



Rangitikei District Council

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Rangitikei
UNSPOILT...

Council Meeting Order Paper

Thursday 3 November 2016, 1pm

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

Website: www.rangitikei.govt.nz

Email: info@rangitikei.govt.nz

Chair

His Worship the Mayor, Andy Watson

Deputy Chair

Councillor Nigel Belsham

Membership

Councillors Cath Ash, Richard Aslett, Jane Dunn,
Angus Gordon, Dean McManaway, Soraya Peke-Mason, Graeme Platt,
Ruth Rainey, Lynne Sheridan, Dave Wilson

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 3 November 2016 – 1:00 p.m.

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Note: Minutes of public excluded meetings are distributed to Elected Members only.

1 Council Prayer

2 Public Forum

3 Apologies/Leave of Absence

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 Members conflict of interest

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

6 Minutes: Council Meeting, 20 October 2016

The unconfirmed minutes are attached.

Recommendation

That the minutes of the Council meeting held on 20 October 2016 be taken as read and verified as an accurate and correct record of the meeting.

7 Mayor's Report

A report will be tabled at the meeting.

File ref: 3-EP-3-5

Recommendation

That the Mayor's report to Council's meeting of 3 November 2016 be received.

8 Standing Orders and Order of Business for the 2016-2019 Triennium

A report is attached.

File ref: 3-OR-3-4

Recommendations

- 1 That the report on Standing Orders and Order of Business for the 2016-19 triennium be received.

- 2 That Council replace its Standing Orders by adopting those proposed by Local Government New Zealand with the following changes:
- new 19.12: Members are to remain seated unless making a point of order; and
 - new 21.6: For Te Roopu Ahi Kaa a member may address the chairperson in English or Māori, but a speaker making extensive use of Māori is to provide a translation at the meeting; and
 - amending 10.2: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd; and
 - correcting the numbering in section 14; and
 - between section 17 and 18 including the provisions of Appendix G from the previous Standing Orders, modified to refer to 'District Iwi and the Maori community at Rātana' with cross-reference to section 14; and
 - [.....]; and
 - new Appendix 12: Recordkeeping for Council proceedings, with cross-references in sections 20.11 (Objecting to words) and 27.2 (Matters recorded in minutes).

9 Committee structure and governance arrangements for the 2016-2019 triennium

A report is attached.

A supplementary memorandum will be tabled at the meeting on nominations received for community representatives on the Creative Communities Assessment Committee.

File ref: 3-OR-3-4

Recommendations

- 1 That the report 'Committee structures and governance arrangements for the 2016-19 triennium be received.

Committees for which Council solely determines membership

- 2 That Council endorses the criteria for establishing successful specialised standing committees as being
- (i) committee membership open to all members of the Council,
 - (ii) committee meetings being at the same frequency as Council or at intervals consistent with Council's needs,
 - (iii) the committees having the maximum legal delegations; and

- (iv) the committees collectively covering the full scope of Council's business.
- 3 That Council notes the Mayor's decision for the broad delineation of the three specialised standing committees in the 2013-16 triennium continuing for the 2016-19 triennium as Finance/Performance; Assets/Infrastructure; Policy/Planning; and Audit/Risk, and endorses continuing the purpose statements, detailed terms of reference and delegations agreed for these committees in the 2013-16 triennium.
 - 4 That the Council notes the Mayor's decision to establish (and chair) a separate Hearings Committee to meet on an as-required basis only to determine panels for hearings under the Resource Management Act and to conduct hearings as required by other enactments.
 - 5 That the Council notes the Mayor's decision that the chairs of the four specialist standing specialist committees in the 2016-19 triennium will be:

| | |
|-----------------------|--------------------|
| Finance/Performance | Cr Belsham |
| Assets/Infrastructure | Cr McManaway |
| Policy/Planning | Cr Gordon |
| Audit/Risk | Mr Craig O'Connell |
 - 6 That the authority to set the remuneration for the independent Chair of the Audit/Risk Committee lie with the Chief Executive, within an annual cap of \$10,000.
 - 7 That the full Council conduct any reviews of the Chief Executive's performance with the review process being managed as a specified additional responsibility by

Committees which comprise members elected by the wider community.

- 8 That Council confirms for the 2016-19 triennium the existing terms of reference and delegations [as amended] for Te Roopu Ahi Kaa, the Maori Land Rates Remission Sub-committee, the Creative Communities Assessment Committee, the Sport New Zealand Rural Travel Fund Assessment Committee, the reserve management committees at Turakina and Mangaweka, and the rural water supply management sub-committees at Hunterville, Erewhon, Omatane and Putorino.
- 9 That for the 2016-19 triennium His Worship the Mayor and Councillor.....be the Rangitikei District Council's representatives on Te Roopu Ahi Kaa.
- 10 That for the 2016-19 triennium His Worship the Mayor (as Chair), Councillor and Councillor be Council's members on the Māori Land Rates Remission Committee.
- 11 That for the 2016-19 triennium His Worship the Mayor and Councillor be appointed to the Creative New Zealand Assessment Committee, together with Katarina Hina (representing Te Roopu Ahi Kaa) and confirms the nominations received for the community representatives following public advertisements as

....., with the Chair being appointed annually by the Committee.

- 12 That for the 2016-19 triennium the Sport New Zealand Rural Travel Fund Assessment Committee comprise His Worship the Mayor, Councillor..... and Councillor....., with appointed as Chair.
- 13 That for the 2016-19 triennium Councillor..... be the Rangitikei District Council's representative on the Hunterville Rural Water Supply Management Sub-Committee in addition to His Worship the Mayor (ex officio).
- 14 That for the 2016-19 triennium Councillor be the Rangitikei District Council's representative on the Erewhon Rural Water Supply Management Sub-Committee in addition to His Worship the Mayor (ex officio).
- 15 That for the 2016-19 triennium Councillor be the Rangitikei District Council's representative on the Omatane Rural Water Supply Management Sub-Committee in addition to His Worship the Mayor (ex officio).
- 16 That Council invites members of the newly formed Community Committees to consider and recommend on any changes (and preferred level of support) for Council to consider at its meeting on 25 January 2017.
- 17 That for the 2016-19 triennium the following be appointed liaison councillors for community committees, with His Worship the Mayor appointed ex officio:

| | | |
|--------------|---------|-------------|
| Turakina: | Cr..... | and Cr..... |
| Bulls: | Cr..... | and Cr..... |
| Marton: | Cr..... | and Cr..... |
| Hunterville: | Cr..... | and Cr..... |
- 18 That for the 2016-19 triennium the following be appointed liaison councillors for reserve management committees, with His Worship the Mayor appointed ex officio:

| | |
|-----------|---------|
| Turakina: | Cr..... |
| McIntyre: | Cr..... |

10 Council appointments to Community Boards in the 2016-19 triennium

A report is attached.

File ref: 3-OR-3-4

Recommendations

- 1 That the report 'Council appointments to Community Boards in the 2016-19 Triennium' be received.
- 2 That the three Taihape Ward Councillors are appointed to the Taihape Community Board on a rotating basis so that

Councillor A..... and Councillor B..... are members from November 2016 to October 2017;

Councillor A..... and Councillor C are members from November 2017 to October 2018;

Councillor B..... and Councillor C are members from November 2018 to October 2019;

and that, at its inaugural meeting, the Taihape Community Board be asked to allow the third Taihape Ward Councillor not formally appointed in any year to the Board to have speaking (but not voting) rights at any meeting of the Board during that year.
- 3 That Councillor be appointed to the Ratana Community Board.
- 4 That both Community Boards be invited, at their first meetings, to consider and recommend on any changes to their delegations (and preferred level of support) for Council to consider at its meeting on 25 January 2017.

11 Council appointments to other organisations 2016-2019

A report is attached.

File ref: 3-EP-2

Recommendations

- 1 That the memorandum 'Council appointments to other organisations in the 2016-19 triennium' be received.
- 2 That _____ be appointed as the Rangitikei District Council representative to the Regional Transport Committee and that _____ be appointed as the alternate.
- 3 That _____ and _____ be appointed as the Rangitikei District Council representatives to the John Beresford Swan Dudding Trust Advisory Committee.
- 4 That _____ be appointed as the Rangitikei District Council representative to the Marton Edale Home Trust Board.
- 5 That _____ be appointed as the Rangitikei District Council representative to Rangitikei Tourism.
- 6 That _____ be nominated as the Rangitikei District Council representative to Board of Directors, Sport Wanganui.

- 7 That _____ be appointed as the Rangitikei District Council representative to Electoral College for the Whanganui Regional Museum.
- 8 That His Worship the Mayor, Andy Watson, be appointed as the Rangitikei District Council representative to Civil Defence Emergency Management Group, Governance Body

12 Updated induction timetable

The updated induction timetable will be tabled at the meeting.

13 Administrative Matters

A report is attached.

File ref: 5-EX-4

Recommendation

- 1 That the report 'Administrative matters – October 2016' be received.
- 2 That applying the Disposal of Surplus Land and Buildings Policy to the pending sale of the Bulls information Centre site, 113 Bridge Street, Council sets the weighting of the non-financial attributes at ...%.
- 3 That under Council's rates remission policy providing for remission of rates on the grounds of disproportionate rates compared to the value of the property or other extenuating circumstances, a remission of% of the fixed charges for two years from 1 July 2016 be granted to PGG Wrightson in respect of their property at 2 Rimu Street, Marton.

14 Top Ten Projects – status update, October 2016

A memorandum is attached.

File ref: 5-Ex-4

Recommendation

That the memorandum 'Top Ten Projects – status update, October 2016' be received.

15 Affixing of Council Seal and Making the District Plan Change Operative

A memorandum is attached.

File 1-PL-2-8

Recommendations

1. That the memorandum 'Affixing of Council Seal and Making the Rangitikei District Plan Change 2016 Operative' be received.
2. That Council approves the Rangitikei District Plan Change 2016 and affixes its seal in accordance with Clause 17 of Schedule 1 of the Resource Management Act 1991.
3. The Rangitikei District Plan Change 2016 is publicly notified on 5 November 2016 to become operative on 14 November 2016.

16 Marton Park management plan

A report is attached.

File ref: 6-CF-1-10

Recommendations

- 1 That the report to Council 'Marton Park Management Plan – Deliberations and Adoption' be received.
- 2 That Council adopts the Marton Park Management Plan [as amended/without amendment].
- 3 That the Chief Executive be delegated the authority to waive internal consenting costs for resource consents and building consents for approved projects on Marton Park to.

17 Receipt of minutes from the last meeting in the 2013-16 triennium of Council

Standing Orders 3.18.2 specifies that the Chair and the Chief Executive authenticate the minutes of the last meeting of a Local Authority.

Recommendation

That the minutes and public excluded minutes of Council's meeting on 29 September 2016 be received.

18 Receipt of Committee minutes and resolutions to be confirmed

Recommendations

- 1 That the minutes of the following Committees be received:
 - Ratana Community Board, 16 August 2016
 - Finance/Performance Committee, 29 September 2016
 - Taihape Community Board, 5 October 2016
 - Turakina Reserve Management Committee, 6 October 2016
 - Turakina Community Committee, 6 October 2016

- Hunterville Rural Water Supply Management Sub-committee, 17 October 2016

- 1 That the following recommendation from the Taihape Community Board, 5 October 2016 be confirmed:

16/TCB/045

That the Taihape Community Board recommend to Council that the speed limit be reduced to 50km on the residential sections of Dixon Way, Mangaone Valley Road and O'Taihape Valley Road.

16/TCB/050

That the Taihape Community Board do not support future action to demolish the Taihape Conference Hall.

- 2 That the following recommendations from Hunterville Rural Water Supply Management Sub-committee 17 October 2016 be confirmed:

16/HRWS/025

That the Hunterville Rural Water Supply Management Sub-Committee recommends to Council that it amend the Rural Water Supply Policy by:

1. Making it clear that the onus is on the property owner to; a) provide 48 hours supply of water stored on-site in peak period, b) inform any tenants that the water is not for human consumption, and c) provide access for repair or maintenance work to be carried out by authorised organisations or individuals.
2. Removing the sentence within point 6.1 Subdivisions ("Such approval will not, however, be unreasonably withheld.").

19 Late Items

20 Date of next meeting

Thursday 1 December 2016, 1.00 pm

21 Meeting closed

Attachment 1

Rangitikei District Council

Inaugural Council Meeting

Minutes – Thursday 20 October 2016 – 7:30 p.m.

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Present:

His Worship the Mayor, Andy Watson
 Cr Nigel Belsham
 Cr Cath Ash
 Cr Richard Aslett
 Cr Jane Dunn
 Cr Angus Gordon
 Cr Dean McManaway
 Cr Soraya Peke-Mason
 Cr Graeme Platt
 Cr Ruth Rainey
 Cr Lynne Sheridan
 Cr Dave Wilson

In attendance:

Mr Ross McNeil, Chief Executive
 Mr Michael Hodder, Community & Regulatory Services Group Manager
 Ms Carol Downs, Executive Officer
 Ms Samantha Kett, Governance Administrator

1 Council Prayer

The Mayor-elect read the Council Prayer.

2 Welcome and introduction from the Chief Executive

From the chair, the Chief Executive informed the meeting of some housekeeping matters and welcomed everyone to the meeting. He congratulated all Councillors on their election to Rangitikei District Council and wished them all well for the triennium.

He urged Council to acknowledge the community support that got them here but that they needed to adopt a 'District-Wide' approach when making decisions for the District.

3 Apologies/Leave of Absence

Nil

4 Mayor's declaration and installation

I, Andy Watson, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Rangitikei District, the powers, authorities, and duties vested or imposed upon me as the Mayor of the Rangitikei District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

The Mayor took the Chair.

5 Declaration by Councillors

Councillors made the declaration below in the following order:

Cr Cath Ash
Cr Richard Aslett
Cr Nigel Belsham
Cr Jane Dunn
Cr Angus Gordon
Cr Dean McManaway
Cr Soraya Peke-Mason
Cr Graeme Platt
Cr Ruth Rainey
Cr Lynne Sheridan
Cr Dave Wilson

I,, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Rangitikei District, the powers, authorities, and duties vested or imposed upon me as a member of the

Rangitikei District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

All declarations were duly signed by the Mayor and Councillors.

6 Address from the Mayor

The Mayor made the following address to Council and tabled hard copies of his speech:

It is a privilege to lead Council, and the election result, I view as one of giving a clear mandate to this Council, which says we are on track and the District agrees with the programme we have put in place for the future.

Before we look to the future I would like to acknowledge the exiting councillors, Mike Jones, Tim Harris and Rebecca McNeil, on behalf of the district I thank them for the huge commitment they have given; at times this isn't an easy job and they served the district well.

I would also like to acknowledge the enormous amount of support that I, and Councillors have had from our Chief Executive, Ross McNeil and the staff of Council. We cannot do our job or plan for the future without in the work done by our staff – the in-depth reports, financial analysis and overall support we receive.

Where do I want to see the Council priorities in this triennium? We need to focus on continuing the work in economic development and making gains through the Regional Growth Study. I believe that we have put in place the policies to help economic growth but to harvest these opportunities we need the Council to be seen as facilitating business and being user-friendly. I think there is also an opportunity for Council, with help from the private sector, to market our district. We have affordable housing options in one of the most attractive and diverse districts, we have a variety of first class education facilities and it is up to us to tell that story. Council has an opportunity through the Regional Growth Study, supported by Government. Because of the various mayoral changes surrounding us we need to step up and lead, by facilitating regional cohesion within our district. I welcome these new mayors but also acknowledge the service the past mayors have given to Local Government New Zealand and our Region.

The district has strongly endorsed our future plans, which include new facilities in our three principal towns, and a lot of the next three years will be devoted to making those a reality.

I think the existing Council structure of our Finance and Performance, Policy and Planning and Assets and Infrastructure committees has worked well. If I look at the workload over the next three years and reflect on the previous work that has gone into the Bulls consultation, we will have an incredibly busy next three years.

It is my intention, at the next Council meeting, to name the committee chairs and deputy chairs and portfolios responsibilities for various councillors, in an effort to spread and delegate some of the work requirements.

To the new and returning Councillors - congratulations on your election. It's nice to see some family members here to support you as this is a significant milestone in your lives.

From a personal basis I would like to thank my wife Beth for giving me the opportunity to be again involved with Council over the next three years.

7 Appointment of the Deputy Mayor

The Mayor made the following announcement:

Under section 41A(3) of the Local Government Act, I as Mayor have decided to appoint Cr Nigel Belsham as Deputy Mayor. This appointment is a reflection on the esteem in which he is held by myself and fellow Councillors.

His Worship the Mayor informed Council that the Chair's and Deputy Chairs of Council's Committees would be confirmed at Council's meeting on 3 November 2016.

His Worship the Mayor acknowledged the presence of Helen Worboys, Mayor-elect for Manawatu District Council, and Bruce Gordon, Chairman of Horizons Regional Council.

8 Legislation requiring general explanation at the first meeting

Mr McNeil spoke briefly to his report, highlighting the main points that Councillors needed to become familiar with.

Resolved minute number **16/RDC/277** **File Ref**

That the report on "Legislation requiring general explanation at the first meeting" be received and the information noted.

Cr Aslett / Cr Sheridan. Carried

9 First meeting

Resolved minute number **16/RDC/278** **File Ref**

That the first meeting of Council be held on Thursday 3 November 2016, commencing at 1.00pm.

Cr McManaway / Cr Peke-Mason. Carried

10 Meeting closed – 8.06pm

Confirmed/Chair: _____

Date: _____

Attachment 2



Rangitikei
UNPOW...
UNPOW...

REPORT

SUBJECT: **Standing Orders and Order of Business for the 2016-19 triennium**

TO: Council

FROM: Michael Hodder, Community & Regulatory Services Group Manager

DATE: 27 October 2016

FILE: 3-OR-3-4

1 Executive summary

- 1.1 Council adopted its current Standing Orders (SO) on 31 October 2013.
- 1.2 There is no statutory or policy requirement to review these at any particular time – but they must remain consistent with any legislative change.
- 1.3 Any amendment to the adopted Standing Orders requires a 75% vote of members present.
- 1.4 Local Government New Zealand has published a new set of Standing Orders which local authorities may adopt with any amendments they see fit (provided they are in accordance with relevant legislation). The report recommends that Council does this with just a few changes to reflect current practice.

2 Background

- 2.1 Clause 27(1), Schedule 7 of the Local Government Act 2002 requires the Council to have adopted a set of Standing Orders (SO) for the conduct of its meetings and those of its committees. The Council has previously based its adopted Standing Orders on the models developed by Standards New Zealand (NZS 9202:2003) with several amendments:
 - allowing members to remain seated unless making a point of order;
 - clarifying that for Te Roopu Ahi Kaa a member may address the chairperson in English or Māori, requiring a speaker making extensive use of Māori to provide a translation at the meeting;
 - setting the quorum for Council committees and sub-committees as for Council (i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

- 2.2 Recently Local Government New Zealand ('LGNZ') published a new set of standing orders, to replace those released by Standards New Zealand, which have become out-of-date¹ and somewhat confusing in their presentation. A set was distributed separately on 12 October 2016. Council may adopt them with any amendments (provided these do not breach any legislative requirement).

3 Changes in the LGNZ proposal from adopted Standing Orders

- 3.1 Many of the changes to the previous standing orders incorporate provisions in the Local Government Act. Examples are:

- (page 19) providing for the Mayor to appoint the deputy Mayor, committee chairs and members;²
- (page 20) removal of a deputy Mayor;
- (page 22) prohibiting rescinding or amending a lawfully made decision of a sub-ordinate decision-making body carried out under a delegation authorising such a decision;
- (page 22) duty to consider delegation to community boards;
- (page 24) appointment of joint committees;
- (page 31) dealing with items of business not on the agenda 'which cannot be delayed'³.

- 3.2 However, there are some new provisions which do not have a legislative basis, but which LGNZ considers (from its knowledge of the sector) are likely to be helpful. Examples are:

- (page 29) prescribing the process for raising matters for a decision, allowing the chief executive to delay commissioning a report (cost or beyond the scope of the committee making the request), allowing the chair to make a recommendation on any item on the agenda;
- (page 33) allowing a longer time (30 minutes) before a meeting lapses where there is no quorum – and a longer time than that if it is known that members travelling to a meeting have been unavoidably delayed;

¹ For example, they have not been updated to reflect the amendments made in 2014 to allow attendance by audio or audio-visual link: clause 25A, Schedule 7 of the Local Government Act 2002.

² Section 41A(3) of the Local Government Act 2002 provides that a mayor "may appoint the chairperson of each committee... and may make the appointment before the other members of the committee are determined." There is some ambiguity here: it is unclear who may (or must) determine the other members of the committee and logic would suggest that appointing the chair implies (at least) appointing the deputy if not the other members. So this provision in the LGNZ set of Standing Orders is helpful clarification. It does not detract from Council's ability to make these appointments if the mayor does not wish to, nor does it qualify the Council's ability to terminate such appointments.

³ This abandons the incorrect distinction between 'major' and 'minor' in the adopted Model Standing Orders and uses the words in section 46A(7) of the Local Government Official Information and Meetings Act 1989.

- (page 40) limiting a speaker in a deputation to five minutes (previously ten minutes);
- (page 43) requiring each public excluded meeting to consider and agree by resolution what (if any) information from that meeting is to be released to the public, and allowing the chief executive to release information when it is determined that the grounds to withhold no longer exist;
- (page 43) providing the meeting chair with a casting vote in the case of equality of votes;
- (page 44) outlining protocols for webcasting meetings;
- (page 46) requiring members with a financial or non-financial conflict of interest to leave the table (but not necessarily the meeting room);
- (page 47) prohibiting use of electronic devices which distract the meeting;
- (page 49) providing three options for speaking and moving motions;
- (page 51) allowing the Chair to accept a new motion to progress the matter if no resolution is passed;
- (page 52) allowing a further motion to provide direction where a motion recommending a course of action is lost;
- (page 57) requiring (instead of permitting) the Chief Executive to refer a notice of motion on a matter ordinarily dealt with by a committee or community board to that committee or community board;
- (page 57) extending the time for repeat notices of motion from six months to twelve months;
- (page 76) suggesting procedures for workshops (noting that standing orders do not apply to these).

- 3.3 There is one significant omission. The current Standing Orders have additional provisions (as Appendix G) for tangata whenua. While Council has not used these provisions in the past ten years (at least), retaining them provides an assurance that, if necessary, tangata whenua have fair opportunity to be heard. If these provisions were to be included, the logical place is between sections 17 and 18, with consequent renumbering. If that is done it is suggested that 'tangata whenua' be replaced by District Iwi and the Māori community at Rātana'. Those provisions, marked-up as they could be inserted into the LGNZ proposed Standing Orders is attached as Appendix 1.
- 3.4 Section 14 in the LGNZ proposal is incorrectly numbered – 14.14, 14.15 etc. This needs to be changed to 14.1, 14.2 etc.

4 Suggested approach

4.1 While there are a number of changes from the currently adopted Standing Orders, the LGNZ proposal is obviously well-researched and likely to serve the Council well. If adopted, there remains the ability to

- move a temporary suspension of specific standing orders (3.5 on page 16);
- move an amendment to the standing orders (3.2 on page 16).

So, there is opportunity to make changes as time goes by. A 75% majority of those members present at the meeting is required for such motions to succeed (as it is for adopting the LGNZ proposed set of Standing Orders).

4.2 However, it is suggested that the amendments made to the currently adopted Standing Orders continue because they have proved useful and are not included in (or are at variance with) the LGNZ proposal. If this is agreed to, they would be inserted into the appropriate places in the LGNZ proposal. The same would be done with any other changes which Council resolves to make in adopting the LGNZ proposal.

4.3 In addition, given the more comprehensive nature of the LGNZ proposal, it would be appropriate to include, as Appendix 12, Council's policy on recordkeeping for Council proceedings and public meetings⁴. The text of this is attached as Appendix 2 to this report. This sets out Council's practices in matters such as providing a summary of any oral report presented by a chair at the start of a meeting of Council, Committee or Community Board and the way in which hearings (other than those under the Resource Management Act 1991, are recorded).

5 Order of Business

5.1 SO 7.1 of the current Standing Orders allows the Order of Business to be determined by each local authority. The LGNZ set similarly allows discretion in the matter, offering (in Appendix 10) a default Order of Business as guidance. It remains the Chief Executive's responsibility to prepare the agenda, but it is expected that there will be consultation with Chair of the meeting.

6 Recommendations

4.1 That the report on Standing Orders and Order of Business for the 2016-19 triennium be received.

4.2 That Council replace its Standing Orders by adopting those proposed by Local Government New Zealand with the following changes:

⁴ Adopted 16 February 2006: 06/POL/016.

- new 19.12: Members are to remain seated unless making a point of order; and
- new 21.6 For Te Roopu Ahi Kaa a member may address the chairperson in English or Māori, but a speaker making extensive use of Māori is to provide a translation at the meeting; and
- amending 10.2 The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd; and
- correcting the numbering in section 14; and
- between section 17 and 18 including the provisions of Appendix G from the previous Standing Orders, modified to refer to 'District Iwi and the Maori community at Rātana' with cross-reference to section 14; and
- [.....]; and
- new Appendix 12: Recordkeeping for Council proceedings, with cross-references in sections 20.11 (Objecting to words) and 27.2 (Matters recorded in minutes).

Michael Hodder
Community & Regulatory Services Group Manager

Appendix 1

Appendix G Between sections 17 and 18 with consequent renumbering:

18: Additional provisions for ~~Tangata Whenua~~ District Iwi and the Māori community at Rātana

18.1 ~~Tangata whenua~~ District Iwi and the Māori community at Rātana representation at meetings

Where representatives of the ~~tangata whenua~~ District Iwi and the Maori community at Rātana identify any item on the agenda for a meeting of a local authority, committee ~~or~~ subcommittee or community board which the ~~tangata whenua~~ District Iwi and the Maori community at Rātana wish to discuss, they may attend the meeting for that purpose. These provisions do not apply to any meeting of a local authority, committee ~~or~~ subcommittee or community board which is sitting in a quasi-judicial capacity in respect of any matter to be heard.

18.2 Seeking rights in addition to public forum

The right to speak at meetings of the local authority by these provisions are in addition to and separate from those rights of a public forum available in terms of section 14. ~~Appendix F.~~

18.3 Tangata whenua District Iwi and the Māori community at Rātana representation at committees, ~~and subcommittees and community boards~~

Where representatives of the ~~tangata whenua~~ District Iwi and the Māori community at Rātana have, in accordance ~~with clause F1~~ with section 14, identified items they wish to discuss at a meeting, they may be represented by such number of representatives as is equal to the number of permanent members of that committee or subcommittee ~~who are present at that meeting.~~

18.4 Tangata whenua District Iwi and the Māori community at Rātana speaking time

Representatives of the ~~tangata whenua~~ District Iwi and the Māori community at Rātana shall have the right to address any meeting of the local authority, committee ~~or~~ subcommittee or community board for a period of 15 minutes in total on any item or issue which has been identified or initiated by the ~~tangata whenua~~ District Iwi and the Māori community at Rātana and listed for consideration at the meeting.

18.5 Questions of speakers during ~~tangata whenua~~ District Iwi and the Māori community at Rātana participation

With the permission of the chairperson, members may ask questions of representative of the ~~tangata whenua~~ District Iwi and the Māori community at Rātana. If permitted by the chairperson, questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

Appendix 2

Appendix 12: Recordkeeping for Council proceedings and public meetings

Recordkeeping for Council proceedings

The minutes of Council, Committees and Community Boards shall be made and maintained in accordance with the requirements set out in the Council's adopted Standing Orders having regard for current statutory provisions for recordkeeping.

In addition to these requirements,

- a summary shall be prepared of any oral report presented by the chair at the commencement of a meeting of the Council, Committee or Community Board;
- a summary or transcript (as directed by the chair) shall be made when a member provides a personal explanation;
- for Te Roopu Ahi Kaa, recordkeeping shall have regard to members' expectations over the recording of oral testimonies, and the minute-taker will be guided by the chair on this.

These will form part of the formal record of such meetings.

The record of hearings under the *Resource Management Act 1991* shall be made and maintained in accordance with the requirements of that Act and with any direction which the Council is empowered to make with respect to the recording of evidence and submissions.

The record of hearings at any other public meeting of Council, Committees and Community Boards shall be confined to

- the text of written submissions provided before or circulated at the hearing, together with
- a précis of any oral submission in the following form

| Submitter's name | Submitter's organisation affiliation (if any) | Topic | Outline of major new or additional points raised | Summary of Key questions posed by Elected Members and responses |
|------------------|---|-------|--|---|
| | | | | |

The minute-taker's notes and tapes made during any meeting or hearings held by the Council, Committee or Community Board are regarded as informal records and normally will be destroyed after the minutes have been confirmed (normally at the next meeting).

The record of a Council workshop shall be confined to:

- a copy of all briefing materials provided before the workshop or circulated to participants during the workshop;
- documentation made during the workshop, subsequently transcribed and circulated to all Elected Members and other workshop participants; and
- a statement of all agreed issues to be raised and and/or conclusions requiring ratification at a formal meeting of the Council, Committee or Community Board.

Recordkeeping for public meetings arranged by the Council

The record of a facilitated public meeting arranged by the Council, committee or Community Board shall be confined to

- documentation made during the meeting, subsequently transcribed, and
- an overall summary of the meeting for distribution to participants and to the Council, Committee or Community Board (as appropriate) where a resolution to receive the summary, with or without qualification, provides verification of the record as a public record.

No record is maintained of the proceedings at any public meeting called by the Council, Committee or Community Board that is held to present information (irrespective of what discussion ensues), other than where and when such a meeting was held and for what purpose.

Attachment 3



Rangitikei
UNUSUALLY...

REPORT

SUBJECT: **Committee structures and governance arrangements for the 2016-19 triennium**

TO: Council

FROM: Michael Hodder, Community & Regulatory Services Group Manager

DATE: 25 October 2016

FILE: 3-OR-3-4

1 Executive summary

- 1.1 This report outlines the background to Council's committee structure and suggests options on the governance arrangements for the 2016-19 triennium. The focus is on 'standing' or permanent committees as distinct from ad hoc committees appointed to address a particular issue or project and then disband.
- 1.2 Council is not legally required to form committees, but it has been the practice to do so, in the interests of sharing workload, improving decision-making and providing stronger accountability to the community. The Local Government Act 2002 specifies some matters which may not be delegated to committees (and sub-committees).
- 1.3 Powers extended to mayors under section 41A(3) of the Local Government Act 2002 include
 - establishing committees of the territorial authority; and
 - appointing the chairperson of each committee.
- 1.4 The Mayor intends exercising this power in establishing those committees whose membership is solely determined by Council, and in appointing the chairs to these committees. Accordingly, recommendations over these committees are simply to record those decisions.
- 1.5 Substantive recommendations are provided on the establishment (or continuation) of Council's other committees whose membership is partly determined outside Council. These have regard for section 41A(5) of the Local Government Act 2002 which provides that the Mayor is a member of each committee of a territorial authority.

2 Background

- 2.1 The recently adopted Annual Report includes a diagram of Council's governance structure as at 30 June 2016. This is reproduced as [Appendix 1](#). This structure was put in place at the beginning of the 2013-16 triennium, representing a change from an arrangement where there was a single committee of Council (the Strategy and Policy Committee) which met monthly (on the same day as Council) to consider all major issues and make most of the decisions, with Council ratifying those decisions that the Committee could not make.¹
- 2.2 The Local Government Act 2002 Amendment Act 2012 inserted section 41A into the substantive Act, with effect from 12 October 2013. In addition to empowering the Mayor to appoint the Deputy Mayor, this provision allows the Mayor to appoint committees of the territorial authority and to appoint chairpersons to those committees before the other members of the committee are determined by the Council – and may appoint himself as chair. If this mayoral power is exercised, Council may still discharge or reconstitute such committees (and their chairs) and appoint other committees.
- 2.3 If the Mayor does not use this power, the earlier provisions for Council to establish committees and appoint their chairs remain available.

3 Characteristics of committees

- 3.1 There is no statutory requirement for Council to have committees.² Section 14 of the Local Government Act 2002 states the principles which must underpin everything a local authority does: these emphasise openness, transparency, accountability, efficiency and effectiveness alongside stewardship, interests of people and communities, sustainability, collaboration and sound business practices. Later provisions contain more detailed requirements over decision-making and consultation processes, but there is no explicit link with subordinate decision-making structures (i.e. committees and sub-committees).
- 3.2 However, section 39 of the Act sets out five governance principles, one of which is that 'so far as practicable, responsibility and process for decision-making in relation to regulatory responsibilities is separated from responsibility and processes for decision-making for non-regulatory responsibilities'. The easiest way to assure this is the establishment of a separate committee to discharge such responsibilities.

¹ All elected members were Committee members, and the chair and deputy chair were selected on a rotating basis. A separate Hearings Committee was also established, on an as-required basis, to determine the composition of panels to hear notified resource consents and to hear other matters.

² However, both Creative New Zealand and Sport New Zealand require the Council to establish and administer district funding assessment committees to distribute funds from those agencies.

3.3 Clause 32 of Schedule 7 in the Local Government Act 2002 sets out those matters which may not be delegated by the Council to any committee:

(a) the power to make a rate; or

(b) the power to make a bylaw; or

(c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or

(d) the power to adopt a long-term plan, annual plan, or annual report; or

(e) the power to appoint a chief executive; or

(f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement; or

(g) [Repealed]³

(h) the power to adopt a remuneration and employment policy.

3.4 A distinction may be drawn between those committees for which Council solely determines membership and those committees which comprise members elected by the wider community. It is over the first set of committees where the Mayor intends to exercise his powers as was the case in the 2013-16 triennium.

4 Committees for which Council solely determines membership

4.1 In general, the most common reason to establish committees (or sub-committees) is to ease the workload on the governing body and to ensure appropriate consideration of technical or contentious matters. Establishing specific function-focussed committees implies that more dedicated deliberative bodies will make a difference – both in terms of the matters considered and the characteristics of the discussion and decision-making. It also implies that it is impossible for all elected members to have a detailed understanding on (or interest in) all areas of Council business. While Councillors not appointed to a committee may attend such meetings, they do not have voting rights and may speak only with the permission of the Chair. In the 2013-16 triennium this right was invariably granted.

4.2 One opportunity presented by a stronger committee structure is to increase the amount of business conducted in sessions open to the public, and a clearer differentiation from those sessions from which the public is formally (using the

³ The power to warrant enforcement officers.

provisions of the Local Government Information and Meetings Act) or informally excluded (through workshops⁴ where no formal decisions are taken).

4.3 Previous experience with standing committees suggests there are four criteria which influence success:

- a. Frequency of meeting – having committees meeting less frequently than the Council means some business within the Committee’s terms of reference will inevitably be referred directly to Council.⁵
- b. Delegations – providing committees with the maximum delegation allowable under the Local Government Act reinforces their purpose, ensures timely decision-making, and minimises by-passing a committee in favour of placing the issue directly before Council.
- c. Membership – allowing all Councillors to be members of Council’s standing committees avoids any sense of exclusion (or exclusiveness) and is particularly helpful for first-time Councillors to grasp the full range of issues being presented to Council.
- d. Collective scope – the committees collectively should span the full range of Council’s business. Otherwise some matters will be referred to Council by default. This suggests the scope of each committee needs to be delineated with respect to Council’s total business, rather than focussing on key aspects, and potentially have regard for a reasonably balanced workload. That was the basis for the structure established in the 2013-16 triennium.

4.4 The purpose statements, detailed terms of reference and delegations proposed by the Mayor and noted by Council for these committees in the 2013-16 triennium are attached as Appendix 2. It is recommended that Council similarly note them as applying for the 2016-19 triennium.

4.5 In the 2013-16 triennium, the review of the Chief Executive’s performance was undertaken by the Council as a whole and not delegated to any committee. This is the logical corollary of the statutory prohibition on delegating the appointment of a chief executive to a committee. A Councillor was appointed to co-ordinate the review process as a specific responsibility recognised by the Remuneration Authority as warranting an additional payment.

⁴ Workshops are helpful to staff in gaining frank comment on issues prior to developing formal options and proposals for debate at a meeting. Typically, a summary record of such sessions forms part of that formal report.

⁵ The exception would be where the purpose of the committee meant less frequent meetings still aligned to the Council’s needs. This is the case for the Audit/Risk Committee.

5 Committees for which membership is wholly or partly determined by Council

- 5.1 Council has a number of other standing committees whose membership is elected at least partly by people outside Council. These committees are:

Te Roopu Ahi Kaa;

Māori Land Rates Remission Committee;

Creative Communities Funding Assessment Committee;

Sport New Zealand Rural Travel Fund Assessment Committee;

Rural water supply management subcommittees at Hunterville, Erewhon, and Omatane;

Community Committees at Hunterville, Marton, Bulls and Turakina; and

Reserve management committees at Turakina and McIntyre (Ohingaiti).

Detail on the terms of reference and delegations for each of these committees is attached as [Appendix 3](#).

Brief comment on each of these committees follows.

Te Roopu Ahi Kaa

- 5.2 The Memorandum of Understanding: Tutohinga identifies Te Roopu Ahi Kaa as a standing committee of the Council. These documents are attached as [Appendix 4](#). In the last triennium, Te Roopu Ahi Kaa met on a bi-monthly basis. The agreed terms of reference for the Komiti provide representation for two elected members of the Council. In the previous triennium, this requirement was met by the Mayor (ex officio) together with a nominated Councillor. Other members are nominated by the iwi/hapu/Māori community they represent.

- 5.3 During the last triennium, a number of Councillors accepted the Komiti's invitation to attend any of their meetings. That arrangement has both preserved continuity of representation for the Komiti as well as allowing Councillors to hear (and participate in) these proceedings. An alternative to nominating particular Elected Members to be Council's representatives on the Komiti would be to have all Elected Members attend, on a rotating basis, with (say) two attending each meeting.

Māori Land Rates Remission Committee

- 5.4 This Committee is an element of the Council's policy on the remission and postponement of rates on Māori freehold land, a statutory policy but which must be reviewed at least every six years. The policy requires the Committee to comprise of three Council members and three Tangata Whenua, most likely

members of Te Roopu Ahi Kaa. The Committee's role is to consider and decide all applications for rates remissions under the policy.

Funding Assessment Committees

- 5.5 The Council has two such committees, both being the mechanism for distributing central government funding in accordance with criteria laid down by the agencies concerned – Creative New Zealand and Sport New Zealand. Creative New Zealand has allocated \$15,814 in 2016/17 for its Funding Assessment Committee to distribute and requires that Committee to meet at least twice a year. Sport New Zealand has allocated \$9,500 in 2016/17 for the Rural Travel Fund Committee to distribute. This Committee meets annually. Sport New Zealand does not prescribe the frequency of meetings.
- 5.6 Applications were called for community members for the Creative Communities Funding Assessment Committee so that it would be in place for its first meeting on 23 November 2016. The outcome of that process will be tabled at the meeting. Creative New Zealand expects to see at least one representative from local Iwi. Currently Katarina Hina is Te Roopu Ahi Kaa's representative.
- 5.7 Creative New Zealand does not specify how many members an assessment committee must have but recommends there be at least seven members and no more than eleven. There is no requirement on Council to nominate any elected members to the Assessment Committee but Council may choose to do so. In addition, the Mayor is automatically a member (ex officio) through section 41A(5) of the Local Government Act 2002.
- 5.8 There are no such representation requirements on the composition of the Sport New Zealand Rural Travel Fund Assessment Committee, which has been previously undertaken by just two Councillors from different Wards. This arrangement is efficient and appropriate for the far smaller number of applications received. However, the Mayor is now an ex officio member of this Committee.

Rural Water Supply Management Sub-committees

- 5.9 In each case the Mayor is a member ex officio, but the Delegations Register also provides for the appointment of a Councillor. Clause 23(3), Schedule 7 of the Local Government Act 2002 specifies that at least one member of the local authority must be present for a committee (other than a subcommittee) to have a quorum. This means these bodies (being sub-committees) may meet without a Councillor or the Mayor being present. Other members are elected by scheme participants.

Community Committees

- 5.10 For the 2013-16 triennium Council decided to appoint two Councillors to each of the four Community Committees, and it is suggested that this arrangement continue for this triennium. It has spread the workload and ensured that no meeting of these committees has been inquorate through lack of an Elected Member. In addition, the Mayor is now an ex officio member of each committee. Other members are elected by the respective Ward communities through a public process.
- 5.11 The Council's Deputy Electoral Officer has already called for nominations and elections (if the number of nominations require that) to settle the community membership of these committees. The objective is to have the process complete by the end of November 2016.
- 5.12 At the end of the 2013-16 triennium, Council informally discussed whether the delegations to community committees and the level of support provide by Council warranted reconsideration. It is suggested that the four new Community Committees are invited to consider this question at their initial meetings, with Council to consider the matter further at its meeting on 25 January 2017.

Reserve Management Committees

- 5.13 Representation by Council in the Turakina Reserve Management Committee and the McIntyre Reserve Management Committee has been to appoint a liaison Councillor from the relevant Ward to each. The low number of meetings suggests that this representation is adequate, particularly as the Mayor is now an ex officio member of both committees. Other members are elected by the relevant communities (defined by distance from the reserve rather than a Ward boundary) through a public process.
- 5.14 As with community committees, the Council's Deputy Electoral Officer has arranged the call for nominations and if necessary elections of community members to these committees.

6 Recommendations

- 6.1 That the report 'Committee structures and governance arrangements for the 2016-19 triennium be received.

Committees for which Council solely determines membership

- 6.2 That Council endorses the criteria for establishing successful specialised standing committees as being
 - (i) committee membership open to all members of the Council,

(ii) committee meetings being at the same frequency as Council or at intervals consistent with Council's needs,

(iii) the committees having the maximum legal delegations; and

(iv) the committees collectively covering the full scope of Council's business.

6.3 That Council notes the Mayor's decision for the broad delineation of the four specialised standing committees in the 2013-16 triennium continuing for the 2016-19 triennium as Finance/Performance; Assets/Infrastructure; Policy/Planning; and Audit/Risk, and endorses continuing the purpose statements, detailed terms of reference and delegations agreed for these committees in the 2013-16 triennium.

6.4 That the Council notes the Mayor's decision to establish (and chair) a separate Hearings Committee to meet on an as-required basis only to determine panels for hearings under the Resource Management Act and to conduct hearings as required by other enactments.

6.5 That the Council notes the Mayor's decision that the chairs of the four specialist standing committees in the 2016-19 triennium will be:

Finance/Performance Cr Belsham

Assets/Infrastructure Cr McManaway

Policy/Planning Cr Gordon

Audit/Risk Mr Craig O'Connell

6.6 That the authority to set the remuneration for the independent Chair of the Audit/Risk Committee lie with the Chief Executive, within an annual cap of \$10,000.

6.7 That the full Council conduct any reviews of the Chief Executive's performance, with the review process being managed as a specified additional responsibility by

Committees which comprise members elected by the wider community.

6.8 That Council confirms for the 2016-19 triennium the existing terms of reference and delegations [as amended] for Te Roopu Ahi Kaa, the Maori Land Rates Remission Sub-committee, the Creative Communities Assessment Committee, the Sport New Zealand Rural Travel Fund Assessment Committee, the reserve management committees at Turakina and Mangaweka, and the rural water supply management sub-committees at Hunterville, Erewhon, Omatane and Putorino.

- 6.9 That for the 2016-19 triennium His Worship the Mayor and Councillor.....be the Rangitikei District Council's representatives on Te Roopu Ahi Kaa.
- 6.10 That for the 2016-19 triennium His Worship the Mayor (as Chair), Councillor and Councillor be Council's members on the Māori Land Rates Remission Committee.
- 6.11 That for the 2016-19 triennium His Worship the Mayor and Councillor be appointed to the Creative New Zealand Assessment Committee, together with Katarina Hina (representing Te Roopu Ahi Kaa) and confirms the nominations received for the community representatives following public advertisements⁶ as, with the Chair being appointed annually by the Committee.
- 6.12 That for the 2016-19 triennium the Sport New Zealand Rural Travel Fund Assessment Committee comprise His Worship the Mayor, Councillor..... and Councillor....., with appointed as Chair.
- 6.13 That for the 2016-19 triennium Councillor..... be the Rangitikei District Council's representative on the Hunterville Rural Water Supply Management Sub-Committee in addition to His Worship the Mayor (ex officio).
- 6.14 That for the 2016-19 triennium Councillor be the Rangitikei District Council's representative on the Erehon Rural Water Supply Management Sub-Committee in addition to His Worship the Mayor (ex officio).
- 6.15 That for the 2016-19 triennium Councillor be the Rangitikei District Council's representative on the Omatane Rural Water Supply Management Sub-Committee in addition to His Worship the Mayor (ex officio).
- 6.16 That Council invites members of the newly formed Community Committees to consider and recommend on any changes (and preferred level of support) for Council to consider at its meeting on 25 January 2017.
- 6.17 That for the 2016-19 triennium the following be appointed liaison councillors for community committees, with His Worship the Mayor appointed ex officio:
- | | | |
|--------------|---------|-------------|
| Turakina: | Cr..... | and Cr..... |
| Bulls: | Cr..... | and Cr..... |
| Marton: | Cr..... | and Cr..... |
| Hunterville: | Cr..... | and Cr..... |

⁶ List to be provided to the Council meeting on 3 November 2016 (by when the nomination period will have closed).

