



Rangitikei District Council

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Rangitikei
UNspoilt...

Council Meeting Order Paper

Thursday 26 January 2017, 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 26 January 2017 – 1:00 PM



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1 Welcome

2 Council Prayer

3 Public Forum

4 Apologies/Leave of Absence

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 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.

7 Confirmation of minutes

Recommendation

That the Minutes of the Council meeting held on 15 December 2016 be taken as read and verified as an accurate and correct record of the meeting.

8 Mayor's Report

A report will be tabled at the meeting.

File ref: 3-EP-3-5

Recommendation

That the Mayor's Report to the Council meeting on 26 January 2017 be received.

9 Portfolio Updates

Ohakea
 Criterion Site
 Shared Services
 Southern Sport
 Samoan Community and Youth Development
 Marton Building (Civic Centre)
 Iwi Interests
 Heritage and Tourism
 Northern Sport and Taihape Building

Cr Platt
 Cr Dunn
 Cr Belsham / Cr McManaway
 Cr Sheridan
 Cr Ash
 Cr Wilson
 Cr Peke-Mason
 Cr Aslett
 Cr Gordon / Cr Rainey

10 Administrative Matters – January 2017

A report is attached.

File ref: 5-EX-4

Recommendations

- 1 That the report 'Administrative matters – January' be received.
- 2 That His Worship the Mayor be authorised to sign the proposed triennial agreement for the Horizons Region, accepting any minor changes proposed by other councils.
- 3 That Council notes the Mayoral appointment of _____ on the Four Regions Trust (formerly Powerco Wanganui Trust) to replace Erina True whose term expires on 31 March 2017.
- 4 That His Worship the Mayor be authorised to sign, on Council's behalf, the proposed submission [as amended/without amendment] on the Health (Fluoridation of Drinking Water) Amendment Bill.
- 5 That His Worship the Mayor be authorised to sign, on Council's behalf, the proposed submission [as amended/without amendment] on regulating fire permitting under the Fire and Emergency New Zealand Bill.
- 6 That Council approve paying \$9,000 from the unspent allocation in the Community Initiatives Fund to cover the expenditure projected by the community libraries (Huntermville, Mangaweka and Kawhatau) in the Council's declined application to the J B S Dudding Trust.
- 7 That the objection from Tony Young to the closure of Watson Street and Wilson Road (Bulls) between 23 February 2017 (noon) and 27 February 2017 (noon) be

EITHER upheld (and the New Zealand Defence Force advised accordingly).

OR overruled (on the grounds that to allow these streets to remain open would affect the integrity of road control and transport management for the Ohakea Air Tattoo).
- 8 That any objections to the proposed closure of part of Tui Street, Taihape, on 4 March 2017 for the Gumboot Day event be determined jointly by the Mayor, Deputy Mayor and Chief Executive.

11 Top Ten Projects – Status, January 2017

A memorandum is attached.

File ref: 5-EX-4

Recommendation

- 1 That the memorandum 'Top ten projects – status, January 2017' be received.
- 2 That Council

EITHER

authorises the Chief Executive to commission detailed design and specifications for the proposed Bulls multi-purpose community centre, provided that the value management review identifies savings of 5-10% of the current estimated cost.

OR

requires the Chief Executive to delay commissioning the detailed design and specifications for the proposed Bulls multi-purpose community centre until \$..... in guaranteed external funds has been reached.

- 3 That the Consultation Document for the 2017/18 Annual Plan seeks community views on the four options to redevelop the Cobbler/Davenport/Abraham & Williams site in Marton for Council's administration centre and the town library.
- 4 That the consultation on the location of the new amenity block within Taihape Memorial Park be done simultaneously with consultation on the future of the Park's historic grandstand and associated with the consultation process for the 2017/18 Annual Plan.

12 Strategic Priorities for the 2016-19 Triennium

An updated Statement of Strategic Intentions will be tabled at the meeting.

File ref:

Recommendations

That the Statement of Strategic Intentions for the 2016-19 triennium [as amended/without amendment] be approved.

13 Proposed Carry-Forward of 3-Waters projects to 2017/18

A schedule will be tabled at the meeting.

File ref: 1-AP-2-1

Recommendations

- 1 That the proposed schedule of carry-forwards of 3-Waters projects to 2017/18 be received.
- 2 That the proposed schedule of carry-forwards of 3-Waters projects to 2017/18 [as amended/without amendment] be approved.

14 Mangaweka Bridge – Assessment of Options

A report is attached.

File ref: 6-RT-1-69

Recommendations

- 1 That the report 'Mangaweka Bridge – Update January 2017' be received.
- 2 That Council endorse a full bridge renewal for the Mangaweka Bridge (including keeping the original bridge for heritage purposes), with a local share of \$1.85 million, subject to the outcome of the New Zealand Transport Agency business plan process.
- 3 That Council approve a budget provision of \$370,000 (i.e. 20% of the projected local share cost) for the replacement of the Mangaweka Bridge in 2017/18, with the balance required in 2018/19.

15 Contract 1013 – Mt Curl Road Dropout

A report is attached.

File ref: 5-CM-1-C1013

Recommendations

- 1 That the report 'Contract 1013 - Mt Curl Road Dropout' be received.
- 2 That the value of Contract 1013 Mt Curl Road Dropout awarded to Stringfellows Contractors Limited be increased to **\$303,500.00** plus GST.

16 Review of the Local Governance Statement - January 2017

A memorandum is attached.

File ref: 3-PY-1-2

Recommendations

- 1 That the memorandum "Review of Local Governance Statement, January 2017" is received.
- 2 That Council adopt the changes to the Local Government Statement as at January 2017
EITHER without amendment.

OR with the following amendments.....

17 Delegations and Level of Support for Community Boards – Response from Ratana and Taihape

Both Boards will be discussing this item at their February 2017 meetings.

18 Wellington Conservation Management Plan/Strategy

A presentation will be made at the meeting. It is scheduled from 2.30pm.

19 Receipt of committee minutes and resolutions to be confirmed

Recommendations

1 That the minutes of the following meetings be received:

- Hunterville Rural Water Supply Management Sub-Committee, 12 December 2016
- Te Roopu Ahi Kaa Komiti, 13 December 2016
- Taihape Community Board , 14 December 2016

~~2 That the following recommendations from Taihape Community Board dated 14 December 2016 be confirmed:~~

~~16/TCB/065~~

~~That the Taihape Community Board requests Council to approve a further carry-forward, to 31 March 2017, of the unspent balance of the 2015/16 place-making allowance, on the understanding that the Board will have developed and implemented place-making initiatives by that time.~~

*This recommendation was dealt with at the 15 December 2016 Council meeting (16/RDC/397)

20 Late Items

21 Future Items for the Agenda

22 Next Meeting

Thursday 23 February 2017, 1pm

23 Meeting Closed

Attachment 1

Rangitikei District Council

Council Meeting

Minutes – Thursday 15 December 2016 – 1:00 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
Mr George McIrvine, Finance & Business Support Group Manager
Ms Gaylene Prince, Community & Leisure Services Team Leader
Ms Denise Servante, Strategy & Community Planning Manager
Ms Ellen Webb-Moore, Policy Analyst/Planner
Ms Samantha Kett, Governance Administrator

Tabled documents:

Item 13	Reporting from Council's MoU Groups – Report from Taihape Community Development Trust
Item 14	Receipt of Committee minutes and resolutions to be confirmed – Ratana Community Board 13 December 2016
Item 15	Late Items - Electricity Contract – Non Half-Hourly & Recommendation from Taihape Community Board

1 Welcome

His Worship the Mayor welcomed everyone to the meeting.

2 Council prayer

Cr Rainey read the Council prayer.

3 Public forum

Clare Johnston/ Gareth Wood – Resurfacing of the Marton Velodrome

- Suggest the addition of the project to the 2017/18 Annual Plan; had originally looked at using Council's Parks Upgrade Partnership Scheme but the project is proving too expensive.
- The track is 400m long and will cost approximately \$228,000. Three suppliers were approached to quote for the project, however two turned down the invitation. Higgins (the only supplier to quote for the project) has the only hotmix plant in Marton, so the other two suppliers believed that their costs to bring hotmix into Marton would exclude them from the running for the contract. The project is scheduled to be completed in mid-to-late 2017 (depending on when funding is secured).
- Strong community support for the project has already been ascertained and a donation of \$5,000 has already been pledged to the project.
- National funding for cycling projects has been drained by the project to put a roof over the velodrome in Whanganui.
- While funding is being secured, work will continue on ascertaining the level of community support for the project and securing sponsorship for the project.

Cr Belsham – Do you know the number of cyclists in the Rangitikei? That depends on what type of 'cyclists' are being referred to (competitive cyclists, children learning to ride, recreational cyclists etc.). Is there a club in the Rangitikei? Don't think so, but there is a group of local cyclists that have expressed an interest in forming a club once the velodrome is upgraded.

Cr Sheridan – Are you forming your own club? Not ourselves, but a group of local cyclists has expressed an interest in forming a club. Several locals use the Whanganui velodrome and may use the Marton velodrome instead if it is upgraded.

Cr Aslett – Is it a specialised surface that is needed for the track? Just regular hotmix.

Neil Colliver – Building Consent Processes

- Builder/designer who has developed a warm, affordable, earthquake safe house that can be built in three to four weeks. There are several designs to choose from and MBIE have issued a blanket consent for two of these.
- Has had issues with the amount of time it takes for a building consent to be processed in Rangitikei. In Rangitikei it can take up to three months for a consent to be accepted, processed and granted. Has also had issues with the number of

inspections that are required as part of the consent. Built a house in Whanganui and had the CCC signed off before a similar consent was even accepted by Rangitikei.

- One particular consent was not accepted as there were issues around the compatibility of plumbing fittings from different manufacturers. MBIE ruled that the products were compatible but the manufacturer's specifications suggested that they were not compatible with fittings from another manufacturer.
- Need to build a new factory to keep up with demand and would like this to be near family home in Bulls. Marton has an ideal piece of land for this factory to be built on but due to the issues that have been encountered with the Building Department at Council unsure if willing to enter into the consent process for a multi-million dollar factory. Both Palmerston North City Council and Whanganui District Council would be happy to work with me on this project.

Cr Wilson – Are all of your designs the same (uniform specifications)? No they differ slightly depending on the size of the build. Are you a qualified builder? Yes. What is the trading name of your company? Tuffbuild.

Cr Belsham – You haven't had any other concerns with any other Council? No, recently met with BCO from Whanganui District Council over the differences in design of a new consent application and there were no issues brought up by the BCO.

Cr Gordon – Are you a licensed building practitioner? Yes. Is this design compatible with the pre-fabrication qualification obtained by licensed building practitioners? No because the design is very different from other pre-fabricated designs.

Cr Wilson – Are all the houses built by you? Not all, some are sub-contracted. No other Council has had an issue with the sub-contractors work. Is the nationwide consent for the basic design? Yes, yes so Council cannot refuse a consent application based on the design. Are you the designer? Yes. But not the engineer? No.

His Worship the Mayor – Using fittings from different manufacturers doesn't produce issues with granting consents? Only in Rangitikei; MBIE have said that there is no issue with using fittings from different suppliers that are made up of the same molecules.

Mr McNeil – MBIE have only issued an interim decision on the use of fittings from different suppliers, this process is not yet complete. Suppliers have stated that their fittings are not compatible with fittings from other suppliers. Conflicting information has been received from MBIE on this issue.

4 Apologies/Leave of absence

Cr Peke-Mason for absence and Cr Sheridan for having to leave for part of the meeting.

Cr Belsham / Cr Aslett. Carried

5 Members' conflict of interest

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

6 Confirmation of order of business

His Worship the Mayor explained the reasoning for the two proposed late items for the meeting.

Electricity Contract

The current contract expires on 31 December 2016. Council put out a request for proposal on 16 November 2016 using the All of Government list. The resulting prices seemed too high, so Council put out its own request for proposal. But this delayed getting the responses and evaluating them until after the agenda for the meeting had closed.

Recommendation from Taihape Community Board

Following application by the Taihape Community Board, Council agreed to making a budget provision of \$10,000 available during 2015/16 for place-making in Taihape in lieu of having David Engwicht run his 'seven-day makeover' process. At its meeting on 30 June 2016, Council agreed to roll over the \$10,000 provision to 31 December 2016.

The meeting on 14 December 2016 was the newly elected Taihape Community Board's first business meeting for the new triennium. The Board is aware that there has been limited progress with place-making during the past month but is keen to see this revived. It intends using its first workshop in 2017, on 1 February, to revamp the programme and enlist community support for projects. However, the Board needs assurance that the unspent funds from 2015/16 will be available for that purpose,

Resolved minute number	16/RDC/374	File Ref
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That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, the Electricity Contract and Recommendation from the Taihape Community Board be dealt with as a late item at this meeting.

Cr Aslett / Cr Wilson. Carried

7 Confirmation of minutes

Resolved minute number	16/RDC/375	File Ref
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That the Minutes of the Council meeting held on 1 December 2016 be taken as read and verified as an accurate and correct record of the meeting.

His Worship the Mayor / Cr Gordon. Carried

8 Mayor's report

A report was not tabled at the meeting. His Worship the Mayor wished all Elected Members a Merry Christmas.

Resolved minute number **16/RDC/376** **File Ref**

That the Mayor's report to the Council meeting on 15 December 2016 be received.

His Worship the Mayor / Cr Sheridan. Carried

9 Administrative matters – December 2016

Mr McNeil spoke briefly to the report.

He informed Council that the recommendations for the draft triennial agreement for the Horizons Regional would be withdrawn as other member Council's had raised issues with the draft agreement that needed to be addressed. The agreement would come back before Council for consideration at the January 2017 Council meeting.

It was suggested that Mr Robert Snijders be invited to join the Marton Wastewater Treatment Plant Advisory Group. This skills he brought to the table last triennium were seen as valuable. Some Councillors did not see the need to invite Mr Snijders back onto the Committee and the recommendation was lost.

His Worship the Mayor suggested that the issues raised in Mr Hockings letter regarding the sale of the Information Centre site in Bulls had already been addresses, but agreed that a meeting needed to be held with Mr Hocking to confirm this.

Resolved minute number **16/RDC/377** **File Ref** **5-EX-4**

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

Cr Wilson / Cr Belsham. Carried

Resolved minute number **16/RDC/378** **File Ref** **5-EX-4**

That the draft triennial agreement for the Horizons Region be received, noting it is currently in a draft form.

Cr Sheridan / Cr Gordon. Carried

Resolved minute number **16/RDC/379** **File Ref** **5-EX-4**

That Cr Ruth Rainey be Council's representative on the Otaihape Health Trust for the 2016-19 triennium.

Cr Aslett / Cr Gordon. Carried

Resolved minute number **16/RDC/380** **File Ref** **5-EX-4**

That the appointment of a representative on the Four Regions Trust (formerly Powerco Wanganui Trust) to replace Erina True whose term expires on 31 March 2017 be held over to the January 2017 meeting.

Cr McManaway / Cr Dunn. Carried

Motion

That Mr Robert Snijders is invited to join the Marton Wastewater Treatment Plant Advisory Group, due to his experience with large-scale projects internationally and to provide continuity to this Group.

Cr Sheridan / Cr Platt. Lost

Resolved minute number **16/RDC/381** **File Ref** **5-EX-4**

That Council reinvestigates the membership of the Marton Wastewater Treatment Plant Advisory Group.

Cr Wilson / Cr Belsham. Carried

Resolved minute number **16/RDC/382** **File Ref** **5-EX-4**

That acknowledging a historical anomaly, Council agrees to transfer that part of Section 504 Rangitikei District lying north of Parewanui Road into the ownership of G and T Walker, the executors of Lot 1 DP 27647, provided Council does not incur costs associated with the transfer.

AND

That a similar offer be made to the owners of the Keiller Estate, Lot 33 DP 2996, regarding the transfer of section 495 and 496 Rangitikei District lying to the south of Parewanui Road, provided Council does not incur costs associated with the transfer.

Cr Belsham / Cr Wilson. Carried

Motion

That Council defers the intention to market the Bulls Information Centre Site for a period of 120 days to allow for submissions on the site of the bus depot in Bulls.

Cr Platt / Cr Dunn.

Amendment

...until after discussions with Mr Hocking have taken place (prior to the January 2017 Council meeting).

His Worship the Mayor / Cr Aslett. Carried

Resolved minute number **16/RDC/383** **File Ref** **5-EX-4**

That Council defers the intention to market the Bulls Information Centre Site until after discussions with Mr Hocking have taken place (prior to the January 2017 Council meeting).

Cr Platt / Cr Dunn. Carried

Resolved minute number **16/RDC/384** **File Ref** **5-EX-4**

That His Worship the Mayor be authorised to sign, on Council's behalf, the proposed submission as amended to the Ministry of Business, Innovation and Employment on proposals for a methodology to identify earthquake-prone buildings and proposals for regulations under the Building (Earthquake-prone Buildings) Amendment Act 2016.

Cr Belsham / Cr Wilson. Carried

Resolved minute number **16/RDC/385** **File Ref**

That a waiver of 80% be approved for the hireage of the Marton Memorial Hall by the 1st Marton Scout Group on 18 November 2017.

His Worship the Mayor / Cr Wilson. Carried

Cr Sheridan left the meeting 2.03pm

10 Updated strategic intentions for the 2016-19 triennium

This item was deferred until the January 2017 meeting.

11 Future ownership/management of Council's Community Housing

Ms Prince spoke briefly to the report. She provided some additional background to the investigation that has been undertaken around Council's community housing for new Councillors.

Council was reminded that it has been previously agreed that the community housing flats at Ratana would be excluded from any future contracts for the management/ownership of its community housing, and that the tenancies would continue to be managed by the Ratana Communal Board of Trustees.

It was suggested that the Manawatu Community Trust be invited back to Council to present their model for community housing in Rangitikei, for the benefit of new Councillors.

Council requested the Chief Executive to ascertain how the Manawatu Community Trust would apply its model for community housing to the Rangitikei District, and investigate the potential for Council to establish its own trust to manage its portfolio of community housing.

Resolved minute number **16/RDC/386** **File Ref** **6-CF-1-14**

That the report 'Future ownership/management of Council's Community Housing' be received.

Cr Sheridan / Cr Belsham. Carried

Resolved minute number **16/RDC/387** **File Ref** **6-CF-1-14**

That the Manawatu Community Trust be invited to present their proposal for the future ownership/management of Council's Community Housing to the new Council early in 2017.

Cr Rainey / Cr Dunn. Carried

12 Deliberation on submissions to proposed speed limit change around Kauangaroa

Ms Webb-Moore spoke briefly to the report. His Worship the Mayor reminded Council that this proposed amendment came from the Kauangaroa Community through submissions to the 2016/17 Annual Plan, and that Council had a duty to support its communities.

Resolved minute number **16/RDC/388** **File Ref** **1-DB-1-7**

That the report 'Deliberations on the Speed Limit Bylaw Amendments 2016 – Kauangaroa Road' be received.

Cr Gordon / Cr Aslett. Carried

Motion

That the 800m section of Kauangaroa Road identified in the proposed amendment to the Speed Limit Bylaw, is not reduced to an 80km/h speed limit.

Cr Wilson / Cr McManaway. Lost

Resolved minute number **16/RDC/389** **File Ref** **1-DB-1-7**

That the Amendment to the Speed Limit Bylaw be made as to reduce the speed limit from 100km/h to 80km/h along Kauangaroa Road, starting at the Whangaehu River Bridge over a distance of 800m in an easterly direction.

Cr Belsham / Cr Aslett. Carried
Cr Wilson, McManaway and Sheridan voted against

Resolved minute number **16/RDC/390** **File Ref** **1-DB-1-7**

It should be noted that a speed limit change would not be able to be implemented until after the roading department could acquire and install the required signage.

His Worship the Mayor / Cr Rainey. Carried

Cr Sheridan returned to the meeting 2.36pm
Cr Ash 2.37pm / 2.39pm

13 Reporting from Council's MoU Groups

The report from Taihape Community Development Trust was tabled at the meeting.

Ms Servante spoke briefly to the reports.

Resolved minute number **16/RDC/391** **File Ref**

That Council notes that the quarterly MoU reports were not received from Bulls and District Community Trust and Rangitikei Tourism.

Cr Sheridan / Cr Wilson. Carried

Meeting adjourned for afternoon tea 3.05pm / 3.35pm

14 Receipt of Committee minutes and resolutions to be confirmed

Resolved minute number **16/RDC/392** **File Ref**

That the minutes of the following meetings be received:

- Audit/Risk Committee, 5 December 2016
- Hunterville Community Committee, 5 December 2016
- Bulls Community Committee, 6 December 2016
- Marton Community Committee, 7 December 2016
- Turakina Reserve Management Committee, 8 December 2016
- Turakina Community Committee, 8 December 2016
- Ratana Community Board, 13 December 2016

Cr Gordon / Cr Sheridan. Carried

Resolved minute number **16/RDC/393** **File Ref**

That the following recommendation from Marton Community Committee meeting held on 7 December 2016 be confirmed:

16/MCC/048

That the Marton Community Committee appoints Lynda Hunter to be its representative on the Rangitikei District Council's Marton Wastewater Advisory Group.

