue (Class 4) and TAB Venue polices**

**Resolved minute number**                      **16/RDC/065**                      **File Ref**                      **3-PY-1-5**

That the Council adopts the Summary of Information, Statement of Proposal, draft Gambling Venue (Class 4) policy, draft TAB Venue policy and Submission Form, attached as Appendices 2-6, to be released for consultation between 4 April 2016 and noon 6 May 2016.

Cr Peke-Mason / Cr Aslett. Carried

### **15 Adoption of updated Local Governance Statement**

**Resolved minute number**                      **16/RDC/066**                      **File Ref**                      **3-PY-1-2**

That Council adopt the updated Local Governance Statement (reviewed February 2015) without amendment.

Cr Sheridan / His Worship the Mayor. Carried

### **16 Adoption of Rural Fire Authority Plan 2016**

**Resolved minute number**                      **16/RDC/067**                      **File Ref**                      **1-ER-5-4**

That Council adopt without amendment the proposed revised Rural Fire Authority Plan 2016, and delegate the Chief Executive to sign it on behalf of the Council.

Cr Sheridan / Cr Jones. Carried

## **17 Submission to the reviewed Manawatu-Wanganui Emergency Management Group Plan, 2016-21**

**Resolved minute number**                      **16/RDC/068**                      **File Ref**                      **1-ER-1-2**

That His Worship the Mayor sign the proposed submission without amendment to the reviewed Manawatu-Wanganui Emergency Management Group Plan, 2016-21.

His Worship the Mayor / Cr Sheridan. Carried

## **18 Deliberations on the Draft Heritage Strategy 2016**

**Resolved minute number**                      **16/RDC/069**                      **File Ref**                      **1-CP-5**

That the report 'Deliberations on the Draft Heritage Strategy 2016' be received.

Cr Sheridan / Cr Jones. Carried

**Resolved minute number**                      **16/RDC/070**                      **File Ref**                      **1-CP-5**

That the Heritage Strategy 2016 as amended be adopted.

Cr Aslett / Cr Sheridan. Carried

## **19 Receipt of Committee minutes and resolutions to be confirmed**

**Recommendations:**

**Resolved minute number**                      **16/RDC/072**                      **File Ref**

That the minutes of the following meetings be received:

- Audit/Risk Committee 22 February 2016
- Finance/Performance Committee 29 February 2016
- Bulls Community Committee 8 March 2016
- Assets/infrastructure Committee 17 March 2016
- Policy/Planning Committee 17 March 2016

Cr Belsham / Cr Sheridan. Carried

There were no recommendations needing Council confirmation (other than those dealt with earlier in the meeting).

## **20 Late items**

Nil

**21 Future items for the agenda**

Nil

**22 Next meeting**

28 April 2016, 1.00 pm

**23 Meeting closed – 2.54 pm**

Confirmed/Chair: \_\_\_\_\_

Date: \_\_\_\_\_

Unconfirmed



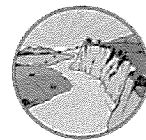
# Attachment 2

## Mayor's Meetings and Engagements

April 2016

Date	Event
1	Meeting with Marton resident Spoke to the Marton Friendship Club
2	Attended Samoan Methodist Church, first birthday celebrations
3	Attended Marton Harvest Festival
5	Met with Samoan Minister Attended Bulls Centre Design meeting Presented Pest Management submission to Horizons
6	Met with representatives from Audit NZ Based in Taihape most of the Day Attended Taihape Community Board meeting Attended JP Training in Marton
7	Met with representatives from Horizons Attended Capability day at Linton Attended Turakina Community Committee meeting
8	Met with Marton resident
10	Attended Annual Plan consultation meeting – Kauangaroa
11	Attended Developing a National Disaster Resilience Strategy workshop in Wellington Hosted meeting on joint approach to hiring equipment
12	Met with staff and Chairman from Horizons Attended Samoan Community Support Committee meeting Hosted meeting re TUIA Attended Bulls Community Committee meeting
13	Presented RDC submission on CDEM in Wellington Officiated at Citizenship Ceremony Attended Marton Community Committee meeting
14	Attended Assets / Infrastructure and Policy / Planning committee meetings Attended Annual Plan consultation meeting – Scotts Ferry
16 April to 7 May – Mayor in France	
Duties carried out by Deputy Mayor	
18	Attend Gallaghers sponsorship presentation at Marton Pool
20	Attend engagement with Minister of Local Government on better local services reforms, Palmerston North – with CE Meeting with Marton business owner
25	Attend ANZAC day celebrations
28	Attend Finance / Performance committee meeting and Council meeting

# Attachment 3



**Rangitikei**  
UNUSPILT...

# REPORT

SUBJECT: **Administrative matters – April 2016**

TO: Council

FROM: Ross McNeil, Chief Executive

DATE: 21 April 2016

FILE: 5-EX-4

---

## **1 Procurement approach for awarding contracts to repair flood-damaged roading network**

1.1 At its meeting on 15 October 2015, the Assets/Infrastructure Committee considered a report on the scope and scale of major roading works arising from the June 2015 rainfall event and the planned approach to procuring professional services and physical works. An update was provided to the Committee's meeting on 17 March 2016.

1.2 The key elements for securing physical works contractors to repair the 42 "typical" dropout sites have been to –

- group bundles of work geographically and with a total value of under \$250,000;
- invite Expressions of Interest from a number of skilled and experienced contractors (including the Roding Maintenance contractor);
- award bundles to selected contractors following consideration of price, availability of staff and proximity of supplier's depot to dropout sites; and
- apply the option to award additional work to well-performing contractors but with total value to any one contractor limited to \$1 million.

1.3 This approach has been sensitive to the Council's procurement policy's rule 9 on non-avoidance.<sup>1</sup> Bundling the work up allows work to be undertaken by several contractors rather than just one (thus helping to achieve a large volume of work in a short period of time), and minimises traveling time to the sites (with a consequential effect on the tendered price). The requirement remains

---

<sup>1</sup> Council must not intentionally avoid applying the Rules by...deliberately dividing a procurement into separate parts without good reason.

to seek Council approval for the award of a bundle exceeding \$250,000. In addition, to provide assurance of fairness, there is a commitment to seek Council approval where the award of additional work to a single contractor would exceed \$1 million. While this approach is in accordance with Council's procurement policy, to avoid any uncertainty in the future, it is suggested that Council formally confirms its approval.

- 1.4 There are three contracts which require Council authorisation because they exceed the \$250,000 financial delegation to the Chief Executive:
- a) Contract 998 Rata Bridge replacement [Te Hou Hou Road] (attached as Appendix 1). The total price is \$599,478.00 (plus GST) and the applicable emergency Funding Assistance Rate is 82%. So the local share will be \$155,864.28. The three tenders submitted came from an open competitive process. Construction will take place during June-July 2016.
  - b) Contract 1019 Emergency Works Retaining Walls – Bundle 5 Variation – two additional sites on Wairepu West Road (attached as Appendix 2): \$83,093.50 (plus GST). Following consideration of Expressions of Interest by five suppliers, it is proposed to add this contract to the second bundle awarded to Stringfellow Contracts Limited. This takes the value of that contract to \$263,344.50 (plus GST).
  - c) Contract 1014 Okirae Road flood reinstatement works (attached as Appendix 3). The total price is \$290,028.55. At its meeting on 14 April 2016, the Assets/Infrastructure Committee resolved to give a direction to award the contract to Loaders Civil Construction (the only supplier submitting a tender) and start work on the basis that delaying a fortnight (until the next meeting of Council) carried a risk of postponement until next summer, with Council ratifying this direction at this meeting.
- 1.5 In addition, there are two other awards of contracts which need formal endorsement from Council as they exceed the \$250,000 delegation to the Chief Executive. The first is the award of the contract for 43 simple dropout repairs to Council's roading maintenance contractor, for a total price of \$1,890,000 (plus GST). The second is the award of the contract for design work for the 39 'typical' dropouts to GHD and subsequent management for contractor workflow for a total price of \$301.278 (plus GST).
- 1.6 There is still considerable work to be done before the programme of emergency works is complete. It is suggested that Council delegate authority to the Assets/Infrastructure Committee to approve contracts which need Council approval. This means that there are two opportunities each month for the roading team to seek such approvals.

## 2 Remuneration Authority processes

- 2.1 At its previous meeting, Council considered the Remuneration Authority's revised approach to payments for additional responsibilities, and resolved that the following would be recommended to the Remuneration Authority for the 2016/17 financial year.

Deputy Mayor (and Chair of Assets/Infrastructure Committee)	39%	\$15,827
Chair of Finance/Performance Committee	20%	\$8,116
Chair of Policy/Planning Committee	20%	\$8,116
Deputy Chairs of Committees (total – i.e. each Councillor in such a role would be paid \$2,435)	18%	\$7,305
Chair of Chief Executive's Review Committee	3%	\$1,217

- 2.2 However, Council wished to find out the views of each Community Board of their additional responsibilities (and to consider any request for payment to recognise these). Any such payment would not affect the allocation to Councillors as the sum available for Community Boards is separately prescribed by the Authority – in each case it is 30% of the sum paid to a member. Any such payments must be equally to all members of the Board, including the Chair, but excluding appointed Councillors. Neither Board wished to do this.<sup>2</sup>
- 2.3 The different treatment of Councillor members of Community Boards raises the question whether this is also an additional responsibility. The Authority has confirmed that it could be recognised in this way. However, most Councillors undertake this role with at least one Community Board or Community Committee, and distinguishing the nature of the responsibility between these two bodies would be intricate. In addition, there may be unease about paying Councillors for membership of Community Committees when the other members are not paid.
- 2.4 On 20 April 2016, the Authority issued its circular on Elected Members' Expenses and Allowances. This is attached as [Appendix 4](#). From 2016, the mileage allowance will change:
- the first 5,000 km claimed will be reimbursed at 74c per km instead of 77 c per km; and

---

<sup>2</sup> The unused sum (totalling \$1,854) is not available for Council to add to its allocation for additional responsibilities.

- every Elected Member will have a standard deduction of 30 km if attending a Council/Committee/Community Board meeting, but this deduction will not apply for travel for other Council-related business.
- 2.5 The Authority also asks all local authorities to review their Reimbursement and Expenses Policy and provide these by 10 June 2016. The current policy (approved by the Authority) is attached (as Appendix 5).
- 2.6 No new guidance for conducting a review has been provided by the Authority other than noting that the policy must identify the payment regime and authorisation process and satisfy the tests applied by the Auditor-General over sensitive expenditure. This will be checked with the Authority and suggested changes to reflect that perspective brought to Council's meeting on 26 May 2016, together with (a) consideration of any issues raised by Elected Members at this meeting and (b) the provision of tablets to Elected Members for accessing Council and Committee Order Papers and related documents.

### **3 Protocols for the pre-election period**

- 3.1 From 8 July 2016 up to and including Election Day on 8 October 2016, there are protocols which all Elected Members (both Council and Community Boards) must observe. The draft protocols, developed by Council's Electoral Officer, are attached as Appendix 6. They take into account the relevant part of the Auditor-General's guidelines *Good practice for managing public communications by local authorities*.
- 3.2 The intent is to ensure that no current member of Council or either of the Community Boards gains (or is perceived to be gaining) an electoral advantage from that status, particularly from Council's communications or from using Council resources.

### **4 Local Government New Zealand AGM registrations**

- 4.1 On Sunday 24 July 2016, Local Government New Zealand will hold its Annual General Meeting during the conference being held in Dunedin.
- 4.2 All member councils have been requested to nominate their delegates to the AGM and confirm voting rights. Rangitikei is entitled to three votes, which are exercised by the presiding delegate.
- 4.3 As only the Mayor and the Chief Executive have registered for the conference, they will be the delegates, with the Mayor as presiding delegate and the Chief Executive alternate delegate with voting rights (in case the Mayor is unable to be present). A recommendation is included .

## **5 Update on town centre plans (including place-making initiatives)**

- 5.1 The Marton place-making group has been actively meeting since the 7 Day Makeover planning future place-making projects. The next project for the group is the development of a mural on the entrance to the Old Post Office. Additionally, a hugely successful, youth-led 7 Day Makeover is occurring during the April school holidays at Centennial Park. The turnout of youth is high, with excellent support from over Rangitikei College students. A range of projects are being completed including; pallet seating, murals, redevelopment of a small garden and the addition of silhouettes of sporting figures on the fences. This makeover was funded by the Ministry of Youth Development. In Taihape, discussions are ongoing with NZTA regarding potential place-making sites following the realignment of State Highway 1.
- 5.2 There is approximately \$10,000 remaining in the place-making budget for the 2015/16 year. Contact has been made with representatives from the Hunterville, Turakina and Mangaweka place-making groups informing them of this. These groups have been asked to submit a project plan for funding to allocate the remaining funding and ensure the funds are used for place-making activities. These groups are currently developing plans for their next projects.

## **6 MW LASS update**

- 6.1 The Archives Central newsletter for March is attached as Appendix 7). It notes that the completion of cataloguing and scanning of 2,700 maps and plans from the Rangitikei's archives. These images are available at [www.archivescentral.org.nz](http://www.archivescentral.org.nz)

## **7 Bridging funding for the Marton Youth Club and the Taihape Youth Hutt**

- 7.1 Council's financial support for both operations ends on 30 April 2016 – before there is an opportunity to deliberate on submissions to the proposals for future funding from 1 July 2016.
- 7.2 While closure would make a public statement to prospective funding agencies of the critical need for their support, the immediate impact will be on the children and their parents and caregivers during the coming second term. The unallocated sum in this year's Community Initiatives Fund could be a suitable mechanism to keep both operations open until 30 June 2016, by which time Council will have formed its view following consideration of submission on the matter and further overtures to external agencies. A recommendation to use \$9,000 from this Fund is included.



## **8 Application to the Ministry of Civil Defence and Emergency Management Resilience Fund**

- 8.1 The CDEM Resilience Fund has previously focussed on enhancing resilience to civil defence emergencies through the development of local and regional civil defence emergency management capability.
- 8.2 However, this year the Fund has been opened to other organisations to propose projects which would have the effect of increasing hazard risk resilience. This provides an opportunity to get an expert assessment of the options available to the communities and Whangaehu and Kauangaroa, based on an approach developed to engage with communities at risk from rising sea levels. Helpfully, the criteria for the Fund favour projects which will result in material change not just academic research .
- 8.3 Applications close on 29 April 2016, and decisions (made by the Director of Civil Defence Emergency Management and advice from the CDEM Resilience Fund Review Panel) are expected by 3 June 2016.

## **9 Hilux New Zealand Rural Games**

- 9.1 The Mayors of Manawatu and Palmerston North have written to the Mayor asking for a financial contribution of \$2,500 to the 2017/18 Hilux Games which will be held on the weekend of 11-12 March 2017 in the Square, Palmerston North. This is just before the start of New Zealand Agri Investment Week 2017. The letter is attached as Appendix 8.
- 9.2 The Games are a large (million dollar) free two-day event hosting national and trans-Tasman championships for traditional sports like wood chopping, speed shearing and speed fencing alongside fun participation contests like cherry stone spitting, gumboot throwing and cowpat tossing. The Running of the Wools – hundreds of sheep herding through downtown streets – will take place in central Feilding on Friday 10 March in conjunction with ‘Feilding on a Friday’ activities, which include the weekly saleyards livestock sales, and also the Feilding Farmers Market held in Manchester Square.
- 9.3 The requested sum is very small compared with the cost of running the Games, but provides Rangitikei with the opportunity for significant exposure in conjunction with the Games. As the letter from the two Mayors points out, there will be spin-off to neighbouring districts like Rangitikei, particularly if the opportunity is taken to programme local events around that time.
- 9.4 If the proposal for youth services funding is accepted, there would be \$6,000 unspent in the Community Initiatives Fund and it is suggested that the requested contribution is funded from that
- 9.5 The previous two years these games were held in Queenstown. It is envisaged that they would also be held in Palmerston North and Feilding in 2018.

## **10      www.rangitikei.com**

- 10.1 During the year Rangitikei Tourism has upgraded its website, with a focus on creating user-friendly event calendar, community directory and business listing modules. This was one of the undertakings in the funded work plan. However, it has become apparent that rangitikei.com needs some structural changes to maximise the reach from search engines, particularly Google. A quotation has been obtained from Splash Marketing to do the work to secure search engine optimisation, and is attached as Appendix 9. Such a project aligns well with the action in the District promotion plan to gain a more coherent web presence for the District. Expenditure of \$1,470 (plus GST) is within budget.
- 10.2 However, before proceeding, quotations need to be secured from at least two other potential suppliers of such a service, and evaluated against the quotation from Splash Marketing.

## **11      Planned Samoan Independence Day celebrations**

- 11.1 Western Samoa became independent of New Zealand on 1 January 1962 but the annual celebration occurs on 1 June. A celebration day is being held in Marton on Saturday 4 June 2016, to include performances and a traditional umu. Local service providers will also be present to offer advice and information about the services available in the community. Funding support has been secured from the Whanganui District Health Board and requested from the Whanganui Community Foundation, and an application has been made to the Creative Communities Scheme to cover costs associated with the performances.
- 11.2 The Mayor has offered a personal contribution and it is intended to provide a further \$300 from the Path to Well-being theme group budget.

## **12      Submissions**

- 12.1 Following discussion between the Mayor, the Deputy Mayor and the Chief Executive, a submission was made to the Horizons 2016/17 Annual Plan. A copy of that submission is attached as Appendix 10. Cr Sheridan and I will speak with Horizons Councillors on 27 April 2016.
- 12.2 On 25 February 2016 the Ministry for the Environment released its consultation document 'Next steps for fresh water'. At its last meeting, Council delegated approval of that submission to the Assets/Infrastructure Committee meeting. A draft was tabled at the meeting. However, the pressure of business at that meeting meant the Committee decided that the submission should be finalised by the Mayor, the Deputy Mayor and the Chief Executive, taking into account any further comment from individual members. Subsequently, Local Government New Zealand provided the text of its draft submission for consideration. The matter was discussed by Te Roopu Ahi Kaa at its meeting on

19 April 2016 but neither the Mayor nor the Deputy Mayor were able to be present to hear this. The attached submission (sent to the Ministry on 22 April 2016, the due date, and attached as Appendix 11) has attempted to distil the range of viewpoints.

**13      Licence to occupy for the former Taihape College site at 55 Rauma Road**

- 13.1    The relocation of some buildings (and demolition of others) has meant the integrity of the fire alarm systems has to be checked, as well as the required standard of fire exists. An estimate of costs will be provided to the meeting.

**14      Proposed road closures**

- 14.1    No new requests have been received.

**15      Request for waiver of all fees**

- 15.1    No new requests have been received.

**16      Service request reporting**

- 16.1    The summary reports for first response and feedback (requests received in March 2016) and resolution (requests received in February 2016) are attached for information, as Appendix 12.

**17      Staffing**

- 17.1    Interviews are being arranged for the Senior Animal Control Officer role. Applications closed on 15 April 2016.
- 17.2    Ngaire Davison will leave her position as Accounts Receivable/Payable Officer on 13 May 2016. Her role is being advertised.
- 17.3    Mike Fletcher has been engaged as Project Engineer – Utilities (in the Infrastructure Shared Services Group).

**18      Recommendations**

- 18.1    That the report 'Administrative matters – April 2016' be received.
- 18.2    That Council endorses the geographical bundling approach taken over the procurement of physical works contractors for the "typical;" dropout sites arising from the June 2015 rainfall event, noting that In terms of rule 9 of Council's procurement policy) there have been good reasons for doing this in terms of achieving a large volume of work in a short time, allowing more than one contractor to be engaged in the work, and reducing traveling time to the sites (with consequential effect on the tendered price).

- 18.3 That Council award Contract 998 for the Rata Bridge replacement [Te Hou Hou Road] to Emmetts Civil Construction for \$599,478.000 (plus GST).
- 18.4 That Council award Contract 1019 – Emergency Works 2015 retaining walls – Bundle 6 – one additional site on Turakina Valley Road to Stringfellow Contracts Limited for \$83,093.50 (plus GST).
- 18.5 That Council endorses the direction given by the Assets/Infrastructure Committee (in resolution 15/AIN/038) over Contract 1014 – Okirae Road flood reinstatement works and awards that contract to Loaders Civil Construction for \$290,028.55 (plus GST).
- 18.6 That in responding to the damage to the roading network arising from the June 2015 rainfall event, Council endorses the award of contracts to:
- GHD for the design of retaining walls for 39 dropout sites and management of contractors’ workflow (\$301,278 plus GST) and to
  - Higgins for simple dropout repairs on 43 sites (\$1,890,680 plus GST).
- 18.7 That Council delegates to the Assets/Infrastructure Committee authority to approve further contracts for the emergency roading works programme where the value of a proposed contract exceeds \$250,000 or the value of work proposed to be awarded any one contractor exceeds \$1 million.
- 18.8 That at the Local Government Annual General Meeting being held in Dunedin on 24 July 2016, His Worship the Mayor be Council’s presiding delegate and the Chief Executive be Council’s alternate delegate with voting rights.
- 18.9 That to allow consideration of submissions to ‘What’s new, what’s changed...?’ and further discussions with external agencies for a co-investment approach, Council continues funding the Marton Youth Club and Taihape Youth Hutt until 30 June 2016, at a total cost of \$9,000, funded from the unspent allocation in the Community Initiatives Fund
- 18.10 That Council provides a grant of \$2,500 to the 2017 Hilux New Zealand Rural Games, funded from the unspent allocation in the Community Initiatives Fund.
- 18.11 That Council commits to expenditure of up to \$1,500 from the District promotion budget for search engine optimisation for [www.rangitikei.com](http://www.rangitikei.com) following consideration of quotes from at least three proven suppliers.
- 18.12 That Council confirms the submission made by His Worship the Mayor to Horizons Regional Council on that council’s 2016/17 Annual Plan.

18.13 That Council confirms the submission made by the Acting Mayor to the Ministry for the Environment to the consultation document 'Next steps for fresh water'.

Ross McNeil  
Chief Executive

---

# *Appendix 1*



## Infrastructure Shared Services

# Funding Approval Request

**File Ref** C998 Rata Bridge Replacement  
**To** John Jones  
**From** Jim Mestyanek  
**Date** 14 April 2016  
**Subject** Tender Evaluation and Recommendation

### 1 Description of Work Tendered:

This bridge was damaged beyond repair during the June 2015 heavy rain event. Council engaged BPL Group from Wanganui to carry out the design and ancillary professional services.

### 2 Evaluation

The Engineer's Estimate was \$590,000. For this amount, Councils' procurement policy requires an open competitive process. We invited Price-Quality tenders via Tenderlink and received three submissions

Submissions were evaluated in accordance with the Price-Quality Tender Method, as set out in the New Zealand Transport Agency Procurement Manual. The Tender Evaluation Team (TET) consisted of John Jones (chair), Jim Mestyanek, and Ian Johnson (structural engineer, BPL Group).

The evaluation of the Tenders yielded the following results:

Preferred Tenderer: Emmetts Civil Construction Ltd

Tendered Price of the Preferred Tender: \$599,478.00

Names of all Tenderers:

- Concrete Structures Ltd
- Emmetts Civil Construction Ltd
- Lattey Civil & Precast Ltd

Tendered Prices in Ascending Order (without reference to Tenderer):

- \$599,478.00
- \$619,801.00
- \$660,411.00

The preferred Tender price is 1.6% over the Engineer's Estimate and is therefore considered acceptable.

3 Funding

This work qualifies for Emergency Works subsidy from NZTA. The costs will be coded to the following GL code.

Council	GL Code	Description
RDC	7010063302	Emergency Works June 2015

The NZTA subsidy rate for this work will be 84%. Thus the local share will be 26%, resulting in a value of \$155,864.28.

There is adequate capacity in the above budget to accommodate the quoted price.

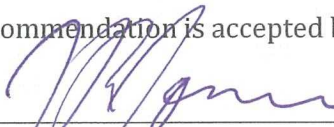
4 Recommendation

We recommend that Contract 998 for The Rata Bridge Replacement be awarded to Emmetts Civil Construction Ltd for the sum of ***Five Hundred and Ninety-Nine Thousand, Four Hundred and Seventy-Eight Dollars and No Cents excluding GST (\$599,478.00 excl GST)***.

  
**Jim Mestyanek**  
**Senior Project Engineer - Roading**  
MDC RDC Infrastructure Shared Services

14/04/2016  
Date

This recommendation is accepted by:

  
**John Jones**  
**Roading Assets Team Manager**  
MDC RDC Infrastructure Shared Services

14/4/16  
Date

This recommendation is accepted by:

  
**Hamish Waugh**  
**Infrastructure Group Manager**  
MDC RDC Infrastructure Shared Services

16/4/16  
Date

This recommendation is accepted by:

**Ross McNeil**  
**Chief Executive**  
Rangitikei District Council

                      
Date



# *Appendix 2*



## Infrastructure Shared Services

# Funding Approval Request

**File Ref** C1019 RDC Emergency Works 2015 Retaining Walls - Bundle 5 Variation Two Additional Sites

**To** John Jones

**From** Jim Mestyanek

**Date** 13 April 2016

**Subject** Retaining walls

### 1 Description of Works

Refer Memo 15 October 2015. Following the assessment of Expressions of Interest submitted by five skilled and experienced suppliers, we have selected Stringfellow Contracts Ltd to carry out the work identified in the subject line above. This constitutes a variation to their second bundle, which is currently underway.

### 2 Evaluation

Their prices are as follows:

Site	Engineer's Estimate	Supplier's Price	Supplier Price/ Engr Est
Wairepu West Rd RP3790	\$ 46990.00	\$44,539.00	
Wairepu West Rd RP4332	\$ 38,185.79	\$38,554.50	
<b>Total</b>	<b>\$85,175.79</b>	<b>\$83,093.50</b>	<b>97.6%</b>

The Supplier's price is approximately 2.5% under the Engineer's Estimate. Therefore, we consider it acceptable.

Note that these price include a contingencies of \$5,000 per site to be used at the Engineer's discretion alone.

### 3 Funding

This work qualifies for Emergency Works subsidy from NZTA. The costs will be coded to the following GL code.

Council	Job Code	Description
RDC	7010063302	Emergency Works June 2015

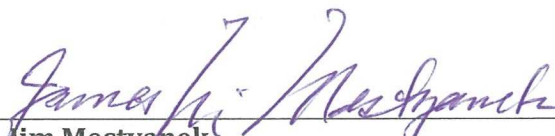
#### 4 Recommendation

We recommend that Council engages Stringfellow Contracts Ltd to carry out the above repairs for a total value of ***Eighty-Three Thousand, Ninety-Three Dollars and Fifty Cents Plus GST(\$83,093.50plus GST)***.

If approved, these works would bring the overall value of the Contract Bundle to \$263,344.50, which formally requires Council's approval.

Also, if approved, this bundle will bring the Supplier's running total for the current Emergency Works to \$661,511.50.

If approved, the work will begin 31 May 2016 and be completed by 30 June 2016, within 3 weeks. If the contractor performs well, then we may consider adding an additional bundle of sites, to a maximum overall value of \$1,000,000. Refer Memo dated 15 Oct 2015.

  
Jim Mestyanek  
Senior Project Engineer - Roading  
MDC RDC Infrastructure Shared Services

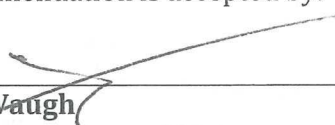
14/04/2016  
Date

This recommendation is accepted by:

  
John Jones  
Roading Assets Team Manager  
MDC RDC Infrastructure Shared Services

14-4-16  
Date

This recommendation is accepted by:

  
Hamish Waugh  
Infrastructure Group Manager  
MDC RDC Infrastructure Shared Services

14/4/16  
Date

This recommendation is accepted by:

\_\_\_\_\_

\_\_\_\_\_

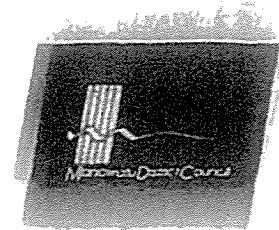
**Ross McNeil**  
**Chief Executive**

**Date**

**Rangitikei District Council**

J:\Asset\Contract\RDC Contracts\C1020 RDC Emergency Works 2015 Retaining Walls - Bundle 6\3 Tender of Works\1020 RDC Retaining Walls Bundle 6 - Funding Approval Request.docx

# *Appendix 3*



## Infrastructure Shared Services

# Funding Approval Request

File Ref C1014 Okirae Road RP1709 Drainage Improvements & Armouring  
To John Jones  
From Jim Mestyanek  
Date 22 March 2016  
Subject Emergency Works Reinstatement

### 1 Description of Works

The heavy rainfall event of June 2015 caused extensive damage to the section of road at Okirae Road Route Position 1709m. At this location, the road runs immediately alongside the Whangāehu River and constitutes a low point between higher adjoining sections of carriageway. At this low point in the road, a waterdrive culvert carries flows from a tributary stream into the river. This culvert lies at a level 10m below the road surface. During the storm, the inlet to the waterdrive culvert became blocked with tree debris and slip material, and the stream threatened to overtop the road. Simultaneously, the river level rose to approximately road height. As the river level receded, it eroded most of the road formation, leaving a very narrow and fragile section of carriageway. The damaged section of road is the only access for 14 rural properties, which include orchards, stock finishing, and forestry.

Opus carried out site assessment and detailed design of the repair treatment. It consists of: (1) construction of an alternative flow path for the tributary via a new high level road culvert 600 dia and (2) construction of an 11m high by 11m long Mechanically Stabilised Earth Wall (MSE) on the river bank extending from just below the river bed up to the road shoulder. This MSE wall will be reinforced at its toe by rock armouring. Other surface water drainage features will be constructed and enhanced to form a robust and durable road formation which provides secure and resilient road access even during future storm events and high river levels.

### 2 Procurement

The Engineer's Estimate for the works was \$245,752, which included a \$20,000 contingency sum. For this value, Council's Procurement Policy allows a closed competitive process involving a minimum of three known suppliers. We invited the following five suppliers: Higgins, Fulton Hogan, Stringfellow, Loaders, and Bullocks via a Lowest Price Conforming tender.

### 3 Evaluation

One tender was submitted, by Loaders Civil Construction Ltd of Wanganui.

	Engineer's Estimate	Supplier's Price	Supplier Price/ Engr Est
<b>Total</b>	\$245,752.00	\$290,028.55	<b>118%</b>
NZTA Share 84%		\$243,623.98	
Local Share 16%		\$46,404.57	

The Supplier's price is approximately 18% over the Engineer's Estimate.

This unexpectedly high price is most probably due to the following factors:

- Demands on local contractors to respond to extensive storm damage from South Tararangi through Wanganui, Rangitikei, and Manawatu Districts.
- Remote rural location.

**Option A:** Decline the existing tender and re-advertise an open tender in an attempt to attract suppliers from other districts who are not currently engaged in the local storm recovery efforts. This option would most likely require a postponement of the physical works until next summer. The road is currently open, but the formation is not suitably robust for the long term. It may fail if another heavy rainfall event occurs this winter. However, over the intervening winter season, we can mitigate this risk by requiring the Maintenance Contractor to give the culvert inlet regular, focused attention.

**Option B:** Accept the quoted price and aim to complete the repair works before 30 June.

#### 4 Funding

This work qualifies for Emergency Works subsidy from NZTA. The costs will be coded to the following GL code.