6.18 That for the 2016-19 triennium the following be appointed liaison councillors for reserve management committees, with His Worship the Mayor appointed ex officio:

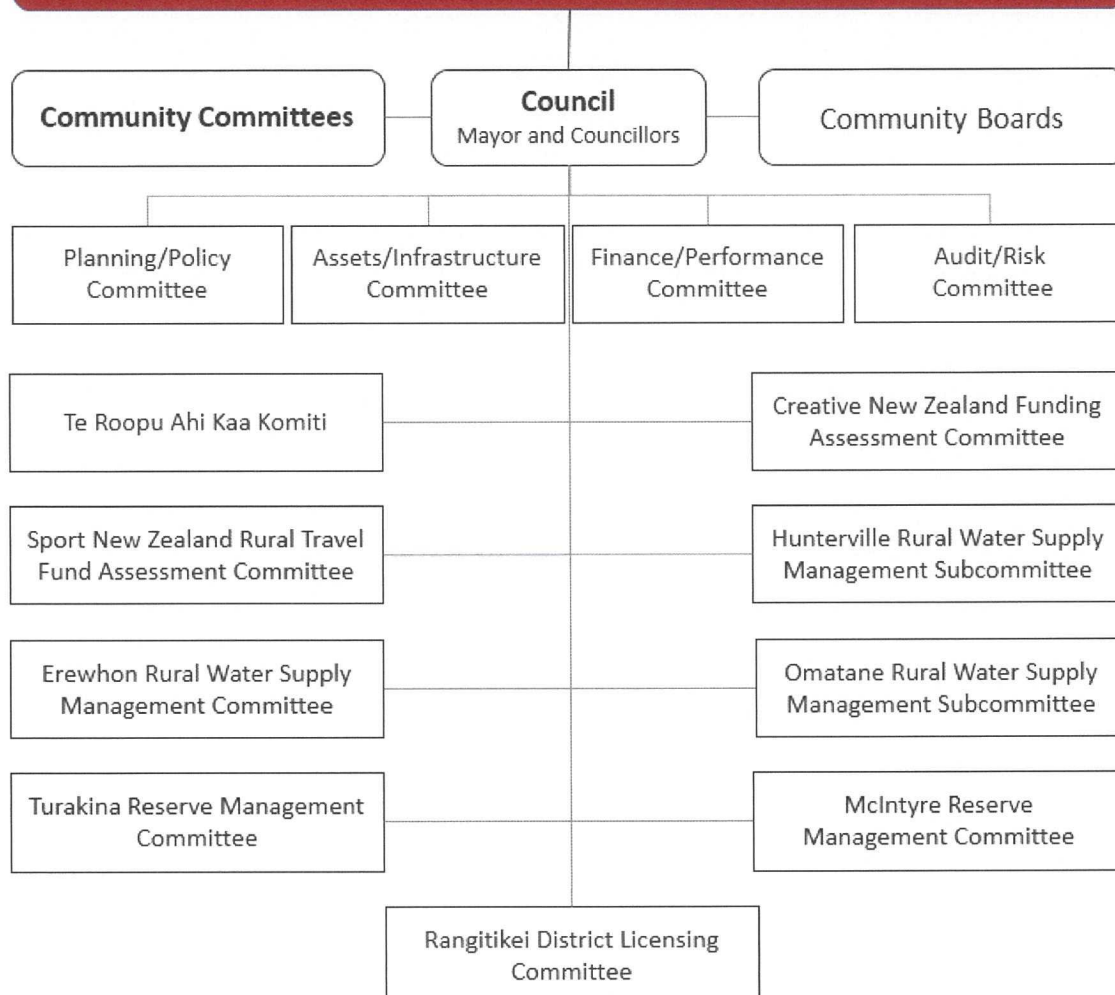
Turakina: Cr.....

McIntyre: Cr.....

Michael Hodder
Community & Regulatory Services Group Manager

Appendix 1

Citizens of the Rangitikei District



Appendix 2

Council's three standing committees for the 2013-16 triennium

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

| | | | |
|--------------------|--|---|--|
| | <p>changes,</p> <p>(iii) avoid large differences between years, both for individual ratepayers and the District as a whole,¹</p> <p>(iv) do not result in material variations of payment by ratepayers in different area units.²</p> <ul style="list-style-type: none"> the District draws benefit from collaboration with other councils and agencies through demonstrable – <ul style="list-style-type: none"> (i) lower costs, (ii) improved services, and (iii) stimulus to the local economy | <p>Council facilities and local service contracts are thoroughly canvassed and implemented when demonstrably financially viable</p> | <ul style="list-style-type: none"> Council is well informed of all relevant government legislation and policies, and endeavours to influence proposed changes to these where the interests of the District are significantly affected. |
| Terms of reference | <ol style="list-style-type: none"> Financial strategy *Statutory financial policies³ Oversight of Council budgeting and financial management Investments and loans Major contracts⁴ – approval and subsequent monitoring Regional collaboration/shared services with other councils | <ol style="list-style-type: none"> Infrastructure strategy Asset management planning Council owned infrastructure <ul style="list-style-type: none"> Water (including rural water supplies) Sewage and the treatment and disposal of sewerage Stormwater drainage Consents management | <ol style="list-style-type: none"> *Annual Plan/Long Term Plan Legislation and governance issues *Statutory non-financial policies and statements Consultation processes⁷ Governance-level policies (non-statutory) Path to Well-being Initiative and other community development |

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

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

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

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

| | | | |
|-------------|---|--|---|
| | <p>7. Economic development initiatives⁵</p> <p>8. Property sales, leases and licences to occupy</p> <p>9. Forestry</p> <p>10. Council-funded grant schemes⁶</p> <p>*Up to adoption</p> | <p>4. Council roading and footpath network</p> <ul style="list-style-type: none"> • Programme monitoring • Emergency works • New Zealand Transport Agency funding and requirements <p>5. Council owned facilities –</p> <ul style="list-style-type: none"> • halls, toilets • parks, reserves, • swimming pools, community housing, • libraries, information centres • cemeteries <p>6. Solid waste management</p> | <p>programmes</p> <p>7. District Plan monitoring</p> <p>8. *Bylaw development and review</p> <p>9. Emergency management planning</p> <p>*Up to adoption</p> |
| Delegations | Each Committee has the power to delegate to a sub-committee any authority or power to determine matters within its field of activity or responsibility, as covered by Section 32(3) of Schedule 7 of the Local Government Act 2002 | | |
| Exclusions | <p>Matters prohibited under clause 32(1) Schedule 7 of the Local Government Act 2002 from being delegated:</p> <ul style="list-style-type: none"> • the power to make a rate, • the power to make a bylaw, • the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan, • the power to adopt a long-term plan, annual plan or annual report, • the power to appoint a chief executive, • the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement, or • the power to adopt a remuneration and employment policy. <p>Other matters to be dealt with directly by Council</p> <ul style="list-style-type: none"> • Council's governance structure, standing orders etc., | | |

⁷ Clause 76AA of the Local Government Act 2002 Amendment Bill 2013 provides for a Significance and engagement policy.

⁵ For example, oversight of the Irrigation Acceleration Fund project (co-funded with the Ministry for Primary Industries) and consideration of the future of the Kensington Road (Marton) site.

⁶ Currently the Community Initiatives Fund and the small projects grants made available to Community Boards and Community Committees.

| | |
|--|--|
| | <ul style="list-style-type: none"> • Council representation on external bodies, • Remuneration to Elected Members (including allowances and reimbursement of expenses), • Delegations to the Chief Executive and other staff, • Submissions (and deliberation on submissions), • Petitions and Public Forum, • Recommendations from the Community Boards or any Council committee (including Te Roopu Ahi Kaa, the community committees and the rural water supply management sub-committees), • Reports from the Chief Executive on staffing, internal capability, process and system improvements, and other operational matters, • Responses made to any exercise of Ministerial powers of assistance and intervention⁸ and • Any matter deemed necessary to be considered in a 'public excluded' meeting. <p>Any resolution at any Committee which three or more Elected Members vote against and ask for their votes to be recorded <i>or</i> which the Chair rules (on the basis of advice from the Chief Executive) as being substantially different from any option presented in the officer's report – such resolutions to be recast as recommendations to the Council.</p> |
|--|--|

3 July 2014

⁸ Local Government Act 2002, Part 10.

| | |
|--|--|
| | Audit/Risk |
| Chair | tbd |
| Purpose | To ensure probity in the management of Council's operations and its assets and a close regard for minimising risk |
| Outcomes <i>The Council and the community are confident that.....</i> | <ul style="list-style-type: none"> the Council's financial operations and the delivery of Council services – <ul style="list-style-type: none"> (i) comply with all relevant legislation, regulations and standards; and (ii) comply with Council's own policy. the relationship with Council's auditors and other external agencies undertaking monitoring of Council's performance is meaningful and open the risks to Council's effective management and its reputation are well understood and addressed. |
| Terms of reference | <ol style="list-style-type: none"> Review of the draft Annual Report prior to adoption Review of management reports provided by Council's auditors Review of audits conducted by New Zealand Transport Agency Review of assessment reports on Council's role as a Building Consent Authority Review of reporting to external agencies required by statutory instrument¹ Review of variations from Council's policies on investment, liability management and procurement Review of project management reporting Review of joint venture proposals Quarterly monitoring of financial performance Quarterly monitoring of service performance Monitoring of hazard management Monitoring of any undertakings made in response to the exercise of any Ministerial assistance or intervention² Oversight of the Council's treasury function Oversight of the periodic valuation of Council's assets Oversight of Council's insurance arrangements Oversight of internal audit projects (through MW LASS) Oversight of shared services with other councils Oversight of corporate policies which identify unethical, questionable or illegal activities Oversight of risk management framework and actions to reduce risk Annual review of the terms of reference³ |

Adopted by Council resolution, 31 July 2014; amended by Council resolution, 1 October 2015.

¹ For example, reporting to the Ministry for the Environment under the National Monitoring System or to Archives New Zealand under the Public Records Act.

² Part 10, Local Government Act 2002.

³ Added – Committee recommendation, 1 September 2015; adopted by Council, 1 October 2015.

Appendix 3

Terms of Reference for Council's Committees

| Committee | Page # |
|--|--------|
| Te Roopu Ahi Kaa Komiti | 48-50 |
| Maori Land Rates Remissions Committee | 51-52 |
| Creative Communities Funding Assessment Committee | 53-55 |
| Sport New Zealand Rural Travel Fund Assessment Committee | 56-57 |
| Rural Water Supply Management Sub-Committees | 58-66 |
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Te Roopu Ahi Kaa Komiti

Te Roopu Ahi Kaa Komiti

| Establishment | Delegations |
|---|---------------------------------|
| <p><i>Purpose:</i> To assist the Council to develop a partnership through engagement with Tangata Whenua. As well, it is to identify and advise on issues of concern to Tangata Whenua, Iwi Morehu and Council, and facilitate resolution in the best interests of the residents, ratepayers, and Tangata Whenua of the Rangitikei District.</p> <p><i>Field of Activity:</i> Matters particularly affecting Māoridom in the District. Membership nominated by particular Māori interest groups and appointed by Council.</p> <p><i>Membership:</i> Twelve members, specifically as confirmed by Council:</p> <p>Ngati Parewahawaha/Ngati Raukawa – one representative Ngati Apa – four representatives Kapua/Ngati Wairiki Kauangaroa Whangaehu Ngati Kauae/ Tauira Ngati Hinemanu/Ngati Paki – one representative Ngati Tamakopiri – one representative Ngati Whitikaupeka – one representative Ngati Rangituhia – one representative Rātana Community – one representative</p> <p><i>Current membership</i> Mr P Turia (Whangaehu) Chair Ms T Hiroa (Ngati Whitikaupeka) Mr M Gray (Ngati Rangituhia) Mr T Curtis (Te Runanga O Ngati Hauiti) Mr P Richardson (Ngati Parewahawaha) Ms C Raukawa-Manuel (Nga Ariki Turakina) Mr P Maraku (Ratana Community) Mr C Shenton (Ngati Kauae/Tauira)</p> | <p>Recommending status only</p> |

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| <p>Mr T Steedman (Ngati Hinemanu/Ngati Paki)</p> <p>Mr R Steedman (Ngai te Ohuake),</p> <p>Ms H Benevides (Ngati Tamakopiri)</p> <p>Ms K Hina (Nga Wairiki Ki Uta)</p> <p>Council member:</p> <p>His Worship the Mayor, Andy Watson– <i>ex officio</i></p> <p>Cr</p> <p><i>Meeting Frequency:</i></p> <p>Meet on the second Tuesday of every second month.</p> | |
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Maori Land Rates Remission Committee

Māori Land Rates Remission Committee

| Establishment | Delegations |
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| <p><i>Purpose:</i> To assess applications to provide rates relief for Māori freehold land in multiple ownership</p> <p><i>Current Membership</i> Cr Cr Cr His Worship the Mayor, - ex-officio Thomas Curtis Terry Steedman Chris Shenton Mark Grey</p> <p><i>Meeting Frequency:</i> Ad Hoc</p> | <p>To decide upon applications for rates remission under the Māori Freehold Land policy.</p> |

Creative Communities Funding Assessment Committee

Creative Communities Funding Assessment Committee

| Establishment | Delegations |
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| <p><i>Field of Activity:</i> All matters pertaining to the allocation of Creative New Zealand funds.</p> <p><i>Membership:</i> Two Councillors from different wards of the District.</p> <p>A representative from Te Roopu Ahi Kaa.</p> <p>A representative from the Rātana Community Board.</p> <p>Community representatives selected by the Council for their familiarity with the range and diversity of the District's local arts and community activities following public advertising in the four weeks following the triennial October elections.</p> <p>Committee membership shall reflect the community character by including men and women as well as representation from the Māori community and special populations groups.</p> <p>Local authority elected representatives whether Council or Community Board shall not be more than two.</p> <p>Chairperson selected by the committee annually.</p> <p>Each appointment will be for up to three years, expiring at each triennial October local government election, but a member may be reconfirmed through the relevant selection process.</p> <p><i>Current membership</i> Cr His Worship the Mayor, – ex officio</p> | <p>Assess all applications to the Schemes</p> <p>Make allocations of funds in accordance with the current Creative New Zealand Guidelines</p> <p>Make allocations of funds in accordance with local eligibility criteria and priorities for support</p> <p>Communicate, in writing, all eligibility criteria to applicants</p> <p>Set annual priorities in response to particular needs within the community</p> <p>Given the delegated authority to establish its own priorities within the criteria of the Creative Communities Scheme (CNZ) Funding Scheme.</p> |

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| <p>Community representatives -</p> <p>Te Roopu Ahi Kaa representative – Katarina Hina</p> <p>A representative from the Rātana Community Board – vacant</p> <p><i>Meeting Frequency</i></p> <p>Twice a year</p> | |
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Sport New Zealand Rural Travel Fund Assessment Committee

Sport New Zealand Rural Travel Fund Assessment Committee

| Establishment | Delegations |
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| <i>Current Membership</i> Cr Cr His Worship the Mayor, – ex officio | To assess all applications to the scheme Make allocations of funds in accordance with the current SPARC Guidelines |
| <i>Meeting Frequency</i> Annually | Make allocations of funds in accordance with eligibility criteria and priorities for support Communicate, in writing, all eligibility criteria to applicants |

Rural Water Supply Management Sub-Committees

Erewhon Rural Water Supply Management Sub-Committee

| Establishment | Delegations |
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| <p>Established pursuant to the Local Government Act 2002</p> <p><i>Field of Activity:</i> All matters pertaining to management of the Erewhon Rural Water.</p> <p><i>Membership:</i> One member of the Taihape Ward of Council.</p> <p>Six members elected by the Scheme participants at a triennial election following the local body triennial elections.</p> <p>One representative nominated by the Aorangi Awarua Trust</p> <p>Chairperson elected by the Committee.</p> <p><i>Current membership</i> Mr J Gilbert (Chair) Mr J Bird Mr H Speedy Mr B Thomas Mr G Duncan Mr P Batley Mr M Gilbert</p> <p>Ms M Mako – Aorangi Awarua Trust Representative</p> <p>Cr – Council Representative</p> <p>His Worship the Mayor, – <i>ex officio</i></p> <p><i>Meeting Frequency</i> Every three months</p> | <p>In accordance with and subject to the provisions of Council's Rural Water Supply Policy (RWSP) which should be read in conjunction with the delegated authority described below:</p> <p>To maintain the Erewhon Rural Water Scheme from the main line from the first tank to the tee at the Kelly Land company homestead.</p> <p>To consider applications for the supply of water and to set conditions for such supply. (RWSP Clause 3)</p> <p>To approve the form on which applications for the supply of water must be made.</p> <p>To fix the fee payable for connection. -(RWSP Clause 7.1)</p> <p>The Committee has sole discretion with respect to the connection of new consumers. (RWSP Clause 2.2)</p> <p>To approve consumer applications for a change in the supply of water and to fix an application fee for such change. (RWSP Clause 3.3 and 3.4)</p> <p>To approve agreements for the supply of water between owners of subdivided property within the Scheme. (RWSP Clause 6.1)</p> <p>To decide the criteria for determining scheme participant's quantity of supply for the whole or part of a participating property and to recommend the capital contribution payable. (RWSP Clause 6.2)</p> <p>To decide whether water may be piped from a scheme participating property to a non participating property. (RWSP Clause 6.3)</p> <p>To grant relief from payment for water supplied with respect to notice received from an owner</p> |

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| | <p>or occupier that the supply of water is no longer required. (RWSP Clause 6.4)</p> <p>To recommend the charge or charges which may be levied for the cost of construction, maintenance, and operation of the Scheme including the interest and capital repayment costs of any loan raised for construction. (RWSP Clause 7.1)</p> <p>To disconnect any supply from an unsuitable primary tank.</p> <p>To decide whether a property owner is liable for the cost of lowering a pipe where the owner has reduced the cover over the pipe.</p> <p>To cut off the supply to a property until satisfactory repairs have been made to leaks within the Scheme. (RWSP Clause 5.1)</p> <p>To recommend that the supply of water be stopped or disconnected where any person refuses or fails to pay any charge for which that person is liable.</p> <p>To recommend the delay the strict observance of any provision of the Rural Water Supply Policy 2009 if the Committee is of the opinion that full compliance would needlessly or injuriously affect a business or cause great loss or inconvenience.</p> <p>To recommend the charges to be levied for each year ending on the same date as the financial year of the Council. (RWSP Clause 7.1)</p> <p>To grant a permit for entry into the catchment area in the immediate vicinity of the intake structure, and to impose conditions on that permit.</p> |
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| | To direct the disposal of any animal carcass within the catchment area above the intake structure. |
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Huntermville Rural Water Supply Management Sub-Committee

| Establishment | Delegations |
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| <p>Established pursuant the Local Government Act 2002</p> <p><i>Field of Activity:</i> All matters pertaining to management of the Huntermville Rural Water.</p> <p><i>Membership:</i> One Huntermville Ward Member of Council.</p> <p>Eight members elected by the Scheme participants at a triennial election following the local body triennial elections.</p> <p>Chairperson elected by the Committee.</p> <p><i>Current membership</i> Mr B Crawford (Chair) Mr P Peterson Mr M Grace Mr J McManaway Mr S Weston Mr B Journeaux Cr – Council representative</p> <p>His Worship the Mayor, – <i>ex officio</i></p> <p><i>Meeting Frequency</i> Second Monday of every second month</p> | <p>In accordance with and subject to the provisions of Council's Rural Water Supply Policy (RWSP) which should be read in conjunction with the delegated authority described below:</p> <p>To consider applications for the supply of water and to set conditions for such supply. (RWSP Clause 3)</p> <p>To approve the form on which applications for the supply of water must be made.</p> <p>To fix the fee payable for connection. (RWSP Clause 7.1)</p> <p>The Committee has sole discretion with respect to the connection of new consumers. (RWSP Clause 2.2)</p> <p>To approve consumer applications for a change in the supply of water and to fix an application fee for such change. (RWSP Clause 3.3 and 3.4)</p> <p>To approve agreements for the supply of water between owners of subdivided property within the Scheme. (RWSP Clause 6.1)</p> <p>To decide the criteria for determining scheme participant's quantity of supply for the whole or part of a participating property and to recommend the capital contribution payable. (RWSP Clause 6.2)</p> <p>To decide whether water may be piped from a scheme participating property to a non participating property. (RWSP Clause 6.3)</p> <p>To grant relief from payment for water supplied with respect to notice received from an owner or occupier that the supply of water is no longer required. (RWSP Clause 6.4)</p> |

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| | <p>To recommend the charge or charges which may be levied for the cost of construction, maintenance, and operation of the Scheme including the interest and capital repayment costs of any loan raised for construction. (RWSP Clause 7.1)</p> <p>To disconnect any supply from an unsuitable primary tank.</p> <p>To decide whether a property owner is liable for the cost of lowering a pipe where the owner has reduced the cover over the pipe.</p> <p>To cut off the supply to a property until satisfactory repairs have been made to leaks within the Scheme. (RWSP Clause 5.1)</p> <p>To recommend that the supply of water be stopped or disconnected where any person refuses or fails to pay any charge for which that person is liable.</p> <p>To recommend the delay the strict observance of any provision of the Rural Water Supply Policy 2009 if the Committee is of the opinion that full compliance would needlessly or injuriously affect a business or cause great loss or inconvenience.</p> <p>To recommend the charges to be levied for each year ending on the same date as the financial year of the Council. (RWSP 7.1)</p> <p>To grant a permit for entry into the catchment area in the immediate vicinity of the intake structure, and to impose conditions on that permit.</p> <p>To direct the disposal of any animal carcass within the catchment area above the intake structure.</p> |
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Omatane Rural Water Supply Management Sub-Committee

| Establishment | Delegations |
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| <p>Established pursuant to the Local Government Act 2002.</p> <p><i>Field of Activity:</i> All matters pertaining to management of the Omatane Rural Water.</p> <p><i>Membership:</i> One member of the Taihape Ward of Council. One member from each property participating in the Scheme. Chairperson elected by the Committee.</p> <p><i>Current membership</i> Mr L Bird Mr N Gregory Mr L Kelly Mr A McKay Mr J Platts Mr J Taylor Mr A Ramsay</p> <p>Cr – Council representative</p> <p>His Worship the Mayor, – <i>ex officio</i></p> <p><i>Meeting Frequency</i> Annually</p> | <p>In accordance with and subject to the provisions of Council's Rural Water Supply Policy (RWSP) which should be read in conjunction with the delegated authority described below:</p> <p>1.1 To consider applications for the supply of water and to set conditions for such supply. (RWSP Clause 3)</p> <p>1.2 To approve the form on which applications for the supply of water must be made.</p> <p>1.3 To fix the fee payable for connection.</p> <p>1.4 The Committee has sole discretion with respect to the connection of new consumers. (RWSP Clause 2.2)</p> <p>1.5 To approve consumer applications for a change in the supply of water and to fix an application fee for such change. (RWSP Clause 3.3 and 3.4)</p> <p>1.6 To approve agreements for the supply of water between owners of subdivided property within the Scheme. (RWSP Clause 6.1)</p> <p>1.7 To decide the criteria for determining scheme participant's quantity of supply for the whole or part of a participating property and to recommend the capital contribution payable. (RWSP Clause 6.2)</p> <p>1.8 To decide whether water may be piped from a scheme participating property to a non participating property. (RWSP Clause 6.3)</p> <p>1.9 To grant relief from payment for water supplied with respect to notice received from an owner or occupier that the</p> |

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| | <p>supply of water is no longer required. (RWSP Clause 6.4)</p> <p>1.10 To recommend the charge or charges which may be levied for the cost of construction, maintenance, and operation of the Scheme including the interest and capital repayment costs of any loan raised for construction. (RWSP Clause 7.1)</p> <p>1.11 To disconnect any supply from an unsuitable primary tank.</p> <p>1.12 To decide whether a property owner is liable for the cost of lowering a pipe where the owner has reduced the cover over the pipe.</p> <p>1.13 To cut off the supply to a property until satisfactory repairs have been made to leaks within the Scheme. (RWSP Clause 5.1)</p> <p>1.14 To recommend that the supply of water be stopped or disconnected where any person refuses or fails to pay any charge for which that person is liable.</p> <p>1.15 To recommend the delay the strict observance of any provision of the Rural Water Supply Policy 2009 if the Committee is of the opinion that full compliance would needlessly or injuriously affect a business or cause great loss or inconvenience.</p> <p>1.16 To recommend the charges to be levied for each year ending on the same date as the financial year of the Council. (RWSP Clause 7.1)</p> <p>1.17 To grant a permit for entry into the catchment area in the immediate vicinity of the intake structure, and to impose conditions on that permit.</p> |
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| | 1.18 To direct the disposal of any animal carcass within the catchment area above the intake structure |
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Community Committees

Bulls Community Committee

| Establishment | Delegations |
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| <p><i>Purpose:</i></p> <p>To provide a local link and point of contact for Council liaison with the community.</p> <p>To also provide for the exchange of information, communication, and to assist with the Council's consultative processes.</p> <p>To exercise delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provided</p> <p>Particularly, to help to ensure that any minor remedial or renewal works are brought to Council's attention through the Request for Service procedure in the appropriate manner through promoting the use of the Request for Service procedure and advising community members on how to use the Request for Service procedure</p> <p><i>Field of Activity:</i></p> <p>Community liaison between the Council and Bulls community.</p> <p><i>Membership:</i></p> <ul style="list-style-type: none"> • The number of members elected to serve on the Committee shall be a minimum of seven and a maximum of ten. • Each Committee to comprise one Councillor appointed from the Bulls Ward, one representative of the RNZAF Base Ohakea, selected by the Commanding Officer Operation Support Wing of the Ohakea Base and between seven and nine elected members. • The number of members elected to serve on the Committee shall be a minimum of six and a maximum of nine. | <p>Delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provided</p> <p><i>Terms of Reference:</i></p> <p>Committees will generally follow the Terms of Reference as listed below:</p> <ul style="list-style-type: none"> • The term of membership of each Committee shall generally coincide with Local Government terms of office, i.e. three years. The Committees shall be disestablished at each triennial election, the same as all other Committees of Council. The Council will call public meetings in each Ward in order to elect Committees as soon as practicable after each general Local Government election. • Each Committee will have power to co-opt other members, either from the public generally or representatives of specific community interest groups. • One/Two liaison Councillor(s) is/are to be appointed by the Council to serve on each Committee, in order to provide a formal link with the Council at an elected member level. • Committees will have sole discretion as to when the Committee meets, how often, and its administrative procedures. • The minutes of Committee meetings shall be made and maintained in accordance with the requirements set out in NZS 9202:2003 Model Standing Orders for territorial authorities and any subsequent amendment, having regard for |

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| <ul style="list-style-type: none"> • The Council will call nominations to each Committee within thirty days after each triennial local government election. • Where between six and nine nominations are received by the closing date, those people will be declared elected; • Where more than nine nominations are received by the closing date, the Council will call a public meeting and conduct an election by secret ballot; • Where fewer than six nominations are received by the closing date, the Council will call a public meeting to seek additional nominations. If the total nominations received prior to and at the public meeting exceed nine, the Council will conduct an election at the public meeting by secret ballot; • Where fewer than six nominations have been received at the public meeting called to seek additional nominations, the Council will declare the Community Committee unformed for the triennium. • A minimum of 20 people are required to be present at any public meeting called to seek further nominations, or to elect members, to form a Community Committee. • The Committee, once formed, has the power to co-opt additional members provided that the total elected membership does not exceed ten. • The Council will publicly notify the results of the call for nominations within seven days after the close of nominations and (if applicable) after the public meeting called to form the Committee. | <p>current statutory provisions for recordkeeping. Council staff will aid in the preparation of minutes to this standard.</p> <p>Guidelines for Delegation to Community Committees in committing the \$1.00 per rateable property for “defined small local works”</p> <p>1.1 The objective of the delegation is to allow Community Committees to fund purchases of small items or additional services which are not included in Council’s operating budgets and which will benefit the local community. Examples would be signage, park furniture, plants, paint, a leaflet or other publication or an event, including implementing community-led place-making initiatives identified as priorities through the Town Centre Plan process (or some similar community consultation).</p> <p>1.2 Proposed expenditure must be approved –</p> <ul style="list-style-type: none"> • by resolution at a publicly notified meeting (and at a time when the public is not excluded from proceedings), or • (for urgent matters) by documented communication to all Committee members and appropriate staff for discussion and tabled at the next available meeting so that a clear audit trail is evident. <p>1.3 Where the proposed expenditure will be paid to a community organisation, Council’s reporting requirements for its Community Initiatives Fund must be met.</p> |
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| <ul style="list-style-type: none"> • Procedures for election will generally follow those laid down in the Local Electoral Act 2001. Elections will be the responsibility of the Council's Deputy Electoral Officer. • The Chairperson of each Community Committee to be appointed from within the Committee itself by the Committee members. <p><i>Current membership</i> Chair: His Worship the Mayor, Andy Watson,(ex officio) – Liaison Councillors Cr ... Cr ...</p> <p><i>Meeting Frequency</i> Monthly or bi-monthly, as determined by the Committee</p> | <p>1.4 The delegation does not extend to proposed expenditure which –</p> <ul style="list-style-type: none"> • provides training or conference attendance for one or more members, or • constitutes an additional payment to an individual or organisation for goods or services subject to a contract with the Council, or • exceeds the annual allocation. <p>Any such a proposal must be referred to Council for decision.</p> |
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Huntermville Community Committee

| Establishment | Delegations |
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| <p><i>Purpose:</i> To provide a local link and point of contact for Council liaison with the community.</p> <p>To also provide for the exchange of information, communication, and to assist with the Council's consultative processes.</p> <p>To exercise delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provided</p> <p>Particularly, to help to ensure that any minor remedial or renewal works are brought to Council's attention through the Request for Service procedure in the appropriate manner through promoting the use of the Request for Service procedure and advising community members on how to use the Request for Service procedure</p> <p><i>Field of Activity:</i> Community liaison between the Council and Huntermville community.</p> <p><i>Membership:</i></p> <ul style="list-style-type: none"> • The number of members elected to serve on the Committee shall be a minimum of five and a maximum of ten. • The Council will call nominations to each Committee within thirty days after each triennial local government election. • Where between five and ten nominations are received by the closing date, those people will be declared elected; • Where more than ten nominations are received by the closing date, the Council will call a public meeting and conduct an election by secret ballot; | <p>Delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provided</p> <p><i>Terms of Reference:</i> Committees will generally follow the Terms of Reference as listed below:</p> <ul style="list-style-type: none"> • The term of membership of each Committee shall generally coincide with Local Government terms of office, i.e. three years. The Committees shall be disestablished at each triennial election, the same as all other Committees of Council. The Council will call public meetings in each Ward in order to elect Committees as soon as practicable after each general Local Government election. • Each Committee will have power to co-opt other members, either from the public generally or representatives of specific community interest groups. • One/Two liaison Councillor(s) is/are to be appointed by the Council to serve on each Committee, in order to provide a formal link with the Council at an elected member level. • Committees will have sole discretion as to when the Committee meets, how often, and its administrative procedures. • The minutes of Committee meetings shall be made and maintained in accordance with the requirements set out in NZS 9202:2003 Model Standing Orders for territorial authorities and any subsequent amendment, having regard for |

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| <ul style="list-style-type: none"> • Where fewer than five nominations are received by the closing date, the Council will call a public meeting to seek additional nominations. If the total nominations received prior to and at the public meeting exceed nine, the Council will conduct an election at the public meeting by secret ballot; • Where fewer than five nominations have been received at the public meeting called to seek additional nominations, the Council will declare the Community Committee unformed for the triennium. • A minimum of 10 eligible voters are required to be present at any public meeting called to seek further nominations, or to elect members, to form a Community Committee. • The Committee, once formed, has the power to co-opt additional members provided that the total elected membership does not exceed ten. • The Council will publicly notify the results of the call for nominations within seven days after the close of nominations and (if applicable) after the public meeting called to form the Committee. • Procedures for election will generally follow those laid down in the Local Electoral Act 2001. Elections will be the responsibility of the Council's Deputy Electoral Officer. • The Chairperson of each Community Committee to be appointed from within the Committee itself by the Committee members. <p><i>Current membership:</i> Chair: His Worship the Mayor, Andy Watson, (ex officio) - Liaison Councillors Cr ... and any one other councillor</p> <p><i>Meeting Frequency</i></p> | <p>current statutory provisions for recordkeeping. Council staff will aid in the preparation of minutes to this standard.</p> <p>Guidelines for Delegation to Community Committees in committing the \$1.00 per rateable property for "defined small local works"</p> <p>1.1 The objective of the delegation is to allow Community Committees to fund purchases of small items or additional services which are not included in Council's operating budgets and which will benefit the local community. Examples would be signage, park furniture, plants, paint, a leaflet or other publication or an event, including implementing community-led place-making initiatives identified as priorities through the Town Centre Plan process (or some similar community consultation).</p> <p>1.2 Proposed expenditure must be approved –</p> <ul style="list-style-type: none"> • by resolution at a publicly notified meeting (and at a time when the public is not excluded from proceedings), or • (for urgent matters) by documented communication to all Committee members and appropriate staff for discussion and tabled at the next available meeting so that a clear audit trail is evident. <p>1.3 Where the proposed expenditure will be paid to a community organisation, Council's reporting requirements for its Community Initiatives Fund must be met.</p> |
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| <p>Monthly or bi-monthly, as determined by the Committee</p> | <p>1.4</p> <p>The delegation does not extend to proposed expenditure which –</p> <ul style="list-style-type: none"> • provides training or conference attendance for one or more members, or • constitutes an additional payment to an individual or organisation for goods or services subject to a contract with the Council, or • exceeds the annual allocation. <p>Any such a proposal must be referred to Council for decision.</p> |
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Marton Community Committee

| Establishment | Delegations |
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| <p><i>Purpose:</i></p> <p>To provide a local link and point of contact for Council liaison with the community.</p> <p>To also provide for the exchange of information, communication, and to assist with the Council's consultative processes.</p> <p>To exercise delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provided</p> <p>Particularly, to help to ensure that any minor remedial or renewal works are brought to Council's attention through the Request for Service procedure in the appropriate manner through promoting the use of the Request for Service procedure and advising community members on how to use the Request for Service procedure</p> <p><i>Field of Activity:</i></p> <p>Community liaison between the Council and Marton community.</p> <p><i>Membership:</i></p> <p>The number of members elected to serve on the Committee shall be a minimum of seven and a maximum of ten.</p> <p>The Council will call nominations to each Committee within thirty days after each triennial local government election.</p> <p>Where between seven and ten nominations are received by the closing date, those people will be declared elected;</p> <p>Where more than ten nominations are received by the closing date, the Council will</p> | <p>Delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provide</p> <p><i>Terms of Reference:</i></p> <p>Committees will generally follow the Terms of Reference as listed below:</p> <ul style="list-style-type: none"> • The term of membership of each Committee shall generally coincide with Local Government terms of office, i.e. three years. The Committees shall be disestablished at each triennial election, the same as all other Committees of Council. The Council will call public meetings in each Ward in order to elect Committees as soon as practicable after each general Local Government election. • Each Committee will have power to co-opt other members, either from the public generally or representatives of specific community interest groups. • One/Two liaison Councillor(s) is/are to be appointed by the Council to serve on each Committee, in order to provide a formal link with the Council at an elected member level. • Committees will have sole discretion as to when the Committee meets, how often, and its administrative procedures. • The minutes of Committee meetings shall be made and maintained in accordance with the requirements set out in NZS 9202:2003 Model Standing Orders for territorial authorities and any subsequent amendment, having regard for |

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| <p>call a public meeting and conduct an election by secret ballot;</p> <p>Where fewer than seven nominations are received by the closing date, the Council will call a public meeting to seek additional nominations. If the total nominations received prior to and at the public meeting exceed nine, the Council will conduct an election at the public meeting by secret ballot;</p> <p>Where fewer than seven nominations have been received at the public meeting called to seek additional nominations, the Council will declare the Community Committee unformed for the triennium.</p> <p>A minimum of 10 eligible voters are required to be present at any public meeting called to seek further nominations, or to elect members, to form a Community Committee.</p> <p>The Committee, once formed, has the power to co-opt additional members provided that the total elected membership does not exceed ten.</p> <p>The Council will publicly notify the results of the call for nominations within seven days after the close of nominations and (if applicable) after the public meeting called to form the Committee.</p> <p>Procedures for election will generally follow those laid down in the Local Electoral Act 2001. Elections will be the responsibility of the Council's Deputy Electoral Officer.</p> <p>The Chairperson of each Community Committee to be appointed from within the Committee itself by the Committee members.</p> <p><i>Current membership</i> Chair:</p> | <p>current statutory provisions for recordkeeping. Council staff will aid in the preparation of minutes to this standard.</p> <p>Guidelines for Delegation to Community Committees in committing the \$1.00 per rateable property for "defined small local works"</p> <p>1.1 The objective of the delegation is to allow Community Committees to fund purchases of small items or additional services which are not included in Council's operating budgets and which will benefit the local community. Examples would be signage, park furniture, plants, paint, a leaflet or other publication or an event, including implementing community-led place-making initiatives identified as priorities through the Town Centre Plan process (or some similar community consultation).</p> <p>1.2 Proposed expenditure must be approved –</p> <ul style="list-style-type: none"> • by resolution at a publicly notified meeting (and at a time when the public is not excluded from proceedings), or • (for urgent matters) by documented communication to all Committee members and appropriate staff for discussion and tabled at the next available meeting so that a clear audit trail is evident. <p>1.3 Where the proposed expenditure will be paid to a community organisation, Council's reporting requirements for its Community Initiatives Fund must be met.</p> |
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| <p>His Worship the Mayor, Andy Watson, (ex officio)</p> <p>- Liaison Councillors</p> <p>Cr ...</p> <p>Cr ...</p> <p><i>Meeting Frequency</i></p> <p>Monthly or bi-monthly, as determined by the Committee</p> | <p>1.4 The delegation does not extend to proposed expenditure which –</p> <ul style="list-style-type: none"> • provides training or conference attendance for one or more members, or • constitutes an additional payment to an individual or organisation for goods or services subject to a contract with the Council, or • exceeds the annual allocation. <p>Any such a proposal must be referred to Council for decision.</p> |
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Turakina Community Committee

| Establishment | Delegations |
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| <p><i>Purpose:</i> To provide a local link and point of contact for Council liaison with the community.</p> <p>To also provide for the exchange of information, communication, and to assist with the Council's consultative processes.</p> <p>To exercise delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provided</p> <p>Particularly, to help to ensure that any minor remedial or renewal works are brought to Council's attention through the Request for Service procedure in the appropriate manner through promoting the use of the Request for Service procedure and advising community members on how to use the Request for Service procedure</p> <p><i>Field of Activity:</i> Community liaison between the Council and Turakina community.</p> <p><i>Membership:</i> The number of members elected to serve on the Committee shall be a minimum of seven and a maximum of ten.</p> <p>The Council will call nominations to each Committee within thirty days after each triennial local government election.</p> <p>Where between seven and ten nominations are received by the closing date, those people will be declared elected;</p> <p>Where more than ten nominations are received by the closing date, the Council will call a public meeting and conduct an election by secret ballot;</p> | <p>Delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provided</p> <p><i>Terms of Reference:</i> Committees will generally follow the Terms of Reference as listed below:</p> <ul style="list-style-type: none"> • The term of membership of each Committee shall generally coincide with Local Government terms of office, i.e. three years. The Committees shall be disestablished at each triennial election, the same as all other Committees of Council. The Council will call public meetings in each Ward in order to elect Committees as soon as practicable after each general Local Government election. • Each Committee will have power to co-opt other members, either from the public generally or representatives of specific community interest groups. • One/Two liaison Councillor(s) is/are to be appointed by the Council to serve on each Committee, in order to provide a formal link with the Council at an elected member level. • Committees will have sole discretion as to when the Committee meets, how often, and its administrative procedures. • The minutes of Committee meetings shall be made and maintained in accordance with the requirements set out in NZS 9202:2003 Model Standing Orders for territorial authorities and any subsequent amendment, having regard for |

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| <p>Where fewer than seven nominations are received by the closing date, the Council will call a public meeting to seek additional nominations. If the total nominations received prior to and at the public meeting exceed nine, the Council will conduct an election at the public meeting by secret ballot;</p> <p>Where fewer than seven nominations have been received at the public meeting called to seek additional nominations, the Council will declare the Community Committee unformed for the triennium.</p> <p>A minimum of 10 eligible voters are required to be present at any public meeting called to seek further nominations, or to elect members, to form a Community Committee.</p> <p>The Committee, once formed, has the power to co-opt additional members provided that the total elected membership does not exceed ten.</p> <p>The Council will publicly notify the results of the call for nominations within seven days after the close of nominations and (if applicable) after the public meeting called to form the Committee.</p> <p>Procedures for election will generally follow those laid down in the Local Electoral Act 2001. Elections will be the responsibility of the Council's Deputy Electoral Officer.</p> <p>The Chairperson of each Community Committee to be appointed from within the Committee itself by the Committee members.</p> <p><i>Current membership</i> Chair: His Worship the Mayor, Andy Watson,(ex officio) – Liaison Councillors</p> | <p>current statutory provisions for recordkeeping. Council staff will aid in the preparation of minutes to this standard.</p> <p>Guidelines for Delegation to Community Committees in committing the \$1.00 per rateable property for “defined small local works”</p> <p>1.1 The objective of the delegation is to allow Community Committees to fund purchases of small items or additional services which are not included in Council's operating budgets and which will benefit the local community. Examples would be signage, park furniture, plants, paint, a leaflet or other publication or an event, including implementing community-led place-making initiatives identified as priorities through the Town Centre Plan process (or some similar community consultation).</p> <p>1.2 Proposed expenditure must be approved –</p> <ul style="list-style-type: none"> • by resolution at a publicly notified meeting (and at a time when the public is not excluded from proceedings),or • (for urgent matters) by documented communication to all Committee members and appropriate staff for discussion and tabled at the next available meeting so that a clear audit trail is evident. <p>1.3 Where the proposed expenditure will be paid to a community organisation, Council's reporting requirements for its Community Initiatives Fund must be met.</p> |
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| <p>Cr ... Cr ...</p> <p><i>Meeting Frequency</i> Monthly or bi-monthly, as determined by the Committee</p> | <p>1.4 The delegation does not extend to proposed expenditure which –</p> <ul style="list-style-type: none"> • provides training or conference attendance for one or more members, or • constitutes an additional payment to an individual or organisation for goods or services subject to a contract with the Council, or • exceeds the annual allocation. <p>Any such a proposal must be referred to Council for decision.</p> |
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Reserve Management Committees

McIntyre Reserve Management Committee

| Establishment | Delegations |
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| <p><i>Current membership</i></p> <p>His Worship the Mayor, Andy Watson – <i>ex-officio</i> Liaison Councillor Cr or one other Councillor</p> <p>The Committee comprises a minimum of four and a maximum of six people.</p> <p>A minimum of 8 eligible voters are required to be present at any public meeting called to seek further nominations, or to elect members, to form a Reserve Management Committee.</p> <p>Nominators (and voters, should that prove necessary) for the Committee should reside within 25km of Ohingaiti.</p> <p><i>Meeting Frequency</i> Determined by the committee</p> | <p>Authority to expend budget as approved by Council in applicable Annual Plan/Long Term Plan for management and maintenance of McIntyre Reserve, in accordance with any applicable Reserve Management Plan</p> <p>Authority to negotiate leases or licences to occupy for McIntyre Reserve subject to the following conditions:</p> <p>The process for selection of tenant includes at least one public notice inviting tenders for the lease.</p> <p>Leases or licences to occupy should not exceed a term of three years</p> <p>Council staff should conduct a performance audit of lease or licence to occupy arrangements at least once every three years</p> <p><i>Responsibilities</i></p> <p>General responsibility for the management of McIntyre Reserve</p> <p>Responsible for submission in November each year of budget of proposed expenditure for financial year commencing 1 July of following year, subject to approval by Council through adoption of budgets in the applicable Annual Plan/Long Term Council Community Plan</p> <p>Responsible for keeping minutes of meetings, and forwarding these to the Council's Minutes Secretary within 30 days of the confirmation of those minutes.</p> |

Turakina Reserve Management Committee

| Establishment | Delegations |
|--|---|
| <p><i>Current membership</i></p> <p>His Worship the Mayor, Andy Watson (ex officio)</p> <p>Liaison Councillor</p> <p>Cr</p> <p>The Committee comprises a minimum of four and a maximum of six people.</p> <p>A minimum of 8 eligible voters are required to be present at any public meeting called to seek further nominations, or to elect members, to form a Reserve Management Committee.</p> <p>Nominators (and voters, should that prove necessary) for the Committee should reside within 20km of Turakina Village.</p> <p><i>Meeting Frequency</i></p> <p>The first Thursday of every second month</p> | <p>Authority to expend budget as approved by Council in applicable Annual Plan/Long Term Plan for management and maintenance of Turakina Domain, in accordance with any applicable Reserve Management Plan.</p> <p><i>Responsibilities</i></p> <p>General responsibility for the management of Turakina Domain</p> <p>Responsible for submission in November each year of budget of proposed expenditure for financial year commencing 1 July of following year, subject to approval by Council through adoption of budgets in the applicable Annual Plan/Long Term Council Community Plan</p> <p>Responsible for keeping minutes of meetings, and forwarding these to the Council's Minutes Secretary within 30 days of the confirmation of those minutes.</p> |

Appendix 4

MEMORANDUM OF UNDERSTANDING TUTOHINGA

between

RANGITIKEI DISTRICT COUNCIL

and

Te Tangata Whenua O Rangitikei

Ngati Rangituhia

Ngati Whitikaupeka

Ngati Parewahawaha

Ngati Hauiti

Nga Ariki Turakina

Kauangaroa / Nga Wairiki

Ngati Kauae /Tauira

Ngati Hinemanu / Ngati Paki

Whangaehu

Ngati Tama Kopiri

Rātana Community

**Represented on Council by
TE ROOPU AHI KAA**

| Version Control | |
|-----------------|--|
| 1 | Agreed to by Te Roopu Ahi Kaa on 10 October 2006 Agreed to by Council on 26 October 2006 |
| 2 | Amended under review by Te Roopu Ahi Kaa on 14 August 2012 (12/IWI/019) Confirmed by Council 30 August 2012 (12/RDC/151) |

Introduction - Kupu Whakataki

This Memorandum of Understanding has been put together on the basis of:

- Both parties have entered into the Memorandum Of Understanding - Tutohinga in good faith and with a view to making the partnership work.
- Both parties recognise that there may be constraints from time to time in respect of resources.
- Both parties can see mutual benefits being derived from the establishment of the Memorandum of Understanding - Tutohinga.
- Both parties express the wish that their partnership will develop and become stronger over time.

Tutohinga Memorandum Of Understanding

1. Introduction

- 1.1 The Rangitikei District Council and Iwi of the District wish to enter into a number of protocols, which are intended to reflect the basis on which they will conduct their affairs of common interest.
- 1.2 For the purposes of this Memorandum, the Iwi of the District are the Tangata Whenua that hold Mana Whenua in relation to a particular area of the District. The Tangata Whenua of the District comprise the Iwi and Hapu, which are represented on Te Roopu Ahi Kaa, a present standing committee of Council.
- 1.3 Iwi and Hapu acknowledge each other's tino rangatiratanga, arising from their Mana Whenua, when speaking for their area.
- 1.4 Iwi and Hapu put forward delegates to Te Roopu Ahi Kaa to represent issues and consider Council policy, making resolutions and representations to Council. This clause does not preclude direct Iwi, Hapu or individual interaction with Council on issues that concern them directly.
- 1.5 For Iwi and Hapu, *Te Tiriti o Waitangi* is the starting point for determining their relationship with the Crown, its agencies and the Rangitikei District Council.
- 1.6 Within the Rangitikei District, the Māori community of Ratana is recognised as being integral to decision-making on Māori issues and therefore, the Ratana community, through their nominated representative, have membership of Te Roopu Ahi Kaa.
- 1.7 The Council's procedures are governed by statute, and in particular in the context of the protocols set out in Section 2 below, the provisions of the Local Government Act 2002 and Resource Management Act 1991.
- 1.8 Section 10 of the Local Government Act sets out the purposes of Local Government in New Zealand. Those stated purposes are:
 - (a) *to enable democratic decision-making and action by, and on behalf of, communities; and*
 - (b) *to promote the social, economic, environmental, and cultural well-being of communities, in the present and for the future.*

One of the emphases of the Local Government Act 2002 is to place greater decision-making abilities in the hands of communities. This is particularly relevant for Māori as all the areas of well-being directly impact upon them.