Cr Sheridan / Cr Wilson. Carried

Resolved minute number **16/RDC/394** **File Ref**

That the following recommendations from Turakina Community Committee meeting held on 8 December 2016 be confirmed:

16/TCC/028

That the Turakina Community Committee recommend to Council that it does not proceed with sealing the carpark on the corner of SH3 and Wanganui Road, as it is privately owned property.

Cr Wilson / Cr Belsham. Carried

15 Late items

Electricity Contract – Non Half-Hourly

Mr McNeil and Mr Miller spoke briefly to the tabled report, highlighting the process that has been undertaken and the reasoning for the late item.

Mr Miller explained that the costs presented in the report were the energy costs only, as any line/maintenance charges applied were the same for all electricity suppliers.

Resolved minute number **16/RDC/395** **File Ref** 6-CF-4-9

That the report 'Electricity Contract – Non Half-Hourly' be received.

Cr McManaway / Cr Gordon. Carried

Resolved minute number **16/RDC/396** **File Ref** 6-CF-4-9

That Council sign an electricity supply contract for Non Half-Hourly (NHH) sites with Genesis Energy, for the period 1 January 2017 to 30 September 2018.

Cr McManaway / Cr Gordon. Carried

Recommendation from Taihape Community Board

Resolved minute number

16/RDC/397

File Ref

That the following recommendation from the Taihape Community Board, at its meeting on 14 December 2016, be confirmed:

That the Taihape Community Board requests Council to approve a further carry-forward, to 31 March 2017, of the unspent balance of the 2015/16 place-making allowance, on the understanding that the Board will have developed and implemented place-making initiatives by that time.

Cr Gordon / Cr Rainey. Carried

16 Future items for the agenda

Nil

The Chief Executive undertook to email Elected Members on the findings of the study into the Mangaweka Bridge, once they were available.

Fleet vehicle efficiency would be a future workshop discussion.

17 Next meeting

Thursday 26 January 2017, 1pm

18 Meeting closed – 4.06pm

Confirmed/Chair: _____

Date: _____

Attachment 2



Rangitikei
UNDISPUTED...

REPORT

SUBJECT: **Administrative matters – January 2017**

TO: Council

FROM: Ross McNeil, Chief Executive

DATE: 19 January 2017

FILE: 5-EX-4

1 Triennial agreement for the Horizons Region

- 1.1 Section 15 of the Local Government Act 2002 requires all councils wholly or partly within the boundaries of any regional council to enter into a triennial agreement 'containing protocols for communication and co-ordination among them during the period until the next triennial general election of members'.
- 1.2 A draft agreement prepared by Horizons Regional Council was included in the Order Paper for 15 December 2016. By that date, however, concerns had been raised by some councils, so consideration was deferred. A revised draft addressing those issues is attached as Appendix 1 to this report, with changes from the previous triennium's agreement in highlighted text.
- 1.3 A recommendation is included to authorise the Mayor to sign the agreement, with any minor changes included that are proposed (and accepted) by other councils.
- 1.4 A similar agreement will come from the Hawkes Bay Regional Council. In that case, Rangitikei is a non-primary signatory.

2 Appointment of new trustee on Four Regions Trust (formerly Powerco Wanganui Trust)

- 2.1 As noted in the Administrative matters report to Council's meeting on 15 December 2016, under the rotational rules of the Trust, a trustee may serve a maximum of nine years and is not eligible for reappointment. The Trust's Secretary, James Bowen, has recently advised that Erina True must retire on 31 March 2017. having served continuously as a trustee for nine years, and asks to be advised whom the Mayor, after consulting with the District Councillors and the other Trustees, wishes to appoint. Mr Bowen's letter is attached as Appendix 2.

- 2.2 One of the trustees appointed by the Mayor must live at least 15 km distant from the Council's Marton office. Rangitikei's other trustee, Alan Thomas, being resident in Taihape, fulfils this requirement. So the new trustee may live anywhere in the District. A Councillor or an employee of the Council may be appointed as a trustee.
- 2.3 Council decided to defer consideration to this meeting.

3 Submission on the Health (Fluoridation of Drinking Water) Amendment Bill

- 3.1 On 17 November 2016, the Health (Fluoridation of Drinking Water) Amendment Bill was introduced into Parliament. This Bill proposes to transfer the decision on whether to fluoridate reticulated water supplies from local authorities to District Health Boards. The Bill was referred to the Health Committee Select Committee on 6 December 2016; submissions close on 2 February 2017.
- 3.2 At present about 54% of New Zealand's population receive fluoridated drinking water. The map in [Appendix 3](#) shows fluoridation status across the country.
- 3.3 Fluoridation has become an increasingly contentious issue for local authorities because of active lobbying and court action against councils by anti-fluoridation groups. While the High Court actions taken against South Taranaki and Hamilton were both rejected, there was no Court ruling on the substantive merits of fluoridation. This led to the resolution from Local Government New Zealand's 2014 AGM for a legislative change to remove the decision on this from local authorities and assign it to the Director-General of health.
- 3.4 However, the Bill does not make that assignment. Instead, the Bill allows (but does not compel) District Health Boards to give a direction that any particular water supply is to be fluoridated – and that direction must be complied with. Although the Government is satisfied that the scientific evidence of the benefits from fluoridation is robust, the Ministry of Health's regulatory impact statement recognises that every water treatment plant serving a population between 500 and 5,000 may not be able to adopt fluoridation cost-effectively.¹ This was a factor in the Government opting to assign this responsibility to District Health Boards rather than the Director-General of Health. However, the Bill as drafted has no requirement on District Health Boards to consult with affected communities or the relevant local authority.

¹ The Ministry of Health estimates that the total additional direct costs of extending fluoridation to populations not currently receiving fluoridated water as \$144 million over 20 years, of which \$48 million is upfront investment in capital works and around \$96 million for operational costs. There are estimated savings (in health costs) of \$5 million for every \$1 million invested.

- 3.5 Local Government New Zealand is preparing a submission based on the following key points:

The Bill as drafted does not reflect the mandate that members gave to LGNZ regarding fluoride from its AGM in 2014.

It does not make a full transfer of decision-making responsibility from local authorities. Instead, it empowers District Health Boards to make directions to local authorities to introduce or cease fluoridation of drinking water. District Health Boards are not required to consider fluoridation. Consequently, local authorities will remain the decision-makers on the issue if the relevant District Health Board does not elect to use the Bill's new powers.

The cost of fluoridation should lie with the decision maker, who should be the Director General of Health.

Amendments sought to the Bill

- There should be no residual decision-making capability with local authorities. The Bill should require the Director-General of Health to consider whether fluoride should be added to drinking-water supplies.
- The cost of fluoridation should be met by the decision maker. This should be specified in the Bill or a clear undertaking given by the Government.

- 3.6 The full submission is likely to be available for tabling at the meeting.
- 3.7 A draft submission supporting the intended approach by Local Government New Zealand is attached as Appendix 4.

4 Submission on fire permitting under the Fire and Emergency New Zealand Bill

- 4.1 The Department of Internal Affairs has invited Council to give its view on how best to regulate fire permitting. From 1 July 2017, Fire and Emergency New Zealand (FENZ) will be responsible for fire in open air. Responsibility for setting fire seasons and granting fire permits will sit with FENZ rather than fire authorities or enlarged rural fire district committees or territorial authorities. The FENZ legislation requires permitting to be regulated.
- 4.2 There are two principal options being considered – either to regulate the information to grant fire permits or to regulate FENZ's use of its power to grant permits. The first is similar to that currently in the Forest and Rural Fires Regulations 2005, so has the advantage of being familiar (and readily able to be implemented by 1 July 2017). The second would give flexibility but would also be more complex to administer and potentially delay the issue of permits (and may be difficult to have fully in place by 1 July 2017).

- 4.3 A draft submission is attached as Appendix 5a. It reflects the views of Council's Principal Rural Fire Officer. The Department's options paper is Appendix 5b.

5 Local Government Excellence Programme

- 5.1 The assessment process has now been confirmed, including the information to be provided, the assessors (Adam Feeley and Ross Vintiner), and the time for their visit (20-21 March 2017). Elected Members are invited to be part of the interviews conducted during that time.

6 Carter Holt Harvey litigation

- 6.1 Carter Holt Harvey (CHH) has issued proceedings in the High Court seeking to join 50 councils to litigation it is engaged in with the Ministry of Education. Rangitikei is one of those councils. The litigation concerns damages to the Ministry's buildings allegedly arising from faulty CHH products. CHH argues that councils may bear some liability. The validity of CHH's claim is to be challenged.

7 Prosecution over dog attack in Hunterville

- 7.1 In June 2016 there was a serious dog attack in Hunterville which resulted in the victim being airlifted to hospital and the dog being destroyed (by Police, in conjunction with Council's Animal Control staff).
- 7.2 Although the dog has been destroyed (thus removing the public threat), the seriousness of the attack warranted prosecution of the owner: the matter will be heard in the Marton District Court in February 2017.

8 Joint application with Manawatu District Council for subsidised neutering of dogs

- 8.1 In September 2016, the Associate Minister of Local Government announced \$850,000 for local authorities to run subsidised neutering programmes for dogs classified as menacing (or which would be if registered). The first call for applications (in December 2016) required the neutering programme to be in place before Christmas, which not feasible for us. There were 53 dogs in the Rangitikei District classified as menacing as at 30 June 2016.
- 8.2 A second call for applications closes on 23 January 2016. A joint application is being made with Manawatu District Council. If successful, there will be no expenditure implications: costs will be 'in kind'.

9 Waste levy expenditure - outcome of compliance review by the Ministry for the Environment

- 9.1 As part of the Waste Minimisation Act 2008 compliance assurance programme, the Ministry for the Environment undertakes periodic assessments whether local authorities are complying with section 32 of the Act – i.e. that they have spent levy money only on (a) matters to promote or achieve waste minimisation; and (b) in accordance with their waste management and minimisation plan.
- 9.2 The Council received just under \$54,000 in waste levy payments in 2015/16. It supports the Enviroschools and Paper for Trees Programmes
- 9.3 The outcome of the review is positive, with the Council being placed on a long review cycle (i.e. two years). The Summary Report is attached as Appendix 6.

10 Process for confirming membership of the District Licensing Committee

- 10.1 The term of the current Committee (including the Commissioner) expires on 27 February 2016. Council previously agreed that the term of the next Committee would be from 1 March 2017 to 31 January 2020.
- 10.2 Section 189 of the Sale and Supply of Alcohol Act prescribes that any licensing committee comprises three people, drawn the list of approved people. However, the chair must be either an elected member of the Council or a commissioner appointed by Council to the committee. The latter has been the case for the present committee. In Rangitikei, most of the functions prescribed by the Act are carried out by the chair; during 2015/16, the Committee did not meet.
- 10.3 A public notice has been prepared inviting nominations from people to be considered for appointment. The outcome of that will be reported to Council's next meeting.
- 10.4 Section 192 of the Sale and Supply of Alcohol Act 2012 requires that, to be eligible, a person must have experience relevant to alcohol licensing matters. The Act also specifies two exclusions:
- No actual or perceived involvement (or a relationship with someone who has actual or perceived involvement) with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias;
 - Ineligible for appointment is anyone who is a constable, a Medical Officer of Health, an inspector, or an employee of the territorial authority.

10.5 The term of consecutive membership is limited to ten years so all existing members are eligible to reapply. The relevant information will be passed to them.

10.6 Section 195 of the Act provides that the level of fees and allowances payable to members (including commissioners appointed to the Committee) is set by the Government.

11 Liquor Control Bylaw 2010– editorial correction – Schedule 2B

11.1 This bylaw specifies those areas in the District where the consumption of liquor is prohibited. For Ratana, this includes the entire length of Rangatahi Road. However, the more detailed map in Schedule 2B of the bylaw does not align to that prescription. In addition, the name of the road has been misspelt. Schedule 2B from the bylaw and the relevant aerial view from Intramaps are attached as Appendix 7.

11.2 Section 156 of the Local Government Act 2002 allows Council to correct such errors by a resolution publicly notified. A recommendation to allow that is included.

12 Marton Wastewater Treatment Plant Advisory Group

12.1 Council wanted community members appointed last triennium to this Advisory Group to be asked if they were willing to continue for the new triennium. Robert Gunn and Geoff Mills accepted and the Marton Community Committee recommended that Lynda Hunter be its representative on the Advisory Group for this triennium. However, two previous members have declined reappointment, so advice will be needed from the Marton Ward Councillors on suitable replacements.

12.2 It is intended to call the Group together during February.

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

13.1 The situation is unchanged from that reported to Council at its meeting on 1 December 2016, i.e. the plan of work has not yet been received, and the owner is not permitted to allow the use of the downstairs apartment until this matter is resolved.

14 Update on former Taihape College site, 55 Rauma Road

14.1 At the meeting with users of the facilities on 14 November 2016, it was agreed that Council would:

- draft a model of 'reasonable costs' having regard for its current charging structure on halls - i.e. electricity and water being paid by the user groups with consideration of variable rates between casual and permanent users; and
 - check the feasibility of fencing off some of the area for grazing so that ground maintenance costs would be lower.
- 14.2 Electricity and water costs at the facilities average \$600/month over the past year, or just slightly more than \$7,000 annually. The fairest allocation is probably on the basis of the time which each group uses the facilities, but Council currently does not have that information. The groups may prefer a different approach, having regard for income streams of the different organisations.
- 14.3 The hireage rate for use of the hall could be set as the same for Council's halls – currently \$100.00 to \$150.00 depending on time (but reduced to one fifth for local non-profit community organisations). However, in further discussion with some of the users, it is apparent that the extent of casual use is small, so a variable rate will have little impact on the permanent users.
- 14.4 Taihape Area School has confirmed that it will continue to mow the soccer field at no cost to the users of the facilities or to Council. The remaining area of fields could be fenced off and grazed.
- 14.5 A further meeting with the facility users will be arranged with the objective previously noted, i.e. to reach a consensus from which a recommendation can be made to Council's meeting on 23 February 2017 on the proposed licence to occupy.

15 Funding support for community libraries

- 15.1 For at least the past 20 years, the Council has received a grant from the J B S Dudding Trust for the District libraries, including the voluntary community libraries at Hunterville, Mangaweka and Kawhatau. This year, however, no such grant was made.
- 15.2 The grant to the community libraries supports their running costs, such as stationery and honoraria, and enables building the collections of these modest facilities. \$9,000 was sought for this in Council's last application to the Trust. As there is \$15,000 unspent from this year's budget for the Community Initiatives Fund, it is recommended that this be used to cover the funding shortfall for these community groups from this unexpected decision.

16 Proposed road closures

- 16.1 There have been two requests for road closures since Council's last meeting.

Ohakea Air Tattoo

- 16.2 To address the substantial congestion during the last Air Tattoo, the New Zealand Defence Force has requested a number of road closures in the Manawatu and Rangitikei Districts from noon on 23 February 2017 to noon on Monday 27 February 2017. The application is attached as Appendix 8a. The only affected roads in the Rangitikei are Watson Street and Wilson Road (both in Bulls). Closure points will be monitored on a continuous basis so that residents will still be able to get access to their properties.
- 16.3 One objection has been received, from Tony Young, attached as Appendix 8b, which Council will need to determine. One of his concerns is that during this time there will be no access to the Bulls Waste Transfer Station. Signs are currently in place advising that, and the availability of the service in Marton.
- 16.4 The question for Council is whether allowing the objection will compromise the integrity of the road control and transport management arrangements which have been designed to avoid a repeat of very substantial congestion at the previous event.

Taihape Gumboot Day

- 16.5 The Taihape Community Development Trust has requested closure of Tui Street from the intersection with Hautapu Street to the intersection with Kokako Street). This request is for the iconic Gumboot day event. The applications is attached as Appendix 9.
- 16.6 Objections close on 3 February 2017. If any objections are received it is recommended that they be determined jointly by the Mayor, Deputy Mayor and Chief Executive.

17 Request for waiver of all fees

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

18 Service request reporting

- 18.1 The summary reports for first response and feedback (requests received in December 2016) and resolution (requests received in November 2016) will be tabled at the meeting.

19 Health and Safety update

- 19.1 The programme of health and safety site audits continues, most recently at the Marton Swim Centre.

- 19.2 Discussions are under way with Palmerston North City Council for their expert staff to undertake a “fresh eyes” hazard identification at Rangitikei’s water and wastewater treatment plants and for our staff to reciprocate in Palmerston North.
- 19.3 Consideration is being given to the implications for Council on two recent statements from Worksafe: (i) the conviction of the Ministry of Social Development on a charge of failing to take all practicable steps to ensure the safety of its employees at its Ashburton office and (ii) Dealing with earthquake-related hazards. Both instances rely on a robust analysis of risk

20 Staffing

- 20.1 Ashley Dahl has been appointed as Team Leader Financial Services. He will start in February 2017.
- 20.2 Aldo Fehr has commenced as a Building Control Officer covering the vacancy from the retirement of Robbie Walker.
- 20.3 Oliver Sanderson will take up the role of part-time Youth Zone Co-ordinator in Taihape on 30 January 2017. The equivalent role in Marton is being re-advertised and will be filled on an interim basis by Gillian Bowler.
- 20.4 Graeme Carlyle has left his role as Parks Assistant. The vacancy will be advertised; short-term support for the next six weeks will be provided by Kayla and Samantha Gledhill.
- 20.5 Yvonna Paulo has started as a part-time Library and Information Officer.
- 20.6 The Animal Control Officer vacancy created by the retirement of Fred de Burgh (20 January 2017) has been advertised, attracting over 70 applicants.

21 Recommendations

- 21.1 That the report ‘Administrative matters – January’ be received.
- 21.2 That His Worship the Mayor be authorised to sign the proposed triennial agreement for the Horizons Region, accepting any minor changes proposed by other councils.
- 21.3 That Council notes the Mayoral appointment of _____ on the Four Regions Trust (formerly Powerco Wanganui Trust) to replace Erina True whose term expires on 31 March 2017.
- 21.4 That His Worship the Mayor be authorised to sign, on Council’s behalf, the proposed submission [as amended/without amendment] on the Health (Fluoridation of Drinking Water) Amendment Bill.

- 21.5 That His Worship the Mayor be authorised to sign, on Council's behalf, the proposed submission [as amended/without amendment] on regulating fire permitting under the Fire and Emergency New Zealand Bill.
- 21.6 That Council approve paying \$9,000 from the unspent allocation in the Community Initiatives Fund to cover the expenditure projected by the community libraries (Huntermville, Mangaweka and Kawhatau) in the Council's declined application to the J B S Dudding Trust.
- 21.7 That the objection from Tony Young to the closure of Watson Street and Wilson Road (Bulls) between 23 February 2017 (noon) and 27 February 2017 (noon) be
- EITHER upheld (and the New Zealand Defence Force advised accordingly).
- OR overruled (on the grounds that to allow these streets to remain open would affect the integrity of road control and transport management for the Ohakea Air Tattoo).
- 21.8 That any objections to the proposed closure of part of Tui Street, Taihape, on 4 March 2017 for the Gumboot Day event be determined jointly by the Mayor, Deputy Mayor and Chief Executive.

Ross McNeil
Chief Executive

Appendix 1



Triennial Agreement for the Manawatu-Wanganui Region

January 2017

MANAWATU-WANGANUI REGION

TRIENNIAL AGREEMENT

PURPOSE

This Triennial Agreement (Agreement) is established under section 15 of the Local Government Act 2002 (LGA) (but also has relationships with sections 14 and 16). The purpose of this Agreement is to give effect to the principles of local government through the establishment of protocols for communication and coordination between the local authorities of the Manawatu-Wanganui Region. The Agreement gives particular effect to the promotion of desired community and local authority outcomes and objectives in such a way as to achieve sustainable development and promote the interests of the Region's communities. The Agreement also establishes the process for consultation on proposals for new Regional Council activities.

The Agreement is effective from 1 March 2017 until such time as the Agreement is either amended by the agreement of all parties or is renewed following the 2019 local authority elections and before 1 March 2020.

PARTIES

The signatories to this agreement are:

Principal Signatories:

(those local authorities whose boundaries are completely or primarily encompassed within the Manawatu-Wanganui Region and who primarily identify with that Region).

1. *Horizons Regional Council (Manawatu-Wanganui Regional Council)*
2. *Horowhenua District Council*
3. *Manawatu District Council*
4. *Palmerston North City Council*
5. *Rangitikei District Council*
6. *Ruapehu District Council*
7. *Tararua District Council*
8. *Whanganui District Council*

Non-primary Signatories:

(those local authorities whose boundaries bisect the Manawatu-Wanganui Region but whose principal identification is with another Region).