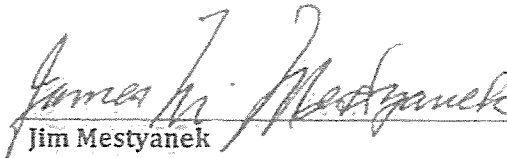
Council	Job Code	Description
RDC	7010063302	Emergency Works June 2015

However, since the quotation exceeds \$250,000, financial approval must be sought through a full Council meeting. The next meeting is scheduled for 31 March.

#### 5 Recommendation


For the sake of the property owners further into the road, we recommend Option B... ie that Council engages Loaders Civil Construction Ltd to carry out the above repairs for a total value of *Two Hundred and Ninety Thousand, Twenty-Eight Dollars and Fifty-Five Cents plus GST (\$290,028.55 plus GST)*.

If approved, the work will begin 19 April 2016 and be completed by end of May.

  
Jim Mestyanek  
Senior Project Engineer - Roading  
MDC RDC Infrastructure Shared Services

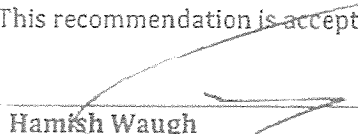
23/03/2016  
Date

This recommendation is accepted by:

  
John Jones  
Roading Assets Team Manager  
MDC RDC Infrastructure Shared Services

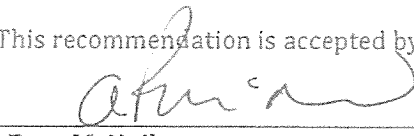
23-3-16  
Date

This recommendation is accepted by:

  
Hamish Waugh  
~~Infrastructure Group Manager~~  
MDC RDC Infrastructure Shared Services

31/3/16  
Date

This recommendation is accepted by:

  
Ross McNeil  
Chief Executive  
Rangitikei District Council

1/4/16  
Date

J:\Asset\Contract\RDC Contracts\C1014 Okirae Road RP1709 Drainage Improvements & Armouring\3 Tender of Works\1014 Okirae Rd Funding Approval Request.docx

Note: Council authorisation is required but not achievable if proposed timeframes to be met. Refer to Assets/Infrastructure meeting on 14 April for direction. ~~with~~ to proceed as recommended, with ratification by Council at 28 April meeting.

  
Ross



# *Appendix 4*

20 April 2016

## **Chairs of Regional Councils**

## **Mayors of Territorial and Unitary Councils**

## **All Chief Executives**

## **Elected Members' Expenses and Allowances**

The Authority is required to set or approve the policies of each council with regard to reimbursement of the costs incurred by elected members.

It undertakes this role in two parts. The Annual Local Authority determination includes provisions for mileage, travel times and communications and, additionally, each council is required to provide its full policy on expenses and allowances to the Authority for review and approval.

Once this has been done it is a requirement of the Authority that both the determination and the expenses policy be available for perusal by the public. A number of councils also report to their ratepayers on the usage of these allowances, a move towards further transparency that the Authority supports.

### ***Payments set by the Authority in the Determination***

In preparation for this year's determination, which will come into force on the 1<sup>st</sup> July 2016, the Authority has reviewed the allowances set in the determination and will be making adjustments to both the mileage and travel allowance.

### ***Mileage Allowance***

The Authority is making two changes to this allowance.

1. In line with the Inland Revenue Department's decision last year, the first five thousand kilometres claimed should now be reimbursed at 74c per kilometre, instead of 77c at present. The rate for travel in excess of 5000 kilometres remains at 37c.
2. In response to issues raised by elected members, the 30 kilometre threshold will now apply only to visits to the council or community board office. For other travel by members, no threshold distance will apply.

The principles and logic behind the per kilometre rate are explained in detail in the document attached to this letter.

*Travel Time Allowance*

This amount has been set at \$35.00 since 2013. It will increase to \$37.50.

*Communications allowance*

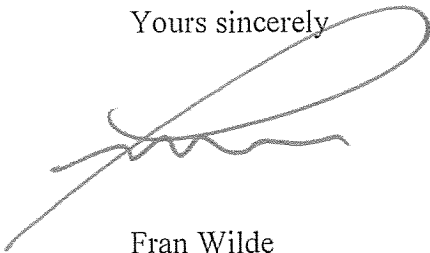
The Communications allowance is unchanged. We would draw your attention to the provision included in 2013 for councils to approach the Authority for approval to provide additional assistance to elected members who face exceptional cost to access or install appropriate communications links.

**Please ensure your administration personnel read the determination carefully when it is issued. Particularly note that the mileage and communications allowances have pro rata provisions for members not in position for the full 12 months of the determination. This affects both members who do not return after the election and those who are elected for the first time in October.**

*Reimbursement and Expenses Policy recommended by the Council*

Please review and either reconfirm or amend these policies and forward them to the Authority on letterhead no later than 10<sup>th</sup> June. The Authority will review and either approve all policies before 1<sup>st</sup> July or refer them back for further work if they do not clearly identify the payment regime and the authorisation process. The test the Authority will apply reflects the Auditor General's approach to the control and management of sensitive expenditure in the public sector.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Fran Wilde', with a large, sweeping loop at the end.

Fran Wilde  
**Chair**

## LOCAL AUTHORITY VEHICLE MILEAGE ALLOWANCE - 2016

This note explains the principles adopted by the Remuneration Authority in setting the terms and conditions of the Vehicle Mileage Allowance, as well as explaining the logic behind the per kilometre rates. It is updated using the 2014/15 Automobile Association data.

### Principles

The Authority adopted the following principles when considering the setting of the Vehicle Mileage Allowance:

**Principle 1:** The Authority does not intend to meet the costs of an elected member getting to and from work, where the elected member lives within normal commuting distance of the nearest office of the local authority. This is because:

- a) The pay scales that the Authority uses to set elected member remuneration are based on pay scales used for other public service positions, where there is no doubt that the costs of travel to and from work is the responsibility of the job holder, and
- b) It is normal practice for people engaged in providing regular services to a single body to meet their own costs of travel to and from the place of employment.

**Principle 2:** Any mileage allowance should meet the reasonable additional costs incurred by the elected member in using their own vehicle for travel required on council business. This includes travel to and from the place of work in excess of normal commuting distance.

**Principle 3:** The Authority will apply averages in setting per kilometre rates and normal commuting distances. This means that the Authority will use average vehicle operating costs for average sized and specified cars travelling on average roads, and average kilometres travelled per annum by the population as a whole.

**Principle 4:** Wherever possible the Authority will use independent sources of information.

### Threshold Distance

The application of Principle 1 requires the Authority to consider what a “normal commuting distance” is. Taking into account that commuting distances in the country tend to be longer than in urban areas, but not wishing to penalise country elected members, the Authority looked at average commuting distances in cities and large towns.

The Authority considered that it would be fair to regard a normal commuting distance as being 15 kilometres. The Authority recognises that this is an average and that, even in urban areas, some people commute more than 15 kilometres.

This means that any elected member living within 15 kilometres of their nearest office will meet their own cost of getting to and from work.

Members living more than 15 kilometres away from their nearest office may claim the allowance for distances in excess of the normal commuting distance. This means that they can claim for distances in excess of 30 kilometres (i.e. the round trip normal commuting distance).

If the mileage allowance were to apply for total distance travelled for people living more than 15 kilometres away for work, then that would be unfair on those living within 15 kilometres, who are meeting their own commuting costs.

The threshold for people living within the normal commuting distance is set at twice the distance between their home and place of work, so that both groups of people can claim mileage for any travel outside of normal commuting distance.

### Per Kilometre Rates

Principle 4 using data on the costs of owning and running a car – this is regularly published by the Automobile Association, which has also supplied us with background data which enables deeper analysis.

The latest Automobile Association publication of car running costs is dated 2014/15. That data is based on the New Zealand average distance travelled of 14,000 kilometres per year for new vehicles over a 5 year period.

That report contains the following data:

Vehicle	Engine size	RRP	Average Cost	Operating Costs (cents per km)		
				14,000 km per year	19,000 km per year	24,000 km per Year
Compact	1501cc - 2000cc	To \$42,000	\$34,284	65c	55c	49c
Medium	2001cc - 3500cc	To \$60,000	\$47,462	80c	67c	60c
Large	3500cc +	To \$75,000	\$66,893	109c	90c	80c

Bearing in mind that Principle 2 requires that additional costs be met by the allowance and that, on average, people drive 14,000 km per annum for personal use, then one can calculate:

- The cost of personal use, being the cost for the first 14,000 km per year, and
- The additional costs that will be incurred if an elected member needs to travel over 14,000 km in a year because of council business. This additional cost can be worked out by calculating the cost of the first 14,000 km in a year and the cost of the total distance in a year (including council travel) – the difference is the additional cost of council travel. This difference can then be expressed as a rate per km.

These calculations are shown below (based on the data from the AA report) where an extra 5,000 km a year is travelled on council business:

<b>Vehicle</b>	<b>Cost rate for first 14,000 km</b>	<b>Personal Cost of first 14,000 km</b>	<b>Cost rate for 19,000 km</b>	<b>Cost of 19,000 km</b>	<b>Cost of additional 5,000km</b>	<b>Additional cost per km</b>
Compact	65c per km	\$9,100	55c per km	\$10,450	\$1,350	27c
Medium	80c per km	\$11,200	67c per km	\$12,730	\$1,530	31c
Large	109c per km	\$15,260	90c per km	\$17,100	\$1,840	37c

Below are comparative calculations where an extra 10,000km a year is travelled on council business:

<b>Vehicle</b>	<b>Cost rate for first 14,000 km</b>	<b>Personal Cost of first 14,000 km</b>	<b>Cost rate for 24,000 km</b>	<b>Cost of 24,000 km</b>	<b>Cost of additional 10,000km</b>	<b>Additional cost per km</b>
Compact	65c per km	\$9,100	49c per km	\$11,760	\$2,660	27c
Medium	80c per km	\$11,200	60c per km	\$14,400	\$3,200	32c
Large	109c per km	\$15,260	80c per km	\$19,200	\$3,940	39c

It can be seen from the above that the additional cost per km incurred for the council travel is 32 cents if a councillor:

- drives a medium sized car, and
- normally does 14,000 km per year for personal travel, and
- does an extra 10,000 km in a year on council business.

Even if the councillor drives a large car (which is above average size) the additional cost per km is only 39 cents.

Using additional data supplied by the Automobile Association we have examined yearly costs associated with much higher additional yearly mileage by assuming higher depreciation rates, more frequent tyre replacement and higher repair costs. Yearly costs are shown in the following table for a car costing \$50,000 and owned for 5 years:

Km per year	14,000	30,000	40,000
Value of car after 5 years	\$18,100	\$8,700	\$4,900
<b>Costs per annum</b>			
Licence and WOF	\$337	\$337	\$337
Insurance	\$911	\$911	\$911
Interest and depreciation	\$6,975	\$8,591	\$9,269
<b>Total Fixed Costs</b>	<b>\$8,223</b>	<b>\$9,840</b>	<b>\$10,518</b>
Fuel	\$2,702	\$5,790	\$7,720
Tyres	\$507	\$1,086	\$1,448
Repairs	\$635	\$1,361	\$1,815
<b>Total Running Costs</b>	<b>\$3,933</b>	<b>\$8,417</b>	<b>\$11,219</b>
<b>Total Costs</b>	<b>\$12,156</b>	<b>\$18,256</b>	<b>\$21,737</b>
Cost per km	86.8c	60.9c	54.3c
Personal cost		<u>\$12,156</u>	<u>\$12,156</u>
<b>Additional Cost</b>		<b>\$6,100</b>	<b>\$9,581</b>
Additional cost per km		38c	37c

#### Reimbursement using standard Remuneration

Authority rates	\$7,920	\$11,620
-----------------	---------	----------

#### Conclusion

Taking into account all the above data, the Authority believes that the mileage rate of 77 cents for the first 5,000 kilometres of council travel and 37 cents for distances in excess of 5,000 kilometres is fair compensation for any additional costs incurred by an elected member in using their own car for council business travel.

#### Remuneration Authority

April 2016

# *Appendix 5*



RECEIVED

*Rangitikei District Council*

REMUNERATION AUTHORITY

07 APR 2014  
To: *SB M.H*  
File: *3-OR-3-7*  
Doc: *14 0308*

**POLICY ON ELECTED MEMBERS'  
ALLOWANCES AND RECOVERY OF EXPENSES**

Signed: 

Date: *11/4/2014*

**FOR THE ELECTORAL TENURE COMMENCING  
15 OCTOBER 2013<sup>1</sup>**

**INTRODUCTION**

This policy sets out rules on the claiming of expenses by elected members and the resources that will be available to them during their term of office.

Contact person for queries: Sue Bligh *Acting Executive Officer*  
Email: sue.bligh@rangitikei.govt.nz  
Phone: (06) 327-0099

**DOCUMENTATION OF POLICIES**

This document forms part of the Governance Handbook for Elected Members. It contains provisions around sensitive expenditure and conflicts of interest.

**AUTHENTICATION OF EXPENSE REIMBURSEMENTS AND ALLOWANCES**

From time to time elected members incur expenses on the Council's behalf, which need to be reimbursed. This reimbursement and the use of Council supplied resources apply only to elected members personally, and only while they are acting in their official capacity as elected members.

Costs for expenses must have a justifiable business purpose, be moderate and conservative having regard to the circumstances, and be appropriate in all respects. Transparency is achieved through the monthly publication on the Council's website of all expenses for elected members over the past month.

The process for reimbursement of claims includes the following principles:

- any expenses to be reimbursed must be on an actual and reasonable basis and in line with Council policy;
- expense claims are approved by the Chief Executive or the Executive Officer, and full original receipts are required; and
- cost reimbursements will be made via the payroll system.

---

<sup>1</sup> The exact date from when this policy will apply is the day that elected members come into office after the 12 October 2013 local body elections.

In the case of one-off expenditure such as travel to conferences, the process and prior approvals required are detailed in this policy.

In the case of vehicle mileage, travel time and communications, all limits set in this document do not exceed the Remuneration Authority's Determination.

To satisfy the requirements of the Council's auditors, there will be periodic sampling of expense claims and allowances paid to elected members and staff.

No allowances are paid without deduction of withholding tax.

All expenditure that falls under this policy is approved on the condition that it can be met within relevant budget provisions.

## DEFINITIONS

"Actual" means as evidenced by the original receipt attached to the claim form.

"Reasonable" means that it is within the amount specified by this policy or as deemed reasonable by the Mayor and/or Chief Executive.

"Council business" includes: formal Council and Community Board meetings, committee meetings, workshops, seminars, statutory hearings, training courses, site visits, meetings with staff, meetings with community groups, meetings with members of the public. It does not include events where the primary focus is on social activity.

"Remuneration Authority" is an independent body established by the Remuneration Authority Act 1977, with responsibilities under the Local Government Act 2002 to determine remuneration and expense/allowance rules for local authority members.

## ALLOWANCES AND EXPENSES BY GROUP OF MEMBERS

Position	Expense/Allowance	Description
All elected members	Travel and attendance at conferences/seminars/training programmes	<p>All elected members are entitled to payment of actual and reasonable registration, travel, accommodation, meal and related incidental expenses (including travel insurance) incurred in attendance at these events, held both within New Zealand and overseas, subject to:</p> <ul style="list-style-type: none"><li>a) related expenditure being accommodated within existing budgets, and</li><li>b) the appropriate approvals as outlined in this policy</li></ul> <p>and excluding reimbursement for purchases from hotel mini-bars and charges for in-room</p>

Position	Expense/Allowance	Description
		<p>video or cable movies.</p> <p>All travel and accommodation arrangements for elected members are to be made by the Executive Officer with the Council's preferred travel agents, at the most economic cost available (when possible) at the time of booking, unless all travel costs are being met privately or by an outside party.</p>
	Taxis	<p>Taxis may be used for Council business, instead of private vehicles or public transport, for the following reasons:</p> <ul style="list-style-type: none"> <li>a) safety/security reasons, and</li> <li>b) when travelling outside the Rangitikei if a taxi is the most appropriate form of transport.</li> </ul> <p>Taxis may not be used if significant travel distances mean that use of a taxi is not the most cost effective option. Rental cars booked by the Executive Officer should be considered as an option in such circumstances.</p> <p>Taxi charge vouchers should be used for planned travel within New Zealand. Costs paid for directly by the individual for unanticipated travel within New Zealand or for international travel will be reimbursed on presentation of actual receipts.</p>
	Exceptional circumstances for Council related meetings	<p>The Executive Officer may arrange overnight accommodation for elected members when travel or business requirements do not allow for the return on the same day, e.g. if it is unreasonable for an elected member to travel to their home after a late meeting.</p>
	Domestic air travel	<p>All elected members are entitled to utilise domestic air travel for Council related travel, generally where travel by air is the most cost effective travel option.</p>
	International air travel	<p>As a general policy all elected member international air travel is by way of economy class, where all or part of the costs of the fares</p>

Position	Expense/Allowance	Description
		are to be met by the Council. The approval of the Council is required for exceptions, e.g. where Premium Economy or the equivalent air travel is desirable for health or other compelling reasons.
	Air points	No airpoints accumulated while on Council business can be utilised for personal use.
	Private accommodation provided by friends/relatives	Payment of \$50 per night when staying in private accommodation, to cover accommodation, breakfast and dinner. It is intended that at least a portion of this allowance is paid to the accommodation provider.
Mayor	Car	The Mayor may be provided with a vehicle that will also be available for his/her private use. A deduction will be made from his/her salary as determined by the Remuneration Authority. The Mayor will not be able to claim for vehicle mileage if provided with a vehicle.
	Vehicle mileage	When a vehicle is not provided, the Mayor is entitled to the maximum threshold permitted in the Remuneration Authority's Determination.
	Travel and conferences, courses and seminars	<p>The prior approval of the Chief Executive is required for travel within New Zealand for: council business; attendance at conferences/courses/training events/seminars; other purposes associated with the position of mayor.</p> <p>The prior approval of the Council is required for all international travel, where costs or partial costs are paid for by Council funds. Where the Mayor or the Mayor's authorised representative is accompanied by his/her partner on international travel, the Council will meet the cost of their travel, accommodation and incidental costs.</p> <p>The Council will authorise such expenditure</p>

Position	Expense/Allowance	Description
		where the partner's involvement directly contributes to a clear business purpose.
	Telephone costs	Full payment by the Council of: <ul style="list-style-type: none"> <li>a) home telephone line rental and associated toll charges, and</li> <li>b) cellphone based rental and all associated call charges.</li> </ul>
	Car parking	Use of an assigned car-park at the Council's Marton Office for use on Council business.
	Entertainment and hospitality	The Mayor may hold a purchasing card to pay directly for any entertainment or hospitality expenses incurred while carrying out Council business. If such a card is issued, full receipts and details of the names of parties entertained and reasons for the entertainment are to be provided.  All expenditure on this card is approved by the Chief Executive.
Mayor and Councillors	Rental Cars	Rental cars may be utilised when attending meetings or conferences in other centres, where this is the most cost-effective travel option.
Mayor, Councillors and Community Board Chairs	Communications equipment	Option of either <ul style="list-style-type: none"> <li>a) provision of a mobile phone, PC or laptop, and printer. Full technical support is provided for Council business, or</li> <li>b) provision of an annual allowance for any or all equipment provided by the elected member, as follows: <ul style="list-style-type: none"> <li>i) \$150 for a PC</li> <li>ii) \$150 for a tablet</li> <li>iii) \$40 for a printer</li> <li>iv) \$60 for a telephone (mobile or handset).</li> </ul> </li> </ul>

Position	Expense/Allowance	Description
	Stationery and consumables	Supply of reasonable amounts of paper and printer consumables for Council business.
Councillors	Conferences, courses, seminars and training	<p>The conference, course, seminar or training event must contribute to the Councillor's ability to carry out council business.</p> <p>Attendance at these events when held in New Zealand must be approved by both the Mayor (or the Deputy Mayor) and the Chief Executive.</p> <p>Attendance at these events when held overseas must be approved by the Council.</p>
	Entertainment and hospitality	Reimbursement of costs incurred while hosting official visitors to the Council, or while travelling on Council business. These costs can cover a range of items including, but not limited to, tea/coffee, and catering including alcohol with meals.
Councillors, Community Board Chairs	General community related expenses	<p>From time to time Councillors and Community Board chairs may have unforeseen costs arise for items relating to community events, e.g. payment of koha, or purchasing a wreath for attendance at a commemorative event.</p> <p>Reimbursement of such expenditure should be previously approved by the Executive Officer. The items should be appropriate to the occasion and expenditure should be moderate and conservative.</p>
Councillors, Community Board members	Vehicle mileage	<p>Vehicle mileage will be paid for all travel on Council business that exceeds, in any one day, the relevant threshold distance.</p> <p>The threshold distance will be personal to each elected member. It will depend on the distance of a round commuting trip from the elected member's home to their nearest Council office<sup>2</sup>:</p> <p>a) members living more than 15 kilometres away from their nearest</p>

<sup>2</sup> This means the Taihape Office or the Marton Office.

Position	Expense/Allowance	Description
		<p>office may claim the allowance for round trip distances travelled more than 30 kilometres in any one day</p> <p>b) members living less than 15 kilometres away from their nearest office may claim mileage for round trip distances travelled more than their round trip from home to their nearest council office, in any one day.</p> <p>Mileage will be paid up to the maximum rate per kilometre as set out in the current Remuneration Authority Determination.</p> <p>Mileage will be paid to eligible members on receipt of a completed and signed mileage claim, and approved by the Executive Officer.</p>
	Mobile phone expenses	<p>An allowance towards Council generated calls, text and data through mobile phones:</p> <p>\$400 for councillors and community board chairs</p>
	Landline and broadband connection	<p>Monthly reimbursement (on production of invoice) of the connection/usage costs that can be identified as relating to Council business.</p>
Community Board members	Conferences/training/seminars	<p>Attendance at conferences, courses, seminars and training programmes requires the prior approval of the relevant Community Board. Exceptions to approval of the Community Board being required are:</p> <p>a) when a Board member is to be the Council's representative at a conference or event; in such cases the approval of the Council is required, and</p> <p>b) for RMA hearings training, as there is a separate budget for such training which is managed by staff.</p>

# *Appendix 6*





## Election 2016 - Protocols for Elected Members

Election for the Council and Community Boards are held every three years. Election Day is Saturday 8 October 2016. This protocol sets out the two principles contained in the Office of the Auditor-General guidelines *Good Practice for Managing Public Communications by Local Authorities* that particularly relate to communications in the pre-election period. The pre-election period relates to the three months before the close of polling day (i.e., 8 July to 8 October 2016). The principles have general application at all times leading up to the election and Elected Members are made aware of this prior to July so that they can ensure that their pre-election campaign activities comply with the principles.

The two principles are set out below with an explanation and guidance on the practical implications for Elected Members and Council staff. The Chief Executive is responsible for the implementation of the guidance and will, where required, determine its application (e.g. in relation to the content of a media release).

**Principle 12: A local authority must not promote, nor be perceived to promote, the re-election prospects of a sitting member. Therefore, the use of Council resources for re-election purposes is unacceptable and possibly unlawful.**

*A Council would be directly promoting a member's re-election prospects if it allowed the member to use Council communications facilities (such as stationery, postage, internet, email, or telephones) explicitly for campaign purposes.*

*Allowing members access to Council resources to communicate with constituents, even in their official capacities as members, could also create a perception that the Council is helping sitting members to promote their re-election prospects over other candidates.*

Under this principle:

- Mass communication facilities, such as any Mayoral columns in Council publications will be suspended during the pre-election period of 8 July to 8 October 2016
- Council resources (including the Council logo, branding and all Council marketing and communication channels including social media, Council-supplied business cards, stationery letterhead, plain paper, envelopes, photocopiers, Council facilities (e.g. meeting rooms), computer equipment including in-house printers and word processing software, must not be used by Elected Members for campaigning purposes whether for a Rangitikei District Council position or another elected position.
- while it is acceptable for Elected Members to use a Council supplied tablet and/or mobile phone, Elected Members should not use Council email addresses (i.e. ending in @rangitikei.govt.nz) for electioneering purposes or in their campaign material.

For clarification

- Elected Members may use the Council-supplied tablet but must use a private email address e.g. xxx@gmail.com .
- Elected Members must not link their own social media channels to Council social media channels.
- When an Elected Member is supplied with a mobile phone it may be referred to, provided it is not identified with the Council, for example, it would be inappropriate to use text like 'call me on my RDC mobile number xxx'. Phone calls that are related to your electoral campaign are an electoral expense and will need to be acknowledged in your statement of electoral expenses.
- Elected members may use the 46 High Street, Marton address as the business address for the purpose of campaign advertisements in terms of the Local Electoral Act. Use the street address only rather than refer to the Council offices.
- For clarification, the relevant rules also apply to Members (including Chairs) of the Ratana and Taihape Community Boards.

**Principle 13: A Council's communications policy should also recognise the risk that communications by or about members, in their capacities as spokespersons for Council, during a pre-election period could result in the member achieving electoral advantage at ratepayers' expense. The chief executive officer (or his or her delegate) should actively manage the risk in accordance with the relevant electoral law.**

*Curtailing all Council communications during a pre-election period is neither practicable nor possible. Routine council business must continue (e.g. publication of the Annual Report). Council leaders and spokespersons need to continue to communicate matters of Council business to the public.*

Under this principle:

- Journalistic use of photographic material or information that may raise the profile of a member will be discontinued in the pre-election period
- Access to Council resources for members to issue media releases, in their capacities as official spokespersons, will be limited to what is strictly necessary to communicate current Council business. Comments and/or quotes from the Mayor or Chairs only will continue to be used in media releases setting out the Council's position on an issue (e.g. major decisions made at current committee meetings, announcing new initiatives). Officers will comment on or issue media releases on operational matters, or implementation of policy
- Website material (including photographs) of Elected Members will remain on-line throughout the pre-election period, but must only involve provision of official information
- Official photographs and contact details for Elected Members will continue to be included in official publications (e.g., Annual Plan, Annual Report).

#### Neutrality of Council Staff:

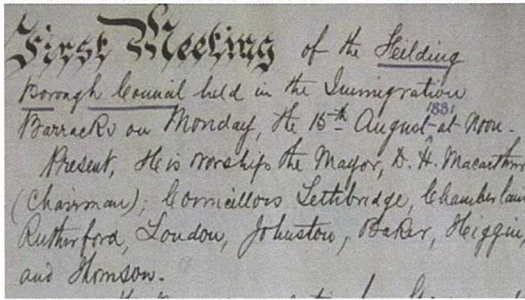
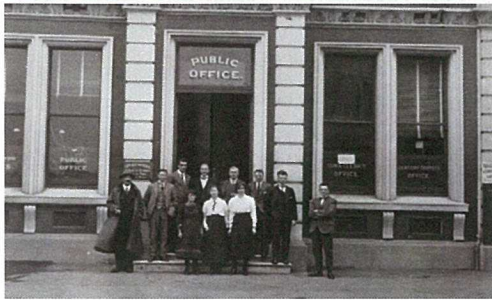
- All staff are expected to act with political neutrality. This does not mean the work of Council is disrupted. Staff will continue to support Elected Members in their roles.
- During an election year and particularly during the pre-election period, additional care must be taken to ensure that activities are not seen, in any way to support or a preference for one candidate over another.
- Governance and administration staff who provide support to Chairpersons and Councillors will continue this support for the purpose of assisting those Elected Members in their current role. However, support staff will not provide any assistance relating to electioneering activities.
- The Chief Executive is responsible for setting appropriate Election protocols for staff.

#### Contact for further Information:

If you are unsure about any matter covered above please talk to Warwick Lampp, Electoral Officer (021 498 517) or Samantha Whitcombe, Deputy Electoral Officer (06 327 0099).

# *Appendix 7*





## WELCOME

Welcome to the Archives Central newsletter. This is a monthly update that lets you know what we are up to, the sorts of archives we hold in the stacks and a bit about the history of the region.

## HIGHLIGHTS OF THE MONTH

Over February we had:

- 47 requests lodged with archives staff
- 1,859 unique visitors to the Archives Central website

## MORE RANGITIKEI PLANS ADDED ONLINE

A further 2,700 maps and plans from the Rangitikei District Council collection have now been catalogued and added to the Archives Central database.

This includes 1,500 images, covering subjects like:

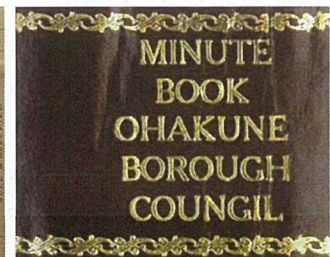
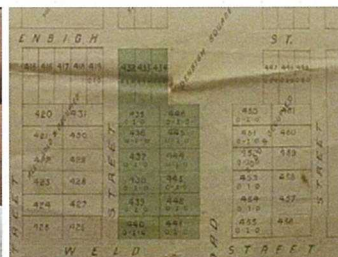
- Cemeteries
- Parks and Reserves
- Land Auction plans
- Maps of the County
- And all other aspects of council business

The maps and plans were created or collected by the Rangitikei County Council, Marton Borough Council, Taihape Borough Council and the Rangitikei District Council. The completion of this work means over 6,000 images can be viewed on Archives Central.



STAFF ONSITE  
8.00am - 5.00pm Monday - Friday  
for enquiries

READING ROOM  
Open to Public 1.00pm - 5.00pm  
Tuesday to Friday







## FROM THE STACKS – MANAWATU CATCHMENT BOARD ALBUMS

The Manawatu Catchment Board archives include a particularly good collection of photographs. Organised by the former Regional Council Archivist, these albums contain photos of the Board's business - construction and maintenance of river protection works, Board property, as well as general photos of rivers and bridges.

The image at the top is of the Whirokino Trestle Bridge and the Manawatu River Bridge in 1943. The River Bridge lost a span in a car accident that year - fortunately no-one was killed. The photo shows the temporary footbridge that was used until the replacement bridge was constructed.

The lower photo shows the new river bridge next to the old one. Both this bridge and the Trestle Bridge are still in use today. The NZTA has plans to replace these with more modern structures and make provision for cyclists and pedestrians.

## DID YOU KNOW? -Dannevirke Borough District Scheme

In 1926 the Town Planning Act was passed, the first of its kind in New Zealand. The Act required all towns and cities in NZ to create planning schemes which zoned land uses, preventing the haphazard growth of towns. The Dannevirke Borough Council was the first to complete a scheme in 1936.

Progress elsewhere was slow and by the 1950s only 37 schemes had been completed. The Town and County Planning Act 1953 was created to replace the old act, bringing in revised requirements and expanding the scope of District Schemes to include County Councils.

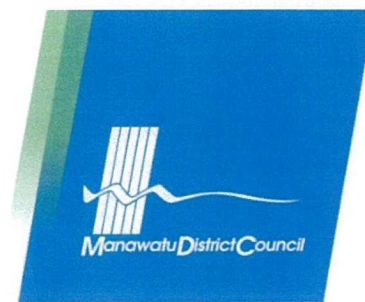
By the 1960s most councils at least had a draft scheme in place. The new act also required formal reviews be carried out regularly. The Dannevirke Borough Council carried out its first review in the 1970s and the second in the 1980s.

District Schemes ended with the Resource Management Act 1991. The act brought in a new system of Resource Consents and required councils to create District Plans to replace the former schemes.