1.9 Section 8 of the Resource Management Act provides as follows:

“**Treaty of Waitangi** - In achieving the purpose of this Act, all persons exercising functions and power under it, in relation to managing the use, development, and protection of natural and physical resources, shall take into account the principles of the Treaty of Waitangi (Te Tiriti o Waitangi).”

Section 4 of the Local Government Act further provides that as part of the Crown’s responsibility to take appropriate account of the principles of the Treaty of Waitangi, the local authority is charged with facilitating opportunities for Māori to contribute to decision-making.

1.10 Given the provisions of the Local Government Act and Section 8 of the Resource Management Act, the Rangitikei District Council positively recognises that to carry out its functions appropriately, it must make appropriate provision for the specific interests of Māori in its community with particular emphasis on consultation and capacity building.

1.11 To enable it to make such provision, the Rangitikei District Council must take into account the principles of the Treaty of Waitangi, subject to the provisions of clause 1.14 below.

1.12 The Rangitikei District Council and Iwi of the District acknowledge that the principles of the Treaty of Waitangi are continuing to evolve.

1.13 However, in a document published in 1989 by the then Labour Government, several principles were identified. They were:

- (i) *The Kawanatanga Principle:* The Government has the right to govern and make laws.
- (ii) *The Rangatiratanga Principle:* The Iwi have the right to organise as Iwi, and, under the law, to control their resources as their own.
- (iii) *The Principle of Equality:* All New Zealanders are equal before the law.
- (iv) *The Principle of Reasonable Co-operation:* Both the Government and the Iwi are obliged to accord each other reasonable co-operation on major issues of common concern.
- (v) *The Principle of Redress:* The Government is responsible for providing effective processes for the resolution of grievances in the expectation that reconciliation can occur.

1.14 Both the Rangitikei District Council and Iwi of the District acknowledge these principles and accept that they apply to the Crown. However, they further accept that they can only apply to the Rangitikei District Council to the extent that any empowering legislation applicable to the Rangitikei District Council contemplates.

1.15 The Rangitikei District Council and Iwi of the District agree that the extent to which the application of the principles of the Treaty of Waitangi to the Rangitikei District Council is so contemplated by the empowering legislation, is reflected in the protocols that are set out below.

1.16 The Rangitikei District Council and Iwi of the District further agree that these protocols will need to be reviewed from time to time as the application of the principles of the Treaty of Waitangi continue to evolve and other principles emerge.

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- 1.17 The Rangitikei District Council and Iwi of the District therefore wish to agree the protocols set out in Section 2 below.
- 1.18 These protocols are intended to reflect a partnership between the Rangitikei District Council and Iwi of the District, which is to be exercised in the utmost good faith to ensure that the needs of both Māori and the wider community will be met.

2. Protocols

- 2.1 These protocols constitute policy of the Rangitikei District Council and can be reviewed from time to time.
- 2.2 When these protocols are reviewed they must be reviewed by the Council in consultation with Te Tangata Whenua o Rangitikei.
- 2.3 If, at the conclusion of any such consultation, agreement cannot be reached concerning the form of protocols to apply thereafter, to the extent that agreement cannot be reached, the Memorandum of Understanding shall lapse, (i.e., the Memorandum shall only lapse in relation to those matters on which agreement cannot be reached).
- 2.4 Further, if following that consultation, further protocol(s) are agreed, they can be added to the Memorandum of Understanding by way of amendment and without otherwise affecting the protocols earlier entered into unless any earlier protocol(s) also need to be amended due to the further protocols agreed.
- 2.5 Te Roopu Ahi Kaa, as a Standing Committee of the Rangitikei District Council, may recommend to the Rangitikei District Council, any changes to the representation of Iwi and/or Hapu on Te Roopu Ahi Kaa from time to time.
- 2.6 Te Roopu Ahi Kaa, as a Standing Committee of the Rangitikei District Council, must recommend to the Rangitikei District Council, who will represent each Iwi and/or Hapu on Te Roopu Ahi Kaa within three months of each triennial election.
- 2.7 The Council's total financial liability pursuant to these protocols shall be determined by the Rangitikei District Council following consultation with Te Roopu Ahi Kaa annually as part of the Council's annual planning process.
- 2.8 Te Roopu Ahi Kaa will be responsible for the provision, and satisfactory delivery, of the work specified below for, and on behalf of, the Tangata Whenua of the Rangitikei District.
- (i) To review the relevant processes of Council and make recommendations on steps to be taken to assist Council in carrying out its functions and responsibilities in a bicultural manner taking into account the principles of the Treaty of Waitangi.
 - (ii) To develop draft proposals which recognise the Tangata Whenua of the Rangitikei District's Kaitiakitanga (the exercise of Guardianship) and Rangatiratanga in a manner consistent with the provisions of the Resource Management Act 1991 and the Local Government Act, 2002.
 - (iii) To provide advice and assistance with the Council's Policies, Bylaws, Rating and Funding, Strategic Plan, Annual Plan and other activity plans (ie, recreation, library, transport, etc).
 - (iv) Te Roopu Ahi Kaa will support and assist the Council to discharge its obligations to the Tangata Whenua in relation to procedures and issues that arise under the Resource Management Act 1991 and the Local Government Act 2002.

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- (v) To respond on appropriate issues including, but not limited to, notified resource consent applications where the Council is required to determine issues relating to the management, use, development and protection of the District's physical resources.
 - (vi) To ensure appropriate persons are consulted or available to provide such information as may be required from time to time on items of interest to Te Roopu Ahi Kaa and/or the Rangitikei District Council.
 - (vii) Te Roopu Ahi Kaa will support and assist the Council in establishing the steps necessary to build Māori capacity to contribute to its decision-making processes.
 - (viii) In carrying out (i) to (vi) above, it will ensure that Tangata Whenua groups are consulted, including the arranging of hui when agreed and to keep the Council advised of outcomes or decisions reached.

2.9 The Council will otherwise be responsible as follows:

- (i) To ensure that consultation takes place in instances where Council is the applicant for a resource consent and as otherwise required pursuant to the provisions of the Resource Management Act 1991.
- (ii) To ensure that consultation takes place prior to and during the preparation of Council's Bylaws, Rating and Funding Policy, Strategic Plan, Annual Plan and other activity plans. This will normally mean prior to the adoption by the Council of the draft documents and before the documents are put out for initial public consultation. The Council will ensure that sufficient information and time is made available to Te Roopu Ahi Kaa to determine what issues, if any, require further investigation and/or consultation.
- (iii) The obligation of consultation will be carried out for the purpose of defining any issues of concern to Iwi of the District, to identify any reports that may be required to address such issues and to otherwise determine the methodology and resources (financial or otherwise) necessary to properly achieve Protocols 2.9 (i) and (ii), and such consultation will otherwise be conducted in a manner which is consistent with a rigorous process of consultation appropriate to the circumstances of any particular issue.
- (iv) That Council develops, in consultation with Te Roopu Ahi Kaa, steps to build Māori capacity for contributing to its decision-making processes.
- (v) In undertaking any consultation, both parties will ensure that the timeframes otherwise specified in any relevant legislation are complied with.
- (vi) The Council will ensure that Te Roopu Ahi Kaa is kept informed of all progress in relation to the preparation of the District Plan and any reviews or variation thereto after that plan becomes operative.
- (vii) That the Council Officers will provide information and advice to Te Roopu Ahi Kaa to enable the Rangitikei District Council to meet its obligations outlined in Protocols 2.9 (i) and 2.9 (ii) of the Memorandum of Understanding.
- (viii) Where the Council requires Te Roopu Ahi Kaa to undertake any work, which is not otherwise identified in the Memorandum of Understanding, that work will be specified in a separate consultancy agreement.

3. Indemnity

- 3.1 At no time will the Council bear responsibility or liability in respect of any unlawful action arising out of the conduct of Te Roopu Ahi Kaa or its agents.

4. Dispute

- 4.1 If any disputes arise concerning the interpretation or application of these protocols, the parties will mutually agree the appointment of an independent mediator, with a view to the parties reaching agreement by way of mediation concerning that dispute.
- 4.2 If no such agreement can be reached following mediation, any disaffected party must thereafter be free to pursue any legal remedy that may otherwise be available to it, should it choose to do so.

5. Vires

- 5.1 The application of these protocols must at all times be subject to the provisions of the Local Government Act 2002 (and any amendments or re-enactment thereof), the Resource Management Act 1991 (and any amendments or re-enactments thereof) and/or any other legislation applicable to the process being undertaken pursuant to these protocols from time to time.
- 5.2 The Rangitikei District Council and Te Roopu Ahi Kaa hereby both acknowledge that the interpretation, application and operation of these protocols is at all times subject to the relevant empowering legislation.

6. Review

- 6.1 The Memorandum of Understanding: Tutohinga will be reviewed at the same time as each Representation Review.

Attachment 4



Rangitikei
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REPORT

SUBJECT: Council appointments to Community Boards in the 2016-19 triennium

TO: Council

FROM: Michael Hodder, Community & Regulatory Services Group Manager

DATE: 25 October 2016

FILE: 3-OR-3-4

1 Background

- 1.1 Since the 1989 reorganisation of local government across New Zealand, there have been two community boards in the Rangitikei District – one covering the Taihape Ward and one for the much smaller area covered by Rātana Paa.
- 1.2 Section 51 of the Local Government Act 2002 clarifies the status of community boards as being an unincorporated body, not being a local authority, and not being a committee of the relevant local authority.¹
- 1.3 Section 52 describes the role of a community board as being to:
- (a) represent, and act as an advocate for, the interests of its community; and
 - (b) consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
 - (c) maintain an overview of services provided by the territorial authority within the community; and
 - (d) prepare an annual submission to the territorial authority for expenditure within the community; and
 - (e) communicate with community organisations and special interest groups within the community; and
 - (f) undertake any other responsibilities that are delegated to it by the territorial authority.

¹ This means the powers newly provided to mayors over establishing committees, appointing committee chairs and being an ex officio member of each committee of a territorial authority do not apply to community boards,

2 Delegations

- 2.1 The powers of the community board are those that are delegated to it by the relevant territorial authority. Such delegations vary considerably across the country, typically more extensive when community boards extend across the full extent of the local authority (for example in Southland District). Delegations to Rangitikei's two community boards are quite limited.
- 2.2 The most significant delegation is the small projects fund of \$5,000 annually. Taihape has generally used the full extent of this funding. Rātana, however, has declined to exercise this delegation because of the impact of this on ratepayers in the Rātana community, and the Board's budget has been adjusted accordingly.
- 2.3 Other delegations to both Boards are:
- to seek community views on projects or initiatives requiring or allocated Council funding or other support within the area covered by the Board (including consultation on significant projects during their implementation phase);
 - to manage specified community facilities and services within the area covered by the Board; and
 - to determine and set names for roads in their respective areas of responsibility.
- 2.4 The Taihape Community Board was delegated local governance of the Taihape Main Street upgrade project through convening a steering committee.
- 2.5 Clause 32(6) of Schedule 7 of the Local Government Act 2002 requires the Council to "consider whether or not to delegate to a community board if the delegation would enable the community board to best achieve its role". It is suggested that, at their first meetings, both Community Boards be invited to consider their delegations (and preferred level of support) for Council to consider at its meeting on 25 January 2017.

3 Membership

- 3.1 Council's final proposal in the Representation Review during 2012 proposed the continuation of both Boards, with the appointment of two Councillors to the Taihape Community Board (together with four elected members) and one Councillor to the Rātana Community Board. (together with four elected members) This latter was a change from earlier years when the Council had been represented on an informal basis by the Councillor from the Ward where Rātana was located (initially Bulls, more recently Turakina)
- 3.2 As there were no appeals or objections to Council's final proposal, it became the basis for the 2013-16 triennium and remains the case for the 2016-19 triennium (at least – since a further review is not required until 2018, with potential impact after the 2019 elections).

- 3.3 A quorum at the meeting of either Board may be achieved without the appointed Council members being present provided there are sufficient other members.
- 3.4 One change made during the 2013-16 triennium was to rotate the Councillor membership of the Taihape Community Board among all three Taihape Ward Councillors. The Board agreed that the third Councillor who was not a member in any particular year would be allocated full speaking rights (but not voting rights). In practice this had the benefit of allowing all three Taihape Ward Councillors to participate fully in the Board's deliberations. It is suggested that this arrangement continue in the 2016-19 triennium.

4 Recommendations

- 4.1 That the report 'Council appointments to Community Boards in the 2016-19 triennium' be received.
- 4.2 That the three Taihape Ward Councillors are appointed to the Taihape Community Board on a rotating basis so that

Councillor A..... and Councillor B..... are members from November 2016 to October 2017;

Councillor A..... and Councillor C are members from November 2017 to October 2018;

Councillor B..... and Councillor C are members from November 2018 to October 2019;

and that, at its inaugural meeting, the Taihape Community Board be asked to allow the third Taihape Ward Councillor not formally appointed in any year to the Board to have speaking (but not voting) rights at any meeting of the Board during that year.

- 4.3 That Councillor be appointed to the Rātana Community Board.
- 4.4 That both Community Boards be invited, at their first meetings, to consider and recommend on any changes to their delegations (and preferred level of support) for Council to consider at its meeting on 25 January 2017.

Michael Hodder
Community & Regulatory Services Group Manager

Attachment 5



Rangitikei
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MEMORANDUM

SUBJECT: **Council appointments to other organisations in the 2016-19 triennium**

TO: Council

FROM: Denise Servante, Strategy and Community Planning Manager

DATE: 25 October 2016

FILE: 3-EP-2

1 Background

- 1.1 Council has a number of appointments to make to external organisations. The current list of such organisations is attached as Appendix 1.
- 1.2 Council's process for making such appointments is guided by its policy Council Membership and Representation on other organisations¹, attached as Appendix 2.
- 1.3 In all the appointments to other organisations currently included in Appendix 1, the appointments are made from within the elected members of the Council with the exception of the John Beresford Swan Dudding Trust Advisory Committee and the Powerco Trust.²
- 1.4 Where no other appointment has been made on other bodies, Council has previously resolved that His Worship the Mayor is the Council representative.³
- 1.5 This memorandum provides the opportunity for Council to make the necessary appointments.

2 Recommendations

- 2.1 That the memorandum 'Council appointments to other organisations in the 2016-19 triennium' be received.
- 2.2 That _____ be appointed as the Rangitikei District Council representative to the Regional Transport Committee and that _____ be appointed as the alternate.

¹ Included in the current Local Governance Statements as section 6.4.

² Rangitikei's current trustees are Alan Thomas and Erina True. Trustees may serve for a maximum of nine years, but are subject to review after serving three and six years. Mr Thomas's term expires in March 2018; Ms True's term ends in March 2017.

³ Resolved Minute Number 07/RDC/350, 15 November 2007

- 2.3 That _____ and _____ be appointed as the Rangitikei District Council representatives to the John Beresford Swan Dudding Trust Advisory Committee.
- 2.4 That _____ be appointed as the Rangitikei District Council representative to the Marton Edale Home Trust Board.
- 2.5 That _____ be appointed as the Rangitikei District Council representative to Rangitikei Tourism.
- 2.6 That _____ be nominated as the Rangitikei District Council representative to Board of Directors, Sport Wanganui.
- 2.7 That _____ be appointed as the Rangitikei District Council representative to Electoral College for the Whanganui Regional Museum.
- 2.8 That His Worship the Mayor, Andy Watson, be appointed as the Rangitikei District Council representative to Civil Defence Emergency Management Group, Governance Body

Denise Servante
Strategy and Community Planning Manager

Appendix 1

Scope of representation on other organisations for the 2016-19 triennium

1. Regional Land Transport Committee

This Committee, managed by (and accountable to) Horizons Regional Council, is responsible for preparing a regional and transport plan (to set out transport priorities, objectives and measures across all modes of land transport) for approval by the regional council and to provide any advice and assistance to the regional council which it requests in relation to its transport responsibilities.¹ Membership is specified by section 105(2) of the Land Transport Management Act 2003, amended in June 2013. This includes a representative nominated by the Rangitikei District Council to be a member. It has been the practice to nominate a second Councillor to be an alternate.

The Committee normally meets four times a year. The timing typically dovetails with the meeting of the Regional Chiefs (i.e. Mayors/Chairs and Chief Executives).

2. John Beresford Swan Dudding Trust Advisory Committee

This Committee advises the Public Trustee on grant applications to the Trust. There are four members, two of whom are nominated by the Council. One must be a resident of Marton; the other must be a resident of the rural area of the Rangitikei. The Mayor is usually one of Council's nominees.

3. Marton Edale Home Trust Board

The Trust Board has run the Edale Home in Bond Street, Marton, for over 30 years, and remains keen to have a Council representative. The Board meets monthly.

4. Rangitikei Tourism

Rangitikei Tourism is a voluntary grouping of many tourism operators in the District. Its major current projects are a new District promotional brochure and an upgraded website – www.rangitikei.com Rangitikei Tourism receives an annual grant from the Council. It manages Council's three billboards on SH-1. Council is asked to nominate an Elected Member to be on the Committee. The Community and Leisure Services team Leader is also a member.²

5. Powerco Wanganui Trust

The trust was established in 1993 when the undertakings of the Wanganui-Rangitikei Electric Power Board were vested in Powerco Limited. The Rangitikei District Council appoints two trustees, one of whom must live further than 15 km from the Council's head office. Trustees may not hold office for

¹ This is a narrower focus as a result of amendments to the Land Transport Management Act 2003, which reduces emphasis on environmental sustainability, public health, economic development and cultural interests.

² There is no official Council representation on the governing bodies for the town co-ordinators in Taihape, Marton and Bulls although they also receive annual grants. The four grants are managed through a common Memorandum of Understanding which entails half-yearly meetings with officers, an annual written report, an annual plan, and an annual meeting with the Council (or a nominated Committee).

longer than nine years. The Trust deed provides that the Mayor should make the appointment(s) “after consulting with the Councillors of the Rangitikei District Council and the Trustees”. No appointment is needed at this time.

6. Sport Whanganui

Sport Whanganui is a Charitable Trust governed by a board of trustees and managed by a CEO. It is one of 17 Regional Sports Trusts (RST) and services the geographical area of Rangitikei, Ruapehu and Whanganui. Sport Whanganui is funded by Sport New Zealand through regional contracts; it also secures funding through sponsorship and applications to other bodies. Sport Whanganui’s vision is to be the regional leaders in sport by developing, building and promoting regional sport.

7. Whanganui Regional Museum – Electoral College

Governance of the Whanganui Regional Museum is carried out by a Joint Council whose twelve members are selected by the Tikanga Maori House and the Civic House (six members each). A group of representative stakeholders forms the Electoral College which selects the Civic House while iwi and hapu from the Whanganui region select members of the Tikanga Maori House. It is possible that the Council’s appointee to the Electoral College could be selected for the Civic House.

8. Civil Defence Emergency Management Group

Under section 13 of the Civil Defence Emergency Management Act 2002, the Council must be represented on the region’s Civil Defence Emergency Management Group by the Mayor or an elected person who has the delegated authority to act for the Mayor.

Appendix 2

Council Membership and Representation on other organisations

Council will maintain representation on other organisations as listed in the Delegations Register.

Representatives may be elected members or other persons appointed by Council

Representatives to other organisations must formally report back to the appropriate committee at least once a year and Council have the opportunity to express its views to these organisations

A Councillor may be a Board member but such an appointment is not as Council's representative.

Council has due regard for representation of other organisations for the following reasons¹:

- to respond to statutory requirements or pre-requisites for additional funding from central government,
- to demonstrate a commitment to community well-being and progressing community outcomes,
- to influence the strategy and programmes of regional organisations which operate in the Rangitikei as well as in neighbouring districts, and
- to influence the distribution of funds into the Rangitikei.

¹ Resolved Minute Number : 08/SPP /026 : 31 January 2008

Attachment 6



Rangitikei
UNDISCOVERED...

REPORT

SUBJECT: **Administrative matters – October 2016**

TO: Council

FROM: Ross McNeil, Chief Executive

DATE: 27 October 2016

FILE: 5-EX-4

1 Sale of current information centre site, 113 Bridge Street

- 1.1 The site of the current information centre/bus stop in Bulls will shortly be advertised for sale using an open tender process. This must be done in accordance with Council's policy on disposal of surplus lands and buildings. A copy is attached at Appendix 1.
- 1.2 The policy provides that Council will resolve, prior to tenders being sought, how much weight is to be given to non-financial considerations. Given the prominence of the site, Council may wish that weighting to be as high as 75-80%. That would still allow a reasonable influence from the tendered price.

2 Refurbishment of the old BNZ building, 12-14 High Street, Marton - update

- 2.1 At its meeting on 29 September 2016, Council agreed that the Chief Executive would arrange for a formal assessment of the compliance of the renovations to the Old BNZ Building (at 12-14 High Street, Marton) with the building code for the incoming Council to make a decision around the potential to waive the design requirements for the work. This situation stems from unconsented work undertaken to establish a second independent household unit (apartment) in the building, which the Building Act classifies as a change of use.
- 2.2 The results of the assessment have indicated that the level of non-compliance relating to fire safety/egress is too high for Council to be satisfied that there is unlikely to be any significant danger to any person using the building. On that basis the building owner has been advised to present a plan of work showing what additional work and systems will be undertaken/installed so that the building is as close as is reasonably practicable to meeting the building code requirements.
- 2.3 The plan of work has not yet been received. The owner is not permitted to allow the use of the downstairs apartment until this matter is resolved.

3 Update on former Taihape College site, 55 Rauma Road

- 3.1 The remaining facilities at the former Taihape College site are currently used by a number of community groups and maintained by agents appointed by the Ministry of Education. The Ministry has proposed issuing a licence to occupy this site to Council which would then assume responsibility for managing the land and buildings and the tenancies.
- 3.2 A meeting will be held on 14 November 2016 with the current occupiers of the facility to discuss their long-term objectives in the light of the expected significant additional costs associated with the desired continued use of the facility and Council accepting the proposed licence to occupy. Earlier this year those costs were estimated as being \$18,000 initially, with ongoing annual costs of \$39,000.

4 10 Eagle Street, Taihape

- 4.1 Tenders have been called for the removal/demolition of the house and other buildings on the site. The intention is that the site will be vacant by 16 December 2016.

5 MW LASS update

- 5.1 Attached (as [Appendix 2](#)) is the September 2016 newsletter from Archives Central. While nothing in this directly relates to the Rangitikei, the report written in 1900 on the sanitary condition of Otaki would not be unique at that time.
- 5.2 Work continues on developing a stronger shared approach to IT infrastructure and information services.

6 Building (Pools) Amendment Act

- 6.1 This Act, which replaces (and repeals) the Fencing of Swimming Pools Act 1987 will require every territorial authority to ensure inspection of every residential pool at least once every three years, within six months before or after the pool's anniversary (or if that date is not known, when the pool came to the territorial authority's notice). Small heated pools (spa pools and hot tubs) with safety covers are generally exempt from this requirement. The Act's commencement date is 1 January 2017.
- 6.2 Council may accept a certificate periodic inspection from an independently qualified pool inspector (IQPI).
- 6.3 While the Ministry of Business, Innovation and Employment will manage (and funds) the register for the IQPIs, Council determines the fee to be charged if its staff undertake the inspections.

7 Youth development

- 7.1 The approach agreed at Council's meeting on 29 September 2016 is being progressed, including arrangements for summer programmes in both Taihape and Marton, for extending the pool of volunteers, and for recruiting the Youth Co-ordinator.
- 7.2 An update report will be provided to Council's meeting on 1 December 2016.

8 Proposed road closures

- 8.1 There have been no further requests for road closures since Council's last meeting.

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

- 9.1 The policy is attached as Appendix 3.

Wider policy question

- 9.2 At its 29 September 2016 meeting, Council asked for information about the potential rates impact if all properties which could apply for a remission under this policy did do. As the policy gives Council considerable discretion, the question is best answered by taking a couple of scenarios.
- 9.3 There are currently 384 properties with a rateable value of \$10,000 or less. 109 of these are rated for the Uniform Annual General Charge (\$645.40) and the targeted rates for water, wastewater, stormwater and solid waste (\$301.50). Setting aside connection charges for water and stormwater (where these apply¹), it is these fixed charges which comprise the bulk of rates on low-value properties. In no case, does the roading rate and general rate exceed \$30.00 for a property with a rateable value of \$10,000 or less.
- a. If Council were to remit all UAGCs and the district-wide fixed charges on these 109 properties, the total annual remission of rates would be \$103,000.
 - b. However, the intent of the policy is to allow a remission so that rates do not exceed 10% of the rateable value of the property. Applying that approach to the 109 properties would mean a total annual remission of just under \$50,000.

¹ In the 109 properties, there are 13 stormwater connections but just one water supply connection.

2 Rimu Street (sometimes known as 2 Wing Street), Marton

- 9.4 An application has been received requesting a remission under this policy for a 600 m² vacant triangular shaped property alongside the railway line in Marton Junction. It was previously used for a grain silo. The property has a rateable value of \$11,000 and this year's rates are \$1,764.50. This includes connection charges to the town's water (\$662.00) and stormwater (\$126.10). The application is attached as Appendix 3a, the rates assessment is attached as Appendix 3b, and an extract from the Council's mapping system is attached as Appendix 3c.
- 9.5 The land parcel is separated by roads from neighbouring properties, but transferring it to one of these would eliminate the district-wide fixed charges. If the water supply were disconnected, the remaining rates would be \$1,102 (which is almost precisely 10% of the rateable value). However, Council may be willing to allow a part remission of the fixed charges for two years to encourage transfer to a neighbour to be achieved. Council has no interest in acquiring the land.

10 Request for waiver of all fees

- 10.1 There have been no new requests for waiver of all fees (consents/facilities) requiring referral to Council.

11 Service request reporting

- 11.1 The summary reports for first response and feedback (requests received in September 2016) and resolution (requests received in August 2016) are attached for information, as Appendix 4.

12 Health and Safety update

- 12.1 The result of the ACC audit visit on 4 October 2016 is that Council has gained tertiary accreditation. This is strong recognition that Council's health and safety policies and processes are robust and that all employees have safe work practices. The additional bonus of this accreditation is a 20% reduction in Council's ACC work cover levies for the next two years. The audit standards used align with AS/NZS 4801:2001, the joint Australia/New Zealand Standard for Occupational Health and Safety Management Systems.
- 12.2 Helpfully, the ACC auditor offered several suggestions for further improvement and these will be progressed in the coming months. These included a stronger focus on incident reporting and setting a time-frame for contractors to resubmit their health and safety plan and related documentation to ensure they are up-to-date.

13 Staffing

- 13.1 Carol Dickson has commenced as a Records Officer (to assist with the more effective use and management of SharePoint, the Council's corporate records management software).
- 13.2 Marcelle Williams is a new part-time member of the Customer Services team
- 13.3 Interviews have been held for the second Policy/Planner position. Interviews will be held early November for the part-time Library Officer role. An appointment has been made to the new IT support role.
- 13.4 Fred de Burgh, Animal Control Officer, will be retiring on 23 December 2016 after thirty years' service with the District Council and (before 1989) with the Marton Borough Council. That vacancy will be filled by Lesley Butler (who returns in December from extended leave without pay) and allows the interim appointment of Trevor Gunn (covering Lesley's absence) to be made permanent.
- 13.5 Robbie Walker, part-time Building Control Officer, will be retiring on 12 January 2017. That vacancy has been advertised with the intention that the appointee will start before that date and become familiar with the building warrant of fitness and compliance schedule programme

14 Recommendations

- 14.1 That the report 'Administrative matters – October 2016' be received.
- 14.2 That applying the Disposal of surplus land and buildings policy to the pending sale of the Bulls information Centre site, 113 Bridge Street, Council sets the weighting of the non-financial attributes at ...%.
- 14.3 That under Council's rates remission policy providing for remission of rates on the grounds of disproportionate rates compared to the value of the property or other extenuating circumstances, a remission of% of the fixed charges for two years from 1 July 2016 be granted to PGG Wrightson in respect of their property at 2 Rimu Street, Marton

Ross McNeil
Chief Executive

Appendix 1

RANGITIKEI DISTRICT COUNCIL

POLICY ON DISPOSAL OF SURPLUS LANDS AND BUILDINGS¹

1 Background

- 1.1 Council has previously undertaken a survey of its non-infrastructure assets to identify those which were surplus and potentially best disposed of by sale. The costs (and in some cases legislation) associated with disposal has also impeded the process. Council envisages that there will be instances where the best value proposition for the ratepayer is to sell such sites.²

2 Purpose

- 2.1 The purpose of this policy is to ensure:
- the best value and long term benefit have been obtained for the community; and,
 - that the disposal process has been open and fair.
- 2.2 Council recognises that best value does not necessarily mean the highest financial offer and will include non-financial considerations.

3 Application

- 3.1 This policy applies only to a site where Council has decided that it can be disposed of on the open market. The Council will also take into account the following issues where applicable:
- consideration of the current tenants or users of the asset;
 - the ability of other assets to provide the same service;
 - frequency of use;
 - cultural significance to hapū and iwi;
 - how the land was originally acquired;
 - the ongoing maintenance costs to the community;
 - community views on whether it should be considered as surplus;
 - income generated from the asset;
 - cost of disposal;
 - statutory processes; and
 - levels of service desired in the Long Term Plan.
- 3.2 'Surplus site' means Council owned land and building(s) on a particular Certificate of Title which Council has resolved is no longer required by the community/District.

¹ Adopted by Council 26 February 2015 15/RDC/041

² Changes announced in August 2014 to government policy applying to disposal of Crown reserve land means greater opportunity for Council to rationalise its holdings of land and buildings.

This excludes buildings where Council retains ownership of the land and land which is leased (and not for sale), and where Council is involved in the sale of a property only to recoup rates arrears.

- 3.3 Unless Council resolves otherwise, the policy only applies to a site which has a market value exceeding \$50,000.

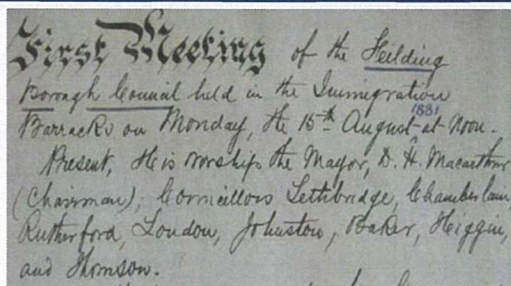
4 Disposal Process

- 4.1 Council will resolve prior to tenders being sought, how much weight is to be given to non-financial considerations.
- 4.2 An open tender process will be used when disposing of all surplus sites.
- 4.3 Tenders will be required to address the non-financial considerations specified in Table 1.
- 4.4 Consideration of tenders will involve both the price and non-financial considerations.
- 4.5 Tenders will be initially evaluated and ranked on non-financial considerations. This ranking will then be compared with the prices offered.
- 4.6 A tender scoring less than 35% in the non-financial considerations will be excluded from the process.
- 4.7 The highest financial offer will not necessarily be accepted.
- 4.8 The successful tender (if any) will be that which provides the best value proposition for the District, taking into account financial and non-financial considerations. Council and tenderers will be advised of the outcome, showing the range in the non-financial considerations, and in the price, together with the name of the successful tenderer.
- 4.9 The administration of this policy is delegated to the Chief Executive unless the market value of the site exceeds \$250,000.

Table 1. Non-financial considerations.

| ATTRIBUTE | EXPLANATION | SIGNIFICANCE |
|---|---|------------------|
| Use of the site | Preference will be given to tenders that have a proposed use that will be complementary to existing activities, and/or will provide a valuable community service and/or will provide local employment opportunities and/or cultural facility. | High (25%) |
| Ownership structure | Preference will be given to tenders that are from local businesses, residents, groups, or Iwi within the Rangitikei | Medium (15%) |
| Sustainability of investment | Preference will be given to tenders that are more likely to use the asset over the long term. | Medium (15%) |
| Financial viability | Preference will be given to tenders which provide evidence of being able to access the financial resources required to achieve the intended use and projected benefit. | Medium (15%) |
| Track records | Preference will be given to tenders which provide evidence of delivering services/facilities to a specified level. | Low/Medium (10%) |
| Stability of investment | Preference will be given to tenders that have a stable investment and/or business structure supporting them. | Low/Medium (10%) |
| Historical connection with the asset | Preference will be given to tenders that show they have a historical/ cultural connection with the asset and/or a commitment to demonstrate an element of the site's history. | Low/Medium (10%) |

Appendix 2



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 held.

HIGHLIGHTS OF THE MONTH

Over August we had:

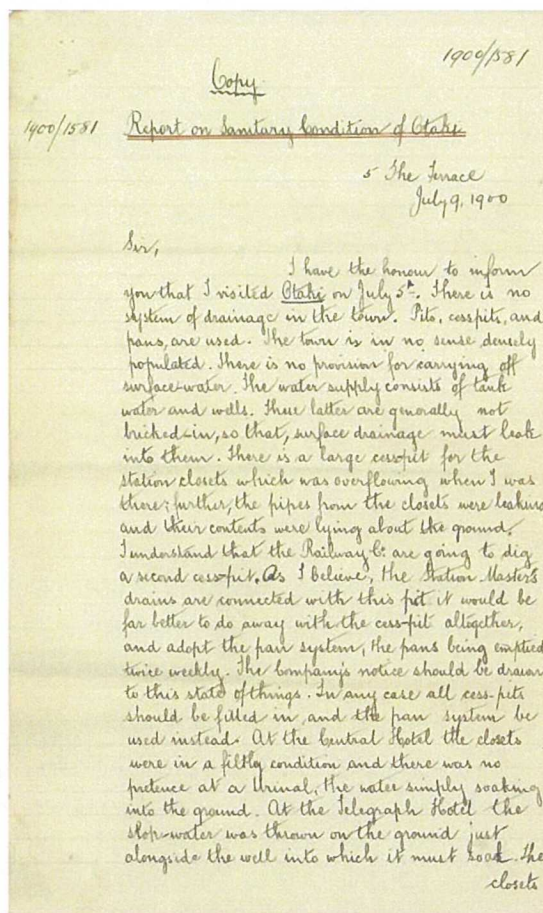
- 69 requests lodged with archives staff
- 2,035 unique visitors to the Archives Central website

HOROWHENUA ARCHIVES UPDATE

Next month we will be completing work on some additions to the Horowhenua District Council section. These include:

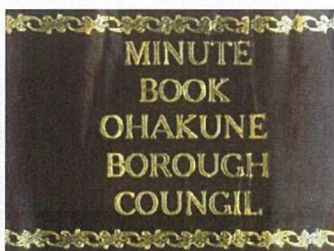
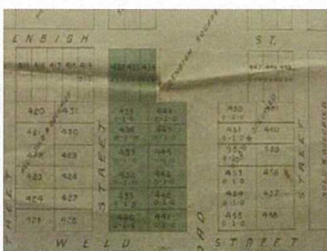
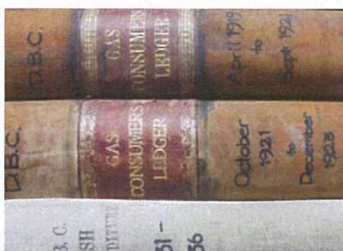
- County Correspondence records, 1896-1924
- County Valuation Records, 1975-1985
- Levin Borough Valuation Records, 1954-1990
- Foxton Borough Valuation Records, 1953-1990
- County Subdivision Records, 1970s-1980s
- Maori Land Rating Records, 1923-1986
- Rates Records 1958-1990
- Levin and Horowhenua Order Papers, 1970s-1980s

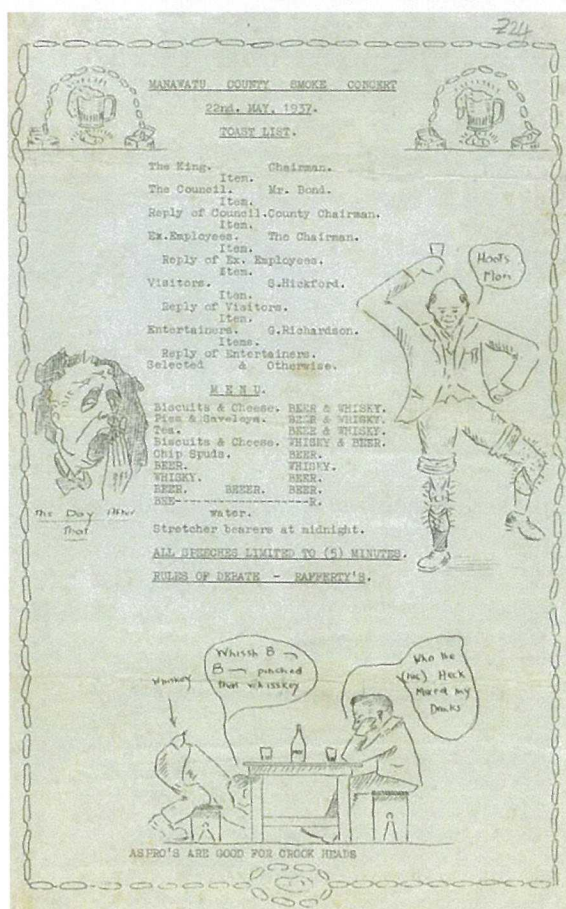
This work will add more than 1000 entries to the database and will be a significant addition to the Archives Central website.



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 COUNTY SMOKE CONCERT

You can't always tell what you will find in a file from the title. The Manawatu County archives include one called "Historical Information". Much of the contents is exactly that, short histories of the County and the related settlements, lists of former chairmen and councillors.

But there a few documents and maps that have been placed on file as well. This particular example is a menu and toast list for a Smoke Concert held by the County on the 22nd of May 1937.

The menu makes for interesting reading, with a heavy focus on Beer and Whisky, with stretcher bearers to make an appearance at midnight. The rules of debate are Rafferty's (i.e. none).

If the illustrations are anything to go by, it looks like it might take a bit of time to recover from the concert. While much of this can be taken as tongue in cheek, it's an interesting snapshot of the past given discussions about New Zealand's drinking culture today.

DID YOU KNOW? -Rates Records

Rates records are a popular item at Archives Central, particularly with family history researchers, as they can be used to find out where people lived or owned property.

When you think of rates records, you likely imagine big old volumes filled with handwritten entries. This is certainly how they were kept initially. But in the 1950s some councils moved away from volumes, instead adopting a card system. Each property was given a card which recorded the owner's details, rates to be paid and any payments made.

By the 1980s computer systems were being installed and the records evolved again and vary between

computer printouts to duplicates of the rates demand notices that were sent out.

| Levin Borough Council | | | | | |
|--|-----------|-----------|----------------------|---------------------|------------|
| Rate Card. | | | | | |
| 1505 BANK OF NEW ZEALAND. 199 150 QUEEN STREET. 1 LEVIN. | | | | | |
| PT. SECTS. 2 & 3. BLK. XI. LEVIN TOWNSHIP. QUEEN STREET 3750 | | | | | |
| CONS. | WATER | CATCHMENT | | TL CURRENT RATES | |
| 107. 8. 5 AUG 95165 AUG 96105 | 9. 7. 6 | 2. 9. 11 | 116. 4. 7 218. 8 | JUL 1761 218. 8 | 119. 5. 10 |
| 107. 0. 8 AUG 15625 AUG 15625 | 16. 11. 3 | 2. 16. 3 | 123. 4. 1 3. 3. 3 | JUL 1652 3. 3. 3 | 126. 8. 7 |

Appendix 3

10. 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.

Council is also able to reduce or waive rates only in those circumstances which it has identified in policies. This addition allows Council to consider individual circumstances, but it does not compel Council to reduce or waive rates.

Appendix 3a



23 September 2016

26 SEP 2016
To: R.Mc
File: S-RA-1-7
Doc: 16 0644

PGG Wrightson Limited
57 Waterloo Road
PO Box 292
Christchurch

Ross McNeil
Chief Executive
Rangitikei District Council
Private Bag 1102
Marton 4741

PGGW Ref: 8394021

RE: PGG WRIGHTSON LAND 2 WINGS LINE, MARTON (WN334/48, LOT 11 DEEDS 251)

Dear Ross,

This letter is in request of a rates remission on the above noted land on the grounds of disproportionate rates compared to the value or use of the land.

We request the land be considered as zero rated for rates on the below noted reasons:

- Value of the land is \$11,000 however resale is less than this
- The land is bare land and has no services connected
- There are no occupants of the land using council services

Thank you for your assistance regarding the above. I look forward to your confirmation of our request.

Yours sincerely,

Tracey Beavan
Property Lease and Facility Manager
PGG Wrightson Ltd
Cell +64 27 459 4550
Email: tracey.beavan@pggwrightson.co.nz

to Council 3/11 ?

Appendix 3b

Rates Account: 1362045500

PGG Wrightson - 2 Rimu Street, Marton

Previous Next Transactions Change Log Payments Calculator Diary

| | | | |
|---------------------------------|----------------------------------|---------------------|------------|
| Payer Name | PGG Wrightson | Valuation No | 1362045500 |
| Postal Address | Private Bag 1961 Dunedin 9054 | Property No | 008268 |
| Customer/Property Relationships | | Customer | 007685 |
| | | Water Account | 060110000 |
| | | W:Has Water Account | |
| | | Report Type 2 | Y |

Property Description Other Property Links

Location (GIS) 2 Rimu Street, Marton
 Legal Description LOT 11 DEEDS PLAN 251
 Certificate of Title 334/48

| | | | |
|---------------|--|----------------|------------------------|
| Use | 79 Industrial: Vacant | Category | IVS |
| TORAS | 121000 | Category Group | Industrial Vacant Land |
| Tenure | Property is not leased. Owner is also occupier. | Ward | 4 |
| Ownership | Private: Company - not Crown owned | Region | 8 |
| Rateability | Rateable | Zone | 7A |
| Apportionment | Std property - Not Applicable, Not apportionment | | |

Service Flags Water

Change Dates Ratepayer:13/05/10, Location:28/03/12, Maint:7/12/15

Change Reason zone Change Source QV

Valuations Property Database

| | Current | | New |
|------------------------------|---------|----------------|---------|
| Area (Hectares) | 0.0612 | | |
| Land Value | 11,000 | Land Value | 11,000 |
| Improvements Value | | | |
| Capital Value | 11,000 | Capital Value | 11,000 |
| Current Certificate of Title | 334/48 | | |
| Valuation Date | 1/07/14 | Valuation Date | 1/07/14 |

Rates for Current Year - 2016/17 Next Year - 2017/18

| Type | Description (Basis) | Factor | Estimated Amount \$ |
|------|---------------------------------|-----------|---------------------|
| 003 | Uniform Annual General - - (SU) | 1.00 | 645.40 |
| 004 | General Rate - - (C) | 11,000.00 | 7.80 |
| 023 | Roading District (C) | 11,000.00 | 21.70 |
| 025 | Solid Waste - District (SU) | 1.00 | 73.80 |
| 088 | Wastewater - Public Good (SU) | 1.00 | 74.30 |
| 089 | Water Supply - District (SU) | 1.00 | 662.00 |
| 090 | Water - Public Good (SU) | 1.00 | 125.50 |
| 234 | Stormwater - District (PC) | 1.00 | 126.10 |
| 235 | Stormwater - Public Good (SU) | 1.00 | 27.90 |
| | Total Rates Levied | | 1,764.50 |
| | (GST on Rates Levied) | | 230.15 |
| | Rates Last Year | | 1,686.00 |
| | Last Year's Final Instalment | | 421.50 |

Financial Transactions

| Year To Date | \$ | Ageing | \$ | Rates, Penalties, Rebates | \$ |
|------------------------|----------|----------------------|----------|---------------------------------|----------|
| Year Opening | | Current Due | 441.10 | Last Year's Rates | 1,686.00 |
| Previous Instalments | 441.10 | Equals Net Balance | 441.10 | This Year's Rates (5% increase) | 1,764.50 |
| Current Instalment (2) | 441.10 | Plus Rates Uncharged | 882.30 | Current Instalment | 441.10 |
| YTD Cash + Other | -441.10 | Equals Clear Balance | 1,323.40 | GST on Current Instalment | 57.53 |
| Balance (Net) | 441.10 | | | Discount Expiry Date | 22/08/16 |
| Clearance to Year End | 1,323.40 | | | Discount Expired | -44.10 |

| No | Instalment | Penalty Date | \$ | Direct Credit Details | Value | Debt Collection Data | Value |
|----|------------|--------------|--------|-----------------------|---------------|----------------------|-------|
| 1 | 22/08/16 | 23/08/16 | 441.10 | Payment Period | Tele/Internet | | |
| 2 | 21/11/16 | 22/11/16 | 441.10 | Last D/C Payment Date | 16/08/16 | | |
| 3 | 20/02/17 | 21/02/17 | 441.20 | | | | |
| 4 | 22/05/17 | 23/05/17 | 441.10 | | | | |

Water

| Account | Location | Meter ID | Last Read | Tariff | Balance | Charged YTD (Incl) | Last Year (Incl) |
|--------------|---------------|----------|-----------|--------|---------|--------------------|------------------|
| WT 060110000 | 2 Rimu Street | | 13/09/16 | 6 | | | |

History

| Year | Land Value | Capital Value | Annual Rates | Postponed |
|---------|------------|---------------|--------------|-----------|
| 2015/16 | 11,000 | 11,000 | 1,686.00 | |
| 2014/15 | 14,000 | 14,000 | 1,668.10 | |
| 2013/14 | 14,000 | 14,000 | 1,615.10 | |
| 2012/13 | 14,000 | 14,000 | 1,587.15 | |
| 2011/12 | 17,000 | 17,000 | 1,241.65 | |
| 2010/11 | 17,000 | 17,000 | 1,100.45 | |
| 2009/10 | 17,000 | 17,000 | 1,058.55 | |
| 2008/09 | 5,000 | 5,000 | 894.45 | |
| 2007/08 | 5,000 | 5,000 | 782.40 | |
| 2006/07 | 5,000 | 5,000 | 731.70 | |

Own Use Remarks, References, Alpha, Values & Report Types

| Reference Field 66.No | Alpha Field 67.No | Value Field 70.No | Report Type 71.No | Remarks 72.No |
|-----------------------|-------------------|-------------------|-------------------|---------------------|
| No | Value | No | Value | No |
| | | 1 | 1,725.30 | 2 |
| | | | Y | 10 |
| | | | | W:Has Water Account |
| | | | | Riding: Marton |

Notes

Date Author

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Appendix 3c

2 Rimu Street, Marton

Print Date: 27/10/2016
Print Time: 4:22 PM



Scale: 1:588
Original Sheet Size A4

Projection: NZGD2000 / New Zealand Transverse Mercator 2000
Bounds: 1803867.30392782,5559789.22361047
1803976.09850078,5559924.01059213

Digital map data sourced from Land Information New Zealand. CROWN COPYRIGHT RESERVED.
The information displayed in the GIS has been taken from Rangitikei District Council's databases and maps.
It is made available in good faith but its accuracy or completeness is not guaranteed.
All excavations near council assets to be undertaken with due care. Contractors will be liable for damages.
If the information is relied on in support of Resource Consent it should be verified by independent survey.