1. *Taupo District Council*
2. *Waitomo District Council*
3. *Stratford District Council*

This Triennial Agreement is binding on all local authorities of the Manawatu-Wanganui Region. It is recognised that for Non-primary Signatories, the degree of involvement in the actions required under "B. Communication and Coordination" and "D. Form" will be in proportion to the degree to which these parties are affected by decisions, issues, proposals or other matters, as determined by the Non-primary Signatories.

AGREEMENT

A. General

Signatories to this Agreement agree to work together in good faith for the good governance of their localities and the Region.

Signatories to this Agreement recognise that:

- The communities within the Region are diverse and encompass a range of desired outcomes and objectives.
- Collaboration and cooperation between local authorities of the Region can more effectively promote social, economic, and cultural interests of communities in the Region, and maintenance and enhancement of the Region's environment.
- Collaboration and cooperation between local authorities of the Region can bring efficiencies in terms of planning, administration costs and consideration of decision-making and consultation requirements, increases available resources and promotes cooperative approaches in taking strategic judgements about the allocation of resources.
- Although collaboration and cooperation are outcomes that should be strived for, each local authority has the legislative mandate to govern their own area as appropriate.
- Collaboration and cooperation between local authorities of the Region can more effectively grow the region's economy for the benefit of its communities.

B. Communication and Coordination

Signatories to this agreement will:

1. Hold a meeting of Mayors, regional Chairperson and their Chief Executive Officers every six months to review the performance of the Agreement as outlined under section D(1) of this Agreement;
2. Work together to develop a common process for promoting or achieving priorities and community outcomes, and making efficient use of resources, in accordance with section 14(e) LGA;
3. Develop joint approaches as required.
4. Provide for early notification (through the appropriate council or officer forum) of, and participation in, decisions that may affect other local authorities in the Region in accordance with the requirements of sections 77-89 LGA (decision-making and consultation). This will include distribution of draft documentation of major policy discussions and the development of consultation policies;
5. Apply a 'no surprises' policy whereby early notice will be given over disagreements between local authorities concerning policy or programmes before critical public announcements are made;
6. Use existing structures to pursue greater collaboration within the Region (refer to Appendix One);
7. Consider joint community consultation for issues affecting more than one authority.

8. Provide opportunities for other local authorities, whether party to this agreement or not, to work jointly on the development of strategies and plans for the achievement of identified outcomes and priorities.
9. Work together to achieve regional economic growth and development (refer to Appendix Two).

C. Regional Co-operation

1. The parties note that there is value, in the appropriate circumstances, in working together to take a regional approach to issues and opportunities of mutual benefit.
2. In this triennium the parties note that areas of regional focus include developing regional growth and prosperity (e.g. through Accelerate25) and identifying regionally significant facilities (e.g. sports and recreation facilities).
3. Other areas of regional focus may arise during the triennium and will be considered by mutual agreement including any matters relevant to section 15(2)(c) LGA.
4. The parties are committed to ongoing and open discussions about how they best work together to develop opportunities that are regionally as well as locally significant.

D. Proposals for New Regional Council Activities

1. New Activities

New activities for Horizons Regional Council may be proposed either by the Regional Council itself or by one or more constituent territorial authorities when they see an opportunity for the Regional Council to pick up new activities. The process for consultation on proposals for such activities shall be as follows:

- a. The affected parties agree to discuss the issues involved at one or more of the existing forums, and to provide early drafts of proposals to affected councils for early comment in accordance with the requirements of sections 77-89 LGA (decision-making and consultation).
- b. The Regional Council will inform all territorial authorities within the Region of:
 - the nature of the activity proposed to be undertaken;
 - the scope of the proposal (including size, districts covered and why); and
 - the reasons for the proposal.
- c. Territorial authorities will be given a reasonable period of time, but no less than 40 working days, to respond to any such proposal. The Regional Council agrees to fully consider any submissions and representations on the proposal made by territorial authorities within the Region.
- d. Final decisions (including considerations leading to the specific decision) will be communicated to the next available Regional Chiefs' meeting.

2. Significant New Activities proposed by Horizons Regional Council

If the Regional Council or a Regional Council controlled organisation proposes to undertake a significant new activity, and these activities are already undertaken or proposed to be undertaken by one or more territorial authorities within the Region, section 16 of the LGA will apply.

However, in the spirit of this agreement, the parties agree to an expanded consultation and communication process. The parties agree to discuss the issues involved at one or more of the existing forums, and to provide early drafts of proposals to affected councils for early comment in accordance with the requirements of sections 77-89 LGA (decision-making and consultation).

The parties also agree that prior to implementing the formal provisions of section 16 (2 and 3):

- a. The Regional Council will inform all territorial authorities within the Region of:
 - the nature of the activity proposed to be undertaken;
 - the scope of the proposal (including size, districts covered, and why); and
 - the reasons for the proposal.
- b. Territorial authorities will be given a reasonable period of time, but no less than 40 working days, to respond to any such proposal. The Regional Council agrees to fully consider any submissions and representations on the proposal made by territorial authorities within the Region.

Should the mediation processes outlined in section 16(4) be initiated, the parties agree to the following process. If no agreement on a mediator is forthcoming a mediator will be appointed by the president of the Manawatu District Law Society. If mediation is unsuccessful, any of the local authorities affected may ask the Minister of Local Government to make a binding decision on the proposal. The cost of mediation will be met equally by the parties that have agreed to the mediation.

E. Form

Consultation in relation to this agreement will take one or more of the following forms:

1. A meeting of Mayors, regional Chairperson and their Chief Executive Officers will occur at least once every six months to review the performance of the agreement and discuss outstanding issues. This meeting will occur as part of the regular Regional Chiefs' meetings and minutes of the review discussions will be distributed to each council within the Region. This does not preclude meetings being coordinated by councils on request. All public communications from these meetings shall be approved by all participants prior to their release.
2. Existing regional and sub-regional forums, such as Regional Chiefs' meeting.

3. Meetings between councils and meetings between staff as necessary to achieve communication and coordination on issues identified in the Agreement.
4. An annual report (July to June) provided to all interested local authority members within the Region at the Regional Chiefs' meeting scheduled during or about September each year.

F. Agreement to Review

The parties agree to review the terms of this Agreement within 40 working days of a request by one of the parties being made in writing to the local authority with delegated responsibility to service the Agreement. Such a request will be accompanied by a Statement of Proposal including outcomes sought and reasons for the proposal, and engage all affected parties in consultation.

G. Consultation in Relation to Resource Management Act 1991 (RMA) Policy and Plans

The following consultation process will apply to the preparation of a new, or change, variation, or review of an existing, Regional Policy Statement, regional plan or district plan by a local authority in the Region:

1. The Regional Council will seek the input of territorial authorities, and vice-versa, for the preparation or review of the Regional Policy Statement, or regional or district plan.
2. For the Regional Policy Statement or a regional plan, the Regional Council will make the draft version available to all territorial authorities in the Region for discussion and development.
3. The parties to this agreement acknowledge their obligation to act in accordance with the principles of consultation set out in Section 82 LGA.

H. Resolving Disagreement

In the event of a disagreement over the actions taken to give effect to this agreement that cannot be successfully resolved by affected parties, the parties agree to refer the issue of disagreement to mediation.

I. Servicing

Signatories agree that responsibility for servicing this agreement shall be carried out by Horizons Regional Council. Servicing involves:

- Providing those secretarial services required; and
- Acting as a media and communications contact (including the provision of information to the public on request) in relation to matters covered in the Agreement on a case by case basis and in a format agreed by affected parties.

J. Statutory Requirements

This document is deemed to duly constitute fulfilment of section 14e, 15 and 16 of the LGA, and [Schedule 1 Clause 3A\(1\) of the RMA](#).

Section 15 of the LGA requires that:

1. Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement containing protocols for communication and coordination among them during the period until the next triennial general election of members.
2. Each agreement must include a statement of the process for consultation on proposals for new Regional Council activities.
3. After the date specified in subsection (1), but before the next triennial general election of members, all local authorities within each region may meet and agree to amendments to the protocols.
4. An agreement remains in force until replaced by another agreement.

In addition, other sections of the Act also require collaboration:

Section 14(e)

1. A local authority should collaborate and cooperate with other local authorities and bodies as it considers appropriate to promote or achieve its priorities and desired outcomes, and make efficient use of resources.

Section 16 – (summarised)

1. If a Regional Council, or a Regional Council-controlled organisation, proposes to undertake a significant new activity, the Regional Council must advise all the territorial authorities within its Region and the Minister of Local Government of the proposal, include it in the draft Long Term Plan, and go through mediation if agreement is not reached.

Schedule 1 Clause 3A(1) of the RMA requires that:

A triennial agreement entered into under section 15(1) of the LGA must include an agreement on the consultation process to be used by the affected local authorities in the course of—

- (a) preparing a proposed policy statement or a variation to a proposed policy statement; and
- (b) preparing a change to a policy statement; and
- (c) reviewing a policy statement.

AUTHORITY

This Agreement is signed by the following on behalf of their respective authorities.

Council		Signature
Horizons Regional Council	Bruce Gordon Chairperson	_____ Date:
Horowhenua District Council	Michael Feyen Mayor	_____ Date:
Manawatu District Council	Helen Worboys Mayor	_____ Date:
Palmerston North City Council	Grant Smith Mayor	_____ Date:
Rangitikei District Council	Andy Watson Mayor	_____ Date:
Ruapehu District Council	Don Cameron Mayor	_____ Date:
Stratford District Council	Neil Volzke Mayor	_____ Date:
Taranua District Council	Tracey Collis Mayor	_____ Date:
Taupo District Council	David Trewavas Mayor	_____ Date:
Waitomo District Council	Brian Hanna Mayor	_____ Date:
Whanganui District Council	Hamish McDouall Mayor	_____ Date:

APPENDIX ONE

Existing structures that promote communication and collaboration include, but are not limited to:

Forum	Members	Comments
Regional Chiefs	<i>Horizons RC Horowhenua DC Manawatu DC Palmerston North CC Rangitikei DC Ruapehu DC Taranaki DC Whanganui DC</i>	
SOLGM – Society of Local Government Managers		
LGNZ Zone and sector meetings		
LAPRN Local Authorities Public Relations Network	Public Relations/ Communications practitioners from Manawatu-Wanganui Region	
	Planners from local authorities in Manawatu-Wanganui Region	COGS meetings coordinate with Regional Chiefs meeting dates.
	Meeting of revenue and rating managers from Manawatu-Wanganui Region	
	Meeting of electoral officers from Councils in this Region	
IPWEA (Institute of Public Works Engineering Australasia)		http://www.ipwea.asn.au/
Civil Defence and Emergency Management Group		
ALGIM – Association of Local Government Information Management		Mission is to provide leadership to Local Government in Information Management and Information Processes. http://www.algim.org.nz/
MW LASS Ltd – Manawatu-Wanganui Local Authority Shared Services Limited	<i>Horizons RC Horowhenua DC Manawatu DC Rangitikei DC Ruapehu DC Taranaki DC Whanganui DC</i>	

Forum	Members	Comments
Manawatu District and Palmerston North City Joint Strategic Planning Committee	<i>Manawatu DC</i> <i>Palmerston North CC</i>	

APPENDIX TWO

Collaboration and Co-operation for Regional Economic Development

The purpose of this Appendix is to describe how the district, city and regional councils (the Councils) in the Horizons (Manawatu-Wanganui) region will work together to achieve economic growth and development.

This Appendix is a demonstration of the Councils' shared vision which is

To work collaboratively to grow the region's economy for the benefit of its communities.

The agreement

Notwithstanding the requirements of Sections 16 and 77-89 of the LGA, the parties agree:

- To use the Regional Chiefs Forum as a mechanism to formally discuss any issue relating to Economic Development.
- To work collaboratively to enhance opportunities for growth and development in the region.
- That the principle of a regional approach benefits all parties.
- To communicate openly about opportunities for growth whilst respecting commercial confidentiality.
- To make economic growth and development a priority and a standing item at their regular meetings, termed 'Meetings of the Regional Chiefs'.
- To review proposed works on an annual basis. Additional items may be added to this Appendix at any stage with the agreement of all parties.

Works proposed this triennium

In the 2015-16 financial year the parties will work collaboratively to implement the opportunities identified in the Manawatu-Wanganui Regional Growth Study released by central Government on 13 July 2015.

The work may include:

- Providing feedback on implementation from the Regional Chiefs to the Lead Team. (The Lead Team would likely consist of; 2 Mayors/ Chairs, 2 iwi representatives, 2 business representatives, 1 Central Government representative and 1 Chair who holds a non-voting position)
- Engaging both governance and staff in project teams that will be charged with identifying and implementing actions arising from the Regional Growth Study.
- Working with iwi and business leaders to aid implementation of the Regional Growth Study.

Appendix 2

RECEIVED

30 NOV 2016

To: MH / RM
File: 4-ED-3-8
Doc: 16-0878

23 November 2016

The Chief Executive Officer
Rangitikei District Council
Private Bag 1102
Marton 4741

Attention: Ross McNeil

Dear Ross

RETIREMENT AND APPOINTMENT OF FOUR REGIONS TRUST (FORMERLY POWERCO WANGANUI TRUST) TRUSTEES

We write to advise that under the rotational retirement of Trustees, Mrs Erina True of Hunterville will retire as a Trustee of the Four Regions Trust on 31 March 2017. Erina has served the Trust and Rangitikei in an exceptional manner for the maximum 9 years, and is sadly no longer eligible for reappointment.

We refer you to the relevant Trust Deed Clauses as follows:

1. Clause 6.1b of the Trust Deed dated 29 March 2006 states that:
"Two of the Trustees may be appointed by the person holding office as the Mayor of Rangitikei after consulting with the Councillors of the Rangitikei District Council and the Trustees".

This clause further states that

"One of the Trustees appointed Pursuant to this sub clause, at the time of the first appointment of that person as a Trustee must live outside a radial distance of 15kms from the head office of the Rangitikei District Council".

Alan Thomas a current trustee under Clause 61B resides in Taihape.

2. Clause 6.4 states that:
"When appointing Trustees, the appointers shall seek and have regard to any recommendation by the Trustees but shall not be bound by those recommendations".
3. Clause 6.2 states that:
"A Trustee appointed pursuant to Clause 6.1 may be, but need not be, a Councillor or an employee of a District Council. Not more than two Trustees may be persons who are Councillors or employees of any of the District Councils referred to in Clause 6.1".

Currently there are no Trustees that are either a councillor or employee of a District Council.

The next Trustee meeting will be held on 22 March 2017. It would be most helpful if the Council could advise us prior to that date who they wish to appoint to replace Mrs Nicole Higgle.

Yours faithfully

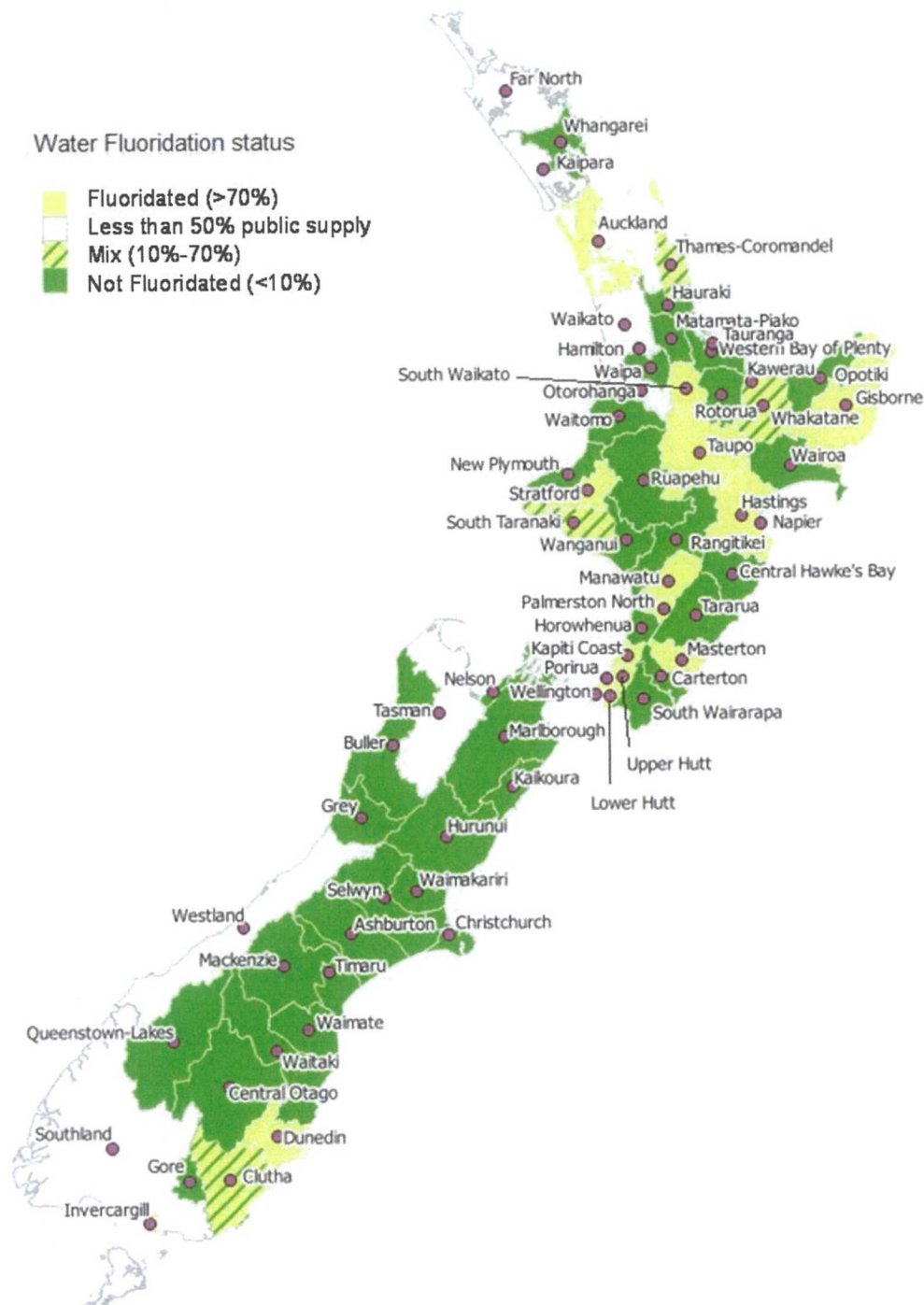
A handwritten signature in black ink, appearing to read 'James Bowen', with a stylized flourish at the end.

James Bowen

Secretary
Four Regions Trust

Appendix 3

Water fluoridation status for reticulated water supplies by territorial authority, at January 2014



Ministry of Health – Regulatory Impact Statement – Decision-making on fluoridation (March 2016), page 29.

Appendix 4

26 January 2017

File No: 3-OR-3-5

Hon Peter Dunne
Chair
Health Committee
Parliament Buildings
Molesworth Street
WELLINGTON 6160

health@parliament.govt.nz

Dear Peter

Health (Fluoridation of Drinking Water) Bill

The Rangitikei District Council thanks the Committee for the opportunity to comment on this highly important Bill.

The Council is pleased that the Government has responded in this way to the resolution from the 2014 Annual General Meeting of Local Government New Zealand to transfer the decision-making on whether to fluoridate drinking water supplies from local authorities.

We are aware that Local Government New Zealand is making a submission, and we support the points raised in that. We feel it is critical that there is no ambiguity about local authorities still being able to make such a decision if the relevant District Health Board elected not to do so. We think that is not the intention of the Bill. It is preferable that the Director-General of Health is the decision-maker.

We think the question of costs – especially the upfront investment costs for introducing fluoride – needs to be addressed in the Bill. These should not lie with local authorities.

Given our support for Local Government New Zealand's view, I do not ask for an opportunity for me to talk with the Committee.

Yours sincerely

Andy Watson
Mayor of Rangitikei

Appendix 5a



26 January 2017

File No: 3-OR-3-5

Colin MacDonald
Chief Executive
Department of Internal Affairs
P O Box 805
Wellington 6140

by email: FireServicesTransition@dua.govt.nz

Dear Colin

Regulating fire permitting under the FENZ Bill

Thank you for the opportunity to comment on the Department's options paper. In preparing this comment, Council has sought the views of its Principal Rural Fire Officer who has considerable experience in this matter. Taking the questions in turn:

The Council strongly favours Option 1A – regulating information to grant fire permits – and we are glad to see that is the Department's preference. This process under the Forest and Rural Fires Act has been in use for a long time and it allows a variety of applications related to open air burning. It is a simple process and provides a consistent approach to each application. We see no advantage from Option 1B which had an additional requirement to include decision-making criteria. To create criteria covering all types of applications or scenarios would be lengthy (and perhaps impossible).

We agree with the Department's analysis of the impacts of Options 1A and 1B, but under Option 1A the applicant will normally be aware – in general, if not in detail, what criteria are applied in making the decision to grant or refuse an application.

Option 2 – regulating FENZ's use of its power to grant permits – is new. Council does not support it. While at first sight enabling FENZ to require information from applicants which it consider necessary (instead of the same information from all applicants) implies a more targeted, efficient and faster process, there is a risk that the right information is not provided at the start, introducing delays.