# *Appendix 8*



8 April 2016

Mayor Andy Watson  
RANGITIKEI DISTRICT COUNCIL

**Re: HILUX NEW ZEALAND RURAL GAMES**

Dear Andy,

Further to our meeting in Wellington with Steve Hollander the promoter of the Hilux New Zealand Rural Games we want to now confirm your support and that of your Council.

As Mayors of Palmerston North City and Manawatu District we were delighted to win the bid to host the 2017-18 Hilux NZ Rural Games to be held in the Manawatu. To be given the opportunity to host such an action packed three day event of traditional rural games was an opportunity we wanted to grab with both hands. We considered these games to be an ideal fit not just for our region being the agribusiness capital of New Zealand, but for our wider central region we all share together.

One of the significant advantages for these games to be successful that we see, is the collaboration of Mayors and their respective councils in the Horizons region. Horowhenua, Whanganui, Rangitikei and Tararua are only 45 minutes away from the centre of Palmerston North. In addition, Taihape, Masterton, and South Taranaki are just over an hour away. With strong advocacy from our wider region's Mayors we can ensure that this will attract greater numbers than are currently being experienced in Queenstown. We like to say we are 'the middle of the middle million' of New Zealand.

Having a strong agricultural base with some of the best farmland and soils in New Zealand, with the largest sheep flock and beef herds in the country, plus a little known fact that 50% of New Zealand lamb exports come from within two hours driving time from Palmerston North. Also many of the Games competitors, administrators and officials come from our region. With so many synergies, it makes these games a magnificent event for the whole of the central region.

Given our huge influx of people for the CD Field Days, 50,000 or more, having this event at the start of our Agri-Investment Week in March leading into the Field Days will be an added bonus.

Feilding will be the perfect setting for the Running of the Wools on the Friday when our Farmers' Market and iconic Feilding Saleyards are operating. The main Rural Games two day event will be staged in the Square in Palmerston North which again is ideal for great televised footage and ensuring easy and accessible public participation.

It is important that we all get behind this event and capitalise on the advantages it offers not just to our region but also to yours. It is possible to run some rural games contests or activities in your area leading up to the games such as Taihape Gumboot Day which will now be staged the weekend prior to the Rural Games and therefore hold the North Island Championships as a lead in to the National competition which will be held the following weekend at the Rural Games.



Each Council would have the opportunity to have a promotional stand in the Square at Palmerston North promoting your area from a tourism, recreation and economic development perspective. We will also host a 'Welcome event' for Mayors, Councils and VIP's at the start of the Games.

Being centrally located, the Manawatu is an ideal location for road and air travel. Jetstar, one of the Games' sponsors opened its doors to our region this year which now means we have a competitive advantage to those travelling by air.

The cost to stage these Games is just under \$1million. Having attended the Games in Queenstown in February we can assure you they are extremely well run and professional in every respect. The fact that there is no entrance fee and it is totally free makes them accessible to all ages. An attractive and entertaining event showcasing our traditional rural sports of the past and present is novel and a great education for everyone.

As Mayors of the city and district we are happy to support the games with significant funding in cash and in kind from our Councils to over \$80,000. We are asking that you join us with a financial contribution of \$2,500. The rest of the funding is sourced through major sponsorships that Steve and his team have been able to secure to date. We will also be assisting Steve to secure another three or four major sponsors from the Manawatu region.

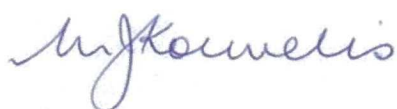
We hope that you will get behind these Rural Games in building interest and participation, promotion and with financial support. There certainly is benefit to your people in becoming involved and the NZ Rural Games Trust is working to extend its support for events in towns like yours.

Please would you respond by emailing Steve Hollander with your response and contact details as he will then invoice your Council for the amount of \$2,500. Feel free to give Steve a call if you wish to talk it through further and hear how he can assist your area in planning for this event. Steve's contact details are [steve@hollander.co.nz](mailto:steve@hollander.co.nz) . Mobile 021 973 207.

We are confident that we are onto a real winner here for rural and provincial New Zealand that we could see based in our region for many years to come. We see it coming here for two consecutive years and it then being shared with the South Island for a year before returning back up here for a further two years.

We were encouraged by your initial response and we hope that with your support together we can all make this a highlight for our communities not just in 2017-2018 but for many years to come.

Yours sincerely,

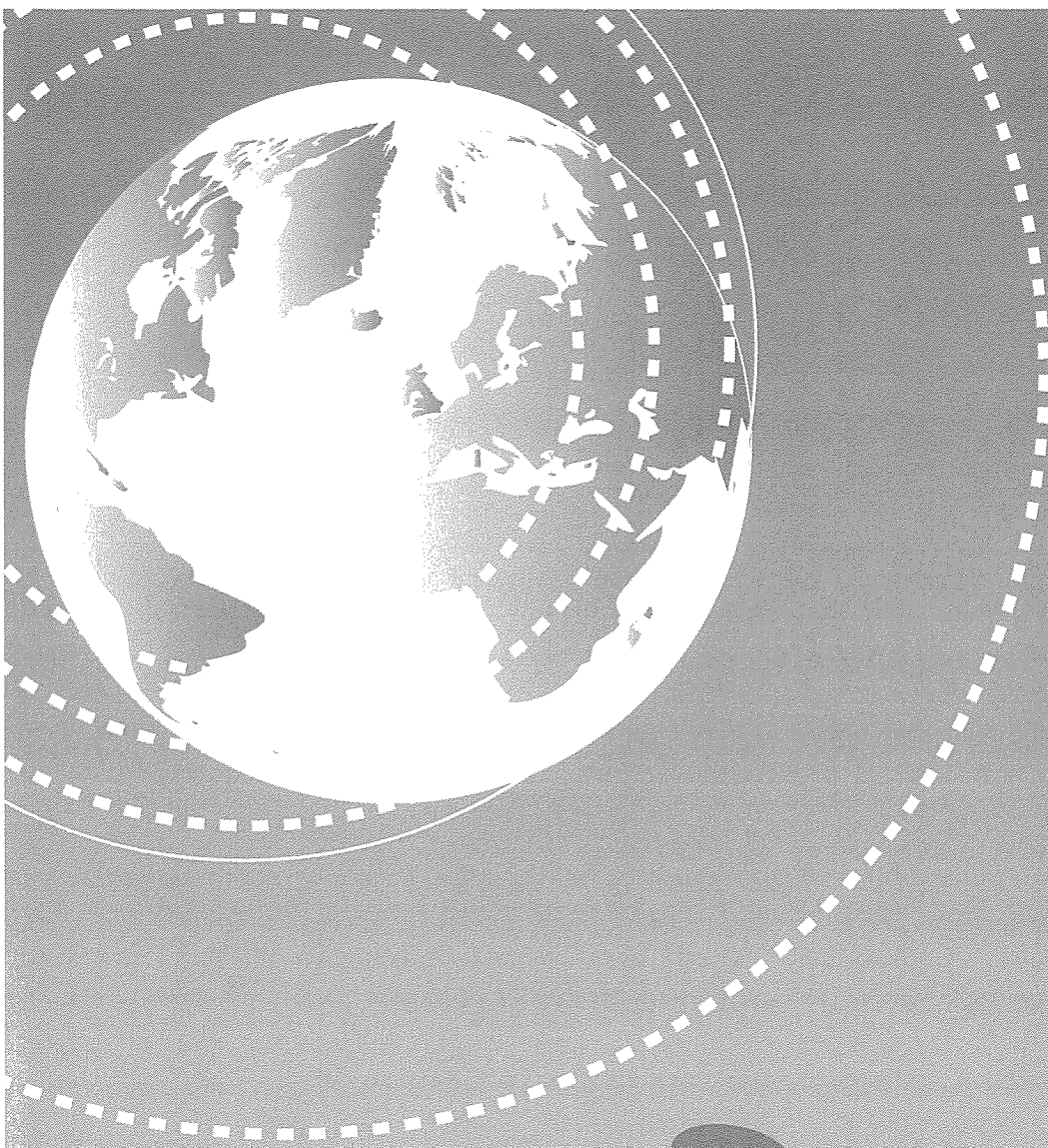


Margaret Kouvelis  
Mayor Manawatu District



Grant Smith  
Mayor Palmerston North City

# *Appendix 9*



**MARKETING**

## **Quotation**

**rangitikei.com**

**6 April 2016**

**Rangitikei District Council  
Private Bag 1102  
Marton  
New Zealand**

**6 April 2016**

**It gives me great pleasure to submit quotation for rangitikei.com.  
Please find below a quotation to enhance the primary website page  
titles and descriptions, for the purpose of improving Search Engine  
Optimisation and human readability content.**

**The focus is on having searchable content relevant to the website.  
This cost covers all high traffic website pages. Includes analysis of  
SEO report to further improve site searchability and ranking, as  
evidence by the current SEO score of 69/100.**

**The total cost is \$1470.00.**

**This quotation is valid for 30 days and is GST exclusive.**

**If you have any questions, please don't hesitate to contact me.**

**Regards,**

**Carrie-Anne Freeman  
Splash Marketing Ltd  
0272 416 444  
carrie-anne@splashmarketing.co.nz  
www.splashmarketing.co.nz  
107 Hasketts Road  
PO Box 23 057  
Christchurch 8445**

# *Appendix 10*





12 April 2016

File No: 3-OR-3-12

Bruce Gordon  
Chairman  
Horizons Regional Council  
Private Bag 11025  
Manawatu Mail Centre  
**PALMERSTON NORTH 4442**

By email: [submissions@horizons.govt.nz](mailto:submissions@horizons.govt.nz)

Dear Bruce

## Key Issues for the 2016/17 Annual Plan

Thank you for the opportunity to comment on the key issues for your Council's 2016/17 Annual Plan. For the Rangitikei District Council, the key issue is over the role to be taken by Horizons in regional growth.

Our submission a year ago to your 2015-25 Long Term Plan advocated a strong regional focus on economic development, and in October 2015 we endorsed the proposed amendments to the Triennial Agreement to give effect to the Regional Growth Strategy by emphasising collaboration between all councils within the Horizons region. Rangitikei District Council remains committed to that thinking.

While we accept the need for individual territorial authorities to determine, and fund, their own priorities for engaging in the growth agenda, it is critical that the regional focus remains paramount. Most initiatives will depend on this wider perspective to gain their full potential; it is the regional council that is in a position to articulate and expand that perspective. In addition, there will be opportunities which need further advocacy to central government to progress - the Government is more likely to listen when it is clear that this is a regional need. The regional council is able to represent the whole region, providing advice to the Accelerate25 lead team on priorities in a non-partisan way and ensuring that the implementation of Accelerate25 plays to the particular strengths of each District.

Your Consultation Document suggests an alternative of better using the information you have regarding the region's resources. We see that as a very important input into formulating what is feasible and sustainable for the region to do. We would expect each Council in the partnership to bring their strengths and expertise to share - whether it be communication linkages to export markets or co-ordinating tourism promotion, so even this dimension is more about leadership than providing advice.

We understand that this leadership role will need funding, a uniform targeted rate seems the most appropriate mechanism.

I would like the opportunity to speak with your Council on this issue.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Andy Watson', with a large, stylized initial 'A'.

Andy Watson  
**Mayor of Rangitikei**

# *Appendix 11*





21 April 2016

File No: 3-OR-3-5

Hon Dr Nick Smith  
Freshwater Consultation 2016  
Ministry for the Environment  
P O Box 10362  
Wellington 6143

by email: [watercomments@mfe.govt.nz](mailto:watercomments@mfe.govt.nz)

Dear Nick

## Freshwater Consultation 2016

Thank you for the opportunity to provide comments on the Next Steps for Freshwater Consultation Document.

As a local authority with a comparatively small, rurally focussed population, the Rangitikei District Council and its residents are acutely aware of the current pressures around freshwater resources, and the potential for economic, cultural and environmental consequences if freshwater resources are not managed appropriately and improvements made. In addition to our own comments, we wish to support the submission made by Local Government New Zealand.

We agree with the introduction that states:

*"This pressure on our freshwater resources is becoming increasingly evident:*

- *water quality has been declining*
- *water is over-allocated in some places*
- *decision-making can be litigious, resource-consuming, and create uncertainty*
- *we have lacked robust information on the impacts and outcomes of management decisions*
- *water is not always used or available for its highest value use*
- *iwi, hapū and whānau interests and values are not adequately considered in planning and resource management decision-making."*

However, there is concern within Council about the observation in the consultation document that 'this issue is more complex than just requiring all water bodies to be swimmable all of the time'. Certainly, there will be instances, either natural events or human intervention, which

cause non-compliance, and the consultation document rightly draws attention to those. But those are exceptions, and caution is required in using them as a rationale for allowing the continuation of current practices which are degrading water quality. Council is mindful that tangata whenua could not (and will not) accept a standard or process that is not committed to returning waterways to a pristine standard.

We suggest, therefore, that the key points drawn in the paragraph of the consultation document entitled “Supporting Implementation” (page 10), need to be strengthened as suggested below:

- within a national direction aiming at improved water quality, regional councils need to work collaboratively with their communities (inclusive of district councils) and iwi to determine environmental aspirations for waterways and subsequently allocate water for economic use;
- all parties involved in freshwater management and use need to accept that there is some urgency in achieving meaningful and sustained change;
- it needs to be acknowledged that the impacts of water reform on enterprises which are high users of water will be far reaching, and therefore that change needs to be brought about in a measured manner which communities can see and understand; and
- care needs to be taken so that costs and impacts are not an unacceptable legacy imposed on future generations when the causes are associated with current or past activity.

### ***Water Quality and Decision Making***

With respect to the decline in water quality, we support the use of the Macroinvertebrate (‘MAC’) Community Index to measure water quality and the removal of stock from waterways, acknowledging that there is further work to be done by the Ministry before this measure can be included in the National Objectives Framework as an attribute. We consider the catchment-based freshwater management units will bring a more targeted approach to water management within a region, allowing communities to consider (and realise) their priorities in terms of clean-up and ongoing management. Using this Index means other approaches are not needed. We consider that the current standard of any freshwater body should be the baseline, and no further deterioration allowed. We support the request from Local Government New Zealand that clear guidance should be a priority on maintaining overall water quality and managing challenges such as trade-offs, limit-setting and potential litigation.

The consultation document addresses ‘significant infrastructure’ but limits this to hydro-electricity plants and dams which affect water availability. We suggest that there is a broader issue in terms of water *quality*. Reducing wastewater discharges from industrial and local authority plants by having more discharges to land is a clear priority, but there are potential cost implications - at least in terms of the initial capital investment. This is one of the points raised by Local Government New Zealand in its submission: the scale of investment in infrastructure to improve water quality is substantial and requires co-investment from central government.

There is also the matter of relative scale. In the Rangitikei District we are working with small village communities (such as Mangaweka and Koitiata) to provide Council managed wastewater treatment systems that provide enhanced treatment over and above conventional septic tanks. The aim of these systems is to reduce the risks associated with older septic tanks that are failing and affecting groundwater quality.

However, there are likely to be challenges for the re-consenting of these small Council-managed wastewater systems, regardless of the MAC Index reports showing less than minor effects, because of the increasing pressure for wholly land-based discharge. The risk is that such schemes become too expensive and are not proceeded with, leaving uncertain the environmental impacts of solutions implemented by individual property owners.

We suggest consideration of freshwater funding for these types of projects where the cost of a wholly land-based discharge is demonstrably unaffordable for the community it would serve.

### ***Stock exclusion from water bodies***

We agree with the proposal that dairy cattle on milking platforms and intensively farmed pigs should be excluded from water bodies by 1 July 2017. However, the very long timeframes for other cattle imply a low impact: the consultation paper does not explain why the Ministry has reached this conclusion, other than to give farmers time to comply.

We question the exclusion of cattle on steeper country. The impact on water bodies will not be different, but the consultation paper takes the view that the environmental benefits are outweighed by the practicality of fencing. We think this warrants further consideration, perhaps by specifying a stocking intensity threshold under which exclusion from rivers and stream would not be mandatory (similar to the exclusion of water bodies less than a metre wide and 30 cm deep) and by providing a fencing subsidy based on the differential cost of fencing hill country compared with that incurred on lowland farms. A parallel instance is evident from the Horizons Regional Council Sustainable Land Use Initiative: a concerted effort has been made to assist hill country farmers to reduce the risk of erosion, with consequential benefit to the region's river systems not silting up.

We support the point made by Local Government New Zealand about the effects of field drains running into water bodies which have been fenced off as an instance of non-point source contamination which warrants consideration.

We agree with the proposal to provide for infringement penalties. These should be scaled to deter repeated offending.

### ***Economic use of fresh water***

We support the intent to move away for the 'first in, first served' basis for allocation. However, alongside considering how New Zealand is to increase productivity in the way natural resources are used (page 22) we think that should be a clearly understood (and protected) hierarchy of importance. That extends to ensuring that economic prosperity does not come at the cost of the environment – which is in itself a significant contributor to the economy as well as to the quality of people's lives. Within that hierarchy, we support the proposal from Local Government New Zealand for a working group to be established to develop technical; efficiency standards and for a collaborative approach in defining and deciding on 'higher value use' and in

recovering costs for water management (including research, monitoring and enforcement). That working group needs to include Iwi representation as well as Ministry and local government officials so that the concept of Te Mana o te Wai is an integral part of these discussions and agreement.

From our perspective, the first priority is to supply safe (and thus appropriately treated) drinking water to our urban residents and to warn rural residents of the risks associated with drinking untreated rainwater or bore water. However, there is a wider issue. The 'public benefit' from the country's freshwater bodies needs clearer articulation and agreement. Recreational use of rivers – such as swimming, rafting or fishing – needs an adequate flow. Water for public swimming pools or for irrigating public parks and gardens needs to be accorded priority before determining allocations for agriculture and industry.

While not an issue for Rangitikei, we are aware that in other districts some potable water supply bores are located in areas where there is a heavy demand for irrigation. That has meant a need to drill more bores to extract from deeper aquifers to reduce the risk of salt water intrusion from over-extraction in coastal areas. Such situations need to be guarded against.

Water is used throughout food production from irrigation through to processing of meat and vegetables ready for market. Within the Rangitikei there are high demands from food processing and manufacturing industries for our potable water. We also manage several rural water supply schemes where water is provided for stock drinking. The Council is currently working with the Ministry for Primary Industries to increase the effectiveness of these schemes. So the Rangitikei District Council supports the prospect of further policy work in this matter.

However, we suggest early attention to achieving a national standard for documenting groundwater resources and monitoring the effects of abstraction from these. This is where the greatest risk of over allocation occurs, simply because the effects are not immediately apparent where abstraction occurs. Given that the proposed Freshwater Improvement Fund has a focus on projects that deliver clear environmental benefits, we suggest that a portion of this Fund is set aside for this work on groundwater resources without a requirement for co-funding from regional councils.

### ***Iwi, Hapū and Whānau Interests and Values***

We support the application of Te Mana o te Wai in our District. Rangitikei is fortunate in having both a long-established standing Iwi Advisory Committee and that there is already Iwi engagement in projects on the Rangitikei River, the Hautapu River and the Tutaenui Stream. Our Iwi Committee has been explicit in noting their role as Kaitiaki (Guardians) is to ensure that the environment is left in a better state for future generations. However, for those Iwi and Hapū who are still in the Treaty claim process, significant engagement in freshwater issues may be unrealistic for the next few years. We appreciate recognition of this in the consultation paper and the proposal that the Ministry will facilitate and resource programmes to build capacity and capability.

We think it is possible that across our District some Iwi may prefer the Council to initiate an agreement while others may wish to make that invitation. We support having that flexibility, and agree with Local Government New Zealand that clarity is needed on how this will be expressed in the Resource Legislation Amendment Bill. .

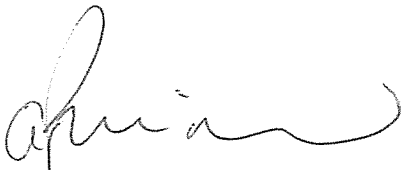
### *Freshwater funding*

Earlier in this submission we suggested specific ways in which this Fund could support improved water quality – fencing water ways on steeper country and co-funding the continuation of small communities' wastewater systems. These are both approaches which would be likely to support a move to managing water within quality and quantity limits and so align with the Fund's criteria.

However, Council thinks that the criteria for the Fund should be extended beyond those who are currently degrading water quality. Given the emphasis in the consultation document of engaging with the community and Iwi, we think it would be appropriate that a substantial part (perhaps half) of the Fund were allocated to projects which such groups led and managed.

The Council hopes these comments are helpful.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ross McNeil', with a stylized, flowing script.

Ross McNeil  
Chief Executive

# *Appendix 12*

## Service Request Breakdown for March 2016 - First Response

Service Requests Department	Compliance Completed in time	Completed late	Current	Overdue	Grand Total
<b>Animal Control</b>	<b>105</b>	<b>3</b>	<b>1</b>	<b>6</b>	<b>115</b>
Animal Control Bylaw matter	2				2
Animal welfare	2				2
Attacks on animal	5				5
Attacks on humans	2				2
Barking dog	10		1	3	14
Dog Property Inspection (for Good Owner status)	3	1		1	5
Found dog	12	1			13
Lost animal	12				12
Property Investigation - animal control problem	3				3
Rushing at animal	1				1
Rushing at human	2			1	3
Wandering stock	26	1			27
Wandering/stray dog	25			1	26
<b>Building Control</b>	<b>1</b>			<b>1</b>	<b>2</b>
Dangerous or unsanitary building	1			1	2
<b>Cemeteries</b>	<b>2</b>				<b>2</b>
Cemetery maintenance	2				2
<b>Council Housing/Property</b>	<b>15</b>	<b>4</b>			<b>19</b>
Council housing/property maintenance	15	4			19
<b>Culverts, Drainage and Non-CBD Sumps</b>	<b>6</b>			<b>2</b>	<b>8</b>
Maintenance (culverts/drainage)	6			2	8
<b>Environmental Health</b>	<b>40</b>	<b>1</b>		<b>2</b>	<b>43</b>
Dead animal	2				2
Dumped Rubbish (outside town boundary)	2	1		1	4
Dumped rubbish (within town boundary)	1				1
Fire Permit - urban (restricted fire season only)	1				1
Livestock (not normally impounded)	1				1
Noise - day and night	26			1	27
Untidy/overgrown section	6				6
Vermin	1				1
<b>Footpaths</b>	<b>7</b>			<b>2</b>	<b>9</b>
Maintenance (footpaths)	7			2	9
<b>General enquiry</b>	<b>3</b>			<b>1</b>	<b>4</b>
General Enquiry	3			1	4
<b>Halls</b>	<b>1</b>				<b>1</b>
Maintenance (halls)	1				1
<b>Parks and Reserves</b>	<b>5</b>			<b>1</b>	<b>6</b>
Empty rubbish bins - parks and reserves only	1				1
General Enquiry	1				1
Maintenance (parks and reserves)	2			1	3
Water leak - Parks and Reserves only	1				1
<b>Public Toilets</b>		<b>5</b>		<b>2</b>	<b>7</b>
Maintenance (public toilets)		5		2	7
<b>Road Signs</b>	<b>2</b>				<b>2</b>
Maintenance (road signs)	2				2
<b>Roads</b>	<b>10</b>			<b>1</b>	<b>11</b>
Maintenance (roads - not potholes)	10			1	11
<b>Roadside Berm Mowing</b>	<b>1</b>		<b>1</b>		<b>2</b>
Urban berm mowing (not parks and reserves)	1		1		2
<b>Roadside Weeds/Vegetation/Trees</b>	<b>5</b>		<b>1</b>	<b>1</b>	<b>7</b>
Maintenance (roadside weeds/vegetation/trees)	5		1	1	7
<b>Stormwater</b>	<b>1</b>	<b>2</b>			<b>3</b>
Stormwater blocked drain (non urgent)	1				1
Stormwater blocked drain (urgent)		1			1
Stormwater road surface flooding (non urgent)		1			1

Service Requests		Compliance			
Department		Completed in time	Completed late	Current	Overdue
<b>Street Cleaning and Litter Bins</b>		<b>1</b>			<b>2</b>
CBD cleaning (gutters/sumps) - Hunterville/Taihape					2
Street Cleaning - non CBD		1			
<b>Street Lighting</b>		<b>1</b>	<b>1</b>		
Maintenance (street lighting)		1	1		
<b>Wastewater</b>		<b>5</b>	<b>2</b>		
Maintenance (wastewater)		1			
Wastewater blocked drain		1	1		
Wastewater leak		1			
Wastewater odour		1			
Wastewater overflow (dry weather)		1			
Wastewater overflow (wet weather)			1		
<b>Water</b>		<b>32</b>			
Dirty drinking water		2			
HRWS Maintenance required		1			
Location of meter/toby/other utility		2			
Low drinking water pressure (non urgent)		1			
No drinking water supply (urgent)		2			
Replace lid (non urgent)		1			
Replace toby or meter		9			
Water flooding (other than stormwater and wastewater)		1			
Water leak - council-owned network, not parks or cemeteries		8			
Water leak at meter/toby		5			
<b>Grand Total</b>		<b>243</b>	<b>18</b>	<b>3</b>	<b>21</b>



## Service Request Breakdown for February 2016 - Resolution

Service Requests Department	Compliance Completed in time	Completed late	Current	Overdue	Grand Total
<b>Animal Control</b>	<b>106</b>	<b>10</b>		<b>1</b>	<b>117</b>
Animal Control Bylaw matter	7	1			8
Animal welfare	4				4
Attacks on animal	5				5
Attacks on humans		2			2
Barking dog	10	2			12
Dog Property Inspection (for Good Owner status)	6	1			7
Found dog	8	1			9
Lost animal	15				15
Microchip dog	1				1
Rushing at human	4			1	5
Wandering stock	23	3			26
Wandering/stray dog	23				23
<b>Bridges</b>		<b>1</b>			<b>1</b>
Maintenance (bridges)		1			1
<b>Council Housing/Property</b>	<b>8</b>	<b>1</b>			<b>9</b>
Council housing/property maintenance	8	1			9
<b>Culverts, Drainage and Non-CBD Sumps</b>	<b>6</b>				<b>6</b>
Maintenance (culverts/drainage)	6				6
<b>Environmental Health</b>	<b>39</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>51</b>
Dead animal	2				2
Dumped Rubbish (outside town boundary)	4	1			5
Dumped rubbish (within town boundary)	4				4
Fire Permit - urban (restricted fire season only)	1				1
Livestock (not normally impounded)	4	1			5
Noise - day and night	20	1		6	27
Smell/smoke - refer to Horizons	1				1
Untidy/overgrown section	3	1	2		6
<b>Footpaths</b>				<b>1</b>	<b>1</b>
Maintenance (footpaths)				1	1
<b>General enquiry</b>	<b>8</b>			<b>3</b>	<b>11</b>
General Enquiry	8			3	11
<b>Graffiti/Vandalism</b>	<b>2</b>				<b>2</b>
Maintenance (graffiti/vandalism)	2				2
<b>Halls</b>	<b>2</b>	<b>1</b>			<b>3</b>
Maintenance (halls)	2	1			3
<b>Parks and Reserves</b>	<b>8</b>			<b>1</b>	<b>9</b>
Maintenance (parks and reserves)	7				7
Water leak - Parks and Reserves only	1			1	2
<b>Public Toilets</b>	<b>7</b>	<b>6</b>		<b>6</b>	<b>19</b>
Maintenance (public toilets)	7	6		6	19
<b>Road Signs</b>	<b>3</b>		<b>1</b>		<b>4</b>
Maintenance (road signs)	3		1		4
<b>Roads</b>	<b>12</b>		<b>4</b>	<b>3</b>	<b>19</b>
Maintenance (roads - not potholes)	10		4	2	16
Maintenance (roads - potholes only)	2			1	3
<b>Roadside Berm Mowing</b>	<b>3</b>	<b>1</b>		<b>3</b>	<b>7</b>
Rural berm mowing	2			1	3
Urban berm mowing (not parks and reserves)	1	1		2	4
<b>Roadside Weeds/Vegetation/Trees</b>	<b>5</b>			<b>1</b>	<b>6</b>
Maintenance (roadside weeds/vegetation/trees)	5			1	6
<b>Street Lighting</b>	<b>2</b>			<b>1</b>	<b>3</b>
Maintenance (street lighting)	2			1	3
<b>Swimming Pools</b>	<b>1</b>				<b>1</b>
Maintenance (swimming pools)	1				1
<b>Wastewater</b>	<b>1</b>				<b>1</b>
Wastewater odour	1				1

Water	44	1	1	46	
HRWS Maintenance required	3	1		4	
HRWS No water supply	2			2	
Location of meter/toby/other utility	2			2	
Low drinking water pressure (non urgent)	1			1	
No drinking water supply (urgent)	1			1	
Replace lid (non urgent)	1			1	
Replace toby or meter	7			7	
Water leak - council-owned network, not parks or cemeteries	16		1	17	
Water leak at meter/toby	11			11	
Grand Total	257	25	7	27	316

Feedback Required	(Multiple Items)
-------------------	------------------

Service Requests	Feedback method							Grand Total
	After hours	Email	In Person	Letter	Not able to contact	Telephone	Not provided	
<b>Animal Control</b>			9		2	11	4	26
Animal Control Bylaw matter						1		1
Animal welfare			2					2
Attacks on animal			1			1		2
Attacks on humans			1			1		2
Barking dog						2	1	3
Dog Property Inspection (for Good Owner status)							1	1
Found dog			2					2
Lost animal			1			3	1	5
Property Investigation - animal control problem			1					1
Wandering stock			1		1	1		3
Wandering/stray dog					1	2	1	4
<b>Council Housing/Property</b>		2	1			1	2	6
Council housing/property maintenance		2	1			1	2	6
<b>Culverts, Drainage and Non-CBD Sumps</b>							1	1
Maintenance (culverts/drainage)							1	1
<b>Environmental Health</b>	3				2		5	10
Livestock (not normally impounded)							1	1
Noise - day and night	3				1		2	6
Untidy/overgrown section							2	2
Vermin					1			1
<b>Footpaths</b>							4	4
Maintenance (footpaths)							4	4
<b>General enquiry</b>		1		1			1	3
General Enquiry		1		1			1	3
<b>Halls</b>						1		1
Maintenance (halls)						1		1
<b>Parks and Reserves</b>							1	1
Maintenance (parks and reserves)							1	1
<b>Public Toilets</b>							1	1
Maintenance (public toilets)							1	1
<b>Roads</b>					1		1	2
Maintenance (roads - not potholes)					1		1	2
<b>Roadside Weeds/Vegetation/Trees</b>							2	2
Maintenance (roadside weeds/vegetation/trees)							2	2
<b>Stormwater</b>						1		1
Stormwater blocked drain (non urgent)						1		1
<b>Street Cleaning and Litter Bins</b>							2	2
CBD cleaning (gutters/sumps) - Hunterville/Taihape							2	2
<b>Street Lighting</b>							1	1
Maintenance (street lighting)							1	1
<b>Wastewater</b>			4					4
Maintenance (wastewater)			1					1
Wastewater leak			1					1
Wastewater overflow (dry weather)			1					1
Wastewater overflow (wet weather)			1					1
<b>Water</b>			6		1	3		10
Dirty drinking water			1			1		2
HRWS Maintenance required			1					1
Location of meter/toby/other utility			1			1		2
Low drinking water pressure (non urgent)						1		1
Replace toby or meter			2					2
Water leak at meter/toby			1		1			2
<b>Grand Total</b>	3	3	20	1	6	17	25	75

# Attachment 4



## MEMORANDUM

---

TO: Council

FROM: George McIrvine

DATE: 20 April 2016

SUBJECT: **Health and Safety Update – April 2016**

FILE: 5-HR2-5-2

Attachments: Draft work programme for 2016 to 2018

---

### Background

The Health and Safety at Work Act 2015 (HSWA), which took effect from 4 April 2016, has introduced new terms and placed new responsibilities on Council and its officers. In our recent ACC Workplace Safety Management Practices (WSMP) audit, the Council was found to have a number of gaps largely in accessing the relevant documents particularly in the contractor management area and also updating some of the documents to meet the current legislative requirements.

### Update.

Part of the work in this area as we move forward will include pre-qualifying contractors (including Manawatu District Council as the shared services provider). We will probably go ahead with this first within the LASS group with the idea being that, once qualified with Rangitikei District Council, this evidence will be shared via the LASS group and apply to all participating councils for that supplier. This should reduce the overhead for the supplier when dealing with multiple councils and get local business up to date with the new legislation.

### Learning Opportunities

In recent months, a couple of local businesses have had a health and safety related incidents. As these have been investigated it has highlighted to Council the need for these local business and perhaps others to enhance their processes and systems. Their response has been pleasing and it has been seen “a wakeup call”, which they are taking seriously.

During this process I would also like to thank Allen Geerkens from MDC and our main roading contractor Higgins, both management and Health and Safety staff, who have been willing to

work with local businesses to improve how they manage health and safety. It is essential that our local businesses are able to perform at the level required to meet the requirements for the HSWA.

It has also provided an opportunity to ensure that all Council processes are working and that the appropriate evidence, documents, photographs and incident reports are gathered to ensure we can pass the ACC WSMP audit.

It is currently planned that Rangitikei will be the first of the LASS councils to undertake the ACC WSMP Audit in August which is about three months earlier than planned. The draft programme of work that should ensure we get there and pass this audit is attached as Appendix 1. Within the next 6 months we expect that the work programme will be expanded to cover a rolling 3-year period, with the first 6 months maintained in detail.

#### **Recommendation**

That the memorandum 'Health and Safety Update – April 2016' be received.

George McIrvine  
Group Manager Finance and Business Support

---

# *Appendix 1*

## RANGITIKEI District Council - Health and Safety Planning Calendar: 2016 - 2018

Month	Activity	Responsible	Who needs to be involved or advised?	Comments	Status
March	WSMP audit	MW LASS H&S Leader & staff	Overseen by Group Manager Finance and Business Support and Chairperson H&S Committee	Full gap analysis audit undertaken. Reported to Leadership Team on 9/10 March & 23 March 2016.	Completed and recommendations accepted.
April	<b>H&amp;S Manual Review - Elements 1/2/3</b> <ul style="list-style-type: none"> <li>- Introduction &amp; policy (pages 6 – 9)</li> <li>- Roles &amp; Responsibilities (page 10)</li> <li>- Planning/Review &amp; Evaluation (page 10 - 11)</li> </ul> <b>Scheduled 26/27/28 April 2016</b>  <b>-H&amp;S Policy reviewed</b>	Ross McNeil	Management Team	Update against new legislation and WorkSafe guidelines	Completed and new Policy discussed with Management Team and issued by Chief Executive
	Objective setting (what are our H&S objectives for the next two years) <ul style="list-style-type: none"> <li>- Adopt and get CE sign off</li> </ul> <b>Scheduled 26/27/28 April 2016</b>			To discuss the objectives and agreed upon by H&S Committee and then signed off by CE	
	Review reporting to Management team of H&S <ul style="list-style-type: none"> <li>- Ensure an annual report available (consolidated report)</li> </ul>				



Month	Activity	Responsible	Who needs to be involved or advised?	Comments	Status
	<b>Scheduled 26/27/28 April 2016</b>				
	Invite PSA Rep (XXXXXX) to a H&S Committee meeting				
	H&S Manual Review <ul style="list-style-type: none"> <li>- Hazard (risk) identification (pages 12 – 20 &amp; 24 - 26)</li> </ul> <b>Scheduled 26/27/28 April 2016</b>				
<b>May</b>	H &S Manual Review – <b>Elements 7 &amp; 8</b> <ul style="list-style-type: none"> <li>- Contract Management (pages 51 – 53)</li> <li>- Emergency procedures (pages 47 - 50)</li> </ul> <b>Scheduled 25 &amp; 26 May 2016</b>				
	Electrical Checking <ul style="list-style-type: none"> <li>- Get report from a Contractor from most recent checks</li> </ul>	<b>Alf Downs does water plants</b>		Check for schedule of when checks are due (6mths or 5 yearly?). Contractor will have schedule. Check against it.	
	Audit H&S in meetings <ul style="list-style-type: none"> <li>- Audit frequency of H&amp;S Committee meetings</li> <li>- Departmental minutes or diary notes (i.e. Infrastructure Services)</li> <li>- All Staff meetings (ensure it is a standard item and show evidence)</li> </ul>	<b>Set up time codes to evidence this</b>		Create template for all teams to use and after meetings for H&S Rep to save into TRIM.	

Month	Activity	Responsible	Who needs to be involved or advised?	Comments	Status
	Health & Safety Committee Elections			Demonstrate that staff have been given an opportunity to pick their representatives on the H&S Committee  Involve PSA.  Look at rotation of Chairperson role.	
June	WSMP preparation sprint – Elements 4,5,6  Scheduled 28 & 29 June 2016				
July	H&S Manual Review <ul style="list-style-type: none"> <li>- Accident recording &amp; investigation</li> <li>- Information, Training &amp; Supervision</li> <li>- Safety Equipment Needs</li> <li>- Recognition &amp; Innovation</li> </ul>			Develop template for investigating incidents / accidents that includes environment, people, equipment	
	Review WSMP preparation				
	Run focus groups x 2 (staff / management) based on their knowledge of health and safety			Identify between 5 – 8 people for each group (must have one H&S Rep and one PSA Rep).	
August	Review of systems and contract deliveries over following months				

Month	Activity	Responsible	Who needs to be involved or advised?	Comments	Status
	Apply for accreditation WSMP				
<b>September</b>	Review of systems and contract deliveries over following months	H&S Comm			
<b>October</b>	Review of systems and contract deliveries over following months	H&S Comm			
<b>November</b>	Review of systems and contract deliveries over following months	H&S Comm			
<b>December</b>	Review of systems and contract deliveries over following months	H&S Comm			
<b>January</b>	Review of systems and contract deliveries over following months	H&S Comm			
<b>February</b>	Review of systems and contract deliveries over following months	H&S Comm			
<b>March</b>	Undertake self-audit (against WSMP / new model standards)	H&S Comm			

**Other things to consider / complete:**

1. Review / discuss any changes to legislation (through main / corporate committee). Ensure communicated as appropriate.
2. Audit Training
3. Investigation up skilling staff/managers involved in this area

# Attachment 5



March/April 2016

# COMMITTED TO GROWING OUR REGION



Members of the Accelerate25 Lead Team met in Feilding on 24 March where they discussed Action Plan progress and the need to look beyond the Plan's launch to ensure long-term success. The Team was pleased with the programme's progress and the quality of discussion at workshops being held across the region to determine key actions.

While Programme Directors are currently running ahead of schedule in terms of drafting content for the final Action Plan, there's no time to rest on our laurels. We now need to consider what resources, tools, partnerships and structures will be required for successful implementation. A number of the region's councils are currently consulting on their Annual Plans for 2016/17. Horizons Regional and Ruapehu District councils in particular have posed questions around their ongoing role in economic development. I encourage you to give some thought to what this should look like and have your say via the submission process.

Achieving the actions set out in our Regional Action Plan will require investment and initiative across the spectrum from independent investors, businesses, local government and central government. This is a major point of consideration for the Accelerate25 Lead Team ahead of the final Plan's launch. They are



over the coming months. Te Puni Kokiri is also funding work around characterising the Maori economy in the Manawatu–Whanganui region. This is being led by Dr Jason Mika and will continue through to October. The Lead Team noted that it was important to acknowledge this in the creation of the Action Plan and allow room for the findings of this work in its implementation.

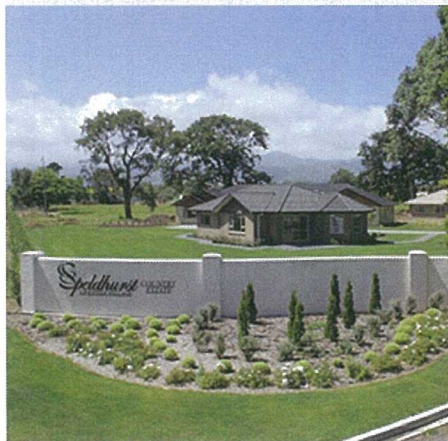
Another point discussed at workshops has been around the need to better capture and share our regional story. One Region, One Team has become a catch-cry for the Accelerate25 Programme. So, over the next few weeks we will be working on promotional material to help us better convey the opportunities that exist for people seeking a great place to live, work, play and invest. Thank you to MPI and TPK who have provided funding for this project. We look forward to sharing this with you. Watch this space.

**Michael McCartney**

Accelerate25 Lead Team Facilitator

## ONE REGION ONE TEAM

March was a busy month for the region with a number of new businesses opening their doors and huge numbers flocking in for the inaugural Agri Investment Week and Central Districts Field Days. Below are a few highlights from the past month as we look towards completion of the Regional Action Plan in early May.



Prime Minister John Key attended the opening of Speldhurst Country Estate Lifestyle Village on the site of the old Kimberley Centre in late March. The lifestyle village is currently valued at about \$160 million and is expected to house more than 600 people. Developer Wayne Bishop studied lifestyle villages, both in New Zealand and overseas, for many years prior to developing Speldhurst and saw the Kimberley Centre site as providing an opportunity for an “awesome living space for older people”.

During his time in the district, the Prime Minister also cut the ribbon to officially open chicken farm, Le Poulet Fabuleux,



family-operated farm has created jobs within the community as well as overseas through export.

[READ MORE](#)

The inaugural [NZ Agri Investment Week](#) was held 14–19 March with conferences, networking events and demonstrations keeping attendees busy throughout the week. Accelerate25's John Hutchings hosted a workshop for the Land Use Optimisation opportunity Friday 18 March. Around 60 agri-business leaders attended, with keynotes speakers including Manawatu-based farmer Hew Dalrymple, Lianne Simpkin from Tararua District Council and Nicola Shadbolt from Massey University. In his introduction, Minister for Economic Development Steven Joyce encouraged attendees to think beyond just current usage and consider all opportunities to make the most of the region's land resources into the future.



**Business Process Outsourcing (BPO) and Food Innovation**  
Outsourcing was identified as one opportunity in the Regional Growth Study. Since then, two clear work streams have become apparent within the opportunity, and as such, the focus has been split into two project teams – “Part 1” focusses on the provision of quality Call Centres based in the region and “Part 2” focusses on work with FoodHQ. Over time these focusses will continue to develop to



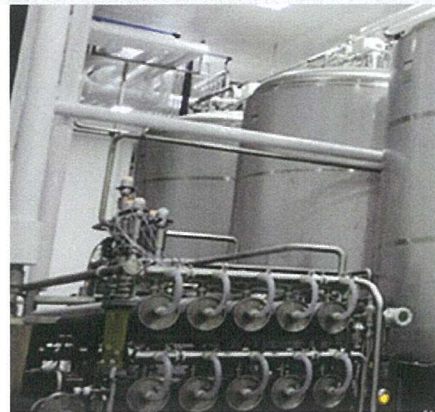
opportunities within the region.

[READ MORE](#)

Closely aligned with Accelerate25's ongoing Business Process Outsourcing work is the opening of the Proliant Biologicals plant in Feilding. In a recent Manawatu Standard article Vision Manawatu Regional Manager Mark Hargreaves says the plant "...further[s] the region's reputation as a biotechnology and agricultural hub..."

Proliant's plant produces New Zealand Bovine Serum Albumin (BSA), made from the blood of cattle which is manufactured into products such as diagnostic test kits and vaccines for research, and used in drug production. The opportunity to process blood plasma here in New Zealand, instead of sending unprocessed blood plasma overseas, has been warmly welcomed by many of the region's leaders as such facilities create job opportunities.

[READ MORE](#)



[VIEW FULL NEWSLETTER ONLINE](#)

**horizons**  
regional council



**Horowhenua**  
DISTRICT COUNCIL



**Rangitikei**  
DISTRICT COUNCIL



**PALMERSTON NORTH**  
CITY COUNCIL



**TARARUA**  
DISTRICT COUNCIL



**WHANGANUI**  
DISTRICT COUNCIL  
Te Kaitiaki a Hōhe a Whanganui

[Unsubscribe](#) | [Privacy Policy](#) | [Terms & Conditions](#) | [Forward to a Friend](#)



11-15 Victoria Avenue 4442    **T** 0508 800 800  
Private Bag 11025    **F** 06 952 2929  
Manawatu Mail Centre    **W** [www.horizons.govt.nz](http://www.horizons.govt.nz)  
Palmerston North 4442    **E** [info@horizons.govt.nz](mailto:info@horizons.govt.nz)

---

To unsubscribe from this email list click [here](#) | If you have trouble viewing this email follow this [link](#)  
.: powered by [SmartMail PRO](#)

# Attachment 6



**Rangitikei**  
UNAPOLOGIZED...

# REPORT

**SUBJECT:** Six month report for 2015/16 and proposed annual work plans for 2016/17 for Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust

**TO:** Council

**FROM:** Denise Servante, Strategy and Community Planning Manager

**DATE:** 13 April 2016

**FILE:** 3-GF-10

---

## **1 Executive Summary**

- 1.1 During the preparation of the 2015-25 Long-Term Plan, Council reviewed the Memorandum of Understanding (MOU) that it had with four key stakeholder agencies: Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust. Particularly it developed the strategic performance framework to focus on outcomes that are closely aligned with levels of service in the Council's Community Well-being Group of Activities. It was intended that this framework operate for the three year period, 2015-18.
- 1.2 The MOU agencies are required to report quarterly against the agreed work plan and to submit a forward work plan by 20 February each year. This enables Council to consider the forward work plans during its annual planning cycle and to allocate funding accordingly.
- 1.3 This report provides the six month reports on progress against the work plans for 2015/16 and the proposed work programmes for 2016/17 for the three town centre coordinating agencies.

## **2 Background**

- 2.1 During the 2015-25 LTP process, Council reviewed the Memorandum of Understanding between it and four partnering organisations: Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust. The Memorandum provides for a Council contribution towards an agreed work programme on an annual basis, subject to performance and to annual plan process. It was anticipated by Council that the review would provide the basis for the work programme and allocation of funds for the 2015-2018 period of the current LTP.
- 2.2 Specifically, Council is investing in the four MOU agencies to deliver on specific elements of the Levels of Service for Community Partnerships and Economic Development and District Promotion activities.

- 2.3 Council is seeking delivery of a number of outcomes from work programmes containing elements of a “contract for service” with specific measurable requirements and a “high trust contract” which contributes to building cohesive and resilient communities<sup>1</sup>.
- 2.4 The allocation of funding was based on a broad split of the \$100,000 available funding of 60% towards the Economic Development and District Promotion activity and 40% towards Community Partnership activity. Within this, the funding was allocated using a mix of contribution from each agency towards the levels of service and a per capita population basis.
- 2.5 The draft Levels of Service where a contribution is sought from the MOU agencies are:

Economic development and District promotion Levels of Service (extract)	
What people want	Council's intended Level of Service is to:
Attractive and vibrant towns that attract business and residents.	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Up-to-date and relevant information for visitors and residents on a range of services, activities and attractions	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters, for local distribution
An up-to-date, relevant and vibrant on line presence with information about services, activities and attractions, the District lifestyle, job opportunities and social media contacts.	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, with information about living in the District and social media opportunities.
Community Partnerships Levels of Service (extract)	
What people want	Council's intended Level of Service is to:
Opportunities for residents to remain socially and physically active into their retirement years, to enable them to stay in the District for as long as possible	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Opportunities for people with children to access the quality of life they desire for their families	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District.
Cohesive and resilient communities that welcome and celebrate diversity	Develop high trust contracts with agencies in each of the three main towns to undertake community development.

<sup>1</sup> Council also agreed that it would use the Achieving Better Community Development (ABCD) framework to look at progress towards resilient and cohesive communities.

- 2.6 This report provides the six month reports on progress against the work plans for 2015/16 and the proposed work programmes for 2016/17. It suggests an allocation of funding towards the work programmes outlined for 2016/17.

### **3 Bulls and District Community Trust**

- 3.1 The six month report from BDCT is attached as Appendix 1. The key areas of focus have been:

- Settling in the new manager, Jan Harris
- Wear-a-bull Arts, Christmas Parade and the Volunteer Afternoon tea
- New Look Bull-it-inn

- 3.2 The focus for the next six months is to:

- Organise the Rhythm in Bulls event
- Youth Leadership Forum in May
- Develop walking initiatives based on the Te Araroa Trail

- 3.3 The work programme for the coming year (Appendix 2). The Trust is again committing to leading on a Youth Action Plan – it is expected that the Youth Leadership Forum in May 2016 will provide the basis for this Action Plan in 2016/17.

- 3.4 In addition, the Trust is planning to deliver Wear-a-bull Arts, a Christmas Parade and the free summer concert as part of the District events programme.

### **4 Project Marton**

- 4.1 The six month report from Project Marton is attached as Appendix 3. The key areas of focus have been:

- Employment of Nardia Gower<sup>2</sup>
- Monte's surprise apple trees and tomato plants – ad hoc opportunities
- Email alerts from Cath gets good feedback
- Market Day
- Health networking achieves good outcomes giving better outcomes to clients
- Community Garden (now incorporating a man's shed)

- 4.2 The focus for the next six months is to:

---

<sup>2</sup> Nardia has since taken a lead role in the successful town centre makeovers in Marton, following the master class provided through Creative Communities International in February 2016.

- Continue with work programme
  - Place more emphasis on digital enablement and town centre makeovers
  - Apply for charitable status
- 4.3 The work programme for the coming year ([Appendix 4](#)). The proposed work programme continues to focus on the activities that have been so successful during the first 6 months of 2015/16. Project Marton will deliver the Market Day and Harvest Fair as its contribution to the District's events calendar.

## **5 Rangitikei.com**

- 5.1 The six month report from rangitikei.com is attached as [Appendix 5](#). The key areas of focus have been:
- Branding and website
  - Photoshoots for new website
  - JetStar launch with details of District in the goody bag – all new branding at the launch event
- 5.2 The focus for the next six months is to:
- Complete the website upgrades
  - Update Marton webpage, get content from other towns that is tourist friendly e.g. Ask a Local giving details of local secrets such as good swimming holes
  - New District brochure
  - Replacing state highway signs
  - Working with Taihape and Bulls to achieve Motor Home Friendly Town status
- 5.3 The work programme for the coming year ([Appendix 6](#)) includes some elements of District promotion which align strongly with Council's intended District Promotion Strategy (for example, to attend lifestyle expos in New Zealand's main population centres). It will be important to coordinate these efforts between Council and all four MOU agencies to get maximum value and to support Rangitikei.com to develop a sustainability strategy. The Enjoying Life in the Rangitikei Theme Group is the main avenue for this coordination and collaboration.

## **Taihape Community Development Trust**

- 5.4 The six month report from TCDT is attached as [Appendix 7](#). The key areas of focus have been:
- New Taihape brochure
  - Promotional work around Gumboot Capital, and strong representation at the Rural Games and World Gumboot Throwing Championships

- Taihape community response plan as a template for other communities
- Rangitikei housing action group have produced the Retiring in Taihape brochure and awaiting outcome of Council's review of community housing provision
- Community health expo – before Christmas was successful and calls for it to become an annual event
- Christmas Parade and International Women's Day events

5.5 The focus for the next six months is to:

- Deliver Gumboot Day
- 2 x place-making initiatives
- Encouraging businesses to go online via DEP
- Continue to support and develop the monthly Networking Group
- Work on community initiatives such as a irrigation system for Memorial Park

5.6 The work programme for the coming year ([Appendix 8](#)). The proposed work programme continues to focus on the activities that have become so regularly successful. TCDT will deliver Gumboot Day as its contribution to the District's events calendar. It will also be relevant to capture the work being done to promote Taihape as the Gumboot Capital as part of the District promotion strategy.

## 6 Comment

6.1 All four MOU agencies have delivered successfully on the work programme for the first 6 months of 2015/16 and look set to meet expectations at 12 months. Broadly, all four are rolling over the work programme agreed last year to meet the priorities set in the 2015/25 Long Term Plan.

6.2 On this basis it seems appropriate to suggest the same funding allocations as in 2015/16 (see Table 1 below).

6.3 During the coming year, there needs to be renewed emphasis on further collaboration/resource sharing around District Promotions and the ongoing Place-making in the town centres.

6.4 In addition, it will be important to seek robust feedback and analysis<sup>3</sup> of the contribution of the events that the MOU agencies deliver for the three main communities of the District.

---

<sup>3</sup> The Event Reports from MarketView for all high profile and high profile, community events is in process. The report analyses consumer spending during event periods, compared to non event periods. This information will be gathered each year to provide a basis for evaluating the current events strategy (and Events Sponsorship Scheme) both annually, and as a basis for forward planning for the 2018-28 LTP.

Table 1: Proposed allocation of funding (\$100,000) for partnering agencies to the Memorandum of Understanding for 2016/17					
Level of Service	Bulls and District Community Trust	Project Marton	rangitikei.com	TCDT	Total
Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District	\$7,500	\$7,500	\$2,500	\$7,500	\$25,000
Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters, for local distribution	\$5,000	\$5,000	\$10,000	\$5,000	\$17,760
Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, with information about living in the District and social media opportunities.	\$2,000	\$2,000	\$4,000	\$2,000	\$10,000
Develop high trust contracts with agencies in each of the three main towns to undertake community development	\$11,262	\$16,724	-	\$12,014	\$40,000
Total recommended for 2016/17	\$25,762	\$31,224	\$16,500	\$26,514	\$100,000
Comparison with 2015/16	\$25,762	\$31,224	\$16,500	\$26,514	\$100,000
Comparison with 2014/15	\$28,000	\$31,650	\$16,000	\$24,350	\$100,000
Comparison with 2013/14	\$27,250	\$27,750	\$18,000	\$27,000	\$100,000
Comparison with 2012/13	\$26,000	\$32,250	\$16,000	\$25,750	\$100,000

6.5 It remains the case that Council only makes a contribution towards funding the work plan submitted by each partnering organisation. Council's intent with the MOU relationship is that the contribution from the ratepayer acts as leverage to bring in additional funding – and the hope is that it will leverage significant additional funds.

6.6 Council staff will continue to work with the MOU agencies to secure as much additional external funding as possible to enable the full work programmes to be completed.



## **7 Recommendations**

- 7.1 That the report on “Six month report for 2015/16 and proposed annual work plans for 2016/17 for Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust” be received.
- 7.2 That Council congratulates the four MOU agencies, Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust, for their achievements during the period July – December 2015 and thanks the staff and volunteers of these agencies for their valuable work.
- 7.3 That Council approves the proposed work plans for Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust and confirms the continued funding allocation for 2016/17 in line with funding provided during 2015/16.

Denise Servante  
Strategy and Community Planning Manager.

# *Appendix 1:*

## *BDCT - 6 month report*

### *(July – Dec 2015)*

## STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: Bulls & District Community Trust

Period under review: July – September/December/March/June (delete as applicable) 2015

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

### Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Continue to provide and develop engaging events for the community.	<p>Goal 1. 2015 Wearabull Arts.</p> <p>Goal 2. Continue to work with Bulls School and community members in providing Xmas parade and following free fun afternoon.</p> <p>Goal 3. Facilitate and organise the 2016 free Family Summer Concert.</p> <p>Goal 4. Gain wider district community support and engagement for the 2016 Free Family Summer Concert.</p> <p>Goal 5. Encourage families to shop in Bulls and continue supporting projects that encourage visitors to stop.</p> <p>Goal 6. Support Bulls Town Centre Plan place making projects.</p> <p>Goal 7. Participate in Enjoying Life in the Rangitikei group, and support the Buoyant District Economy theme group.</p>
Action	Cumulative progress for this period
1. Increased entries and involvement in 2015 Wearabull Arts.	Increase of entries to 26, 2015, from 23, 2014. Increased Sponsorship. Continued South Mak support and increased Bulls School entries. Have generous sponsorship for 2016. New Committee Group established <b>Meet with Core Wearable Committee to establish categories, theme, poster design and possible music for 2016 Wearable Arts Awards</b>
2. Continue to work with Bulls School and community members in providing Xmas parade and following free fun afternoon.	Christmas Parade Committee working to grow Parade. Market Day after Parade at Bulls School, family friendly fun afternoon activities at school. Generous Sponsorship from Local Business for Parade. <b>The Trust and BDCDM took the lead role with a group of volunteers to organise the Bulls Christmas Parade, 27 float entries. Mrs Beth Watson judged floats; Friendship club and a miniature Train set plus cave in town hall. The school continued with a Market Day which followed the Parade. The Anglican</b>

	Church was decorated and opened up to the community to take time to look through.
3. Facilitate and organise the 2016 free Family Summer Concert.	Bands organised, planning is ongoing. <b>The Band Twisted has been booked. Confirmed date 12<sup>th</sup> March, planning in progress</b>
4. Gain wider district community support and engagement for the 2016 Free Family Summer Concert.	Exploring the Planning of a Fun Sports Day out at Domain preceding the Concert involving our local Sports Clubs. Planning well underway. <b>Consultation with the rugby and tennis clubs as there facilities will be used on the day.</b>
5A. Encourage families to shop in Bulls and continue supporting projects that encourage visitors to stop.	Cure Kids promoted local shop. 65 people through town exploring the A Bull themes. We used young men from the District to help on this day. Document providing visitors with a list of shop, hours of trade, and sort of Business will be available through businesses and put onto Bulls Map. <b>Retailers remarked on a good steady trade in the lead up to Christmas, new "Oh Me Oh My" store positive impact on town.</b> <b>Information gathered for Information leaflet regarding all our retail stores within Bulls. Looking into funding for this document.</b>
B. Support Late Night Shopping events	Retailers want to work independently at the moment. <b>Researched to possibility of having a business group in Bulls to identify areas that could help attract more businesses to Bulls.</b>
C. Support Bulls businesses and promote their events/initiatives to strengthen local support for retailers.	The Good Sort in the Bull-it-inn promotes local business. Encourage to shop locally. Looking at potential monthly events that could bring more visitors to Bulls regularly. Market Bulls as a Destination Weekend place to be. <b>A feature business on facebook, good advertising in Bull-it-inn and promoting small new business.</b> <b>Good sort sponsored by local businesses has firm sponsors for first 6 months of 2016. Invited businesses to Volunteer Afternoon, Developing strong working relationships with business owners</b>
6. Support 2 x Bulls Town Centre Plan place-making initiatives.	Bulls Cube project near completion <b>The cubes are complete, awaiting confirmation from Keith that the brackets have been completed.</b> <b>Discussed with Athol possible placement in Walker Park.</b>
7. Participate in Enjoying Life in the Rangitikei group, and support the Buoyant District Economy theme group.	All BCC meetings attended. Attended Enjoying Life meeting and will attend Buoyant next meeting. <b>Participated in Enjoying Life, will attend Buoyant District Economy Theme Group next meeting.</b>
Council's intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters

Community Engagement	<p>Goal 1. Continue to publish, edit and deliver the Bullitinn to 1050 locals and surrounding communities 11 months a year and continuing to involve the local rest home with folding these.</p> <p>Goal 2. Provide ongoing weekly engagement on Facebook, increase likes from 1322.</p> <p>Goal 3. Work towards upgrading website to increase usability.</p> <p>Goal 4. Ensure that Bulls-based events and activities are included on Rangitkei.com CoE and Eventfinder.</p>
Action	Cumulative progress for this period
1. Continue to publish, edit and deliver the Bullitinn to 1050 locals and surrounding communities 11 months a year and continuing to involve the local rest home with folding these.	<p>The Bull-it-inn has increased size due to promotion of school, sporting and cultural events. Larger is working well with good feedback from readers. Good sort was put in to get more people to engage with it. Positive feedback with good levels of advertising meeting the increased cost of this. Positive feedback from a diverse range of ages.</p> <p><b>Rest home closed down, Bull-it-inn now being folded by volunteers. Continued growth with more residents commenting that they read and look forward to the Bull-it-inn</b></p> <p><b>Community Garden being established around Scout Hall in 2016</b></p>
2. Provide ongoing weekly engagement on Facebook, increase likes from 1322.	<p>Facebook likes increased to 1483. The positive engagement with residents has increased the number of people that this site reaches.</p> <p><b>Facebook growth 1527 likes. Positive engagement continues</b></p>
3. Work towards upgrading website to increase usability	<p>Planning in progress with a more interactive cleaner looking site</p> <p><b>Work in progress</b></p>
4. Ensure that Bulls-based events and activities are included on Rangitkei.com CoE, as well as Eventfinder.	<p>We have established strong links to the schools, information centre and library staff to put all events in one area that I then forward to Alyssa to put of event calendar.</p> <p><b>System in place working well with information centre staff</b></p>
Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Increased engagement in the community and wider district.	<p>Goal 1. Further develop online connections/collaboration with local businesses, as well as other towns in the district.</p> <p>Goal 2. Stronger links between Unforgetabull and Rangitikei website.</p> <p>Goal 3. Continue to respond enthusiastically to requests for information regarding business investment in Bulls and the Rangitikei – A-Bull names, website/facebook/bullitinn promotion.</p>
Action	Cumulative progress for this period
1. Further develop online	Development a relationship with Cath and Elizabeth for Rangitikei events

connections/collaboration with local businesses, as well as other towns in the district.	<b>Work in progress</b>
2. Stronger links between Unforgetabull and Rangitikei website.	Bulls Unforgetabull site is being updated with current information and updating our information on other tourism websites i.e. Te Ararora Walkway which we are currently updating with Jo Gallen. <b>Confirmation of Updated information on Te Araroa Trial Site</b> <b>Attended Rangitikei Tourism AGM</b>
3. Continue to respond enthusiastically to requests for information regarding business investment in Bulls and the Rangitikei – A-Bull names, website/facebook/bullitinn promotion.	Support given to vacant shops for Pop Up sites. We are working with two local businesses getting new A BULL signs. We have had great write ups regarding two of our local businesses with a new business opening in November. We will dress all empty shops to make our streets fronts look more appealing. Firstly for Christmas then on a regular basis promoting Bulls <b>Patersonrose pop up shop very successful, they have rebooked for early 2016. Two local businesses getting new A BULL signs. We have had great write ups regarding two of our local businesses with a new business opening in November.</b>

#### Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Encourage WDHB Safer Community Injury Prevention Health Promoter to facilitate fitness & health education for older people.	Goal 1. Encourage facilitation of a sit fit class for elderly in Bulls. Goal 2. Increase awareness of health/support services available through the region for elderly. Goal 3. Participate in Safe & Caring Communities Theme Group. Goal 4. Support the Rangitikei Housing Action Group.
Action	Cumulative progress for this period
1. Encourage facilitation of a sit fit class for elderly in Bulls.	Planned for 2016 <b>Confirmation of Class beginning February</b>
2. Increase awareness of health/support services available through the region for	Work in Progress <b>Lancewood Rest home closed suddenly due to financial reasons. A sit fit class is now underway at the</b>

elderly.	Friendship Club on a weekly basis. We are also exploring the idea of a Tai Chi
3. Participate in Safe & Caring Communities Theme Group.	Will attend, away for the first meeting <b>Unexpected commitment will attend next one</b>
4. Support the Rangitikei Housing Action Group.	Information Read <b>Information Read</b>
Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Engage and enable Youth to develop confidence and leadership for the future of our district.	Goal 1. Work with Rangitikei Wide Youth Goal 2. Encourage 3 Youth to give brief presentation to Council as part of Annual Plan Process 2016/17 Goal 3. Explore funding for youth forum 2017 Goal 4. Continue work with 10 Bulls Youth on Town Centre Plan Place making initiatives.
Action	Cumulative progress for this period
1. Work with Rangitikei Wide Youth	Planning in progress, schools contacted and some youth engaged with for Youth Forum 2016 <b>11 students meet, committed and decided tasks to work on over break. Private facebook group, Bulls youth forum group formed so we can chat about potential ideas.</b>
2. Encourage 3 Youth to give brief presentation to Council as part of Annual Plan Process 2016/17.	<b>Discussed with Youth Forum Students, many interested</b>
3. Explore funding for youth forum 2016	Application made to Dudding Trust, exploring Ministry of Youth Development <b>Dudding Trust unsuccessful, exploring other options. The Youth Forum will also be part of the Council Path to Wellbeing Conference.</b>
4. Continue work with 10 Bulls Youth on Town Centre Plan Place making initiatives.	Looking at a Youth initiative for 2016, Health Care for Youth in Rangitikei in the form of a Diary. <b>Students working on possible content ideas showcasing youth development through education, art and cultural activities. Highlighting health services available in Rangitikei</b>
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
Work with a range of agencies to deliver programmes and events that offer the community opportunities to develop further and engage with others.	Goal 1. 2016 Matariki evening concert. Goal 2. Rangitikei's Got Talent. Goal 3. Support and Strengthen Community groups and organisations. Goal 4. Participate in monthly Southern Rangitikei Health Networking Group. Goal 5. Support and promote businesses and retail initiatives.
Action	Cumulative progress for this period



1A. Involve up to 80 Students (4 different schools) to attend and participate in 2016 Matariki evening concert celebrations.	Funding applied for, more formal Planning 2016
B. Continue developing relationships with Parewahawaha Marae, and supporting their community projects.	Lets Learn Maori in the Bull-it in is supported by Clifford Brown <b>Continue to explore Te Reo and Samoan in Bull-it-inn.</b>
C. Involve the wider community to build awareness of Maori cultural events and celebrations.	Matariki Concert involving both schools and Marae <b>More Formal Planning with Schools and Marae in 2016</b>
2A. Support the 2015 restructure of RGT and support Marton in facilitating this event.	Attended the event.
B. Encourage Bulls residents to actively participate in Rangitikei's Got Talent.	No entries from Bulls conflicting sporting commitments.
3A. Support and promote ANZAC day Dawn Parade and commemorations.	
B. Support and promote activities and projects of local clubs and organisations to ensure well being needs are met/attended to within the community.	Tennis, Golf, Museum, Floral Art Group, Rural Woman, Friendship club all approached. Attending meetings and getting involved with groups <b>Currently working with Tennis Club to look at bringing back the junior Tennis club with the help of Tennis Wanganui or Manawatu. Information published in bull-it-inn from groups within the community. Regular interesting information from Museum and Church. Rural experience offered to German tourists.</b>
C. Update community groups and organisations database to upload to Unforgetabull website and Rangitikei.com.	Work in progress <b>We are working on a register of all sporting, service, educational and church group's data base. All activities will be put on a yearly planner. This will establish a great data base to work from and future plan new initiatives.</b>
D. Support the Library volunteer appreciation gathering. Look at holding a BDCT volunteer appreciation tea.	Planning with Bulls School to incorporate Xmas Concert and Volunteer afternoon tea 9 <sup>th</sup> Dec <b>The volunteer's afternoon held in conjunction with Bulls School was well supported. Over 120 residents were asked from all our sporting, service, educational and church groups. We had over 50 volunteers come and enjoy a social afternoon of music from Bulls School then the afternoon tea.</b>



4. Participate in monthly Southern Rangitikei Health Networking Group.	Developed relationship with Susan Crawshaw, Danelle Whakatihi <b>Ongoing relationship with Susan Crawshaw, providing work experience for Youth Service young adult living in Bulls</b>
5A. Support Late Night Shopping events	Retailers Planning individual events <b>New retail store called Oh Me Oh MY.</b>
<b>B. Support Bulls businesses and promote their events/initiatives to strengthen local support for retailers.</b>	Developing strong relationships with local Business that has seen an increase in sponsorship of local events. Promote local business on facebook and monthly features in the Bullitinn. Starts off with Coffee on the Move changing hands in December <b>5 new small businesses promoted and put in the Bull-it-inn. High Street second hand store closed.</b> <b>Feature articles on businesses within the CBD</b>

*Appendix 2:*  
*BDCT – draft work*  
*programme 2016/17*

## STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: Bulls & District Community Trust

Period under review: Work Plan 2016 to 2017

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

### Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Continue to provide and develop engaging events for the community.	<p>Goal 1. 2016 Wear-a-bull Arts.</p> <p>Goal 2. Continue to work with Bulls School and community members in providing Xmas parade and following free fun afternoon.</p> <p>Goal 3. Facilitate and organise the 2017 free Family Summer Concert.</p> <p>Goal 4. Gain wider district community support and engagement for the 2016 Free Family Summer Concert.</p> <p>Goal 5. Encourage families to shop in Bulls and continue supporting projects that encourage visitors to stop.</p> <p>Goal 6. Support Bulls Town Centre Plan place making projects.</p> <p>Goal 7. Participate in Enjoying Life in the Rangitikei group, and support the Buoyant District Economy theme group.</p> <p>Goal 8. Community Garden funding/planning underway. Bring all interest parties together to form stakeholder group to drive process forward. Collective relationship with Scout Hall committee has set guidelines for use of land around Scout Hall.</p> <p>Goal 9. Continue reading Programme with Bulls Librarian Sara-Jane Sowden and Raewyn Timmins from Marton Library.</p> <p>Goal 10. Te Araroa Trail update services and information ready for 2016/17 season</p> <p>Goal 11. Te Araroa Offers Hope will continue to promote Bulls and The Trail. February walk will become an annual event in our calendar of events. Pat Magill and Minnie Ratima's work around walking the Long Pathway</p>

Council's intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters
Community Engagement	Goal 1. Continue to publish, edit and deliver the Bullitinn to 1050 locals and surrounding communities 11 months a year and continuing to involve the local rest home with folding these. Include McDonells line off Tangimona Rd as these addresses have Bulls phone numbers. Goal 2. Provide ongoing weekly engagement on Facebook, increase likes from 1530. Goal 3. Upgrade Website planning/funding sourced/design stage conceptual. Goal 4. Ensure that Bulls-based events and activities are included on Rangitikei.com CoE and Eventfinder.
Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Increased engagement in the community and wider district.	Goal 1. Further develop online connections/collaboration with local businesses, as well as other towns in the district. Goal 2. Stronger links between Unforgetabull and Rangitikei website. Goal 3. Continue to respond enthusiastically to requests for information regarding business investment in Bulls and the Rangitikei – A-Bull names, website/facebook/bullitinn promotion. Goal 4. Build new data base of overall business base of bulls to use in an Experience Local Campaign which actively promotes local business and or the products/services they provide. Goal 5. Promote All About Us to Business owners in Bulls

## Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Encourage WDHB Safer Community Injury Prevention Health Promoter to facilitate fitness & health education for older people.	<p>Goal 1. Encourage facilitation of a sit fit class for elderly in Bulls and develop Tai Chi and Yoga</p> <p>Goal 2. Increase awareness of health/support services available through the region for all residents</p> <p>Goal 3. Participate in Safe &amp; Caring Communities Theme Group.</p> <p>Goal 4. Support the Rangitikei Housing Action Group.</p>
Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Engage and enable Youth to develop confidence and leadership for the future of our district.	<p>Goal 1. Work with Rangitikei Wide Youth</p> <p>Goal 2. Encourage 3 Youth to give brief presentation to Council as part of Annual Plan Process 2016/17</p> <p>Goal 3. Explore funding for youth forum 2017.</p> <p>Goal 4. Continue work with 10 Bulls Youth on Town Centre Plan Place making initiatives.</p> <p>Goal 5. Work with LevelUp, Rangitikei Stakeholders to explore ideas promoted at the Open Space work shop.</p>
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
Work with a range of agencies to deliver programmes and events that offer the community opportunities to develop further and engage with others.	<p>Goal 1. 2016 Matariki evening concert.</p> <p>Goal 2. Support Project Marton with Rangitikei's Got Talent.</p> <p>Goal 3. Support and Strengthen Community groups and organisations.</p> <p>Goal 4. Participate in monthly Southern Rangitikei Health Networking Group.</p> <p>Goal 5. Support and promote businesses and retail initiatives.</p>

*Appendix 3:*  
*Project Marton - 6*  
*month report (July –*  
*Dec 2015)*

## STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: **Project Marton**

Period under review: **2<sup>nd</sup> Qtr Oct-Dec**

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

### Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
<b>Project Marton</b> proposed work programme	Action 1. Market Day Action 2. Harvest Fair Action 3. Marton's Got Talent
Action	Cumulative progress for this period
1. Market Day	Achieved 200 sites. Street closure, Broadway/Follet supported by Higgins. Approx. 5000 visitors
2. Harvest Fair	Chef Annabelle White booked for this event. ...Have large display of vintage vehicles and machinery. Stalls booking in quickly. Sites capped at 160.
3. Rangitikei's Got Talent	Successful day, held at Rangitikei College, electronic equipment unavailable. 324 visitors. Sponsorship from RDC, Alf Downs, McVerry Crawford. Along with much support from many other local businesses. 18 entries.
4.	
Council's intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters
<b>Project Marton</b> proposed work programme	Action 1. Regular update messages to email database Action 2. Monthly community Newsletter Action 3. Placement of information on CoE and eventfinder.



Action	Cumulative progress for this period
1. Regular update messages to email database	Weeklies still going out. Interest is increasing to add events and info to the email averaging 40 orgs and events included each week. Database topping 900.
2.Monthly Community Newsletter	New larger format has been used. Due to cost, printing activities to be reconsidered.
3.Placement of information on Coe and Eventfinder	Business as usual. 21 Listings over this period.
Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
<b>Project Marton</b> proposed work programme	Action 1. Regularly update the Marton website. <a href="http://www.MartonNZ.com">www.MartonNZ.com</a> Action 2. Update the calendar on rangitikei.com Action 3. Maintain and regularly update the Project Marton Facebook page.
Action	Cumulative progress for this period
1. Regularly update the Marton Website	Will consider future options once the new RT site is up and running and how best to use this platform to promote our town and community.
2.Update the Calendar on Rangitikei.com	RT are currently responsible for doing this with information taken from Eventfinder.
3.Maintain and regularly update the PM FB page	Daily this is checked and updated with info. We have hit 830 likes, and reach averaging 1500 per week. (Just under 90,000 over the 3 month period. Large spikes due to "boosted" Market Day promos )
4.	



Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
<b>Project Marton</b> proposed work programme	<p>Action 1: Martons Got Talent</p> <p>Action 2. Work with schools, to encourage participation with all events.</p> <p>Action 3. Provide opportunity for "ownership" of art projects within the events.</p>
Action	Cumulative progress for this period
1. Martons Got Talent	Has become Rangitikeis Got Talent. Youth from the Rangitikei College were involved as MC, front of house, stage management, sound and lighting support, promotion as well as participation.
2. Work with schools to encourage participation with all events	Working with the schools with all 3 major events. Market Day, RGT and Harvest Fair.
3. Provide opportunity for ownership of art projects with the events	Students involved in the graphic design of signs, power point presentations, and decorative art for each of the events.
4.	
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
<b>Project Marton</b> proposed work programme	<p>Action 1: Work with the MTCP steering group to roll out the town centre plan activities</p> <p>Action 2. Presentation to the MCC each month.</p> <p>Action 3. Facilitate the Rangitikei Health Networking group.</p> <p>Action 4 After 5 networking groups.</p> <p>Action 5. Volunteer tea.</p> <p>Action 6. Timebank.</p> <p>Action 7. Christmas giving tree.</p> <p>Action 8. Service Excellence Awards</p> <p>Action 9. Branding and further promotion of Marton.</p> <p>Action 10. Promotion of the district – Womens Expo.</p>

Action	Cumulative progress for this period
1. Work with the MTCP steering group to roll out the town centre plan activities	With Kevin Morriss leaving his role as support the group has morphed into other group that encompasses Rotary, Jaycees, Lions, Keep Marton Beautiful, Marton Community Committee & Project Marton. Staff at Project marton are supporting the work on the 7 day makeovers. Still work needs to be completed around the street engagement and potential pop up shop opportunity.
2. Presentation to the MCC each month.	Project marton presented to meeting each month with update of Project Marton activities.
3. Facilitate the Rangitikei Health Networking group.	Continue to facilitate these monthly meetings. This meeting remains well attended and appreciated by those that attend as the best opportunity to network, gather ideas and build strong working relationships with other agencies.
4. After 5 networking groups.	Was hoping to have David Engwich talk at the August event, however timing didn't work. New speaker to be confirmed. (Still considering options, looking at highlighting the benefit and advantages of having a digital presence)
Volunteer tea.	Was being organised with Marton Community Committee. However this was cancelled due to lack of funding. Considering other opportunities to thank volunteers. Option considered was screen at the Rangitikei Appliance spot with scrolling thanks. This has now been installed.
Timebank	New volunteers have come onboard. Will be progressed through 2016.
Christmas giving tree.	Hugely successful activity. 220 presents received. Well supported by Christian Welfare, Budget Service and Te Kotuku Hauora.
Service Excellence Awards	Annie Whitfield received the Service Excellence Award. This remains a supportive way to identify and promote a culture of excellence, while fostering a level of celebration, the "pat on the back" is beneficial on many levels.
Branding and further promotion of Marton.	New vests were purchased (with the Marton heart on it) and worn at the Mudder with Project Marton volunteering marshals for the event, further presenting the heart in the public arena. These will be used for all events, and for all marshals at the Marton Market Day.
Promotion of the district – Womens Expo.	Nothing to report.
Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
<b>Project Marton</b> proposed work programme	Action 1: Facilitate the cooking classes, run with support of our "Super Grans" Action 2. Support the development and activities of the "Mens Shed"

	Action 3. Support the activities of all of our local service clubs and organisations. Promotion of events and activities.
Action	Cumulative progress for this period
1. Facilitate the cooking classes, run with support of our "Super Grans"	Classes pencilled in for June.
2. Support the development and activities of the "Mens Shed"	As the venue at Arahina has been closed we have shifted focus to the community garden in the interim, while looking for a new venue for the mens shed.
3. Support the activities of all of our local service clubs and organisations. Promotion of events and activities.	This continues to be an adhoc basis as information comes in. Then, depending on the file and the event or activity it is placed on community board, Facebook, event finder, connections emails and Newsletter when available. 49 events and organisations have been supported over this period through various avenues.
4. Further to report	<p>Project Marton utilises opportunities to further support the community when opportunities arise. Recently this has been through:</p> <ul style="list-style-type: none"> <li>• Montys Surprise Trees: Successful giveaway. 600 trees given to the community. 12 volunteers and a lot of coordinating involved.</li> <li>• Huntley Cookbook Giveaway: 300 books distributed to the community.</li> <li>• Athletes Foot Shoe giveaway begun. Working with Sport Wanganui &amp; Budget Service.</li> <li>• 1000 Heritage Tomatoes given away within the community.</li> </ul> <p>.....</p>

*Appendix 4:*  
*Project Marton – draft*  
*work programme*  
*2016/17*

## STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: **Project Marton**

Period under review: July – September/December/March/June (delete as applicable) 2016

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

### Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
<b>Project Marton</b> proposed work programme	Action 1. Market Day Action 2. Harvest Fair
Action	Cumulative progress for this period
1.	
2.	
Council's intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters
<b>Project Marton</b> proposed work programme	Action 1. Regular update messages to email database Action 2. Monthly community Newsletter Action 3. Placement of information on CoE and eventfinder.
Action	Cumulative progress for this period
1.	
2.	
3.	

Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
<b>Project Marton</b> proposed work programme	Action 1. Regularly update the Marton website. <a href="http://www.MartonNZ.com">www.MartonNZ.com</a> Action 2. Support the calendar on rangitikei.com Action 3. Maintain and regularly update the Project Marton Facebook page.
Action	Cumulative progress for this period
1.	
2.	
3.	

#### Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
<b>Project Marton</b> proposed work programme	Action 1: Support Rangitikei's Got Talent Action 2. Work with schools, to encourage participation with all events. Action 3. Provide opportunity for "ownership" of art projects within the events.
Action	Cumulative progress for this period
1.	
2.	
3.	



Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
<b>Project Marton</b> proposed work programme	<p>Action 1: Work with the MTCP steering group to roll out the town centre plan activities</p> <p>Action 2. Presentation to the MCC.</p> <p>Action 3. Facilitate the Rangitikei Health Networking group.</p> <p>Action 4 After 5 networking groups.</p> <p>Action 5. Timebank.</p> <p>Action 6. Christmas giving tree.</p> <p>Action 7. Service Excellence Awards</p> <p>Action 8. Branding and further promotion of Marton.</p> <p>Action 10. Promotion of the district.</p>
Action	Cumulative progress for this period
1.	
2.	
3.	
4.	
Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
<b>Project Marton</b> proposed work programme	<p>Action 1: Facilitate the cooking classes, run with support of our "Super Grans"</p> <p>Action 2. Support the development and activities of the "Mens Shed"</p> <p>Action 3. Support the development and activities of the community garden.</p> <p>Action 3. Support the activities of all of our local service clubs and organisations. Promotion of events and activities.</p>

Action	Cumulative progress for this period
1.	
2.	
3.	
4.	



*Appendix 5:*  
*Rangitikei.com*  
*6 month report*  
*(July – Dec 2015)*

## STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: **rangitikei.com**

Period under review: July – ~~September~~/December/~~March~~/June (delete as applicable) 2015

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A Buoyant District economy, Enjoying Life in the Rangitikei

Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
<b>rangitikei.com's</b> proposed work programme	<p>Action 1: Take a lead role in developing and implementing a strategy to promote the Rangitikei District as a visitor destination and place to visit, live, work and play and to increase economic impact to the District from the visitor industry (iconic events, adventure tourism, etc)</p> <p>Action 2: Work collaboratively with our MOU partners, industry partners and key stakeholders, for example, a joint cycleways map with Destination Manawatu will increase local web presence on the country road NZ web portal.</p> <p>Action 3: Identify new and innovative promotional opportunities for businesses and events, for example:</p> <ul style="list-style-type: none"> <li>- creating walking photo galleries and mini billboards for what the district has to offer on footpaths and lamp posts in conjunction with town coordinators, community groups</li> <li>- review SH1 signage and investigate opportunities for new points on SH3 in a accordance with new branding and fresh image approach information centres adding an art component to short pit stop walks</li> </ul> <p>Rangitikei.com is to market the District to visitors and to support economic growth in the District by providing an information portal to opportunities for businesses and supporting iconic events.</p>
Action	Cumulative progress for this period
1: Take a lead role in District promotion and increase economic impact of the tourism industry	<p>I caught up with Bruce Lahore, CEO of the New Zealand Motor Caravan Association. We're actively working with them on feature events, and how we can attract more of their members to our region through initiatives, events and higher profile.</p> <p>With a membership of nearly 60,000, a number which is steadily climbing, as well as an increasingly younger and more active membership profile the NZMCA are a big piece of the domestic tourism pie. In collaboration with our central north</p>

	island neighbors. We are meeting in April where Bruce will present and we will all discuss identify opportunities.
2: Work collaboratively with our MOU partners, industry partners and key stakeholders	<p>-Organised 50 information packs and activity vouchers with gravity canyon for Bulls coordinator to be provided to foreign troops while in the country for joint forces exercise southern katipo.</p> <p>-Support for Rangitikei farmstays "Mudder" event and sourced spot prize products and vouchers from local business and members.</p> <p>-Give town coordinator step by step details on how to use eventfinder as well as sample advertising stating the reasoning for using event finder to list an event, to be circulate through their networks.</p> <p>Source a selection of District brochures for Project Marton's information sight at Marton country music festival</p>
3: Identify new and innovative promotional opportunities for businesses and events,	<p>-Collaborative opportunity with Wanganui, Manawatu Horowhenua, and Taranaki on a national coastal arts trail initiative. Rangitikei are currently the only district not committed, significant financial input is required.</p> <p>-Collaboration with Wanganui, Manawatu, Ruapehu, Horowhenua and Taranaki on Jetstar's Launch into Palmerston North Airport. With media experience over night escape packages put together with 11 different media and travel blog agencies taking part. Inflight promotional material provided with the district brochure and postcard dvd going into flight goodie bags. Further marketing meeting will be held with Jetstar in March after the launch.</p>
Council's intended Level of Service is to:	<p>Contract with local organisations to provide a range of information, such as:</p> <ul style="list-style-type: none"> <li>* Up-to-date calendar of events, and</li> <li>* Community newsletters</li> </ul>
rangitikei.com's proposed work programme	<p>Action 1: Co-ordinate an up-to-date calendar of events on <a href="http://www.rangitikei.com">www.rangitikei.com</a></p> <p>Action 2: Make available a D-I-Y LIST YOUR EVENT tab on <a href="http://rangitikei.com">rangitikei.com</a>. The district event calendar will automatically feed from Eventfinder. Local events are then also promoted through the entire networks of sites, including Eventfinda, NZ Herald, Yahoo, MSN, Stuff.</p> <p>Action 3: Continue bimonthly newsletters via the mail chimp system, currently 813 on syndication</p> <p>Action 4: Review updates of district promotion material (Updates and reprints required on district map and cycle way maps)</p> <p>Action 5: Continue distribution of district promotional material nationwide, for example through Jasons Travel media, Wickliffe Distribution, Palmerston North Int Airport</p> <p>Action 6: Collaborate with stakeholders and businesses to improve their access to information and opportunities, for example to run digital media training workshops</p>
Action	Cumulative progress for this period

1: Co-ordinate an up-to-date calendar of events on <a href="http://www.rangitikei.com">www.rangitikei.com</a>	-Currently updated manually, pulling district event information from Eventfinder in order get user use to the process once the web upgrade are completed and the automated feed begins. This process is still currently in place with the new web site currently in construction. More are events are being captured but still needs further pushing
2: Make available a D-I-Y LIST YOUR EVENT tab on <a href="http://rangitikei.com">rangitikei.com</a> .	-A how to list your event page has been created on the "Events" tab drop down. Explaining how the event calendar works and step by step how to list your event on event finder.
3: Continue bimonthly newsletters	New site provides Newsletter sign up link on the Home page
4: Review updates of district promotion material	-Investigating future printed material options. Stock levels are getting low. Committee have discussed initial design ideas to include a tear out voucher system that could possibly help measure the use of the district brochure.
5: Continue distribution of district promotional material nationwide	-Due to affordability the contract with Jasons travel media has been discontinued. -Distribution through Wickliffe will continue to maintain supply to most I-sites and information centres No Change
6: Collaborate with stakeholders and businesses to improve their access to information	-The new district cycle way map was completed in conjunction with Destination Manawatu. By utilising their full time in house design and print team, the costs to Rangitikei.com were kept very low and with low print runs, additional edits can be easily made. This will also transfer to the Destination Manawatu cycling website giving us the added exposure on their online portal. DM also contract for full distribution of the map giving the Rangitikei added promotion at no cost. -Gorges to sea webpage hits are up 30% -Reaching out to all types of local business regarding promotion on Rangitikei.com. -90,000 maps have now been distributed
Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
<b><a href="http://rangitikei.com">rangitikei.com</a>'s proposed work programme</b>	Action 1: Market the District to visitors and to support economic growth in the District by providing an information portal to opportunities for businesses and supporting iconic events and work with partners to position the central lower North island as a competitive tourism area Action 2: Rebranding - complete a district wide, all-encompassing branding document. Creating a recognised brand that will flow through to the district web portal ( <a href="http://Rangitikei.com">Rangitikei.com</a> ). We will use new image stock to make the web portal look and reflect a fresh interactive, family friendly lifestyle. This will also include a new logo to separate Rangitikei.com from the regulatory association of the Rangitikei district council in order to create a clear identity to visitors/locals of where to go for the "fun stuff". Action 3: Carry out upgrades to the web portal, creating user friendly Event calendar, Community directory

	<p>and Business listing modules. This will also Include the responsive version for IOS/ Android platforms and including facilitating Bulls and District Community Trust with integration of the Bulls website. We plan to redirect their domain name(unforgettabull.co.nz) to Rangitikei.com and create a new Bulls website within the web portal as Marton currently do and we have offered the same option to Taihape.</p> <p>Action 4: Continue to maintain District Facebook pages, Twitter, Blog and Pinterest and use QR codes to create connections with our newsletter.</p> <p>Action 5: Develop community awareness of what Rangitikei.com does and how this benefits the wider community</p>
Action	Cumulative progress for this period
1: Market the District to visitors	
2: Rebranding - complete a district wide, all-encompassing branding document	<p>-Rangitikei.com have contracted BMR Creative and working on creative brief for first stage concepts.</p> <p>-A series of concepts were presented at our AGM and a clear stand out was picked to work on further with worked on with iwi.</p> <p>We have had a photo shoot through the district to produce images to complement to new look.</p>
3: Carry out upgrades to the web portal	<p>-Seeking pub charities funding towards web upgrade plan. Declined as they do not support tourism.</p> <p>- Updates to business imagery and information.</p>
4: Continue to maintain District Facebook pages, Twitter, Blog and Pinterest	<p>-Maintain district pages with steady growth. However as we can't be everywhere would appreciate pictures and stories from staff and personalities in the district.</p> <p>-Rangitikei.com has an average of 4000 visit per month for this period.</p> <p>Within the new website we will no longer run a blog as it is difficult to maintain. Facebook and twitter are sufficient social media tools and there will be a profile/case studies link on the site containing personal and economic stories etc</p>
Action 5: Develop community awareness of what Rangitikei.com	<p>-Application submitted to RDC event sponsorship scheme for portable promotional display materials. (Fags, Banners, portable brochure stands and provide branded sunscreen and event survival kits for outdoor events and festivals such as Kiwi burn)</p>

*Appendix 6:*  
*Rangitikei.com*  
*draft work programme*  
*2016/17*

## STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: Rangitikei.com (Rangitikei Tourism Incorporated)

Period under review: July – September/December/March/June (delete as applicable) 2016/17

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

### Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Rangitikei.com proposed work programme	<p>Action 1: Take a lead role in developing and implementing a strategy to promote the Rangitikei District as a visitor destination and place to visit, live, work and play and to increase economic impact to the District from the visitor industry (iconic events, adventure tourism, etc)</p> <p>Action 2: Work collaboratively with our MOU partners, industry partners and key stakeholders, for example, a joint cycleway map and country road NZ web portal with Destination Manawatu.</p> <p>Action 3: Identify new and innovative promotional opportunities for businesses and events, for Example: Loqules Networks - Rangitikei Loqules is a peer to peer market place that connects people with tastemakers and influencers who curate amazing experiences.</p>



Council's intended Level of Service is to:	<p>Contract with local organisations to provide a range of information, such as:</p> <ul style="list-style-type: none"> <li>* Up-to-date calendar of events, and</li> <li>* Community newsletters</li> </ul>
Rangitikei.com proposed work programme	<p>Action 1: Co-ordinate an up-to-date calendar of events on <a href="http://www.rangitikei.com">www.rangitikei.com</a> with the help of a direct feed from Event finder. Local events are then also promoted through the entire networks of sites, including Eventfinda, NZ Herald, Yahoo, MSN, Stuff with measurable statistic information.</p> <p>Feature slider profiles for larger events will continue to be created manually</p> <p>Action 2: Make available a D-I-Y LIST YOUR EVENT and the new Rangitikei.com branding document with downloadable logos to be used on event promotional materials (which will be expected to appear on all district event marketing material) Promoted via Rangitikei.com</p> <p>Action 3: Continue bimonthly (possibly more often) newsletters via the mail chimp system, and develop the newsletter with town coordinators to make a single collaborative mail out.</p> <p>Action 4: Review updates of district promotion material (Updates and reprints required on district map) cycle way and walkes.</p> <p>Action 5: Continue distribution of district promotional material nationwide, for example through, Wickliffe Distribution, and investigate alternative/cheaper options</p> <p>Action 6: Collaborate with stakeholders and businesses to improve their access to information and opportunities, for example :</p> <ul style="list-style-type: none"> <li>- Digital media training workshops</li> <li>- Liaise with the Mōtor home association</li> <li>- Cycle way map updates with Destination Manawatu (Incudes Map distribution with Jasons Traval media at no cost to us)</li> <li>- Liaise with RNZAF Base Ohakea on opportunities for the 2017 Air Tattoo Air show weekend</li> <li>- Create a annual summer Rangitikei walk/cycle festival in collaboration with town coordinators.</li> <li>- Better economic information and contacts through the web portals reconnect/relocate pages</li> </ul> <p>Action 7: Collaborate with the NZMHA and Jet star on marketing the district, events and safaris</p>



Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
(name of MOU agency) proposed work programme	<p>Action 1: Market the District to visitors and to support economic growth in the District by providing an information portal to opportunities for businesses and supporting iconic events and work with partners to position the central lower North island as a competitive tourism area.</p> <p>Action 2: Carry out upgrades/updates to the web portal, Community directory and Business listing modules. Include the responsive version for IOS/ Android platforms</p> <p>Action 4: Continue to maintain District Facebook pages, Instagram, Twitter, and Pinterest and use QR codes and create connections with our newsletter. However will also investigate best value options for maintaining our social media outlets.</p> <p>Action 5: Increase facebook interaction with competitions and giveaway and the establishment of a Rangitikei Loqules Facebook page with connections to web portal.</p> <p>Action 6: Develop brand and community awareness of what Rangitikei.com does and how this benefits the wider community</p> <p>Action 7: Populate tourism maps and apps with district promotion data for example:</p> <ul style="list-style-type: none"> <li>- Google Maps</li> <li>- 100% Pure</li> <li>- Official Camping NZ/Britz roadtrip</li> </ul> <p>Action : Attend and Hold a Site at the Covi Motorhome and Caravan and Outdoor Supershow</p>

*Appendix 7:*  
*TCDT - 6 month report*  
*(July – Dec 2015)*

# STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: **Taihape Community Development Trust**

Period under review: **1 July – 31 December 2015**

## Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A Buoyant District economy, Enjoying Life in the Rangitikei

## Activity: Economic Development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
<b>Taihape Community Development Trust's</b> proposed work programme	<p>Goal 1. Develop and promote Taihape as Gumboot Capital of the World, through the annual Gumboot Day, associated gumboot throwing activities/events, eg NZBTA, developing gumboot throwing in other towns, and developing gumboot branding with local businesses</p> <p>Goal 2. Support 2 x Taihape Town Centre Plan place-making initiatives</p> <p>Goal 3. Encourage families to shop in Taihape and continue supporting projects that encourage visitors to stop, eg support the Taihape community to fill empty shops, re-establish hanging baskets, daffodil promotion in September</p> <p>Goal 4. Chair Enjoying Life in the Rangitikei theme group and promote and participate in the Buoyant District Economy theme group</p> <p>Goal 5. Participate in local and national media opportunities as they arise</p> <p>Goal 6. Promotion of the district, eg Men's Show/Women's Expo – alternate years</p>
Action	Cumulative progress for this period
1. Develop and promote Taihape Gumboot Capital of the World, through the annual Gumboot Day, associated gumboot throwing activities/events, eg NZBTA, developing gumboot throwing in other towns, developing gumboot branding with local businesses	NZBTA AGM was held on 19 August. NZBTA will assist Warkworth A&P Show in Feb 2016 to run gumboot throwing event for their first time. NZBTA attended World Champs of Gumboot Throwing in Italy, 12-13 September + IBTA AGM on 11 September – NZ men/women champs, Technical Advisor, President + 2 supporters. Kiwi Black Boots returned with 2 silver medals + 1 gold medal! Gumboot Day 2016 signs are on the Events Boards. Continuing discussions with RDC re banner across Hautapu Street and each end of the town. Working on the South Island Champs + NZ Champs – to be held in Queenstown on Waitangi Weekend 2016. Definite women throwers are Kayla Hyland, Janey Harrison and Kristen Churchward. Definite men throwers are Brent Newdick and Curly Troon. Waiting to hear from Shihan Mason-Smallman. Hopefully Elizabeth and Brownyn Troon can also go to do the administration work.

2. Support 2 x Taihape Town Centre Plan place-making initiatives	The first 7 day make-over event was due to happen in November, but this has now been cancelled by TCB. TCB wishes to meet with TCDT to discuss place-making initiatives in Taihape.
3. Encourage families to shop in Taihape and continue supporting projects that encourage visitors to stop, eg support the Taihape community to fill empty shops, re-establish hanging baskets, daffodil promotion in September	Spring Fling Lucky Shopper competition 1-30 September – 37 businesses involved. Prize was vouchers to encourage people to do Christmas shopping in Taihape. Awarded 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> prizes. Waiting on Michelle re RDC re water for hanging baskets. Negotiating with Jordan Winiata-Haines to develop packages for visitors to come and stay in the Rangitikei, especially Taihape.
4. Chair Enjoying Life in the Rangitikei theme group and promote and participate in the Buoyant District Economy theme group	ELITR has developed the District Promotion Strategy and the Events Strategy. Involved in RapidTikei Digital Enablement Plan as part of Rangitikei Growth Strategy to bring ultra fast broadband to the district – creating an online resource to promote businesses and families moving to Taihape and directing web traffic to it (“Be Happy. Taihape. . . don’t worry – cut your mortgage 100%). Last meeting of Taihape RapidTikei was 3 September.
5. Participate in local and national media opportunities as they arise	Interviewed by Timaru Herald for gumboot throwing story, and Otago Daily Times. Worked with Grant Bryant, Convergence, Skellerup’s media person. Advertised Gumboot Day in Destinationz.
6. Promotion of the district, eg Men’s Show/Women’s Expo – alternate years	
Council’s intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters
Taihape Community Development Trust’s proposed work programme	Goal 1. Develop new Taihape brochure Goal 2. Monthly <i>Talk Up Taihape</i> community newsletter Goal 3. Placement of information on CoE and Eventfinder and feed through to <a href="http://www.rangitikei.com">www.rangitikei.com</a> Goal 4. Promotion of events and activities of other community organisations Goal 5. Develop a Welcome to Taihape pack
Action	Cumulative progress for this period
1. Develop new Taihape brochure	Achieved – 5,000 brochures.
2. Monthly <i>Talk Up Taihape</i> e-newsletter with hard copies at Info Centre, Dr, Physio, Gretna, cafes x 5, Library	Yes. #6 distributed on 2 July; #7 on 31 July; #8 on 3 September; #9 on 6 October; #10 on 4 November; #11 on 1 December.
3. Placement of information on CoE and Eventfinder and feed through to <a href="http://www.rangitikei.com">www.rangitikei.com</a>	Place on Eventfinda when required and encourage/support others to also do so.
4. Promotion of events and activities of	Community CD; Car boot sale; Only Yesterday; RGT; grandstand mural; Winter Buster; hypnotist; FundView;

other community organisations	Fifty Shades of Grey; Gretna Idol, Wear-a-bull Arts; Ariana; Phil & Tilley; Manawatu Overtones; Birds on Signs; Gretna House Band; Rest-home subsidies; Council's broadband survey; RDC's new Events Fund; Street Meet n Greet/TCB re gumboot stand at Gumboot Lane, community Market Day, Waiouru Desert Gala, Whanau Sports, Awastone, Jason Bae, NZ Sugar Free, Christmas Lights & Decorations competition, Community Services Expo, Community Christmas dinner, Christmas Parade, community Market Day.
5. Collate information for Welcome to Taihape pack	In progress - Listed needs as required by a new Taihape resident to enlarge into a Pack. The Retiring in Taihape and the new Taihape brochure will be included in the Pack.
Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Taihape Community Development Trust's proposed work programme	Goal 1. Regularly update the Taihape website, <a href="http://www.taihape.co.nz">www.taihape.co.nz</a> Goal 2. Further develop online connections/collaboration with local businesses, as well as other towns in the district (businesses) Goal 3. Provide ongoing weekly engagement on FaceBook pages -Taihape NZ; NZ Gumboot Day Goal 4. Upgrade Taihape website to increase usability and usage
Action	Cumulative progress for this period
1. Regularly update the Taihape website, <a href="http://www.taihape.co.nz">www.taihape.co.nz</a>	Ongoing weekly. Still working on upgrade of website.
2. Further develop online connections/ collaboration with local businesses, as well as other towns in the district (businesses)	Involved with RapidTikei Digital Enablement Plan to bring ultra fast broadband to Taihape and district. Developing database for stall-holders for Gumboot Day – linking in with Project Marton.
3. Provide online regular engagement on Taihape NZ and NZ Gumboot Day (promotion of events)	Ongoing. At the top of the page we now have a rolling calendar of events. Taihape NZ: July: Likes = 1,320. Hits: Taihape gumboot drift bike photo = 1,944; Bernie Bee's town photos = 3,734; what new businesses do you want to come to town = 253; birds on signs = 1,718; jobs advertised = 879; TAS in Barbarians rugby = 1,621; Matt Thomas = 2,912; World Champs = 475; Whanau Sports = 111; Awastone Kareoke = 172; Taihape Pool discussion = 66 + comments; community Market Day = 747; Jason Bae = 435; Spring Fling = 108; NZ Sugar Free = 293; NZ Gumboot Day: July: Likes = 1,595. World Champs = 329
4. Upgrade Taihape website to increase usability and usage	In progress. Upgrade should be finished by the end of February.

Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Taihape Community Development Trust's proposed work programme	Goal 1. Develop a brochure for seniors of services available Goal 2. Promote recreational activities for seniors Goal 3. Lead Rangitikei Housing Action Group to enhance social housing availability Goal 4. Participate in Safe & Caring Communities theme group
Action	Cumulative progress for this period
1. Develop a brochure for seniors of services available	Achieved. Will go to motels, Info Centre, MPS, THL, Drs, O&B, World Champs, River Valley, Gretna, TCB, Physio, Meet n Greet Group. Distributed at IBTA AGM in Italy.
2. Promote recreational activities for seniors	In "Retiring in Taihape" brochure. Promote O&B upcoming activities in <i>Talk Up Taihape</i> .
3. Lead Rangitikei Housing Action Group to enhance social housing availability	Liaised with RDC re relocating Matua Flats on behalf of O&B, THL, Masonic Lodge, Senior Citizens, Majestic Theatre and TCDT. Organised public meeting re Rest-home subsidies on 7 Aug – 39 attendees. RDC is seeking a community housing provider – TCDT?? Will also look re establishing a fund to upgrade existing homes. Will set up an info package/list local trades-people – in progress. RHAG is now in recess dependent on RDC's EOI.
4. Participate in Safe & Caring Communities theme group	Attended 5 August and 4 November meetings –combined with Taihape Networking Group for RBA framework session
Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Taihape Community Development Trust's proposed work programme	Goal 1. Enlarge and enhance the skate-park Goal 2. Support The Hutt and its projects/activities Goal 3. Work with schools, etc to encourage participation in events, eg Gumboot Day art, Christmas Parade, place-making initiatives
Action	Cumulative progress for this period
1. Enlarge and enhance the skate-park	Waiting for Park consultation process to end.
2. Support The Hutt and its projects/activities	Called a meeting for 24 November of all people with a youth focus with the aim of continuing The Hutt services, potentially with a view of developing a youth development service hub similar to the one currently being piloted in Marton – RDC, Older & Bolder, MPS, TAS, St Joseph's, Police, Youth Aid, Public Health, YMCA, Healthy Families, Youth Services. This is due to the fact that RDC no longer has sufficient funding to maintain the two afternoons per week that they have funded for youth workers to come up to Taihape from Marton – and cannot fund a summer holiday programme this summer. Pub Charity declined our application for a donation towards the costs of a summer school holiday programme for Taihape youth. At 15 Dec meeting, Denise advised that RDC will submit a proposal to MSD before Christmas. However, it looks like the



	Youth Centre will close.
3. Work with schools etc to encourage participation in events, eg Gumboot Day art workshops and gumboot throwing, Christmas Parade, place-making initiatives	Invited Sharyn Adams to organise youth to assist Rotary on Gumboot Day – agreed. Several schools entered floats in the Christmas Parade – Taoroa, St Josephs, Mataroa, Taihape Kindergarten, Taihape Childcare Centre, Taihape Playcentre, Mokai Patea TKR, Taihape Gym Sports (includes multiple schools).
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
Taihape Community Development Trust's proposed work programme	Goal 1. Coordinate and develop networks (A) Goal 2. Coordinate and develop events which raise awareness of/target specific issues or sections of the community (B) Goal 3. Work to maintain and strengthen local clubs and organisations (C) Goal 4. Strengthen community resilience (D) Goal 5. Promote participation by Taihape residents and businesses in collaborative projects (E)
Action	Cumulative progress for this period
<b>A Coordinate and develop networks</b> 1. Facilitate the monthly Taihape Networking Group meetings	1 July – Healthy Families; 5 August – Training providers/Plunket car seat service; 2 September – Community Services Expo in Taihape on 27 November; 7 October – STAND for Children; 4 November – (combined with Safe & Caring Community group) assess local priorities for the Healthy Families Prevention Partnership; 2 December – Director of the new Whanganui Children's Team. Community Services Expo was on Friday 27 November – 28 groups/stalls involved. A resounding success with it being wanted as an annual event earlier in the year – organising 2016 Expo for 18 March 2016.
2. Support the development of a Taihape Business Club	
3. Support the activities of local clubs and organisations	Assisted Rex and Darryll re funding applications for the community CD – Rangitikei Rhythm. Promote activities in TUT.
4. Provide admin support to Clubs Taihape	Joined trip to Hubs in Pahiatua and Levin on 17 July. Clubs Taihape signed Memorial Park MOU. Clubs Taihape paid monies owed to TCDT for past work. Clubs Taihape made a presentation to the 22 Sept Park Users meeting – the meeting resolved 'That the Memorial Park User and Management Group support Clubs Taihape in their proposal to build their facilities on Memorial Park.'
5. Update social and community services database for uploading to rangitikei.com	In progress.
<b>B Coordinate and develop events which raise awareness of/target specific issues or sections of the community</b> 6. Promote anti-violence in Taihape, eg	Achieved. White Ribbon signage completed. Safe House in operation. Community Christmas Dinner on Christmas Day. White Ribbon event on Tuesday 24 November – circuit of riders round CBD, gumboot throwing in the Park, presentation by riders, opportunity for people to Take the Pledge – worked with WDHB. Community Services Expo on 27 November.



promote White Ribbon, develop Safe House	
7. Support the restructure of RGT and support Marton in facilitating this event	Achieved. Promoted to Taihape performing artists, organised judges. Two local dancers entered – Sophie Luoni won the Youth section.
8. Christmas Parade	Achieved. This year was the biggest yet! 26 businesses/groups. Organised Christmas Lights & Decorations competition (with TCB).
9. International Women's Day	
10. Support and promote ANZAC Day Dawn Parade	
11. Taihape Birthday celebration	15 September 2015 in Council Chamber – TCDT + TCB + birthday cake + signing birthday book + discussion of TCDT trading name. 16 attended. "Focus on Taihape" and "Taihape Development Trust" were favoured names. "Talk Up Taihape" was crossed out.
<b>C Work to maintain and strengthen local clubs and organisations</b>	Memorial Park MOU signed by Clubs Taihape.
12. Provide admin support to Clubs Taihape	
13. Support Older & Bolder and the Friendship Group	Achieved. Print O&B upcoming events in <i>Talk Up Taihape</i> .
<b>D Strengthen community resilience</b>	
14. Service Excellence Awards	July winner was Jay Bonnor, Heartlands/Work & Income; August winner was Tony Collings, Taihape Auto; September winner was Taihape Vets; October winner was Tania Corbett, Le Cafe Telephonique; November winner was Michelle Jones, PaperPlus; December winner was Adrian and Louise Rees, Taihape New World. The Vets were so pleased that they paid for an advert in CD Times to promote their win!
15. TCDT volunteer appreciation get-together, and support Library's volunteer gathering	May Gates assists TCDT every Monday. She has been displaying A3 paper gumboots, photo competition entries, developing database of Gumboot Day stallholders, folding brochures, delivering posters, etc.
16. Develop Taihape Community Emergency Response Plan	Draft (full) Plan almost complete (waiting for aerial photo and topographical map) - TAS will be community welfare centre with generator based there. Civil defence siren. The community have held two meetings so far and have made some big decisions re 'bones' of the plan, location of Civil Defence Centre and Incident Control Point etc. When full Plan is completed will do a short Plan to deliver to households. Once the Taihape plan is complete, it is intended to use it as the basis for Hunterville, Bulls and Marton plans.
<b>Promote participation by Taihape residents and businesses in collaborative projects</b>	Participating businesses – Michael Andrews, Frances Loader, Vanessa Witt (+ Geoff Wilson, Josephine Seymour, Jordan Winiata-Haines as interested)
17. Promote the Rangitikei Growth	

Strategy and encourage participation of local businesses	
18. Develop mountain bike trail and fitness challenge – Memorial Park to Papakai Park	Waiting for the Park consultations to complete.
19. Promote cycle events	Negotiated advertising sign boards for Ruahine Rumble, and fundraising group to organise lunch. However this event has been cancelled for this year, but will be on in 2016.
20. Support Taihape youth place-making project – painting mural on Town Hall fence	Achieved. Mural done by TAS students, led by Millie Law.

*Appendix 8:*  
*TCDT - draft work*  
*programme 2016/17*

# STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: **Taihape Community Development Trust**

Period under review: July – September/December 2016/March/June 2017 (delete as applicable)

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A Buoyant District economy, Enjoying Life in the Rangitikei

Activity: Economic Development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Taihape Community Development Trust's proposed work programme	<p>Goal 1. Develop and promote Taihape as Gumboot Capital of the World, through the annual Gumboot Day, associated gumboot throwing activities/events, eg NZBTA, developing gumboot branding with local businesses and supporting other towns to develop gumboot throwing in their areas.</p> <p>Goal 2. Support Taihape Town Centre Plan place-making initiatives.</p> <p>Goal 3. Encourage families to shop in Taihape and continue supporting projects that encourage visitors to stop, eg support the Taihape community to fill empty shops, re-establish hanging baskets, daffodil promotion in September</p> <p>Goal 4. Participate in the Enjoying Life in the Rangitikei theme group and support the Buoyant District Economy theme group</p> <p>Goal 5. Participate in local and national media opportunities as they arise</p> <p>Goal 6. Support and promote local businesses and retail initiatives</p> <p>Goal 7. Promotion of the district, eg trade shows/expos, as appropriate.</p>
Council's intended Level of Service is to:	<p>Contract with local organisations to provide a range of information, such as:</p> <ul style="list-style-type: none"> <li>* Up-to-date calendar of events, and</li> <li>* Community newsletters</li> </ul>
Taihape Community Development Trust's proposed work programme	<p>Goal 1. Develop new Taihape poster</p> <p>Goal 2. Monthly <i>Talk Up Taihape</i> community newsletter</p> <p>Goal 3. Placement of information on CoE and Eventfinder and feed through to <a href="http://www.rangitikei.com">www.rangitikei.com</a></p> <p>Goal 4. Promotion of events and activities of other community organisations</p> <p>Goal 5. Develop a Welcome to Taihape pack</p>

Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Taihape Community Development Trust's proposed work programme	<p>Goal 1. Regularly update the Taihape website, <a href="http://www.taihape.co.nz">www.taihape.co.nz</a></p> <p>Goal 2. Further develop online connections/collaboration with local businesses as well as other towns in the district.</p> <p>Goal 3. Provide ongoing weekly engagement on FaceBook pages -Taihape NZ; NZ Gumboot Day</p> <p>Goal 4. Upgrade Taihape website to increase usability and usage</p>

### Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Taihape Community Development Trust's proposed work programme	<p>Goal 1. Promote the brochure for seniors of services available, including recreational activities</p> <p>Goal 2. Assist and support Rangitikei Housing Action Group to enhance social housing availability</p> <p>Goal 4. Participate in Safe &amp; Caring Communities theme group</p>
Action	Cumulative progress for this period
Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Taihape Community Development Trust's proposed work programme	<p>Goal 1. Support The Hutt and its projects/activities</p> <p>Goal 2. Work with schools, etc to encourage participation in events, eg Gumboot Day art, Christmas Parade, place-making initiatives</p> <p>Goal 3. Support Bulls Trust with the annual Youth Forum (on 27 May in Youth Week?) by encouraging Taihape youth to become involved</p>
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
Taihape Community Development Trust's proposed work programme	<p>Goal 1. Coordinate and develop networks (A)</p> <p>Goal 2. Coordinate and develop events which raise awareness of/target specific issues or sections of the community (B)</p> <p>Goal 3. Work to maintain and strengthen local clubs and organisations (C)</p> <p>Goal 4. Strengthen community resilience (D)</p> <p>Goal 5. Promote participation by Taihape residents and businesses in collaborative projects (E)</p>

# Attachment 7

# Rangitikei District Council

## Ratana Community Board Meeting

Minutes – Tuesday 16 February 2016 – 6:30 p.m.

---

### Contents

1	Public Forum.....	2
2	Whakamoemiti .....	2
3	Apologies/Leave of absence .....	2
4	Confirmation of order of business.....	2
5	Chair's report .....	2
6	Confirmation of minutes.....	3
7	Council decisions on recommendations from the Board .....	3
8	Commentary on Te Roopu Ahi Kaa's meeting of 9 February 2016.....	3
9	Reserving of Plots at Rātana Urupa .....	3
10	Update on housing development .....	3
11	Ratana Water Treatment Plant Update.....	3
12	Update on Wastewater Plant .....	3
13	Proposed District Plan Changes .....	4
14	Consultation - Draft Heritage Strategy .....	4
15	Late items .....	4
16	Next meeting .....	4
17	Closing Whakamoemiti.....	4

Present: Ms M Thompson  
Mr T Biddle  
Cr S Peke-Mason

Also Present: Mr Pai Maraku, Ratana Community representative on Te Roopu Ahi Kaa

In attendance: Mr R McNeil, Chief Executive, Rangitikei District Council



## **1 Public Forum**

Nil

## **2 Whakamoemiti**

Mr Biddle performed the opening Whakamoemiti

## **3 Apologies/Leave of absence**

That the apologies for absence from Ms N Rawhiti and Mr B Barlien be received.

Mr T Biddle / Cr S Peke-Mason. Carried

It was noted that His Worship the Mayor, Andy Watson was unable to attend due to another commitment.

## **4 Confirmation of order of business**

<b>Resolved minute number</b>	<b>16/RCB/001</b>	<b>File Ref</b>
-------------------------------	-------------------	-----------------

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, the matter of the Ratana IT Hub be discussed as a late item at this meeting.

Ms M Thompson / Mr T Biddle. Carried

## **5 Chair's report**

Ms Thompson outlined concern about the safety of the Tamariki Lane walkway, as there are loose boards on the bridge and it is used by motorcyclists.

The Chief Executive advised that he would refer the concerns to the Council's Roading department to see what improvement measures could be undertaken.

<b>Resolved minute number</b>	<b>16/RCB/002</b>	<b>File Ref</b>
-------------------------------	-------------------	-----------------

That the Chair's Report to the Ratana Community Board meeting on 16 February 2016.

T Biddle/Cr S Peke-Mason. Carried

## **6 Confirmation of minutes**

**Resolved minute number**                      **16/RCB/003**                      **File Ref**

That the Minutes of the Ratana Community Board meeting held on 15 December 2015 be taken as read and verified as an accurate and correct record of the meeting.

Mr T Biddle / Cr S Peke-Mason. Carried

## **7 Council decisions on recommendations from the Board**

There were no recommendations from the Board's meeting on 15 December 2015 which required Council confirmation.

## **8 Commentary on Te Roopu Ahi Kaa's meeting of 9 February 2016**

Mr Pai Maraku provided a verbal update to the Board.

## **9 Reserving of Plots at Rātana Urupa**

It was agreed that this item lie on the table until the Board's April meeting.

## **10 Update on housing development**

The Chief Executive advised that Council is awaiting a progress update from the Waipu Trust.

## **11 Ratana Water Treatment Plant Update**

**Resolved minute number**                      **16/RCB/004**                      **File Ref**

That the report 'Ratana Water Treatment Plant Update' dated December 2015 be received.

Ms M Thompson / Mr T Biddle. Carried

## **12 Update on Wastewater Plant**

The requested report will be included in the Order Papers for the Board's meeting on 19 April 2016.

### **13 Proposed District Plan Changes**

**Resolved minute number**                      **16/RCB/005**                      **File Ref**

The memorandum 'Proposed District Plan Changes' be received

Mr T Biddle / Cr S Peke-Mason. carried

### **14 Consultation - Draft Heritage Strategy**

**Resolved minute number**                      **16/RCB/006**                      **File Ref**

The memorandum 'Consultation - Draft Heritage Strategy' be received

Cr S Peke-Mason / Mr T Biddle. Carried

### **15 Late items**

The idea of establishing a Ratana Community ICT Hub was raised. Board members agreed that it was something worthy of further discussion, and that this would happen within the community with a report to a future meeting of the Board as appropriate.

### **16 Next meeting**

Tuesday 19 April 2016, 6.30 pm

### **17 Closing Whakamoemiti**

Mr Biddle performed the closing Whakamoemiti

**Confirmed/Chair:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# Rangitikei District Council

## Finance/Performance Committee Meeting

Minutes – Thursday 31 March 2016 – 9:30 a.m.

### Contents

1	Welcome .....	2
2	Council Prayer .....	2
3	Apologies/leave of absence .....	2
4	Confirmation of minutes .....	2
5	Chair's report .....	2
6	Financial results, July 2015 to January 2016 .....	3
7	Parks and Reserves – costs/benefits of transferring this activity from an external contractor to an internal staff team .....	3
8	Potential Youth Awards Scheme 2016 .....	3
9	Late items .....	4
10	Future items on the Agenda .....	5
11	Next meeting .....	5
12	Meeting closed – 11.32am .....	5

### Present:

His Worship the Mayor, Andy Watson  
Cr Nigel Belsham  
Cr Cath Ash  
Cr Tim Harris  
Cr Rebecca McNeil  
Cr Soraya Peke-Mason  
Cr Ruth Rainey  
Cr Lynne Sheridan

### In attendance:

Mr Ross McNeil, Chief Executive  
Mr Michael Hodder, Community & Regulatory Services Group Manager  
Mr George McIrvine, Finance & Business Support Group Manager  
Ms Denise Servante, Strategy & Community Planning Manager  
Ms Gaylene Prince, Community & Leisure Services Team Leader  
Ms Samantha Whitcombe, Governance Administrator

### Tabled documents:

#### Item 9

**Late Items** - Options for insuring Council's below-ground infrastructure assets – further consideration 2016 & Marton Swim Centre – Renewal of Management Contract 953

## 1 Welcome

His Worship the Mayor welcomed everyone to the meeting.

## 2 Council Prayer

Cr Ash read the Council Prayer

## 3 Apologies/leave of absence

That the apology for absence from Cr McManaway be received.

Cr Rainey / His Worship the Mayor. Carried

## 4 Confirmation of minutes

Resolved minute number                      16/FPE/011                      File Ref

That the Minutes of the Finance/Performance Committee meeting held on 29 February 2016 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Harris. Carried

## 5 Chair's report

His Worship the Mayor gave a verbal Chair's report to the Committee. The following points were raised in his report:

- Gratitude to the Finance Team once again for the reports provided in the Order Paper.
- Cr Belsham will take over as Chair of the Committee for the remainder of the triennium.
- Published reports make it difficult to accurately calculate the salary portion of Council's expenditure and to understand the impact of contracting on those costs. Rangitikei District Council has participated in a bench-marking exercise with a New South Wales based company (along with other Australian and New Zealand councils) which will hopefully provide a stronger understanding and a more accurate figure. The final report will be presented to a future meeting of the Committee.
- Requested a report on Council's involvement in forestry, including costs and revenue.
- The success of the Parks and Reserves team.

Resolved minute number                      16/FPE/012                      File Ref                      3-CT-14-1

That the Chair's report to the Finance/Performance Committee meeting of 31 March 2016 be received.

His Worship the Mayor / Cr Harris. Carried

**Resolved minute number**                      **16/FPE/013**                      **File Ref**                      **3-CT-14-1**

That the requested late items of renewal of the Marton Pool contract and options for insuring Councils below-ground infrastructure be accepted. .

His Worship the Mayor / Cr Belsham. Carried

## **6 Financial results, July 2015 to February 2016**

Mr McIrvine spoke briefly to the report. The Committee asked for an update on the renewal of the Ratana Water Treatment facility and a breakdown of how much Council has received from the Emergency Funding Assistance Rate for addressing the damage to the roading network by the June 2015 rainfall event.

The Committee also sought clarification whether a Council resolution was required to authorise Debt Management Central to access Council's rates information.

**Resolved minute number**                      **16/FPE/014**                      **File Ref**                      **5-FR-4-1**

That the memorandum 'Financial Highlights and Commentary to 29 February 2016' be received.

His Worship the Mayor / Cr Belsham. Carried

## **7 Parks and Reserves – costs/benefits of transferring this activity from an external contractor to an internal staff team**

Mr McIrvine spoke briefly to the report. The Chief Executive took on-board the sensitivities expressed by the Committee around taking work away from local contractors if Council was approached to undertake works on non-council land.

**Resolved minute number**                      **16/FPE/015**                      **File Ref**                      **6-RF-1-1**

That the memorandum 'Parks and Reserves – costs/benefits of transferring this activity from an external contractor to an internal staff team' be received.

Cr Sheridan / Cr Harris. Carried

Cr Ash 10.47am / 10.50am

## **8 Potential Youth Awards Scheme 2016**

Ms Servante spoke briefly to the report. The Committee requested that the proposal be forwarded to the Te Roopu Ahi Kaa Komiti to seek a representative to the panel.

File:

## Recommendations

**Resolved minute number**                      **16/FPE/016**                      **File Ref**                      **4-ED-1**

That the report 'Potential Youth Awards Scheme 2016' be received.

Cr Rainey / Cr Peke-Mason. Carried

## Motion

That the Finance/Performance Committee approves the Rangitikei Youth Week Awards 2016 as outlined in the report 'Potential Youth Awards Scheme 2016'.

Cr Peke-Mason / His Worship the Mayor. Withdrawn

**Resolved minute number**                      **16/FPE/017**                      **File Ref**                      **4-ED-1**

That the Finance/Performance Committee approves the provision of up to \$2,000 annually for the Rangitikei Youth Week Awards Scheme.

Cr Ash / Cr Belsham. Carried

Cr Sheridan voted against

## 9 Late items

### Options for insuring Council's below-ground infrastructure assets – further consideration 2016

Mr McIrvine spoke briefly to the report.

**Resolved minute number**                      **16/FPE/018**                      **File Ref**                      **3-FM-6-6**

That the report 'Options for insuring Council's below-ground infrastructure assets – further consideration 2016' be received.

His Worship the Mayor / Cr Belsham. Carried

**Resolved minute number**                      **16/FPE/019**                      **File Ref**                      **3-FM-6-6**

That Council gives notice of intention to withdraw from the LAPP Fund from 1 July 2017.

Cr Rainey / Cr Belsham. Carried

### Marton Swim Centre – Renewal of Management Contract 953

Ms Prince spoke briefly to the report.



**Resolved minute number**                      **16/FPE/020**                      **File Ref**                      6-RF-2-2

That the report 'Marton Swim Centre – Renewal of Management Contract 953' be received.

His Worship the Mayor / Cr Rainey. Carried

**Resolved minute number**                      **16/FPE/021**                      **File Ref**                      6-RF-2-2

That the Marton Swim Centre – Management Contract 953 be renewed for a further period of three (3) years in accordance with the contract, inclusive of any amendments, and on such terms and conditions as the Contractor and Council may agree within the provisions of this contract.

Cr Belsham / Cr Rainey. Carried

## **10 Future items on the Agenda**

Nil

## **11 Next meeting**

28 April 2016, 9.30am

## **12 Meeting closed – 11.32am**

Confirmed/Chair: \_\_\_\_\_

Date: \_\_\_\_\_

# Rangitikei District Council

## Taihape Community Board Meeting

Minutes – Wednesday 6 April 2016 – 5:30 p.m.

### Contents

1	Apologies .....	3
2	Public Forum .....	3
3	Confirmation of order of business .....	3
4	Members' conflict of interest .....	3
8	'What's new, What's changed...?' – Consultation document for the 2016/17 Annual Plan .....	3
10	Taihape Memorial Park – future development .....	3
5	Minutes of previous meeting .....	4
6	Chair's report .....	4
7	Council decisions on recommendations from the Taihape Community Board .....	5
9	Other simultaneous consultations .....	5
11	Update on place-making initiatives .....	5
12	Remuneration for Board members .....	5
13	Update on the Small Projects Fund .....	6
14	Requests for service concerning Taihape .....	6
15	Youth Hutt report .....	6
16	Evaluating Horizons' One Plan implementation – part one: water quality .....	6
17	Current infrastructure projects/upgrades and other Council activities in the Taihape Ward .....	7
18	Matters arising not elsewhere on the agenda – progress update .....	7
19	Late items .....	7
20	Future items for the agenda .....	8
21	Date of next meeting .....	8
22	Meeting closed .....	8

**Present:** Mrs Michelle Fannin (Chair)  
Ms Gail Larsen  
Dr Peter Oliver  
Cr Richard Aslett  
Cr Ruth Rainey  
Mrs Yvonne Sicely

**Also present:** His Worship the Mayor, Andy Watson

**In attendance:** Mr Michael Hodder, Community & Regulatory Services Group Manager  
Mrs Sheryl Srhoj, Administration  
Mr Peter Shore, Facilities Consultant

Unconfirmed

## 1 Apologies

**Resolved minute number**                      **16/TCB/013**                      **File Ref**

That the apology from Councillor Gordon for absence be received.

Mrs Fannin/Cr Rainey. Carried

## 2 Public Forum

There was nobody present for this.

## 3 Confirmation of order of business

The Chair advised that item 8 of the Agenda (What's new, What's changed...?' – Consultation document for the 2016/17 Annual Plan") would be taken next, followed by item 10 (Taihape Memorial Park – future development)

## 4 Members' conflict of interest

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

## 8 'What's new, What's changed...?' – Consultation document for the 2016/17 Annual Plan

His Worship the Mayor gave a presentation on the key issues and choices in Rangitikei District Council's 2016/17 Annual Plan.

Items discussed included funding for youth services, long term management of Rangitikei's roading, water, wastewater and stormwater services and the proposal to construct a new amenity block on Taihape Memorial Park.

His Worship the Mayor then proceeded to outline the submission process, encouraging all those present to submit on any matter that they wanted Council to consider as it plans for the year ahead. If further information was required he suggested they contact their local Councillor.

## 10 Taihape Memorial Park – future development

Mr Shore spoke to and answered questions about his report.

One of the key issues was the proposal to build a new amenity block on Taihape Memorial Park which is now out for consultation as part of the draft 2016/2017 Annual Plan.

The large contingent from the Taihape Memorial Park Users Group that were present supported the proposal and were keen to have the location of the new amenity block settled.

Following a discussion on the proposed in ground irrigation system, there was some concern that the one metre spread of the pop ups may not be suitable for horses. Mr Shore felt that this issue should be addressed at the Taihape Memorial Park User Group meeting; however, he felt that with some tweaking and advice from the Irrigation specialist it would work.

There was further discussion on funding the irrigation system. Ms Mortland advised that the Taihape Community Development Trust had received \$5,000.00 from the Whanganui Community Foundation but that their application to Powerco Wanganui Trust Fund had been declined.

There was some suggestion that the Taihape Memorial Park User Group reapply to Powerco as well as considering other funding options.

Mr Thomas suggested that in future groups consult with a Powerco Wanganui Trustee prior to submitting their application. The application needed to be kept simple and it was important that it was submitted in time.

**Resolved minute number**                      **16/TCB/014**                      **File Ref**

That the report 'Taihape Memorial Park – future development' be received.

Mrs Fannin/Cr Rainey. Carried

## **5 Minutes of previous meeting**

**Resolved minute number**                      **16/TCB/015**                      **File Ref**

That the Minutes of the Taihape Community Board meeting held on 3 February 2016, be taken as read and verified as an accurate and correct record of the meeting.

Dr Oliver/Cr Aslett. Carried

## **6 Chair's report**

The Chair gave a verbal report, acknowledging the recent passing of three local residents. There was a brief discussion on the support that the community was receiving, noting that Mike King had offered to speak with the Taihape Area school students.

The Chair expressed her disappointment with the lack of communication between Council staff and the affected property owners following the recent slip on Eagle Street.

Other matters raised included keeping the Taihape Memorial Park gates open daily from 9am to 5pm, options for a designated community garden, trimming of the plane trees in Wren Street and a timeline for the installation of the main street banner.

**Resolved minute number**                      **16/TCB/016**                      **File Ref**

That the Chair's report to the 6 April 2016 meeting of the Taihape Community Board, as presented, be received.

Mrs Fannin/Cr Rainey. Carried

## **7 Council decisions on recommendations from the Taihape Community Board**

Council confirmed the recommendation from the Board's meeting on 3 February 2016 supporting the inclusion of the proposed new amenity block on Taihape Memorial Park in the 2016/17 Annual Plan.

## **9 Other simultaneous consultations**

The Summary of Information documents for the three proposals were attached for the Board's information. They were out for consultation at the same time as 'What's new, What's change..?'

## **10 Update on place-making initiatives**

The Chair outlined the ideas that the Taihape Community Development Trust had agreed upon regarding place-making initiatives.

These included refurbishing the town maps outside the Town Hall and Outback toilets, extending and upgrading the yellow Gumboot walk around the CBD and upgrading the dog exercise area in Robin Street.

There was further discussion on organising an action group to undertake work in the Taihape Triangle area – cleaning the tiles, repainting, and a general garden tidy up. This Board initiative would be advertised on Facebook community notices. Mrs Fannin undertook to draft an advertisement and email to members for comment. The media would be invited to take a photo for the local paper.

## **11 Remuneration for Board members**

Mr Hodder spoke briefly to this item. Since preparing the item for the Board's agenda, he had further conversation with the Remuneration Authority: payment of additional duties to Board members did include the Chair (but not the appointed Councillors).

After some discussion the Board agreed that, even though they did undertake additional responsibilities from time to time, no additional payments were warranted.

The Board was keen to lift their profile, so it was agreed that an article be submitted to the local papers.

**Resolved minute number**                      **16/TCB/017**                      **File Ref**

That the Taihape Community Board recommends to Council that it does undertake additional responsibilities but does not request any additional payment.

Mrs Fannin/Dr Oliver. Carried

## **12 Update on the Small Projects Fund**

**Resolved minute number**                      **16/TCB/018**                      **File Ref**

That the memorandum 'Update on the Small Projects Fund to the meeting of the Taihape Community Board on 6 April 2016 be received.

Mrs Sicely/Cr Rainey. Carried

## **13 Requests for service concerning Taihape**

Dr Oliver was concerned about the loss of water and the length of time it had taken (three months) to fix the water leak in Dixon Way.

His Worship the Mayor advised that he would look into this matter.

**Resolved minute number**                      **16/TCB/019**                      **File Ref**

That the report 'Requests for service in the Taihape Ward, January – February 2016' be received.

Mrs Sicely/Ms Larsen. Carried

## **14 Youth Hutt report**

**Resolved minute number**                      **16/TCB/020**                      **File Ref**

That the Youth Hutt report to the meeting of the Taihape Community Board on 6 April 2016 be received.

Cr Rainey/Cr Aslett. Carried

## **15 Evaluating Horizons' One Plan implementation – part one: water quality**

The letter dated 4 February 2016 from Horizons was attached for the Board's information only.



## 16 Current infrastructure projects/upgrades and other Council activities in the Taihape Ward

Due to the Assets/Infrastructure Committee not meeting until 14 April 2016, this report was not available for the meeting; however it was to be circulated to Board members on 11 April 2016.

## 17 Matters arising not elsewhere on the agenda – progress update

### Alex Wong corner

Plans of the proposed work on the Gretna intersection upgrade from NZTA were tabled and discussed.

The Chair advised that NZTA had given the Board permission to go ahead with the fence which was to run from the green building to the service lane. The owners of Alex Wong Ltd had agreed to help fund this fence. Mr Andrew Fleury to be asked to provide a quote for this job. The Board to ask the Parks and Reserves Team Leader for his suggestions for the planting of available areas.

### Main Street footpath surface

The Board was keen for the water blasting treatment to be undertaken as soon as possible. Mr Hodder to seek clarification on when this contract was to be done.

### Banner over Hautapu Street

The Chair was keen to see this item progress. Mr Hodder to ask for an update from Council's Roading Manager and report back to the Board's next meeting

### Te Moehau Junction sign

Cr Aslett reported that the signs would be delivered in the next fortnight.

### Walkway from Dixon Way to the CBD

Dr Oliver and Ms Larsen were disappointed that there had been no formal response from NZTA in support of making this a formed footpath. They felt that this well used route in its present state was a real safety issue.

**Resolved minute number**

**16/TCB/021**

**File Ref**

That the report "Matters arising not elsewhere on the agenda – progress update" be received.

Mrs Fannin/Ms Larsen. Carried

## 18 Late items

### Taihape Market Day

The Chair advised that there was to be one more Community Market day in the town hall as over the winter months they would move to the Presbyterian Church hall.

The Board agreed to use funds from the Small Project Fund to cover the town hall hireage costs for the 23 April 2016 Taihape Community Market Day.

#### Anzac Day

The Board was keen to for a Board Member to accompany the Council representative when laying the wreath on Anzac Day.

#### Workshop

The Board agreed to hold a workshop on Monday 2 May at 5.30pm in order to finalise their submissions to the Annual Plan 2016/2017.

**Resolved minute number**

**16/TCB/022**

**File Ref**

That the Taihape Community Board agree to using funds from the small project fund to cover Taihape town hall hire costs for the 23 April 2016 Taihape Community Market Day.

Mrs Fannin/Dr Oliver. Carried

### **19 Future items for the agenda**

None proposed.

### **20 Date of next meeting**

The next meeting to be held Wednesday 1 June 2016 at 5.30 pm.

### **21 Meeting closed**

The meeting closed at 8.25pm.

# Rangitikei District Council

## Turakina Community Committee Meeting

Minutes – Thursday 7 April 2016 – 7:30 p.m.

### Contents

1	Welcome .....	2
2	Apologies .....	2
3	Confirmation of minutes .....	2
4	Chair's Report .....	2
5	Council decisions on recommendations from the Committee .....	2
6	'What's new, what's changed...?' – Consultation Document for the 2016/17 Annual Plan .....	2
7	Other simultaneous consultations: .....	2
8	Council responses to queries at previous meetings: .....	3
9	Small Projects Grant Scheme (balance) .....	3
10	Tree Removal/Landscaping SH3 Turakina .....	3
11	Evaluating Horizons' One Plan implementation — part one: water quality .....	4
12	The Exploring Possibilities workshops .....	4
13	Current infrastructure projects/upgrades and other Council activities within the ward .....	4
14	General Business .....	5
15	Next Meeting .....	5
16	Meeting closed – 9.18 .....	5

**Present:**

- Mr Steve Fouhy (Chair)
- Mr Alastair Campbell
- Ms Laurel Mauchline-Campbell
- Ms Carol Neilson
- Ms Denise Wallen
- Ms Shona Welsh
- Cr Soraya Peke-Mason
- His Worship the Mayor, Andy Watson

## **1 Welcome**

The Chair welcomed everyone to the meeting.

## **2 Apologies**

That the apology for absence from Ms L Smith be received.

Ms L Mauchline-Campbell / Mr A Campbell. Carried

## **3 Confirmation of minutes**

<b>Resolved minute number</b>	<b>16/TCC/006</b>	<b>File Ref</b>
-------------------------------	-------------------	-----------------

That the Minutes of the Turakina Community Committee meeting held on 4 February 2016 be taken as read and verified as an accurate and correct record of the meeting.

Ms D Wallen / Mr A Campbell. Carried

## **4 Chair's Report**

Nil

## **5 Council decisions on recommendations from the Committee**

The Committee noted the path that the recommendation made at the previous meeting on the allocation of the Small Projects Grant Scheme had taken to be approved.

## **6 'What's new, what's changed...?' —Consultation Document for the 2016/17 Annual Plan**

His Worship the Mayor narrated a presentation to the Committee on the current Rangitikei District Council Annual Plan, which is now open for submissions - closing date Friday 6 May 2016.

The "What's new, what's changed...?" consultation document, and copy of slides from a PowerPoint Presentation were tabled for Turakina Community Committee members.

Consultation documents on the Proposed Schedule of Fees, Dog Control and Gambling also included in Annual Plan consultations - these documents appended to Turakina Community Committee Order Paper.

## **7 Other simultaneous consultations:**

This item was discussed during the previous item.

## 8 Council responses to queries at previous meetings:

### 8.1 Bonny Glen landfill —trust/local fund requirement

Discussion was held around whether the Turakina Community Committee should propose a member for election to the Bonny Glen Community Trust. The Committee agreed in principle as several members live within the boundaries of the Trust area.

Turakina Community Committee members need to look out for any advertising for nominations to the Trust.

**Resolved minute number**                      **16/TCC/007**                      **File Ref**

That the attachment 'Bonny Glen Community Trust' be received.

Ms L Mauchline-Campbell / Cr Peke-Mason. Carried

## 9 Small Projects Grant Scheme (balance)

Council has approved the request from the Turakina Community Committee for the ability to roll over any unused portion of annual Grant.

**Resolved minute number**                      **16/TCC/008**                      **File Ref**                      **3-CC-1-5**

That the 'Small Projects Grant Scheme Update - April 2016' be received.

Mr A Campbell / Cr Peke-Mason. Carried

Following advertising in the School Friends newsletter two proposals had been received from the Community:

- From K Glasgow, on behalf of the Playgroup, for assistance in creating a new playground at the School.
- From a resident, suggesting the provision of a picnic table - to give people somewhere to sit and (e.g.) eat an ice-cream, etc.

This second suggestions ties in with the Exploring Possibilities project and the Tree Removal Landscaping project.

The Chair agreed to contact K Glasgow for further information and costings for Playgroup proposal.

## 10 Tree Removal/Landscaping SH3 Turakina

The tree removal and landscaping on the corner of Franklin Road could tie in with the Exploring Possibilities project, in that a platform could be constructed on this land to enable people to sit and relax, and eat food purchased in the village.

Cr Peke-Mason undertook to check with Rangitikei District Council that there is money available for the Exploring Possibilities options (initial info suggested there would be \$5000 available).

Ms Denise Wallen undertook to contact Athol Sanson and Keith Sutherland at Rangitikei District Council, to ensure that the tree removal and landscaping allows for the construction of a "sitting platform".

**Resolved minute number**                      **16/TCC/009**                      **File Ref**

That the memorandum 'Tree Removal/Landscaping SH3 Turakina' be received.

Ms L Mauchline-Campbell / Mr S Fouhy. Carried

## **11 Evaluating Horizons' One Plan implementation — part one: water quality**

**Resolved minute number**                      **16/TCC/010**                      **File Ref**

That the letter 'Evaluating Horizons' One Plan implementation — part one: water quality' be received.

L Mauchline-Campbell / C Neilson. Carried

## **12 The Exploring Possibilities workshops**

The Committee discussed possible options for the use of the funds available for Place-Making in Turakina earlier in the meeting.

Other options discussed:

- Enhancing the Coach House – Ms L Mauchline-Campbell will contact N Eagland asking him to contact the owner of the Coach House building. He was apparently interested in doing something with the building.

**Resolved minute number**                      **16/TCC/011**                      **File Ref**

That the document 'Turakina Report' produced by Creative Communities to guide future place-making activities within Turakina be received.

Cr Peke-Mason / Ms S Welsh. Carried

## **13 Current infrastructure projects/upgrades and other Council activities within the ward**

The Committee noted that the Current infrastructure projects/upgrades and other Council activities within the Turakina ward, would be circulated to members on 11 April 2016.

## 14 General Business

### Submissions to the Annual Plan.

The Consultation document needs careful reading, therefore a further meeting of the Turakina Community Committee was proposed for 28th April, 2016, 6.30 p.m. at the Ben Nevis - dinner followed by discussion on group submission to Annual Plan.

Turakina Community Committee Members are also free to make individual submissions to the Annual Plan.

## 15 Next Meeting

Thursday 2 June 2016, 7.30 pm

## 16 Meeting closed – 9.18 pm

Confirmed/Chair: \_\_\_\_\_

Date: \_\_\_\_\_





**Rangitikei**  
UNUSUALLY...

# Rangitikei District Council

## Hunterville Rural Water Supply Sub-Committee Meeting

Minutes – Monday 11 April 2016 – 3:00 p.m.

---

### Contents

1	Welcome.....	2
2	Apologies .....	2
3	Notification of late items .....	2
4	Confirmation of minutes.....	2
5	Issues arising.....	2
6	Chair's report .....	2
7	Correspondence.....	3
8	Hunterville Rural Water Supply – Operations report .....	3
9	Financial report – February 2016.....	3
10	Letter regarding decreasing the entitlement of water at Tutu Totara Dairy Ltd.....	4
11	After-hours contacts .....	4
12	General Business.....	5
13	Next Meeting .....	5
14	Meeting Closed 4.20 pm.....	5

**Present:** Mr Bob Crawford (Chair)  
Mr Bernie Hughes  
Mr Brett Journeaux  
Mr John McManaway  
Mr Ivan O'Reilly  
Cr Dean McManaway

**In attendance:** Mr Ross McNeil, Chief Executive  
Mr George McIrvine, Finance and Business Support Group Manager  
Mr Andrew van Bussel, Operations Manager  
Mrs Joanna Saywell, Utilities Asset Manager  
Ms Carol Downs, Executive Officer

## 1 Welcome

The Chair welcomed Committee members and Council staff to the meeting.

## 2 Apologies

That apologies for absence from Mr S Weston, His Worship the Mayor and Mr Ivan O'Reilly, and the apology for lateness from Mr J McManaway be received.

Cr McManaway / Mr Journeaux. Carried

## 3 Notification of late items

There were no late items presented for discussion.

## 4 Confirmation of minutes

Resolved minute number                      16/ HRWS/007                      File Ref

That the Minutes of the Hunterville Rural Water Supply Management Subcommittee meeting held on 1 February be accepted.

Mr Journeaux / Mr Hughes. Carried.

## 5 Issues arising

Mr van Bussel undertook to follow up on the connection to the scheme for Mr GH Rhodes

Mr J McManaway arrived at 3.10pm

## 6 Chair's report

Mr Crawford said he is being kept up to date with Porewa river matters. He advised that recently Mr John Henderson had an issue with his water but could not get hold of Ivan O'Reilly and the after-hours service had no contact details for rural water schemes. This was addressed by the Chief Executive's office and information sent to the after-hours service. The Committee was requested that in future all calls still go through to Council's after-hours service to deal with and the Committee was assured they now have the appropriate contact details. Mr van Bussel said he would review this and see if there is a better system for the water supply users.

Resolved minute number                      16/HRWS/008                      File Ref

That the Chair's report to the Hunterville Rural Water Supply Management Sub-Committee meeting on 11 April 2016 be received.

Mr Crawford / Cr McManaway. Carried

## 7 Correspondence

An email has been received from Mr Sam Weston advising the sale of his section and requesting the transfer of two units of water. Cr McManaway suggested that, while supporting this request, he must have a storage tank with 48 hours storage and ensure everything is correct and pay the costs for this. It was also noted that the old alkathene pipe will not be accepted.

**Resolved minute number**                      **16/HRWS/009**                      **File Ref**

That the sale of the 2 units relating to the property in letter from Mr S Weston, be accepted as long as all work is done to a standard acceptable to Rangitikei District Council, under the scheme rules.

Cr McManaway / J McManaway. Carried

## 8 Hunterville Rural Water Supply – Operations report

Mr van Bussel presented his report. The Committee noted the large number of broken pipes highlighted over this period.

The Committee advised that more rock was required at the Rata pipeline. Mr van Bussel will look at this and action; if the cost of this work is more than expected he will phone the Chair to inform him.

**Resolved minute number**                      **16/HRWS/010**                      **File Ref**                      **6-WS-3-4**

That the 'Hunterville Rural Water Supply — Operations report', dated 1 April 2016 be received.

Mr Journeaux / Mr McManaway. Carried

## 9 Financial report – February 2016

The Committee noted the financial report was not attached. Mr McIrvine gave a brief verbal update on the financial position and said that he would ensure the report was emailed out to members prior to their meetings. He noted that the increase in power usage is of concern. The Committee asked whether more power was being consumed or if the cost gone up. Mr van Bussel will look at kw's used, and a full breakdown of total power used (including kw's; volume pumped and pricing per year) over the last five years will be provided for the next Committee meeting.

The Committee noted the resolution stating the rural water rate for the Hunterville Rural Water Supply to be set at a minimal \$280.

The Committee requested a copy of the February month end financial report be attached to these minutes when they are sent out.

**Resolved minute number                      16/HRWS/011                      File Ref**

That the Financial report to the Hunterville Rural Water Supply Management Sub-committee's meeting of 11 April 2016 be received.

The Committee noted the charges for 2017 year as agreed by the Rangitikei District Council:

*"Resolved minute number                      16/RDC/041                      File Ref*

*That the following recommendation from Hunterville Rural Water Supply Sub-Committee dated 1 February 2016 be confirmed:*

**16/HRWS/007**

*That the Hunterville Rural Water Supply Sub-Committee recommends to Rangitikei District Council that the rural water rate for the Hunterville Rural Water Supply to be set at a minimal \$280.*

*Cr McManaway / His Worship the Mayor. Carried"*

Mr Journeaux / Mr McManaway. Carried

## 10 Letter regarding decreasing the entitlement of water at Tutu Totara Dairy Ltd

A letter was received from Richard Ash, Tutu Totara Dairy Ltd requesting to reduce their unit entitlement. While the Committee does not oppose the request they do not want to encourage too many of these requests. They noted that it may need to review the bylaw in the future to address these requests and consider compulsion to on sell, or transfer, units could be considered so the cost isn't transferred to the rest of the water scheme members. Mr van Bussel and Ms Saywell will look at other examples around the country of how this is dealt with.

**Resolved minute number                      16/HRWS/012                      File Ref**

The Hunterville Rural Water Supply Management Subcommittee agrees that Richard Ash's entitlement be reduced to 2 units per day under the condition that all costs incurred will be at the expense of Tutu Totara Dairy Ltd.

Mr McManaway / Mr Journeaux. Carried

## 11 After-hours contacts

This item was discussed as part of the Chair's report.

## 12 General Business

### Presentation on the Possible Proposal to MPI Irrigation Acceleration Fund

Mr McNeil gave a presentation to the Committee on a proposed project for application to the MPI Irrigation Acceleration Fund exploring the possibility of a Tutaenui Rural Water Scheme and review of the Hunterville Rural Water Scheme. MPI approval should be known in early May and project commencement would start in July and be completed by 30 June 2017. Feedback is being sought from the community as part of the draft Annual Plan consultation meetings and there may be more meetings held on the project closer to the time.

## 13 Next Meeting

13 June 2016, 3.00 pm

## 14 Meeting Closed 4.20 pm

Confirmed/Chair: \_\_\_\_\_

Date: \_\_\_\_\_

## *Appendix 1*

Water Supply Hville Rural  
Statement of Operations  
Revenue

Feb-16

## Rates

Account	Detail	YTD Actual 2015/16	Ytd Budget 2015/16	FYR Budget 2015/16	YTD Actual 2014/15
60617 018	General Revenue	127	0	0	
60617 123	Penalty	650	0	0	244
60617142	Metered Supply Charges	172,465	237,264	355,895	198,443
	<b>Total Rates</b>	<b>173,242</b>	<b>237,264</b>	<b>355,895</b>	<b>198,687</b>
<b>Apportioned Rates Revenue</b>					
60617 802	Treasury Int Recd	0	0	8,669	0
60617 808 01	General Rates	53,764	53,992	71,990	56,885
60617 809 01	Interest Charged Rate A/C	0	0	-10,899	0
60617 809 03	Treasury Int Rec'd/Tsf to Rese	0	0	-3,248	0
60617 811	Transfer to Reserves	0	0	8,669	0
	<b>Total Apportioned Rates Revenue</b>	<b>53,764</b>	<b>53,992</b>	<b>75,181</b>	<b>56,885</b>
<b>Internal Charges</b>					
60617 179 1100	Allocated o/heads CEO	6,354	6,504	9,751	5,577
60618 179 1400	Allocated o/heads Cust Service	1,431	1,520	2,276	0
60617 179 2100	Allocated o/heads Fin Services	13,271	14,552	21,828	11,470
60617 179 2500	Allocated o/heads Stat Plannin	3,403	5,352	8,033	5,126
60617 179 5100	Allocated o/heads Assets	18,653	20,072	30,102	25,490
	<b>Total Internal Charges</b>	<b>43,113</b>	<b>48,000</b>	<b>71,990</b>	<b>47,663</b>
<b>Expenditure</b>					
60617 343 01	Telephone Costs	2,474	2,800	4,200	2,512
60617 562 08	Depreciation - Infrastructure	89,855	89,856	134,783	85,203
60617 563	Electricity	129,673	93,336	140,000	127,468
60617 565	Insurance	6,253	3,690	3,690	9,833
60617 567 02	Rates - Utility	10,066	17,135	17,135	10,620
60617 588	Member Remuneration	0	2,080	3,120	0
60617 630 01	Professional Services - MDC	135	26,664	40,000	0
60618 630 02	MDC Charges - PSU				1,020
60617 630 03	MDC Charges - Retic	24,713	0	0	31,458
60617 630 04	MDC Charges - Treatment	1,498	0	0	3,135
60617 692	External Contractors	5,916	1,336	2,000	17,661
60617 697	Resource Consents	0	1,336	2,000	980
60617 698	Chemicals & Consumables	0	2,064	3,100	0
60617 699	Materials	2,879	3,336	5,000	6,411
	<b>Total Expenditure</b>	<b>273,461</b>	<b>243,633</b>	<b>355,028</b>	<b>296,301</b>
	<b>Net Surplus</b>	<b>-89,568</b>	<b>-377</b>	<b>4,058</b>	<b>-88,392</b>

Account	Detail	YTD Actual 2015/16	Ytd Budget 2015/16	FYR Budget 2015/16
<b>Capital - Renewals Infrastructure</b>				
60617 721	Treasury Loans Repaid	0	0	4,449
60617 762 01	HRWS Reticulation - Contractor	319	0	0
60617 763 01	HRWS Treatment - Contractor	25,363	37,632	56,450
	<b>Total Capital - Renewals Infra</b>	<b>25,683</b>	<b>37,632</b>	<b>60,899</b>

<b>Capital - Projects</b>				
60617 773 03	HRWS Reticulation - Staff Time	1,240		
60617 799	Capital Contra	0		
	<b>Total Capital - Projects</b>	<b>1,240</b>		
	<b>Net Projects</b>	<b>26,923</b>	<b>37,632</b>	<b>60,899</b>

<b>Equity</b>				
60617 966	HVL RW5 REVAL.RESERVE	1,355,810		
60617 990	Public Equity H/Ville Rural Wa	4,086,152		
60617 995	Hunterville RW5 Reserve	171,746		
	<b>Net Surplus</b>	<b>-89,568</b>	<b>-377</b>	<b>4,058</b>
	<b>Working Capital</b>	<b>77,446</b>	<b>38,009</b>	<b>56,841</b>
	<b>Total Equity</b>	<b>5,601,587</b>	<b>37,632</b>	<b>60,899</b>

<b>Non Current Assets</b>				
60617878	Infrastructure	89,855		
60617 886	Water Supply Schemes	-5,947,269		
60617 886 01	Provision for depecciation	217,782		
	<b>Net Projects</b>	<b>-26,923</b>	<b>-37,632</b>	<b>-60,899</b>
	<b>Total Non Current Assets</b>	<b>-5,666,554</b>	<b>-37,632</b>	<b>-60,899</b>

<b>Non Current Liabilities</b>				
60617 950	Internal Loan	64,967		
	<b>Total Non Current Liabilities</b>	<b>64,967</b>		

	<b>Net Assets</b>	<b>5,601,587</b>	<b>37,632</b>	<b>60,899</b>
--	-------------------	------------------	---------------	---------------

**HUNTERVILLE RURAL WATER SUPPLY****OUTSTANDING DEBT @**

140141000 FERGUSON CRAIG  
140204000 WELSH LEONIE ANNE

1/04/2016

252.50

103.30 All Penalty ( Late Pmt)

355.80**MDC Charges - Reticulation JULY - FEB 2016**6061763003

<u>MONTH</u>	<u>Name</u>	<u>\$</u>
JUL	Andrew Burberry	245.00
JUL	Ivan O'Reilly	1505.00
JUL	Michael Wilton	1050.00
AUG	Andrew Burberry	70.00
AUG	Michael Wilton	490.00
AUG	Daniel Yakas	100.00
AUG	Ivan O'Reilly	1312.50
SEP	Ivan O'Reilly	2117.50
SEP	Michael Wilton	787.50
SEP	Daniel Larson	70.00
SEP	Daniel Yakas	100.00
OCT	Andrew Burberry	630.00
OCT	Andrew van Bussel	400.00
OCT	Ivan O'Reilly	1382.50
OCT	Michael Wilton	595.00
NOV	Andrew Burberry	455.00
NOV	Andrew van Bussel	800.00
NOV	Ivan O'Reilly	630.00
NOV	Michael Wilton	105.00
DEC	Andrew van Bussel	1040.00
DEC	Daniel Yakas	100.00
DEC	Ivan O'Reilly	2992.50
DEC	Michael Wilton	525.00
JAN	Andrew Burberry	420.00
JAN	Chris Pepper	245.00
JAN	Ivan O' Reilly	1137.50
FEB	Andrew Burberry	980.00
FEB	Daniel Larson	35.00
FEB	Ivan O'Reilly	3482.50
FEB	Michael Wilton	910.00

24712.50**MDC Charges - Staff Time (MDC)**6061763004

JUL	Andrew Van Bussell	160.00
JUL	Kevin Moody	720.00
DEC	Wayne Shreiber	100.00
DEC	Kevin Moody	450.00
JAN	Kevin Moody	45
FEB	Kevin Moody	22.5

1497.50



<u>HRWS - Staff Time (MDC)</u>		<u>6061777303</u>
JUL	Andrew Burberry	105.00
AUG	Andrew Burberry	210.00
AUG	Brian Jones	315.00
AUG	Joanna Saywell	160.00
FEB	Brian Jones	450.00
		<u>\$ 1,240.00</u>

<u>Operational Costs External Contractor</u>		<u>60617692</u>	
Date	Detail		Value
21/07/2015	AP P V Mackenzie 105530/01 Two days digger hire @ \$200 per day RFS150154		400.00
31/07/2015	AP Alf Downs Contr 106183/01 To Supply ex TCL - HRWS - Andrew		1092.00
30/04/2015	AP Alf Downs Contr 105043/01 Hunterville Rural Water Level fault-Ivan		571.30
7/10/2015	AP Speed Engineeri 106897/01 Disable top pump and reset for Hunterville Ru		300.00
31/10/2015	AP Alf Downs Contr 106709/03 New Alarm System-HRWS		1737.49
6/11/2015	AP P V Mackenzie 106823/01 Digger Hire - HRWS		100.00
30/11/2015	AP Alf Downs Contr 107618/01 HRWS Investigate Flatlining in Water Outlook		190.00
6/01/2016	AP P V Mackenzie 107596/01 1.5 day digger hire for Otairi Station and		300
31/01/2016	AP Alf Downs Contr 107892/01 Hunterville Rural fault with Pump station		172
31/01/2016	AP Alf Downs Contr 108261/01 Callout to Hunterville Rural-pumps not workin		324.5
4/02/2016	AP Cronin Wells En 108140/01 Install River Pump HRWS		270
19/02/2016	AP Cronin Wells En 108335/01 Crane hire to lift river pumps out Cooks Road		236.24
29/02/2016	AP Alf Downs Contr 108579/01 HRWS pumps not working correctly repair Scada		122
7/02/2016	AP P V Mackenzie 108336/01 Half Day digger hire for Cooks Road pump		100
		<u>\$</u>	<u>5,915.53</u>

<u>Materials</u>		<u>60617699</u>	
Date	Detail		Value
6/07/2015	AP Rural Timber & 105655/01 Lid at Gordon McPhees-HRWS		115.18
8/07/2015	AP Farmlands Co-op 105759/01 Ballcock - Sam Weston - HRWS		22.17
24/07/2015	AP Chesters Plumbi 105937/01 Fittings for Stores		808.85
24/07/2015	AP Chesters Plumbi 105936/01 Fittings for Stores		438.88
30/07/2015	AP Chesters Plumbi 106025/01 2 80 mm long gibolts		253.84
31/08/2015	AP Speed Engineeri 107279/01 Dead end caps for Rata Job-HRW5		270.00
15/12/2015	AP Chesters Plumbi 107604/01 Parts for Stores - HRWS		599.61
29/01/2016	AP Chesters Plumbi 108022/01 6 x ballcocks for HRWS		154.2
31/12/2015	AP Speed Engineeri 108054/01 Flange Pipe for HRWS Intake		168.57
29/02/2016	AP Chesters Plumbi 108393/01 Screw Cap and Base and delivery for HRWS		47.86
		<u>\$</u>	<u>2,879.16</u>

<u>HRWS Reticulation Contractor</u>		<u>6061776201</u>	
Date	Detail		Value
30/09/2015	AP Chesters Plumbi 106571/01 RFS1502300 50mm gibbolts		219.30
6/10/2015	AP P V Mackenzie 107169/01 digger hire Otairi		100.00
		<u>\$</u>	<u>319.30</u>

<u>HRWS Treatment Contractor</u>		<u>6061776301</u>	
Date	Detail		Value
31/07/2015	AP Alf Downs Contr 105867/01 HRWS - Install new PLC Control & Scada		8,578.02
31/08/2015	AP Alf Downs Contr 106534/01 HRWS - Install new PLC Control & Scada progre		1,077.50
8/10/2015	AP Envirohaz 106953/01 Location Test certificates HRWS		448.5
31/12/2015	AP Alf Downs Contr 107913/01 HRWS Test Intake Pump		116.5
17/12/2015	AP P D & T L Illst 107736/02 Installation of Ohingaiti Break Tank-HRWS		347.83
31/01/2016	AP Alf Downs Contr 108400/01 HRWS - Install PLC Control & Scada Stage 2-p		14795.02
		<u>\$</u>	<u>25,363.37</u>

**Rural Water Supplies Cash Flow Statement**

**Hunterville Rural Water**  
**For the period ended**  
**30 November 2015**

	<b>YTD Actual</b> <b>2015/16</b>	<b>YTD Budget</b> <b>2015/16</b>	<b>FYR Budget</b> <b>2015/16</b>
<b>Revenue</b>			
Operating revenue	127	0	0
General rates	54,414	53,992	75,181
Metered Supply Charge	172,465	237,264	355,895
Interest received** (See note below)			
Total revenue	227,006	291,256	431,076
<b>Expenses</b>			
Operating expenses	273,461	243,633	355,028
Overheads	43,113	48,000	71,990
Interest paid			
Add back non-cash items	-154,823		
	161,751	291,633	427,018
<b>Net cash surplus from operating</b>	65,255	-377	4,058
<b>Capital items</b>			
Capital expenditure	26,923	37,632	60,899
Loan repayments	64,967		
Total capital	91,890	37,632	60,899
<b>Net cash surplus(deficit)</b>	-26,635	-38,009	-56,841
<b>Notional bank account</b>			
Opening balance 1 July 2015	-50,811		
Cash surplus(deficit) above	-26,636		
<b>Closing balance</b>	-77,446	0	0

## *Appendix 2*

Page 1 of 1

**Bob Crawford**

---

**From:** "Sam Weston" <sam@ruralca.co.nz>  
**Date:** Friday, 8 April 2016 8:47 a.m.  
**To:** "Bob Crawford" <b\_crawford@farmside.co.nz>  
**Subject:** Sale of units

Good Morning Bob

as discussed I have sold a section which includes 2 units of water from our unused units. (we currently have 18 unutilised units). The S&P agreement stated that the transfer of the units would be on approval of the committee and connection costs would be at the purchasers cost.

The section is on the corner of SH1 and SH54 . The scheme pipe runs under SH 1 into our paddock directly opposite the section. we have an alkathene pipe to a trough on the section as part of our system. I am sure (but this needs to be confirmed) that there would be a conduit under 54 to get our pipe there. so it would be a simple matter of swapping the pipes. Aaron Uings who brought the section has his own digger so it would not be a hard job.

As I mentioned I am away next week for the meeting (please put in my apologies) so would you please table this and get the transfer approved by the committee. Aaron and I can sort the forms/paperwork with the council at a later date.

Thanks  
Sam

Sam Weston

Ph: 06 3228 359 - Mob: 021 445 202 - fax: 06 3228 369 - [www.ruralca.co.nz](http://www.ruralca.co.nz)



8/04/2016

# Rangitikei District Council

## Bulls Community Committee Meeting

Minutes – Tuesday 12 April 2016 – 5:30 p.m.

### Contents

1	Welcome .....	3
2	Apologies .....	3
3	Matters arising not elsewhere on the agenda.....	3
4	Council decisions on recommendations from the Committee .....	3
5	Confirmation of minutes.....	3
6	'What's new, what's changed...?' –Consultation Document for the 2016/17 Annual Plan.....	3
7	Other simultaneous consultations:.....	3
8	Proposed amendment to the Speed Limit Bylaw to reduce the speed along Parewanui Road .....	4
9	Update on Bulls Town Centre Plan .....	4
10	Update on Bulls Wastewater Upgrade Project Focus Group.....	4
11	Council responses to queries at previous meetings .....	4
12	Small Projects Grant Scheme (balance) .....	5
13	Te Araroa Trail .....	5
14	Bulls Community Committee organisational paper .....	5
15	Evaluating Horizons' One Plan implementation – part one: water quality .....	5
16	Current infrastructure projects/upgrades and other Council activities within the ward .....	6
17	General business.....	6
18	Next meeting .....	7
19	Meeting closed – 8pm .....	7

**Present:** Mr Hew Dalrymple (Chair)  
Ms Jane Dunn  
Ms Sandra Boxall  
Mr Braden Hammond  
Ms Carol Lewis  
Mr Keith Scott  
Ms Heather Thorby  
Mr Andy Walker  
Cr Rebecca McNeil  
Cr Tim Harris  
His Worship the Mayor, Andy Watson

**In attendance:** Mr Michael Hodder, Community & Regulatory Services Group Manager

Unconfirmed

## 1 Welcome

The Chair welcomed everyone to the meeting.

## 2 Apologies

That the apologies for absence from Mr J Guinan be received.

Mr K Scott / Ms H Thorby. Carried

## 3 Matters arising not elsewhere on the agenda

- Public toilets in Bulls.

## 4 Council decisions on recommendations from the Committee

The Committee noted that there were no recommendations from the Committee to Council meeting 29 February 2016.

## 5 Confirmation of minutes

Resolved minute number

16/BCC/009

File Ref

That the Minutes of the Bulls Community Committee meeting held on 18 March 2016 be taken as read and verified as an accurate and correct record of the meeting.

Mr K Scott / Ms H Thorby. Carried

## 6 'What's new, what's changed...?' –Consultation Document for the 2016/17 Annual Plan

His Worship the Mayor narrated a PowerPoint presentation on 'What's new, what's changed...?' the consultation document to Council's 2016/17 Annual Plan and outlined the consultation process.

He spoke briefly on the proposed rates increases and explained the four new proposals:

- 1 Future delivery of infrastructure services
- 2 Funding for youth services
- 3 Amenity block on Taihape Memorial Park
- 4 Multi-sports artificial turf facilities in Marton

Several questions were raised around the consultation document.

## 7 Other simultaneous consultations:

This item was discussed during the previous item.

## **8 Proposed amendment to the Speed Limit Bylaw to reduce the speed along Parewanui Road**

The Committee discussed the location of signage on Brandon Hall Road and suggested that the signage was not needed, as it would add to the clutter of signage in the proposed area. Mr B Hammond agreed to be the Committee's contact person regarding the appropriate location of signage for this area.

**Resolved minute number**

**16/BCC/010**

**File Ref**

That the Bulls Community Committee recommends that the signage associated with the proposed Speed Limit Bylaw amendment along Parewanui Road, Bulls, be amended so that there is no signage on Brandon Hall Road and that an additional sign is placed 50m south of Ferry Road.

Mr B Hammond / Ms C Lewis. Carried

## **9 Update on Bulls Town Centre Plan**

His Worship the Mayor outlined the proposed design of the Multi-Purpose Community Centre. The Committee discussed various aspects of the project.

A 3D model was presented and discussed. The cost estimate for the project is \$3.6 million; \$1.6 million will be ratepayer funded.

The Committee was informed that the date for public feedback on the design has not yet been finalised and that adjustments had been made for the bus area(s) on the Criterion site and Criterion Street.

A report was tabled on the 7-Day Makeover. The Committee expressed disappointment in the process and the changes made to the design after the consultation workshops were complete. The Committee also discussed the feedback process which they saw as 'flimsy'.

The Committee thanked Rangitikei District Council for the allocation made available for the makeover.

## **10 Update on Bulls Wastewater Upgrade Project Focus Group**

The Committee noted that there was no further progress to report.

## **11 Council responses to queries at previous meetings**

The Committee noted that there were no queries raised at the previous meeting that required a response from council staff.



## 12 Small Projects Grant Scheme (balance)

**Resolved minute number** 16/BCC/011 **File Ref** 3-CC-1-5

That the memorandum 'Small Projects Grant Scheme Update - April 2016' be received.

Ms H Thorby / Mr B Hammond. Carried

**Resolved minute number** 16/BCC/012 **File Ref** 3-CC-1-5

That the Bulls Community Committee approves the expenditure of up to \$500 for the purchase of a shade sail and up to \$150 for plants.

Ms J Dunn / Mr K Scott. Carried

## 13 Te Araroa Trail

The Committee briefly discussed the Domain as a suitable camping site and motor home site, but further research is required.

## 14 Bulls Community Committee organisational paper

Ms H Thorby presented a paper based on the need for the Committee to have their own funding structure. This would make it easier undertake more community projects.

A letter from the Bulls and District Community Trust, associated with Ms H Thorby's report, was tabled at the meeting and read.

Mr Hodder spoke to the Committee on the legal position and the implications of being drawn into the Council's audit process. He commented that the Committee could find an alternate funding partner to undertake projects.

## 15 Evaluating Horizons' One Plan implementation – part one: water quality

**Resolved minute number** 16/BCC/013 **File Ref**

That the letter 'Evaluating Horizons' One Plan implementation — part one: water quality' be received.

Mr A Walker / Ms J Dunn. Carried

## 16 Current infrastructure projects/upgrades and other Council activities within the ward

The Current infrastructure projects/upgrades and other Council activities within the Bulls ward, will be circulated to members on 11 April 2016.

**Resolved minute number**                      **16/BCC/014**                      **File Ref**

That the memorandum 'Current Infrastructure projects/updates and other Council activities in the Ward' to the Bulls Community Committee meeting on 12 April 2016 be received.

Mr B Hammond / Ms H Thorby. Carried

## 17 General business

**Ms S Boxall**

- The sale of Defence Force housing: 17 houses currently on the market; 10 sold/on-offer.

**Mr G Brownlee (Neighbourhood Support)**

- Gave an oral report on recent changes to the scheme and the nature of his role.

**Constable R Browne**

- Gave a brief report on local police concerns around the number of burglaries in the area.

**Mr K Scott**

- Reported on local concerns around the early closure of the public toilets at the Wallace Development site, and the queues of people waiting to use the paraplegic toilet which remains unlocked. This creates a serious hygiene issue after 7pm, especially at long weekends/holidays, and a poor image for Bulls to passing travellers.
- Discussion followed, and the Committee expressed real concern around this issue.

**Resolved minute number**                      **16/BCC/015**                      **File Ref**

That the Bulls Community Committee requests that Council investigates costings, as a matter of urgency, for the following two options to mitigate the issues with the opening hours of the public toilets in Bulls:

- 1 The toilet block remains open 24/7 to the public to have ready access to the facility.
- 2 The toilet block is open from 7am to 10pm and the paraplegic toilet remains open 24/7.

Ms H Thorby / Mr K Scott. Carried

**Mr B Hammond**

- Presented a brief report on the fire brigades activities in the community.

**Service Requests**

- A list of service requests is attached.

**18 Next meeting**

Tuesday 12 May 2016, 5.30pm

**19 Meeting closed – 8pm**

Confirmed/Chair: \_\_\_\_\_

Date: \_\_\_\_\_

Unconfirmed

# Rangitikei District Council

## Assets/Infrastructure Committee Meeting

Minutes – Thursday 14 April 2016 – 9:30 a.m.

### Contents

1	Welcome.....	3
2	Council Prayer.....	3
3	Apologies/Leave of absence .....	3
	Confirmation of order of business.....	3
4	Confirmation of minutes.....	3
5	Chair's report .....	3
6	Queries raised at previous meeting:.....	3
7	Activity management.....	4
14	Renewal of Marton wastewater treatment plant – update .....	4
7	Activity management.....	5
8	Roading contract performance.....	6
9	C1014 – Okirae Road flood reinstatement works – direction and recommendation to Council.....	6
10	Majuba Bluff, Turakina Valley Road – proposed emergency work and improvements .....	6
11	Additional roading proposals - prioritisation.....	7
12	'Next steps for fresh water' MfE consultation document - proposed submission .....	7
13	Resource consent compliance – update.....	8
14	Stormwater 'hot spots' update.....	8
16	Stormwater – identification of public and private drains – project update .....	8
17	Former Taihape College site – proposed licence to occupy .....	8
18	Late items .....	9
19	Future items for the agenda .....	9
20	Next meeting .....	9
21	Meeting closed – 12.21 pm .....	9

**Present:** Cr Dean McManaway (Chair)  
Cr Dean McManaway  
Cr Nigel Belsham  
Cr Angus Gordon  
Cr Tim Harris  
Cr Ruth Rainey  
Cr Lynne Sheridan  
His Worship the Mayor, Andy Watson

**Also present:** Cr Cath Ash

**In attendance:** Mr Hamish Waugh, Infrastructure Group Manager  
Mr Michael Hodder, Community & Regulatory Services Group Manager  
Mr George McIrvine, Finance & Business Support Group Manager  
Mr John Jones, Asset Manager - Roading  
Ms Joanna Saywell, Asset Manager - Utilities  
Mr Reuben Pokiha, Operations Manager - Roading  
Mr Andrew van Bussel, Operations Manager - Utilities  
Mr Jim Mestyaneck, Senior Project Engineer - Roading  
Ms Gaylene Prince, Community & Leisure Services Team Leader  
Mr Glenn Young, Senior Projects Engineer - Utilities  
Mr David McMillan, Solid Waste Officer  
Ms Samantha Whitcombe, Governance Administrator

**Tabled documents:** Item 5 Chair's report  
Item 8 Roading contract performance  
Item 12 Draft submission to 'Next steps for fresh water'

## 1 Welcome

The Chair welcomed everyone to the meeting.

## 2 Council Prayer

Cr Rainey read the Council Prayer.

## 3 Apologies/Leave of absence

That the apologies for absence from Cr Jones and Cr Peke-Mason be received.

Cr McManaway / Cr Rainey. Carried

## Confirmation of order of business

The Chair informed the Committee that item 15 had been withdrawn and that Mr Mullinger, Mid-West Disposals Limited (the owners of the Bonny Glen Landfill) would address the Committee at 10.30am as part of item 14; there would be no other change to the order of business from that set out in the agenda.

## 4 Confirmation of minutes

Resolved minute number **16/AIN/033** File Ref

That the Minutes of the Assets/Infrastructure Committee meeting held on 17 March 2016 be taken as read and verified as an accurate and correct record of the meeting.

His Worship the Mayor / Cr Belsham. Carried

## 5 Chair's report

The Chair spoke to his tabled report.

Resolved minute number **16/AIN/034** File Ref

That the Chair's report to the meeting of Assets/Infrastructure Committee on 14 April 2016 be received.

Cr McManaway / Cr Belsham. Carried

## 6 Queries raised at previous meeting:

The Committee expressed concern about the issue of the electricity arrears in Taihape being rolled-over to the next financial year. Mr McIrvine informed the Committee that there was every intention of solving this issue before the end of the current financial year.

## **7 Activity management**

Mr Jones and Mr Pokiha spoke briefly to the activity management templates for Roading and footpaths.

The Committee requested further information on the type and placement of a potential guard rail for Toe Toe Road and options for enhancing the signage around this area as well.

## **14 Renewal of Marton wastewater treatment plant – update**

Mr Paul Mullinger, Mid-West Disposals Limited (the owners of the Bonny Glen Landfill), addressed the Committee regarding the acceptance of leachate from the Bonny Glen Landfill into the Marton Wastewater Treatment Plant.

He informed the Committee that MidWest had been actively working to try and alleviate the issues caused at the wastewater treatment plant by the acceptance of leachate from the landfill from the time they were alerted to them. MidWest is currently reviewing four options for pre-treatment of the leachate before it is accepted by the wastewater treatment plant. He estimated that there would be a 12-month lead-time on any one of these proposed options' MidWest is working as quickly as possible towards committing to one option.

MidWest had also investigated alternative disposal sites in neighbouring Districts, without success, and has looked into the possibility of working out the amount of leachate generated by the waste accepted from neighbouring Districts and apportioning it back to each District to be responsible for its disposal.

Mr Mullinger emphasised that MidWest was looking to set-up a long-term solution to this issue, as the landfill will be there long-term. He informed the Committee that MidWest had already started an on-site pre-treatment process to remove the colour of the leachate (which affects the UV processes within the wastewater treatment plant) and that there is storage capacity on-site to store the leachate over the summer months when the water levels within the Tutaenui Stream are very low. This was done over the recent summer months and helped to ensure that Council was compliant with its resource consent conditions.

Mr Mullinger informed the Committee that MidWest would not have a full pre-treatment process in place by the end of June 2016, and that they would propose the acceptance of a modified form of leachate into the wastewater treatment plant, until a full pre-treatment process is established. Leachate had to be removed from the landfill for it to remain operational.

He explicitly confirmed that sludge from Council's wastewater treatment plants would continue to be accepted into the Bonny Glen Landfill.

His Worship the Mayor suggested that Council would need to consider a proposal to accept the modified form of leachate into the plant. A further report on this would be presented to a future meeting.

**Resolved minute number****16/AIN/035****File Ref****6-WW-14**

That the report 'Marton Wastewater Treatment Plant as at 1 April 2016' be received.

Cr Sheridan / Cr Harris. Carried

## 7 Activity management

Continued...

Mr McMillan informed the Committee on the proposed installation of two horizontal barriers (at heights of 1.0 and 1.8 metres) around the pits at Council's Waste Transfer Stations to comply with new Health and Safety regulations, circulating a photo showing the effect. There would still be the opportunity to access the pits directly, through gates at the end of the pits, supervised by the attendant. There had been no recorded falls into Rangitikei's waste transfer station pits. The Committee wondered whether just having people dump on the ground was a viable alternative.

Ms Saywell and Mr Young spoke briefly to the activity management templates for Water, Stormwater, and Sewerage and the Treatment and Disposal of Sewage:

- the request for tender for the King Street (Marton) water main renewal had been issued;
- access to the new reservoir at Ratana was being discussed with Roadking;
- KiwiRail's permission was being sought to put the line to Dixon Way water line through the disused tunnels;
- the location and installation of a motor-home dump station in Bulls was on hold pending finalisation of the Bulls multi-purpose community centre;
- the sewer line to Eagle Street (Taihape) is working but a new alignment to eliminate the route through private property is being designed – potentially \$60,000;
- the desludging priority is Hunterville, with Bulls after that;
- slip-lining has proceeded quickly but there is still work to be done on laterals (for which slip-lining cannot be used);
- the replacement of the Wanganui Road (Marton) stormwater main will be included in the next project list;
- final year carryovers would be proposed later.

Ms Saywell also spoke briefly to the activity management template for Rubbish and Recycling. She confirmed that plastics were sorted off-site (in Feilding).

Ms Prince spoke briefly to the activity management templates for Community & Leisure Assets.



**Resolved minute number**                      **16/AIN/036**                      **File Ref**

That the activity management templates for March 2016 for Roding (Water (including rural water supplies), Sewerage and the Treatment and Disposal of Sewage, Stormwater drainage, Community and leisure assets, and Rubbish and recycling be received.

Cr Rainey / Cr Sheridan. Carried

## **8      Roding contract performance**

Mr Pokiha spoke briefly to the tabled report, noting that there has been a marked improvement in the performance of Council's roding contractor.

**Resolved minute number**                      **16/AIN/037**                      **File Ref**                      5-CM-1-4: C980

That the report on roding contract performance to the meeting of the Assets/Infrastructure Committee on 14 April 2016 be received.

Cr Rainey / His Worship the Mayor. Carried

## **9      C1014 – Okirae Road flood reinstatement works – direction and recommendation to Council**

Mr Jones and Mr Mestyanek spoke briefly to the report.

There was discussion around the delegated authority to the Committee and the advice provided by the Chief Executive.

**Resolved minute number**                      **16/AIN/038**                      **File Ref**                      6-RT-5-18

That the Assets/Infrastructure Committee gives a direction that Contract 1014 – Okirae Road flood reinstatement works – be awarded to Loaders Civil Construction for a total value of two hundred and ninety thousand, twenty eight dollars and fifty-five cents (\$290,028.55) plus GST on the basis that (a) work commences on 19 April 2016 and (b) Council ratifies the direction at its meeting on 28 April 2016, having regard for the Chief Executive's view that delaying a fortnight (until the next meeting of Council) carries a risk of postponement until next summer, with Council ratifying this direction at its next meeting.

Cr Rainey / Cr Sheridan. Carried

## **10     Majuba Bluff, Turakina Valley Road – proposed emergency work and improvements**

Mr Jones and Mr Pokiha spoke briefly to the report.

**Resolved minute number**                      **16/AIN/039**                      **File Ref**                      **6-RT-5-18**

That the report 'Turakina Valley Road (3) RP 9500 – 9720 (Majuba Bluff)' be received.

Cr McManaway / Cr Sheridan. Carried

**Resolved minute number**                      **16/AIN/040**                      **File Ref**                      **6-RT-5-18**

That option (b) for repairing and upgrading the Majuba Bluff section on the Turakina Valley Road is adopted, included in the roading programme for construction during 2016/17, and funded \$108,000 from emergency works and \$300,000 from minor improvements, subject to confirmation when a recommendation is made over the award of the contract.

Cr Sheridan / Cr Gordon. Carried

## **11 Additional roading proposals - prioritisation**

Mr Jones and Mr Pokiha spoke briefly to the report.

Regarding the seal extension on Turakina Valley Road, Mr Pokiha noted that underlying drainage could be an additional cost. There were options to achieving this work, and different time frames attaching to those. The Committee requested that further investigation be done into the seal-extension of Turakina Valley Road and that a report be provided to a future meeting.

**Resolved minute number**                      **16/AIN/041**                      **File Ref**                      **6-RT-5-23**

1. That the memorandum 'Priorities for additional roading projects for 2015/16' be received.
2. That the savings from the new road maintenance contract be applied to the proposed new footpaths in Bulls (136 to 160 High Street) and Ratana (Te Taitokerau Street) and the sealing investigation of 3 km along the Turakina Valley Road; that \$67,000 be carried forward to 2016/17 to fund the local share of this project, with a subsequent report back to this Committee; and that \$22,000 be transferred to the flood damage roading reserve.

His Worship the Mayor / Cr McManaway. Carried

## **12 'Next steps for fresh water' MfE consultation document - proposed submission**

Ms Saywell spoke briefly to the tabled draft submission. During the brief discussion, Committee members expressed differing views on whether cattle should be fenced out of waterways adjoining hill country. The Committee agreed to provide feedback to Mr Hodder

on the contents of the submission by Wednesday 20 April 2016 so that it could be finalised for consideration by the Mayor, the Deputy Mayor and the Chief Executive.

**Resolved minute number**                      **16/AIN/043**                      **File Ref**

- 1            That the draft submission on 'Next steps for fresh water' be received.
- 2            That, taking account further comments from members of the Assets/Infrastructure Committee, the Mayor, Deputy Mayor and Chief Executive be asked to consider a final draft submission to be sent to the Ministry for the Environment's consultation document 'Next steps for fresh water', and (with any amendments) arrange for it to be sent to the Ministry.

His Worship the Mayor / Cr Rainey. Carried

### **13 Resource consent compliance – update**

Ms Saywell spoke briefly to the report. There would be a meeting with Horizons next week, which would include discussion on the Bonny Glen landfill. The Marton Wastewater Focus Group was meeting on 21 April 2016.

**Resolved minute number**                      **16/AIN/044**                      **File Ref**                      **5-EX-3**

That the report 'Consent compliance – March 2016' be received.

Cr Harris / Cr Belsham. Carried

### **~~15 Marton Water Treatment Plant upgrade – final upgrade costs~~**

Withdrawn – to be reported on at the Committee's next meeting

### **16 Stormwater 'hot spots' update**

Noted under item 7.

### **16 Stormwater – identification of public and private drains – project update**

The Committee noted that a detailed report would be provided to the next meeting of the Committee as the next step in bringing the stormwater provisions of the Water-related Services Bylaw into effect.

### **17 Former Taihape College site – proposed licence to occupy**

Mr Hodder spoke briefly to the item. Plans for the buildings have been found and they are being run through with a contractor to assess the emergency systems. A report will be provided to a future Council meeting.

## **18 Late items**

Nil

## **19 Future items for the agenda**

Northern Broadway, Marton, works (Roading and Stormwater upgrades) – timeline and costs.

## **20 Next meeting**

Monday 16 May 2016 – to follow oral hearings, if time permits. Otherwise, 16 June 2016

Council has scheduled Monday 16 May 2016 (replacing Thursday 12 May 2016) for oral hearings of submissions to the Consultation Document for the 2016/17 Annual Plan and other proposals being consulted on simultaneously.

## **21 Meeting closed – 12.21 pm**

Confirmed/Chair: \_\_\_\_\_

Date: \_\_\_\_\_

# Rangitikei District Council

## Policy/Planning Committee Meeting

Minutes – Thursday 14 April 2016 – 1:10 p.m.

### Contents

1	Welcome .....	3
2	Apologies/leave of absence .....	3
3	Confirmation of minutes .....	3
4	Chair's report .....	3
5	Queries raised at previous meeting: .....	3
9	Update on communications strategy .....	4
6	Council-initiated Plan change – update on process .....	4
7	Waste Minimisation – possible strategies for consideration .....	4
8	Activity management: .....	5
10	Legislation and governance issues .....	5
11	Bulls Multi-purpose Community Centre – project update .....	5
12	Update on the Path to Well-being Initiative .....	5
13	Late items .....	5
14	Future items for the agenda .....	6
15	Next meeting .....	6
16	Meeting closed – 3.31 pm .....	6

- Present:**
- Cr Lynne Sheridan (Chair)
  - Cr Richard Aslett
  - Cr Cath Ash
  - Cr Angus Gordon
  - Cr Rebecca McNeil
  - His Worship the Mayor, Andy Watson
- In attendance:**
- Mr Michael Hodder, Community & Regulatory Services Group Manager
  - Mr David McMillan, Solid Waste Officer
  - Ms Carol Downs, Executive Officer
  - Ms Denise Servante, Strategy & Community Planning Manager
  - Ms Katrina Gray, Policy Analyst
  - Ms Samantha Whitcombe, Governance Administrator

Unconfirmed

## 1 Welcome

The Chair welcomed everyone to the meeting.

## 2 Apologies/leave of absence

That the apology for absence from Cr Peke-Mason be received.

Cr Aslett / Cr Sheridan. Carried

## 3 Confirmation of minutes

Resolved minute number 16/PPL/029 File Ref

That the Minutes of the Policy/Planning Committee meeting held on 17 March 2016 be taken as read and verified as an accurate and correct record of the meeting.

Cr Gordon / Cr Sheridan. Carried

## 4 Chair's report

Resolved minute number 16/PPL/030 File Ref 3-CT-15-1

That the Chair's report to the meeting of the Policy/Planning Committee on 14 April 2016 be received.

Cr Sheridan / Cr McNeil. Carried

The Chair agreed to take item 9 after item 5.

## 5 Queries raised at previous meeting:

The Committee discussed the various options available for promoting Council business and the District online. The Committee requested that Ms Downs add further information to the Communications Strategy on expanding Council's online presence and developing the Council website.

Resolved minute number 16/PPL/031 File Ref 1-CO-4

That the memorandum 'Development of a Council mobile app promoting Council services and facilities and the wider Rangitikei District' be received.

Cr Aslett / Cr McNeil. Carried

**Resolved minute number**                      **16/PPL/032**                      **File Ref**                      **1-CO-4**

That the Policy/Planning Committee does not believe that the development of a mobile app warrants any further investigation at this point.

Cr Sheridan / Cr Gordon. Carried

## **9 Update on communications strategy**

Ms Downs spoke briefly to the update. The training was being re-scheduled to early 2017.

**Resolved minute number**                      **16/PPL/033**                      **File Ref**                      **3-CT-15-1**

That the Update on communications strategy to the Policy/Planning Committee meeting on 14 April 2016 be received.

Cr Gordon / Cr Sheridan. Carried

## **6 Council-initiated Plan change – update on process**

Ms Gray spoke briefly to the memorandum. One further submission had been received since the report was written taking the total to 23. The Committee appreciated the effort put into providing opportunities for people to speak with the Planner.

**Resolved minute number**                      **16/PPL/034**                      **File Ref**                      **1-PL-2-5**

That the memorandum 'Council-initiated Plan change – update on process' be received

Cr Sheridan / Cr McNeil. Carried

## **7 Waste Minimisation – possible strategies for consideration**

Mr McMillan and Ms Servante spoke briefly to the item. One challenge is the volatility of recycling prices.

Raglan was considered a useful example of what could be achieved in waste minimisation: a report on its operation (including its finances) was requested for a future meeting. The Committee supported continuing the education programme.

The Committee discussed the need for clearer signage at some of the Waste Transfer Stations around hazardous substances (e.g. batteries and florescent light bulbs) and how best to promote the availability of Council's brochure on the Waste Transfer Stations.



## 8 Activity management:

Ms Servante spoke briefly to the activity management templates for Community leadership, Environmental services and Community well-being.

**Resolved minute number** 16/PPL/035 **File Ref**

That the activity management templates for Community Leadership, Environmental and Regulatory Services and Community Well-Being (March 2016) be received

Cr Ash / Cr Aslett. Carried

## 10 Legislation and governance issues

Mr Hodder spoke briefly to the report. The Bill to articulate the proposed changes to the Local Government Act ("Better local services") was expected to be introduced into Parliament

**Resolved minute number** 16/PPL/036 **File Ref** 3-OR-3-5

That the report 'Update on legislation and governance issues' to the Policy/Planning Committee's meeting of 14 April 2016 be received.

Cr Ash / Cr Gordon. Carried

## 11 Bulls Multi-purpose Community Centre – project update

His Worship the Mayor presented a model of the proposed Bulls Multi-Purpose Community Centre from the architects engaged to design the building.

Cr Ash 3.04pm / 3.10pm

## 12 Update on the Path to Well-being Initiative

Ms Servante spoke briefly to the memorandum.

**Resolved minute number** 16/PPL/037 **File Ref** 1-CO-4

That the memorandum 'Update on the Path to Well-Being initiative and other community development programmes – April 2016' be received.

His Worship the Mayor / Cr Ash. Carried

## 13 Late items

Nil

## **14 Future items for the agenda**

External risk to roading – reflections on response from Roding team

## **15 Next meeting**

16 June 2016, 1.00 pm.

Council has scheduled Monday 16 May 2016 (replacing Thursday 12 May 2016) for oral hearings of submissions to the Consultation Document for the 2016/17 Annual Plan and other proposals being consulted on simultaneously.

## **16 Meeting closed – 3.31 pm**

Confirmed/Chair: \_\_\_\_\_

Date: \_\_\_\_\_