Appendix 4

Service Request Breakdown for September 2016 - First Response

| Service Requests Department | Compliance | | | | |
|---|------------|-----------|-------------------|----------------|-------------|
| | Current | Overdue | Responded in time | Responded late | Grand Total |
| Animal Control | 4 | 10 | 96 | 21 | 131 |
| Animal Control Bylaw matter | | 1 | | | 1 |
| Animal welfare | | | 9 | 1 | 10 |
| Attacks on animal | | | 5 | 1 | 6 |
| Barking dog | 2 | | 18 | 4 | 24 |
| Dog Property Inspection (for Good Owner status) | 2 | 5 | 12 | 1 | 20 |
| Found dog | | | 2 | 5 | 7 |
| Lost animal | | | 8 | | 8 |
| Microchip dog | | 2 | 1 | | 3 |
| Property Investigation - animal control problem | | 1 | 2 | | 3 |
| Rushing at human | | 1 | 1 | 1 | 3 |
| Wandering stock | | | 12 | 7 | 19 |
| Wandering/stray dog | | | 26 | 1 | 27 |
| Building Control | | 1 | | 1 | 2 |
| Dangerous or unsanitary building | | 1 | | | 1 |
| Property inspection | | | | 1 | 1 |
| Cemeteries | | | 2 | | 2 |
| Cemetery maintenance | | | 1 | | 1 |
| Water leak - cemeteries only | | | 1 | | 1 |
| Council | | | 1 | | 1 |
| Update postal address | | | 1 | | 1 |
| Council Housing/Property | 1 | 9 | 23 | | 33 |
| Council housing/property maintenance | 1 | 9 | 23 | | 33 |
| Culverts, Drainage and Non-CBD Sumps | | | 5 | | 5 |
| Maintenance (culverts/drainage) | | | 5 | | 5 |
| Environmental Health | | 6 | 34 | 2 | 42 |
| Abandoned vehicle | | | 3 | | 3 |
| Dumped Rubbish (outside town boundary) | | | 3 | | 3 |
| Dumped rubbish (within town boundary) | | 1 | 2 | | 3 |
| Livestock (not normally impounded) | | 3 | 3 | | 6 |
| Noise - day and night | | 2 | 22 | 2 | 26 |
| Untidy/overgrown section | | | 1 | | 1 |
| Footpaths | | 1 | 2 | | 3 |
| Maintenance (footpaths) | | 1 | 2 | | 3 |
| General enquiry | | 2 | 6 | | 8 |
| General Enquiry | | 2 | 6 | | 8 |
| Graffiti/Vandalism | | 1 | | | 1 |
| Council housing/property maintenance | | 1 | | | 1 |
| Halls | | | 1 | | 1 |
| Maintenance (halls) | | | 1 | | 1 |
| Parks and Reserves | | 1 | 3 | | 4 |
| Maintenance (parks and reserves) | | 1 | 3 | | 4 |
| Public Toilets | | 2 | 4 | 2 | 8 |
| Cleaning (public toilets) | | | 1 | | 1 |
| Maintenance (public toilets) | | 2 | 3 | 2 | 7 |
| Road Signs | | | 2 | | 2 |
| Maintenance (road signs) | | | 2 | | 2 |
| Roads | | 1 | 12 | 2 | 15 |
| Maintenance (roads - not potholes) | | 1 | 7 | 1 | 9 |
| Maintenance (roads - potholes only) | | | 5 | 1 | 6 |

| Service Requests | | Compliance | | | | | |
|---|--|------------|---------|-------------------|----------------|-------------|-----|
| Department | | Current | Overdue | Responded in time | Responded late | Grand Total | |
| Roadside Berm Mowing | | | | | 3 | 3 | |
| Urban berm mowing (not parks and reserves) | | | | | 3 | 3 | |
| Roadside Weeds/Vegetation/Trees | | 1 | 3 | | 5 | 9 | |
| Maintenance (roadside weeds, vegetation and trees) | | 1 | 3 | | 5 | 9 | |
| Stormwater | | | | | 1 | 1 | |
| Stormwater blocked drain (non urgent) | | | | | 1 | 1 | |
| Street Lighting | | 1 | 2 | | 4 | 7 | |
| Maintenance (street lighting) | | 1 | 2 | | 4 | 7 | |
| Wastewater | | | | | 1 | 1 | |
| Caravan effluent dump station | | | | | 1 | 1 | |
| Water | | 1 | 2 | | 19 | 1 | 23 |
| Disconnect water supply | | | | | 1 | | 1 |
| Location of meter/toby/other utility | | | | 1 | 1 | | 2 |
| Replace toby or meter | | 1 | 1 | | 8 | | 10 |
| Water leak - council-owned network, not parks or cemeteries | | | | | 5 | 1 | 6 |
| Water leak at meter/toby | | | | | 4 | | 4 |
| Grand Total | | 8 | 41 | | 224 | 29 | 302 |

Feedback Required (Multiple Items)

| Service Requests | | Feedback | | | | | | |
|--------------------------------------|-------|-----------|--------|---------------------|-----------|--------------|-------------|--|
| Department | Email | In Person | Letter | Not able to contact | Telephone | Not Provided | Grand Total | |
| Animal Control | | 16 | 1 | 3 | 3 | 29 | 52 | |
| Building Control | | | | | 1 | 1 | 2 | |
| Council | 1 | | | | | | 1 | |
| Council Housing/Property | | | | | | 3 | 3 | |
| Culverts, Drainage and Non-CBD Sumps | | | | | 1 | 2 | 3 | |
| Environmental Health | | | | | | 7 | 7 | |
| Footpaths | | | | | | 1 | 1 | |
| General enquiry | | 1 | | | 1 | 5 | 7 | |
| Graffiti/Vandalism | | | | | | 1 | 1 | |
| Parks and Reserves | | | | | 1 | | 1 | |
| Public Toilets | | | | | | 1 | 1 | |
| Roads | 2 | | | | | | 2 | |
| Roadside Berm Mowing | | | | | 3 | | 3 | |
| Roadside Weeds/Vegetation/Trees | | | | | | 1 | 1 | |
| Stormwater | | 1 | | | | | 1 | |
| Street Lighting | | | | 1 | | 1 | 2 | |
| Water | 2 | 2 | | | | | 4 | |
| Grand Total | 5 | 20 | 1 | 4 | 10 | 52 | 92 | |

Service Request Breakdown for August 2016 - Resolution

| Service Requests Department | Compliance Completed in time | Completed late | Grand Total |
|---|---------------------------------|----------------|-------------|
| Animal Control | 73 | 32 | 105 |
| Animal Control Bylaw matter | 2 | | 2 |
| Animal welfare | 2 | 3 | 5 |
| Attacks on animal | 1 | 1 | 2 |
| Attacks on humans | 1 | 1 | 2 |
| Barking dog | 13 | 3 | 16 |
| Dog Property Inspection (for Good Owner status) | 7 | 7 | 14 |
| Found dog | 4 | 1 | 5 |
| Lost animal | 9 | 1 | 10 |
| Lost dog | | 1 | 1 |
| Microchip dog | 2 | 2 | 4 |
| Property Investigation - animal control problem | 2 | | 2 |
| Rushing at human | 1 | 2 | 3 |
| Wandering stock | 11 | 4 | 15 |
| Wandering/stray dog | 18 | 6 | 24 |
| Building Control | | 1 | 1 |
| Dangerous or unsanitary building | | 1 | 1 |
| Cemeteries | 1 | | 1 |
| Water leak - cemeteries only | 1 | | 1 |
| Council Housing/Property | 15 | 8 | 23 |
| Council housing/property maintenance | 15 | 8 | 23 |
| Culverts, Drainage and Non-CBD Sumps | 2 | 1 | 3 |
| Maintenance (culverts/drainage) | 2 | 1 | 3 |
| Environmental Health | 24 | | 24 |
| Abandoned vehicle | 3 | | 3 |
| Dead animal | 1 | | 1 |
| Dumped Rubbish (outside town boundary) | 1 | | 1 |
| Dumped rubbish (within town boundary) | 3 | | 3 |
| Hazardous substances | 1 | | 1 |
| Livestock (not normally impounded) | 1 | | 1 |
| Noise - day and night | 14 | | 14 |
| Footpaths | 2 | 1 | 3 |
| Maintenance (footpaths) | 2 | 1 | 3 |
| General enquiry | 2 | 1 | 3 |
| General Enquiry | 1 | 1 | 2 |
| Vermin | 1 | | 1 |
| Halls | 2 | | 2 |
| Maintenance (halls) | 2 | | 2 |
| Libraries | 1 | | 1 |
| Maintenance (libraries) | 1 | | 1 |
| Parks and Reserves | 2 | 1 | 3 |
| Empty rubbish bins - parks and reserves only | | 1 | 1 |
| Maintenance (parks and reserves) | 1 | | 1 |
| Water leak - Parks and Reserves only | 1 | | 1 |
| Public Toilets | 5 | | 5 |
| Maintenance (public toilets) | 5 | | 5 |
| Road Signs | 6 | | 6 |
| Maintenance (road signs) | 6 | | 6 |
| Roads | 16 | 2 | 18 |

| Service Requests | | Compliance | | |
|---|--|-------------------|----------------|-------------|
| Department | | Completed in time | Completed late | Grand Total |
| Maintenance (roads - not potholes) | | 15 | 1 | 16 |
| Maintenance (roads - potholes only) | | 1 | 1 | 2 |
| Roadside Weeds/Vegetation/Trees | | | 2 | 2 |
| Maintenance (roadside weeds, vegetation and trees) | | | 2 | 2 |
| Stormwater | | 2 | 1 | 3 |
| Stormwater blocked drain (non urgent) | | 1 | | 1 |
| Stormwater road surface flooding (urgent) | | 1 | 1 | 2 |
| Street Cleaning and Litter Bins | | 2 | | 2 |
| Empty rubbish bins - Hunterville/Taihapa | | 1 | | 1 |
| Street Cleaning - non CBD | | 1 | | 1 |
| Street Lighting | | 2 | 2 | 4 |
| Maintenance (street lighting) | | 2 | 2 | 4 |
| Wastewater | | 2 | | 2 |
| Maintenance (wastewater) | | 1 | | 1 |
| Wastewater blocked drain | | 1 | | 1 |
| Water | | 25 | 3 | 28 |
| Dirty drinking water | | 2 | | 2 |
| Location of meter/toby/other utility | | 2 | | 2 |
| Low drinking water pressure (non urgent) | | 2 | | 2 |
| Replace lid (non urgent) | | 1 | 1 | 2 |
| Replace lid (urgent) | | | 1 | 1 |
| Replace toby or meter | | 8 | 1 | 9 |
| Water leak - council-owned network, not parks or cemeteries | | 5 | | 5 |
| Water leak at meter/toby | | 5 | | 5 |
| Grand Total | | 184 | 55 | 239 |

Attachment 7

Memorandum

To: Council

From: Ross McNeil

Date: 27 October 2016

Subject: Top Ten Projects – status, October 2016

File: 5-EX-4

This memorandum is an update from the statements provided to the Council's meeting on 28 July 2016 and subsequent months.

1. Reinstatement of the roading network after the June 2015 floods

The programme for 2016/17 has been mapped out and is being implemented, continuing to use the bundling approach for engaging contractors. This project is expected to be complete by December 2017.

2. Upgrade of the Bulls wastewater treatment plant to meet new consent conditions

The consent application remains under consideration by Horizons, which effectively puts the project on hold. Riverlands had expressed interest in a collaborative approach to the upgrade of the Bulls wastewater treatment plant but, on further consideration, seems unlikely to make such a commitment. Although Horizons is keen to see the merging of the two discharges, it would be entirely a Council decision to do that. It would mean withdrawing the current consent application and submitting a new one.

3. Upgrade of the Marton wastewater treatment plant to meet new consent conditions

The initial focus until December 2017 is on acceptable management of the leachate from the Bonny Glen landfill. The Heads of Agreement has been signed between Midwest Disposal and Council; the management plan to define the arrangements for transporting the leachate to Marton, storing it, and releasing it into the waste water treatment plant has been finalised. The document was presented to the Assets/Infrastructure Committee at its meeting on 11 August 2016. The storage tanks and pumping system for pre-treated leachate is now in place at the Marton wastewater treatment plant. This means that there is now a managed entry of pre-treated leachate into the treatment plant.

Midwest has yet to see a commercially running plant that can demonstrate the efficiency of their preferred option of on-site treatment of leachate. However, during the recent trip to Europe they saw a single cell trial plant at one landfill. Council has been specific that the application for the new consent for the Marton wastewater treatment plant will not allow leachate to be accepted.

4. Upgrade of the Ratana wastewater treatment plant to meet the demands from the anticipated housing development

Planning and legal formalities are under way for the 60 lot subdivision at Ratana. This subdivision will be progressed as a 'partition' through the Maori Land Court, rather than a subdivision consent under the Resource Management Act. As the land is under multiple ownership, the partition process allows for specific areas (parcels) to be defined and assigned to owners. This is similar to a cross-lease arrangement.

External funding support for the wastewater treatment plant capacity upgrade has yet to be confirmed. However, Te Puni Kokiri, as the social housing funder for this development, is aware of the funding shortfall and discussions are being held with staff from that organisation. Council budgets do include funding to upgrade the plant to meet future treatment standards.

An update on the subdivision project was included in the Administrative matters report to Council's meeting on 29 September 2016. The Waipu Trust, which is advancing the development, will be seeking an agreement with Council for management and maintenance of the core infrastructure and open space areas associated with the development. The Maori Land Court is likely to want to see evidence of this arrangement before approving the partitioning.

5. Sustainable provision of stock and irrigation water within the area now serviced by the Hunterville Rural Water Scheme, extended south to Marton, and provision of a safe, potable and affordable supply to Hunterville town

The Ministry for Primary Industries (MPI) has approved the Tutaenui pre-feasibility study, and officials visited on 1 August 2016 to view the area and discuss their views on what a pre-feasibility study should achieve and how it would be best done. This included engaging a specialist consultancy, and Brian Kouvelis and David Voss have been engaged in this regard. Farmers within the project area will be surveyed over the coming months.

The project is due for completion in mid-2017. Depending on the outcome, a feasibility study may follow, again with funding support from MPI

6. Future management of community housing

Council has committed to examine other options for managing its community housing stock, using one or more specialist organisations with the ability to tap into government financial assistance. The Manawatu Community Trust is the only organisation which has continued to express interest in taking over the ownership and management of all 72 units.

Council needs further information before deciding whether to outsource or retain this housing. Over the past twelve months the level of occupancy has risen considerably. A further report will be provided to Council's meeting on 1 December 2016.

7. Upgrade of Taihape Pool

Major work is required in filtration and heating to get this pool to a satisfactory standard. An expert assessment was obtained and peer reviewed. Initially, there was an assessment

that the existing electricity supply to the pool would need upgrading, but on further examination will not be necessary. The costs for the full extent of work are estimated at \$430,000 which takes the project beyond the funds committed by Council and the Trust – and also extend the timeframe for completion beyond the time when the new swimming season would start.

There has been a meeting with the Taihape Community Development Trust (which has a service contract to manage the Pool) and a commitment secured to work on a joint funding strategy to secure the funding gap of \$200,000 to enable the work to be done during 2017. A contingency budget to fund this upgrade is proposed for inclusion in the draft 2017/18 Annual Plan, so could be an element for community consultation.

8. Bulls multi-purpose community centre

Community feedback was sought at the public launch of the project on 8 August 2016, and as a consequence the design has been modified to provide a larger auditorium, a wider stage, and additional toilets. The funding implications from these changes were considered by Council at its meeting on 29 September 2016. The total cost of the facility is likely to be \$4.36 million but the rate-funded loan (for \$1.6 million) will not increase. The required additional funding will come from corporate sponsorship, a higher target for local community funding and sale of further surplus Council property in Bulls or use of financial reserves.

Agreement has now been reached with the Joint venture (JV) partners (who own the whole former Criterion Hotel site) in regard to the area to be purchased by Council – including the retention by the JV partners of the civic square area (so Council does not need to purchase it) which will be subject to enduring control by the Council.

The application to Lotteries' Community Facilities Fund was submitted by the due date, 31 August 2016. A decision is expected in December 2016. A funding application has been lodged with the Dudding Trust, and a decision on that application is also expected in December.

Work continues on investigating the legal saleability of surplus properties is currently being reviewed. The information centre/bus stop at 113 Bridge Street has no impediment to sale and during November will be offered for sale through an open tender process in accordance with Council policy on the sale of surplus property. Such a sale will be conditional on allowing Council to continue using the site as now until the new facility is available.

Preparations for the local fund-raising campaign are well advanced. A newsletter has been distributed to every property in Bulls outlining the background to the project, its current status, and the next stages of the development.

9. Development of Cobbler/Davenport/Abraham & Williams site in Marton for Council's administration centre and the town library

Possession was gained on 31 August 2016. A meeting has been held with building owners and businesses in this area and an opportunity provided for them to see inside the buildings.

Expressions of Interest are now being called for suitably qualified/experience consultants to assist in preparing a heritage assessment and concept development, not just for the Council's site, but more generally within the Broadway precinct between High Street and Follett Street. This work will have the added benefit of forming the basis of an application to the Government's Heritage EQUIP fund, the detailed criteria and timing of which have yet to be announced.

10. Taihape civic and community centre

As noted in previous commentaries, this is the least conceptualised town centre complex – but its location, on the Town Hall site as previously found strong support. Early in 2017, Taihape will be asked to say where their preferred site is for the new amenity block on Memorial Park. That facility will have provision for a second storey, which may be part of finding a long-term solution for those organisations currently using the former Taihape College buildings. That discussion will provide an opportunity to think in more detail the nature of the facility on the town hall site and the extent to which the current building can be an integral part of that.

Recommendation

That the memorandum 'Top ten projects – status, October 2016' be received

Ross McNeil
Chief Executive

Attachment 8

Memorandum

To: Council

From: Katrina Gray

Date: 14 October 2016

Subject: **Affixing of Council Seal and Making the District Plan Change Operative**

File: 1-PL-2-8

1 Background

- 1.1 Council approved the proposed District Plan Change 2016 for public consultation at its meeting on 29 March 2016. The purpose of the Plan Change was to increase the efficiency and effectiveness of the Plan, particularly with regard to the liquefaction and ground shaking natural hazards.
- 1.2 A total of 22 original submissions and 4 further submissions were received. A number of submissions were transferred to the Annual Plan process, reducing the number of original submissions to 19. The most significant issues raised were heritage, natural hazards (Taihape West Slip zone, advice notes and flooding), commercial zoning and rural zone setbacks.
- 1.3 Pre-hearing meetings were held prior to the hearing with submitters where there was scope to resolve issues. Many issues were addressed prior to the hearing including natural hazard matters, design panel, signage and network utilities.
- 1.4 The hearing was held on 28 June 2016 and was run by Phillip Percy, an Independent Commissioner sitting alone. Eight parties spoke to their submission at the hearing.
- 1.5 The hearing was adjourned for Reporting Officers to provide the Commissioner with further information. This information was provided mid-July, and the Commissioner declared the hearing closed on 27 July 2016.
- 1.6 The decision was released on 18 August 2016. The key changes to the Plan include:
 - Removal of liquefaction, ground shaking, landslide and active fault overlays and associated rules.
 - Minor amendments to the Taihape West Slip Zone to improve drafting and increase clarity of the provisions.
 - Amendment of flooding provisions to increase consistency with the One Plan.
 - Increase flexibility for local signs.
 - Reduce 20 metre building setback to 5 metres.
 - Amendment to heritage provisions to include – Marton Heritage Precinct, offsetting, schedule of values, design panel.

2 Comment

- 2.1 Following approval at Council's 25 August 2015 meeting, the decision was publicly notified 27 August 2016, and was subject to a 30 working day appeals period. Appeals were able to be made to the Environment Court. No appeals were lodged.
- 2.2 The final step is for Council to affix its seal to make the District Plan Change 2016 operative, completing the District Plan Change process.

3 Recommendations

- 3.1 That the memorandum 'Affixing of Council Seal and Making the Rangitikei District Plan Change 2016 Operative' be received.
- 3.2 That Council approves the Rangitikei District Plan Change 2016 and affixes its seal in accordance with Clause 17 of Schedule 1 of the Resource Management Act 1991.
- 3.3 The Rangitikei District Plan Change 2016 is publicly notified on 5 November 2016 to become operative on 14 November 2016.

Katrina Gray
Policy Analyst/Planner

Attachment 9

Report

Subject: Marton Park Management Plan - Deliberations and Adoption

To: Council

From: Katrina Gray, Policy Analyst

Date: 17 October 2016

File: 1-CP-4-7

1 Background

- 1.1 Expressions of interest were sought and a public workshop on 29 June 2016 was held to inform the preparation of the draft Marton Park Management Plan. Approximately 30 residents attended this workshop.
- 1.2 The submission period was open for two months from 5 August 2016 – 7 October 2016. The draft Plan was publicised through public notices, in a display on Broadway, on Council's website, an email sent to those people who had attended the first workshop and posters put up around Marton Park. Three 'Park Walks' were also held with members of the public.
- 1.3 A second workshop was held on 12 October 2016, with approximately 10 community members in attendance. The purpose of the workshop was to provide feedback to the community about the submissions received, to confirm the objectives for Marton Park, to prioritise projects and develop project teams.

2 Consultation and submissions

- 2.1 Seven submissions were received on the draft Marton Park Management Plan, notes were taken from the Park Walks and a meeting with members from the Marton RSA ([Appendix 1](#)).
- 2.2 The submissions were largely supportive of the draft Marton Park Management Plan.
- 2.3 Heritage New Zealand provided a range of suggestions; including further reference to the heritage listing, increasing consistency of objectives, increasing reference to tangata whenua and providing reference to the ICMOS¹ Charter. It is recommended the specified changes are accepted. However, discussions with Ngati Apa have identified the site does not have a specific Iwi history which could be used as part of the context section of the Plan.

¹ International Council on Monuments and Sites

- 2.4 All people that used the submission form agreed that the horticultural qualities, sporting and recreational qualities, history and current facilities are important aspects of Marton Park.
- 2.5 Future maintenance, improvements and events were considered to be important to the majority of submitters. A range of themes were identified throughout the consultation process - toilets; signs; lighting; BBQ area; playground; exercise area; entrances; events; pavilion.
- 2.6 The Park Walks identified a site plan where specific projects would be most suitable. This was refined through the workshop held on 12 October 2016.
- 2.7 The submitters agreed the proposed objectives specific to Marton Park were appropriate. This was supported through the workshop held on 12 October 2016.

3 Workshop

- 3.1 The second workshop held on 12 October 2016 provided an overview of the objectives of the Marton Park Management Plan, the key themes for projects which had been raised by the community, an overview of the heritage listing and its implications and an outline of the proposed activities the Parks and Reserves team plan to undertake as a result of the consultation process.
- 3.2 Given there are a number of projects that require resource consent, the workshop identified the need for collaboration and the joint consenting of projects. The workshop therefore considered the projects in the context of a 5 year plan.
- 3.3 The workshop produced 14 projects with team leaders to progress them further:
- Wooden playground, BBQ Area, Seating in the garden area
 - CCTV
 - Toilets, drinking fountain
 - Fernery
 - Sculptures/art/cultural Pou (note – collaborate with entrance group)
 - Lighting of paths, trees and plants
 - Maunder and Oxford Street upgrades
 - Tui Trail
 - Fitness circuit/stations
 - Paint white fence
 - Volleyball (somewhere in town)
 - ANZAC Memorial Walkway
 - Seating for rugby fields
 - Information boards

4 Comment

- 4.1 A number of changes have been proposed for the draft Marton Park Management Plan as a result of the submission process. The most significant are to the 'Action

Plan' to incorporate the projects identified in the second workshop, as well as, the inclusion of a site plan for future projects ([Appendix 2](#)).

- 4.2 Fourteen project groups have been established and are already engaged in planning their projects. Staff will be available to work with project groups as required and will be kept informed of project process to identify potential issues, or overlaps early in the planning process. It is recommended that the final decision for the implementation of projects is with the Chief Executive. Project documents to be submitted for approval have been developed ([Appendix 3](#)). These align very closely to those prepared to guide Place-making in the District.
- 4.3 Due to the Park's heritage listing, some of the projects (such as the playground, toilets and fitness stations) may require a resource consent. Some projects may also require building consent (toilets). It is suggested that Council begin to consider what support it might like to provide to assist the community through these processes. One option is to consider waiving internal consenting costs.

5 Recommendations

- 5.1 That the report to Council 'Marton Park Management Plan – Deliberations and Adoption' be received.
- 5.2 That Council adopts the Marton Park Management Plan [as amended/without amendment].
- 5.3 That the Chief Executive be delegated the authority to waive internal consenting costs for resource consents and building consents for approved projects on Marton Park to.

Katrina Gray
Policy Analyst

Appendix 1

Katrina Gray

From: Katrina Gray
Sent: Wednesday, 27 July 2016 10:00 a.m.
To: Alyssa Takimoana
Subject: FW: Marton Park Management Strategy

From: Finbar Kiddle [mailto:fkiddle@heritage.org.nz]
Sent: Tuesday, 26 July 2016 10:24 a.m.
To: Katrina Gray <Katrina.Gray@rangitikei.govt.nz>
Subject: Marton Park Management Strategy

Good Morning Katrina

Thank you for the opportunity to provide feedback on the draft Marton Park Management Plan. Heritage New Zealand Pouhere Taonga's feedback is below:

To help provide some additional context regarding the historical significance of the park, it would be good to reference the park's heritage listing and its relationship with the Marton Heritage Precinct (or words to a similar effect if the precinct concept can't be used until after the Plan Change) in the introduction:

This is a management plan for Marton Park, a vibrant and popular park located near the centre of Marton that forms an integral part of the town's heritage landscape. Comprising of mature trees, sports fields, gardens, a pavilion and numerous memorials, Marton Park provides for both formal and casual recreational opportunities, and commemorative purposes. Marton Park is listed by Heritage New Zealand Pouhere Taonga as a historic area, meaning it is an inter-related group of historic places that form a significant part of the historical and cultural heritage of New Zealand.

The introduction should also explain the relationship tangata whenua have with the Park and any cultural or historical values of importance to them. The part on the history of the Park, beginning in page 5, should also commence with a section explaining the Māori history of the site prior to its identification as Shannon's Paddock, even if this information is broader than the specific location of the park itself; i.e., the Marton area. Council should consult with the relevant hapu to obtain this information.

Regarding the specific objectives, it is also important that heritage (and open space) characteristics of the park are maintained (and preferably enhanced) across all activities (e.g. general maintenance), not just through projects. This can be easily reflected in the wording of the objective by deleting "when implementing projects" from the end of the objective. An important part of the Park is also its relationship with the Marton Heritage Precinct (or words to a similar effect). It is important that this is maintained and enhanced (e.g. providing additional signage and avoiding big box development directly between the park and Broadway). Finally, the word 'protect' should be used, rather than 'maintain' to be consistent with Objective Two. Possible drafting is:

Protect ~~Maintain~~ and enhance the heritage and open space characteristics of Marton Park, including the relationship between these characteristics and the Marton Heritage Precinct [or words to a similar effect].

It would also be beneficial to include some specific methods for achieving the objectives. Regarding the protection of heritage values, I have attached a copy of the ICOMOS Charter for the Conservation of Places

of Cultural Heritage Value. If methods are adopted, it would be a good starting point regarding heritage values. We can also provide more advice on possible methods if required.

Regards,

Finbar Kiddle

Heritage Advisor – Planning | Central Region | Heritage New Zealand Pouhere Taonga | Level 7 69 Boulcott Street | PO Box 2629 Wellington 6140 | **PH:** 04 494 8325 | Visit www.heritage.org.nz and learn more about New Zealand's heritage places.

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ICOMOS New Zealand Charter

for the Conservation of Places of Cultural Heritage Value

Revised 2010

Preamble

New Zealand retains a unique assemblage of **places of cultural heritage value** relating to its indigenous and more recent peoples. These areas, **cultural landscapes** and features, buildings and **structures**, gardens, archaeological sites, traditional sites, monuments, and sacred **places** are treasures of distinctive value that have accrued meanings over time. New Zealand shares a general responsibility with the rest of humanity to safeguard its cultural heritage **places** for present and future generations. More specifically, the people of New Zealand have particular ways of perceiving, relating to, and conserving their cultural heritage **places**.

Following the spirit of the International Charter for the Conservation and Restoration of Monuments and Sites (the Venice Charter - 1964), this charter sets out principles to guide the **conservation of places of cultural heritage value** in New Zealand. It is a statement of professional principles for members of ICOMOS New Zealand.

This charter is also intended to guide all those involved in the various aspects of **conservation** work, including owners, guardians, managers, developers, planners, architects, engineers, craftspeople and those in the construction trades, heritage practitioners and advisors, and local and central government authorities. It offers guidance for communities, organisations, and individuals involved with the **conservation** and management of cultural heritage **places**.

This charter should be made an integral part of statutory or regulatory heritage management policies or plans, and should provide support for decision makers in statutory or regulatory processes.

Each article of this charter must be read in the light of all the others. Words in bold in the text are defined in the definitions section of this charter.

This revised charter was adopted by the New Zealand National Committee of the International Council on Monuments and Sites at its meeting on 4 September 2010.

Purpose of conservation

1. The purpose of conservation

The purpose of **conservation** is to care for **places of cultural heritage value**.

In general, such **places**:

- (i) have lasting values and can be appreciated in their own right;
- (ii) inform us about the past and the cultures of those who came before us;
- (iii) provide tangible evidence of the continuity between past, present, and future;
- (iv) underpin and reinforce community identity and relationships to ancestors and the land; and
- (v) provide a measure against which the achievements of the present can be compared.

It is the purpose of **conservation** to retain and reveal such values, and to support the ongoing meanings and functions of **places of cultural heritage value**, in the interests of present and future generations.

Conservation principles

2. Understanding cultural heritage value

Conservation of a **place** should be based on an understanding and appreciation of all aspects of its **cultural heritage value**, both **tangible** and **intangible**. All available forms of knowledge and evidence provide the means of understanding a **place** and its **cultural heritage value** and **cultural heritage significance**. **Cultural heritage value** should be understood through consultation with **connected people**, systematic documentary and oral research, physical investigation and **recording** of the **place**, and other relevant methods.

All relevant **cultural heritage values** should be recognised, respected, and, where appropriate, revealed, including values which differ, conflict, or compete.

The policy for managing all aspects of a **place**, including its **conservation** and its **use**, and the implementation of the policy, must be based on an understanding of its **cultural heritage value**.

3. Indigenous cultural heritage

The indigenous cultural heritage of **tangata whenua** relates to **whanau**, **hapu**, and **iwi** groups. It shapes identity and enhances well-being, and it has particular cultural meanings and values for the present, and associations with those who have gone before. Indigenous cultural heritage brings with it responsibilities of guardianship and the practical application and passing on of associated knowledge, traditional skills, and practices.

The Treaty of Waitangi is the founding document of our nation. Article 2 of the Treaty recognises and guarantees the protection of **tinio rangatiratanga**, and so empowers **kaitiakitanga** as customary trusteeship to be exercised by **tangata whenua**. This customary trusteeship is exercised over their **taonga**, such as sacred and traditional **places**, built heritage, traditional practices, and other cultural heritage resources. This obligation extends beyond current legal ownership wherever such cultural heritage exists.

Particular **matauranga**, or knowledge of cultural heritage meaning, value, and practice, is associated with **places**. **Matauranga** is sustained and transmitted through oral, written, and physical forms determined by **tangata whenua**. The **conservation** of such **places** is therefore conditional on decisions made in associated **tangata whenua** communities, and should proceed only in this context. In particular, protocols of access, authority, ritual, and practice are determined at a local level and should be respected.

4. Planning for conservation

Conservation should be subject to prior documented assessment and planning.

All **conservation** work should be based on a **conservation plan** which identifies the **cultural heritage value** and **cultural heritage significance** of the **place**, the **conservation** policies, and the extent of the recommended works.

The **conservation plan** should give the highest priority to the **authenticity** and **integrity** of the **place**.

Other guiding documents such as, but not limited to, management plans, cyclical **maintenance** plans, specifications for **conservation** work, interpretation plans, risk mitigation plans, or emergency plans should be guided by a **conservation plan**.

5. Respect for surviving evidence and knowledge

Conservation maintains and reveals the **authenticity** and **integrity** of a **place**, and involves the least possible loss of **fabric** or evidence of **cultural heritage value**. Respect for all forms of knowledge and existing evidence, of both **tangible** and **intangible values**, is essential to the **authenticity** and **integrity** of the **place**.

Conservation recognises the evidence of time and the contributions of all periods. The **conservation** of a **place** should identify and respect all aspects of its **cultural heritage value** without unwarranted emphasis on any one value at the expense of others.

The removal or obscuring of any physical evidence of any period or activity should be minimised, and should be explicitly justified where it does occur. The **fabric** of a particular period or activity may be obscured or removed if assessment shows that its removal would not diminish the **cultural heritage value** of the **place**.

In **conservation**, evidence of the functions and intangible meanings of **places** of **cultural heritage value** should be respected.

6. Minimum intervention

Work undertaken at a **place** of **cultural heritage value** should involve the least degree of **intervention** consistent with **conservation** and the principles of this charter.

Intervention should be the minimum necessary to ensure the retention of **tangible** and **intangible values** and the continuation of **uses** integral to those values. The removal of **fabric** or the alteration of features and spaces that have **cultural heritage value** should be avoided.

7. Physical investigation

Physical investigation of a **place** provides primary evidence that cannot be gained from any other source. Physical investigation should be carried out according to currently accepted professional standards, and should be documented through systematic **recording**.

Invasive investigation of **fabric** of any period should be carried out only where knowledge may be significantly extended, or where it is necessary to establish the existence of **fabric** of **cultural heritage value**, or where it is necessary for **conservation** work, or where such **fabric** is about to be damaged or destroyed or made inaccessible. The extent of invasive investigation should minimise the disturbance of significant **fabric**.

8. Use

The **conservation** of a **place** of **cultural heritage value** is usually facilitated by the **place** serving a useful purpose.

Where the **use** of a **place** is integral to its **cultural heritage value**, that **use** should be retained.

Where a change of **use** is proposed, the new **use** should be compatible with the **cultural heritage value** of the **place**, and should have little or no adverse effect on the **cultural heritage value**.

9. Setting

Where the **setting** of a **place** is integral to its **cultural heritage value**, that **setting** should be conserved with the **place** itself. If the **setting** no longer contributes to the **cultural heritage value** of the **place**, and if **reconstruction** of the **setting** can be justified, any **reconstruction** of the **setting** should be based on an understanding of all aspects of the **cultural heritage value** of the **place**.

10. Relocation

The on-going association of a **structure** or feature of **cultural heritage value** with its location, site, curtilage, and **setting** is essential to its **authenticity** and **integrity**. Therefore, a **structure** or feature of **cultural heritage value** should remain on its original site.

Relocation of a **structure** or feature of **cultural heritage value**, where its removal is required in order to clear its site for a different purpose or construction, or where its removal is required to enable its **use** on a different site, is not a desirable outcome and is not a **conservation** process.

In exceptional circumstances, a **structure** of **cultural heritage value** may be relocated if its current site is in imminent danger, and if all other means of retaining the **structure** in its current location have been exhausted. In this event, the new location should provide a **setting** compatible with the **cultural heritage value** of the **structure**.

11. Documentation and archiving

The **cultural heritage value** and **cultural heritage significance** of a **place**, and all aspects of its **conservation**, should be fully documented to ensure that this information is available to present and future generations.

Documentation includes information about all changes to the **place** and any decisions made during the **conservation** process.

Documentation should be carried out to archival standards to maximise the longevity of the record, and should be placed in an appropriate archival repository.

Documentation should be made available to **connected people** and other interested parties. Where reasons for confidentiality exist, such as security, privacy, or cultural appropriateness, some information may not always be publicly accessible.

12. Recording

Evidence provided by the **fabric** of a **place** should be identified and understood through systematic research, **recording**, and analysis.

Recording is an essential part of the physical investigation of a **place**. It informs and guides the **conservation** process and its planning. Systematic **recording** should occur prior to, during, and following any **intervention**. It should include the **recording** of new evidence revealed, and any **fabric** obscured or removed.

Recording of the changes to a **place** should continue throughout its life.

13. Fixtures, fittings, and contents

Fixtures, fittings, and **contents** that are integral to the **cultural heritage value** of a **place** should be retained and conserved with the **place**. Such fixtures, fittings, and **contents** may include carving, painting, weaving, stained glass, wallpaper, surface decoration, works of art, equipment and machinery, furniture, and personal belongings.

Conservation of any such material should involve specialist **conservation** expertise appropriate to the material. Where it is necessary to remove any such material, it should be recorded, retained, and protected, until such time as it can be reinstated.

Conservation processes and practice

14. Conservation plans

A **conservation plan**, based on the principles of this charter, should:

- (i) be based on a comprehensive understanding of the **cultural heritage value** of the **place** and assessment of its **cultural heritage significance**;
- (ii) include an assessment of the **fabric** of the **place**, and its condition;
- (iii) give the highest priority to the **authenticity** and **integrity** of the **place**;
- (iv) include the entirety of the **place**, including the **setting**;
- (v) be prepared by objective professionals in appropriate disciplines;
- (vi) consider the needs, abilities, and resources of **connected people**;
- (vii) not be influenced by prior expectations of change or development;
- (viii) specify **conservation** policies to guide decision making and to guide any work to be undertaken;
- (ix) make recommendations for the **conservation** of the **place**; and
- (x) be regularly revised and kept up to date.

15. Conservation projects

Conservation projects should include the following:

- (i) consultation with interested parties and **connected people**, continuing throughout the project;
- (ii) opportunities for interested parties and **connected people** to contribute to and participate in the project;
- (iii) research into documentary and oral history, using all relevant sources and repositories of knowledge;
- (iv) physical investigation of the **place** as appropriate;
- (v) use of all appropriate methods of **recording**, such as written, drawn, and photographic;
- (vi) the preparation of a **conservation plan** which meets the principles of this charter;
- (vii) guidance on appropriate **use** of the **place**;
- (viii) the implementation of any planned **conservation** work;
- (ix) the **documentation** of the **conservation** work as it proceeds; and
- (x) where appropriate, the deposit of all records in an archival repository.

A **conservation** project must not be commenced until any required statutory authorisation has been granted.

16. Professional, trade, and craft skills

All aspects of **conservation** work should be planned, directed, supervised, and undertaken by people with appropriate **conservation** training and experience directly relevant to the project.

All **conservation** disciplines, arts, crafts, trades, and traditional skills and practices that are relevant to the project should be applied and promoted.

17. Degrees of intervention for conservation purposes

Following research, **recording**, assessment, and planning, **intervention** for **conservation** purposes may include, in increasing degrees of **intervention**:

- (i) **preservation**, through **stabilisation**, **maintenance**, or **repair**;
- (ii) **restoration**, through **reassembly**, **reinstatement**, or removal;
- (iii) **reconstruction**; and
- (iv) **adaptation**.

In many **conservation** projects a range of processes may be utilised. Where appropriate, **conservation** processes may be applied to individual parts or components of a **place** of **cultural heritage value**.

The extent of any **intervention** for **conservation** purposes should be guided by the **cultural heritage value** of a **place** and the policies for its management as identified in a **conservation plan**. Any **intervention** which would reduce or compromise **cultural heritage value** is undesirable and should not occur.

Preference should be given to the least degree of **intervention**, consistent with this charter.

Re-creation, meaning the conjectural **reconstruction** of a **structure** or **place**; replication, meaning to make a copy of an existing or former **structure** or **place**; or the construction of generalised representations of typical features or **structures**, are not **conservation** processes and are outside the scope of this charter.

18. Preservation

Preservation of a **place** involves as little **intervention** as possible, to ensure its long-term survival and the continuation of its **cultural heritage value**.

Preservation processes should not obscure or remove the patina of age, particularly where it contributes to the **authenticity** and **integrity** of the **place**, or where it contributes to the structural stability of materials.

i. Stabilisation

Processes of decay should be slowed by providing treatment or support.

ii. Maintenance

A **place** of **cultural heritage value** should be maintained regularly. **Maintenance** should be carried out according to a plan or work programme.

iii. Repair

Repair of a **place** of **cultural heritage value** should utilise matching or similar materials. Where it is necessary to employ new materials, they should be distinguishable by experts, and should be documented.

Traditional methods and materials should be given preference in **conservation** work.

Repair of a technically higher standard than that achieved with the existing materials or construction practices may be justified only where the stability or life expectancy of the site or material is increased, where the new material is compatible with the old, and where the **cultural heritage value** is not diminished.

19. Restoration

The process of **restoration** typically involves **reassembly** and **reinstatement**, and may involve the removal of accretions that detract from the **cultural heritage value** of a **place**.

Restoration is based on respect for existing **fabric**, and on the identification and analysis of all available evidence, so that the **cultural heritage value** of a **place** is recovered or revealed. **Restoration** should be carried out only if the **cultural heritage value** of the **place** is recovered or revealed by the process.

Restoration does not involve conjecture.

i. Reassembly and reinstatement

Reassembly uses existing material and, through the process of **reinstatement**, returns it to its former position. **Reassembly** is more likely to involve work on part of a **place** rather than the whole **place**.

ii. Removal

Occasionally, existing **fabric** may need to be permanently removed from a **place**. This may be for reasons of advanced decay, or loss of structural **integrity**, or because particular **fabric** has been identified in a **conservation plan** as detracting from the **cultural heritage value** of the **place**.

The **fabric** removed should be systematically **recorded** before and during its removal. In some cases it may be appropriate to store, on a long-term basis, material of evidential value that has been removed.

20. Reconstruction

Reconstruction is distinguished from **restoration** by the introduction of new material to replace material that has been lost.

Reconstruction is appropriate if it is essential to the function, **integrity**, **intangible value**, or understanding of a **place**, if sufficient physical and documentary evidence exists to minimise conjecture, and if surviving **cultural heritage value** is preserved.

Reconstructed elements should not usually constitute the majority of a **place** or **structure**.

21. Adaptation

The **conservation** of a **place** of **cultural heritage value** is usually facilitated by the **place** serving a useful purpose. Proposals for **adaptation** of a **place** may arise from maintaining its continuing **use**, or from a proposed change of **use**.

Alterations and additions may be acceptable where they are necessary for a **compatible use** of the **place**. Any change should be the minimum necessary, should be substantially reversible, and should have little or no adverse effect on the **cultural heritage value** of the **place**.

Any alterations or additions should be compatible with the original form and **fabric** of the **place**, and should avoid inappropriate or incompatible contrasts of form, scale, mass, colour, and material. **Adaptation** should not dominate or substantially obscure the original form and **fabric**, and should not adversely affect the **setting** of a **place** of **cultural heritage value**. New work should complement the original form and **fabric**.

22. Non-intervention

In some circumstances, assessment of the **cultural heritage value** of a **place** may show that it is not desirable to undertake any **conservation intervention** at that time. This approach may be appropriate where undisturbed constancy of **intangible values**, such as the spiritual associations of a sacred **place**, may be more important than its physical attributes.

23. Interpretation

Interpretation actively enhances public understanding of all aspects of **places** of **cultural heritage value** and their **conservation**. Relevant cultural protocols are integral to that understanding, and should be identified and observed.

Where appropriate, interpretation should assist the understanding of **tangible** and **intangible values** of a **place** which may not be readily perceived, such as the sequence of construction and change, and the meanings and associations of the **place** for **connected people**.

Any interpretation should respect the **cultural heritage value** of a **place**. Interpretation methods should be appropriate to the **place**. Physical **interventions** for interpretation purposes should not detract from the experience of the **place**, and should not have an adverse effect on its **tangible** or **intangible values**.

24. Risk mitigation

Places of **cultural heritage value** may be vulnerable to natural disasters such as flood, storm, or earthquake; or to humanly induced threats and risks such as those arising from earthworks, subdivision and development, buildings works, or wilful damage or neglect. In order to safeguard **cultural heritage value**, planning for risk mitigation and emergency management is necessary.

Potential risks to any **place** of **cultural heritage value** should be assessed. Where appropriate, a risk mitigation plan, an emergency plan, and/or a protection plan should be prepared, and implemented as far as possible, with reference to a conservation plan.

Definitions

For the purposes of this charter:

Adaptation means the process(es) of modifying a **place** for a **compatible use** while retaining its **cultural heritage value**. **Adaptation** processes include alteration and addition.

Authenticity means the credibility or truthfulness of the surviving evidence and knowledge of the **cultural heritage value** of a **place**. Relevant evidence includes form and design, substance and **fabric**, technology and craftsmanship, location and surroundings, context and **setting, use** and function, traditions, spiritual essence, and sense of place, and includes **tangible** and **intangible values**. Assessment of **authenticity** is based on identification and analysis of relevant evidence and knowledge, and respect for its cultural context.

Compatible use means a **use** which is consistent with the **cultural heritage value** of a **place**, and which has little or no adverse impact on its **authenticity** and **integrity**.

Connected people means any groups, organisations, or individuals having a sense of association with or responsibility for a **place** of **cultural heritage value**.

Conservation means all the processes of understanding and caring for a **place** so as to safeguard its **cultural heritage value**. **Conservation** is based on respect for the existing **fabric**, associations, meanings, and **use** of the **place**. It requires a cautious approach of doing as much work as necessary but as little as possible, and retaining **authenticity** and **integrity**, to ensure that the **place** and its values are passed on to future generations.

Conservation plan means an objective report which documents the history, **fabric**, and **cultural heritage value** of a **place**, assesses its **cultural heritage significance**, describes the condition of the **place**, outlines **conservation** policies for managing the **place**, and makes recommendations for the **conservation** of the **place**.

Contents means moveable objects, collections, chattels, documents, works of art, and ephemera that are not fixed or fitted to a **place**, and which have been assessed as being integral to its **cultural heritage value**.

Cultural heritage significance means the **cultural heritage value** of a **place** relative to other similar or comparable **places**, recognising the particular cultural context of the **place**.

Cultural heritage value/s means possessing aesthetic, archaeological, architectural, commemorative, functional, historical, landscape, monumental, scientific, social, spiritual, symbolic, technological, traditional, or other **tangible** or **intangible values**, associated with human activity.

Cultural landscapes means an area possessing **cultural heritage value** arising from the relationships between people and the environment. **Cultural landscapes** may have been designed, such as gardens, or may have evolved from human settlement and land use over time, resulting in a diversity of distinctive landscapes in different areas. Associative **cultural landscapes**, such as sacred mountains, may lack **tangible** cultural elements but may have strong **intangible** cultural or spiritual associations.

Documentation means collecting, **recording**, keeping, and managing information about a **place** and its **cultural heritage value**, including information about its history, **fabric**, and meaning; information about decisions taken; and information about physical changes and **interventions** made to the **place**.

Fabric means all the physical material of a **place**, including subsurface material, **structures**, and interior and exterior surfaces including the patina of age; and including fixtures and fittings, and gardens and plantings.

Hapu means a section of a large tribe of the **tangata whenua**.

Intangible value means the abstract **cultural heritage value** of the meanings or associations of a **place**, including commemorative, historical, social, spiritual, symbolic, or traditional values.

Integrity means the wholeness or intactness of a **place**, including its meaning and sense of **place**, and all the **tangible** and **intangible** attributes and elements necessary to express its **cultural heritage value**.

Intervention means any activity that causes disturbance of or alteration to a **place** or its **fabric**.
Intervention includes archaeological excavation, invasive investigation of built **structures**, and any **intervention** for **conservation** purposes.

Iwi means a tribe of the **tangata whenua**.

Kaitiakitanga means the duty of customary trusteeship, stewardship, guardianship, and protection of land, resources, or **taonga**.

Maintenance means regular and on-going protective care of a **place** to prevent deterioration and to retain its **cultural heritage value**.

Matauranga means traditional or cultural knowledge of the **tangata whenua**.

Non-intervention means to choose not to undertake any activity that causes disturbance of or alteration to a **place** or its **fabric**.

Place means any land having **cultural heritage value** in New Zealand, including areas; **cultural landscapes**; buildings, **structures**, and monuments; groups of buildings, **structures**, or monuments; gardens and plantings; archaeological sites and features; traditional sites; sacred **places**; townscape and streetscapes; and settlements. **Place** may also include land covered by water, and any body of water. **Place** includes the **setting** of any such **place**.

Preservation means to maintain a **place** with as little change as possible.

Reassembly means to put existing but disarticulated parts of a **structure** back together.

Reconstruction means to build again as closely as possible to a documented earlier form, using new materials.

Recording means the process of capturing information and creating an archival record of the **fabric** and **setting** of a **place**, including its configuration, condition, **use**, and change over time.

Reinstatement means to put material components of a **place**, including the products of **reassembly**, back in position.

Repair means to make good decayed or damaged **fabric** using identical, closely similar, or otherwise appropriate material.

Restoration means to return a **place** to a known earlier form, by **reassembly** and **reinstatement**, and/or by removal of elements that detract from its **cultural heritage value**.

Setting means the area around and/or adjacent to a **place** of **cultural heritage value** that is integral to its function, meaning, and relationships. **Setting** includes the **structures**, outbuildings, features, gardens, curtilage, airspace, and accessways forming the spatial context of the **place** or used

in association with the **place**. **Setting** also includes **cultural landscapes**, townscapes, and streetscapes; perspectives, views, and viewshafts to and from a **place**; and relationships with other **places** which contribute to the **cultural heritage value** of the **place**. **Setting** may extend beyond the area defined by legal title, and may include a buffer zone necessary for the long-term protection of the **cultural heritage value** of the **place**.

Stabilisation means the arrest or slowing of the processes of decay.

Structure means any building, standing remains, equipment, device, or other facility made by people and which is fixed to the land.

Tangata whenua means generally the original indigenous inhabitants of the land; and means specifically the people exercising **kaitiakitanga** over particular land, resources, or **taonga**.

Tangible value means the physically observable **cultural heritage value** of a **place**, including archaeological, architectural, landscape, monumental, scientific, or technological values.

Taonga means anything highly prized for its cultural, economic, historical, spiritual, or traditional value, including land and natural and cultural resources.

Tino rangatiratanga means the exercise of full chieftainship, authority, and responsibility.

Use means the functions of a **place**, and the activities and practices that may occur at the **place**. The functions, activities, and practices may in themselves be of **cultural heritage value**.

Whanau means an extended family which is part of a **hapu** or **iwi**.

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This revised text replaces the 1993 and 1995 versions and should be referenced as the *ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value* (ICOMOS New Zealand Charter 2010).

This revision incorporates changes in conservation philosophy and best practice since 1993 and is the only version of the ICOMOS New Zealand Charter approved by ICOMOS New Zealand (Inc.) for use.

Copies of this charter may be obtained from

ICOMOS NZ (Inc.)
P O Box 90 851
Victoria Street West,
Auckland 1142,
New Zealand.

SUBMISSION FORM

Draft Marton Park Management Plan



Submissions close at 12pm
noon on 7 October 2016.

Return this form, or send your
written submission to:

Draft Marton Park Management Plan
Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Fax: (06) 327 6970

Workshop

A public workshop will be held during
October to discuss submissions on the
draft Marton Park Management Plan.

☒ I wish to be contacted about the
workshop.

Privacy

All submissions will be public, please
tick this box if you would like your
name withheld ☐

Please print clearly

Name: Margaret Thompson

Organisation: (if applicable) _____

Phone: 327 5469

Property address: 503 Wellington Rd
Marton

Postal Address (if different): _____

Email: thompson-shaw@xtra.co.nz

The draft Plan identifies a number of important aspects
of Marton Park. Are these aspects important to you?

Horticultural qualities (trees, gardens, open space, green
spaces).

☒ Yes

☐ No

Sporting and recreational facilities (sports fields, rugby,
Market Day, Harvest Festival).

☒ Yes

☐ No

History (pavilion, cenotaph, memorials, overall historic
value).

☒ Yes

☐ No

Facilities (multiple entrances, walkways/paths, links to
town centre).

☒ Yes

☐ No

Comments

The draft Plan identifies a number of areas for future development. Are these projects important to you?

Maintenance (painting, gardens, furniture, fields).

☒ Yes
☐ No

Comments _____

Improvements/projects (public toilets, pavilion redevelopment, seating, recreational facilities, lighting, signage, art).

☒ Yes
☐ No

Comments Interpretation board
for historic fixtures and

Specially designed toilet
block in style of pavilion.

plants. Sign at all entrances.
Historical-style lighting, also security
lights & CCTV
cams at
entrances.

Events (outdoor movies, ANZAC events).

☐ Yes
☒ No

Comments _____

The draft Plan has identified a number of objectives specific to the future development of Marton Park. Do you think these objectives are appropriate?

Maintain and enhance the heritage and open space characteristics of Marton Park when implementing projects.

☒ Yes
☐ No

Comments _____

Protect and enhance Marton Park as a space that enhances community connections through a number of entrances and pathways.

☒ Yes
☐ No

Comments How about a walking
track right round the perimeter?

Continue to enable Marton Park to be used for a complementary mix of events, sports and recreational opportunities.

☒ Yes
☐ No

Comments Better signage about
usage of areas eg are dogs
actually allowed off-lead? where?
One of the existing signs is
confusing.

Do you have any further comments on the draft Marton Park Management Plan?

I am impressed with the work and thought that has
already gone in, and I enjoyed the meeting in the park
and talking to the staff involved. Well done!

Attach additional information or pages if necessary

Signed

M. McManus

Date

19.9.16

RECEIVED



26 SEP 2016

Rangitikei
UNDISPUTED...

SUBMISSION FORM

Draft Marton Park Management Plan

To: K.G.
File: 1-CP-4-7
Doc: 16-0855

**Submissions close at 12pm
noon on 7 October 2016.**

**Return this form, or send your
written submission to:**

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All submissions will be public, please
tick this box if you would like your
name withheld ☐

Please print clearly

Name: Sharon Galpin

Organisation: (if applicable) _____

Phone: 0277115494

Property address: _____

Mollybank Galpins Rd Marton.

Postal Address (if different): Marton Rugby.

P O Box 134

Email: sharon@galpins.co.nz

**The draft Plan identifies a number of important aspects
of Marton Park. Are these aspects important to you?**

Horticultural qualities (trees, gardens, open space, green
spaces).

☒ Yes

☐ No

Sporting and recreational facilities (sports fields, rugby,
Market Day, Harvest Festival).

☒ Yes

☐ No

History (pavilion, cenotaph, memorials, overall historic
value).

☒ Yes

☐ No

Facilities (multiple entrances, walkways/paths, links to
town centre).

☒ Yes

☐ No

Comments

There is a large number of people &
community groups who use this park
& gardens. Though to ANZAC Day, weddings,
picnics, evening games, sports, fitness
groups etc. or just eating lunch.

The draft Plan identifies a number of areas for future development. Are these projects important to you?

Maintenance (painting, gardens, furniture, fields).

☒ Yes
☐ No

Comments I would like this grounds to be a centre point. It's in a good location to the town.

Improvements/projects (public toilets, pavilion redevelopment, seating, recreational facilities, lighting, signage, art).

☒ Yes
☐ No

Comments Of course only improvements will come at a cost but in the long run is an investment in the local people & community.

Events (outdoor movies, ANZAC events).

☒ Yes
☐ No

Comments Anything that can bring people - young & old is a good thing. ANZAC & sports & events.

The draft Plan has identified a number of objectives specific to the future development of Marton Park. Do you think these objectives are appropriate?

Maintain and enhance the heritage and open space characteristics of Marton Park when implementing projects.

☐ Yes
☐ No

Comments Heritage is history which should always be remembered.

Protect and enhance Marton Park as a space that enhances community connections through a number of entrances and pathways.

☒ Yes
☐ No

Comments Walking track around outside of the whole park.

Continue to enable Marton Park to be used for a complementary mix of events, sports and recreational opportunities.

☒ Yes
☐ No

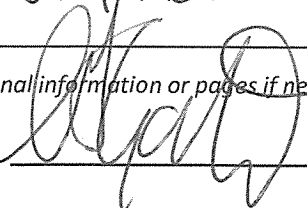
Comments We need to make sure that it's available for the future of events, both sports & recreational for the community of Marton. Rugby is one of the oldest sports played at the park.

Do you have any further comments on the draft Marton Park Management Plan?

Future development - maybe upgrading the change at some stage. Play ground. Fitness track around the outside. Lighting etc. Public toilets (24 hours)

Attach additional information or pages if necessary

Signed



Date

29 Sept 2016

SUBMISSION FORM

Draft Marton Park Management Plan



Submissions close at 12pm
noon on 7 October 2016.

Return this form, or send your
written submission to:

Draft Marton Park Management Plan
Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Fax: (06) 327 6970

Workshop

A public workshop will be held during
October to discuss submissions on the
draft Marton Park Management Plan.

I wish to be contacted about the
workshop.

Privacy

All submissions will be public, please
tick this box if you would like your
name withheld

Please print clearly

Name: Richard Wislowsky
Ngaire Wislowsky

Organisation: (if applicable) N/A

Phone: 06 327 6339

Property address: 16 Tennent Court
Marton 4710

Postal Address (if different): _____

Email: nrwish69@gmail.com

The draft Plan identifies a number of important aspects
of Marton Park. Are these aspects important to you?

Horticultural qualities (trees, gardens, open space, green
spaces).

☒ Yes

☐ No

Sporting and recreational facilities (sports fields, rugby,
Market Day, Harvest Festival).

☒ Yes

☐ No

History (pavilion, cenotaph, memorials, overall historic
value).

☒ Yes

☐ No

Facilities (multiple entrances, walkways/paths, links to
town centre).

☒ Yes

☐ No

Comments

The draft Plan identifies a number of areas for future development. Are these projects important to you?

Maintenance (painting, gardens, furniture, fields).

☒ Yes
☐ No

Comments The gardens are looking very attractive and I would like to see that continue. Add more seating, picnic tables, electric barbecue.

Improvements/projects (public toilets, pavilion redevelopment, seating, recreational facilities, lighting, signage, art).

☒ Yes
☐ No

Comments Good quality state-of-the-art toilets essential. Maybe involve service groups (Rotary/Lions etc) in the project.

Events (outdoor movies, ANZAC events).

☒ Yes
☐ No

Comments Outdoor movies: neutral. ANZAC events: I like the cater service on ANZAC day for those who can't manage the Dawn Parade.

The draft Plan has identified a number of objectives specific to the future development of Marton Park. Do you think these objectives are appropriate?

Maintain and enhance the heritage and open space characteristics of Marton Park when implementing projects.

☒ Yes
☐ No

Comments _____

Protect and enhance Marton Park as a space that enhances community connections through a number of entrances and pathways.

☒ Yes
☐ No

Comments Signage on Oxford & Maudslayi St entries indicating the town as a destination.

Continue to enable Marton Park to be used for a complementary mix of events, sports and recreational opportunities.

☒ Yes
☐ No

Comments It is good to see the park being used for informal recreation.

Do you have any further comments on the draft Marton Park Management Plan?

Attach additional information or pages if necessary

Signed

Rebecca Winkler

Date

23/8/16



Submission

Draft Water Park Management ~~Plan~~ Plan

SUBMISSION FORM

Draft Marton Park Management Plan

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Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Fax: (06) 327 6970

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☒ I wish to be contacted about the
workshop.

Privacy

All submissions will be public, please
tick this box if you would like your
name withheld ☐

Please print clearly

Name: Sharon Gordon

Organisation: (if applicable) _____

Phone: 3277114

Property address: 21 Signal St
Marton

Postal Address (if different): 4710.

Email: dandsgordon@xtra.co.nz

The draft Plan identifies a number of important aspects
of Marton Park. Are these aspects important to you?

Horticultural qualities (trees, gardens, open space, green
spaces).

☒ Yes

☐ No

Sporting and recreational facilities (sports fields, rugby,
Market Day, Harvest Festival).

☒ Yes

☐ No

History (pavilion, cenotaph, memorials, overall historic
value).

☒ Yes

☐ No

Facilities (multiple entrances, walkways/paths, links to
town centre).

☒ Yes

☐ No

Comments

I think it's important to retain /
enhance all of the aspects
noted above.

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The draft Plan identifies a number of areas for future development. Are these projects important to you?

Maintenance (painting, gardens, furniture, fields).

☒ Yes

☐ No

Comments

Really like the plans to tidy up/refurbish pavilion. Also development planned for gardens. BBQs and picnic tables/seating would be great. Believe fields need drain^{age}

Improvements/projects (public toilets, pavilion redevelopment, seating, recreational facilities, lighting, signage, art).

☒ Yes

☐ No

Comments

Toilets - wheel chair access, baby change, open til dark, by pavilion. Children's play ground behind pavilion. Art @ gateways, other places, cultural open - see attack

Events (outdoor movies, ANZAC events).

☒ Yes

☐ No

Comments

movies - great! Big screen @ pavilion, parking on field. Build on current ANZAC events - lighting, art etc.

The draft Plan has identified a number of objectives specific to the future development of Marton Park.

Do you think these objectives are appropriate?

Maintain and enhance the heritage and open space characteristics of Marton Park when implementing projects.

☒ Yes

☐ No

Comments

I think there is a nice balance at the moment and Athol has exciting plans to move forward with.

Protect and enhance Marton Park as a space that enhances community connections through a number of entrances and pathways.

☒ Yes

☐ No

Comments

I would like to see more emphasis put on the entrance ways - maybe arch ways? - sculptural, artistic, interesting, inviting!

Continue to enable Marton Park to be used for a complementary mix of events, sports and recreational opportunities.

☒ Yes

☐ No

Comments

Would particularly like to see the^a children's play ground to attract more families. Some thing challenging, different, exciting! Families shouldn't have to travel to Whanganui + Levin!

Do you have any further comments on the draft Marton Park Management Plan?

Attach additional information or pages if necessary

Signed

S Harder

Date

19.09.16.

Marton Park Submission

Facilities:

Multiple entrances, walkways/paths, links to town centre

As a resident of Signal Street/Oxford Streets I am very keen for the Oxford Street entrance to Marton Park to be upgraded. Not only is this entrance used often by locals, visitors to the caravan park use this link to the town centre and at the moment it is uninviting to say the least.

I would like to see the existing block wall replaced with an artistic entrance way incorporating any of the following ideas:

- Metal archway, perhaps with laser-cut designs
- Metal panels with flora/fauna based patterning/designs
- An art instillation- sculpture, decorative totem poles etc
- Updated rubbish bin with decorative metal design (could be a feature of the park in other locations also)

I think all three entrance ways should be treated in a similar way so they give park users a sense of 'arrival', anticipation and fun.

Improvements/Projects:

Public toilets, pavilion redevelopment, seating, recreational facilities, lighting, signage, art

Toilets- I would like to see the public toilets placed beside the pavilion as existing paths lead to this spot, water and power is already there, it is near the gardens with picnic table and seating and not far from playing fields.

The toilet would of course need wheelchair access, lighting and locking system timed to coincide with dusk, baby changing facilities etc and be cleaned at least once a day as all good toilets are!

Lighting- I think dramatic lighting of the pavilion would enhance the historic grandeur of the building itself, and perhaps discourage unwanted after-dark activities.

Up-lighting of the beautiful specimen trees throughout the park would also be visually attractive and add a sense of safety and security for people needing to use paths/walkways in the evenings.

Recreation facilities- I would very much like to see a children's playground built in the area behind the pavilion. Athol tells me the existing wetness during winter is due to a blocked drain and once this is remedied the area would definitely be suitable. It is adjacent to the pavilion, gardens, seating, picnic area, the new public toilet (hopefully) and surrounded by

natural shade trees. It would be nicely screened from the road by the pavilion preserving the existing open space views we value.

As a grandparent I think it is a huge shame families travel to playgrounds in other towns such as Whanganui and Levin with their children. We should be providing a playground which fills this recreational gap and is challenging, fun and different to others. A BBQ facility to compliment this area would be ideal for a one-stop-family experience.

Please see attached pictures of playground equipment which I believe are exciting and offer a point of difference for Marton.

Art- I think we have an exciting opportunity to work collaboratively on art works with cultural input from all groups in our Marton community. I believe that if Martonians of all ages and groups feel they have ownership of Marton Park we will also have care and respect.

I have attached pictures of a very successful and high profile project installed by Whangarei District Council outside the Whangarei Central Library.

We discussed the idea of these cultural pou at our steering group public meeting earlier this year when a request for more cultural input was voiced and it was decided by those present that our parks were a perfect site for this sort of art. I believe something similar would sit very well in Marton Park.

Thank you for your time. I hope you will consider my proposals favourably.

Sharon Gordon
21 Signal Street
Marton

Marton Park Submission

Sharon Gordon.

21 Signal St.

Marton.

Ideas for Cultural Pon

The Pou

Information about the project to install ten pouihi outside Whangarei Central Library.

Updated: 15/03/2016 3:01 p.m.

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07 JUL 2016

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On the approach to the Whangarei Central Library from both ends of Rust Avenue, the 10 pou highlight the entranceway.

The poles in the original Jasmax design for the new Library building became pouihi. The total number was reduced from 14 to 10 so that they did not overwhelm the entrance to the building (each pou is seven metres tall and approximately 500mm in diameter).

In what we believe to be a first for New Zealand and perhaps internationally, only five of the poles were carved by, and represent, Maori. The rest have been carved or decorated by other cultural groups and one, the Generic Pou, represents all cultures.

As there was no additional money available for the pou in the new Library building project, they were financed by community fundraising.

The people involved in the Pouihi Project

The pou project was led by Te Warihi Hetaraka, who also carved the generic pou.

A donor for the totara pou was identified in February 2005 by Kaumatua Te Ihi Tito who selected the totara on Penny and Ean Brown's Mangakahia Farm along with Pauline Rose in March 2005. The trees were felled in late March, and transported to Whangarei to weather and dry for a few months.

Extraction was done by Tokoroa Cable Loggers (Sam Papa) and transport by Tane Logging (Thomas Murray), free of charge for all the trees. Kiwi Timber Protection (Adrian and Alan Broughton) provided timber treatment for the pou once they had been carved.

Most of the logs were eventually transported to Te Wananga O Aotearoa carving school in Whangarei and work began on the first pou (Maori Battalion and Korean) in approximately August 2005. Work on the pou continued in the following months, including the Celtic pou which was carved at Whangarei Heads Primary School by a group of 14 teenage descendants of Celtic settlers as part of a Celtic immersion week in January 2006. The Dalmatian pou which was started later than the others.

The carvers

The four Maori pou were carved by:

- Korari (Cory) Boyd
- Hohepa (Joseph) Hemara
- Thomas Ruahi
- Peneamine (Ben) Werohia

The 28th Maori Battalion pou was carved by Alan & Thomas Wihongi.

The Korean pou was carved by Paul Kim.

The Pacific Islands pou was carved by Kerry Strongman and Faimau Robati.

The Celtic pou was carved by 14 teenage descendants of original Celtic settlers under the direction of fine artist Douglas Chowns and master carver Malcolm Adams.

The Maori carvers and Te Ihi Tito worked with an engineer to install a metal insert/base to mount the pou. Copper bands were added to protect the bolt holes. The pou were then delivered to the library site for erection (covered) by the official opening of the new Library on 13 May 2006.

Many others have contributed materials, transport and equipment and have given generously of their time.

A blessing and unveiling ceremony was held for the pou before the official opening of the new Whangarei Central Library by then Prime Minister Helen Clark.

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Creative Realm Pou - Te Tihi o Manono

Information about the design and meaning of the Creative Realm Pou - Creative Realm Pou - Te Tihi o Manono.

Updated: 14/03/2016 1:13 p.m.

Carver: Joseph Hemara

The Creative Realm of Io-Matua Kore Pou talks about the realm where the three baskets of knowledge were made.

The top figure from the the head to the rim of the first basket represents the uppermost realms to the pinnacle of Manono, the creative realm of Io the Supreme Being.

Here in the twelfth heaven the three baskets of knowledge along with two sacred stones, Whatu-kura (called Hukatai - knowledge and Rehutai - wisdom) were kept in safekeeping.



The three baskets of knowledge in the middle of the pou represent:

Te Kete Tuāuri

This is the basket containing the knowledge that is Tua-uri (beyond, in the dark) - the knowledge which understands the experience of our senses.

It is the understanding we build up of the real world.

Te Kete Tuātea

This is the basket that contains the knowledge of spiritual realities, the world we experience in ritual, in prayer. It is through the word that we are called to take our part as human beings in the whole involvement of the universe.

Te Kete Aronui

This is the basket containing the knowledge of what we see, aronui (that before us) as apprehended by the senses.

Te Ara Whanui a Tane (The Broad Pathway of Tane)

This is the pathway that Tane used to climb to the heavens (Ti Tihi o Manono) by way of te aka matua, the sacred vine. The red unaunahi patterns running up the sides of this pou represent the pathway that Tane took on his journey.

In relation to the Library this pou could represent the actions and processes needed to retrieve information, e.g. searching the Library catalogue.



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Korean Pou - Jang Seung

Information about the design and meaning of the Korean Pou, Jang Seung.

Updated: 14/03/2016 4:47 p.m.

Carver: Paul Kim

History of a Korean Pou

The Korean pou which is called Jang Seung has over two thousand years of history. Originally jang seung meant 'long wooden pou' which was placed at the entry of a town or village as a boundary marker, a milestone to help people find their way. It was also a guardian of towns or villages to ward off bad spirits. It had an angry looking face to scare off those who came to attack the town and defended it against the enemy.

The jang seung was also called a 'heroic man', which people used to wish their hopes and future on - it was like a religion to some people.

Now days they are made out of stones. They used to be carved them from pine and chestnut trees.

Today in Korea people place a jang seung at the gates of large places to indicate entrances. People still believe the old sayings, that the jang seung will guard the place. Once the jang seung is in position a big celebration is held with a sacrifice to the gods to ensure good things to happen in the future.



Whangarei Pou

This pou at the entry to the Whangarei Central Library shows a Korean man and woman dressed in a 'han-bok', traditional Korean clothes. There is a Korean flag on top of the man's head.

The design incorporates both New Zealand and Korean cultures with a cloud, representing New Zealand's land of the long white cloud and a dragon which is a symbol of Korea, carved at the bottom of the pou.



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Dalmatian Pou - Hands Across the Water

Information about the design and meaning of the Dalmatian Pou, Hands Across the Water.

Updated: 15/03/2016 4:56 p.m.

Carver: David Sarich

During my research for this project I came upon this quote in the archives of the Far North Regional Museum. It was published in a letter to the Northland Age in the early 1900s' by a British storekeeper on the Waiharara Gum fields.



"He never stops. He seems to be made up of steel springs and divining rods. He has an inherent instinct for gum. He drops off a ship, direct or otherwise from his own country, makes for the gum field (without a compass) and flops on to a ton patch (of gum)".

It was not the storekeepers intention, but I took this as a compliment. I remember my own Grandpa still working at 95.

The starting point for the work is a small gum carving that belonged to my Grandpa Jack Sarich. He came from Makarska (which is situated on the Dalmatian Coast) in 1906 at the age of 16 and later settled in Tikinui south of Dargaville.

This carving is called 'Hands Across the Water' and represents the connection to family and friends in the old country. Two hands clasp in front of a heart.

The concept of the sculpture evolves from this small gum carving. Many of the original Dalmatians came to the north to dig gum. They were known as hard workers. Many stayed in New Zealand and later created farms, vineyards and other businesses.

Initially the men crossed the oceans to find new opportunities and the women stayed behind in the old country. When the men had saved up a bit of money they often wrote for brides from home. Women were also busy exchanging letters with relations and asking them to find them husbands in the new land.



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Celtic Pou - Croabh Beatha Óg

Information about the design and meaning of the Celtic Pou - Croabh Beatha Óg.

Updated: 14/03/2016 9:15 a.m.

The Young Tree of Life

Fine Artist - Douglas Chowns

Craobh beatha Óg translates from the Gaelic as the 'Young Tree of Life' and is dedicated to all Celts past and present who have settled in Northland, New Zealand.

This Celtic Pou is the art of Douglas Chowns realised with Master Carver Malcolm Adams and revealed in collaboration with 16 teenage descendants who represented their own Celtic ancestors and families.

The Pou was completed over a period of 7 days and nights between 15th and 22nd January 2006 during Celtic Lughnasadh, in this southern hemisphere, as a Feis nochdaidh (a revealing). This week long live-in an introduction to the teenagers' Celtic history, traditions, food, language, music and dance.

Each naive mark in the Totara reflects the age skill and character of the untrained youngster handling a chisel for the first time. These marks collectively dedicate their personalities into the textures that surface this icon.

With Celtic tradition the chisels, like swords were named and marked - then broken on 2nd February the day of the aged eight fold year - Lughnasadh.

The pou was raised and dedicated over the Celtic winter festival of Samhain in the sacred Celtic 3 position.



Meaning

Craobh beatha Óg is a marker that stands on a world meridian - a global rose line due north and south that encircles the earth at this longitude so that the Janus heads at the top look into each others eyes on the other side of the world.

This meridian passes through the Gaidhealtachd, the Celtic homelands and seas of Scots, Irish, Welsh, Breton, Cornish and Spanish Galicia, the modern fringe nations. Also close to Celtic England, French Gaul and the tribes of the Helvetica and Danube from where Celts came BC.

Celts are encouraged to gather at this pillar 'Craobh beatha Óg' the Young Tree of Life throughout the year to reflect origins with poetry, music and dance.

Craobh beatha Óg is not a carving - it represents the living force within the wood acknowledged and touched traditionally by Celts for good luck.

Walk or dance around her clockwise to heal yourself. This is your focus to read a poem, sing or dance as and when you will. Never pass without a whispered or mental acknowledgment.

Please use her well . . .

With your back against the Pou in line with a head north or south on top - face the Gaidhealtachd homeland - beannachd (blessings).



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Tangata Whenua and Pasifika - Tangaroa/Tiki Pou

Information about the design and meaning of the Tangata Whenua and Pasifika Pou.

Updated: 14/03/2016 2:02 p.m.

Carvers: Fai Mau Robati and Kerry Strongman

Background

In October 2005 Kerry Strongman and Fai Mau Robati with funding from Creative New Zealand began work on carving one of the 9 multi-ethnic Pou. The pou was to be a combined Tangata Whenua, Tangata Pacifica collaboration. The totara log was inspected and selected. It still bore the scars of a fire it was rescued from.

The guidelines for carving the Pou from Whangarei Tohunga Whakairo (Carver) Te Warihi Hetaraka was to represent the journey to and from the heavens, returning with the gift of the three baskets of knowledge, Nga Kete o te Wananga.

Apart from this they were given cultural carte blanche in transforming the totara log into a work of art. Kerry and Fai Mau spent many hours agonizing, over translating this simple but complex concept into the carved pou. After much soul searching and debate they decided to simply stand two traditional figures back to back in all their traditional, historical, spiritual and cultural glory.

Kerry and Fai Mu consider themselves very blessed that they have a circle of wonderfully skilled and generous artisan friends who collaborated and helped with the creation of this pou. They humbly acknowledge all contributions toward this wonderful representation and example of and for all our people.

The Pou dedication by Taunga Karakia Te Poave Araitia from the Cook Islands on 13th May 2006..

The Story of the Pou

It is said that in the beginning of time in the days of innocence of our great planet, earth was a veritable paradise. The earth was so beautiful and abundant in the most wondrous of all material things mankind could ever want or need. However there was a great sadness, as there was something vital missing. No one knew what it was. The great wise ones of earth gathered together to decide what was to be done. After a great time it was decided that the "One" who had journeyed from the stars, who was the "seed" of all mankind, Tangaroa / Tiki (the bravest and wisest of all) the first men (or man being one and the same), from the stars was chosen.

The council of the wise ones implored and prevailed upon him to return to the celestial realms to seek the great wisdom and knowledge of the Supreme Being, so that all of mankind could learn and thus be complete. Tangaroa / Tiki, as the sole representative of all mankind, voyaged to the dark and mysterious void in the heavenly realms to receive the great wisdom and knowledge from The Supreme Being.

The Supreme Being gathered all of the wisdom and knowledge from the four corners of the universe for Tangaroa / Tiki. The wisdom and knowledge was so voluminous it could not be carried in but one basket, but three.

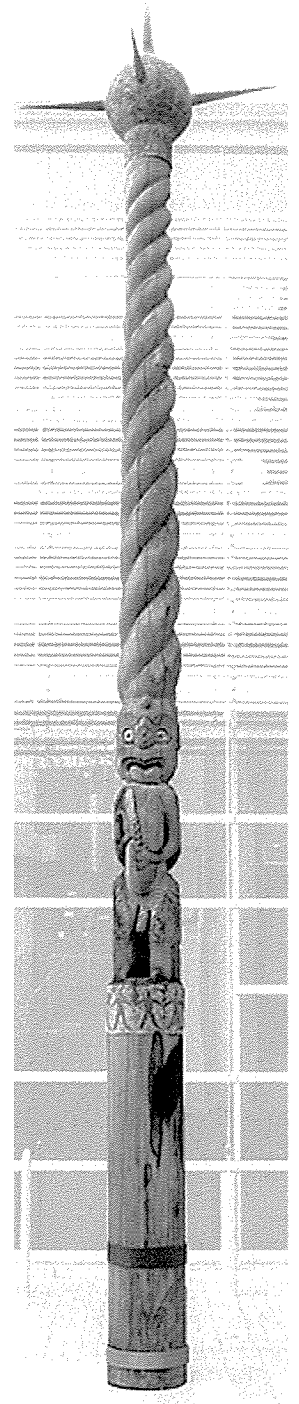
Tangaroa / Tiki returned with these wondrous gifts in three baskets from the Supreme Being so Mankind would now move from the naivety of innocence, thus ignorance, into enlightenment.

Physical Description of the Pou

The top spire or cone

This represents God / The Supreme-Being / The Great Spirit.

The copper sphere and horizontal cones



Represent all the knowledge gathered from the four corners of the Supreme Beings Realm/s.

The copper band that joins the spheres, spire and four horizontal cones with the top of the timber of the pou

Represents the link or bridge between the heavens and mortality, both physical and spiritual.



The Triple Spiral

Represents 3 distinct things:

- They are symbolic of the Knowledge that was gifted from The Supreme Being from the four corners of the heavens to Tangaroa / Tiki (One and the same).
- The great journey of our deities to and from the heavens.
- The continuing flow and healing via knowledge and truth from the Supreme Being to mankind to help bring understanding, harmony and thus enlightenment.

The two back to back carved figures

Tangaroa and Tiki (One and the same) who is/are the intermediaries between the Great Spirit and Mankind.

Tangaroa facing the Library steadfastly guarding all of the knowledge stored within. This is a dual role as not only the Library and its vast wealth of knowledge is guarded but all those who would partake of the knowledge that is housed therein. All the time Tiki guards the back of Tangaroa and keeps safe all that will transpire there.

The Pou is unique in that one face guards into the actual library whilst the other stands guard facing the outer places. The surface carvings on the thighs and legs are for protection, enlightenment, integrity, justice and truth and are inviolate.

The copper-band with the figures holding hands at the feet of the carvings

Represents all of mankind.

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Marton Park Submission

Sharon Gordon.

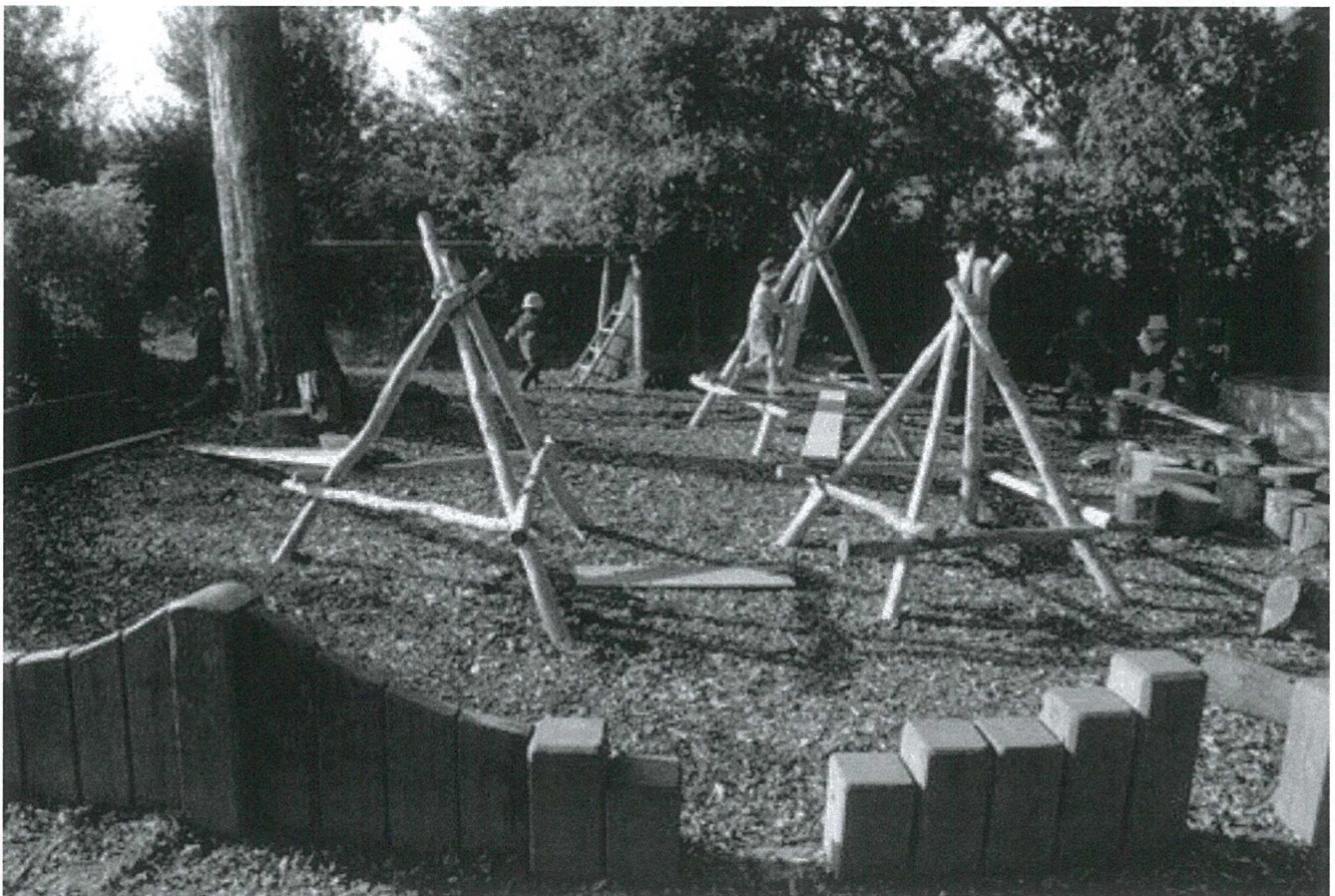
21 Signal St.

Marton.

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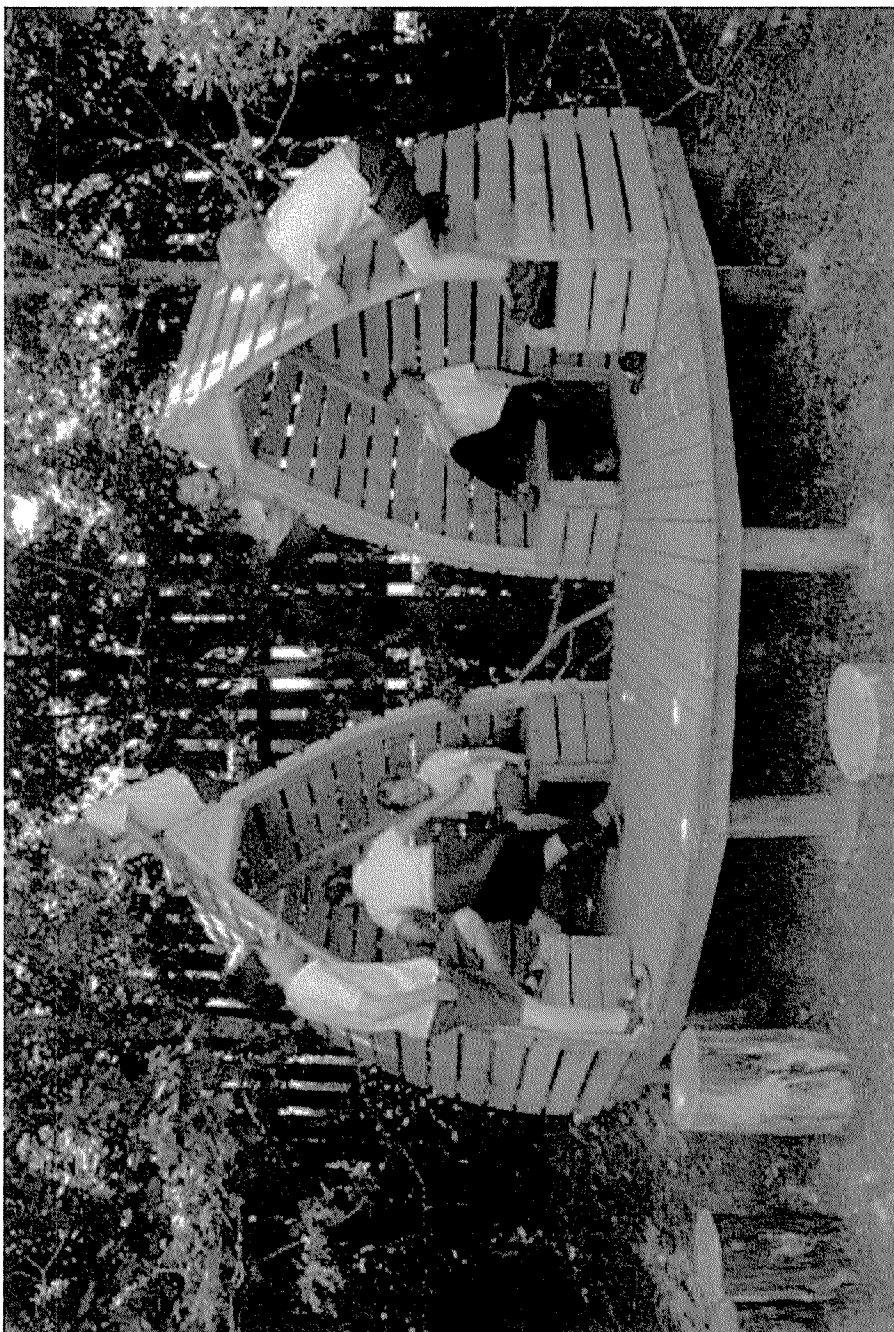
07 JUL 2016

Ideas for Children's playground.







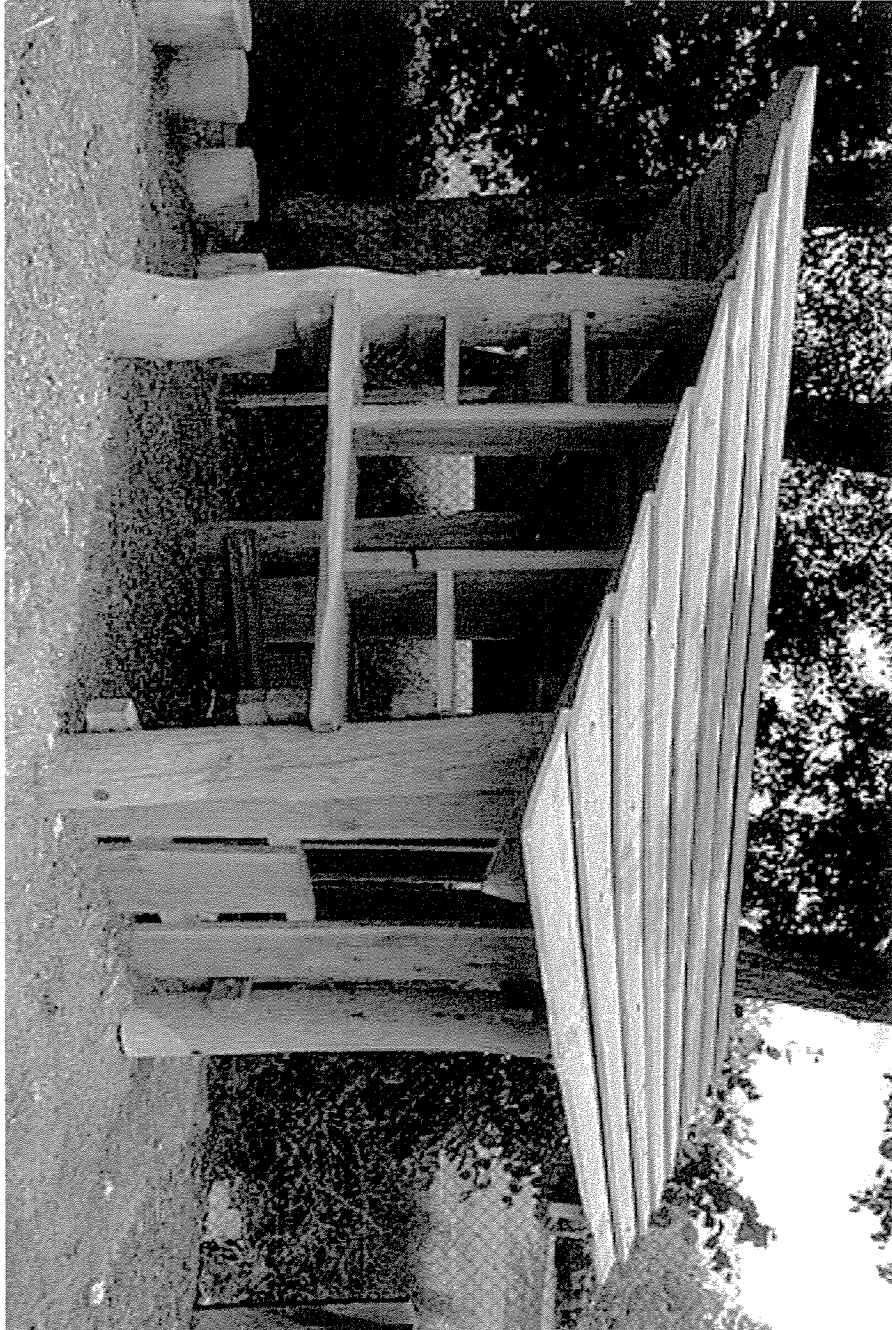










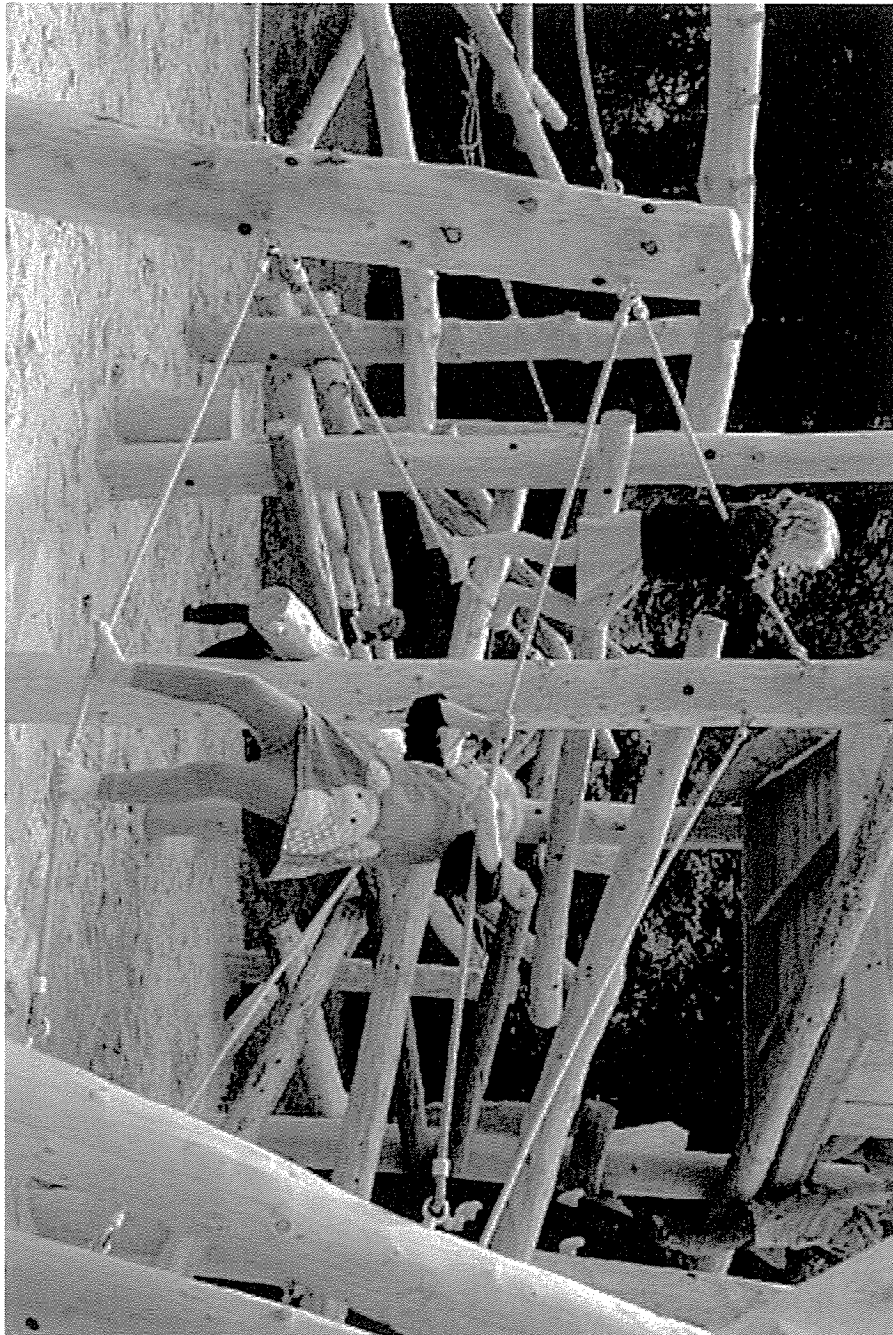


























Katrina Gray

From: Katrina Gray
Sent: Wednesday, 26 October 2016 8:11 a.m.
To: Katrina Gray
Subject: FW: Marton Park/Marton RSA

From: Alan Buckendahl [<mailto:Alan@martonprint.co.nz>]
Sent: Monday, 12 September 2016 9:08 a.m.
To: Denise Servante <Denise.Servante@rangitikei.govt.nz>; Andy Watson <Andy.Watson@rangitikei.govt.nz>
Cc: Athol Sanson <Athol.Sanson@rangitikei.govt.nz>; Barry and Robin Rankin (barryandrobin@slingshot.co.nz) <barryandrobin@slingshot.co.nz>
Subject: Marton Park/Marton RSA

Good morning Denise

On behalf of Marton RSA I recently participated in a very informative "walk in the Park" led by RDC's Athol Sanson and Katrina.