We think the Department's analysis of the impacts of Option 2 is not quite realistic. It will be difficult, if not impossible, to specify criteria for the varying nature of fires. That means some probability of FENZ having to request further information –resource hungry on both FENZ and the applicant, and delaying the decision. We doubt whether it is feasible to have this complex option in place by 1 July 2017.

I hope these comments are useful.

Yours sincerely

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

Andy Watson
Mayor of the Rangitikei

Draft

Appendix 5b

Regulating fire permitting under the FENZ Bill

The Department of Internal Affairs would like your views on how to regulate fire permitting.

This document targets people who likely know fire permitting best (e.g. frequent applicants/permit users, and issuers). Please provide responses to the questions in this document by **Thursday 26 January 2017** to FireServicesTransition@dia.govt.nz. Your feedback will help inform the proposals we progress, ready for the establishment of Fire and Emergency New Zealand (FENZ) on 1 July 2017.

The FENZ Bill, and FENZ's controls on fire in open air

The FENZ Bill was reported back from Select Committee on 22 December 2016. If passed, the Bill will establish FENZ as a single, unified fire services organisation.

From 1 July 2017, FENZ will be responsible for fire in open air. Responsibility for setting fire seasons and granting fire permits will sit with FENZ, rather than fire authorities or enlarged rural fire district committees or territorial authorities.

Permits granted under the Forest and Rural Fires Regulations 2005 before 1 July 2017 will remain valid (e.g. after 1 July 2017), until they expire. FENZ will work with territorial authorities on the transfer of their permitting responsibilities. But territorial authorities could continue granting fire permits until FENZ and the territorial authority agree to FENZ's permitting system applying in the territorial authority's area.

To continue to allow fires in open air to be lit, we need to regulate permitting

Under the FENZ Bill, fire permits can only be granted if permitting regulations are in place. A person cannot light a fire in open air during a restricted or prohibited fire season, without a permit. Permits are important to the continued use of fire as a land management tool.

The need to comply with other obligations remains, despite a fire permit (e.g. rules for discharging smoke or other contaminants into air).

Fires in open air without permitting – other possibilities for allowing fires are limited

If we don't regulate permitting, FENZ cannot grant fire permits when the FENZ Bill becomes law.

Without permitting, FENZ could adapt its setting of restricted or prohibited fire seasons to cover small areas of land and frequently review the seasons. But FENZ, and those lighting fires, could find this complicated. Unlike fires lit under fire permits, FENZ would not know about intended fires, and FENZ would be unable to place appropriate conditions on fires lit in open air.

Options for regulating permitting under FENZ Bill

Option 1A – regulating information to grant fire permits (preferred)

Option 1A is our preferred option. Option 1A would update the approach of the Forest and Rural Fires Regulations 2005 (FRF Regulations).

The FRF Regulations include a form for fire permits. The form requires information like the permit holder's name, address and location of the fire, and imposes specified conditions.

Taking this approach, permitting regulations under the FENZ Bill could require certain information (but without prescribing a permit form). For example, regulations under Option 1A could:

- require certain information from the applicant (e.g. applicant's name and address, location of fire, fuel types to be burned, and other specified information); and
- require FENZ to provide compliance information when granting permits (e.g. a validity period and specific conditions such as no lighting fires in strong winds. Other conditions could also still be set).

Option 1B – regulating information to grant fire permits, plus decision-making criteria

Option 1B is the same as Option 1A, but would also regulate how FENZ determines a permit application. This would help ensure safeguards around FENZ's exercise of its power to grant permits.

In addition to the matters under Option 1A, permitting regulations for Option 1B could:

- regulate criteria that FENZ must consider when assessing a permit application (e.g. whether FENZ is granting a permit to light a fire in open air for cultural practices. Another example is whether granting a permit broadly aligns with the aim of reducing the incidence of unwanted fire).

Options 1A and 1B – potential impacts

Applicants would be broadly familiar with these approaches in Options 1A and 1B, as the FRF Regulations' approach is longstanding.

For Option 1A, the matters considered when granting permits are flexible; they're not specifically regulated (except for specified conditions), meaning applicants do not know how FENZ will assess the application. Option 1B specifically regulates the criteria FENZ must consider, which provides some certainty to applicants over how FENZ would determine a permit application. Option 1B does not go as far as regulating types of matters FENZ must consider when imposing permit conditions. This is left to FENZ's discretion, given FENZ's expertise in fire matters.

The broad ability in Options 1A and 1B for FENZ to impose other conditions allows for local variation. The administrative burden of Options 1A and 1B is generally low (for issuers and applicants), and unlikely to significantly change with minor updates.

Implementing Option 1A would be straight forward compared to taking a new approach. Regulating decision-making criteria (which do not currently sit in the FRF Regulations) could make it difficult for FENZ to implement Option 1B by 1 July 2017.

Question 1: what are the advantages and disadvantages of Option 1A, and Option 1B?

Question 2: do you agree with the described impacts from Option 1A, and Option 1B? If not, why not?

Option 2 – regulating FENZ's use of power to grant permits

Another option involves regulating how FENZ uses its power to grant permits. Permitting regulations could:

- enable FENZ to require information from applicants which it considers reasonably necessary (instead of requiring the same information from all applicants);

- regulate criteria that FENZ must consider when assessing a permit application (e.g. criteria like whether the permit is for lighting a fire in open air for cultural practices, and whether granting a permit broadly aligns with the aim of reducing the incidence of unwanted fire); and
- regulate the types of matters FENZ must consider when determining conditions on permits (e.g. matters like fire safety).

Option 2 – potential impacts

This option provides flexibility, with little detail. It would be unfamiliar to applicants, compared to Options 1A or 1B. But applicants would have greater certainty over how FENZ determines a permit application (i.e. as the criteria for decision-making are regulated, along with matters FENZ must consider when determining conditions on permits).

The regulations would likely differ significantly from the current form in the FRF Regulations. This new approach could be difficult for FENZ to implement in time for 1 July 2017.

Question 3: *what are the advantages and disadvantages of Option 2?*

Question 4: *do you agree with the described impacts of Option 2? If not, why not?*

Other suggestions for regulating fire permitting – we'd like to hear your ideas

The two scenarios above are suggested options to consider. But we're also interested in other ideas for regulating fire permitting (while bearing in mind that FENZ's operational policy would likely detail the permitting processes).

Question 5: *what do you consider is crucial to regulate for fire permitting, and why?*

Appendix 6



Ministry for the
Environment
Manatū Mo Te Taiao

• • • • REDUCE • REUSE • RECYCLE • RECOVER • • • •

Waste levy expenditure

Compliance Review Summary Report

Rangitikei District Council

Territorial authority:	Rangitikei District Council
Review contact:	David McMillan
Review physical site address:	46 High St, Marton 4710
Review date:	6 October 2016
Reviewer:	Nigel Clarke / Lucy Blackburn

Rangitikei District Council compliance review summary report 6 October 2016

As part of the Waste Minimisation Act compliance assurance programme, the Ministry for the Environment has undertaken an assessment of whether the Rangitikei District Council complies with requirements of section 32 of the Waste Minimisation Act 2008 (the Act). Nigel Clarke, Senior Analyst and Lucy Blackburn, Analyst for the Ministry conducted the compliance review on 6 October 2016.

Background

Rangitikei District Council has received \$304,494.30 in waste levy payments since the introduction of levy payments to Territorial Authorities in January 2010. For the reporting period under review 2015/2016, Rangitikei District Council has received \$53,745.49 to spend in accordance with section 32 of the Act and the Rangitikei District Council WMMP.

A Waste Assessment was prepared by Rangitikei District Council in August 2010. The Rangitikei District Council's Waste Management and Minimisation Plan was the Council in March 2012.

Rangitikei District Council provides annual high level reports of their levy expenditure to the Ministry.

Rangitikei District Council are beginning the Waste Assessment process in preparation for reviewing and updating the Waste Management and Minimisation Plan in 2018.

Objectives

The objective of the compliance review was to assess whether Rangitikei District Council is spending waste levy funds in accordance with the Act. In particular to assess whether:

- waste levy funding is spent appropriately and in accordance with their waste management and minimisation plan under section 32 of the Act
- waste levy money is being used as described in levy spend reporting to the Ministry
- the Council keeps records of levy income and expenditure and that records are being kept in accordance with good record keeping practices
- there are other areas of concern that should be investigated.

Territorial authority levy expenditure record keeping processes

1. Levy income

Rangitikei District Council codes levy income appropriately in the General Ledger (GL) (code 505000 12). All levy income has been spent by the Council to date.

2. Levy expenditure

A summary of the overall Waste Minimisation accounts as they relate to the levy was provided to me by Rangitikei District Council staff. Project and contract costs were appropriately coded in the ledger. A sample of invoices for project costs related to levy expenditure were reviewed 'on screen' in the Magi Q accounting package. Within the levy spend ledger.

Levy is currently used for:

- Supporting waste education in schools through Enviroschools programme
- Installing waste diversion infrastructure such as mobile recycling containers for rural areas
- Supporting the Paper for Trees programme
- Internal charges for waste personnel

Expenditure can be accounted for through the Council finance system.

3. Authorisation of levy expenditure

Procedures in place to oversee and validate how levy money is spent by Rangitikei District Council

Levy expenditure is authorised through the LTP and Annual Plan process. Levy expenditure is managed through either a single contract payment system or individual purchase orders.

An annual report on levy expenditure by Council sent to the Ministry is prepared and verified by David McMillan.

4. Expenditure categories

Major categories of levy expenditure are within the scope of the Rangitikei District Council WMMP. Categories include:

- Education and Communication
- Research and Reporting

Testing of expenditure records does not suggest expenditure is outside Ministry guidelines or S.32.

Findings and recommendations

Finding

A sound budgeting and financial system is in place with effective controls and financial practice is evident. However, direct oversight of the programme rests with one staff member.

Conclusion

In my opinion, based on the work described in this report and the evaluation criteria set out in the Objective section above, nothing has come to my attention that causes me to believe

that Rangitikei District Council, in managing the expenditure of the levy, has not maintained effective control procedures in relation to expenditure of the levy.

I also recommend that the territorial authority is placed in a long review cycle.

SHORT REVIEW CYCLE	MEDIUM REVIEW CYCLE	LONG REVIEW CYCLE
Required for territorial authorities with moderate to high risks of noncompliance	Required for territorial authorities with moderate risks of noncompliance	Required for territorial authorities for low noncompliance
Review scheduled every 6 months	Review scheduled every 12 months	Review scheduled every 24/36 months

Acknowledgment

I wish to place on record my appreciation of the assistance and cooperation received from the management and staff of Rangitikei District Council.

General Distribution Disclaimer

This report is prepared solely for the Ministry for the Environment's exclusive use and solely for the purpose of informing the Ministry for the Environment on the compliance and processes of the Council. The report is not to be used for any other purpose, recited or referred to in any document, copied or made available (in whole or in part) to any other person without prior written express consent from the Ministry for the Environment. I accept or assume no duty, responsibility or liability to any other party in connection with the report or this engagement, including without limitation, liability for negligence in relation to the factual findings expressed or implied in this report.

Appendix 7

SCHEDULE 2B RATANA



All prohibited areas are shown as shaded in red on map.

Liquor control area:

Ratana Rd from State Highway 3 to Rangitahi Rd

The entire length of the following Roads and Streets:

- ✕ • Rangitahi Rd
- Seamer St
- Taihauauru St
- Waipounamu St
- Ihipera-Koria St
- Tamariki Lane
- Kiatere St
- Taitokerau St
- Wharekauri St

The Park Reserves fronting Rangitahi, Seamer, Waipounamu and Taihauauru Streets
Ratana Temepara Grounds

Rangatahi Road, Ratana

Print Date: 18/01/2017
Print Time: 8:57 AM



Scale: 1:8837
Original Sheet Size A4

Projection: NZGD2000 / New Zealand Transverse Mercator 2000
Bounds: 1784428.69705996,5564506.34013533
1786063.10865964,5566531.23347627

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 8a

187a Ohoka Road,
Kaiapoi
North Canterbury

Phone: 027 723 8392
Email: kurt@menatwork.co.nz

16th December 2016

Manawatu District Council
Private Bag
Feilding

Road Closure Request for Air Tattoo 2017
23rd, 24th, 25th, 26th & 27th February 2017

The organisers of this event are seeking road closures to ensure the safe management of PNR areas, PNR Bus Stacking, Bus Routes & surrounding vicinity Roads by the venue in which are critical to the operation of the event to be closed. Some of these Road Closures are put in place to ensure public stay on their designated detour route to the venue, and to prevent any one parking in these areas.

2017 Ohakea Air Tattoo to be held at Ohakea Air Base. Event comprises of static and aerial displays from both the New Zealand Air Force and overseas visitors. Expected numbers of patrons is 50,000 on each day of the event and these will be directed to either the main car park adjacent to the air base, or to one of the designated park-n-ride locations. Strategic detour routes will be signed for north/south traffic on SH1 and east/west traffic on SH3.

Road Closure locations, date and time on the following page.

Road Closure Monitoring:

All closure points monitored 24 hours per day from installation to removal. This is to maintain security of the closure's and ensure resident access.

Legal Entity:

NZDF is the legal entity for this event. Contact person is Renee Barbour 021 025 68605, renee.barbour@nzdf.mil.nz

Public & Statutory Liability Insurance:

Men at Work Canterbury carries \$10,000,000 of Public Liability insurance, please see the attached Certificate

Contact Person:

The contact person for the road closures is the Traffic Management POC:

Kurt Allan

M: 027 723 8392

E: kurt@menatwork.co.nz

Road Closure Locations, Date & Time

All road closures to be install at 12pm on Thursday 23rd February 2017 through to 12pm Monday 27th February 2017

Location's of Road Closure's:

- Tangimoana Road – SH3 to Rosina Rd
- Taylor Road – SH1 to Tangimoana Rd
- Speedy Road – SH1 to Tangimoana Rd
- Mcdonald Rd – (All)
- Fagan Road – SH3 to Speedy Rd
- Campion Rd – SH1 to Tangimoana Rd
- Rosina Rd – SH1 to Tangimoana
- Soldiers Rd (All)
- Whale Rd (All)
- Flaxmore Rd (All)
- Wilsons Rd – SH3 to Ngaio Rd
- Wilsons Rd – SH3 to SH1
- Wrightman Rd (All)
- Hurst Rd (All)
- Mingaroa Rd – Ngaio Rd to Hallcombe Rd
- Ngaio Rd – Wilsons Rd to Mount Stewart Hallcombe Rd
- Sandon Rd – Lees Rd to Ranfurly Rd
- Phillip St – Fagan St to Acourt St
- Acourt St – Phillips St to SH3
- Watson St (All)

Appendix 8b

Ross - copy for your info.

12 High Street
Bulls

5 January 2017

Rangitikei District Council
Private bag 1102
Marton 4741

RECEIVED

- 9 JAN 2017

To: C. J.
File: 6-RT-4-3
Doc: 17 0009

Dear Sir,

Objection to Road Closures in Bulls for the Air Tattoo on 23 – 27 February 2017

I wish to lodge the following objections to the proposed road closures for the above event.

The actual event overs the weekend of 25 and the 26 February 2016, the closures for the roads outside this period has a major effect on residents and the general public.

Wilson Street is a busy street. Bulls School and the Bulls Kindergarten has their entrances on this street and the road closure will greatly affect all persons having connection with the school and kindergarten on the Thursday, Friday and Monday of your proposed road closure.

Without sufficient reasoning by Council on the lengthy period I cannot see any justification for the road closure.

Similar problems exist for Watson Street, the lengthy road closure will effect businesses operating in the street and public will not have access to complete any business that they may wish to undertake with the businesses in the street.

This also includes the "dump" Public will not have access to this facility for 3 of the days that the dump is advertised being opened.

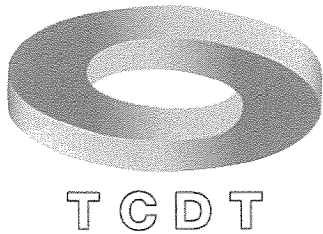
Perhaps better communication by Council could assist. This proposed closure only came to my notice via a social media site. A suggestion that to assist Council they could adopt using social media sites that are currently in existence for the many towns within the District.

Yours sincerely



Tony Young

Appendix 9



Taihape Community Development Trust

Taihape Town Hall
P O Box 25
Taihape 4742
Phone: + 64 6 388 1307
Fax: 64 6 388 1919
Email: info@taihape.co.nz
Website: www.taihape.co.nz

Rangitikei District Council
Private Bag 1102 Marton
4741

To whom it may concern

Taihape Community Development Trust requests a road closure for the annual Taihape Iconic Event Gumboot Day.

- On Saturday 4 March 2017
- From 8am to 5 pm
- We need Tui Street closed, starting from the Bank of New Zealand corner. Attached street map of proposal.

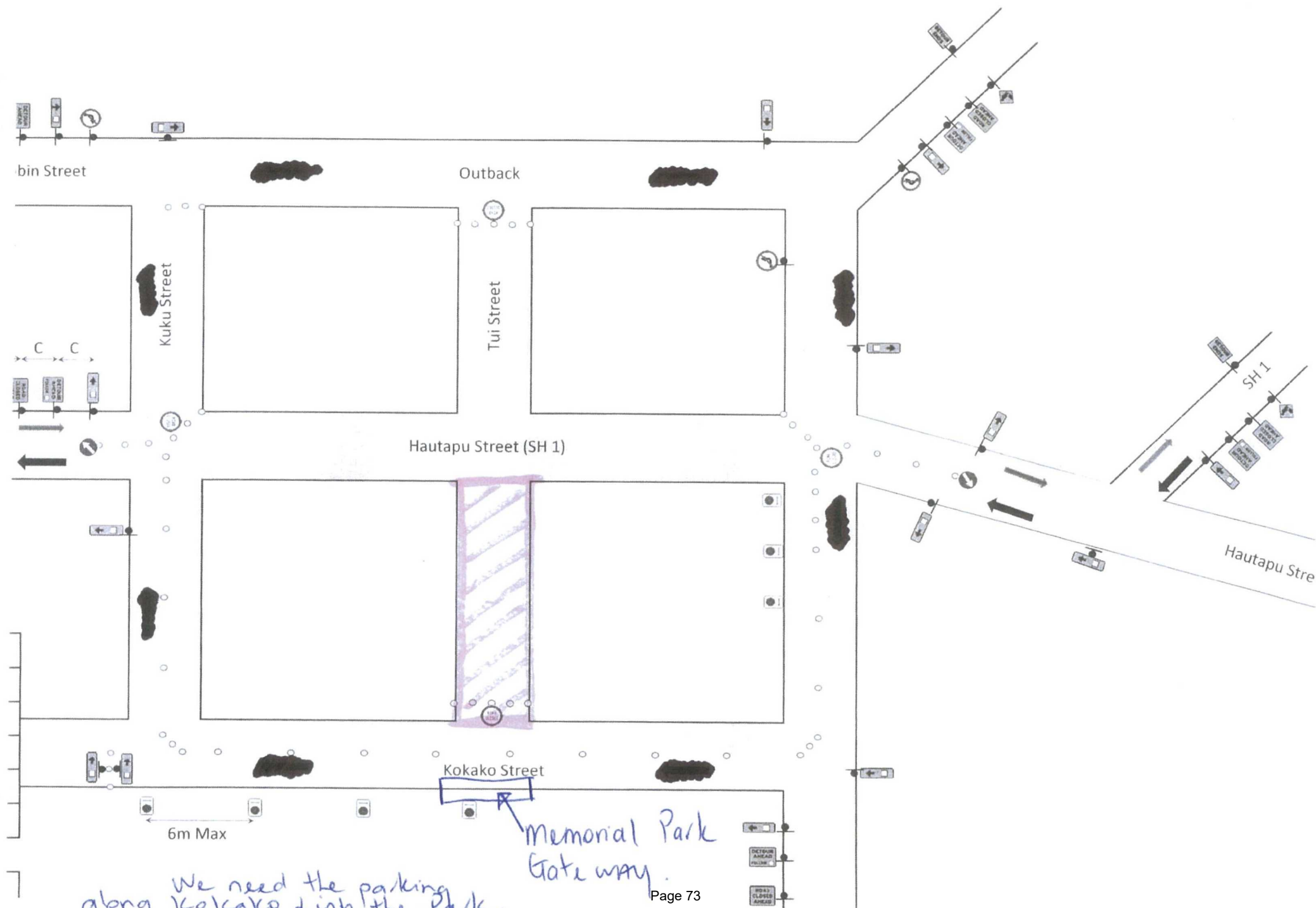
Many of our community have asked of the Trust to move it back to the main street/Hautapu Street SH1, or even back to the Outback along Robin Street. We have looked at these options; option one we realised is not feasible, option 2 we have remeasured and are unable to make it work. So now we are asking Rangitikei District Council if closing off Tui street is a feasible option.

If we can get Tui Street closure, we are looking at activities along the street to attract more attention to the passing traffic to come down and partake in all the activities that we have plan on memorial park.

We look forward to working with you on this

Kind Regards

Michelle Fannin
Assistant Manager
Taihape Community Development Trust.



Attachment 3



Memorandum

To: Council

From: Ross McNeil

Date: 19 January 2017

Subject: **Top Ten Projects – status, January 2017**

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 main part of the programme for 2016/17 has been implemented, continuing to use the bundling approach for engaging contractors. The two outstanding projects are addressing the Mount Curl Road dropout and the work at Majuba Bluff.

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.

This position is unchanged from the last update.

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. Midwest aims to have its pre-

treatment plant operating by April 2017. However, it seems that the leachate will require further treatment before it can be discharged into a waterway. Council has been specific that the application for the new consent for the Marton wastewater treatment plant will not allow leachate to be accepted.

This position is unchanged from the last update.

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.

This position is unchanged since the last update.

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. Their first task has been to complete concept designs for the reconfiguration of the Hunterville rural scheme and for supply through the proposed Tutaenui scheme. This work is supported by water network modelling. Draft demand profiles have been produced, and these have informed the concept designs. Horizons Regional Council has committed to providing a GIS resource for the project. Their GIS staff will create an online viewer that will enable all spatial data to be easily viewed, with layers that can be turned on and off to suit.

Farmers within the project area are being surveyed over the coming months, including some face-to-face interviews.

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. However, Council has indicated that the four units at Ratana are to be excluded.

Over the past twelve months the level of occupancy has risen considerably. A further report to Council's meeting on 15 December 2016 showed that, at this level of occupancy, there is a small comparative financial benefit for Council in retaining ownership and managing the housing directly. The implications and costs for Council to form a Rangitikei-trust are being investigated.

The Manawatu Community Trust will make a presentation to Council at its meeting on 23 February 2017.

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 has been included in the draft 2017/18 Annual Plan, and is an element for community consultation.

No application for external funding as yet been submitted.

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. The architects suggested a mesh-style exterior cladding to lighten the look: subject

to confirming the price, this change in the building appearance has got strong support. However, this brings the estimated cost very close to the budget. Before proceeding to the detailed design and specification, a value management workshop will be held on 31 January 2017 to review what savings are available from alternative products and systems. The objective is to lower the design estimates by at least 10%. As the detailed design and specification will cost between \$100,000 and \$150,000, it is critical to avoid substantial revision of that further in the process.

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 site survey should be complete by the end of January. A geotech assessment of the site has been completed.

The application to Lotteries' Community Facilities Fund was submitted by the due date, 31 August 2016. In December the Fund decided to grant \$500,000 although it will not be paid before 23 November 2017 and the Fund administrator will require evidence that the balance of remaining funds has been raised for the project, a copy of the final construction contract, a copy of the building consent, confirmation of the project start date, estimated completion date and that the project is as submitted in the grant request.

A funding application was lodged with the Dudding Trust; it will be discussed further in next year's funding round. Additional funding applications will be prepared for Lotteries Significant Projects Fund and the Four Regions (PowerCo) Trust. The outcome of these applications is unlikely to be known until at least mid-2017.

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 from late January 2017 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. (This sale process had been envisaged for November, but the agent commissioned elected to withdraw because of other work. The sale is now being managed by Property Brokers.)

Preparations for the local fund-raising campaign are well advanced. A newsletter was distributed to every property in Bulls outlining the background to the project, its current status, and the next stages of the development. The Give-a-little page has been launched. The potentially significant source of funding from selling (on commission) the FM radios (providing information about the aircraft and Base facilities) during the Ohakea Air Show was declined because Council would have had to purchase the radios. The Mayor has had a number of discussions with likely corporate sponsors.

Council needs to decide when the detailed design and specification work is to proceed. It does not commit Council to continuing the project. It is not essential for other funding bids but it must be complete before the Lotteries grant will be paid. It will take about three months to complete. Although there is sufficient in this year's budget allocation to cover the cost, Council may prefer to delay commissioning this work until a specified sum from external funds is assured.

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.

Following a call for Expressions of Interest, Opus was engaged 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. The Opus team visited Marton on 23 November 2016 to undertake preliminary site investigations and discuss their initial thinking. The project was completed just before Christmas and 'rough-order' cost estimates provided for four options –

- retain, strengthen and refurbish;
- retain all facades, with new facility behind;
- retain, strengthen and refurbish Davenport; retain facades of Cobbler B and Abraham and Williams, with new facility behind, demolish Cobbler B and replace with new one storey build;
- demolish all and construct new facility.

In all cases, a structure at IL4¹ rating for the Civil defence function is envisaged on the CobblerA site.

The costs are currently being peer-reviewed. Irrespective of the outcome, given the high community interest, the options could be included within the Consultation Document for the 2017/18 Annual Plan to inform the community and invite their views.

The Marton heritage precinct concept was shared before Christmas with building owners who showed interest in progressing it. The objective in this part of the project is to develop a heritage precinct plan which could be submitted for funding in the Government's Heritage Earthquake Upgrade Incentive Programme (EQUIP). Draft terms of reference for a Marton Heritage Panel have been prepared.

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.

¹ i.e. Importance Level 4, which denotes buildings that must be operational immediately after an earthquake or other disastrous event, such as emergency shelters and hospital operating theatres, triage centres and other critical post-disaster infrastructure. Clause A3 of the Building Code defines the significance of a building by its importance level (IL), which is related to the consequences of failure. There are five levels of importance, considered by the importance of the building to society:

Council has previously anticipated that, early in 2017, the Taihape community would be asked to say where their preferred site is for the new amenity block on Memorial Park (approved following the consultation process for the 2016/17 Annual Plan). 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 on Rauma Road. 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. Both these issues were explored at a joint meeting between Council and the Taihape Community Board on 3 November 2016, and with the users of the Rauma Road facilities on 14 November 2016.

However, one location option for this new amenity block is where the historic grandstand is. It is preferable to consult simultaneously on whether this structure should be retained (and strengthened, with the ground floor area reconfigured as a store) or demolished. Costs for both options are currently being researched.

Recommendations

1. That the memorandum 'Top ten projects – status, January 2017' be received.
2. That Council

EITHER

authorises the Chief Executive to commission detailed design and specifications for the proposed Bulls multi-purpose community centre, provided that the value management review identifies savings of 5-10% of the current estimated cost.

OR

requires the Chief Executive to delay commissioning the detailed design and specifications for the proposed Bulls multi-purpose community centre until \$..... in guaranteed external funds has been reached.

3. That the Consultation Document for the 2017/18 Annual Plan seeks community views on the four options to redevelop the Cobbler/Davenport/Abraham & Williams site in Marton for Council's administration centre and the town library.
4. That the consultation on the location of the new amenity block within Taihape Memorial Park be done simultaneously with consultation on the future of the Park's historic grandstand and associated with the consultation process for the 2017/18 Annual Plan.

Ross McNeil
Chief Executive

Attachment 4

Report

Subject: Mangaweka Bridge – Update January 2017

To: Council

From: John Jones, Asset Manager – Roading

Date: 20 January 2017

File: 6-RT-1-69

1 Purpose of the Report

- 1.1 To seek Council's endorsement for the future renewal plan of the Mangaweka Bridge, Ruahine Road, Mangaweka.

2 Background

- 2.1 The Mangaweka Bridge is at the end of its useful life. There is currently a significant weight restriction imposing a maximum weight limit of 6 tonnes.
- 2.2 Various options have been considered for the future of the existing Mangaweka Bridge including refurbishment, heavy maintenance or complete replacement.
- 2.3 The consulting engineers, GHD Limited, have been engaged to assess options and provide a high level order of costs for each option.

3 Summary of options

Option	Bridge Capacity	Cost Estimate	Comments
Do minimum – inspections and underpin scoured piers.	Pedestrians and bikes only.	\$400,000	Not fit for purpose.
Deck replacement (extending work completed in 2016).	Between 60% and 80% of Class 1 weight. No HPMV.	\$3,000,000	15 year solution as will then require full bridge replacement. Lengthy bridge closures required.

Deck replacement (extending work completed in 2016) and full repaint in 2032.	Between 60% and 80% of Class 1 weight. No HPMV.	\$6,000,000 - \$8,000,000.	Due to understrength through the whole superstructure, uneconomic to strengthen the bridge to carry HPMV. 100% Class close to practical limit. Higher risk.
Bridge Renewal. Keep original for heritage value.	All road traffic including 50 Max, full HPMV and overloads.	\$6,000,000 - \$10,000,000.	No road closures required.

4 Financial implications

- 4.1 The Mangaweka Bridge is a boundary bridge between Rangitikei District Council and Manawatu District Council. Therefore all costs are shared on an equal 50:50 basis.
- 4.2 A Financial Assistance Rate (FAR) subsidy from the New Zealand Transport Agency (NZTA) of 63% is likely for Rangitikei, subject to the completion of an NZTA business case to confirm funding.
- 4.3 A more detailed design and investigation work is required to generate accurate cost estimates for all options considered. Final costs of the preferred option will be known at the end of 2017.
- 4.4 2018 is the earliest any major upgrade work or new bridge construction could start, and therefore the majority of any renewal expenditure would occur in the 2018/19 financial year. The recommended split is 20% in 2017/18 and the balance in 2018/19. This means \$370,000 in 2017/18.

5 Recommendations

- 5.1 That the report 'Mangaweka Bridge – Update January 2017' be received.
- 5.2 That Council endorse a full bridge renewal for the Mangaweka Bridge (including keeping the original bridge for heritage purposes), with a local share of \$1.85 million, subject to the outcome of the New Zealand Transport Agency business plan process.
- 5.3 That Council approve a budget provision of \$370,000 (i.e. 20% of the projected local share cost) for the replacement of the Mangaweka Bridge in 2017/18, with the balance required in 2018/19.

John Jones
Asset Manager – Roading

Attachment 5

Report

Subject: Contract 1013 - Mt Curl Road Dropout

To: Council

From: John Jones, Asset Manager – Roading

Date: 18 January 2017

File: 5-CM-1-C1013

1 Purpose of the Report

- 1.1 To seek Council's approval for an increase in the value of contract C1013 over the previously approved value, due to an increased cost of construction as a result of unforeseen circumstances.

2 Background

- 2.1 The contract was awarded to Stringfellow Contracts Limited for the tendered sum of \$225,806.60 plus GST. Approval was granted under the Chief Executive's delegated authority for \$245,806.60 plus GST. This included a contingency of \$20,000.
- 2.2 During construction, variation requests have been issued that have increased the forecasted cost to complete the project to \$303,500.00 plus GST.

3 Financial Implications

- 3.1 The significant variations are detailed below:

Description	Amount
Tendered Price (includes the project contingency of \$20k)	\$225,800
Earthworks <ul style="list-style-type: none"> Increase in quantities from 7800m³ to 8900m³ due to vegetation obscuring the true ground contours Soft subgrade conditions between CH160-220 requiring additional undercut. (completed) 	\$25,000

Pavement <ul style="list-style-type: none"> Additional AP65 pavement aggregate to fill the area of undercut between CH160-220 (completed) 	\$11,900
Culverts <ul style="list-style-type: none"> Additional length (completed) 	\$7,800
Road between the project and the dumpsite <ul style="list-style-type: none"> Trucking the cut to waste material to the dumpsite generated about 2 years of normal traffic activity in about 6 months. This has resulted in accelerated pavement deterioration that now requires repairing over a length of 200m. (to be completed) 	\$33,000
Forecasted Project Cost	\$303,500

3.2 The project attracts a New Zealand Transport Agency subsidy of 87%.

4 Recommendation

4.1 That the report 'Contract 1013 - Mt Curl Road Dropout' be received.

4.2 That the value of Contract 1013 Mt Curl Road Dropout awarded to Stringfellows Contractors Limited be increased to **\$303,500.00** plus GST.

John Jones
Asset Manager – Roading

Attachment 6



Rangitikei
UNUSPILY...

MEMORANDUM

SUBJECT: **Review of the Local Governance Statement - January 2017**

TO: Policy/Planning Committee

FROM: Ellen Webb-Moore, Policy Analyst

DATE: 19 January 2017

FILE: 3-PY-1-2

1 Background

1.1 Section 40 of the Local Government Act 2002 requires a local governance statement to be prepared and publicly available within six months of the triennial general election of members. The statement is required to be updated as a local authority considers appropriate.

1.2 A Local Governance Statement includes information on:

- The functions, responsibilities, and activities of the local authority
- Any local legislation that confers powers on the local authority
- The bylaws of the local authority, including for each bylaw, its title, a general description of it, when it was made, and, if applicable, the date of its last review
- The electoral system and the opportunity to change it
- Representation arrangements, including the option of establishing Māori wards or constituencies, and the opportunity to change them.
- Members' roles and conduct (with specific reference to the applicable statutory requirements and code of conduct).
- Governance structures and processes, membership, and delegations¹.
- Meeting processes
- Consultation policies
- Policies for liaising with, and memoranda or agreements with, Māori².
- The management structure and the relationship between management and elected members
- The remuneration and employment policy, if adopted
- Equal employment opportunities policy
- Key approved planning and policy documents and the process for their development and review

¹ The Delegations Register is a consequential requirement of this

² Specifically, the Memorandum of Understanding –Tutohinga between Rangitikei District Council and Te Tangata Whenua O Rangitikei

- Systems for public access to it and its elected members
- Processes for requests for official information

2 Updates to Local Governance Statement

- 2.1 The Council's Local Governance Statement has been reviewed so that it reflects the current governance arrangement and legislative requirements.
- 2.2 The main changes are: and updated to ensure information is current. Relevant updates to the statement include:
- 2.3 Explanation of the rotation protocols for the three Taihape Ward Councillors as members of the Taihape Community Board;
- 2.4 Council's decision that there would be a position on the Assets/Infrastructure Committee available for a representative of Te Roopu Ahi Kaa; and
- 2.5 The portfolio responsibilities for Councillors – a new feature of Council's governance arrangements.
- 2.6 These changes (and other minor corrections) are shown as mark-ups in proposed revised Local Government Statement, attached as Appendix 1.

3 Recommendations

- 3.1 That the memorandum "Review of Local Governance Statement, January 2017" is received.
- 3.2 That Council adopt the changes to the Local Government Statement as at January 2017

EITHER without amendment.

OR with the following amendments.....

Ellen Webb-Moore
Policy Analyst

Appendix 1



Local Governance Statement

RANGITIKEI DISTRICT COUNCIL

reviewed [January 2017](#)~~March 2016~~

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1. Introducing the Local Governance Statement

1.1 What is the Purpose of the Local Governance Statement?

A Local Governance Statement is a collection of information about the processes through which the Council engages with its community, how the Council makes decisions, and how citizens can influence these processes. A Local Governance Statement helps support the purpose of local government by promoting local democracy. The statement does this by providing the public with information on the ways to influence local democratic processes.

1.2 The Legal Requirement to Have a Local Governance Statement

Section 40 of the Local Government Act 2002 (LGA 2002) requires Council to have a Local Governance Statement.

1.3 What Information Does the Statement Contain?

To meet the purposes, this Local Governance Statement includes the following broad categories of information or identifies for citizens where this information can be found:

- Functions, responsibilities and activities of the Rangitikei District Council¹;
- Electoral arrangements²;
- The way elected members' make decisions and relate to each other and to the management of the Rangitikei District Council³;
- Governance structures and processes⁴; and
- The key policies of the Rangitikei District Council⁵.

1.4 Where do I get further information?

The documents mentioned in this Local Governance Statement (including plans, reports, policies and memorandum of understanding agreements) are available from the Rangitikei District Council's website www.rangitikei.govt.nz. Hard copies are available on request (and are in some cases subject to a charge or fee), and are available for viewing at the Council's Office in Marton or at any of the District's libraries. This includes:

- Rangitikei District Council Long Term Plan.
- Rangitikei District Council Annual Plan.
- Rangitikei District Council Annual Report.
- Rangitikei District Council Bylaws.
- Membership list of the Taihape and Ratana Community Boards, and the Marton, Turakina, Bulls and Hunterville Community Committees.
- Rangitikei District Council Agendas and Minutes.
- Memorandum of Understanding: Tutohinga.
- Rangitikei District Plan.

¹ LGA 2002 s.40(1)(a)

² LGA 2002 s.40(1)(c)

³ LGA 2002 s.40(1)(g)

⁴ LGA 2002 s.40(1)(f)

⁵ LGA 2002 s. 40(1)(l)

2. Functions, Responsibilities and Activities of the Council

2.1 Functions

Under the LGA 2002, the purpose of local government has been defined as being:

- *“To enable democratic local decision-making and action by, and on behalf of communities and;*
- *To meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.⁶”*

The 2012 Amendments to the LGA 2002 changed the focus of local government, from promoting the social, economic, environmental and cultural well-being of communities to providing infrastructure and local public services in a cost-effective manner⁷.

And the role of a local authority has been defined as being to:

- *“Give effect, in relation to its district, to the purpose of local government and; perform the duties, and exercise the rights, conferred on it by or under this Act and any other enactment.⁸”*

Core services of Council are identified as;

- network infrastructure,
- public transport services,
- solid waste collection and disposal,
- the avoidance or mitigation of natural hazards, and,
- libraries, museums, reserves, recreational facilities, and other community infrastructure⁹.

2.2 Principles

The LGA 2002 sets out a number of principles which the Council must act in accordance with¹⁰:

- Conduct business in an open, transparent and democratically accountable manner.
- Implement priorities and outcomes as effectively and efficiently as possible.
- Have regard to the views of the community.

⁶ LGA 2002 s.10(1)

⁷ LGA 2002 s. 10(2)

⁸ LGA 2002 s. 11

⁹ LGA 2002 s. 11A

¹⁰ LGA 2002 s. 14

- Take account of; the diversity of the community, community interests, interests of both current and future communities, when making a decision.
- Provide opportunities for Maori in decision making processes.
- Collaborate with other local authorities.
- Undertake commercial transactions in accordance with sound business practices.
- Periodically assess expected returns from commercial activities and ensure the returns are likely to outweigh the risks.
- Ensure prudent stewardship and the efficient and effective use of resources.
- Take a sustainable development approach considering; the social, economic, and cultural interests of people and communities; the need to maintain and enhance the quality of the environment; and the needs of future generations.

2.3 Delivery of Services

A new provision within the LGA 2002 identifies Councils responsibility for the delivery of services¹¹. At least once every six years after the first review,¹² ~~As soon as practicable after each triennial election~~ the Council must review the cost-effectiveness of current arrangements for meeting the needs of the community for good quality infrastructure, public services and regulatory functions. The review must consider options for governance, funding, and delivery of infrastructure services and regulatory services.

2.4 Responsibilities

The Rangitikei District Council has determined that it has the overall responsibility and accountability for the proper direction and guidance of the activities under its direct control. This responsibility and accountability includes:

- Providing a leadership focus for the District.
- Formulating the District's strategic direction.
- Ensuring activities are carried out in accordance with the Long Term Plan.
- Managing the principal risks to Council assets, services, infrastructure and investments.
- Administering all relevant legislation and regulations, and upholding the law.
- Encouraging economic and social development within the District.
- Representing local and community interests as appropriate.
- Providing and maintaining recreational and leisure facilities and facilitating the provision of community services.
- Reporting to ratepayers on the above.

¹¹ LGA 2002 s. 17A(1) and s. 17A(2)

¹² The first reviews must be completed by 6 August 2017.

2.5 General and Local Legislation

In addition to the legislation that applies to all local authorities, and such further legislation and amendments that Government from time to time may impose, the Rangitikei District Council is also bound by the following local legislation (Acts or sections of Acts) that apply specifically to it. These Acts are:

- Reserves and Other Lands Disposal and Public Bodies Empowering Act 1906. (Section 22 and schedule 6. Site for volunteer drill-shed Marton).
- Reserves and Other Lands Disposal and Public Bodies Empowering Act 1907. (Section 55 and Schedule 20 - Vesting land to Bulls Town Board for the purpose of town hall).
- Reserves and Other Lands Disposal and Public Bodies Empowering Act 1910. (Section 35 Exchange of certain lands in Bulls for recreation and rifle range purposes).
- Reserves and Other Lands Disposal Act and Public Bodies Empowering Act 1917. (Section 29 Authorising the erection of seaside cottage on Koitiata Domain).
- Maori Purposes Act 1954. (Section 5 Ratana Settlement administration).
- Local Legislation Act 1961. (Section 17 Validating deed of covenant between Marton Borough Council and Marton RSA).
- Water Conservation (Rangitikei River) Order 1993.