As a direct result, the Committee of Marton RSA have agreed in principal to organize/co-ordinate the renovation and upgrade of the "Boer War Memorial" situated in the main park walkway, near the Jubilee Grandstand.

Our intention , with your support and approval, would be to re-furbish the existing 3 memorial panels, and to add a fourth (currently blank) marking the participation of New Zealand Defence Force members in overseas campaigns subsequent to WW2, along with brief wording marking 100 years of RSA in Marton.

Other suggestions include restoring the functionality of the original drinking water spout, and replacing the gas lamp on top of the Memorial with a suitably styled solar powered version.

Finally, our Committee asks that, in view of the numerous commemorative aspects of the Park, your Council consider renaming Marton Park as "Marton Memorial Park".

Your response will be appreciated!

Kind regards

Alan



48 Grey Street, Marton, NZ
027 210 5078 | alan@martonprint.co.nz

ALAN BUCKENDAHL
President



Marton Park Mangement Plan – Park Walk 31 August 2016 – Notes

South African Memorial

- Drinking fountain re-established.
- Put original light on the top.
- Re-painting or restoration of the memorial, including the restoration of the plaque.

Fence

- The racecourse

Signs

- Put up signs about historic stories of the Park, including photos, or the fence.

Pavilion

- Retain seating or expand the seating right across the current gap.
- Need to consider colours for repainting.
- Could possibly alter the seating to have three levels.
- Could put windows in the back wall.
- Accentuate the area with lighting.

Grass area behind the pavilion

- Playground
- Toilet – 24 hrs
- BBQ area – see Ashurst Domain - coin operated. Or Taupo DC.

Inviting entrances

- Artistic
- Feature
- See – National War Memorial
- Cultural
- Carved poles
- Archways
- Ironwork
- Lynch gates
- All three connected.

Trellis

- Clean up and stain

Hi Katrina

At the walk in the park I forgot to mention that a petanque court behind the rugby club rooms is an idea. Haven't heard of anyone playing but they might if a court was there.

Article about George Hyde enclosed.

Paul Simpson

RECEIVED

6 SEP 2016

KG

To: mention

File:

Doc:

RECEIVED

6 SEP 2016

To: K.G.

File: 1-CP-4-7

Doc: 16 0611

Frequently Asked Questions – Draft Marton Park Management Plan



Rangitikei
UNspoilt...

Who will be responsible for implementing the projects?

The draft Plan allows both Council and the Community to develop and implement projects at Marton Park.

Who will decide on which projects can go ahead?

Improvements which Council is funding or part-funding will be approved by Council through its annual budgeting process. Council, through the Chief Executive, will also have the final decision on which projects can be implemented by the community. The projects will need to be consistent with the objectives and policies identified in the Marton Park Management Plan. A project form has been developed which will need to be submitted to the Chief Executive for approval.

I have a project I want to get involved with, how can I get involved?

If you have a project you want to implement, please contact Katrina Gray katrina.gray@rangitikei.govt.nz or 06 327 0099.

When will the projects be implemented?

Once approved by the Chief Executive, projects will be implemented as Council or community resources allow.

Who will pay?

Council will implement priority projects as budgets allow. The community is also able to fundraise and pay for projects they want to implement. Council may be able to provide 33% of the costs of compliant, community projects through its Park Upgrade Partnership Fund (contact Gaylene Prince gaylene.prince@rangitikei.govt.nz or 06 327 0099).

I've heard that there is a heritage restriction over Marton Park, how will this influence development.

Yes, Marton Park is a heritage area. This means that alterations to Marton Park require a resource consent. The resource consent process has costs involved which will need to be factored into the project development process. If a project you would like to be involved with will be an alteration to the Park, please contact Katrina Gray katrina.gray@rangitikei.govt.nz or 06 327 0099.

What about Health and Safety of volunteers?

A Health and Safety Assessment will be completed prior to any community project occurring.

THE BOER WAR.

Otago Daily Times, Issue 11944, 18 January 1901, Page 2

► About this newspaper

► View computer-generated text

THE BOER WAR. LETTERS FROM THE FRONT

In a letter written home by Bugler Alex andor Syme, now serving with the New Zealanders under General Plumer, he states:—

On Thursday, November 29, we had reveille at 2 a.m., and mooned out at 4 in the morning, which was very chill. The No. 1 Company of the Third were sent out as advance guard to Colonel Craddock's Brigade, and the Victorian Bushmen were sent out on the very left. Shortly after this several Boer shells landed among the advance guard, a piece of one shell striking a trooper named Stewart on the shin, but the doctor attended to him, and he took his place in the ranks again. Our advance guard had dismounted, and were walking up to a crest, when Lieutenant Tucker was shot in the leg. Then they lay down, and Colonel Craddock's pom-pom and guns galloped into action. The New Zealanders were dismounted, and we doubled forward, and then we had to crawl on our hands and knees till we got just near the skyline. It was at this time, when we were crawling up, that poor young George Hyde was shot, and it must have been about a quarter past 5 in the morning when we got to our position. The Victorian Bushmen were on the extreme left flank, with a pom-pom, and 15-pounders next, then the second contingent No. 1 Company of the Third, and then No. 2, Lieutenant Fitzherbert's section on the extreme right of Colonel Craddock's men, and then the Queensland Bushmen belonging to General Plumer, with a pom-pom on the right of them, a Maxim next, then yeomanry, more guns, and then General Paget with the infantry and naval guns. Our men did not know exactly where to fire at, and as they put their heads up to fire, the Boers were usually waiting for us. About 300 yards in front of us were some fairly high rocks, with a lot of trees growing on them, and it was here that the Boers were. Sergeant Russell had just got up and fired when he was killed. Jack Anderson spotted a Boer among the rocks, and had fired several shots, when he got up to have another one just as the Boer was

Papers Past — Wairarapa Daily Times —

— 10 December 1900.

The Transvaal War Latest Cable News

The Dead New Zealanders.

The sad news which reached Marton on Thursday regarding the fatalities among the New Zealanders at Beitfontein was all the more keenly felt in Marton and the Upper District, when it became known that Trooper George Hyde was among the fallen. He came to Marton district when only a child with his parents from Nelson. For twelve months prior to his departure for South Africa he was engaged contracting with the well-known settlers in the Upper Tutaenui district, Messrs Still Bros. When Hyde volunteered for service, it was thought that his stature might be a bar to his acceptance, but he was very sturdy, and having taken a really good horse with him, he was immediately accepted. Only a fortnight ago Mr J. Still received a letter from the now deceased trooper who was a sterling little fellow, and met a hard fate after going through all the arduousness of a long campaign, only to fall when the war is practically over.

George Hyde

ID 633

| | |
|-------------|---|
| Contingent | third (Rough Riders) |
| Unit | No 6 company |
| Ship | Knight Templar 17 February 1900 Lyttelton |
| rank | private |
| occupation | labourer |
| address | Rangitikei |
| next of kin | Mr James Hyde Spring Grove Nelson |

buried Reitfontein Farm about 20 miles
north of Balmoral. Grave marked by
large cairn of stones and engraved
wooden cross

Marton Park Mangement Plan – Park Walk 5 September 2016 – Notes

Signs

- Information
- History
- QR codes

Entrance

- Remove fence at the Oxford Street entrance and replace.
- Put in maps of the park

Facilities

- Drinking fountains
- Playground
- BBQ area
- Seating
- Fitness area – woodland area. GoApe an idea.
- Repair paths

Pavilion

- Stage in front of the pavilion
- Into a stage – with three steps.
- Enclose gap
- Glass on sides
- Diamond shaped windows in the rear.

Art

- Art competitions – ANZAC themed.
- Ceramic poppy's made by the schools placed in the Park.
- Sculpture competition.
- Maori carvings.

Toilets

- Behind the rugby clubrooms.
- In the grass area behind the pavilion.

Marton Park Mangement Plan – Park Walk 16 September 2016 – Notes

Entrance

- Need to improve/upgrade.
- Planting.

Facilities

- Playground – behind pavilion – see Masterton Queen Elizabeth Park.
- BBQ area – behind pavilion
- Fitness area – woodland area.
- Increased rubbish bins – can we consider ones with recycling?
- Don't change the gardens, other than increased seating. The gardens as a quiet area.
- Terrage the hill.
- Increase lighting.

Pavilion

- Used for exercise.
- Teenagers use it in undesirable ways.
- Need for increased lighting to stop anti-social behaviour.
- CCTV cameras would be beneficial.

Art

- Increased sculptures.

Toilets

- In the grass area behind the pavilion.
- Much needed.

Maintenance

- Path drainage needs to be improved.

Marton Park Project

Meeting between the RSA and Council staff – Duncan Hart, Alan Buckendahl, Barry Rankin, Athol Sanson and Katrina Gray

Project for Marton Park

- Fernery in the area beside St Stephens Church and along the existing walkway.
- Possibility of taking over maintenance of the area and opening it up and increasing connections.
- Need to speak with the Church to see if they would be interested.
- Athol to confirm with manager that he would be able to take over maintenance of the area.
- Idea will be documented and included in the submission process for the Marton Park Management Plan.

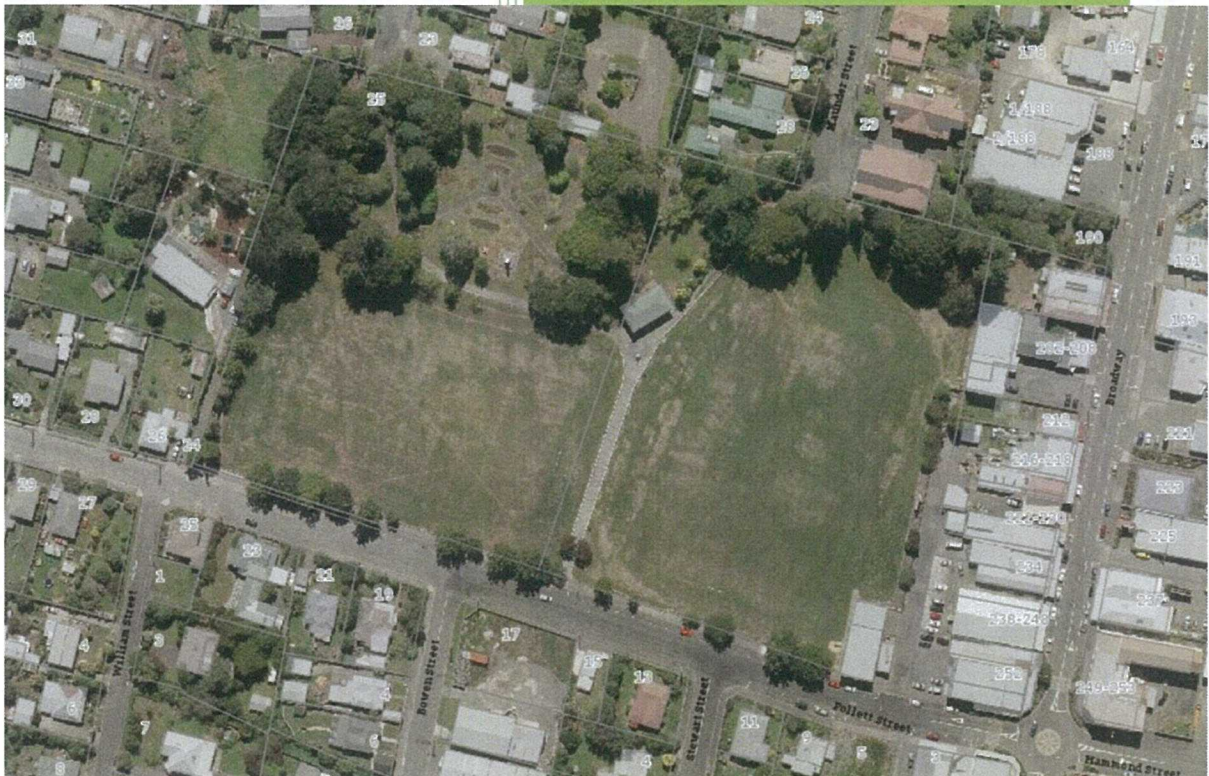


Appendix 2



2016

Marton Park Management Plan: Part 2



Adopted: XXXXXXXXXX

Part Two:

Legislative and Policy Framework specific to Marton Park

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Introduction and background

Introduction

This is a management plan for Marton Park, a vibrant and popular park located near the centre of Marton that forms and integral part of the town's heritage landscape. Comprising of mature trees, sports fields, gardens, a pavilion and numerous memorials, Marton Park provides for both formal and casual recreational opportunities, and commemorative purposes. Marton Park is listed by Heritage New Zealand Pouhere Taonga as a historic area, meaning it is an inter-related group of historic places that form a significant part of the historical and cultural heritage of New Zealand.

Location of Marton Park

Marton Park is located off Follett Street, to the west of the Marton town centre. However, it can also be accessed from Oxford and Maunder Streets and through a walkway to Broadway. Marton Park is surrounded by a mixture of commercial and residential areas.

Topography

The rugby fields are located on the south of the Park, accessed directly from Follett Street. The rugby fields are flat and the surface of the fields is in fair condition. The site has a rise to the north-west of the park which contains gardens, mature trees, seating, paths and numerous memorials. The pavilion is located in the centre of the Park overlooking the main rugby field.

Purpose

The Marton Park Management Plan provides a policy framework for the future development of Marton Park.

Tangata Whenua

The principles of the Treaty of Waitangi are also relevant to reserve management and development. The Council will undertake consultation with local iwi and hapu in accordance with its Memorandum of Understanding Tutohinga with its iwi liaison komiti, Te Roopu Ahi Kaa.

Recreational Amenities

Marton Park contains the following recreational amenities:

- Playing fields
- Pavilion
- Rugby Clubrooms
- Small maintenance shed
- Gardens
- Memorials
- Seating

Legal Framework

Marton Park is located within Rangitikei District and overall management and administration of the park is the responsibility of Council. The Park is not classified as Recreation Reserve, but conforms to the requirements of a recreation and historic reserve management plan¹. Table 1 provides the legal description of the parcels of land that comprise Marton Park.

Table 1. *Legal Description of Marton Park*

| Land title reference | Area | Description |
|----------------------|-----------------|---|
| CFR WN63/124 | 1.9273 hectares | Part Section 17 Rangitikei Agricultural Reserve and Lot 4 DP 15619. |
| CFR WN63/124 | 1.9273 hectares | Part Section 17 Rangitikei Agricultural Reserve. |

The District Plan

Marton Park is zoned residential and is also listed as a heritage area (H54). The whole park is covered by the heritage listing, including the layout of the grounds, paths, plants, fences and plating arrangements. The listing does not include the rugby clubrooms or the shed on the western boundary of the Park. The heritage listing means that repair and maintenance of the existing assets of Marton Park can be completed as required, however any future alterations require resource consent. The resource consent process will ensure the proposed alterations are not likely to have a negative impact, and will contribute positively to the heritage features of Marton Park. Consultation with Heritage New Zealand may be an important part of this process.

There are also a number of notable trees, specifically English Oak protected under the District Plan. The notable tree listing means that removal of the trees requires resource consent,

¹ Council has previously agreed that it will prepare Management Plans for all its recreational parks and reserves within the framework prescribed by the Reserves Act 1977 (10/RDC/085 Adoption of Recreational Parks and Reserves Management Plan Part 1)

unless 'there is a danger to human life, or the health of the tree has declined to a state where there is no reasonable remedy to restore tree health'.

The playing fields at the southern end of Marton Park are affected by a flooding hazard. The flooding hazard will have no impact on future development, unless buildings are proposed to be constructed.

Bylaws

Control of Dogs Bylaw: Under the bylaw dogs must be on a lead at all times in the Park. Dogs must stay off the playing fields at all times.

Liquor Control Bylaw: Marton Park is a liquor controlled area in the Council's Liquor Control Bylaw. In a liquor controlled areas nobody is allowed to consume, bring or possess liquor unless in a licensed premises.

Existing Leases/ Licences

There is current a leases over the land on the south-east corner of Marton Park for the Marton Rugby Clubrooms and a licence to occupy for Follett Street Kindergarten.

History of the Park

A full history of Marton Park is provided in the heritage registration report ([Appendix 1](#)). This section provides a summary of this information

Park Establishment

Marton Park was established in response to residents' desire to establish a public park. A group of residents formed The Marton Park Company following a public meeting in 1893, with capital of £700.

The Marton Park Company purchased 'Shannon's Paddock', a 3.801 hectare portion of land that had been surveyed for subdivision in 1887. The Company purchased the land to convert it to a public park, which was then planned to be sold to the Marton Borough Council within seven years. The Company needed to borrow an additional £200 to finance the works.

The Marton Park Company provided the park free of charge to local societies for sports days, while other users and events were charged, with profits used for the upkeep of the grounds. The Company also reduced costs by requesting that rates were no longer charged on the land.

The Marton Park Company sold Marton Park to the Marton Borough Council for £700 in 1895, with the land formally transferred on 4 May 1896. The Council funded further improvements to the Park, including the completion of a pavilion, donated by R.E Beckett, and a band rotunda. The pavilion was initially constructed in the 1880s, however, was replaced with the current grandstand in 1930. The band rotunda was used regularly over many years, but was removed during World War II.

Initially Council was criticised for the management of Marton Park. The Council had planned on running the park at a profit, however, between 1900 and 1907 the park ran at a loss of £557. In response to criticism Council undertook extensive permanent works, including the construction of the post and rail fences.

Sport and Recreation

Marton Park has always provided for both sporting and recreational uses. It was the main sporting ground until 1940 when Centennial Park was formed. Rugby games have been held at the Park since the 1890s, while cricket, athletics, hockey, cycling, tennis, marching, show jumping and quoits have also been Marton Park users. In 1971 the national cycling championships were held at the Park. A wide range of recreational activities have also occurred at Marton Park including; carnivals, parades, A&P shows and community celebrations.

Commemoration

Marton Park has a long history of public commemoration. The first memorial was a tree planted by Mayoress S.J. Humphrey in 1897 to commemorate Queen Victoria's jubilee. The next memorial was a tree planted by Mayoress J.J. McDonald. This memorial commemorated the coronation of King Edward VII on 9 August 1902. Following the end of the South African War, a memorial was erected to commemorate trooper George Hyde, who lost his life in the war. The memorial is also used as the commemoration of King Edward VII's coronation, who was crowned only three months after the war ended and to note the end of the South African War. The memorial is a concrete plinth and iron stand, inscribed on three sides.

A second war memorial, entitled 'The Glorious Dead' was erected following World War I and was unveiled on 25 April 1922. The memorial is a tribute to the soldiers from throughout the District that served in World War 1. The names of the 86 men who fought and were killed in the war are listed on the memorial, which also contains an inscription, which notes it was '*Erected by the people of the Marton District in grateful memory of the men who fell in the Great War*'.

The tradition of Mayoress' planting commemorative trees continued. In 1929, Mayoress, F. Purnell planted a tree and placed a plaque under the tree to commemorate Marton's fiftieth jubilee celebrations. Mayoress A. Meads planted a further tree to celebrate the seventy fifth jubilee in 1954. In 1990 the women's section of the RSA planted a tree to memorialise the ANZAC troops that landed in Gallipoli on 25 April 1915.

Beautification

During the early years of its establishment the Marton Scenery Preservation and Beautifying Society played a large role on improving the appearance of Marton Park. The Society contributed to planting and maintenance of the Park. In 1913 The Rangitikei Advocate reported that the Marton Borough Council has given control over Marton Park to the Society. However, by 1921 the Society had folded and management had reverted back to the Council.

Tree planted continued into the 1920s, particularly native trees that were donated from Councils from other parts of New Zealand and Duncan and Davies, a nursery in New Plymouth.

A range of further developments occurred at Marton Park throughout the years, a children's playground was constructed in 1931 (now demolished), lighting was installed in 1927 for evening sports, and a picnic area with toadstools was established in 1963. The Rugby Clubrooms were constructed in 1971, following permission sought from the Council from the Marton Old Boys Rugby Football Club.

The management of Marton Park has been subject to significant criticism over the years. These controversial decisions include the construction of the rugby clubrooms, the removal of a hedge that bordered Follett Street, and the removal of the post and rail fences inside of the ground. A petition with 800 signatures was raised which delayed the removal of the hedge. However, when finally removed, debate surrounded what type of fence should be constructed as a replacement. The post and rail fences inside the ground remain today.

Current Users

Marton Park is still well used today by a range of groups including:

- *Sporting activities*, both formal and informal – rugby, boot camps, Samoan community (volleyball, rugby), Tai Chi, exercise, school sporting events, marching.
- *Public events* – RSA ANZAC Commemorations, Christmas Parade, Jaycees lolly scramble, carol singing, Market Day, Car Club Rally/Targa Rally, Harvest Festival.
- *Recreation* – public enjoyment, dog walkers, family groups, wedding photos, tangata whenua, Samoan Community, youth meeting space, picnics, lunches.
- *Connections* – Edale residents, Marton residents, Motor Caravan Association.

Consultation

During the development of the Marton Park Management Plan a range of consultation was undertaken. Expressions of interest were open for two months for residents to submit their ideas. A workshop was then held with the community to examine community interests for Marton Park further. Following this process the Marton Park Management Plan was drafted and released for public consultation for a further two months and a further workshop held with the community. Council considered the submissions received and adopted the Plan.

Current Values

A workshop held on 29 June 2016 asked participants to identify that they valued about Marton Park and wanted to keep the same. The responses have been categorised and are discussed below.

Horticultural qualities

Strong support was shown for the existing trees and gardens. More generally the community identified the open space nature of Marton Park as important, as well as the tranquillity that the green spaces provide.

Sporting and recreation qualities

The use of the park for organised sports, particularly rugby featured as a key activity the community members wanted to remain the same, as well as ensuring Marton Park remains available for other recreational users and events. Marton Park is also important for many events including the Harvest Festival, Market Day and the Christmas Parade. The current mix of uses was considered to be complementary. Marton Park was identified as an important community hub.

Historic connection

The historic elements of Marton Park were identified as important, including the pavilion, cenotaph, memorials and overall historic values.

Facilities

The easy access for Marton Park from a range of entrance points was identified as a key feature which enable a range of uses. The walkways and paths are complementary to these access points in ensuring the connections between the Park, the community and the town centre.

Future Development

The feedback received about future development of Marton Park fits into three categories discussed below, maintenance, projects, and events.

Maintenance

Minor maintenance of Marton Park was identified as important including improving the Oxford Street entrance, painting of fences, refurbishment of the memorial plaques, maintenance of gardens and existing furniture, planting of native trees, maintenance of pathways and maintenance of the field.

Improvements/Projects

There were a wide range of improvements/projects suggested outlined below.

- *Public toilets* – the most common request was for public toilets. There are currently no public toilets at Marton Park. Given the high use of the Park, the lack of toilets has been raised as an issue that is highly problematic, particularly for the local businesses in the surrounding area who have been negatively affected.

- *Pavilion redevelopment* - a further major project is the development of the pavilion. There were a number of suggestions raised for the incorporation of a stage and other amendments to seating.
- *Seating* – a number of community members suggested increased seating would be beneficial for both the picnic area to the north of Marton Park, as well as, around the rugby fields.
- *Recreational facilities* – drinking fountain, walking track around the outside of the Park, fitness circuit, BBQ area, dog exercise area, wifi, Tui Trail, petanque, playground,
- *Lighting* – security, along the paths, to highlight commemorative trees.
- *Signage* – on trees, events, regulatory information, historic.
- *Art* – artistic entrances, sculptures.

Events

A range of events currently occur at Marton Park. Some community members were keen to see the number of events increased, specifically for outdoor movies, outdoor art competitions and an increased number of ANZAC related events.

Strategic Context

The strategic context for the development of the Marton Park Management Plan is set out in both the Recreational Parks and Management Plan: Part One and the Historic Reserves Management Plan: Part One. While Marton Park is not technically a recreational or historic reserve, Council decided reserve management plans should be created for all Council-owned parks. Given the use of Marton Park for recreational purposes and the heritage listing, it is useful to consider both the Recreational and Historic Reserves Management Plans.

The objectives for recreational parks are:

- 1 To promote and encourage the use of Council's recreational parks and reserves for a range of recreational activities.
- 2 To identify and protect the unique characteristics of each of Council's recreational parks and reserve and to enhance the recreational amenities.

The objectives for historic reserves are:

- 1 To promote and encourage the use of Council's historic reserves for a range of activities that do not conflict with the reserves' main purpose as defined in the Reserves Act 1977.
- 2 To identify and protect the unique characteristics of each of Council's historic reserves and to enhance the historic heritage amenities, sites, structures, places and areas where appropriate.

The Marton Park Management Plan is consistent with these objectives.

Specific Objectives for Marton Park

To supplement the objectives from the Recreational Parks and Historic Reserves Management Plans, a number of objectives specific to Marton Park have been developed to guide future management.

Maintain-Protect and enhance the heritage and open space characteristics of Marton Park when implementing projects including the relationship between these characteristics and the Marton Heritage Precinct.

Explanation

The community values the heritage and open space characteristics of Marton Park, including the memorials, the ability to see from one side of the park to the other, as well as the wide range of trees and gardens. Any future developments within Marton Park should consider how they interact, complement or detract from these features.

Protect and enhance Marton Park as a space that enhances community connections through a number of entrances and pathways.

Explanation

Marton Park has numerous entrances, from Follett Street, Oxford Street, Maunder Street and Broadway. These access points and the paths that connect them are important for providing links for residents and visitors to the park, but also to the Marton town centre, particularly for Edale residents and visitors using the Motor Caravan Association site on Oxford Street.

Continue to enable Marton Park to be used for a complementary mix of events, sports and recreation opportunities.

Explanation

Marton Park is currently well used for a wide range of activities that are complementary; rugby, boot camps, informal recreation by the Samoan community, youth, events and passive recreation. All of these uses are complementary because they occur at different times or use different facilities. Additional uses at Marton Park need to be complementary to the existing us

Action Plan for Marton Park Management Plan

| Document and Policy | Action to implement | By Whom | Cost |
|---|---|--|-----------------------|
| Recreation Part One: Policy 1 Historic Part One: Policy 1 To encourage community participation in the planning, development, management and maintenance of Council parks and reserves. | Establish and facilitate a Marton Park Group to progressively develop Marton Park in accordance with the objectives for Marton Park <u>and the site plan.</u> | Council – Community and Regulatory Services Group Community | Staff time |
| Recreation Part One: Policy 2 Historic Part One: Policy 2 To maintain and develop recreational facilities at Council parks and reserves in close consultation with the local community to enhance the recreational and heritage values and opportunities. | Support community-led maintenance, projects and events that are consistent with the objectives for Marton Park and undertake Council-funded projects as budgets permit: <ul style="list-style-type: none"> • Toilet facilities • Pavilion development/refurbishment • Seating • Recreational facilities – BBQ area, drinking fountain, walking track, fitness circuit, wifi, dog exercise area. • Lighting • Signage • Art • New events • Garden maintenance • Painting of fences • Field maintenance • Refurbishment of memorial plaques | Council - Community and Regulatory Services Group Community | TCB Staff time |
| | <u>Investigate the renaming of Marton Park to 'Marton Memorial Park'.</u> | Council – Community and Regulatory Services Group | <u>Staff time</u> |
| | <u>Wooden playground, BBQ Area, seating in the garden area</u> | <u>Community-led project teams.</u> | <u>TBC</u> |
| | <u>Toilets, drinking fountain</u> | | |

| | | | |
|--|--|---|-------------------|
| | <u>Fernery</u> <u>Sculptures, art, cultural pou</u> <u>Lighting of paths, trees and plants</u> <u>Maunder and Oxford Street upgrades</u> <u>Tui Trail</u> <u>Fitness circuit/stations</u> <u>Paint white fence</u> <u>Volleyball</u> <u>ANZAC memorial walkway</u> <u>Seating for rugby fields</u> <u>Information boards</u> | <u>Support from the Community and Regulatory Services Group</u> | <u>Staff time</u> |
| Recreation Part One: Policy 3 Historic Part One: Policy 3 To encourage maximum use of Council parks and historic reserves by a range of different groups. | Enable a range of users to access Marton Park, provided they are complementary to existing uses and with the objectives for Marton Park. | Council - Community and Regulatory Services Group | Staff time |
| Recreation Part One: Policy 4 Historic Part One: Policy 4 To ensure as far as practical, the safety of users at Council's recreational parks and reserves. | Carry out a health and safety assessment when planning new projects. | Council - Community and Regulatory Services Group <u>Community</u> | Staff time |
| | Consider Crime Prevention through Environmental Design principles when planning new projects. | Council - Community and Regulatory Services Group Community | Staff time |

| | | | |
|---|--|---|-----|
| | | Police | |
| Historic Part One: Policy 5 To preserve the reserves' unique physical, historic, traditional and cultural values whilst providing for managed public access, amenity value, education and recreation. | Avoid adverse impacts on the historic features and character of Marton Park when developing projects. Co-ordinate projects to ensure they do not adversely affect the historic features and character of Marton Park. <u>Consider the ICMOS² New Zealand Charter when undertaking alterations to Marton Park.</u> | Council - Community and Regulatory Services Group Community | Nil |

² International Council on Monuments and Sites

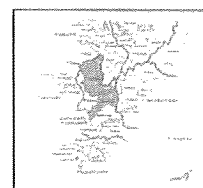
Site plan for Marton Park



Appendix 1 – Marton Park Heritage Registration Report



**NEW ZEALAND HISTORIC PLACES TRUST
CENTRAL REGION
RUAPEHU/ RANGITIKEI PILOT PROJECT 2003-2005
REGISTRATION REPORT**



NAME OF AREA

Historic Name: Marton Park

Other names: Shannon's Paddock



LOCATION

Street and Number or location: Follett Street

City / Town: Marton

Region: Rangitikei

EXTENT OF AREA (attach plan or sketch map of area)

The registration includes part of the land in Certificates of Title WN 63/124 and WN63/125 as shown on the Extent of Registration Map in Appendix 4; the items identified in Appendix 5; the layout of the grounds, including the paths and fences, the sports-fields, and the planting arrangements. Registration does not include the Rugby Clubrooms in the southeast corner, the shed on the western boundary of the Park, or the caretakers / toilet blocks / barbeque and caravan area located beyond the northern boundary.

LEGAL DESCRIPTION/S

Certificates of Title: WN 63/124, Wellington Registry
WN 63/125, Wellington Registry

Legal Description: Pt Sec 17 Rangitikei Agricultural Reserve (1.9171 hectares)
Pt Sec 17 Rangitikei Agricultural Reserve (1.8930 hectares)

Other Information: B/185, Wellington Registry

OWNERSHIP / INTERESTED PARTIES

Owner(s): Rangitikei District Council
Territorial Local Authority: Rangitikei District Council

SIGNIFICANCE ASSESSMENT (see Appendix 1 for details)

Registration: Historic Area

Significance or value (section 23(1)): historical, aesthetic, cultural, architectural, and social

For its collective, commemorative value to the people of Marton, its strong historical connections, and its on-going value as a public utility Marton Park is a place of great heritage significance.

Marton Park has strong local, *historical* significance for its lengthy association with the town and the former Marton Borough Council, the people of Marton, and the many individuals and institutions that have used the ground. Since its establishment by community-minded individuals in 1893, it has been the scene of a large number of sporting and cultural events. The ground has long-standing commemorative associations, which is physically demonstrated by the memorials located within the grounds. The Park has been used continuously for rugby matches since its establishment, and dozens of other sports have used it over its history.

Marton Park is a place of considerable *aesthetic* value, having a combination of open space, trees, paths, and built structures that enhance the beauty of the town. The individual structures in the park, particularly the memorials and pavilion, have a particular aesthetic value, as do the various post and rail fences, which also make a key contribution to the character of the park. It is the home of a fine collection of native trees, which testify to the foresight of those who planned this park and its improvements.

As the principal open space in Marton, the park is a place of great *cultural* and *social* significance to the town and its people. The park has been used by generations of Martonians and is highly regarded for its commemorative importance. The town has memorialised its past and important events, such as wars, in this public space through the use of trees, plaques and built structures.

The Park is the focus for the town's physical commemorations of events the townspeople considered important. Strong links to England and the Crown are demonstrated through the memorials located within the Park. Of the seven memorials erected there, three are associated with British Royalty. They include a memorial tree planted in 1897 to commemorate Queen Victoria's jubilee, and an elegant stone structure and memorial tree that commemorate the coronation of King Edward VII. The impact of war on the small community is also demonstrated. The Park's most dominant memorial is the World War I Memorial that commemorates 86 local men killed in action. A small but elegant memorial commemorates a trooper from Marton who was killed in action during the South African War. The Park also demonstrates the strength of the

town's own sense of history. Each of the town's important dates, such as its 50th and 75th Jubilees have been marked in the Park through commemorative trees and the Jubilee Pavilion. The Park is also of interest on a cultural level as the town's key venue for sporting and other recreational events. The Park's combination of open space, trees, paths, and built structures add to its aesthetic and architectural value, and enhance the beauty of the town.

The park contains structures of modest architectural value, in particular the 1930 memorial pavilion, which is a small, elegant structure, with an attractive splayed roof.

FORMER AND CURRENT USE (S)

Former: Farm [Agriculture and Horticulture]

Current: Public; Park; Recreation Area/Picnic Ground; Sports grounds/green/pitch [Civic Facilities and Recreation]

PHYSICAL DESCRIPTION (focus on what features make the area an inter-related whole, and describe how individual significant features / associated structures fit into it)

Description:

Marton Park is located near the centre of town on a rectangular site that is 3.8101 hectares in size. It is bounded to the south by Follett Street; to the east by houses and buildings (off Broadway); to the west by houses; and to the north by the end of Maunder and Oxford Streets, the caretaker's house, toilet block, St Stephen's Church and Hall and more houses. It is composed of two sports grounds together with a landscaped garden, lawns, trees, a pavilion, memorials, paths and fences. The two grounds are located along the southern boundary that runs north/south, and east/west. In the south/east corner are rugby clubrooms.

There are two war memorials in the Park. A World War I memorial is located just north of western field on the southern side of the garden. Entitled 'The Glorious Dead', it was unveiled on ANZAC Day (25 April) 1922, as a tribute to the 350 soldiers from the Marton area who served in that war. The memorial bears the names of 86 men who died in action. The memorial is an obelisk of marble and concrete. The plain and simple structure was chosen to '...suggest to the onlooker the qualities of strength, simplicity and repose'.¹ A memorial to the South African War and the coronation of King Edward is located on the concrete path in the middle of the park.

The pavilion located on the eastern edge of the garden was built in 1929 to mark the fiftieth jubilee celebrations of the town. It is therefore known as the 'Jubilee Pavilion'. Constructed from concrete, it is painted green and white to match the South African War Memorial.

Around the park there are five commemorative trees. The trees were planted by women and are marked with brass or marble plaques set in concrete. Mrs S.J. Humphrey, wife of the mayor,

¹ *The Rangitikei Advocate*, 26 April 1922

planted one of these trees to mark the jubilee of Queen Victoria in 1897. Mrs F. Purnell, the Mayoress, planted a tree to mark the fiftieth jubilee of Marton in 1929. The 75th jubilee celebrations of Marton were commemorated in a tree planted by Mayoress Mrs A Meads, on 12 September 1954. Mayoress J. J. McDonald also planted a tree in 1902 to commemorate the crowing of King Edward VII. The most recent commemorative tree was planted in 1990 by the women's section of the Returned Services Association. It commemorates the ANZAC landing at Gallipoli on 25 April 1915 and the Sesqui Celebrations.

The park contains a number of other groves of trees, various plantings, paths, lawns and fences of timber and corrugated iron. The boundary fences are augmented in some cases with rows of trees or hedges. There are entrance gates on Follett Street and entrance posts on the path leading from Oxford Street. The latter also has the remains of a concrete wall that formed an entrance.

AREA CONSTRUCTION PROFESSIONALS

Designer(s): Not known, although Horton and Sons were commissioned to design a landscape plan in 1915.

Architect(s): William Thomas Higgins (World War I memorial)

C. Newton Hood (Jubilee Pavilion)

Builder(s): T. McChesney (Jubilee Pavilion)

DATES

- 1887 Pt Sec 17, Rangitikei Agricultural Reserve surveyed for subdivision
- 1893 Shannon's Paddock purchased by local company for Marton Park.
- 1895 Marton Borough Council purchases park for £700.
- c.late 1890s First pavilion and band rotunda constructed.
- 1897 Tree planted by Mayoress S.J. Humphrey, to commemorate Queen Victoria's Jubilee, 22 June.
- 1902 Another tree planted by the Mayoress, J.J. McDonald, commemorating the coronation of King Edward VII, 9 August 1902.

Memorial erected to honour Rangitikei trooper George Hyde, killed in action during the South African War, 29 November 1900, and to commemorate the coronation of King Edward VII, 31 May 1902.
- 1909 Post and rail fences built as part of major overhaul of park.
- 1915 Horton and Sons, nursery owners of Hastings, are commissioned to prepare a landscape plan for the park. It is not certain if this work was undertaken.
- 1922 Memorial to men from Rangitikei district who died in World War I unveiled on ANZAC Day.
- 1927 Lights installed at park.
- 1929 Marton's 50th jubilee celebrations. Plaques placed under two trees planted by the Mayoress, Mrs F Purnell, carrying on earlier tradition. Planning begins for a new grandstand – the Jubilee Pavilion.
- 1930 Pavilion completed, to a design by architect Newton Hood and built by T. McChesney.
- 1931 Children's playground built.
- 1954 75th jubilee celebrations of Marton commemorated by planting of a tree by Mayoress, Mrs A Meads, on 12 September.
- 1956 Council takes over administration of lights.
- 1971 Clubrooms for Marton Old Boy's Rugby Club approved for south-east corner of ground.
- 1984 Hedge along Follett Street removed.

1990 Tree planted in park by women's section of the RSA to honour and memorialise ANZAC troops that landed at Gallipoli 25 April 1915.

HISTORY OF AREA

Marton Park, located near the centre of Marton, has been a focal point of the township's recreational, and commemorative activities for over 100 years.

Establishment and early improvements

The proposal to establish a public park was promoted by local residents who held a public meeting in May 1893 to discuss purchasing land in Marton. The Marton Park Company was formed with a capital of £700 and its conveners included Messrs S. Gibbons, T. Bredin, J. McDonald and R.E. Beckett (chairman). The Company agreed to purchase 'Shannon's Paddock', 3.8101 hectares of land that had been surveyed for subdivision in 1887.² The portion to the west was owned by Emily Jane Shannon, after whom the paddock was named. The portion to the east was owned by Christopher Richmond, a solicitor based in Wellington. The specially formed, local Company intended to convert the paddock into park, and then sell it to the borough within seven years.³ The land was legally divided into two portions. On 10 July 1893, Shannon and Richmond transferred their land to the newly formed company.⁴ The Company borrowed an additional £200 to finance the bank overdraft and make the necessary improvements to the paddock.⁵

To assist in paying off this overdraft the Company's trustees requested that rates no longer be charged on the property due to its public use.⁶ Events that generated profits also provided the Marton Park Company with contributions towards the upkeep of the grounds⁷, although local societies were granted permission to hold sports days at Marton Park at no charge.

In 1895 the Park was offered for sale to the Marton Borough Council at a price of £700. The Council accepted the offer and funded further improvements to the ground. The land was formally transferred on 4 May 1896.⁸ Improvements included the completion of a pavilion (located on the site of the present grandstand), donated by R.E. Beckett, and a band rotunda. The pavilion, which some sources suggest may have been built in the 1880s, was replaced by

² B/185, Wellington Registry (copy in Appendix 4)

³ Marton Jaycee Chapter 1979, *Marton 100 years: 1879-1979, Marton Borough Centenary*, Marton Jaycee Chapter, Marton p.21

⁴ WN63/124 and WN63/125, Wellington Registry

⁵ Ibid.

⁶ Ibid.

⁷ Ibid.

⁸ WN63/124 and 63/125, Wellington Registry

the present grandstand (see below) in 1930. The band rotunda, which was in regular use over many years, was removed during World War II.

The Council had hoped to run the park at a profit. However, in the seven years between 1900 and 1907, the Park ran at a loss of £557 7s 11d.⁹ Fees gathered for events held on the grounds rarely covered costs, and by 1909 the ground was in poor repair. The Council was criticised for its management of the Park¹⁰, and in response, it agreed to undertake 'extensive permanent works' including the construction of post and rail fences within the park.¹¹ In 1910 the council's investment was augmented by £100, which was provided by the Government for improvements.¹² The subsequent improvements to the ground's appearance were well received.

Sport and recreation

From the outset, Marton Park served two main functions. As a sporting ground it was the town's main arena until 1940, when Centennial Park was formed. The history of use for sports and recreational activities is a long one. Recreational activities held at Marton Park include carnivals, parades, A & P shows, and community celebrations. Rugby games have been held at the Park since the 1890s and other sports, including cricket, athletics, hockey, cycling, tennis, marching, show jumping, and quoits, have also used the Park for a long period. The flood lighting at the Park was designed to assist its use by sports such as athletics and cycling. In 1971 the national cycling championships were held at the park. Marton Park remains in use for rugby, marching and cricket, but most other sporting activities now mainly take place at Centennial Park or Sir James Wilson Memorial Park. Other users included the Marton Athletic Club, which held its meetings at the park for 48 years, until a new stadium was built at the Sir James Wilson Memorial Park in 1968.¹³

The variety of uses to which the Park was put meant that competition for its use could be bitter, and could cause problems for some users. Cricketers, in particular, expressed their anger at the way the ground was cut up by other users during the winter season. Cricketers found the grounds difficult to play on due to the soil being '... sticky after rain and hard as a brick during a dry spell.'¹⁴ In 1924, cricket games were moved to the purpose-built Marton Cricket Ground in Wellington Road. Games recommenced at the Park in 1988.

⁹ *The Rangitikei Advocate* 7/11/1907

¹⁰ *The Rangitikei Advocate* 26/1/1909

¹¹ *The Rangitikei Advocate* 28/1/1909

¹² *Marton Borough Centenary* p.21

¹³ *Melody*, p 347

¹⁴ *Melody*, p 65

Special events

One particular event that captured public imagination was the demonstration, in 1908, of hot-air ballooning and parachuting by Frenchman Captain Lorraine,¹⁵ then residing in Auckland, who demonstrated his daring at various exhibitions around the country. Described as a balloonist, aviator or aeronaut, Captain Lorraine soared to the desired height and then leapt from the balloon. At the time his demonstration was a sensation, as it was in other parts of the country, but Captain Lorraine died shortly afterwards in an accident off the Canterbury coast.

In 1914 an open-air movie was held. It is not known if such an event was ever held again but it was regarded as a success at the time.

Public commemoration

Marton Park's other long-standing function is as a focus for public commemoration. The earliest memorial placed within the park was a tree planted by the Mayoress, S.J. Humphrey, to commemorate Queen Victoria's jubilee on the 22 June 1897.

The next memorial was another tree planted by the Mayoress, J.J. McDonald, commemorating the coronation of King Edward VII, 9 August 1902. Then, after the South African War ended, a memorial was erected to honour Rangitikei trooper George Hyde, who lost his life while serving in South Africa on 29 November 1900. He was the only Martonian to die during that campaign. The memorial also serves as the town's commemoration of King Edward VII's coronation, who was crowned just three months after the war ended on 31 May 1902, and peace after the South African War. Composed of a concrete plinth and iron stand, the memorial was inscribed on three sides. It was originally featured four lamps that added to its decorative value. The memorial has recently been painted white and green.

The second war memorial followed World War I. Unveiled on ANZAC Day, 25 April 1922, the memorial, entitled 'The Glorious Dead', was a tribute to the soldiers from the district who served in World War I. A total of 350 men from the district fought in the war¹⁶ and 86 were killed. Their names are listed on the memorial, which also contains an inscription, which notes that it was 'erected by the people of the Marton District in grateful memory of the men who fell in the Great War'.

Marton Park was also the focus of Marton's fiftieth jubilee celebrations, which were held on 28 September 1929. A plaque was placed under a tree planted by the Mayoress, Mrs F Purnell,

¹⁵ *The Rangitikei Mail*, 16/9/1965

¹⁶ *Rangitikei Advocate*, 26 April 1922

carrying on the earlier tradition of tree planting in the Park. That year, a small grandstand, known as the Jubilee Pavilion, was designed by architect Newton Hood. It was built the following year by builder T. McChesney. The Pavilion also served as a jubilee memorial. It has a capacity of 210 people. The ground was realigned to run parallel to the new stand.

The seventy-fifth jubilee celebrations of Marton were also commemorated at the Park. A tree was planted in the Park by the Mayoress, Mrs A Meads, on 12 September 1954.

The most recent arboreal memorial in Marton Park was planted in 1990, by the women's section of the RSA, to again honour and memorialise the ANZAC troops that landed in Gallipoli 25 April 1915.

Beautification

The park covered a large area and was subject to on-going efforts designed to improve its appearance. Prominent in this work was the Marton Scenery Preservation and Beautifying Association. This Association, derived partly out of the Scenery Preservation Act 1903, protected places of outstanding natural beauty. The Association devoted a large amount of its time and effort on Marton Park. It focussed on planting, and, during the 1910s appears to have had a considerable role in the Park's management. In 1913 *The Rangitikei Advocate* reported that the Marton Borough Council had given entire control of the park to the association.

In 1915 Horton and Sons, nursery owners of Hastings, sent a 'landscape artist' to Marton. They recommended that the Council draw up a plan for the park. Horton and Sons was commissioned by the Council to prepare the plan. It is unclear if this work was actually undertaken and, if it was, was, what impact it had on the appearance of the park. By 1921 the Association had ceased operating, and the council was lamenting its absence. There were calls for the Association to be revived so that control of the Park could be handed back to it.¹⁷ By 1922 upkeep of the park was costing £247 per annum.

Throughout the 1920s, tree planting went on. In 1927, a New Plymouth nursery, Duncan and Davies, donated a large collection of native trees for planting, and did so again the following decade. Councils from other parts of New Zealand also regularly donated trees for planting and the residents of Marton took particular pride in the quality of the native tree collection. Not all tree planting was a success; however, and in 1982 \$1200 worth of native trees died.