2.6 Local Bylaws

The Rangitikei District Council has a number of bylaws as follows:

- Speed Limit Bylaw 2009: Sets speed limits for the District. Adopted 27 August 2009. (Reviewed and amended 2013, 2014, ~~and 2015~~ and 2016).
- Water Related Services Bylaw 2013: Manages and regulates the water supply, wastewater, stormwater and land drainage systems. Adopted 2 May 2013¹³.
- Animal Control Bylaw 2013: Sets regulations on the keeping of animals (excluding Dogs) within the District so that they do not cause nuisance or endanger health. Adopted 7 October 2013; amended 29 October 2015 (for Turakina) and 17 December 2015 (for Mataroa and Crofton).
- Control of Dogs Bylaw 2014: Requires owners to suitably confine, house and otherwise control their dogs. Adopted 27 November 2014 (Reviewed and amended in 2016).
- Stock Droving and Grazing Bylaw 2013: Presents permitted standards on droving and grazing to protect road surfaces, improve road safety and avoid nuisance. Adopted 7 October 2013.
- Control of Advertising Signage Bylaw 2013: To ensure health and safety, reduce hazards and to maintain aesthetic standards. Adopted 31 January 2013.

¹³ However, Part 2 and Part 3 are not yet in effect. They introduce provisions for public and private stormwater drainage. Before these parts are put into effect, a series of maps clarifying the status of public and private drains will be released for consultation.

- Control of Skateboarding Bylaw 2010: control the use of skateboards to prevent injury, nuisance and damage. Adopted 24 June 2010.
- Trading in Public Places Bylaw 2013: To regulate the conduct of persons selling goods to the public on footpaths, roads or from vehicles. Adopted 31 January 2013.
- Public Places Bylaw 2013: To maintain standards of safety, amenity and civic values and address damage that may be caused to public places through use of facilities. Adopted 31 January 2013.
- Mokai Bridge Bungy Jumping Bylaw 2013: To ensure sufficient authority for an operator to use Mokai Bridge. Adopted 3 October 2013.
- Liquor Control in a Public Place Bylaw 2010: To minimise the potential for offensive alcohol related behaviour in public places. Adopted 1 September 2010.
- Food Business Grading Bylaw 2014: To ensure that all food businesses comply with minimum standards under legislating regulating the sale of food to the public and to introduce a grading system that will allow the community to make informed decisions in respect to food businesses. Adopted 27 November 2014.
- Fire Prevention Bylaw 2014: To prevent the spread of fire within Rangitikei urban fire district and prevent both nuisance and harm from fire within all parts of the Rangitikei district not zoned Rural in the operative District Plan. Adopted 30 January 2014.

3. Electoral Systems and Representation Arrangements

3.1 Electoral System

The Rangitikei District Council currently operates its elections under the first-past-the-post electoral system. Electors vote by indicating their preferred candidate(s), and the candidate(s) that receives the most votes is declared the winner regardless of the proportion of votes that the candidate(s) obtained.

The other option permitted under the Local Electoral Act 2001 is the single transferable vote system (STV). This system is used in District Health Board elections.

Under the Local Electoral Act 2001 the Council can resolve to change the electoral system to be used at the next two elections or conduct a binding poll on the question, or electors can demand a binding poll. A poll can be initiated by at least 5 percent of electors signing a petition demanding that a poll be held. Once changed, an electoral system must be used for at least the next two triennial general elections, i.e. - we cannot change our electoral system for one election and then change back for the next election.

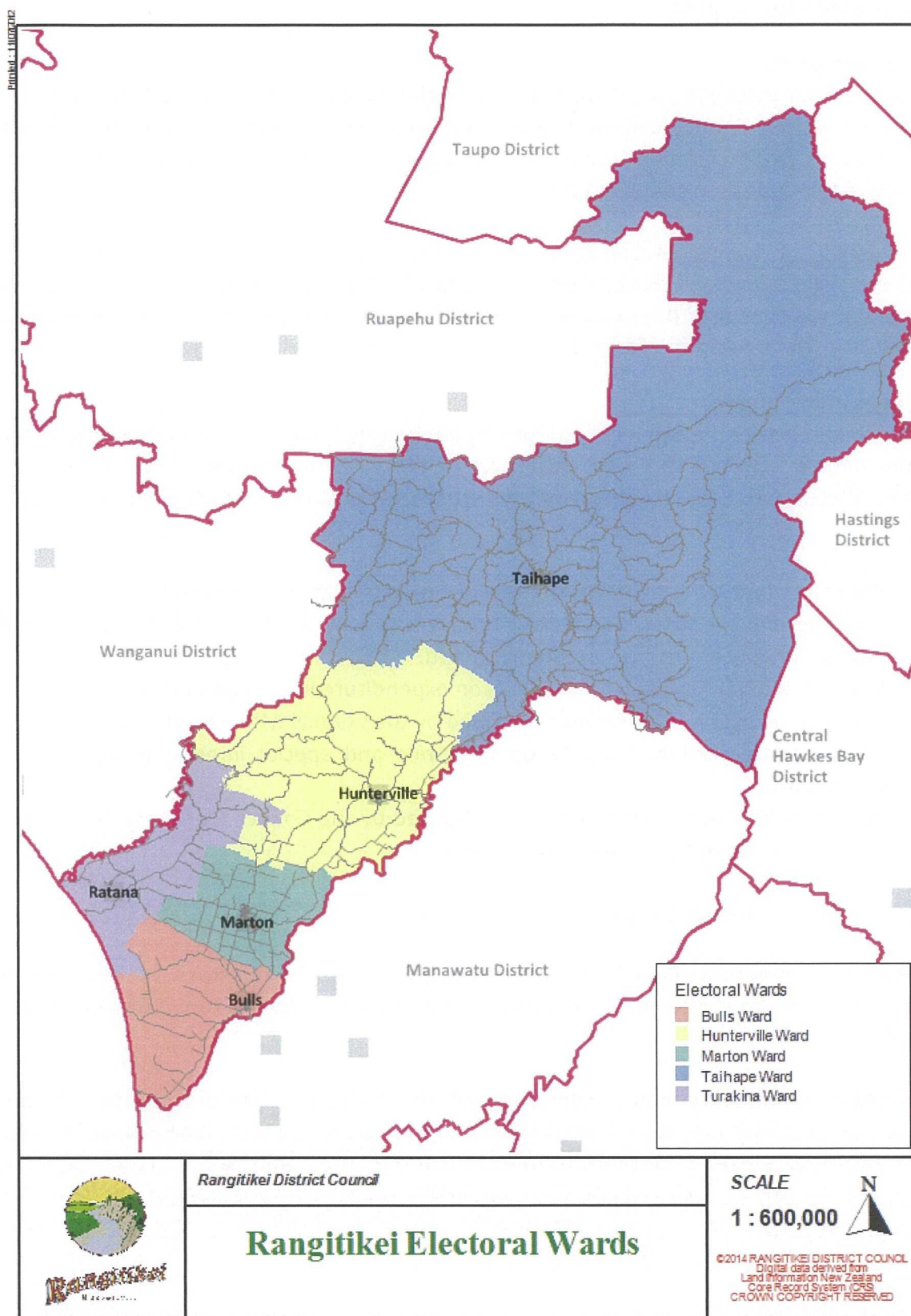
The Council's last review of electoral systems was in 2012 and (as a result) no change was made to Council's electoral system for the 2013 and 2015 elections. As no change was made to the electoral system, Council could resolve in 2017 to change the system for the 2018 elections or Council could also resolve to conduct a poll or electors could also demand a poll if 5% of them made such a demand to Council.

3.2 Wards and Constituencies

The Rangitikei District Council has one Mayor and eleven Councillors. The Mayor is elected at large while Councillors are elected from five wards. The ward boundaries are illustrated on the next page.

Ward	Number of Councillors	Population estimate 2012 ¹⁴
Bulls	Two	2517
Marton	Four	5849
Hunternville	One	1308
Turakina	One	1244
Taihape	Three	3794
TOTAL	Eleven	14330

¹⁴ These population figures were the basis for revising the boundaries in the 2012 Representation Review.



3.3 Representation Options

3.3.1 Maori Wards

The Local Electoral Act 2001 also gives the Council the ability to establish separate Wards for Maori electors. The Council may resolve to create separate Maori Wards or conduct a poll on the matter, or the community may demand a poll. A petition of five percent of electors can require the Council to conduct a poll.

The question of having Maori Wards was discussed in conjunction with the 2012 representation review, and advice from Te Roopu Ahi Kaa was sought. The Komiti thought the priority was to review the value of the Komiti as an advisory group compared to direct relationships with iwi and the Council.

3.3.2 Community Boards

The Rangitikei District Council has two Community Boards – the Taihape Community Board and the Ratana Community Board, both part of the initial arrangements for the District when established in 1989. These boards are currently constituted under s. 49 of the LGA 2002 to¹⁵:

- Represent and act as an advocate for the interests of their community.
- Consider and report on any matter referred to it by the Council and any issues of interest or concern to the Community Board.
- Make an annual submission to Council on expenditure in the community.
- Maintain an overview of services provided by the Council within the community.
- Communicate with community organisations and special interest groups in the community.
- Undertake any other responsibilities delegated by the Council (currently the Council has not delegated any such responsibilities).

Community Boards are not committees of Council.¹⁶

The Ratana Community Board comprises of five members. Electors in the Ratana Community elect four members triennially. The fifth member is the Turakina Ward Councillor.

The Taihape Community Board comprises of six members. Electors in the Taihape Community elect four members triennially and the Rangitikei District Council appoints any two of the Taihape Ward Councillors as members of the Community Board. This is done on a rotating basis so that each Taihape Ward Councillor is formally a member of the Board for two years. In the third year, when not formally a member of the Board, the Taihape Ward Councillor may attend and participate in discussion but not vote.

Both Community Boards elect their own Chairperson at their first meeting after the triennial election.

¹⁵ LGA 2002 s. 52

¹⁶ [LGA 2002 s.51\(c\)](#)

The Council reviewed the Community Board structures in 2012 as part of the Representation Review. It was decided, following public consultation, to retain both Boards.

3.4 Changing Representative Arrangements

The Council is required to review its representation arrangements at least once every six years. The Council last conducted a review in 2012. It is not legally required to review representation again until 2018.

This review must include the following:

- The number of Elected Members (between six and 30 including the Mayor).
- Whether the Elected Members (other than the Mayor) shall be elected by the entire district, or continue to be elected by their Ward (or a mix of both systems).
- The boundaries and names of those wards and the number of members that will represent each ward (if election by wards is preferred).
- Whether or not to have separate Maori Wards.
- Whether to have Community Boards and if so how many, their boundaries and membership and whether to subdivide a community for electoral purposes.

The Council must follow the procedure set out in the Local Electoral Act 2001 when conducting this review and should also follow guidelines published by the Local Government Commission. The Act gives electors the right to make a written submission to the Council, and the right to be heard if they wish.

Electors also have the right to appeal some decisions to the Local Government Commission, which will make a binding decision on the appeal.

4. Reorganisation Process

Local government reorganisation, as set out by the LGA 2002 s. 24, may provide for one or more of the following matters:

- the union of districts or regions,
- the constitution of a new district or region, including the constitution of a new local authority for that district or region,
- the abolition of a district or region, including the dissolution or abolition of the local authority for that district or region,
- the alteration of the boundaries of any district or region,
- the transfer of a statutory obligation from one local authority to another,
- the assumption by a territorial authority of the powers of a regional council.

The purpose of reorganisation¹⁷ is to:

- Improve the effectiveness and efficiency of local government by:
 - Providing communities with the opportunity to initiate, and participate in considering, alternative local government arrangements for their area; and
 - Requiring the Commission, in consultation with communities, to identify, develop, and implement in a timely manner the option that best promotes good local government

A reorganisation application may be made to the Local Government Commission by any person, body or group. The 2012 and 2013 Amendments to the LGA 2002 have steadily increased the flexibility related to reorganisation.

[These provisions are likely to be changed by the Local Government Act 2002 Amendment Bill no. 2 when enacted.](#)

¹⁷ LGA 2002 s. 24AA

5. Roles and Conduct

5.1 Mayor and Councillors' Role

The Mayor and the Councillors of the Rangitikei District Council have the following roles:

- Setting the policy direction of Council
- Monitoring the performance of the Council
- Representing the interests of the District
- Employing the Chief Executive

On election, all members must make a declaration that they will perform their duties faithfully and impartially, and according to their best skill and judgement in the best interests of the District.

5.2 Mayor's Role

The Mayor is elected by the District as a whole. The Mayor shares the same responsibilities as other elected members of Council, and also has the following roles:

- Presiding member at Council meetings. The Mayor is responsible for ensuring the orderly conduct of business during meetings (as determined in Council's Standing Orders).
- Advocate on behalf of the District. This role may involve promoting the District and representing interests of the District's residents. Such advocacy will be most effective where it carried out with the knowledge and support of the Council.
- Ceremonial head of Council.

The 2012 Amendments to the LGA 2002 also add the following roles of the Mayor¹⁸:

- Ability to appoint a Deputy Mayor.
- Ability to establish principal committees and appoint the Chair. The Mayor is a member of each committee.
- Provide leadership to elected members and people of the district.
- Lead the development of the District's plans, including the LTP and Annual Plan, policies, and budgets for consideration of Council.

5.3 Deputy Mayor's Role

The Mayor has the authority to elect the Deputy Mayor. The Deputy Mayor exercises the same roles as other elected members. In addition:

- If the Mayor is absent or incapacitated, or if the office of Mayor is vacant, then the Deputy Mayor must perform all of the responsibilities and duties of the Mayor, and may exercise the powers of the Mayor.
- The Deputy Mayor may be removed from office by resolution of Council.

¹⁸ LGA 2002 s. 41A

5.4 Committee Chairperson's Role

The Chairperson of a committee is responsible for:

- Presiding over meetings of the Committee.
- Ensuring that the Committee acts within the powers delegated by Council, and as set out in the Council's Delegations Register.
- A Committee Chair may be removed from office by resolution of Council.

5.5 Chief Executive's Role

The Chief Executive is appointed by the Council in accordance with s. 42 and Clause 33 and 34 of Schedule 7 of the LGA 2002. Recruitment of any new Chief Executive will be through an open and transparent recruitment process, with the final decision being made by full Council.

The Chief Executive implements and manages the Council's policies and objectives within the budgetary constraints established by the Council. Under s. 42 of the LGA 2002, the responsibilities of the Chief Executive are:

- Implementing the decisions of the Council.
- Providing advice to the Council and Community Boards.
- Ensuring that all responsibilities, duties and powers delegated to the Chief Executive or to any person employed by the Chief Executive, or imposed or conferred by any Act, regulation or bylaw are properly performed or exercised.
- Managing systems to enable effective planning and accurate reporting of the financial and service performance of the Council.
- Providing leadership for the staff of the Council.
- Employing staff (including negotiation of the terms of employment for the staff).

The Chief Executive is the only employee of the Council, and the only person who may lawfully give instructions to other staff. Any complaint about individual staff members should therefore be directed to the Chief Executive and not elected members. Any complaints about the Chief Executive should be directed in the first instance to the Mayor or Deputy Mayor.

The Chief Executive has an annual performance review, which all Councillors contribute to in a public excluded meeting. The Council will only monitor performance against criteria that have been identified and agreed with the Chief Executive in advance, and are focused on organisational operation and delivery of the core services.

5.6 Elected Members

Elected members have specific obligations as to their conduct in the following legislation:

- Schedule 7 of the LGA 2002, which includes obligations to act as a good employer and to abide by the current Code of Conduct and Standing Orders.

- The Local Authorities (Members Interest) Act 1968 which regulates the conduct of Elected Members in situations where there is, or could be, a conflict of interest between their duties as an elected member and their financial interests (either direct or indirect).
- The Secret Commissions Act 1910, which prohibits Elected Members from accepting gifts or rewards which could be seen to sway them to perform their duties in a particular way.
- The Crimes Act 1961 regarding the acceptance of gifts for acting in a certain way and the use of official information for private profit.

5.7 Code of Conduct

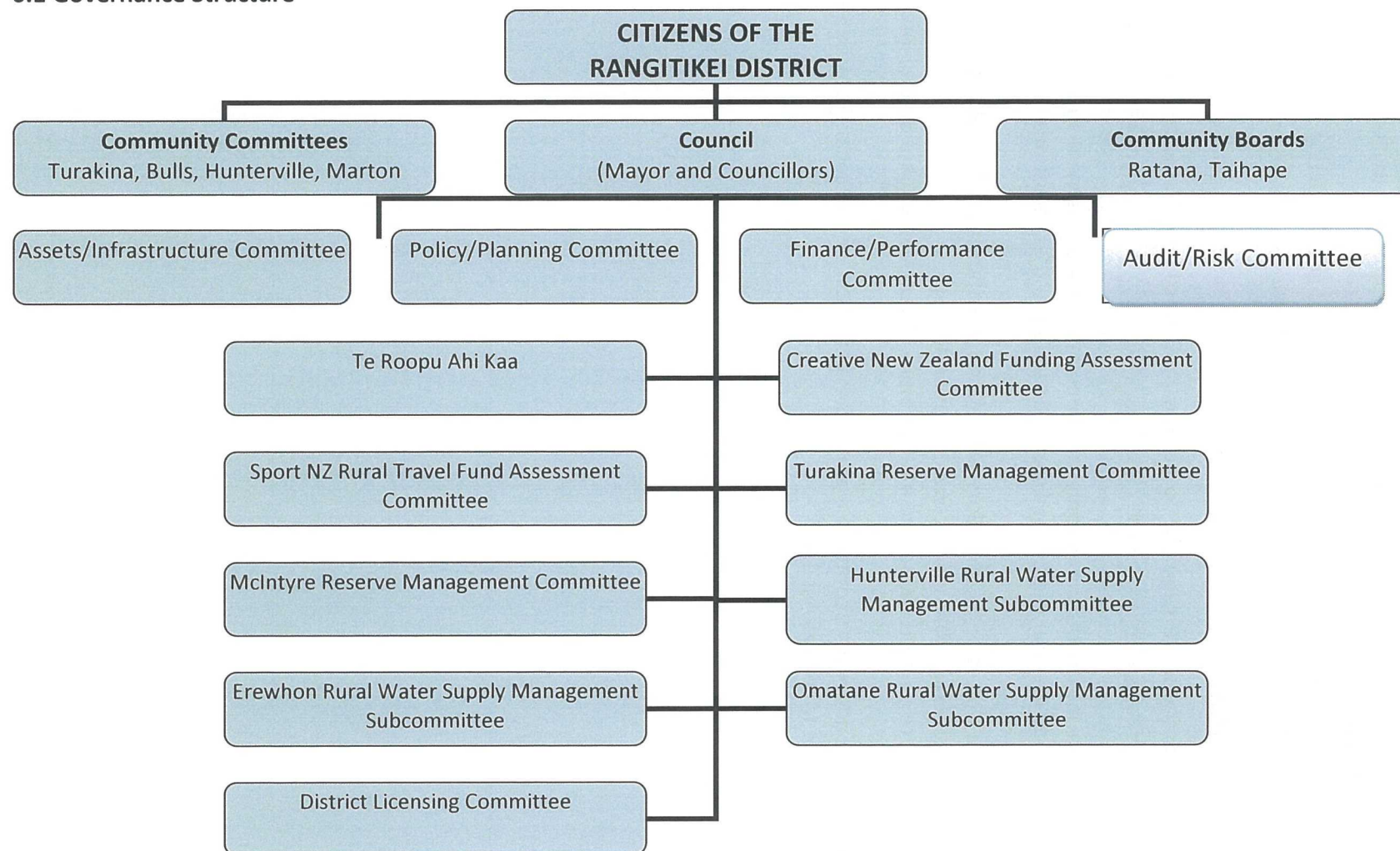
All elected members are required to adhere to Council's Code of Conduct. Council may amend or replace its Code of Conduct but may not revoke it without a replacement.~~There is provision for Council to revise its Code of Conduct after each triennial election.~~ Once adopted a Code of Conduct may only be amended by a 75 percent or more vote of the Council. The code sets out the Council's understanding and expectations of:

- How the Mayor and Councillors will relate to one another, to staff, to the media and to the general public in the course of their duties;
- Disclosure of information and management of sensitive or confidential information.

The Code of Conduct also contains a general explanation of the Local Government Official Information and Meetings Act 1987.

6. Governance and Management Structure and Delegations

6.1 Governance Structure



6.2 Delegations

Council is assigned powers to act by a wide range of legislation, trust deeds and documents. In order to allow its Committees and the Chief Executive to carry out their functions, Council delegates some of these powers to act. The Chief Executive has to further delegate a number of these powers to allow Council staff to carry out their functions. The Council delegates authority to enable decisions to be taken at the lowest possible competent level subject to the provisions the LGA 2002. All delegations of power are contained in the Councils Delegations Register.

In delegating its powers to act under Schedule 7, clauses 32, 32A and 32B of the LGA 2002, the Council has regard for the following five principles;

- achieving more expert consideration of technical detail;
- gaining a more timely response;
- providing clarity where the responsibility for initial action lies;
- ensuring sufficient capacity to address and resolve issues; and
- maximising Council's focus on governance issues and matters which it may not lawfully delegate.

6.3 Council Committees

The Mayor reviews the committee structure after each triennial election. The Mayor appoints committees as necessary to achieve optimum efficiency and effectiveness in the execution of Council's functions having regard to the need to minimise administration and maximise the opportunity for thorough deliberation and consultation.

Following the election in October 2012, the Mayor resolved to have three principal standing committees; the Assets/Infrastructure Committee, Policy/Planning Committee and Finance/Performance Committee. A fourth standing committee was established in 2014, the Audit/Risk Committee, which operates with an independent chair. It should be noted that no deputy chair appointment has been made to the Audit/Risk Committee. In the absence of the independent Chair, the meeting would be chaired by the Mayor or in his absence, the Deputy Mayor.

The Mayor appoints the Chair of each committee. Membership of each committee is determined by full Council. The Deputy Chair is elected by the members of each committee. The Mayor is an ex officio member of each committee. The Committees meet monthly.

The Council has a Maori Liaison Standing Committee, called Te Roopu Ahi Kaa, and it which advises Council on issues that affect Maori and operates to provides a Maori perspective for Council's policies, plans and bylaws. –In 2016, Council resolved that there would be a position available on the aAssets/linfrastructure committee for a representative from Te Roopu Ahi Kaa, the Maori Liaison Standing Committee with full voting rights.

It is open to Council to may determine whether to invite representation from the Komiti on the Finance / Performance and /or Policy/Planning Committee. Remuneration

~~Subsequently, in July 2014, the Council endorsed the Mayor's proposal to establish a fourth standing committee, the Audit/Risk Committee, with an independent chair.~~

Council does not have a Hearings Committee to deal with regulatory matters which by legislation must be heard. When the need arises, Council decides which members will conduct the hearing.

Council has appointed a District Licensing Committee (DLC), as required by s.186 of the Sale and Supply of Alcohol Act 2012. A commissioner has been appointed (under s.193) who is the chair of the DLC. Continuous service by a DLC member (and the commissioner) is limited to ten years. However, Council has limited the term to the end of the current triennium, subsequently extended to 27 February 2017.¹⁹ A new Committee will be appointed for the period 1 March 2017 to 31 January 2020.

~~The Council has a Maori Liaison Standing Committee called Te Roopu Ahi Kaa. It advises Council on issues that affect Maori and provide a Maori perspective for Council's policies, plans and bylaws.~~

The Council has four Community Committees (Bulls, Turakina, Marton and Hunterville). The purpose of these committees is to provide a local link and point of contact for Council liaison with the community, and to provide for the exchange of information, communication, and to assist with the Council's consultative processes.

At its meeting on 3 November 2016, Council has resolved to provide bi-monthly secretarial support to the community committees. ~~This resolution was intended to ease the workload for the members and ensure consistency and timeliness of minutes.~~ Membership of these Committees is available on the Council's website www.rangitikei.govt.nz.

6.3.1 Elected Members with Portfolios

~~Following the triennium in November 2016, the Mayor's has allocated portfolios to across Councillor selected members.~~ This was to help spread the Council's workload (particularly the Mayor's) and ensure strong liaison with community interest groups in addition to what Council staff are doing.

~~Under the portfolio system, the relevant portfolio holder would normally make public comment, and take the lead in engagement with community and business. However, the Mayor will continue to take an interest in all community and business. However, the Mayor will continue to take an interest in all portfolio matters; and s/he will normally take the lead when it is a question of negotiating with or advocating to other local authorities, peak sector bodies or central government executives and Ministers.~~

Portfolio holders provide updates to Council's monthly meetings.

¹⁹ 13/RDC/303 and 304; [16/RDC/229](#).

~~There are two critical relationships –with Council staff and with the Mayor. It will be important to liaise with relevant Council staff and the Chief Executive will provide guidance on this: portfolio holders have no authority to require staff assistance without this guidance. It is not expected that the portfolio holder will regularly consult with the Mayor about how to proceed but it is essential that the Mayor is informed of any sensitivities.~~

~~At each monthly Council meeting, the Mayor is able to update other Elected Members (and the wider community) about his activities and concerns. Community chairs do likewise, similarly, portfolio holders have an opportunity and obligations to provide a brief summary of the work they have been doing. Because the amount of work undertaken on the respective portfolios can not yet be quantified, tThere is will be no additional remuneration for portfolio holders at this time.~~

6.4 Council Membership and Representation on other organisations

Council will maintain representation on other organisations as listed in the Delegations Register for the purposes of collaboration with these key stakeholders, including for the following reasons²⁰:

- 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.
- To influence the distribution of funds into the Rangitikei.

Representatives may be elected members or other persons appointed by Council.

A Councillor may be a Board member in his/her own right but such an appointment is not as Council's representative.

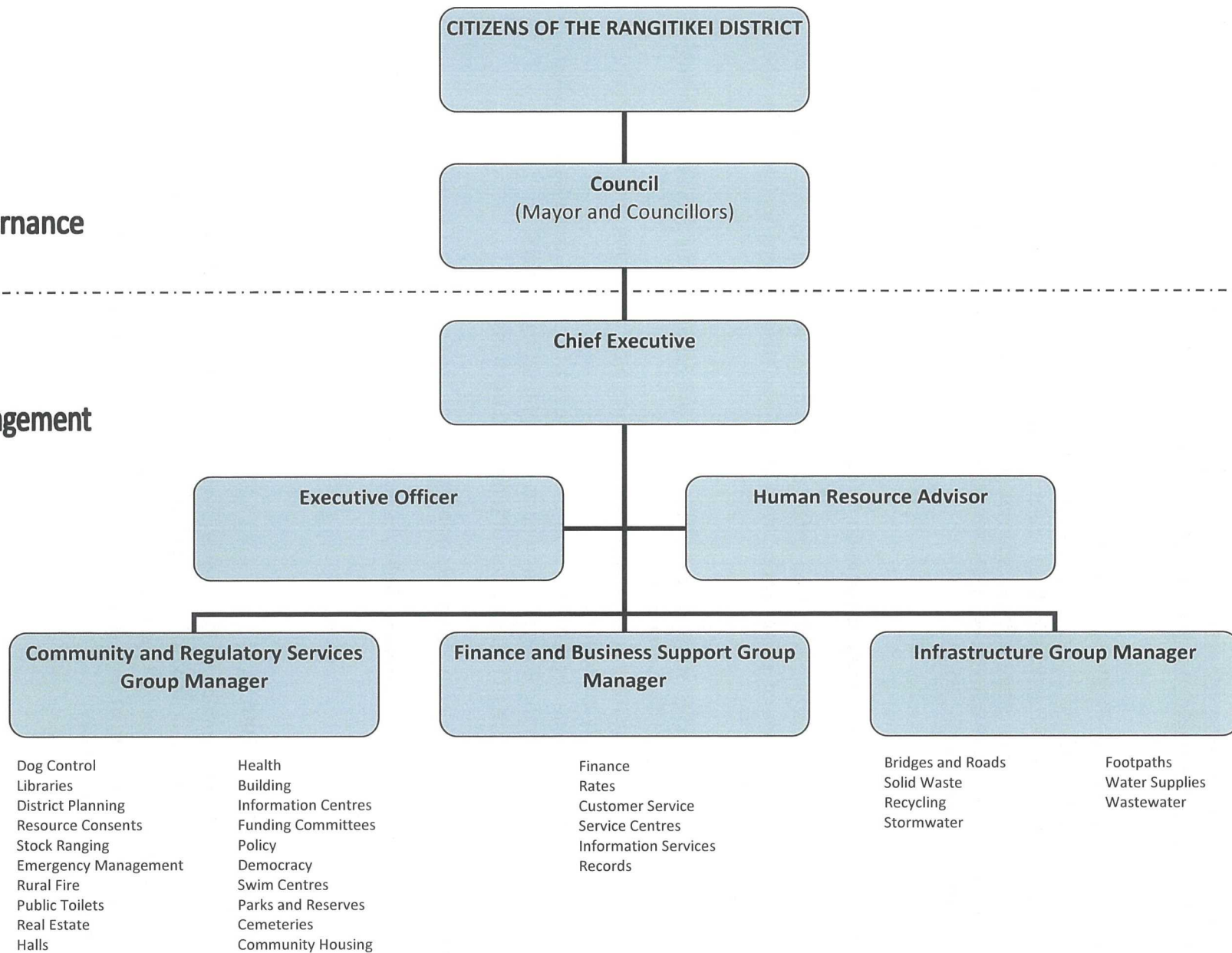
6.5 Management Structure

A key to the efficient running of local government is that there is a clear division between the role of Council and that of management. The Rangitikei District Council elected members concentrate on setting policy, strategy, and determining the level of financial resources. The Council then reviews progress. Management is concerned with implementing Council policy and strategy.

²⁰ 08/SPP /026

Governance

Management



7. Meeting Processes

7.1 The Rules for Meetings and Standing Orders

The legal requirements for Council meetings are in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 (LGOIMA).

All Council and Committee meetings are open to the public unless there is reason to consider some item 'in committee'. Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with the Council.

The scheduled monthly meetings of the Council provide a Public Forum which provides an opportunity for any person to address the Council on any matter which is relevant to the Council's business and statutory obligations. (This opportunity is also available at the start of meetings of Te Roopu Ahi Kaa and the Taihape Community Board).

The LGOIMA contains a list of the circumstances where councils may consider items with the public excluded. These circumstances generally relate to protection of personal privacy, professionally privileged or commercially sensitive information and the maintenance of public health, safety and order. Any decision to have an agenda item considered in the public excluded portion of the meeting may be challenged through referral of the matter to the Ombudsman.

The Council agenda is a public document, although parts may be withheld if the above circumstances apply.

The Mayor or committee chair is responsible for maintaining order at meetings and may, at his or her discretion, order the removal of any member of the public for disorderly conduct, or remove any member of the Council who does not comply with Standing Orders (a set of procedures for conducting meetings). With a few specific changes, the Council has adopted the NZS 9202:2003 Amendment 1. Model Standing Orders for meetings of Local Authorities and Community Boards.

Minutes of meetings are kept and made publicly available, subject to the provisions of the LGOIMA.

For a meeting of the Council, at least 14 days' notice of the time and place of the meeting must be given. Extraordinary meetings can generally be called on three working days' notice. A monthly schedule of forthcoming meetings of the Council, its committees and the Community Boards is advertised in the local newspapers during the third week of every month.

During meetings of the Council, Committees or Community Boards, all Council participants (the Mayor or Chair, Councillors, or Members) must follow Standing Orders unless Standing Orders are suspended by a vote of 75 percent (or more) of the members present.

In addition, the Council Code of Conduct sets out some expectations of the behaviour, which elected members expect of one another at meetings.

8. Consultation Policies

Local authorities must follow certain consultation principles and a procedure when making certain decisions. This procedure, the special consultative procedure, is outlined in sections 83, 86 and 87 of the LGA 2002.

Consultation must be undertaken in accordance with best practice consultation principles given in section 82 of the LGA 2002.

Under section 76AA of the LGA 2002, Council is required to have a Significance and Engagement Policy. This policy must set out:

- The Council's general approach to determining the significance of proposals and decisions in relation to issues, assets, and other matters; and
- Any criteria or procedures that are to be used by the local authority in assessing the extent to which issues, proposals, assets, decisions, or activities are significant or may have significant consequences; and
- How the Council will respond to community preferences about engagement on decisions relating to specific issues, assets, or other matters, including the form of consultation that may be desirable; and
- How the Council will engage with communities on other matters.

The Significance and Engagement Policy, which includes details of statutory consultation requirements, can be found in the Council's website at www.rangitikei.govt.nz.

9. Liaison with Maori – Te Tangata Whenua O Rangitikei

9.1 Memorandum of Understanding: Tutohinga

The Memorandum of Understanding: Tutohinga establishes the protocols between the Rangitikei District Council, Te Tangata Whenua O Rangitikei and the Maori community Rātana. Under these protocols Te Roopu Ahi Kaa, as a Standing Committee of the Rangitikei District Council, has a number of significant responsibilities to discharge on behalf of Te Tangata Whenua O Rangitikei.

The Memorandum of Understanding Tutohinga was last reviewed in 2012. Reviews coincide with the six-yearly cycle of Representation Reviews.

The Memorandum of Understanding has been put together on the basis that:

- 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.

Conversely, the Council also has significant responsibilities to both Te Roopu Ahi Kaa and Te Tangata Whenua O Rangitikei under the Memorandum.

10. Equal Employment Opportunities

10.1 Equal Employment Opportunity Policy

The Council is committed to the principles of Equal Employment Opportunity for all its employees and will act in accordance with the following policy:

- People with the best skills and qualifications to do particular jobs are employed regardless of their gender, race, marital status, physical impairment, or sexual preference.
- All employees will have a fair and equitable chance to compete for appointment or promotion and to pursue their careers.
- The recruitment and promotion of employees is based on merit.
- All employees have equitable access to training and skills development.

11. Key Planning and Policy Documents

11.1 Long Term Plan (LTP)

In accordance with section 93 of the LGA 2002, the Council adopted its fourth Long Term Plan²¹ (LTP) in June 2015. The LTP was adopted following the special consultative procedure set out in section 93A of the LGA 2002.

The purpose of the LTP is to:

- Describe the activities of Council.
- Describe community outcomes.
- Provide integrated decision making and co-ordination of resources.
- Provide a long-term focus for decisions and activities of council.
- Provide a basis for accountability to the community.

The LTP is the central focus for the Council's future over the next 10 years. The plan will be reviewed by 30 June 2018 and will be reviewed every three years thereafter. It is important to note that Council cannot significantly deviate from the LTP without re-engaging the community through the special consultative procedure. In other words, once the plan is adopted it determines the Council's direction for the next three years. The LTP is subject to audit.

The LTP is the Council's key document and contains information on:

- Groups of Activities: The LTP shows the level of service Council will provide for each activity, the assets employed and the total costs (both capital and operating) to Council for providing those services.
- Financial Strategy: to underpin prudent financial management, with an analysis of the key factors likely to impact on the Council (population change, investment in infrastructure etc.)
- Infrastructure: to make explicit how Council envisages it will manage its roads, water, wastewater and stormwater facilities over the next 30 years.²²
- Variations between the LTP and earlier assessments of water services, sanitary services and waste management within the District.
- Forecast financial statements: Detailed forecasts for three years and summary forecasts for the seven years after the first three.
- Details of any Council-controlled organisations, its objectives, scope of activities and targets.
- Funding Impact Statement: How the rates are going to be allocated/charged to ratepayers.
- A Revenue and Financing policy: who pays for services provided, why and how

²¹ The Long Term Plan was renamed in the 2010 changes to the Local Government Act 2002. The Long Term Plan was previously referred to in legislation as the Long Term Council Community Plan, or the LTCCP.

²² Council has opted to include community and leisure assets within this strategy.

- Significant Forecasting assumptions and associated risks to the financial estimates. A summary of the Council's Significance and Engagement Policy.
- Development of Maori Capacity to Participate in Council Decision-making.
- How Council will develop Maori capacity to contribute to the decision making process.
- Describe community outcomes; good access to health services, a safe and caring community, lifelong educational opportunities, a treasured natural environment, a buoyant district economy and enjoying life in the Rangitikei.

As a consequence of the LGA 2002 Amendment Act 2014, the LTP is now required to also include:

- the infrastructure strategy, and,
- the projected number of rating units within the District.

11.2 The Annual Plan

In the intervening years of the adoption of a LTP, the Council adopts an Annual Plan through the consultative procedure as set out in sections 95A of the LGA 2002.²³ The Annual Plan focuses on the budgets for the current financial year and the setting of rates. This document is not able to significantly deviate from the LTP.

11.3 The Annual Report

Under section 98 of the LGA 2002 Council is required at the end of each financial year to report back to the community on how the year actually turned out compared with the Annual Plan or LTP. The purpose of this report is to ensure Council is accountable to the Community. The report is audited.

11.4 The Pre-Election Report

Under s. 99A and clause 36 of Schedule 10 of the LGA 2002, Council is required to prepare a pre-election report with certain information for the three years preceding (and following) the year of the election.

11.5 The Rangitikei District Plan

The Rangitikei District Plan was adopted on 3 October 2013 with some changes made in 2016. The Plan sets out the framework of objectives, policies, and methods to be used to achieve integrated management of the effects of the use and development of resources and protection of the natural and physical resources of the Rangitikei District. The principal method in the Plan to control the effects of land use and land subdivision is through rules. Rules are deemed to have the effect of regulation for the purposes of the Resource Management Act 1991 (RMA 1991).

²³ However, s.95(2A) allows the Council to dispense with this requirement if the proposed annual plan does not include significant or material differences from the content of the long-term plan for the financial year to which the proposed annual plan relates.

The RMA 1991 prescribes submission and appeal processes before the notified plan becomes operative.

The Plan has been prepared to fulfil the requirement of Part 5 of the RMA 1991 that there be, at all times, one District Plan for each territorial authority district. Implementation of the Plan's policies and methods are intended to assist the Council to carry out its functions under the RMA 1991. The Plan is one of a number of initiatives to be used by the Council to achieve the (sustainable management) purpose of the RMA 1991.

11.6 Triennial Agreements

Triennial agreements contain protocols for communication and co-ordination among the named local authorities covering the period until the next triennial election. Agreements must be entered into no later than 1 March after each election.

S. 15 of the LGA 2002 requires triennial agreements to include:

- [Protocols for communication and co-ordination among the local authorities in the region²⁴](#).
- Processes and protocols for identifying, delivering and funding facilities and services which are significant to more than one district²⁵.
- May include commitments to establish or continue joint committees or other joint governance arrangements²⁶.
- Terms of reference for committees or other arrangements, including delegations²⁷.
- That council must notify other local authorities when making decisions which are inconsistent with the triennial agreement²⁸.

The Council enters into two triennial agreements; it is a principal signatory with the Manawatu-Wanganui (Horizons) Region and a non-primary signatory with the Hawkes Bay Region.

²⁴ [LGA 2002 s. 15\(2\)\(a\)](#)

²⁵ LGA 2002 s. 15(2)(c)

²⁶ LGA 2002 s. 15(3)(a)

²⁷ LGA 2002 s. 15(3)(b)

²⁸ LGA 2002 s. 15(7)

12. Request for Official Information

12.1 Request for Official Information

Under the Local Government Official Information and Meetings Act 1987 (LGOIMA) any person may request information from the Council. Any requests for information are a request made under LGOIMA. You do not have to state that you are making a request under LGOIMA.

Once a request is made the Council must supply the information unless reason exists for withholding it. The LGOIMA says that information may be withheld if the release of information would:

- Endanger the safety of any person²⁹.
- Prejudice maintenance of the law³⁰.
- Compromise the privacy of any person³¹.
- Reveal confidential or commercially sensitive information³².
- Cause offence to Tikanga Maori or would disclose the location of Waahi Tapu³³.
- Prejudice public health or safety³⁴.
- Compromise legal professional privilege³⁵.
- Disadvantage the local authority while carrying out negotiations or commercial activities³⁶.
- Allow information to be used for improper gain or advantage³⁷.

The Council must answer requests within 20 working days (although there are certain circumstances where this timeframe may be extended). A charge shall be made to recover all reasonable costs incurred by Council in providing the information. An estimation of cost prior to providing the information can be made available. Council has adopted the charging guidelines issued by the Ministry of Justice.

In the first instance you should address requests for official information to:

Information Request
Chief Executive
Rangitikei District Council
Private Bag 1102
Marton 4741

²⁹ LGOIMA s. 6

³⁰ LGOIMA s. 6

³¹ LGOIMA s. 7

³² LGOIOMA s. 7

³³ LGOIOMA s. 7

³⁴ LGOIMA s. 7

³⁵ LGOIMA s. 7

³⁶ LGOIMA s. 7

³⁷ LGOIOMA s. 7

Attachment 7



Rangitikei District Council

Hunternville Rural Water Supply Sub-Committee Meeting

Minutes – Monday 12 December 2016 – 3:00 p.m.

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Present:

Mr Brett Journeaux – delegated Chair
Mr Bernie Hughes
Mr Mark Dawson
Mr John McManaway
Mr Sam Weston
Cr Dean McManaway
His Worship the Mayor, Andy Watson

In attendance:

Mr David Rei Miller, Asset Engineer – Roading and Utilities
Mr George McIrvine, Finance & Business Support Group Manager
Ms Joanna Saywell, Asset Manager - Utilities
Mr Andrew van Bussel, Operations Manager - Utilities
Ms Linda Holman, Governance Administrator

1 Welcome

The Chair opened the meeting at 3.00 pm.

2 Apologies

That the apologies from Mr Bob Crawford and Mr Paul Peterson be received.

Mr J McManaway / Mr Journeaux. Carried

3 Confirmation of order of business

Three late items were introduced: 1. pipe breakages; 2. an overview of the Water Supply Conference attended by the Mayor; 3. and a presentation by Ms Sue Bligh.

4 Confirmation of minutes

Resolved minute number **16/HRWS/027** **File Ref** **3-CT-3-2**

That the Minutes of the Hunterville Rural Water Supply Sub-Committee meeting held on 17 October 2016 be taken as read and verified as an accurate and correct record of the meeting.