¹⁷ *The Rangitikei Advocate* 6/4/1921

Changes to the Park's appearance have often attracted local comment and criticism. The decision by the Marton Borough Council to build clubrooms within the ground (see below) caused considerable anger. In 1980 the mooted removal of a hedge lining Follett Street, which was planted about 1895, also raised local ire. A petition was raised, and 800 signatures were collected¹⁸, forcing a change of heart by the Council. Nevertheless, four years later, the hedge came down. This began another debate over whether a fence should be built to replace it, and to what height, after Marton residents decided they liked the views of the park. It was also not anticipated that the loss of the hedge would also mean the loss of revenue from paying spectators at local rugby games. Four years later, the post and rail fences inside the ground, built in 1909, were also scheduled for removal by the Council. Again, the protests were considerable. Another petition was presented to the Council, and the fences remain in place today.

Other facilities

A children's playground (now demolished) was mooted in 1923, although it was not finally approved until 1928 and not completed until 1931. In 1927 lights were installed for evening sports, mainly athletics and cycling.¹⁹ Lighting administration remained under the control of the Marton Park Lighting Committee for some years and contributions toward their cost were sought from users. However, the lighting remained a regular issue, in particular who was to pay for it. In 1956 sporting groups asked the Council to take over administration of the lights to simplify matters, which it agreed to do.²⁰ In 1963 a new picnic area was established, with tables and seats in the form of toadstools. These remain today.

In 1971 the Marton Borough Council gave the Marton Old Boys Rugby Football Club permission to build their clubrooms in the south/east corner of the park, although there was much protest from a number of groups and individuals over the construction of a building within the park.

OTHER INFORMATION CONSIDERED RELEVANT TO THE REGISTRATION

¹⁸ *The Rangitikei Mail* 19/6/1980

¹⁹ *The Rangitikei Mail*, 1/12/1927

²⁰ *The Rangitikei Mail*, 1/3/1956

MAJOR BIBLIOGRAPHIC REFERENCES

Primary sources:

The Rangitikei Advocate (see footnotes for specific issues)

The Rangitikei Mail (various - see footnotes for specific issues)

Certificates of Title 63/124 and 63/125, Wellington Registry

Secondary sources (Published)

Melody P., *They called it Marton: the life and times of Marton 1866-1979*, Palmerston North, 1979 (PH Print)

Marton Jaycee Chapter, *Marton 100 years: 1879-1979, Marton Borough Centenary*, Marton, 1979 (Jaycee Chapter)

Secondary Sources (Not Published)

Marton Historical Society, "The Story of Marton Park", Marton (no date)

APPENDICES

Appendix 1: Registration information

Appendix 2: Certificates of Title

Appendix 3: Photographs

Appendix 4: Other information, including plans, drawings and supporting information

Location Maps

Extent of Registration Map

B/185, Wellington Registry

Appendix 5: Information on places within Historic Area

Arboreal Memorials

Jubilee Pavilion

South African War Memorial

War Memorial

Appendix 1: Registration information

Chattels or object or class of chattels or objects (section 22(5))

Under section 22(5) of the Historic Places Act 1993, an entry in the Register in respect of any historic place may include any chattel or object or class of chattels or objects –

- (a) Situated in or on that place; and
- (b) Considered by the Trust to contribute to the significance of that place; and
- (c) Nominated by the Trust.

Significance or value (section 23(1))

Under section 23(1) of the Historic Places Act 1993, the Trust may enter any historic place or historic area in the Register if the place possesses aesthetic, archaeological, architectural, cultural, historical, scientific, social, spiritual, technological, or traditional significance or value.

Appendix 2: Certificates of Title

63/124

NEW ZEALAND.

PART - CANCELLED
PART TAKEN BY GAZETTE
NOTICE



Reference: Vol. 36, folio 41, 42.
Transfer No. 19391.

CERTIFICATE OF TITLE UNDER LAND TRANSFER ACT.

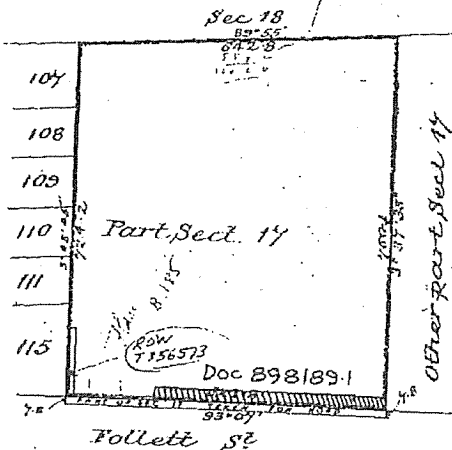
This Certificate, dated the Tenth day of May, one thousand eight hundred and ninety-nine, under the hand and seal of the District Land Registrar of the Land Registration District of Wellington Witnesseth that Christopher Francis Richmond of Wellington Solicitor

OBSOLETE

is seized of an estate in fee-simple (subject to such reservations, restrictions, encumbrances, liens, and interests as are notified by memorial under-written or indorsed hereon, subject also to any existing right of the Crown to take and lay off roads under the provisions of any Act of the General Assembly of New Zealand) in the land hereinafter described, as the same is delineated by the plan hereon bordered red, be the several admeasurements a little more or less, that is to say: All that parcel of land containing four acres three roods and ten perches situate in the provincial district of Wellington part of Section 17 on the North Map of the Naugahia Agricultural Reserve

1.9273 ha
102 m² Doc. 898189-1
1.9171 ha

L.P. 15619



Scale 2 chains to an inch

CONTINUED



Mortgage 13644 Wellington 11 March 1892 25 Christopher Francis Richmond the Wellington Provincial and Industrial Contributors producers

OBSOLETE

Discharge of Mortgage 13644 Produce Act April 1894 at 10 Wellington

OBSOLETE

Transfer 23105 Produce Act April 1894 at 3 from Christopher Francis Richmond to John James and George A. Barton Sutcliffe and Tamplin of the ship Albatross 1894

OBSOLETE

Mortgage 17724 Produce Act September 1894 at 10 from John James and George A. Barton to John James and George A. Barton 1894

DISCHARGED

DISCHARGED

Transfer 26669 producers May 1896 at 10 from John James and George A. Barton to John James and George A. Barton 1896

Order in Council N 627 producers July 1897 at 10 from John James and George A. Barton to John James and George A. Barton 1897

OBSOLETE

EQUIVALENT METRIC AREA IS

Page 238

NEW ZEALAND

[Form B.

63/125

Reference: Vol. 36, folio 41. 42.
Transfer No. 19391.



PART - CANCELLED
Register-book,
PART TAKEN BY GAZETTE
NOTICE

CERTIFICATE OF TITLE UNDER LAND TRANSFER ACT.

This Certificate, dated the South day of May, one thousand eight hundred and ninety-one, under the hand and seal of the District Land Registrar of the Land Registration District of Wellington (Witnesseth that Emily Jane Shannon wife of George James Shannon of Wellington London House **OBSELETE**

is seized of an estate in fee-simple (subject to such reservations, restrictions, encumbrances, liens, and interests as are notified by memorial under-written or indorsed hereon, subject also to any existing right of the Crown to take and lay off roads under the provisions of any Act of the General Assembly of New Zealand) in the land hereinafter described, as the same is delineated by the plan hereon bordered red, be the several admeasurements a little more or less, that is to say: All that parcel of land containing four acres three rods and two leasches situate in the Homestead district of Wellington part of Section Seventeen on the first Map of the Borough of Agricultural Reserve -

feeding



1.9273 ha
- 343 m² Doc 898189.1
1.8930 ha

Transfer 2863 Produced, 10th July 1892 at
Wm and Emily Jane Shannon to John
James and Elizabeth Shannon
and to the Trustees of the Home Place
Hotel and other premises situate in the
Wellington Borough **OBSELETE**

Mortgage 1999 Produced, 14th October 1894
Wm and Emily Jane Shannon to John
James and Elizabeth Shannon
and to the Trustees of the Home Place
Hotel and other premises situate in the
Wellington Borough **OBSELETE**

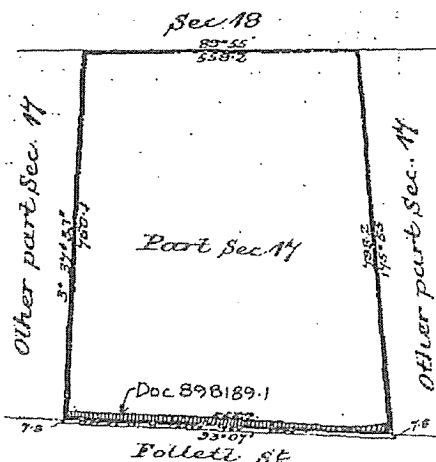
Transfer 2669 produced 4th May 1896 at
Wm John James and Donald and Samuel
Edmond the Trustees of the Home Place
Borough of the Borough of Wellington **OBSELETE**

THIS REPRODUCTION (ON A REDUCED SCALE)
CERTIFIED TO BE A TRUE COPY OF THE
ORIGINAL REGISTER FOR THE PURPOSES OF
SECTION 214A LAND TRANSFER ACT 1952.

Shannon D.L.R.

898189.1 Gazette Notice declaring the
part hatched black hereon (343m²) to
be road and remain vested in the Marton
Borough Council - 21.1.1988 at 10.09
a.m.

RAMM
A.L.R.



Scale 2 chains to an inch
Plan 5145

EQUIVALENT METRIC
AREA IS

Appendix 3: Photographs



View of Park from Follett Street (Laura Burbery, Jan 2004)



Looking towards Follett Street; view of rugby field,
children's play area (now removed), rugby clubrooms
(Laura Burbery, Jan 2004)

Appendix 4: Other information including plans, drawings and supporting information



DEED 177

W1160/345
Hazel Victor Cochran
Betty Elvira Cochran

PILOT 103
DEED 177

LOT
DP 46
0 0541
W11720
Elizabeth Trier

13
0274
6 ha
A1553
e Jonas

LOT 1
DP 28962
0 0524 ha
W1450/272
William Gary Saper
DB 23962
01 2650
0 0505 ha
W1500/273
Doreen Murray Stewart

OXFORD STREET

PILOT 104
DEED 177

PILOT 104
DEED 177

LOT 17
DEED 177
0 2033 ha

LOT 16
DEED 177
0 1619 ha

LOT 1
DP 20217
0 1013 ha
W11819/20
Craig Alexander Hine
Tara Sherrie Hine

LOT 1
DP 20274
0 1250 ha
W11930/25
Judith Elwyn Whare
Peter Raymond Whare

LOT 105
DEED 177
0 1037 ha
W11804/187
John Galbraith Scoller

A 2513

A 161

DP 20217

LOT 26
DEED 177
0 2023 ha
W11342/64
The Wellington Diocesan Board

PILOT 16
DEED 177

PILOT 16
DEED 177
0 0614 ha

DEED 17

PILOT 25
DEED 177
0 0577 ha
W11804/37
The Wellington Diocesan Board of Trustees

PILOT 15
DEED 177

PILOT 15
DEED 177

LOT 1
DP 21530
0 0577 ha
W11804/36
The Wellington Diocesan Board of Trustees

DP 21530

PI SECT 17
AGR R Rangitikei
1.9171 ha

B 185

PI SECT 17
AGR R Rangitikei
1.8930 ha

PI SECT 17
AGR R Rangitikei
0 0117 ha

SO 34194

LOT 2
DP 61584
0 1044 ha
W11305/187
Irene Margaret Hayman
Irene Margaret Hayman
61584

LOT 1
DP 2396
0 0688 ha
W14208/68
Margaret Alison Joyce

LOT 2
DP 2396
0 0807 ha
W14208/68
Quentin Rawlinson

LOT 58
DP 14
0 1033 ha
W11426/5
Richards Construction Limited

LOT 2
DP 18638
0 0310 ha
W11855/20
Carol Anne Haycock
Kerry James Haycock
Stephen James Taylor
Frances Robert Twiss
John Harry Toot

LOT 50
DP 14
0 0529 ha
W11681/31
Richards Construction Limited

LOT 3
DP 2396
0 0713 ha
W11204/156
Marlene Ann McKenzie

LOT 4
DP 2396
0 0775 ha
W11202/105
Kathryn Jeanne Pearson
John Charles McManaway
Jane Alison S

LOT 5
DP 2396
0 1131 ha
W11232/70
Rachael Christina Day

LOT 45
DP 14
0 0629 ha
W11108/08 W11480/7
Careys Joinery (1959) Limited
Her Majesty the Queen

LOT 1
DP 779
0 0607 ha
W11420/64
Simon Francis Hughes

PILOT 52
DP 14
0 0754 ha
W11651/20
Mary Margaret Elizabeth Hume
Richard Hume

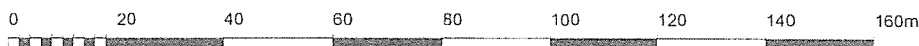
PILOT 55
DP 14
0 0787 ha

PILOT 54
DP 14
0 0893 ha

PILOT 8
DEED 11
LOT 1
DP 22932
0 0143 ha
W11862/54
Margaret Ann Simms
DEED 123052

PILOT 7
DEED 11
0 0005 ha
PILOT 7
DEED 11

QuickMap
Custom Software Ltd

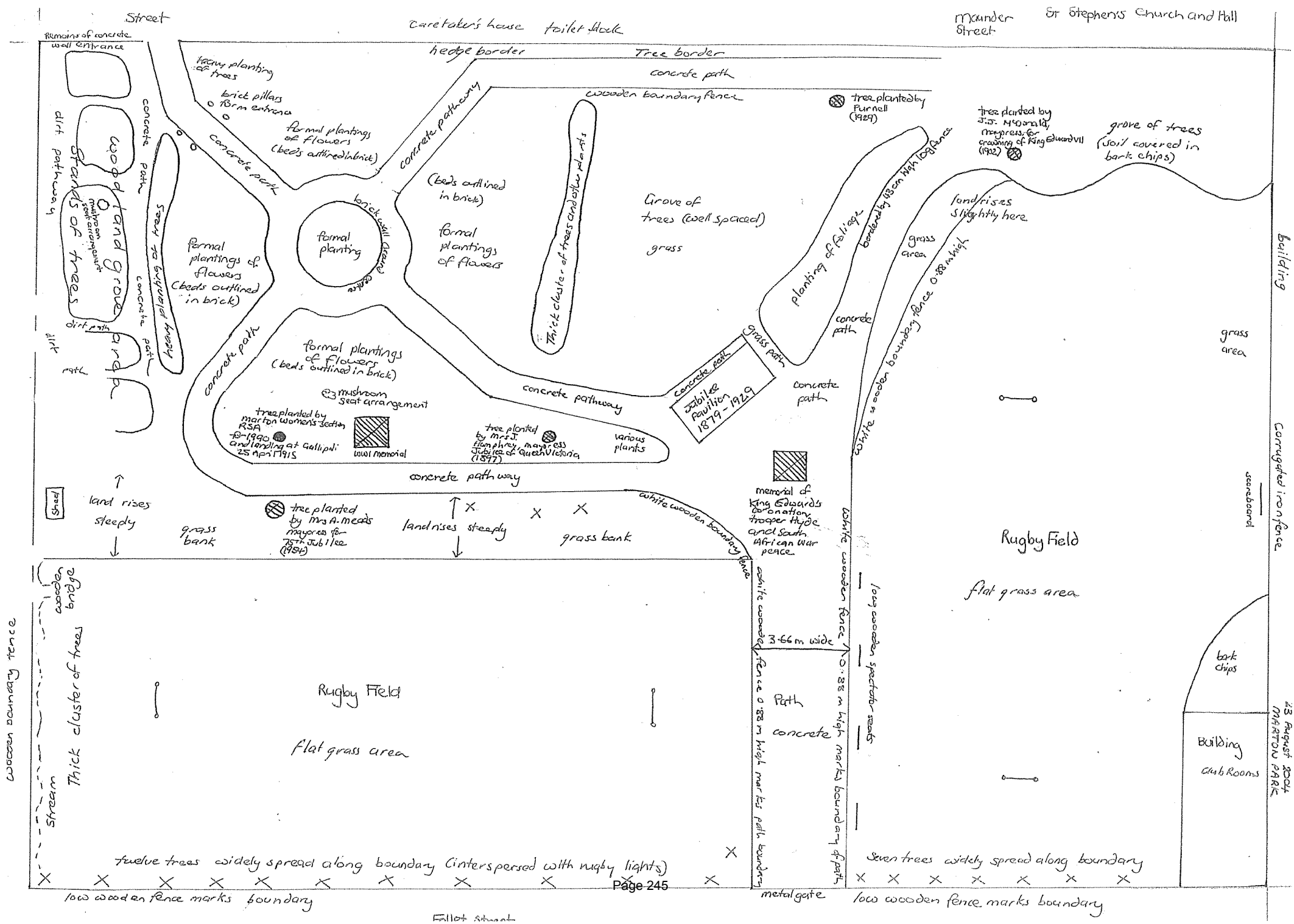


Scale 1:1331

Topographical and Cadastral map derived from LINZ data

Extent of Registration Map

All items shown within the boundaries shown on this map are included in the Registration. The exceptions include the Rugby Clubrooms in the southeast corner, and the shed on the western boundary. The caretaker's house and the toilet block shown outside the northern boundary are not included in the Registration.



185

B/185
185

SUBDIVISION PLAN
OF PART OF
SECTION 17
RANCITIKEI AGRICULTURAL RESERVE
SURVEYED BY J F SICELY

Block III Rangitoto S.D.

C.T. 63/24
63/25



185

In testimony of which, under the seal of the Surveyor-General, I have hereunto set my hand and the seal of the Surveyor-General at Auckland, this 18th day of March 1885.

Witness my hand and the seal of the Surveyor-General at Auckland, this 18th day of March 1885.

Witness my hand and the seal of the Surveyor-General at Auckland, this 18th day of March 1885.

I have hereunto set my hand and the seal of the Surveyor-General at Auckland, this 18th day of March 1885.

Appendix 5: Information on places within the Historic Area

Arboreal Memorials

Names: N/A

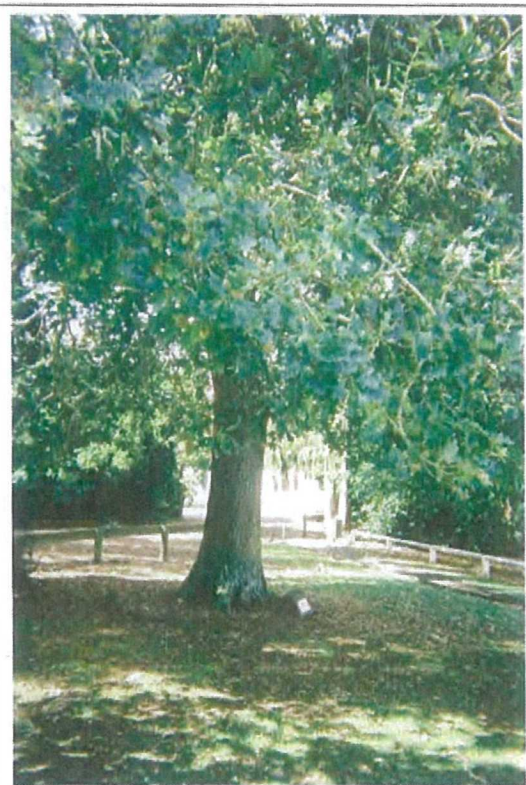
Location: See map in Appendix 4 for details on the location of each arboreal memorial within Marton Park

Former Use: Memorial
[Monuments, Memorials]

Current Use: Memorial [Monuments, Memorials]

Construction: Trees, with brass or marble plaques affixed in concrete stands at the base.

Description: The arboreal memorials in Marton Park consist of five trees planted over a period of 90 years, between 1897 and 1990. Each tree is marked with a brass or marble plaque affixed in concrete at its base.



Dates / People involved: 1897 (Queen Victoria jubilee memorial; Mrs J. Humphrey)

1902 (King Edward VII coronation; Mrs J. J. McDonald)

1929 (Marton 50th jubilee memorial; Mrs F. Purnell)

1954 (Marton 75th jubilee memorial; Mrs A. Meads)

1990 (ANZAC memorial tree and plaque; Marton Women's Section of the RSA)

Brief History:

The first tree planted as a commemoration was that 'planted by Mayoress Mrs S. J. Humphrey to commemorate the jubilee of her Majesty Queen Victoria 22nd June 1897'. This event began a series of commemorative tree plantings that took place at intervals over the next 90 years.

The next tree was again planted by a Mayoress, J.J. McDonald, commemorating the coronation of King Edward VII, 9 August 1902.

This was followed 27 years later by Marton's 50th jubilee celebrations, which were held on 28 September 1929. The Mayoress, Mrs F. Purnell, carrying on the earlier tradition, planted a tree.

For the 75th Jubilee, Mayoress Mrs A. Meads, also planted a tree in the Park. The most recent arboreal memorial (with plaque) in

Marton Park was planted during the 1990 celebrations, by the Women's Section of the RSA, to further honour and memorialise the ANZAC troops that landed in Gallipoli 25 April 1915.



Tree and plaque marking 75th Jubilee Celebrations; planted by Mayoress Mrs A Meads
(R. O'Brien, July 2004)



Tree trunk and plaque established by the Marton Women's Section of the RSA
in 1990 to commemorate the landing at Gallipoli
(R. O'Brien, July 2004)

Jubilee Pavilion

Historic Name: Jubilee Pavilion

Other names: N/A

Location: See map in Appendix 4
for details



Former Use: Pavilion [Civic Facilities and Recreation]

Memorial [Monuments, Memorials and Sites of Particular Events]

Current Use: Pavilion [Civic Facilities and Recreation]

Memorial [Monuments, Memorials and Sites of Particular Events]

Construction details: The pavilion was built into the embankment in Marton Park. In the absence of plans, it appears to be constructed as follows: Shell and foundations of concrete, with timber seats (originally tip-up), timber posts, timber linings, plywood ceiling (1994), and tiles (of unknown composition) on the roof.

Description: The Jubilee Pavilion is a small, 210-seater grandstand that occupies what is roughly the mid-point of Marton Park. Designed in what might be described as a neo-Georgian style, it is remarkably stylish for such a utilitarian building. The walls are match-lined. Classical embellishments can be found in the cornice dentils on all four sides of the structure, and the dressed timber posts holding up the roof. There are flat, timber seats on tiered benches. Access to the stand is provided both from behind and the front. The walls originally featured glazed glass. This glass has now gone and only the timber frame remains. The roof, splayed at the bottom, is clad in tiles of unknown material.

Architect: C. Newton Hood

Builder: T. McChesney

Dates: 1930 (Grandstand completed)

n.d. (Tip-up seats replaced, glass removed from sides of stand)

1994 (Grandstand repaired; plywood ceiling installed)

Brief History: The Jubilee Pavilion was built to replace the original pavilion, constructed in the 1880s or 1890s. Although it was generally agreed that a new grandstand was needed, it was suggested by the then Mayor, F. Purnell, that it be built to commemorate the town's 50th anniversary (1879-1929). This proposal was endorsed by the then Council. The Pavilion was debt-free before work even started. Although it was planned for the anniversary, the Pavilion was not built until 1930. The architect was C. Newton Hood and the

contractor T. McChesney. In anticipation of the stand's completion, the ground it faced was reoriented to run parallel with the stand.

Over its life the stand has been used to view a great range of sporting and recreational events, primarily rugby, but many others too. Its accessibility did cause problems with vandalism in the 1980s and '90s but the building has been kept in good condition in recent times.



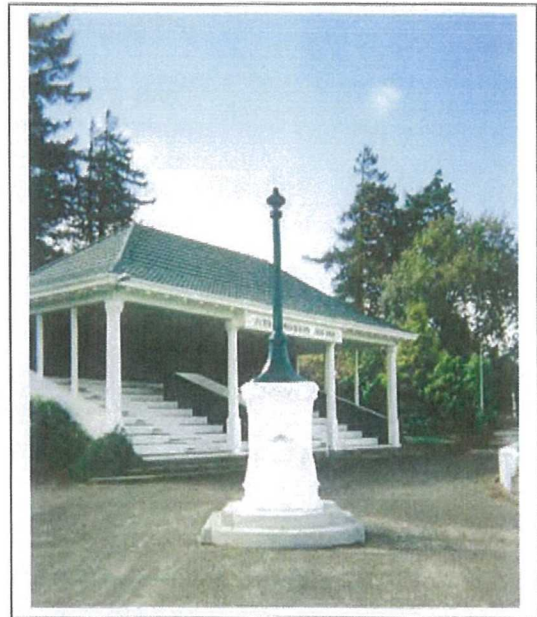
Side view of Jubilee Pavilion
(Laura Burberry, Jan 2004)



Entrance

South African War Memorial

| | |
|-----------------------|---|
| Historic Name: | Boer (South African) War Memorial |
| Other Names: | Trooper Hyde Memorial King Edward Coronation Memorial |
| Location: | See Appendix 4 for details |
| Former Use: | War Memorial [Monuments, Memorials] |
| Current Use: | War Memorial [Monuments, Memorials] |



Construction details: Concrete plinth and iron stand.

Description: The memorial sits on the concrete path in the middle of the park. It is composed of a concrete, four-sided plinth, with an iron stand. It is painted green and white, matching the colour of the Jubilee Pavilion.

Dates: 1902 (Memorial constructed)

n.d. Lamps removed

History: After the South African War ended in 1902, a memorial was erected to honour Rangitikei trooper George Hyde, who lost his life while serving in South Africa on 29 November 1900. He was the only Martonian to die during that campaign. The memorial also serves as the town's commemoration of the South African (Boer) War and of the coronation of King Edward VII, who was crowned just three months after the war ended on 31 May 1902. Composed of a concrete plinth and iron stand, the memorial was inscribed on three sides. At some point during its history, four lamps that hung off the stand were removed.



Close-up of inscription on memorial (Laura Burbery, Jan 2004)

War Memorial

Historic Name: Marton War Memorial

Other names: World War I Memorial

Location: See map in Appendix 4 for details



Former Use: War Memorial [Monuments, Memorials and Sites of Particular Events]

Current Use: War Memorial [Monuments, Memorials and Sites of Particular Events]

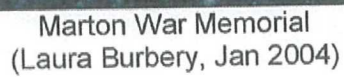
Architect: William Thomas Higgins

Construction details: The Memorial is divided into three parts. There is a concrete base, a mid-section of marble and a white obelisk.

Description: The Memorial is located just north of the western of the two fields in Marton Park and sits just south of the formal garden. The Memorial is consists of a concrete base surmounted by a curved obelisk, a slightly unusual variation on the typical memorial design. The obelisk rises to a shallow peak. The Memorial bears the names of 86 men who died in action.

Dates: 1922 (constructed; unveiled 25 April)

Brief History: The Marton War Memorial was one of hundreds erected around New Zealand in the wake of World War I. Some 350 soldiers from the Rangitikei district served in the war and 86 died. The Memorial represents the district's tangible expression of its loss. Entitled 'The Glorious Dead', it was unveiled on ANZAC Day (25 April) 1922. Since then it has been the focal point of war commemorations in Marton.



Appendix 3

Marton Park Project Plan

This template is to help Council establish what your project is, who is involved and where your resources that are needed, are coming from e.g. Council funding, self/group funding or donation.

| | |
|---|--|
| Name of your Group | |
| Name of your Project | |
| Location of your Project (where in Marton Park) | |
| What is the vision of your project | |
| Does the project relate to the Marton Park Management Plan? If so, how? | |
| Is the project consistent with the objectives for Marton Park? | |
| What individuals have been involved in the planning process? | |
| What individuals are going to be involved in carrying the project out? | |
| What businesses are involved? | |

So we clearly understand your concept and plan please include photos of the location of the project, drawings, photo-shop etc. from your brainstorming sessions and any photos of items you plan to incorporate.

The below template is for you to highlight and describe each sub project that is involved in creating the overall project and the budget allocated for each. Note in budget if resources and/or materials are Council funded, self/group funded or donated. You may have multiple sub-projects for larger projects or only a few for a small one. Reproduce as necessary.

| | |
|-----------------------------|--------|
| Sub Project 1. | |
| Resources/Materials needed: | Budget |
| Sub Project 2. | |
| Resources/Materials needed: | Budget |
| Sub Project 3. | |
| Resources/Materials needed: | Budget |

Finally, to meet the requirements of Health and Safety legislation, the risk assessment needs to be completed (Council staff can help with this provided enough lead-in time is provided).

Objectives for Marton Park

Protect and enhance the heritage and open space characteristics of Marton Park, including the relationship between these characteristics and the Marton Heritage Precinct.

Explanation

The community values the heritage and open space characteristics of Marton Park, including the memorials, the ability to see from one side of the park to the other, as well as the wide range of trees and gardens. Any future developments within Marton Park should consider how they interact, complement or detract from these features.

Protect and enhance Marton Park as a space that enhances community connections through a number of entrances and pathways.

Explanation

Marton Park has numerous entrances, from Follett Street, Oxford Street, Maunder Street and Broadway. These access points and the paths that connect them are important for providing links for residents and visitors to the park, but also to the Marton town centre, particularly for Edale residents and visitors using the Motor Caravan Association site on Oxford Street.

Continue to enable Marton Park to be used for a complementary mix of events, sports and recreation opportunities.

Explanation

Marton Park is currently well used for a wide range of activities that are complementary; rugby, boot camps, informal recreation by the Samoan community, youth, events and passive recreation. All of these uses are complementary because they occur at different times or use different facilities. Additional uses at Marton Park need to be complementary to the existing uses.

| | | | | | |
|---|--|--|---------------------------------|--|---|
| RISK ASSESSMENT FOR THE MARTON PARK MANAGEMENT PLAN PROJECT GROUPS – project implementation | | | | | |
| NAME OF PROJECT: | | | | | |
| COMMENCEMENT DATE: | | | | | |
| ACTIVITY STEPS | POTENTIAL HAZARDS/RISKS | RISK RATING | RISK CONTROL MEASURE | RISK RATING | PERSON RESPONSIBLE |
| <i>List required steps in performing the project</i> | <i>Against each activity step list the risk these hazards pose</i> | *Rare *Unlikely *Likely *Almost Certain | <i>For each identified risk</i> | *Rare *Unlikely *Likely *Almost Certain | <i>Who is responsible for implementing risk control</i> <i>What is the time frame, if any?</i> |
| | | | | | |
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|--|--|--|---------------------------------|--|---|---|
| RISK ASSESSMENT FOR THE MARTON PARK MANAGEMENT PLAN PROJECT GROUPS – final product | | | | | | |
| NAME OF PROJECT: | | | | | | |
| COMPLETION DATE: | | | | | | |
| FINAL PRODUCT FEATURES | POTENTIAL HAZARDS/RISKS | RISK RATING | RISK CONTROL MEASURE | RISK RATING | PERSON RESPONSIBLE | TIME FRAME |
| <i>List features of final product</i> | <i>Against each activity step list the risk these hazards pose</i> | *Rare *Unlikely *Likely *Almost Certain | <i>For each identified risk</i> | *Rare *Unlikely *Likely *Almost Certain | <i>Who is responsible for implementing risk control</i> | <i>Is there a date of completion associated with person responsible</i> |
| | | | | | | |
| | | | | | | |
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Attachment 10

Rangitikei District Council

Council Meeting

Minutes— Thursday 29 September 2016 – 1:05 p.m.

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| 7 | Mayor's Report | 3 |
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| 12 | Taihape Swim Centre Upgrade | 10 |
| 13 | Evaluation of an alternative provider taking over the management/ownership of Council's community housing | 11 |
| 2 | Public Forum – 3.30pm | 12 |
| 14 | Outcome of the Transition Programme for Youth Development | 12 |
| 15 | Earthquake-prone building policy – oral hearing of submissions and deliberation | 14 |
| 16 | Draft Local Easter Sunday Shop Trading Policy | 15 |
| 17 | Kauangaroa Speed Limit Bylaw Amendment - Adoption for Consultation | 15 |
| 18 | Annual report for 2015/16 for Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust | 16 |
| 19 | Progress towards strategic directions set in November 2013/16 | 17 |
| 20 | Receipt of Committee minutes and resolutions to be confirmed | 18 |
| 21 | Late Items | 19 |
| 22 | Valedictories | 21 |
| 8 | Adoption of Annual Report for 2015/16 (and Summary Annual Report) | 21 |
| 23 | Public Excluded – 5.08pm | 22 |
| 24 | Open meeting – 5.50pm | 23 |
| 25 | Next Meeting | 23 |
| 26 | Meeting Closed – 5.50pm | 23 |

Present: His Worship the Mayor, Andy Watson
Cr Dean McManaway
Cr Cath Ash
Cr Richard Aslett
Cr Nigel Belsham
Cr Angus Gordon
Cr Mike Jones
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 Gaylene Prince, Community & Leisure Assets Team Leader
Ms Bronwyn Meads, Community Programmes Officer
Ms Carol Downs, Executive Officer
Ms Sue Bligh, Health & Safety Co-ordinator
Ms Samantha Kett, Governance Administrator

Tabled documents:

| | |
|----------------|--|
| Item 7 | Mayor's Report – Mayor's Report |
| Item 18 | Annual report for 2015/16 for Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust – Additional Documentation from Project Marton and Taihape Community Development Trust |
| Item 19 | Progress towards strategic directions set in November 2013 - Three Years On |

1 Welcome

His Worship the Mayor welcomed everyone to the meeting.

3 Apologies/Leave of Absence

That the apologies for absence from Cr Harris and Cr McNeil be received.

Cr Ash / Cr Sheridan. Carried

4 Members' conflict of interest

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

5 Confirmation of order of business

His Worship the Mayor informed Council that Audit New Zealand was expected to attend the meeting at 2.30pm and Mr Greg Carlyon had requested to address Council during Public Forum which would be held at 3.30pm. Three recommendations had been made to Council at the Finance/Performance Committee meeting held earlier in the day, these would be taken as a late item to the meeting.

| Resolved minute number | 16/RDC/220 | File Ref |
|-------------------------------|-------------------|-----------------|
|-------------------------------|-------------------|-----------------|

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, recommendations from the Finance/Performance Committee meeting on 29 2016 be dealt with as a late item at this meeting.

His Worship the Mayor / Cr McManaway. Carried

6 Confirmation of minutes

| Resolved minute number | 16/RDC/221 | File Ref |
|-------------------------------|-------------------|-----------------|
|-------------------------------|-------------------|-----------------|

That the Minutes and Public Excluded minutes of the Council meeting held on 25 August 2016 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Sheridan. Carried

Cr Peke-Mason arrived 1.07pm

7 Mayor's Report

His Worship the Mayor highlighted his recent trip to Melbourne for the Australasia China Cities Summit and Business Forum and providing Council with a brief overview of the event.

Resolved minute number **16/RDC/222** **File Ref** **3-EP-3-5**

That the 'Mayor's report (and Schedule of engagements)' to Council's meeting on 29 September 2016 be received.

His Worship the Mayor / Cr Sheridan. Carried

9 Administrative Matters

Mr McNeil spoke to the report.

Council agreed that the Chief Executive would arrange for a formal assessment of the compliance of the renovations to the Old BNZ Building (at 12-14 High Street, Marton) with the building code for the incoming Council to make a decision around the potential to waive the design requirements for the work.

Council suggested that Horizons Regional Council should be engaged to provide some funding towards the costs associated with controlling the sand dune movement at Koitiata.

Council requested that the potential to amend the Rates Remission Policy for disproportionate rates to property value to delegate authority to make decisions on applications to the Chief Executive and the Mayor, on advice from Council's Rates Officer.

Resolved minute number **16/RDC/223** **File Ref** **5-EX-4**

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

Cr Belsham / Cr Jones. Carried

Resolved minute number **16/RDC/224** **File Ref** **5-EX-4**

That the proposed schedule of meetings, briefings and tours for the newly elected Council, October-December 2016, be provisionally adopted [without amendment] and made available to all candidates for the local government elections in the Rangitikei District.

Cr Belsham / Cr Aslett. Carried

Resolved minute number **16/RDC/225** **File Ref** **5-EX-4**

That the Chief Executive is asked to arrange a formal assessment of the compliance with the Building Code for the renovations done to the Old BNZ building at 12-14 High Street, Marton.

Cr McManaway / Cr Gordon. Carried

Resolved minute number **16/RDC/226** **File Ref** **5-EX-4**

That Council provides up to a maximum value of \$5,000 towards the costs of obtaining an assessment of the compliance with the Building Code for the renovations done to the Old BNZ building at 12-14 High Street, Marton.

Cr McManaway / Cr Belsham

Cr Sheridan against

Motion

That additional expenditure of up to \$10,000 be authorised to control the sand dune movement at Koitiata, to be funded from the rates account for parks.

Cr Peke-Mason / Cr Sheridan.

Amendment

...to be funded on a dollar-for-dollar split between Horizons Regional Council and Rangitikei District Council (from the rates account for parks).

Cr McManaway / Cr Gordon. Lost

Amendment

...of up to \$5,000 be authorised...

Cr Aslett /

Resolved minute number **16/RDC/227** **File Ref** **5-EX-4**

That additional expenditure of up to \$10,000 be authorised to control the sand dune movement at Koitiata, to be funded from the rates account for parks.

Cr Peke-Mason / Cr Sheridan. Carried

Resolved minute number **16/RDC/228** **File Ref** **5-EX-4**

That Council approach Horizons Regional Council seeking a 50% contribution towards the costs associated with the control of sand dune movement at Koitiata.

Cr Belsham / Cr Peke-Mason. Carried

Resolved minute number **16/RDC/229** **File Ref** **5-EX-4**

That the terms of the current members of the Rangitikei District Licensing Committee, i.e. Chalky Leary (Commissioner), Steve Fouhy (Member), Stuart Hylton (Member), Judy Klue (Member) and Graeme Platt (Member) be extended to 28 February 2017, with the Mayor continuing to be Deputy Chair of the Committee.

Cr Rainey / Cr Aslett. Carried

Resolved minute number **16/RDC/230** **File Ref** **5-EX-4**

That, subject to confirmation by all member councils, Manawatu-Wanganui Local Authority Shared Services Ltd ('MW LASS') be exempt for the purposes of section 6(4)(i) of the Local Government Act 2002 and thus not be a council-controlled organisation under that Act, and that this exemption applies up until and including the year ending 30 June 2019 or until member councils determine an earlier date when this exemption should no longer apply.

Cr Ash / Cr Sheridan. Carried

Resolved minute number **16/RDC/231** **File Ref** **5-EX-4**

1. That His Worship the Mayor be authorised to sign (and send on behalf of the Council) the proposed feedback without amendment to the Productivity Commission on its draft discussion report 'Better urban planning'
2. That His Worship the Mayor be authorised to sign (and send on behalf of the Council) the proposed feedback without amendment to the Ministry of Environment's proposed changes to the National Environmental Standard on contaminated soils.

Cr Belsham / Cr Jones. Carried

Resolved minute number **16/RDC/232** **File Ref** **5-EX-4**

That Council endorses the feedback made to the Local Government New Zealand discussion paper 'The 2050 challenge'.

Cr Sheridan / Cr Gordon. Carried

Resolved minute number **16/RDC/233** **File Ref** **5-EX-4**

That any objections to the proposed road closures for the Bulls Christmas Parade, or the Taihape Christmas Parade, or the Marton Christmas Parade be considered and determined by the Mayor, Deputy Mayor and Chief Executive.

Cr McManaway / Cr Belsham. Carried

Resolved minute number **16/RDC/234** **File Ref** **5-EX-4**

That under Council's rates remission policy providing for remission of rates on the grounds of disproportionate rates compared to the value of the property or other extenuating circumstances, a remission of the UAGC portion of rates from 1 July 2016 be granted to Hamish Pidwell in respect of the 4,047m² land parcel at Galpins Road (valuation 13440 04800), so long as the capital value of the property does not exceed \$10,000.

Cr McManaway / Cr Sheridan. Carried

Resolved minute number **16/RDC/235** **File Ref** **5-EX-4**

That under Council's rates remission policy providing for remission of rates on the grounds of disproportionate rates compared to the value of the property or other extenuating circumstances, a remission of rates to the level of rural land from 1 July 2016 until 30 June 2018 be granted to Brian and Pamela Rosenberg in respect of their two land parcel at Parewanui Road, Scotts Ferry (valuations 13500 37616 and 13500-37618), to allow time to explore the feasibility of building a house or gaining a reduced valuation because of the flood-protection requirements in using the land.

Cr Gordon / Cr Sheridan. Carried

Motion

That Council approve the waiver of 100% of the building consent fees estimated as \$701 for the proposed new lookout platform to be erected on Mt Stewart reserve, Taihape, under the auspices of the Friends of Mt Stewart.

Cr Aslett / Cr Jones.

Amendment

...50%...

Cr Belsham /

Motion

That Council approve the waiver of 100% of the building consent fees estimated as \$701 for the proposed new lookout platform to be erected on Mt Stewart reserve, Taihape, under the auspices of the Friends of Mt Stewart.

Cr Aslett / Cr Jones. Lost

(Equality of votes and no casting vote available to the Mayor)

Resolved minute number **16/RDC/236** **File Ref** **5-EX-4**

That, between the day after the day when the official results of the election are declared and the date of the Council's inaugural meeting for the 2016-19 triennium, Council approves delegated authority to the Chief Executive to make urgent business decisions on Council's behalf and be the Council's spokesperson, but only on decisions within the delegated authority of the Chief Executive of \$250,000.

Cr Aslett / Cr Sheridan Carried

10 Top Ten Projects – status update, September 2016

Resolved minute number **16/RDC/237** **File Ref** **5-EX-4**

That the memorandum 'Top Ten Projects – status update, September 2016' be received.

Cr Jones / Cr Peke-Mason. Carried

11 Bulls Multi-Purpose Centre – Project Funding Review, September 2016

Mr McNeil spoke to the item.

There are several reasons for the increased budget:

- Increased capacity of the hall
- Increased number of toilets within the facility
- Inflation

The increased hall capacity and number of toilets both came about from the feedback sought from the Bulls community on the initial design concept for the project.

Mr McNeil outlined the options available to Council to cover this additional cost without creating a rates impact and suggested that there was an opportunity to discuss potential costs savings with Council's architects.

Resolved minute number

16/RDC/238

File Ref

6-CF-2-6

That the memorandum 'Bulls Multi-Purpose Centre – Project Funding Review September, 2016' be received

Cr Sheridan / Cr Belsham Carried

Resolved minute number

16/RDC/239

File Ref

6-CF-2-6

That, regarding the new Bulls multi-purpose community facility, Council

- a. notes that the cost is likely to be around \$4.36 million, having made provision for additional seating capacity in the main auditorium sought by the Bulls community;
- b. agrees that the following be the amended basis for funding;

| | |
|--|-------------|
| Council – rate-funded loan | \$1,600,000 |
| Council – surplus property sales | \$565,000 |
| Local community funding | \$150,000 |
| Lotteries/Government funding | \$1,000,000 |
| Regional/local trusts funding | \$350,000 |
| Corporate sponsorship | \$200,000 |
| Council – reserves/additional property sales | \$500,000 |

- c. notes that a decision on the Council's application to the Lotteries Community Facilities Fund is expected by early December 2016;

Cr Jones / Cr Sheridan. Carried

Cr Rainey against

Resolved minute number **16/RDC/240** **File Ref** **6-CF-2-6**

That, regarding the new Bulls multi-purpose community facility, Council

authorises the Chief Executive to enter into an agreement for the purchase of required part of the Criterion site for \$171,440 (excl GST), being 2143 square metres at \$80 per square metre (the pro-rata agreed purchase price), with the purchase conditional on Council proceeding with the project to construction stage;

Cr McManaway / Cr Belsham. Carried

Resolved minute number **16/RDC/241** **File Ref** **6-CF-2-6**

That, regarding the new Bulls multi-purpose community facility, Council

agrees to proceed with the preparation of detailed plans and tender documents, and, subject to budget, invite tenders for the construction of the new facility when at least 70% (\$1.19 million, including at least \$105,000 in local community funding from the Bulls community) of the external funding is secured by way of grants from external agencies, local community funding and corporate sponsorship.

Cr McManaway / Cr Sheridan. Carried

Resolved minute number **16/RDC/242** **File Ref** **6-CF-2-6**

That, regarding the new Bulls multi-purpose community facility, Council

authorises the Chief Executive to proceed with the sale of the Bulls Information Centre/Bus Stop property, located at 113 Bridge Street being Part Lot 1 DP19830 Lot 1 DP 58511, with the sale conditional on the completion of the proposed Bulls Multi-purpose Centre and the re-location of services/activities to that facility.

Cr Aslett / Cr Sheridan. Carried

Cr Peke-Mason 2.22pm / 2.28pm ; Cr Ash 2.29pm / 2.31pm

12 Taihape Swim Centre Upgrade

Ms Prince spoke briefly to the report.

Resolved minute number **16/RDC/243** **File Ref** **6-RF-2-3**

That the report 'Taihape Swim Centre Upgrade' be received.

Cr McManaway / Cr Peke-Mason. Carried

13 Evaluation of an alternative provider taking over the management/ownership of Council's community housing

Ms Prince spoke briefly to the report.

Some Elected Members expressed a desire to further discuss the options available to them for the future provision of Community Housing in the Rangitikei District and suggested a workshop session be held.

| | | | |
|-------------------------------|-------------------|-----------------|------------------|
| Resolved minute number | 16/RDC/244 | File Ref | 6-CF-1-14 |
|-------------------------------|-------------------|-----------------|------------------|

That the report 'Evaluation of an alternative provider taking over the management/ownership of Council's community housing' be received.

Cr Sheridan / Cr Aslett. Carried

Motion

That the item 'Evaluation of an alternative provider taking over the management/ownership of Council's community housing' be deferred for the consideration of the incoming Council.

Cr Peke-Mason / Cr Ash. Lost

Motion

That Council enter into an arrangement with the Manawatu Community Trust to take over the ownership and management of the Council's community housing, effective 1 July 2017, subject to:

- a. the assets being vested in the Trust (at no cost) subject to being transferred back to the Council if the Trust was wound up;
- b. an annual capital grant of \$100,000 from the Council to the Trust in 2017/18 and 2018/19 and ongoing remission of connected utilities rates not exceeding \$100,000 per year; and
- c. the net rental payable by any current tenant not rising by more than the annual CPI unless a tenant agrees to a great increase because of improvements to the unit being occupied.

Cr Rainey / Cr Sheridan

Amendment

...excluding the community housing stock at Ratana...

Cr Peke-Mason / Cr Ash. Carried

Motion

That Council enter into an arrangement with the Manawatu Community Trust to take over the ownership and management of the Council's community housing, excluding the community housing stock at Ratana, effective 1 July 2017, subject to:

- a. the assets being vested in the Trust (at no cost) subject to being transferred back to the Council if the Trust was wound up;
- b. an annual capital grant of \$100,000 from the Council to the Trust in 2017/18 and 2018/19 and ongoing remission of connected utilities rates not exceeding \$100,000 per year; and
- c. the net rental payable by any current tenant not rising by more than the annual CPI unless a tenant agrees to a great increase because of improvements to the unit being occupied.

Cr Rainey / Cr Sheridan. Lost

Resolved minute number

16/RDC/245

File Ref

6-CF-1-14

That the incoming Council is asked to consider the future provision of Community Housing within the District.

His Worship the Mayor / Cr Aslett Carried

Afternoon Tea 3.10pm / 3.25pm

2 Public Forum – 3.30pm

Greg Carlyon - Tutaenui Stream project

Addressed Council on the potential for public access to Council's reservoir. An open day is being planned in late November. There is some 'clean-up' work to be done before this can occur. Access will be run over the summer months. The group acknowledges issues with public access to what is primarily a water supply and requested support from Council to continue working with staff around bringing the project to life.

14 Outcome of the Transition Programme for Youth Development

Ms Servante spoke briefly to the item.

The main learning from this transition process for Council would be that it would be better for Council to lead the engagement process with Central Government agencies rather than its contractors. It was suggested that this approach could see more headway made in the next 12 months on this project.

Resolved minute number **16/RDC/246** **File Ref** **4-EN-12-3**

That the report "Outcome of the transition programme for youth development" be received.

Cr Peke-Mason / Cr Belsham Carried

Resolved minute number **16/RDC/247** **File Ref** **4-EN-12-3**

That the Council recognises:

- That there is a reduction in funding from the Ministry for Social Development for community programmes, due to changing funding priorities and the move to funding services based around individuals and whanau/family rather than communities
- That the Department of Internal Affairs views the coordinating role as "business as usual" for territorial authorities and requires a more developed programme of work for future community development funding schemes
- That there remain opportunities to apply for smaller, specific project funding particularly to build capacity and capability within the Samoan community in southern Rangitikei and that Council should continue to pursue these opportunities
- That in the immediate 12-18 months, Council will be the only major investor in youth development in the District and confirms its expenditure of \$60,000 for 2016/17 and its intention to commit the same amount for 2017/18, subject to review during the Annual Plan processes

Cr Belsham / Cr Aslett. Carried

Resolved minute number **16/RDC/248** **File Ref** **4-EN-12-3**

1. That the Council agrees to the required outcomes for a Youth Development Co-ordinator position and convenes an Advisory Group of local stakeholders, including young people, to confirm these and to support a recruitment/contract letting process.
2. That Council advertises for expressions of interest from individuals and from agencies to deliver the required outcomes and outputs on a 12 month temporary contract of employment / contract for services, recognising the need to guarantee local delivery of youth development services (i.e. in the north and south of the District).

Cr Jones / Cr Gordon. Carried

Resolved minute number **16/RDC/249** **File Ref** **4-EN-12-3**

That the Chief Executive make arrangements to ensure that the momentum of the transition phase continues until such a time as the 12 month temporary contract is in place, specifically:

- An interim contract is put in place from 1 October to 30 November with HYPE Academy to continue to deliver the existing services, to continue to engage with young people and extend the services to other age groups of young people, to initiate a pool of volunteers and identify associated training and to put in place a summer holiday programme with associated funding.
- Continue to facilitate and develop the advisory group of young people and local agencies to provide input into the recruitment process and the ongoing work programme through the provision of an internal staff resource via the Policy Team

Cr Peke-Mason / Cr Sheridan. Carried

15 Earthquake-prone building policy – oral hearing of submissions and deliberation

Ms Gray spoke briefly to the item informing Council that both submitters who had requested to speak at oral hearings had since withdrawn.

Resolved minute number **16/RDC/250** **File Ref** **3-PY-1-6**

That the report 'Earthquake-prone buildings policy and survey' as provided to the Policy/Planning Committee's meeting on 15 September 2016 be received.

Cr Aslett / Cr Jones. Carried

Resolved minute number **16/RDC/251** **File Ref** **3-PY-1-6**

That Council adopt [without amendment/as further amended] the proposed amendments to the Earthquake-prone Buildings Policy as outlined in Appendix 3 to the report to the Policy/Planning Committee's meeting of 15 September 2016 to reflect (a) Council's intent that no enforcement action will be undertaken for non-compliance with the current policy and (b) that the policy will lapse with the commencement of the Building (Earthquake-prone Buildings) Amendment Act on 1 July 2017.

Cr Aslett / Cr Sheridan. Carried

16 Draft Local Easter Sunday Shop Trading Policy

Ms Servante spoke briefly to the item.

Resolved minute number **16/RDC/252** **File Ref** **3-PY-1-25**

That the report 'Draft local Easter Sunday retail trading policy – proposed consultation' be received.

Cr Peke-Mason / Cr Sheridan. Carried

Resolved minute number **16/RDC/253** **File Ref** **3-PY-1-25**

That Council adopts, using the special consultative procedure under section 83 of the Local Government Act 2002, the local Easter Sunday retail trading policy, with consultation to be from 11 October 2016 to 11 November 2016, oral hearings on 1 December 2016 and deliberations on 15 December 2016.

Cr Belsham / Cr McManaway. Carried

17 Kauangaroa Speed Limit Bylaw Amendment - Adoption for Consultation

Ms Gray spoke briefly to the item informing Council that consultation for the Bylaw amendment would use Council's Significance and Engagement Policy rather than the Special Consultative Procedure.

Resolved minute number **16/RDC/254** **File Ref** **1-DB-1-7**

That the memorandum 'Kauangaroa Speed Limit Bylaw Amendment - Adoption for Consultation' be received.

Cr Peke-Mason / Cr Gordon. Carried

Resolved minute number **16/RDC/255** **File Ref** **1-DB-1-7**

That (having regard to section 156 of the Local Government Act 2002) the proposed change to the speed limit bylaw for an 80 km/h section around Kauangaroa is not likely to have a significant impact on the public and therefore consultation does not require the use of the special consultative procedure.

His Worship the Mayor / Cr Gordon. Carried

Resolved minute number **16/RDC/256** **File Ref** **1-DB-1-7**

That the Speed Limit Bylaw Amendment to reduce the speed limit around Kauangaroa to 80km/h is adopted for consultation, in accordance with the Engagement Plan attached as Appendix 2, from 11 October 2016 to 11 November 2016, with oral hearings on 1 December 2016 and deliberations on 15 December 2016.'

His Worship the Mayor / Cr Gordon. Carried

Resolved minute number **16/RDC/257** **File Ref** **1-DB-1-7**

That Council notes there needs to be liaison with Whanganui District Council about the change of speed limit being located on a boundary bridge.

Cr Belsham / Cr Rainey. Carried

18 Annual report for 2015/16 for Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust

Ms Servante spoke briefly to the item noting the additional information that had been tabled at the meeting.

Cr McManway took over as Chair of the meeting so His Worship the Mayor could leave the room (4.05pm / 4.25pm).

Cr Ash declared a conflict of interest in relation to Project Marton.

Council noted the under-utilisation of the Rangitikei.com website for advertising events within the District. It was noted that Rangitikei.com were in the process of developing a new website that would hopefully be launched at their AGM in November 2016.

Resolved minute number **16/RDC/258** **File Ref** **3-GF-10**

That the report on "Annual report for 2015/16 for Bulls and District Community Trust, Project Marton, rangitikei.com and Taihape Community Development Trust" be received.

Cr Peke-Mason / Cr Belsham. Carried

Resolved minute number

16/RDC/259

File Ref

3-GF-10

That Council congratulates the
Bulls and District Community Trust
and
Project Marton
and
rangitikei.com (if complete)
and

Taihape Community Development Trust on the Annual Report presented to Council and their achievements during the twelve month period July 2015 – June 2016.

Cr Jones / Cr Belsham. Carried

Resolved minute number

16/RDC/260

File Ref

3-GF-10

That Council thanks the staff and volunteers of these agencies for their valuable work, particularly acknowledging the role that retiring Chairperson, Jo Rangooni, has played in the success of the Bulls and District Community Trust in its first ten years.

Cr Rainey / Cr Jones. Carried

19 Progress towards strategic directions set in November 2013/16

Mr McNeil spoke briefly to the tabled document.

It was suggested that this document be included in the induction packs to the incoming Council so they can 'hit the ground running'.

Resolved minute number

16/RDC/261

File Ref

That the report 'Progress towards strategic directions set in November 2013/16' be received.

Cr Aslett / Cr Sheridan. Carried

20 Receipt of Committee minutes and resolutions to be confirmed

Resolved minute number **16/RDC/262** **File Ref**

That the minutes of the following meetings be received:

- Hunterville Community Committee, 15 August 2016
- Finance/Performance Committee, 25 August 2016
- Bulls Community Committee, 13 September 2016
- Assets/Infrastructure Committee, 15 September 2016
- Policy/Planning Committee, 15 September 2016
- Marton Community Committee, 21 September 2016

Note: The Taihape Community Board next meeting is on 5 October 2016, and the Turakina Reserve Management Committee and the Turakina Community Committee meet on 6 October 2016. Any recommendations will be put to the first business meeting of the newly elected Council, provisionally scheduled for 1 December 2016.

Cr Jones / Cr Belsham. Carried

Resolved minute number **16/RDC/263** **File Ref**

That the following recommendations from Assets/Infrastructure Committee meeting held on 15 September 2016 be confirmed:

16/AIN/102

That the Assets/Infrastructure Committee recommends that Council approves the award of Contract C1035 Bridge Management Professional Services to MWH New Zealand Ltd for a value of ***Two Hundred and Fifty-Two Thousand, Six Hundred and Ninety-Nine Dollars and Eighty Cents excluding GST. (\$252,699.80 excl GST).***

Cr Rainey / Cr Sheridan. Carried

Resolved minute number **16/RDC/264** **File Ref**

That the following recommendations from Policy/Planning Committee meeting held on 15 September 2016 be confirmed:

16/PPL/077

That the Policy/Planning Committee recommends to Council that it endorses an approach to Horizons Regional Council to discuss developing a code of practice to reduce the risk of storm damage to the roading network from adjoining land use and waterways, starting with forestry and hill-country cropping.

Cr Sheridan / Cr Rainey. Carried

Resolved minute number **16/RDC/265** **File Ref**

That the following recommendations from Marton Community Committee meeting held on 15 September 2016 be confirmed:

16/MCC/038

The Marton Community Committee recommends that written guidelines are provided for incoming Committees and Boards for the creation and taking of the minutes, communication, timelines and other relevant activates which will affect those entities.

Cr Sheridan / Cr Belsham. Carried

21 Late Items

Resolved minute number **16/RDC/266** **File Ref**

That Council sets aside Standing Orders 3.7.5 and 3.7.6 to allow consideration of all matters under the item Late Items.

His Worship the Mayor / Cr McManaway. Carried

(with more than 75% support)

Proposed Additional Carry-Forwards to 2016/17 (Water and Wastewater)

Resolved minute number **16/RDC/267** **File Ref**

That the following recommendations from the Finance/Performance Committee meeting held on 29 September 2016 be confirmed:

16/FPE/048

That the proposed additional carry-forwards to 2016/17 for water and wastewater be recommended to Council for approval.

Cr McManaway / His Worship the Mayor. Carried

Council asked that this schedule of additional carry-forwards be included as an appendix to the minutes of this meeting¹.

¹ Attached following signature block.

The Hunterville Trading Company – Financial Support for Earthquake Strengthening Work

The following recommendation from the Finance/Performance Committee meeting held on 29 September 2016 were recommended to Council for consideration:

16/FPE/049

That the Finance/Performance Committee refers the request to Council from the Hunterville Trading Company for the earthquake strengthening of the building at 16 Bruce Street, Hunterville.

Resolved minute number

16/RDC/268

File Ref

That Council approves the granting of \$5,000 to Kathryn Kitson, Hunterville Trading Company, for earthquake strengthening of the building at 16 Bruce Street, Hunterville. In doing so Council notes that the work preceded the adoption of the Earthquake-prone Buildings Policy, but accepts that the urgency of the work was needed to maintain key services.

His Worship the Mayor / Cr Belsham. Carried

Promotion of Healthy Lifestyles through Council Sponsorship of Events

The following recommendation from the Finance/Performance Committee meeting held on 29 September 2016 were recommended to Council for consideration:

16/FPE/050

That the Finance/Performance Committee refers to Council the request to amend the criteria and application form for the Events Sponsorship Scheme and Community Initiatives Fund with the addition of the following text:

- How will the event/initiative enhance community health and wellbeing?
- Select two or more of the following to promote at the event/initiative:
 - Smokefree
 - Sugar-sweetened-beverage-free
 - Water only
 - Healthy food options
 - Some healthy options
 - Mostly healthy options
 - Only healthy options
- Alcohol safety/harm minimisation

Resolved minute number

16/RDC/269

File Ref

That the application form for the Events Sponsorship Scheme and Community Initiatives Fund is amended with the addition of the following text:

- How will the event/initiative enhance community health and wellbeing?
- Select two or more of the following to promote at the event/initiative:
 - Smokefree
 - Sugar-sweetened-beverage-free

- Water only
- Healthy food options
 - Some healthy options
 - Mostly healthy options
 - Only healthy options
- Alcohol safety/harm minimisation

Cr Ash / Cr Gordon. Carried

22 Valedictories

Cr Jones addressed Council, providing a brief overview of his time on Council and thanked both current and past Elected Members and staff for making the experience extremely rewarding.

Cr Peke-Mason left the meeting 4.57pm

8 Adoption of Annual Report for 2015/16 (and Summary Annual Report)

Mr McNeil spoke briefly to the item.

Ms Debbie Perera, Audit Director for Audit New Zealand, called into the meeting by phone.

His Worship the Mayor thanked Audit New Zealand for their work through the Annual Report process and for their involvement in Council's Audit/Risk Committee.

Ms Perera apologised for not being present at the meeting but it was important that the Annual Report was complete for her to provide an unmodified audit opinion. She informed the Committee that this was the first Annual Report under Council's 2015-25 Long Term Plan and the new mandatory benchmarking measures, so created a larger workload for staff and Audit than usual.

| | | | |
|-------------------------------|-------------------|-----------------|---------------|
| Resolved minute number | 16/RDC/270 | File Ref | 5-FR-1 |
|-------------------------------|-------------------|-----------------|---------------|

That the Mayor and Chief Executive be authorised to sign the letters of representation addressed to the Council's auditor for the year ended 30 June 2016.

Cr Belsham / Cr McManaway. Carried

Resolved minute number**16/RDC/271****File Ref****5-FR-1**

That the Annual Report 2015/16 (and the Summary Annual Report 2015/16) be amended by adding the final Audit opinion and that both be adopted as amended.

Cr Belsham / Cr Gordon. Carried

Cr Sheridan left the meeting 5.00pm

23 Public Excluded – 5.08pm

Resolved minute number**16/RDC/272****File Ref**

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

Item 1: Council-owned property

Item 2: Infrastructure Shared Services

Item 3: Annual review of the Chief Executive's performance

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 resolution |
|--|---|--|
| Item 1 Council 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) |
| Item 2 Infrastructure Shared Services | 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 | Section 48(1)(a)(i) |

| | | |
|--|---|---------------------|
| | prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>sections 7(2)(c) and (i)</i> . | |
| Item 3 Annual review of the Chief Executive's performance | Briefing contains information which if released would be likely reasonable to prejudice the privacy of natural persons – <i>section 7(2)(a)</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.

Cr Gordon / Cr Jones. Carried

15/RDC/273

15/RDC/274

15/RDC/275

15/RDC/276

24 Open meeting – 5.50pm

25 Next Meeting

This will be Council's last meeting for the 2013-16 triennium. The inaugural meeting for the newly elected Council will be on 20 October 2016, 7.30 pm

26 Meeting Closed – 5.50pm

Confirmed/Chair: _____

Confirmed/Chief Executive: _____

Date: _____

Proposed additional carry-forwards to 2016/17

(reflecting variances noted in the 2015/16 Annual Report)

Wastewater

| Project | 2015/16 variance (underspend*) | Proposed carry- forward to 2016/17 | Reason |
|-----------------------------|--------------------------------------|---|--|
| Taihapa clarifier | \$129,000 | \$113,000 | To cover balance of costs for installing the clarifier (\$73,535 commitment for purchase, with balance for foundations). |
| Huntermville sludge removal | \$143,750 | \$143,750 | To complete the projected work – unable to be done during autumn because of poor ground conditions. |
| TOTAL | \$272,750 | \$256,750 | |

Water

| Project | 2015/16 variance (underspend*) | Proposed carry- forward to 2016/17 | Reason |
|-----------------------------------|--------------------------------------|---|--|
| Taihapa clarifier | \$326,000 | \$133,500 | This is to cover the commitment to purchase the clarifier (\$93,500) and cover the cost of installing the clarifier foundations (\$40,000) |
| Mangaweka structure strengthening | \$30,000 | \$30,000 | This is to cover the balance of remaining costs |
| Bulls SH-1 main replacement | \$106,000 | \$106,000 | Balance of costs to complete the SH-1 main replacement |
| TOTAL | \$462,000 | \$269,500 | |

| | | | |
|--------------------|------------------|------------------|--|
| GRAND TOTAL | \$734,750 | \$562,250 | |
|--------------------|------------------|------------------|--|

*after previously approved carry-forwards

Attachment 11

Rangitikei District Council

Ratana Community Board Meeting

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



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Present: Ms Maata Kare Thompson (Chair)
Ms Nadine Rawhiti
Cr Soraya Peke-Mason

Apologies: Mr Bjorn Barlien
His Worship the Mayor, Andy Watson

In attendance: Mr Ross McNeil, Chief Executive

1 Welcome/Karakia

Cr Peke-Mason provided the opening karakia.

2 Public Forum

Nil

3 Apologies

That the apology for absence from Mr B Barlien be received.

Cr Peke-Mason/Ms Rawhiti. Carried

4 Confirmation of order of business

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

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, a presentation on broadband connectivity be dealt with as a late item at this meeting.

Ms Rawhiti/Cr Peke-Mason. Carried

5 Chair's Report

Ms Thompson spoke about the rubbish bin on Tairawhiti St working well; commented that some drivers were using the roadside berm to avoid the speed humps and noted that concerns about bus parking causing safety issues could not be acted on as the buses were legally parked.

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

That the Chair's Report to the Ratana Community Board meeting on 16 August 2016 be received.

Ms Thompson/Ms Rawhiti. Carried

6 Confirmation of minutes

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

That the Minutes of the Ratana Community Board meeting held on 5 July 2016 be taken as read and verified as an accurate and correct record of the meeting.

Ms Rawhiti/Cr Peke-Mason. Carried

7 Council decisions on recommendations from the Committee

There were no recommendations from the Board presented to Council's meeting on 28 July 2016.

8 Response to queries raised at previous meetings.

Additional hump on Ratana Road

- The Roading Operations Manager will meet with Cr Peke-Mason to determine the best location for this additional hump (and how to ensure vehicles cannot avoid it by driving on a berm).

Members noted that the best location would be on Rangitane Road near the playground

Options to address rubbish left outside the Waste Transfer Station

- Council's Solid Waste Officer's view is that any deterrent (such as exterior lights) will most likely mean that the rubbish is deposited further away from the Waste Transfer Station making recovery more time-consuming and costly. Some promotion within the Paa, with a photo of the rubbish left outside, with the caption 'Is this yours?' might be a discouragement for those living in the Paa from spoiling the environment. CCTV with number plate recognition is not a viable option at this location.

Members noted that ongoing vigilance was appropriate and that it was not always members of Ratana who dumped rubbish in this manner.

9 Commentary on Te Roopu Ahi Kaa's meeting on 9 August 2016

Cr Peke-Mason provided verbal report to the meeting.

10 Update on Housing Development

Mr McNeil provided comment on progress with the development based on discussions he had had with the Waipu Trust's agents and Te Puni Kokiri.

11 Update on Water Supply Upgrade

Mr McNeil provided a verbal update on the project.

12 Update on Wastewater Treatment Plant

Mr McNeil provided a verbal update on the project.

13 Improvements to Ratana Playground

Cr Peke-Mason spoke to this item, and outlined the desired improvements to the playground. More detailed plans and costings would be prepared. It was agreed that this matter should be progressed by the new Community Board, and that a community hui would be an appropriate

way of raising awareness about the project, presenting improvement plans and gaining community support to progress the project.

14 Update on proposed District Plan Change

Mr McNeil spoke to this matter, and noted that once Council had accepted the Commissioner's recommendations that the decisions would be publicly notified and open to appeals.

15 Late Item – Ultra-Fast Broadband Connectivity to Ratana

A presentation was provided by Puawai Hagger on the opportunities presented by having fibre brought into Ratana. Members noted there was no funding source currently available, and that this was a matter for the Communal Board to consider and progress on behalf of the community.

16 Next Meeting

This was the Board's last meeting for the Triennium.

17 Whakamoemiti/Meeting Closed

Confirmed/Chair: _____

Date: _____

Rangitikei District Council

Finance/Performance Committee Meeting

Minutes – Thursday 29 September 2016 – 9:30 a.m.

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Present:

Cr Nigel Belsham (Chair)
Cr Dean McManaway
Cr Cath Ash
Cr Ruth Rainey
Cr Lynne Sheridan
His Worship the Mayor, Andy Watson

In attendance:

Mr Ross McNeil, Chief Executive
Mr George McIrvine, Finance & Business Support Group Manager
Ms Denise Servante, Strategy & Community Planning Manager
Ms Samantha Kett, Governance Administrator

Tabled documents:

- Item 6** **Confirmation of minutes** – Events Sponsorship Scheme application from The Mudder
- Item 7** **Chair's Report** – Chair's Report
- Item 9** **Analysis of Lack of Progress with Completing Some of Council's Capital Projects** – Presentation
- Item 13** **Late Items** – Request from the Hunterville Trading Company and Promotion of Healthy Lifestyles through Council Sponsorship of Events

1 Welcome

The Chair welcomed everyone to the meeting.

2 Council Prayer

Cr Belsham read the Council Prayer.

3 Apologies/Leave of Absence

That the apologies for absence from Cr Harris, Cr McNeil and Cr Peke-Mason, and the apology for lateness from Cr Ash be received.

Cr Rainey / His Worship the Mayor. Carried

4 Members' conflict of interest

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

5 Confirmation of order of business

The Chair informed the Committee of two late items he had accepted to the meeting. The request from the Hunterville Trading Company was received after the order paper for the meeting was completed and, as this is the last meeting for the triennium, could not be delayed, and the memorandum 'Promotion of Healthy Lifestyles through Council Sponsorship of Events' was omitted from the order paper and needed to be dealt with prior to the opening of the second funding rounds for the 2016/17 year on Monday 3 October 2016.

Resolved minute number **16/FPE/043** **File Ref**

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, **Submission from Hunterville Trading Company regarding earthquake strengthening** be dealt with as a late item at this meeting.

Cr McManaway / His Worship the Mayor. Carried

Resolved minute number **16/FPE/044** **File Ref**

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, **Promotion of Healthy Lifestyles through Council Sponsorship of Events** be dealt with as a late item at this meeting.

Cr Rainey / Cr Sheridan. Carried

6 Confirmation of minutes

A memorandum was tabled at the meeting outlining the process undertaken to decide the application from The Mudder to the Events Sponsorship Scheme (the application was received before the closing date but was not included in the report to the Committee for consideration). The minutes of the previous meeting would be amended to reflect the conversation had by the Committee around why an application from The Mudder was not part of the report.

Resolved minute number **16/FPE/045** **File Ref**

That the Minutes of the Finance/Performance Committee meeting held on 25 August 2016 as amended be taken as read and verified as an accurate and correct record of the meeting.

His Worship the Mayor / Cr Rainey. Carried

Cr Ash arrived 9.50am

7 Chair's Report

The Chair's report was tabled at the meeting.

Resolved minute number **16/FPE/046** **File Ref** **3-CT-14-1**

That the Chair's report to the Finance/Performance Committee's meeting of 29 September 2015 be received.

Cr Belsham / Cr Ash. Carried

8 Financial Highlights and Commentary

Mr McIlrvine spoke briefly to the memorandum, providing additional commentary on Council's financial report and commenting on the forthcoming revaluation process. The Committee identified an error in the Statement of Financial Position in that it stated that it has a surplus in working capital when in fact there is a deficit.

The Committee briefly discussed the possible reasons behind the lack of progress with some of Council's programme capital works, but held over the bulk of the conversation to the next item.

Council's 'Corporate Bonds' were identified as not being included in Council's 'Current Assets'. Mr McIlrvine informed the Committee that this was simply a historical practise and could be altered to better reflect Council's actual current assets.

The Committee also discussed the high number of carry-forwards from the 2015/16 financial year and agreed that, although not ideal, carry-forwards are a necessity to ensure that projects are correctly completed.

Resolved minute number 16/FPE/047 **File Ref** 5-FR-4-1

That the memorandum 'Financial Highlights and Commentary' as amended be received.

Cr McManaway / Cr Rainey. Carried

Cr Sheridan 10.06am / 10.10am

9 Analysis of Lack of Progress with Completing Some of Council's Capital Projects

Mr McNeil took the Committee through a document showing a 'first-cut' of the investigation into the lack of progress with completing some of Council's capital projects. He highlighted to the Committee that this were the results of the initial investigation into the issue and required a significant amount of analysis and research into the exact reasoning behind the issues. He also informed the Committee that, while the initial results were presented to this Committee, questions on the specific projects would be better directed to the Assets/Infrastructure Committee to analyse.

The Committee identified several discrepancies within the document which the Chief Executive undertook to investigate and remedy before the document is circulated to Elected Members.

Cr Ash 10.34am / 10.36am

10 Proposed Additional Carry-Forwards to 2016/17 (Water and Wastewater)

Resolved minute number 16/FPE/048 **File Ref** 1-AP-2-1

That the proposed additional carry-forwards to 2016/17 for water and wastewater be recommended to Council for approval.

Cr Sheridan / Cr Rainey. Carried

12 Standardising Lease Arrangements for Sports Club Facilities on Council Land

The Committee noted the process that would be undertaken to further investigate the research provided.

13 Late Items

The Hunterville Trading Company – Financial Support for Earthquake Strengthening Work

Tabled request from Kathryn Kitson (Hunterville Trading Company Ltd) for retrospective support for earthquake strengthening of the building in Hunterville.

The Committee discussed the importance of this business to the Community of Hunterville and how the request aligned with the Policy. There were concerns around the request being retrospective when the Policy states that it will not fund retrospectively, and whether or not it met the criteria outlined within the Policy for Council to make a grant on these grounds.

It was also identified that under Standing Orders the Committee could not make a resolution on a 'minor late item' but could only refer it to another meeting.

Resolved minute number

16/FPE/049

File Ref

That the Finance/Performance Committee refers the request to Council from the Hunterville Trading Company for the earthquake strengthening of the building at 16 Bruce Street, Hunterville.

His Worship the Mayor / Cr McManaway. Carried

Cr Sheridan against

11 Update on District Promotion

Ms Servante spoke briefly to the item, informing the Committee that it was provided for information.

13 Late Items

Continued...

Promotion of Healthy Lifestyles through Council Sponsorship of Events

Tabled memorandum regarding the amendment of the criteria for Council's Events Sponsorship Scheme and Community Initiatives Fund to incorporate the views of the Healthy Families initiative.

The Committee discussed whether or not they could pass the recommendation included in the report and subsequently decided to refer it to Council for confirmation.

Resolved minute number

16/FPE/050

File Ref

That the Finance/Performance Committee refers to Council the request to amend the criteria and application form for the Events Sponsorship Scheme and Community Initiatives Fund with the addition of the following text:

- How will the event/initiative enhance community health and wellbeing?
- Select two or more of the following to promote at the event/initiative:

- Smokefree
- Sugar-sweetened-beverage-free
- Water only
- Healthy food options
 - Some healthy options
 - Mostly healthy options
 - Only healthy options
- Alcohol safety/harm minimisation

Cr Rainey / Cr Sheridan. Carried

14 Future Items for the Agenda

Nil

15 Next Meeting

This is the Committee's last meeting for the triennium.

16 Meeting Closed – 11.14am

Confirmed/Chair: _____

Confirmed/Chief Executive: _____

Date: _____

Rangitikei District Council



Taihape Community Board Meeting

Minutes – Wednesday 5 October 2016 – 5:40 p.m.

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Present:

Mrs Michelle Fannin
Ms Gail Larsen
Dr Peter Oliver
Cr Richard Aslett
Mrs Yvonne Sicely
Cr Ruth Rainey

In attendance:

Mr Michael Hodder, Community & Regulatory Services Group Manager
Mrs Sheryl Srhoj, Administration

1 Welcome

The Chair welcomed everyone to the meeting.

2 Apologies

There were no apologies.

3 Public Forum

There were no members of the public present.

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.

5 Confirmation of order of business

There was no change to the order of business.

6 Minutes of previous meeting

Cr Aslett noted that the NZ postal boxes in Mangaweka had been relocated to a site on Broadway.

The Board were all in favour of Dr Oliver's recommendation that Council give consideration to reducing the speed limit to the residential sections of Dixon Way, Mangaone Valley Road and O'Taihape Valley Road.

| Resolved minute number | 16/TCB/044 | File Ref |
|------------------------|------------|----------|
|------------------------|------------|----------|

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

Dr Oliver/Cr Rainey. Carried

| Resolved minute number | 16/TCB/045 | File Ref |
|------------------------|------------|----------|
|------------------------|------------|----------|

That the Taihape Community Board recommend to Council that the speed limit be reduced to 50km on the residential sections of Dixon Way, Mangaone Valley Road and O'Taihape Valley Road.

Dr Oliver/Ms Larsen. Carried

7 Chair's report

The Chair spoke to her report. She gave a brief outline of the Boards achievements over the past triennium.

The Chair acknowledged the Board for their commitment and contribution and thanked Council staff for their ongoing support.

Crs Rainey, Aslett and Dr Oliver responded by giving her credit for a job well done and added that she had been the driver of many of the projects.

| | | |
|-------------------------------|-------------------|-----------------|
| Resolved minute number | 16/TCB/046 | File Ref |
|-------------------------------|-------------------|-----------------|

That the Chair's report to the 5 October 2016 meeting of the Taihape Community Board, as presented be received.

Mrs Fannin/Cr Aslett. Carried

8 Council decisions on recommendations from the Taihape Community Board and consideration of other matters affecting Taihape

There were no recommendations to Council from the Board's meeting on 3 August 2016.

At its meeting on 15 September 2016, the Assets/Infrastructure Committee approved a grant under the Parks Upgrade Partnership Fund of \$14,226, being a third of the total construction costs of the new lookout platform on Mt Stewart.

9 Update on the Small Projects Fund

| | | |
|-------------------------------|-------------------|-----------------|
| Resolved minute number | 16/TCB/047 | File Ref |
|-------------------------------|-------------------|-----------------|

That the memorandum "Update on the Small Projects Fund' be received.

Mrs Fannin/Dr Oliver. Carried

10 Requests for Service concerning Taihape.

There was some discussion on animal control issues within the Taihape district.

Mrs Sicely felt that at times Taihape was not receiving sufficient cover due to the Shared Services roster with Manawatu District Council.

Mr Hodder to pass these concerns onto Councils Senior Animal Control Officer and ask that he contact Mrs Sicely.

Resolved minute number **16/TCB/048** **File Ref**

That the report 'Requests for Service concerning Taihape' be received.

Mrs Fannin/Ms Larsen. Carried

11 Youth Hutt report

Mr Hodder tabled and spoke to the extract from Councils Minutes of 29 September 2016, regarding the item "Outcome of the Transition Programme for Youth Development".

Resolved minute number **16/TCB/049** **File Ref**

That the Youth Hutt report to meeting of the Taihape Community Board on 5 October 2016 be received.

Cr Rainey/Dr Oliver. Carried

12 Taihape Swim Centre Upgrade

The report on Council's Order Paper for its meeting on 29 September 2016 was attached for the Board's information. There is a funding gap (of \$200,000) and Council intends to work with the Taihape Community Development Trust on a joint funding strategy to secure this amount. The upgrade is programmed for the off-season April-September 2017.

13 Current infrastructure projects/upgrades and other Council activities within the Ward.

There was a brief discussion on the proposed demolition of the Taihape Conference hall.

Dr Oliver felt that as it currently posed no imminent danger to the public it should be left as is.

The Board agreed to put forth a recommendation to support this suggestion.

Resolved minute number **16/TCB/050** **File Ref**

That the Taihape Community Board do not support future action to demolish the Taihape Conference Hall.

Dr Oliver/Ms Larsen. Carried
Crs Rainey/Aslett. Abstained

Resolved minute number **16/TCB/051** **File Ref**

That the memorandum Current infrastructure projects/upgrades and other Council activities within the Ward be received.

Dr Oliver/Cr Rainey. Carried

14 Matters arising not elsewhere on the agenda – progress update

Alex Wong Corner

The Board were advised that the New Zealand Transport Agency had put this project on hold and it was not known when a decision would be made to commence.

In the meantime the Board were keen to put in place some form of seating along with planters.

The Community & Regulatory Services Group Manager to ask that Councils Roading Manager see if this will be permitted.

Main street footpath surface

The Board were disappointed with the time being taken to fix the slippery footpath surface. They suggested that some form of sandblasting would fix the problem

The Community & Regulatory Services Group Manager to pass this suggestion onto Councils Roading Manager.

The Chair was keen to have a representative from the Roading team attend the Boards next business meeting.

Resolved minute number **16/TCB/052** **File Ref**

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

Mrs Fannin/Dr Oliver. Carried

15 Late items

The Chair advised that she had received a comment about the poor condition of the flag on the Taihape Town hall from a Taihape Community Development Trust member.

Mrs Sicely to provide the Community & Leisure Services Team Leader with a contact where to purchase a replacement.

16 Future items for the agenda

17 Date of next meeting

The inaugural meeting for the new Board is provisionally scheduled for 10 November 2016. The current Board is dissolved on Election Day, 8 October 2016.

18 Meeting closed

The meeting closed at 6.30pm

Unconfirmed

Rangitikei District Council



Turakina Reserve Management Committee Meeting

Minutes – Thursday 6 October 2016 – 7:00 p.m.

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| 11 | Meeting closed – 7.14pm | 3 |

Present:

Mr Steve Fouhy (Chair)
Mr Durry Benton
Mr Alastair Campbell
Ms Laurel Mauchline-Campbell
Ms Denise Wallen
Cr Soraya Peke-Mason

1 Welcome

The Chair welcomed everyone to the meeting.

2 Apologies

Nil

3 Confirmation of order of business

No late items were identified at this meeting.

4 Confirmation of minutes

| Resolved minute number | 16/TRMC/007 | File Ref |
|-------------------------------|--------------------|-----------------|
|-------------------------------|--------------------|-----------------|

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

Ms L Mauchline-Campbell / Mr D Benton. Carried

5 Matter Arising

- Cr Peke-Mason advised Councillors are all busy with the Election.
- All is in order/on track for the Caledonian Games in January.

6 Council decisions on recommendations from the Committee

The Committee noted that there were no recommendations from the Committee presented to Council's meeting on 25 August 2016.

7 Council responses to queries raised at previous meetings

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

8 Issues from previous meeting

Nil

9 General Business

Levelling project

Currently waiting for better weather. The Caledonian Society is meeting in Hunterville on the 26th of October. A funding application is underway.

Listing on Council's Website

Ms Mauchline-Campbell advised that the Turakina Reserve will be listed on the Council website, therefore the Reserve Committee can apply to the Council Reserves fund.

Downpipes

Ms Mauchline-Campbell has been in touch with Ms Prince again. The water is still now draining into the tank. The plumber has not been in touch with Laurel.

10 Next meeting

To be confirmed

11 Meeting closed – 7.14pm

Confirmed/Chair: _____

Date: _____

Rangitikei District Council

Turakina Community Committee Meeting

Minutes – Thursday 6 October 2016 – 7:30 p.m.



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| 14 | Meeting closed – 8.10pm | 4 |

Present:

Mr Steve Fouhy (Chair)
Mr Alastair Campbell
Ms Laurel Mauchline-Campbell
Mr Nicholas Eagland
Ms Carol Neilson
Ms Denise Wallen
Cr Soraya Peke-Mason

1 Welcome

The Chair welcomed everyone to the meeting.

2 Apologies

That the apologies for absence from Ms L Smith and Ms S Welsh be received.

Ms D Wallen / Ms C Neilson. Carried

3 Confirmation of order of business

There were no late items identified for this meeting.

4 Confirmation of minutes

| | | |
|-------------------------------|-------------------|-----------------|
| Resolved minute number | 16/TCC/020 | File Ref |
|-------------------------------|-------------------|-----------------|

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

Ms D Wallen / Ms L Mauchline-Campbell. Carried

5 Matter Arising

The Committee noted that no response had been received from Council on the feedback provided on the number and location of rubbish bins within the Ward.

The Committee request a response from Council on the potential to seal the parking area on the corner of Wanganui Road and State Highway 3.

6 Council decisions on recommendations from the Committee

The Committee noted that there were no recommendations from the Committee presented to Council's meeting on 25 August 2016.

7 Council responses to queries at previous meetings

The Committee noted that there were no queries requiring response.

8 Issues from previous meeting

The Committee noted that there were no issues identified for further discussion.

9 Proposed District Plan Change – Update September 2016

The Committee noted the update on the proposed District Plan change provided.

10 Small Projects Grant Scheme Update - October 2016

| | | | |
|------------------------|------------|----------|----------|
| Resolved minute number | 16/TCC/021 | File Ref | 3-CC-1-5 |
|------------------------|------------|----------|----------|

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

Mr A Campbell / Ms C Neilson. Carried

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

| | | |
|------------------------|------------|----------|
| Resolved minute number | 16/TCC/022 | File Ref |
|------------------------|------------|----------|

That the report 'Current infrastructure projects/upgrades and other Council activities within the ward' be received.

Mr N Eagland / Ms D Wallen. Carried

12 General Business

Update on Bulls redevelopment:

Council will be selling the current Bus Shelter/Information Centre building and the Library. The Hall design has been expanded to seat 300. The old Town Hall to be sold.

Picnic Tables

The Committee discussed the possibility of installing picnic tables on the two grassed areas in the village where the trees have been removed.

Ms Wallen will approach Mr Sanson at Council for assistance.

| | | |
|------------------------|------------|----------|
| Resolved minute number | 16/TCC/023 | File Ref |
|------------------------|------------|----------|

That the Turakina Community Committee use the Small Projects Grant fund to purchase two picnic tables (1 x hexagonal, 1 x straight) for the cleared areas in the village, and that Council staff be approached for assistance to attach these to a concrete base (or similar) to facilitate mowing.

Mr N Eagland / Ms L Mauchline-Campbell. Carried

Re-Election of Cr Peke-Mason

The Chairman congratulated Cr Soraya Peke-Mason on being re-elected as the Ward Councillor for the next triennium.

Whangaehu Hall Committee

Rachel Cvitanovich is the new chair of the Whangaehu Hall Committee. They are wanting to upgrade the hall and move the Catholic Church.

Flooding Issues

Whangaehu, Kaungaroa and Fordell Marae committees have joined in strategies around resilience to flooding issues.

Koitiata Residents, Horizons, A Major and RDC are working together on a swale to mitigate flooding at the entrance to Koitiata village.

13 Next Meeting

To be confirmed

14 Meeting closed – 8.10pm

Rangitikei District Council

Hunterville Rural Water Supply Sub-Committee Meeting

Minutes – Monday 17 October 2016 – 3:00 p.m.



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| 8 | Tutaenui Community Irrigation/Stock Water Scheme – update on pre-feasibility study | 4 |
| 9 | Updating the Scheme Committee Constitution | 4 |
| 10 | General Business | 5 |
| 11 | Late Items | 5 |
| 12 | Next Meeting | 5 |
| 13 | Meeting Closed – 4.10pm..... | 5 |

Present:

Mr Bob Crawford, Chair
Mr Bret Journeaux
Mr Paul Peterson
Mr Bernie Hughes
Mr John McManaway
Cr Dean McManaway
His Worship the Mayor, Andy Watson

In attendance:

Mr David Rei Miller, Asset Engineer – Roding and Utilities
Mr George McIrvine, Finance & Business Support Group Manager
Ms Joanna Saywell, Asset Manager - Utilities
Mr Andrew van Bussel, Operations Manager - Utilities
Mr Ivan O'Reilly, Reticulation Serviceman
Ms Linda Holman, Governance Administrator

Tabled documents:

Item 1 - Report from Ms J Saywell: "Water Collection Tanks and Safe Household Water"

1 Welcome

The Chair welcomed everyone to the meeting.

2 Apologies

That apologies for absence from Mr Sam Weston and Mr Mark Dawson be received.

Mr B Hughes / Mr B Journeaux. Carried.

3 Confirmation of order of business

The Chair informed the Committee that there would be no change to the order of business from that set out in the agenda.

4 Confirmation of minutes

| | | | |
|-------------------------------|--------------------|-----------------|-----------------|
| Resolved minute number | 16/HRWS/022 | File Ref | 3-CT-3-2 |
|-------------------------------|--------------------|-----------------|-----------------|

That the Minutes of the Hunterville Rural Water Supply Sub-Committee meeting held on 8 August 2016 be taken as read and verified as an accurate and correct record of the meeting.

Mr B Journeaux / Mr P Peterson. Carried.

5 Chair's Report

Mr B Crawford noted he did not have a report for the committee.

6 Hunterville Rural Water Supply – Operations Report

Mr A van Bussel noted that the dam has settled down, and that he should have included that the trees have been cut down the intake. This was done to avoid future problems with power lines. Ms J Saywell asked if more ladders are needed to improve Health and Safety, Mr A van Bussel agreed and said he would look into the matter.

| | | | |
|-------------------------------|--------------------|-----------------|-----------------|
| Resolved minute number | 16/HRWS/023 | File Ref | 6-WS-3-4 |
|-------------------------------|--------------------|-----------------|-----------------|

That the 'Hunterville Rural Water Supply – Operations report' dated 1 October 2016 be received.

Mr B Hughes / Mr B Journeaux. Carried.

7 Financial Report – August 2016

Mr G McIrvine noted that both June and August 2016 results were included, and looking at the September figures, the scheme was expected to be over budget by \$42,000.

Concern was expressed by the Committee that the expected savings from the lower electricity charge have not been reflected in the financials. More information was requested and will be provided at the next meeting by Mr G McIrvine, Mr A van Bussel, Mr D Miller, and Mr I O'Reilly to clarify the following:

1. Have the negotiations finished? Mr D Miller said he will clarify this issue
2. The impact of old and/or underperforming pumps – does this increase power consumption?
3. Seasonal differences – can savings be made by making better use of off-peak power rates?
4. Has the consumption increased? This may account for why there have been no savings to date. If so, why?
5. Can future reports be broken down differently? E.g. yearly comparison by month to make it easier to spot issues sooner

Mr B Crawford noted that there were two large invoices for SCADA faults and queried why a six month old system is faulty and why they are not covered by a manufacturer or installer guarantee. Mr A van Bussel and Mr G McIrvine will investigate this and report back at the next meeting.

Discussion was held around the process of invoice payment by the RDC, and it was noted that in the case of the SCADA fault this was essential to be fixed at the time and so the invoices were only scrutinised after the fact.

Mr B Crawford noted that the two outstanding debtors mentioned on page 16 of the Order Paper have been followed up and the debts should be cleared by the end of this week.

Mr J McManaway queried the final financial position of the scheme and Mr G McIrvine noted that the accrual accounting used can be problematic as the inclusion of depreciation can affect the bottom line negatively. Mr J McManaway will speak directly with Mr G McIrvine on this matter. Mr B Crawford queried what the surplus would have been without depreciation being included, Mr G McIrvine replied that it would have been approximately \$50,000.

Mr G McIrvine noted that future budgets will reflect the new power charge to improve forecasting. Mr D McManaway noted that the HRWS reduced their charge-out rate but this has proved to be too little to cover the actual costs. This has been raised to \$2.80 and the higher amount should enable the scheme to be "on a level playing field" later this year.

Mr G McIrvine noted that the 2017/18 budget will be available at the next meeting on 12 December 2016.

Resolved minute number**16/HRWS/024****File Ref****3-CT-3-1**

That the Financial Report to the Hunterville Rural Water Supply Sub-Committee's meeting on 17 October 2016 be received.

Mr B Journeaux / Mr B Hughes. Carried.

8 Tutaenui Community Irrigation/Stock Water Scheme – update on pre-feasibility study

Mr B Crawford provided an update on the pre-feasibility study noting that in the last meeting some boundaries were changed, and that there was need for a person to talk to prospective users. Mr D Miller made apologies on behalf of Mr Ross McNeil and noted that two independent consultants have been engaged to discover where water can be taken from and where it can be pushed to. Mr R McNeil has a survey-taker available, and Massey University and Agricultural Research may also provide summer student/s to carry out this work.

Mr A van Bussel has a meeting set up with the two engineers mentioned above for an update on the status of the scheme and the options. Mr J McManaway asked for a cross section of the bed level to be documented, Mr A van Bussel said he would load this information into Sharepoint. Mr D Miller noted that Horizons Regional Council may be the better organisation to provide this information.

Mr D Millar noted that the end of stage one of the feasibility study is mid-November and he expects a report back after that date. Committee members expressed an interest in knowing what changes to reticulation are captured on GPS. Mr D Miller will provide maps at the next meeting to show any "glaring omissions", but noted that expansion has not been great.

9 Updating the Scheme Committee Constitution

Discussion was held around the new Rural Water Supply Policy, and which changes need to be made. The main issue is around the responsibilities of the property owners to keep 48 hours water supply stored during peak seasons, to alert the tenants to the fact the water is not intended for human consumption, and to allow access to the property for repairs and maintenance to be carried out.

Mr A van Bussel suggested that this information be communicated to property owners as a memo in the next bill that is sent out, and then every year after that. Mr A van Bussel undertakes to discuss this with the Finance Department. It was also resolved to update the 'Rural Water Supply Policy' to reflect this.

Further discussion was held around removing a sentence from the Constitution, and it was noted that in order to follow due process then the next meeting should be preceded by a triennial election of members to the Committee.

Resolved minute number **16/HRWS/025** **File Ref**

That the Hunterville Rural Water Supply Management Sub-Committee recommends to Council that it amend the Rural Water Supply Policy by:

1. Making it clear that the onus is on the property owner to; a) provide 48 hours supply of water stored on-site in peak period, b) inform any tenants that the water is not for human consumption, and c) provide access for repair or maintenance work to be carried out by authorised organisations or individuals.
2. Removing the sentence within point 6.1 Subdivisions ("Such approval will not, however, be unreasonably withheld.").

Mr B Journeaux / Mr P Peterson. Carried.

Resolved minute number **16/HRWS/026** **File Ref**

That the Hunterville Rural Water Supply Management Sub-Committee requests that the Chief Executive arrange a triennial election, to be organised by the end of the year.

Mr B Crawford / Mr B Journeaux. Carried.

10 General Business

Nil

11 Late Items

Nil

12 Next Meeting

Monday 12 December 2016, 3.00pm

13 Meeting Closed – 4.10pm

Confirmed/Chair: _____

Date: _____