Mr Journeaux / Mr Hughes. Carried

5 Chair's Report

No verbal report was supplied.

6 Hunterville Rural Water Supply – Operations Report

Discussion was held on various matters arising from the Operations Report.

Resolved minute number **16/HRWS/028** **File Ref**

That the size of the pipe at the Makohine Viaduct does not change from 50mm.

Mr Weston / Mr Dawson. Carried

Resolved minute number **16/HRWS/029** **File Ref**

That the chlorine gas tanks at the middle pump station are changed to 2 x 70kg chlorine bottles, and a bottle storage unit is built.

Cr D McManaway / Mr Dawson. Carried

Resolved minute number **16/HRWS/030** **File Ref**

That one of the existing ACME pumps is serviced, and one new motor is purchased. The serviced pump and new motor will then be tested to evaluate which further investment needs to be made.

Mr Journeaux / Mr J McManaway. Carried

Mr van Bussel agreed to supply information about the age and capacity of the existing pumps and tanks to the Committee.

Resolved minute number **16/HRWS/031** **File Ref** **6-WS-3-4**

That the 'Hunterville Rural Water Supply – Operations report' dated 1 December 2016 be received.

Mr Hughes / Mr Journeaux. Carried

7 Financial Report – November 2016

Mr McIrvine spoke to points in the report. Discussion was held around the method of setting budgets in the future to even out fluctuations and to help save in advance for upcoming known expenses.

Resolved minute number **16/HRWS/032** **File Ref**

That the Group Manager, Finance & Business Support, recommend to a subsequent meeting of the Hunterville Rural Water Supply Sub-Committee a method for depreciating the high-wearing parts of pumps to smooth out water fee charge fluctuations.

Cr D McManaway / Mr Hughes. Carried

Resolved minute number **16/HRWS/033** **File Ref**

That the 'October Month End and Budgets for 2018 Financial Year' report be received.

Mr Journeaux / Mr Dawson. Carried

8 Electricity Costs for Hunterville Rural Water Supply

Mr Miller made a PowerPoint presentation which was an overview and analysis of the information supplied in his report.

Resolved minute number **16/HRWS/034** **File Ref** **6-WS-3-4**

That the report 'Electricity Costs for Hunterville Rural Water Supply' be received.

Mr J McManaway / Mr Hughes. Carried

Resolved minute number **16/HRWS/035** **File Ref** **6-WS-3-4**

That the Hunterville Rural Water Supply Management Sub-Committee endorse a budget for electricity in 2017/18 of \$180,000 through the Annual Plan process.

Mr J McManaway / Mr Hughes. Carried

Resolved minute number **16/HRWS/036** **File Ref** **6-WS-3-4**

That the Hunterville Rural Water Supply Management Sub-Committee approve the pursuit of a quote for an energy audit on the scheme.

Mr J McManaway / Mr Hughes. Carried

9 Tutaenui Community Irrigation/Stock Water Scheme – update on pre-feasibility study

Mr Miller spoke on behalf of the Chief Executive, Mr Ross McNeil. Progress is good, the consultants are close to completing stage one and are presenting at the upcoming Governance meeting. A survey has gone out to farms: 400 in the Hunterville and Tutaenui area, and these are expected to be collated in January. The economic analysis is yet to be done. This project is on track for 30 June 2017.

10 Updating the Scheme Committee Constitution

Regarding the Rural Water Supply Policy, Mr Miller has made the changes to the policy as recommended by the Committee, but there was some uncertainty as to how the Council resolution (Minute number: 16/RDC/330) affects this.

It was decided to discuss this at the next meeting.

11 Election of Committee

The Committee noted the information contained memorandum regarding the membership of the Committee. The Committee returned Mr Bob Crawford as Chair of the Committee.

Resolved minute number **16/HRWS/037** **File Ref**

That Mr Bob Crawford be elected as Chair of the Hunterville Rural Water Supply Sub-committee.

Mr Journeaux / Mr J McManaway. Carried

12 General Business

13 Late Items

1. Mr Journeaux raised the issue of pipes being damaged due to a lack of information about where they are – this happened recently and the contractor paid for the damage. Mr Miller said that links to the existing GPS maps that are held by the Council's GIS department will be included in the next meeting's Order Paper. Mr Miller also noted that information about location and depth of piping is available and the onus is on contractors to ask the Council. Additionally, Mr Ivan O'Reilly is able to visit free of charge to mark out pipe locations.

Resolved minute number **16/HRWS/038** **File Ref**

That the Operations Manager arrange for the invoice for damage to the pipe incurred by a contractor (as reported to the Hunterville Rural Sub-committee's meeting of 12 December 2016) be rescinded and the Sub-committee cover the cost.

Mr Hughes / Mr Weston. Carried

2. The Mayor gave an overview of the Workshop on Water Health that he recently attended. The key issues centred on liability, particularly in the wake of the Flaxmere event. The first requirement on the Council and the Committee is to inform all parties as to whether water is intended for stock supply only. However, even with that knowledge disseminated, the Council and the Committee are still responsible for water health. In the future Central Government will be playing a larger role in water health, with changes to come. However, there are no immediate changes that will affect the Committee.

With regards to disseminating information, Mr Miller will speak with the three rural water supply management sub-committees about their obligations: water treatment, notification, water safety plans, and regular testing. Ms Saywell suggested sending notifications with every bill, Mr McIrvine said he would arrange this.

3. Due to lack of time, Ms Sue Bligh's presentation was deferred until the next meeting.

14 Next Meeting

Monday 20 February 2017, 3:00 pm

15 Meeting closed at 4:59 pm

Confirmed/Chair: _____

Date: _____

Unconfirmed

Rangitikei District Council

Te Roopu Ahi Kaa Komiti Meeting

Minutes – Tuesday 13 December 2016 – 11:00 a.m.

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- Present:**
- Mr Thomas Curtis (acting Chair)
 - Ms Coral Raukawa-Manuel
 - Mr Terry Steedman
 - Ms Tracey Hiroa
 - Ms Tahi (Gaylene) Nepia
 - Ms Kim Savage
 - Cr Cath Ash
 - His Worship the Mayor, Andy Watson (left at 11:42am)
- In attendance:**
- Mr Ross McNeil, Chief Executive
 - Mr Michael Hodder, Community & Regulatory Services Group Manager
 - Ms Linda Holman, Governance Administrator
 - Ms Denise Servante, Strategy & Community Planning Manager
 - Ms Ellen Webb-Moore, Planner & Policy Analyst
- Tabled:**
- Letter from Cliff Brown re Peter Richardson's retirement

1 Karakia/Welcome

The Chair welcomed everyone to the meeting.

2 Public Forum

Nil

3 Apologies

Resolved minute number: n/a

That the apologies from Pahia Turia, Robert Gray, Katarina Hina, Richard Steedman, Chris Shenton, Hari Benevides, and Cr Soraya Peke-Mason be received.

Mr T Steedman / Ms Hiroa. Carried

4 Whakatau Nga Tuhinga Korero/Confirmation of minutes

It was noted that Barbara Ball was not present at the last meeting.

Resolved minute number	16/IWI/026	File Ref	3-CT-8-2
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That the minutes of the Komiti's last meeting for the 2013-16 triennium, 9 August 2016 are received as an accurate and correct record of the meeting.

Ms Hiroa / Mr T Steedman. Carried

5 Chair's report

A verbal report was not provided as Mr Turia was not present.

6 Council decisions on recommendations from the Komiti

The Komiti noted that there were no recommendations from the Komiti presented to the Council meeting on 1 December 2016.

7 Appointment of representative to Council's Assets/Infrastructure Committee

The Komiti expressed appreciation to the Council for the appointment of a Te Roopu Ahi Kaa representative to the Assets and Infrastructure Committee.

Resolved minute number

16/IWI/027

File Ref

n/a

That Te Roopu Ahi Kaa nominates Tracey Hiroa to be its representative on Council's Assets/Infrastructure Committee for the 2016-19 triennium.

Ms Nepia / Mr Steedman. Carried

8 Feedback from Komiti's workshop

It was decided that the appointment of Deputy Chair will be held at the next meeting of Te Roopu Ahi Kaa on Tuesday 14 February 2017.

The Komiti and the Rangitikei District Council staff present introduced themselves.

9 Update from Council (October-November 2016)

His Worship the Mayor, Andy Watson, spoke to the report 'Update from Council (October-November 2016)'. On the issue of land-locked land the Mayor noted that Council is working with central government to open this land up, and referenced an eighth stream added to the Regional Growth study to specifically address the Maori economy. The Mayor also noted that the pace of change may be slowed while the Rangitikei's neighbouring councils and the central government adapt to changes in leadership. He also noted that progress was being made by Ngati Rangi in its negotiations with the Government for settlement.

The Mayor discussed the long term plans for new civic buildings in Bulls and Marton, and a new sports facility in Taihape. The Annual Plan community consultation process begins in March 2017, when Te Roopu Ahi Kaa Komiti members can provide comment and suggestions from their communities.

Mr McNeil then spoke to the report. The November 2016 Kaikoura earthquake has highlighted vulnerabilities in Rangitikei building stock, particularly within towns. Challenges faced by the district include being in a high seismic zone, and lacking strong urban economic drivers. New legislation comes into effect in July 2017 to guide how heritage buildings need to be treated. The Council is very interested in bringing central Government in to help with this issue in order to avoid abandonment of buildings.

Mr McNeil then discussed waste-water treatment. Marton has an advisory group which will roll out similarly to all areas. The group will work through requirements for consents, will consult with community and stakeholders and will then lodge application with Horizons within two years.

The former Taihape College facilities were discussed. A new school was built on the edge of Memorial Park, which has left the old college site vacant. Community groups see value in the building, and are awaiting a central government decision.

The Marton dam in the Tutaenui area was discussed, as Council is considering opening it up for walking and recreation. Priority is for safety of the water supply but passive recreation has been requested from Council, similar to that provided to reservoirs in other parts of the country. A management plan is currently being worked on.

The Mayor left the meeting at 11:42am

Mr Mc Neil then spoke to the report 'Top Ten Projects – status, November 2016'. Discussion was held on the various options for ownership of the community housing. Discussion was also held on the leachate from the Bonny Glenn landfill.

Resolved minute number **16/IWI/028** **File Ref** **3-CT-8-1**

That the memorandum 'Update from Council (October-November 2016)' be received.

Ms Hiroa / Mr Steedman. Carried

10 Ture Whenua Māori Bill

No discussion was held on this item.

11 Update on landlocked land

Discussion was held on this item, and Mr McNeil noted that the Mayor is keen to progress this irrespective of any upcoming central government legislation.

12 Te Pae Tawhiti

No discussion was held on this item.

13 Update on the Path to Well-Being initiative and other community development programmes – September to November 2016

Ms Servante addressed the Komiti regarding the three main projects. Firstly, Youth Development co-ordinator hiring process is still progressing, with the existing school holiday programmes in place until January 2017. Secondly, the Path to Well-being Conference will be held in February 2017, with a mix of workshops and learning. Ms Servante would like to see multiple attendees from each organisation. Thirdly, Healthy Families: a strategy group has been set up and will tie in with the Path to Wellbeing Conference.

Resolved minute number **16/IWI/029** **File Ref** **1-CO-1**

That the memorandum "Update on the Path to Well-Being initiative and other community development programmes – September to November 2016" be received.

Ms Nepia / Ms Raukawa-Manuel. Carried

14 Welcome new members to the Komiti

New members were welcomed to the Komiti by the Chair.

15 Thank you to outgoing members of the Komiti

Te Roopu Ahi Kaa would like to thank the outgoing members for their contributions to the Komiti and wish them well in their endeavours.

16 Late items

Ms Hiroa noted the increased number of female Komiti members and said that the meetings will provide an opportunity for women members to become active rather than passive members.

Mr Steedman congratulated and expressed thanks to the Rangitikei District Council for opening up the membership of the Assets and Infrastructure Committee to a Te Roopu Ahi Kaa member.

17 Next meeting

Tuesday 14 February 2017, 11am. Pre-meeting workshop at 10am.

18 Meeting closed/Karakia – 12.16pm

Confirmed/Chair: _____

Date: _____

Rangitikei District Council

Taihape Community Board Meeting

Minutes – Wednesday 14 December 2016 – 5:30 p.m.

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Present: Mrs Michelle Fannin(Chair)
Ms Gail Larsen
Mrs Ann Abernethy
Mrs Yvonne Sicely
Cr Ruth Rainey
Cr Angus Gordon

In attendance: Mr Michael Hodder, Community & Regulatory Services Group Manager
Mrs Sheryl Srhoj, Administration

Tabled documents:

Item 3	Public Forum – information regarding Stewart Rover Crew
Item 7	Chair's Report
Item 8	Presentation from Mr Richard Witheford-Smith –'The Taihape Woolshed' concept
Item 12	Update on the Small Projects Fund – Memorandum and invoice for photo board from Crimpys Contracting
Item 13	Requests for Service Concerning Taihape – Breakdown for November 2016
Item 14	Youth Hutt report – information regarding school holiday programme
Item 19	New Standing Orders

1 Welcome

The Chair welcomed everyone to the meeting.

2 Apologies

Resolved minute number **16/TCB/058** **File Ref**

That the apologies from Cr Aslett and His Worship the Mayor for absence be received.

Mrs Fannin/Ms Larsen. Carried

3 Public Forum

Mr Cameron Randles spoke on behalf of the Stewart Rover Crew, a service section of Scouting New Zealand, open to people aged from 18 to 25 years of age.

He said that one of the group's aims was to network with local community groups and offer their services free of charge. It was anticipated that having a local presence would encourage others to join.

The Chair was keen for the Stewart Rover Crew to help out with Gumboot Day. Mr Randles to pass this onto his crew. Mrs Sicely suggested that they also get in touch with the new Youth Co-ordinator.

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.

The Chair declared a conflict of interest in regards to Item 16 -Taihape Community Christmas lunch.

5 Confirmation of order of business

There was no change to the order of business.

6 Minutes of previous meeting

Resolved minute number **16/TCB/059** **File Ref**

That the minutes of the Taihape Community Board meeting held on 10 November 2016, be taken as read and verified as an accurate and correct record of the meeting.

Mrs Fannin/Mrs Sicely. Carried

7 Chair's report

The Chair spoke briefly to her tabled report.

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

That the Chair's report to the 14 December 2016 meeting of the Taihape Community Board, as presented be received.

Mrs Fannin/Mrs Sicely. Carried

8 Presentation from Mr Richard Witheford-Smith

Mr Witheford -Smith tabled information and then spoke on "The Taihape Woolshed" concept. His vision was to see a niche rural industries focussed mall complete with a live working woolshed constructed within the main street of Taihape. Here tourists/visitors would get to experience shearing/wool handling etc. Other proposed attractions to include a NZ beef and lamb restaurant, "Shearers bar" along with a Farmers market selling local produce/products. There would be office space and support for start-up businesses, however he thought that some existing businesses may choose to move into the complex for higher foot traffic. Mr Witheford-Smith said that approximately \$15,000 would be required to undertake a feasibility study of which he was prepared to put time into.

The Board was keen to see further work done on the concept before endorsing it. It was suggested that a meeting be held with Councils Chief Executive and Mayor in order to discuss potential funding options.

9 Ensuring effectiveness of the District's Community Boards – review for the 2016-19 triennium

The Board considered it best to discuss this item at its next workshop in order to determine any recommendations to Council.

Resolved minute number 16/TCB/061 **File Ref**

That the report 'Ensuring effectiveness of the District's Community Boards – review for the 2016-19 triennium' be received.

Cr Gordon/Ms Larsen. Carried

Resolved minute number 16/TCB/062 **File Ref**

That the Taihape Community Board discuss Council's delegations to the Board and its level of support at the next workshop which is to be held 1 February 2017.

Cr Rainey/Mrs Fannin. Carried

10 Council decisions on recommendations from the Taihape Community Board and consideration of other matters affecting Taihape

Resolved minute number 16/TCB/063 File Ref

That the memorandum on Council decisions on recommendations from the Taihape Community Board and consideration of other matters affecting Taihape be received.

Mrs Fannin/Cr Rainey. Carried

11 Taihape issues discussed with Council on 10 November 2016

Lime chip footpath to Dixon Way

The Board wanted to see this project progress so were happy to have an approach to the Regional Land Transport Committee.

Mrs Abernethy spoke on the increasing amount of walkers now using O'taihape Valley and Dixon Way Roads. She suggested that either pedestrian signage be installed or the speed limit be reduced.

It was agreed that Mrs Abernethy and Ms Larsen ask local residents to provide evidence/letters etc. and that this item be discussed further at the Board's workshop.

12 Update on the Small Projects Fund

A Memorandum on the Small Projects Grant Scheme Update-December 2016 was tabled.

The Chair advised that the photo board has now been installed at Gumboot Lane. It was agreed that funds from the Small Project Fund be used to cover the costs of having it installed.

There was further discussion on the quotes to fence the dog exercise area. Cr Rainey felt that this was not really a place-making project and that this item should be discussed at the Board's next workshop.

The Board wanted the unspent balance of the 2015/16 place-making allowance to be rolled over to 31 March 2017.

Resolved minute number 16/TCB/064 File Ref

That the Taihape Community Board agree to using funds of \$625.60 from the Small Project Fund to cover the costs of installing the photo board.

Cr Gordon/Cr Rainey. Carried

Resolved minute number **16/TCB/065** **File Ref**

That the Taihape Community Board requests Council to approve a further carry-forward, to 31 March 2017, of the unspent balance of the 2015/16 place-making allowance, on the understanding that the Board will have developed and implemented place-making initiatives by that time.

Mrs Fannin/Mrs Sicely. Carried

13 Requests for Service concerning Taihape

Resolved minute number **16/TCB/066** **File Ref**

That the report 'Requests for Service concerning Taihape' be received.

Cr Rainey/Mrs Abernethy. Carried.

14 Youth Hutt report

Resolved minute number **16/TCB/067** **File Ref**

That the Youth Hutt report to meeting of the Taihape Community Board on 14 December 2016 be received.

Mrs Fannin/Cr Gordon. Carried

15 Community Christmas lights competition

The Chair spoke to this item. She said that this is the third year that this competition has been run and so far she had received seven entries. Fairfax had covered the costs for two advertisements and the third was to come out of the Small Projects Fund.

Resolved minute number **16/TCB/068** **File Ref**

That the Taihape Community Board continue to organise the Community Christmas lights competition as a community event and that the cost of one advertisement come out of Small Project Fund.

Cr Rainey/Mrs Sicely. Carried.

16 Taihape Community Christmas lunch

The Chair reported that there may be a shortage of funds for the Taihape Community Christmas Dinner. The Board agreed to fund this event up to \$200 from the Small Projects Fund, if necessary.

Resolved minute number **16/TCB/069** **File Ref**

That if required, the Taihape Community Board agree to fund the Community Christmas Dinner up to \$200 from the Small Projects Fund

Cr Rainey/Mrs Sicely. Carried

17 Current infrastructure projects/upgrades and other Council activities within the Ward

Cr Gordon was concerned about the partial collapse of the retaining wall on the Kiwi Road/Swan Street intersection. He said that further slippage was likely to affect access to properties. He was keen for Councils Roading team to provide an update on this issue.

Resolved minute number **16/TCB/070** **File Ref**

That the Taihape Community Board ask that Council staff provide an update on the retaining wall by the Kiwi Road intersection.

Cr Gordon/Mrs Fannin. Carried

18 Matters arising not elsewhere on the agenda- progress update

Alex Wong corner

Mr Hodder to ask that the Parks & Reserves Team Leader arrange for the grass to be mown on the Alex Wong corner.

The Board wanted to place some tables and chairs on this site. It was suggested that this would be a suitable 'place-making project'. The Board to research various providers and obtain quotes.

Main Street footpath surface

The Chair noted that some of the footpaths were still slippery despite the recent high pressure work. Cr Gordon noted that the surface outside of Taihape Honda still appeared to have the sealant and queried whether or not it was sealed after being ground.

Banner over Hautapu Street

The Community & Regulatory Services Group Manager spoke to this item. He said that the initial design had been rejected and that Council had engaged another Engineer to provide further calculations.

The Chair was keen to have this matter resolved in time to allow the Taihape A & P show banner to be installed.

Loading zone in Tui Street

Council's Roading Team has yet to talk with affected property owners. It was suggested that they seek information from the Taihape Community Board's past minutes.

Resolved minute number

16/TCB/071

File Ref

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

Mrs Fannin/Mrs Abernethy. Carried

19 New Standing Orders

A copy of the draft Standing Orders which had been designed specifically for Community Boards was tabled.

The Board agreed to consider these at their next workshop.

20 Late items

There were no late items.

21 Future items for the agenda

The Board to hold a workshop on 1 February 2017.

Items to be discussed to include bike trails and Reserve Management Plan.

22 Date of next meeting

The next meeting to be held 8 February 2017.

23 Meeting closed

The meeting closed at 7.35pm.

Confirmed/Chair: _____

Date: