



Rangitikei District Council

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Rangitikei
UNspoilt...

Council Meeting Order Paper

Thursday 23 February 2017, 1pm

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

Website: www.rangitikei.govt.nz

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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 23 February 2017 – 1:00 PM



Contents

1	Welcome.....	2	
2	Public Forum.....	2	
3	Apologies/Leave of Absence.....	2	
4	Members' conflict of interest.....	2	
5	Confirmation of order of business.....	2	
6	Confirmation of minutes	2	Attachment 1, pages 9-25
7	Mayor's Report.....	2	Attachment 2, pages 26-31
8	Portfolio Updates.....	2	<i>Verbal Update</i>
9	Bulls Community Development Trust Milestone.....	3	<i>Verbal Update</i>
10	Contract Acceptance for Contact C1044 Area Wide Sewer Relining 2016/17 and 2017/18	3	Attachment 3, pages 32-36
11	Administrative Matters – January 2017	3	Attachment 4, pages 37-73
12	Top Ten Projects – Status, February 2017	4	Attachment 5, pages 74-80
13	Adoption of reference documents for the consultation document for the 2017/18 Annual Plan.....	4	<i>Agenda Note</i>
14	Adoption of 'What's changed, what's the plan for 2017/18...?' the Consultation Document for the draft 2017/18 Annual Plan.....	5	Attachment 6, pages 81-84
15	Review of Fees and Charges for 2017/18	5	Attachment 7, pages 85-131
16	Adoption of Strategic Directions for the 2016-19 Triennium	5	<i>Tabled Document</i>
17	Updated the Code of Conduct	5	Attachment 8, pages 132-146
18	Manawatu Community Trust.....	6	<i>Presentation</i>
19	Receipt of committee minutes and resolutions to be confirmed.....	6	Attachment 9, pages 147 -188
20	Late Items	7	
21	Future Items for the Agenda	7	
22	Next Meeting	7	
23	Meeting Closed.....	7	

*Note: the proposed Code of Conduct and Guidelines are a separate document provided to Elected Members.

1 Welcome

2 Public Forum

3 Apologies/Leave of Absence

4 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.

5 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.

6 Confirmation of minutes

Recommendation

That the Minutes of the Council meeting held on 26 January 2017 be taken as read and verified as an accurate and correct record of the meeting.

7 Mayor's Report

A report will be tabled at the meeting.

File ref: 3-EP-3-5

Recommendation

That the Mayor's Report to the Council meeting on 23 February 2017 be received.

8 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

9 Bulls Community Development Trust Milestone

His Worship the Mayor will speak to this item.

10 Contract Acceptance for Contract C1044 Area Wide Sewer Relining 2016/17 and 2017/18

A report is attached.

File ref: 5-CM-1-C1044

Recommendations

- 1 That the report on Contract Acceptance for Contract C1044 Area Wide Sewer Relining 2016/17 be received.
- 2 That the Council award Contract C1044 Area Wide Sewer Relining 2016/17 and 2017/18 to Pipe Technologies Limited for the sum of for nine hundred thousand dollars (\$900,000.00) plus GST over the 2016/17 and 2017/18 financial years.

11 Administrative Matters – January 2017

A report is attached.

File ref: 5-EX-4

Recommendations

- 1 That the report 'Administrative matters – February' be received.
- 2 That His Worship the Mayor be authorised to sign the proposed triennial agreement for the Hawkes Bay Region, accepting any minor changes proposed by other councils.
- 3 That Council approves the appointment, for the period 1 March 2017 to 31 January 2020 of Stuart Hylton, Judy Klue, Chalky Leary and Colin Mower for inclusion on the list from which members of the Rangitikei District Council Licensing Committee will be drawn.
- 4 That Council appoints His Worship the Mayor, member (ex officio), as Deputy Chair of the Rangitikei District Licensing Committee for the period 1 March 2017 to 31 January 2020, and

EITHER

appoints Cr..... to chair the Rangitikei District Licensing Committee for the period 1 March 2017 to 31 January 2020

OR

recommends to the Chief Executive that EITHER Stuart Hylton OR Chalky Leary be appointed Commissioner to the Rangitikei District Licensing Committee and that His Worship the Mayor be appointed deputy chair of the Committee during this period.

- 5 That the Chief Executive conveys the Council's thanks to those member of the Rangitikei District Licensing Committee who did not seek a second term, i.e. Steve Fouhy and Graeme Platt.
- 6 That Council approve paying \$4,500 from the unspent allocation in the Community Initiatives Fund to cover the expenditure projected by Hunterville Community Library in the Council's declined application to the J B S Dudding Trust and that further work be done to secure a more publicly accessible community library in Mangaweka.
- 7 That any objections to the proposed closure of roads for ANZAC Day Service and Parades in Bulls, Marton, Hunterville or Taihape on 25 April 2017 be determined jointly by the Mayor, Deputy Mayor and Chief Executive.
- 8 That Council authorise the Chief Executive to sign (on behalf of the Council) the consents to the Minister for Land Information to road being stopped and certifying the vesting of stopped road at Koitiata to be equitable as shown on Title Plan 489261.
- 9 That the approved carry-forward from 2016/17 to 2017/18 for the Bulls multi-purpose community facility be \$3,303,000 (rather than \$1,774,280) and that that a footnote recording this decision be added to the schedule included as an appendix to Council's minutes of 26 January 2017.

12 Top Ten Projects – Status, February 2017

A memorandum is attached.

File ref: 5-EX-4

Recommendation

That the memorandum 'Top ten projects – status, February 2017' be received.

13 Adoption of reference documents for the consultation document for the 2017/18 Annual Plan

Prior to adopting the Consultation Document for the draft 2016/17 Annual Plan, section 95A(4) of the Local Government Act 2002 requires the Council to adopt the information relied on by the content of the Consultation Document. The Consultation Document must state where the public may obtain such information, which may be by links to the Council's website. The final recommendation will be tabled at the meeting.

Recommendation

That in terms of section 95A(4) of the Local Government Act 2002, Council adopts the following as being information relied on by the content of the Consultation Document 'What's changed, what's the plan for 2017/18...?':

- the draft 2017/18 Annual Plan;
- the adopted 2015/25 Long Term Plan;
- ...

14 Adoption of ‘What’s changed, what’s the plan for 2017/18...?’ the Consultation Document for the draft 2017/18 Annual Plan

A memorandum is attached. The final draft of ‘What’s changed, what’s the plan for 2017/18...?’ the Consultation Document for the draft 2017/18 Annual Plan will be tabled at the meeting.

File: 1-AP-1-6

Recommendation

1. That the memorandum ‘Adoption of ‘What’s changed, what’s the plan for 2017/18...?’ the Consultation Document for the draft 2017/18 Annual Plan’ be received.
2. That Council resolves to adopt ‘What’s changed, what’s the plan for 2017/18...?’ as the consultation document for the 2017/18 Annual Plan in terms of sections 95A of the Local Government Act 2002 (subject to minor editorial and formatting issues), and to give effect to the timetable for receiving and hearing submissions.

15 Review of Fees and Charges for 2017/18

The draft Schedule of Fees and Charges for 2017/18 is attached.

File: 1-AP-2-1

Recommendation

- 1 That the memorandum ‘Review of Fees and Charges 2017/18’ be received.
- 2 That Council adopt the Proposed Schedule of Fees and Charges (‘the Statement of Proposal’), the associated Summary of Information and Submission Form for consultation between 28 February and 31 March 2017, and the Engagement Plan.

16 Adoption of Strategic Directions for the 2016-19 Triennium

The final draft of the Strategic Directions for the 2016-19 Triennium will be tabled at the meeting.

File ref: 3-OR

Recommendations

- 1 That...

17 Updated the Code of Conduct

The proposed updated Code of Conduct from Local Government New Zealand is attached.

File ref: 3-OR-3-4

Recommendations

- 1 That the memorandum 'Updating the Code of Conduct' be received.

EITHER
- 2 That Council adopts the Code of Conduct template proposed by Local Government New Zealand [as amended/without amendment]¹

OR
- 3 That Council retain its current Code of Conduct

18 Manawatu Community Trust

A presentation will be made at the meeting.

19 Receipt of committee minutes and resolutions to be confirmed

Recommendations

- 1 That the minutes of the following meetings be received:
 - Turakina Reserve Management Committee, 2 February 2017
 - Turakina Community Committee, 2 February 2017
 - Erehon Rural Water Supply Management Sub-Committee, 8 February 2017 – *to be tabled if available*
 - Taihape Community Board, 8 February 2017
 - Marton Community Committee, 8 February 2017
 - Assets/Infrastructure Committee, 9 February 2017
 - Policy/Planning Committee, 9 February 2017
 - Audit/Risk Committee, 13 February 2017 - *to be tabled if available*
 - Te Roopu Ahi Kaa Komiti, 14 February 2017 - *to be tabled if available*
 - Bulls Community Committee, 14 February 2017
 - Hunterville Rural Water Supply Management Sub-Committee, 20 February 2017 - *to be tabled if available*
 - Hunterville Community Committee, 20 February 2017 - *to be tabled if available*
- 2 That the following recommendation from the Policy/Planning Committee meeting on 9 February 2017:

17/PPL/004

That the Policy/Planning Committee recommends to Council that any media training for Elected Members be conducted in-house.

¹ 75% vote required

20 Late Items

21 Future Items for the Agenda

22 Next Meeting

Thursday 30 March 2017, 1pm

23 Meeting Closed

Attachment 1

Rangitikei District Council

Council Meeting

Minutes – Thursday 26 January 2017 – 1:00 PM

Contents

1	Welcome.....	3
2	Council Prayer.....	3
3	Public Forum.....	3
4	Apologies/Leave of Absence.....	3
5	Members' conflict of interest	3
6	Confirmation of order of business.....	3
7	Confirmation of minutes.....	3
8	Mayor's Report	3
9	Portfolio Updates.....	4
14	Mangaweka Bridge – Assessment of Options.....	5
15	Contract 1013 – Mt Curl Road Dropout.....	6
10	Administrative Matters – January 2017.....	6
18	Wellington Conservation Management Plan/Strategy.....	8
10	Administrative Matters – January 2017.....	9
11	Top Ten Projects – Status, January 2017	9
12	Strategic Priorities for the 2016-19 Triennium	10
13	Proposed Carry-Forward to 2017/18.....	10
16	Review of the Local Governance Statement - January 2017	10
17	Delegations and Level of Support for Community Boards – Response from Ratana and Taihape.....	11
19	Receipt of committee minutes and resolutions to be confirmed.....	11
20	Late Items	11
21	Future Items for the Agenda.....	11
22	Next Meeting	12
23	Meeting Closed – 4.48pm	12

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 David Wilson

In attendance: Mr Ross McNeil, Chief Executive
Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr George McIrvine, Finance & Business Support Group Manager
Mr Hamish Waugh, Infrastructure Group Manager
Ms Denise Servante, Strategy & Community Planning Manager
Ms Katrina Gray, Senior Policy Analyst/Planner
Ms Samantha Kett, Governance Administrator

Tabled documents:

Item 8	Mayor's Report – Mayor's Report and Engagements
Item 9	Portfolio Updates – Update from Cr Aslett
Item 10	Administrative Matters – Service Request Breakdown
Item 13	Strategic Priorities for the 2016-19 Triennium - Towards 2019
Item 13	Schedule of Proposed Carry-Forwards to 2017/18 – Schedule of Proposed Carry-Forwards to 2017/18

1 Welcome

His Worship the Mayor welcomed everyone to the meeting

2 Council Prayer

Cr Ash read the Council Prayer.

3 Public Forum

Nil

4 Apologies/Leave of Absence

Nil

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 informed Council that the item on the Mangaweka Bridge would be taken as soon as the relevant staff arrived at the meeting.

7 Confirmation of minutes

Resolved minute number **17/RDC/001** File Ref

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.

Cr Aslett / Cr Ash. Carried

8 Mayor's Report

His Worship the Mayor spoke briefly to his tabled report.

He highlighted the number of events that are held throughout the District in January, and spoke briefly about the ones he had attended.

He took the opportunity to thank those Councillors who attended the recent Ratana Celebrations and spoke briefly about the conversations he had with various members of Parliament.

He also highlighted the centenary celebrations that will be held at Ratana in 2018.

Resolved minute number

17/RDC/002

File Ref

3-EP-3-5

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

His Worship the Mayor / Cr McManaway. Carried

9 Portfolio Updates

- Ohakea - Cr Platt

Cr Platt has made contact with Ms Sandra Boxall (the Ohakea representative on the Bulls Community Committee). He had no update for Council but would be in regular contact with Ms Boxall.

- Criterion Site - Cr Dunn

Cr Dunn had no further update for Council. Once the updated plans for the Bulls Multi-Purpose Community Centre had been released for public feedback she would have more to update.

- Shared Services - Cr Belsham / Cr McManaway

Cr Belsham had spoken to Mr McNeil and understood that there was further work progressing in this area but nothing new to report yet.

- Southern Sport - Cr Sheridan

Cr Sheridan outlined the various projects that were occurring in the Southern part of the District around sporting activities.

- Samoan Community and Youth Development - Cr Ash

Cr Ash outlined the major issue facing the Samoan Community right now – housing shortage. The regular meetings between members of the Samoan Community would resume again soon to continue discussions on integrating into the Community.

- Marton Building (Civic Centre) - Cr Wilson

Cr Wilson had no further update for Council, but took the opportunity to reiterate the level of community support for the project.

- Iwi Interests - Cr Peke-Mason

Cr Peke-Mason informed Council that she had attended a meeting in Ohakune prior to Christmas as Ngati Rangi has received a settlement offer from Central Government. She informed Council that negotiations from this point on would be rapid. She also spoke about the implementation of the amendments to the Te Ture Whenua Māori Act.

- Heritage and Tourism - Cr Aslett (tabled update)

Cr Aslett tabled an update on Heritage and Tourism in the District.

- Northern Sport and Taihape Building - Cr Gordon / Cr Rainey

Cr Gordon informed Council that they were currently in the process of gathering information from the Community on the proposed new building for Memorial Park, Taihape, and the location of the old grandstand. He also highlighted the number of upcoming events in the Northern part of the District.

14 Mangaweka Bridge – Assessment of Options

Mr Mestyanek spoke briefly to the report, explaining how we have gotten to the point of needed to consider a full replacement of the Mangaweka Bridge.

He detailed the next steps that needed to be undertaken (a business case for starters) before a decision could be made about the future of the Mangaweka Bridge. He informed Council that there were many factors that needed to be investigated and taken into consideration when making a decision.

Councillors expressed a desire to have seen the report from GHD on the bridge, or a 'laymen's' version of the report.

Council was informed that Manawatu District Council were having the same discussions they were and had the same information (as this is a boundary bridge which both Councils are responsible for).

Mr McNeil explained the Council the reasoning for approving a budget provision in the 2017/18 year was to allow the project to be included as part of the Consultation document for the 2017/18 Annual Plan, which would allow community feedback on the proposed project.

Resolved minute number	17/RDC/003	File Ref	6-RT-1-69
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That the report 'Mangaweka Bridge – Update January 2017' be received.

Cr Peke-Mason / Cr Ash. Carried

Resolved minute number	17/RDC/004	File Ref	6-RT-1-69
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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.

Cr McManaway / Cr Aslett. Carried

Resolved minute number	17/RDC/005	File Ref	6-RT-1-69
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That Council approve a budget provision of \$370,000 (20% of the projected local share cost for all pre-construction costs (i.e. business case and design)) for the replacement of the Mangaweka Bridge in 2017/18, with the balance required in 2018/19.

Cr Gordon / Cr McManaway. Carried

15 Contract 1013 – Mt Curl Road Dropout

Mr Geerkens spoke briefly to the report.

Some Councillors expressed a concern at how far the variations to the contract had blown out the price, but Mr Geerkens explained that this work was still subject to NZTA's emergency works subsidy of 87% so the actual impact to Council was very minor.

Resolved minute number	17/RDC/006	File Ref	5-CM-1-C1013
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- 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.

Cr McManaway / Cr Belsham. Carried

10 Administrative Matters – January 2017

Mr McNeil spoke briefly to the report.

Council requested that letters be sent to Ms Erina True thanking her for her work on the Four Regions Trust Board (formerly the Powerco Trust Board), Mr Chris Renshaw for agreeing to replace Ms True as Council's representative on the Trust Board and the Four Regions Trust Board informing them of Council's appointment.

Council expressed concern at how well used the Community Libraries in Mangaweka and Kawhatau were, and suggested that the item lie on the table until an investigation has been completed into whether it is viable to keep these facilities open.

His Worship the Mayor, along with Cr Dunn, undertook to speak to the organising committee for the Ohakea Air Tattoo to see if it was feasible to keep Wilson Street, Bulls, open during drop-off and pick-up times for Bulls School and Bulls Kindergarten.

Resolved minute number	17/RDC/007	File Ref	5-EX-4
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That the report 'Administrative matters – January' be received.

Cr Belsham / Cr Wilson. Carried

Resolved minute number **17/RDC/008** **File Ref** **5-EX-4**

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.

Cr Belsham / Cr Gordon. Carried

Resolved minute number **17/RDC/009** **File Ref** **5-EX-4**

That Council notes the Mayoral appointment of Chris Renshaw on the Four Regions Trust (formerly Powerco Wanganui Trust) to replace Erina True whose term expires on 31 March 2017.

Cr McManaway / Cr Platt. Carried

Resolved minute number **17/RDC/010** **File Ref** **5-EX-4**

That a letter of 'Thanks' be sent to Ms Erina True from His Worship the Mayor for her service on the Four Regions Trust Board (formerly PowerCo Trust Board) as Council's representative.

Cr Sheridan / Cr McManaway. Carried

Resolved minute number **17/RDC/011** **File Ref** **5-EX-4**

That His Worship the Mayor be authorised to sign, on Council's behalf, the proposed submission without amendment on the Health (Fluoridation of Drinking Water) Amendment Bill.

Cr Gordon / Cr Sheridan. Carried

Resolved minute number **17/RDC/012** **File Ref** **5-EX-4**

That His Worship the Mayor be authorised to sign, on Council's behalf, the proposed submission without amendment on regulating fire permitting under the Fire and Emergency New Zealand Bill.

His Worship the Mayor / Cr Ash. Carried

Resolved minute number **17/RDC/013** **File Ref** **5-EX-4**

That the option to cover the expenditure projected by the community libraries (Huntermville, Mangaweka and Kawhatau) from the unspent allocation in the Community Initiatives Fund lie on the table for one month, to allow for an investigation into the usage of the Community

Libraries in Mangaweka and Kawhatau.

Cr McManaway / Cr Sheridan. Carried

Resolved minute number **17/RDC/014** **File Ref** **5-EX-4**

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 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).

His Worship the Mayor / Cr Belsham. Carried

Resolved minute number **17/RDC/015** **File Ref** **5-EX-4**

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.

Cr Aslett / Cr Peke-Mason. Carried

18 Wellington Conservation Management Plan/Strategy

Ms Allanah Irvine and Ms Nicole Dillon narrated a presentation on the Department of Conservation, who they are and what they do, and the draft Wellington Conservation Management Strategy (CMS). The presentation focused on what DoC does as a national body, but Ms Irvine detailed some of the projects they are involved with in the Rangitikei. She hoped that the Council's submission would comment on issues and opportunities it would like DoC to address and whether the CMS captured the desired interrelationships.

They undertook to provide a written response to three questions posed by Elected Members:

- How does the CMS fit in with the Predator Free 2050 initiative?
- Does the CMS address issues with landlocked Maori owned land?
- Does the CMS address freedom camping, with particular reference to Simpsons Reserve Recreation

The draft Wellington Conservation Management Strategy is currently out for public consultation, closing on 4 April 2017. The document in its entirety is available on the Department of Conservation's website.

10 Administrative Matters – January 2017

The resolution for the item on amendments to the Liquor Control Bylaw 2010 was left off the report and the agenda.

Resolved minute number **17/RDC/016** **File Ref** **5-EX-4**

That editorial corrections be made to Schedule 2B of the Liquor Control Bylaw 2010 to make explicit that the entire length of Rangatahi Road, Ratana, is an area where the consumption of liquor is prohibited.

Cr Peke-Mason / Cr Wilson. Carried

11 Top Ten Projects – Status, January 2017

Mr McNeil spoke briefly to the memorandum.

He highlighted the number of responses that had been received to the survey on the proposed changes to the Hunterville Rural Water Scheme, and the next steps that will be undertaken in this process.

Council discussed in detail the potential to progress with the detailed design and specification work for the Bulls Multi-Purpose Community Centre. Some Councillors were concerned with whether Council should proceed with the detailed design and specification work without having the minimum amount of funding secured.

There was discussion around the need to consult on the grandstand in Taihape Memorial Park simultaneously with the location of the new amenity block. The reasoning behind the simultaneous consultation was to avoid dragging out the process any longer than necessary.

Resolved minute number **17/RDC/017** **File Ref** **5-EX-4**

That the memorandum 'Top ten projects – status, January 2017' be received

Cr Belsham / Cr Aslett. Carried

Resolved minute number **17/RDC/018** **File Ref** **5-EX-4**

That Council 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.

Cr Rainey / Cr McManaway. Carried

Resolved minute number **17/RDC/019** **File Ref** **5-EX-4**

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.

Cr McManaway / Cr Wilson. Carried

Resolved minute number **17/RDC/020** **File Ref** **5-EX-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.

Cr Gordon / Cr Rainey. Carried

12 Strategic Priorities for the 2016-19 Triennium

Mr McNeil spoke briefly to the tabled Statement of Strategic Intentions for the 2016-19 Triennium.

It was agreed that the content of the statement would be divided up between Council's Standing Committees to be discussed at their February meetings, with a view of Council formally adopting the Statement of Strategic Intentions for the 2016-19 triennium at its meeting on 23 February 2017.

13 Proposed Carry-Forward to 2017/18

The Schedule of carry-forwards to 2017/18 was tabled at the meeting.

Resolved minute number **17/RDC/021** **File Ref** **1-AP-2-1**

That the proposed schedule of carry-forwards to 2017/18 be received.

Cr Sheridan / Cr Wilson. Carried

Resolved minute number **17/RDC/022** **File Ref** **1-AP-2-1**

That the proposed schedule of carry-forwards 2017/18 [without amendment] be approved.

Cr McManaway / Cr Belsham. Carried

16 Review of the Local Governance Statement - January 2017

Ms Webb-Moore spoke briefly to the memorandum.

Resolved minute number	17/RDC/023	File Ref	3-PY-1-2
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- | | | | |
|---|--|--|--|
| 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 without amendment. | | |

His Worship the Mayor / Cr Aslett. Carried

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.

19 Receipt of committee minutes and resolutions to be confirmed

Resolved minute number	17/RDC/024	File Ref
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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

Cr Gordon / Cr Peke-Mason. Carried

20 Late Items

Additional membership of the Marton Wastewater Treatment Plant Advisory Group

Mr Michael Roberts was suggested as an additional member for the Marton Wastewater Treatment Plant Advisory Group.

A letter would be sent to Mr Roberts advising him of his appointment to the Advisory Group.

Changing the Date of Council Meeting in March 2017

Cr Aslett requested consideration for changing the date of Council's meeting in March 2017, from Thursday 30 March 2017 to Thursday 23 March 2017. Councillors agreed to check their other commitments and advise staff of their availability on 23 March 2017.

21 Future Items for the Agenda

Nil

22 Next Meeting

Thursday 23 February 2017, 1pm

23 Meeting Closed – 4.48pm

Confirmed/Chair: _____

Date: _____

Unconfirmed

Appendix 1

Proposed carry-forwards to 2017/18 (for inclusion in final draft Annual Plan)

Stormwater

Project	2016/17 budget	Proposed carry-forward to 2017/18	Reason
Marton reticulation improvements	500,000	470,000	Modelling needed from Horizons
TOTAL	\$500,000	\$470,000	

Wastewater

Project	2016/17 budget	Proposed carry-forward to 2017/18	Reason
Capital			
Marton treatment	778,500	778,500	Work deferred pending clarification from Horizons on conditions for new consent
Marton reticulation	1,338,000	1,338,000	Reassessment of timing
Bulls treatment	1,100,000	1,100,000	Work deferred pending clarification from Horizons on conditions for new consent
Ratana consent application preparation	526,195	369,263	Reassessment of timing
Ratana treatment	1,419,000	1,409,000	Work deferred pending clarification of from Horizon on conditions for new consent
Koitiata reticulation	110,000	110,000	Consultation with Advisory Group not complete
TOTAL	\$5,271,695	\$5,104,763	

Water

Project	2016/17 budget	Proposed carry-forward to 2017/18	Reason
Renewals			
Taihape reticulation – falling main renewals	437,013	387,013	Design work only in 2016/17 – physical works in 2017/188
Taihape reticulation –	1,185,205	600,000	Design work in progress; once

water main renewals Hautapu St, Kawau Rd, Kokako St, Lark/Swan St, Mataroa Rd, Linnet St, Moa St, Kereru St, Robin St, Tui St, Takahe St, Wren St			complete worst condition pipelines to be addressed (up to \$585,205), with balance in 2017/18
Taihape treatment – seismic strengthening	227,203	175,000	Design in 2016/17; physical works in 2017/18
Mangaweka treatment– seismic strengthening	620,041	558,037	Defer physical works until 217/18
Marton treatment – seismic strengthening	250,000	200,000	Design in 2016/17; physical works in 2017/18
Bulls treatment – replace one of the two Trickers Hill reservoirs ¹	1,275,615	900,000	Design work, foundation works and legal acces in 2016/17; balance pf physical works in 2017/18
TOTAL	\$3,995,077	\$2,820,050	

Community & leisure assets

Project	2016/17 budget	Proposed carry-forward to 2017/18	Reason
Taihape Memorial Park – new amenity block	600,000	600,000	Decision on location to be made as part of 2017/18 Annual Plan consultation – construction will not start before July 2017.
Bulls multi-purpose community facility	3,610,575	1,174,280	Slower progress towards finalising design – final community views to be sought as part of 2017/18 Annual Plan consultation.
TOTAL	\$4,210,575	\$1,774,280	

Roading and footpaths

Project	2016/17 budget	Proposed carry-forward to 2017/18	Reason
None proposed			
TOTAL	0	0	

¹ Currently out of service – issue with roof.

Miscellaneous

Project	2016/17 budget	Proposed carry- forward to 2017/18	Reason
None proposed			
TOTAL	0	0	

GRAND TOTAL	\$13,977,347	\$10,169,093	
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Attachment 2

Report

Subject: **Mayor's Report**

To: Council

From: Andy Watson
Mayor

Date: 16 February 2017

- 1 This month I attended the funerals of Pai Maraku and Bill Byford. Pai served as a member on Te Roopi Ahi Kaa as the representative for the Ratana community, he was passionate about the community, the history of Ratana and the treaty negotiations. The Byford family have an incredibly strong relationship with Council, Bill's wife Jan served as a councillor for many years, his father Noel was the Mayor of Taihape, before amalgamation, and the Byford name is synonymous with business in the Rangitikei. Our respects are with the whanau and families as we remember them at the start of the meeting.
- 2 Our district is getting older; the milestone of a centenary is being reached for numerous schools, communities and settler families. Over the last few weeks I have received invitations to attend numerous events recognising 100 years, the latest being the Koitiata celebrations held last weekend. The community turnout for that celebration was huge with speeches, dinner and the unveiling of a centenary plaque. Congratulations Koitiata you have welcomed the next 100 years in style.
- 3 The Path to Well-being conference, organised by Council staff, was a huge success. The sessions that I was able to sit in on were riveting, especially the ones lead by Zizi Charida and Professor James Liu. The MC for the day was Robbie Magasiva, a Samoan actor with many acclaimed roles in television. Robbie was a fantastic choice his casual style and Samoan heritage built a sense of inclusiveness. My thanks to Denise and her team for making the day a reality.
- 4 Over the weekend the Bulls Trust celebrated the fact that since their inception they have raised in excess of \$1m for the Bulls community. Without this Trust the position of the Bulls Co-ordinator would not have been possible and the many events they organised, such as the wearable arts, would not have happened. It is perhaps unfair to single out anyone in the Trust because so many people contributed, however, I will make specific mention of Jo Rangooni, Jo chaired the trust for a long time, she pushed, cajoled and just made things happen. Jo, we as a Council, are indebted to you and you have our thanks.
- 5 Last weekend I went to the Bring out the Girls singing in Taihape, where seven local women sang for a couple of hours, this was just world class and sold out over the two nights. The sit down French dinner on the Saturday night in Mangaweka was also a sell-out, nearly everyone turned out in French flair and costume to watch the entertainment and to be fed in style by Henry from Flat Hills. Irene Loader was the organiser - watch this space, I suspect that this will become a yearly event — reserve your spot for next year now.

- 6 Over the last few weeks Council has been putting together the draft Annual Plan for community consideration. The Annual Plan process gives the community the opportunity, by way of submission, to comment on our work program and consequent rate positions for the next year. We will organise many meetings throughout the district and we recognise that there are some areas of the district that we have not planned formal meetings for and so if the timing or location does not suit you please contact me and I or a councillor will come and listen to your view and concerns.

Andy Watson
Mayor

Appendix 1

Mayor's Meetings and Engagements

February 2017

Date	Event
1	Met with local Marton resident Met with local community group
2	Met with potential local Marton business Met with local resident
3	Met with local business Met with local home owner Met with local resident Met with local Taihape business owner Attended local Taihape meeting
4	Attended Shearing Sports
5	Attended Rangitikei Area distance riders prize giving
7	Met with local business owner Met with local Bulls residents Met with local Marton resident Attended a local businesses meeting
8	Mayor was based in Taihape all day Attended Taihape Community Board meeting Attended Marton Community Committee meeting
9	Attended Assets/Infrastructure Committee meeting Attended Policy/Planning Committee meeting
10	Attended the Path to Well Being Conference
11	Attended Koitiata 100 year Celebration Attended the Mangaweka Twilight French dinner
13	Met with local business owner Attended Audit/Risk Committee meeting Attended a local businesses meeting

14	Met with local Marton resident Attended Te Roopu Ahi Kaa meeting Attended Bulls Community Committee meeting
15	Met with local business owner and resident Met with local resident
16	Met with local resident Met with local business owner
20	Met with local resident Met with Marton school Attended Hunterville Rural Water Supply sub-committee meeting Met with local resident
21	Met with local business
22	Mayor based in Taihape
23	Met with local resident Attended finance/Performance Committee Attended Council Meeting
24	Met with local resident
25	Attended Ohakea Air Tattoo
26	Attended Ohakea Air Tattoo
28	Attended Bulls Community Committee meeting

Attachment 3



Rangitikei
UNUSPILY...

REPORT

SUBJECT: **Contract Acceptance for Contract C1044 Area Wide Sewer Relining 2016/17 and 2017/18**

TO: Council

FROM: Hamish Waugh, General Manager Infrastructure

DATE: 16 February 2017

FILE: 5-CM-1: C 1044

1 Executive Summary

1.1 Purpose of the report

The purpose of this report is to recommend that Council enter into a contract for relining sewers from 2016/17 to 2017/18.

1.2 Key issues

The sewer networks throughout the District are aging and many individual sewers are reaching the end of their service life. As a result of this, funding has been set aside to renew these sewers.

Using trenchless techniques for sewer rehabilitation or replacement has become more prevalent. Due to the limited experience of Council staff with these techniques, an Expression of Interest (EOI) process was undertaken in 2015 to identify a trenchless technique that would meet the needs of Council.

The outcome of the EOI was reported to Council firstly to undertake a trial of the preferred technique identified at Goldings Line, Marton, which was successfully undertaken.

Following the successful trial, a formal tender from the preferred supplier to undertake the sewer renewal works over the next 3 years in the draft Long Term Plan (LTP) was received, and Contract 990 was let and undertaken.

It is now proposed to let a contract for the 2016/17 and 2017/18 financial years to take advantage of the competitive rates offered.

1.3 Major recommendations

The major recommendation is to enter into a two-year contract worth up to \$900,000 plus GST over the two years with Pipe Technologies Ltd (subject to funding approval in 2017/18) for the rehabilitation of sewers.

2 Context

2.1 Background

In 2015, Council approved C990 for Area-Wide Sewer Renewals for the 2015/16 financial year. As part of the tender the contractor, Pipe Technologies Ltd offered to hold their rates for 3 years, being up to 30 June 2018.

Under C990, C1030 and C1031, 2190m of sewer was relined for \$772,700 plus GST. This figure includes for staff time and preparatory works undertaken by staff. This gives an average overall cost of \$330 per metre plus GST. This included mostly 150 mm diameter pipes and some 200 mm and 225 mm diameter.

In comparison, the Kiwi Road sewer in Taihape is 134 metres long with an equivalent cost of \$76,273 plus GST. This gives a cost of \$569 per metre plus GST.

There were 4 problems with lateral connections being covered over. In each case the cause of this was inaccuracies in the log sheet information provided by Council. In future a CCTV inspection will be undertaken prior to lining to check that the log sheet information is correct. This will be undertaken at no extra cost.

In addition to the lining Pipe Technologies Ltd reviewed 44km of log sheets provided by Council.

The outcome of this review is that following the lining undertaken in 2015/16, there is 5,250 metres of pipe in poor condition requiring remediation and 7,390 metres of incomplete CCTV survey works that needs to be redone.

At \$330 per metre this will cost \$1,732,500 plus GST to remediate. This amount is well within budgets for future years.

2.2 Scope of works

The schedule of rates is unchanged from the rates received in 2015.

The 2016/17 budget for sewer renewals has been allocated according to the table below:

	2016/17 Budget	Lining Contract value
Reticulation - Marton Contractor	\$67,735	\$140,000
Reticulation - Taihape Contractor	\$492,612	\$180,000

Reticulation - Bulls Contractor	\$5,506	0
Reticulation - Hunterville Contractor	\$83,040	\$130,000
Total	\$648,892	\$450,000

Some of the above funding has been allocated to the Kiwi Road sewer in Taihape. The funding for Hunterville will complete all works identified by the CCTCV review.

The proposed schedule of works is as follows:

RANGITIKEI DISTRICT COUNCIL LINING PROGRAMME 2017					
Location	Street	Diameter	Upstream ID	Downstream ID	Length
Marton	Mill	150	MI2MH05200	ML2MH05170	89
Marton	Wellington	300	MI2MH03390	ML2MH03380	70
Marton	Pukepapa	150	ML2MH05900	Un Plotted	82
Marton	William	150	ML2MH04490	ML2MH04500	57
Marton	Bell	150	ML2MH04780	ML2MH04600	49
Marton	Beaven	150	MI2MH0420	ML2MH4920	40
Marton	Hunia	150	MI2MH05060	ML2MH5070	49
Marton	Bell	150	ML2MH04620	ML2MH04660	112
Taihape	Moa	150	TA2MH0300	TA2MH0290	97
Taihape	Hautapu	150	TA2MH1460	TA2MH1470	58
Taihape	Goldfinch	150	TA2MH0450	TA2MH0440	57
Taihape	Moa	150	TA2MH0270	TA2MH0280	82
Taihape	Kuku	150	TA2MH2640	TA2MH2630	181
Taihape	Kotare	225	TA2MH0900	TA2MH0910	18
Taihape	Eagle	225	TA2MH1880	TA2MH1850	119
Taihape	Goldfinch	200	TA2MH0410	TA2MH0270	46
Hunterville	Onga	150	HU2MH0610	HU2MH0600	43
Hunterville	Onga	150	HU2MH0520	HU2MH0510	87
Hunterville	Bruce	150	HU2MH0430	HU2MH0420	38
Hunterville	Milne	150	HU2MH0790	HU2MH0820	77
Hunterville	Bruce	150	HU2MH0460	HU2MH0470	32
Hunterville	Onga	150	B	A	37
Hunterville	Onga	150	A	HU2MH0640	25
Hunterville	Panaekaretu	150	HU2MH0860	HU2MH0870	83
Hunterville	Panaekaretu	150	HU2MH0870	HU2MH0440	80

It is therefore suggested that a measure and value contract be entered into for sewer lining with Pipe Technologies Ltd up to a value of \$900,000 plus GST spread over the 2016/17 and 2017/18 financial years to take advantage of the rates provided. The actual work done will be adjusted to meet budgets as the works progress.

If there is scope for any extra work, this will be subject to further approval from the Assets/Infrastructure Committee.

It is noted that there is funding available for conventional dig and relay minor works in this year's budget should a need be identified (such as at Bulls)

2.3 Long Term Plan (LTP)

Funding has been allocated in the 2015-25 LTP for the renewal of sewers in the District, of which this project will form a part. The LTP renewals are summarised below.

Wastewater Reticulation Renewals	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Bulls	100,000	100,000	0	20,000	0	0	0	0	0
Hunternville	100,000	272,870	0	67,314	50,000	5,738	0	0	50,000
Marion	65,255	444,820	270,000	4,334	9,849	167,398	75,000	128,299	144,031
Taihape	494,579	1,026,355	1,108,789	100,000	153,799	77,669	0	260,000	87,565
	759,834	1,844,045	1,378,789	191,648	213,648	250,805	75,000	388,299	281,596
10 year total	5,383,663								
Average per year	598,185								

The proposed sewer renewals are consistent with the LTP. The available funds in 2016/17 and 2017/18 differ from the LTP projections, primarily because of the approved carry-forwards from 2016/17 to 2017/18.

2.4 Significance

The proposal does not trigger the significance thresholds as the impact on Council's direction in terms of its strategic objectives, the change from Council's current level of service, the level of public impact and/or interest and the impact on Council's capability (non-cost), to continue to provide existing services are all assessed as medium to low.

2.5 Maori consultation

Community views have not been explored in this report.

The sewer renewals budget has been consulted through the process associated with the adoption of the LTP.

2.6 Legal issues

Nil.

2.7 Approach

Community views have not been explored in this report.

The sewer renewals budget has been consulted on through the process associated with the adoption of the LTP.

3 Analysis

3.1 Views

As noted in Section 2.4, community views have not been explored in this report.

3.2 Options

Contract C990 demonstrated that the sewer renewals could be undertaken using the relining process as suggested. The rates for relining are considerably lower than the costs for the Kiwi Road trench and lay methodology.

It is now proposed to take advantage of the offer to hold the tender rates submitted for the remaining 2 years of the 3 year period proposed at the time of the EOI.

3.3 Allowance for contingency and increase in scope

It is not intended to include a contingency amount but work within the suggested contract price.

Therefore a total contract expenditure of \$900,000 over financial years 2016/17 and 2017/18 is recommended.

3.4 Costs

The maximum cost for the project is \$900,000 plus GST over the two years funded from the budgeted provision of \$648,892 for renewals to the District's sewer reticulation.

4 Conclusions

4.1 The thermoform PVC system relining system provided by Pipe Technologies Ltd has proven to be a reliable and cost-effective way of renewing sewers.

4.2 There is a considerable advantage to Council to utilise the rates which have been offered to be held for works commissioned up to 30 June 2018.

4.3 Impact on Council policy

Nil.

4.4 Impact on taking a sustainable development approach

The preferred option will have an expected life in excess of 100 years.

With the lowest capital cost and an operational cost that is also expected to be lower than the cost of maintaining pipes constructed using different pipe materials, the whole of life cost is the least of the options received in the EOI process.

4.5 Need for further consultation

Nil.

4.6 Issues for Maori

Nil.

5 Recommendation

5.1 That the report on Contract Acceptance for Contract C1044 Area Wide Sewer Relining 2016/17 be received.

5.2 That the Council award Contract C1044 Area Wide Sewer Relining 2016/17 and 2017/18 to Pipe Technologies Limited for the sum of for nine hundred thousand dollars (\$900,000.00) plus GST over the 2016/17 and 2017/18 financial years.

Hamish Waugh
General Manager Infrastructure

Attachment 4



REPORT

SUBJECT: **Administrative matters – February 2017**

TO: Council

FROM: Ross McNeil, Chief Executive

DATE: 16 February 2017

FILE: 5-EX-4

1 Triennial agreement for the Hawkes Bay Region

- 1.1 At its last meeting, Council authorised the Mayor to sign the triennial agreement for the Horizons Region, with any minor changes included that are proposed (and accepted) by other councils.
- 1.2 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'. So Rangitikei is also required to be a signatory to the Hawkes Bay Region triennial agreement, although (like Taupo District Council) as a 'non-primary party'.
- 1.3 The proposed agreement prepared by the Hawkes Bay Regional Council is attached as Appendix 1 and a recommendation authorising the Mayor to sign on behalf of the Council is included.

2 Proposed membership of the new District Licensing Committee

- 2.1 As noted in the last month's report, the term of the current Committee (including the Commissioner) expires at the end of this month. Council previously agreed that the term of the next Committee would be from 1 March 2017 to 31 January 2020.
- 2.2 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, and, if Council so desires, it could continue for the new 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.

- 2.3 A public notice was issued inviting nominations from people to be considered for appointment. Existing members were separately advised. Five applications were received, three of whom are members of the current Committee. They were assessed against the criteria suggested by Local Government New Zealand and the Ministry of Justice (and checked they were not disqualified by the exclusions in section 192 of the Sale and Supply of Alcohol Act 2012.¹ Four people are recommended for appointment to the list from whom a Committee is drawn.
- 2.4 The Council also needs to decide whether to appoint an Elected Member to chair the Committee or to recommend to the Chief Executive the appointment of a Commissioner.² Alternate recommendations are included.

3 Rangitikei Tourism

- 3.1 At a meeting of the Committee on 13 February 2017, a resolution was passed to wind up the Committee. Council staff are liaising with the Registrar of Incorporated Societies to ensure that the correct procedures are followed.
- 3.2 Council's priority will be to gain administrative rights to the rangitikei.com website so that it continues to be a powerful promotional tool for the District.

4 Prosecution over dog attack in Hunterville

- 4.1 Last month's report noted that Council was prosecuting the owner of the dog which caused serious injuries to a person in Hunterville in June 2016.
- 4.2 The owner pleaded not guilty at the Marton District Court on 15 February 2017. The hearing has been adjourned to a date yet to be fixed by the Court.

5 Marton Wastewater Treatment Plant Advisory Group

- 5.1 The Group will meet early in March 2017.

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

- 6.1 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.

¹ 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.

² Sale and Supply of Alcohol Act 2012, section 193

7 Update on former Taihape College site, 55 Rauma Road

- 7.1 A further meeting with the facility users is being arranged with the objective previously noted, i.e. to reach a consensus on how the ongoing costs (electricity and water) and maintenance are to be managed. From this a recommendation can be made to Council on the proposed licence to occupy. This will be to the meeting of 30 March 2017.

8 Funding support for community libraries

- 8.1 At last month's meeting, Council was informed that, 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. One way to cover the shortfall is to allocate the sum that would have been granted to the community libraries (\$9,000) from the unspent budget for the Community Initiatives Fund. Council deferred a decision until information could be provided on the use being made of each library.
- 8.2 The Hunterville Library is now in the Hunterville School which has resulted in longer public access hours. The Dudding grant would have been used to purchase adult books. The Mangaweka Library is in a wing attached to the Plunket building but currently does not have publicised opening hours meaning use is very low. Further discussion is needed with the two people involved in running the library and the Mangaweka community to see what (and where) is the most viable operation, including placing at Mangaweka School (although its current role is just nine pupils). The Kawhatau Library is a very limited operation, and the only support looked for is occasional long-term loans of books from the District libraries. Last year's Dudding grant was split evenly between Hunterville and Mangaweka.
- 8.3 A recommendation is included to make a grant (of \$4,500) to the Hunterville Community Library only at this time.

9 Assistance to Hastings District to control serious vegetation fires

- 9.1 On 13 February 2017, the National Rural Fire Authority (NRFA) asked the Council (as a Rural Fire Authority) for vehicles and personnel to help with these very large vegetation fires. Hastings District had declared a Civil Defence emergency earlier that day
- 9.2 The water tanker based at Mangaweka and the 4x4 ute and side-by-side ATV from Marton were sent over with three volunteer firefighters from Rangitikei. Manawatu District also made available a 4x4 ute and three volunteer firefighters. Costs are met by the NRFA.

9.3 It was considered that sending these resources to Hastings did not present a risk for the region because of the low fire danger and that some tankers, appliances and crews remained in the region.

9.4 These volunteers and resources came back on 16 February 2017. The Civil Defence emergency status was lifted on 15 February 2017.

10 Proposed road closures

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

Motorsport NZ permitted tarmac sprint

10.2 The Manawatu Car Club has applied for closure of Otara Road on Sunday 30 April 2017, 8.00 am to 5.00 pm approximately 400 metres from the intersection with SH1 (near Ohingaiti) to the intersection with Peka Road at the top of the valley. This road extends into the Manawatu District, so an application has also been made there.

10.3 Council's intention to allow this temporary closure was advertised in the District Monitor (published 2 February 2017) with the objection period to close 17 February 2017 (4.00 pm). Any objections will be tabled at the meeting.

ANZAC Day

10.4 The Bulls RSA has applied for a road closure of part of High Street (SH1), part of Criterion Street and part of Daniell Street in Bulls on Tuesday 25 April 2017, from 5.40 am to 7.00 am, for their ANZAC Day Dawn Service and Parade.

10.5 The Marton RSA has applied for a road closure of part of Wellington Road from Morris Street to Beavan Street in Marton on Tuesday 25 April 2017 from 5.45 am to 7.00 am, for their ANZAC Day Dawn Service and Parade.

10.6 The Hunterville RSA has applied for a road closure of SH1 on Tuesday 25 April 2017 between 5.40 am to 5.55 am and between 6.35 am and 6.50 am, and two local road closures between 5.30 am to 7.30 am: Bruce Street from the junction with Paraekaretu Street to SH1 and High Street from SH1 to the junction with Kotukutuku Road, for their ANZAC Day Dawn Service and Parade.

10.7 The Taihape RSA has applied for a road closure of part of Hautapu Street (SH1), (from Kuku Street to Huia Street), part of Huia Street (from Hautapu Street to Kokako Street), and part of Kokako Street (Huia Street to Kuku Street) on Tuesday 25 April 2017 from 5.45 am to 6.30 am, for their ANZAC Day Dawn Service and Parade.

10.8 Council's intention to allow these temporary closures has been advertised in the District Monitor (published 16 February 2017) with the objection period to close 17 March 2017. Should there be objections it is suggested that they are considered and determined by the Mayor, Deputy Mayor and Chief Executive.

- 10.9 The Friends of Bess have yet to apply for a road closure of Forest Road, Bulls, to allow the Friends to hold their ANZAC Day Memorial Service. Last year, the closure was from 6.00 am to 1.00 pm. It will be tabled at the meeting if available in time.

11 Misaligned boundaries at Koitiata – formal road stopping

- 11.1 Dealing with the misaligned boundaries on Rapaki Street, Koitiata, included stopping the section of unformed road to the north of the village (because of encroachments onto it from the adjoining properties). Council agreed to that action in July 2013 following confirmation from the Walking Access Commission that it had no objection to the stopping.³
- 11.2 The survey of the area was included in the resurvey of properties along Rapaki Street, and Title Plan 489261 (attached as Appendix 2a) was approved on 9 February 2017. The final step in the process is for Council to give written consent to the Minister for Land Information to stop the road and to certify that the vesting of road to the adjoining owners is equitable.⁴ The relevant authorities are attached as Appendix 2b. This requires a Council resolution.

12 Guided walk at Marton B Dam, 4 March 2017

- 12.1 As part of the assessment of the feasibility of providing a public walkway around Marton B Dam, a guided public walk has been advertised for Saturday 4 March 2017, to start at 10.30 am. Latecomers will be turned away.

13 Request for waiver of all fees

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

14 Service request reporting

- 14.1 The summary reports for first response and feedback (requests received in January 2017) and resolution (requests received in December 2016) are attached as Appendix 3.

15 Health and Safety update

- 15.1 The programme of health and safety site audits continues: the Taihape Swim centre and the waste transfer stations will be done next. A special assignment

³ Council, 25 July 2013: 13/RDC/166.

⁴ Title Plan 489261 shows that the side boundaries of the adjoining lots have been projected across the unformed road, effectively confirming the informal use of the road area.

was to undertake hazard identification and determine the risk management strategy at Marton B Dam ahead of the guided walk.

- 15.2 Formal agreement has been reached with Palmerston North City Council for expert “fresh eyes” hazard identification at Rangitikei’s water and wastewater treatment plants and for our staff to reciprocate in Palmerston North. The first such inspection has taken place.

16 Carry-forwards from 2016/17 to 2017/18

- 16.1 The schedule approved at Council’s meeting on 26 January 2017 (and include as an appendix to the minutes) showed a proposed carry-forward of \$1,174,280 for the Bulls Multi-purpose community facility. This is a mistake: the correct figure is \$3,303,000. That figure has been put into the revised budgets for the draft 2017/18 Annual Plan.
- 16.2 A recommendation is included.

17 Staffing

- 17.1 An offer of appointment has been made to fill the vacancy created in the Parks team by the resignation of Graeme Carlyle. The expected start date is 6 March 2017.
- 17.2 An offer of appointment has also been made to fill the Animal Control Officer vacancy created by the retirement of Fred de Burgh. The expected start date is 13 March 2017.
- 17.3 Manawatu District Council is making some changes to the Infrastructure Group. The integrated asset management and project delivery roles in the three waters have been assigned to Glenn Young (previously Utilities Project Manager). Utility operations remains unchanged under Andrew van Bussel. The integrated asset management and project delivery roles in in roading has been assigned to John Jones (previously Roothing Assets Manager). Reuben Pokiha will continue in a senior roading advisor role.
- 17.4 Interviews for the Marton-based half-time Youth Co-ordinator will be arranged shortly. Te Kotuku Hauora o Rangitikei and the Ministry of Social Development have both agreed to assist in the selection process.
- 17.5 Athol Sanson, Parks and Reserves team Leader, has been accepted into the Accelerated Leadership Programme run by the Society of Local Government Managers. Each of the five sessions is hosted by a different local authority, and a presentation to participants given by the respective Chief Executive. Rangitikei will host one of these sessions.
- 17.6 Ashna Lata has provided some short-term support for the Customer Services Team.

18 Recommendations

- 18.1 That the report 'Administrative matters – February' be received.
- 18.2 That His Worship the Mayor be authorised to sign the proposed triennial agreement for the Hawkes Bay Region, accepting any minor changes proposed by other councils.
- 18.3 That Council approves the appointment, for the period 1 March 2017 to 31 January 2020 of Stuart Hylton, Judy Klue, Chalky Leary and Colin Mower for inclusion on the list from which members of the Rangitikei District Council Licensing Committee will be drawn.
- 18.4 That Council appoints His Worship the Mayor, member (ex officio), as Deputy Chair of the Rangitikei District Licensing Committee for the period 1 March 2017 to 31 January 2020, and

EITHER

appoints Cr..... to chair the Rangitikei District Licensing Committee for the period 1 March 2017 to 31 January 2020

OR

recommends to the Chief Executive that EITHER Stuart Hylton OR Chalky Leary be appointed Commissioner to the Rangitikei District Licensing Committee and that His Worship the Mayor be appointed deputy chair of the Committee during this period.

- 18.5 That the Chief Executive conveys the Council's thanks to those member of the Rangitikei District Licensing Committee who did not seek a second term, i.e. Steve Fouhy and Graeme Platt.
- 18.6 That Council approve paying \$4,500 from the unspent allocation in the Community Initiatives Fund to cover the expenditure projected by Hunterville Community Library in the Council's declined application to the J B S Dudding Trust and that further work be done to secure a more publicly accessible community library in Mangaweka.
- 18.7 That any objections to the proposed closure of roads for ANZAC Day Service and Parades in Bulls, Marton, Hunterville or Taihape on 25 April 2017 be determined jointly by the Mayor, Deputy Mayor and Chief Executive.
- 18.8 That Council authorise the Chief Executive to sign (on behalf of the Council) the consents to the Minister for Land Information to road being stopped and certifying the vesting of stopped road at Koitiata to be equitable as shown on Title Plan 489261.
- 18.9 That the approved carry-forward from 2016/17 to 2017/18 for the Bulls multi-purpose community facility be \$3,303,000 (rather than \$1,774,280) and that

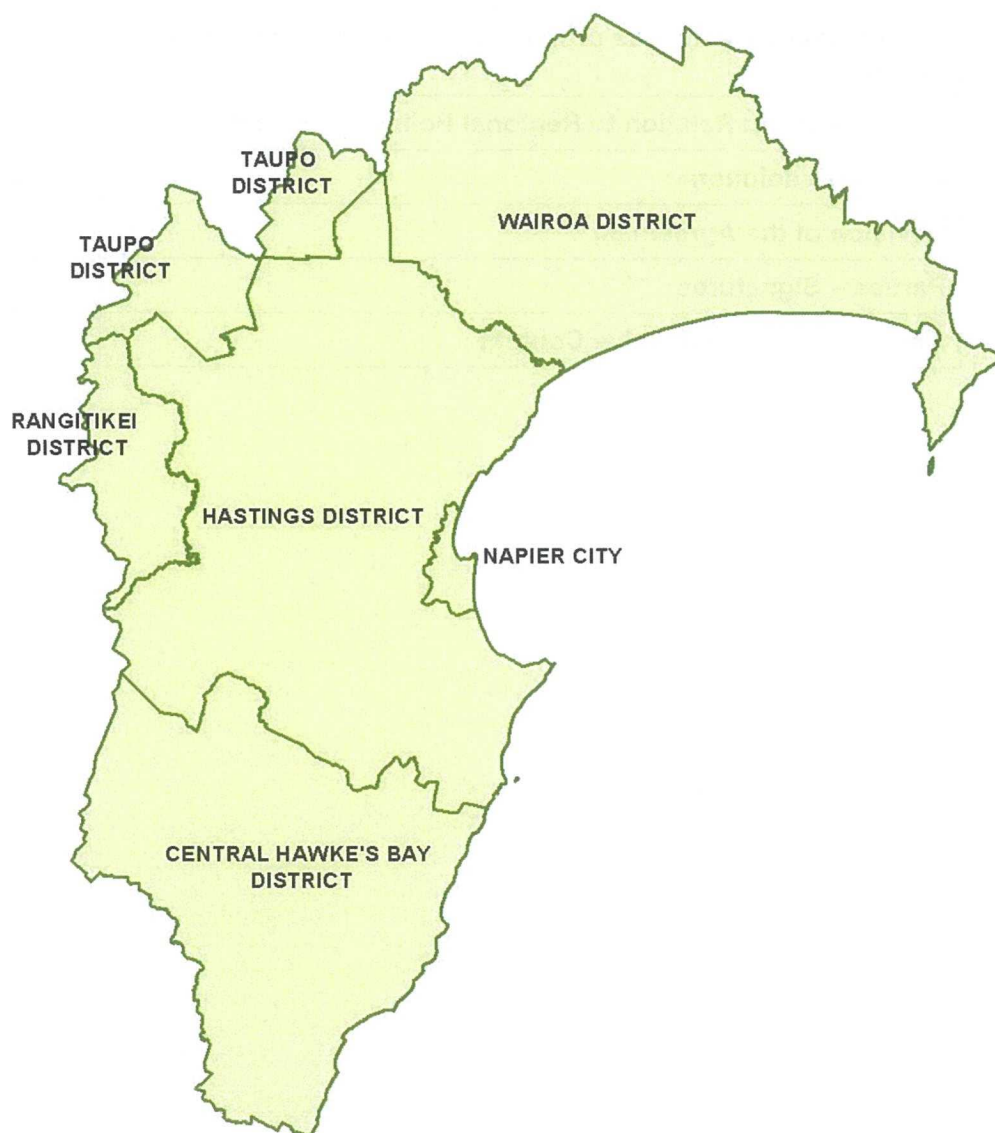
that a footnote recording this decision be added to the schedule included as an appendix to Council's minutes of 26 January 2017.

Ross McNeil
Chief Executive

Appendix 1

HAWKE'S BAY REGION

TRIENNIAL AGREEMENT



For the Triennium from October 2016

TABLE OF CONTENTS

	SECTION
Parties	1
Purpose	2
Principles	3
General Approach to Communication and Co-ordination	4
Implementation Protocols	5
Significant new activities proposed by Hawke's Bay Regional Council	6
Consultation in Relation to Regional Policy Statement	7
Dispute Resolution	8
Revision of the Agreement	9
Parties – Signatures	10
Appendix One: Legislative Context	

1. PARTIES

The parties to this Triennial Agreement (the Agreement) are:

Primary Parties:

(those local authorities whose boundaries are completely encompassed within the Hawke's Bay Region)

- Central Hawke's Bay District Council
- Hastings District Council
- Hawke's Bay Regional Council
- Napier City Council
- Wairoa District Council

Non-Primary Parties:

(those local authorities whose boundaries bisect the Hawke's Bay Region and whose principal identification is with another Region)

- Rangitikei District Council
- Taupo District Council

This Agreement applies to all local authorities in the Hawke's Bay Region. However, it is recognised that for Non-Primary Parties, the degree of involvement in various aspects of the Agreement will be in proportion to the degree to which these parties assess how they will benefit or be affected by decisions, issues, proposals or other matters.

2. PURPOSE

The Local Government Act 2002 ('the Act') encourages collaboration between local authorities and other agencies and organisations, and particularly encourages councils to collaborate with one another.

This Agreement provides one framework to achieve this, representing the shared desire of local governments in the Hawke's Bay region to: work collaboratively, improve communication and co-ordination at all levels of local Government, maximise effectiveness and efficiency, and to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions.

This agreement is deemed to duly constitute fulfilment of the requirements of section 15 of the Local Government Act 2002.

It should be noted that as well as the encouragement towards collaboration, the Local Government Act 2002, and other legislation including the Resource Management Act 1991, recognises that regional councils and territorial authorities have different responsibilities as local government entities. These differences provide an important context for collaboration between the Councils. The requirements contained in legislation for collaboration between Local Authorities are summarised in Appendix One to this Agreement.

3. PRINCIPLES

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

1. acknowledge that the communities within the Region are diverse and encompass a range of desired outcomes and objectives;
2. support the establishment of processes for communication and collaboration at both governance and management levels in ways that will enhance the overall performance and reputation of local government in the region;
3. recognise that collaboration and co-operation between local authorities of the Region can bring efficiencies in terms of planning, administration costs and decision-making and consultation. There is also the potential to increase available resources and promote co-operative approaches in making strategic choices;
4. will investigate further opportunities for collaboration, co-operation, regional funding and shared services between local authorities of the Region in addition to those prescribed by statute or already being undertaken,
5. agree that collaborative or shared services opportunities may occur between two or more parties to this Agreement, but not in every case between all parties to this Agreement. Although collaboration and co-operation are outcomes that should be strived for, each local authority has the legislative mandate to govern their own area as appropriate;
6. will make every effort to accommodate, acknowledge, or at least fairly represent the dissenting view where some parties to this Agreement have a significant disagreement with the position of other parties to the Agreement; and
7. will show leadership to ensure the implementation of this Agreement makes a positive difference for Hawke's Bay.

4. GENERAL APPROACH TO COMMUNICATION AND CO-ORDINATION

It is recognised that a significant level of formal and informal co-operation already exists between Hawke's Bay local authorities.

Key priorities within existing co-operative arrangements include:

- Hawkes Bay Local Authority Shared Services Council Controlled Organisation ('HBLASS');
- Matariki – Hawke's Bay regional economic development strategy;
- Civil Defence and Emergency Management activities;
- Regional Transport Committee;
- Hawke's Bay Tourism;
- participation in wider regional activities through Local Government New Zealand's Zone 3; and
- participation and contributions to LIFT / Intersectoral Group activities, noting that the governance and structure of this group with possible integration with other regional activities is to be reviewed following the development of the Social Inclusion Strategy.

New priority areas to develop co-operative approaches are:

- To develop a regional funding approach for existing and new regional assets
- To develop a collaborative approach to emerging freshwater management issues, including those identified through the Government Inquiry into Havelock North Drinking Water

Further to this existing cooperation, parties to this Agreement will:

1. Hold quarterly meetings of the Mayors of the primary parties and the Regional Chairman to formally communicate and coordinate on matters of mutual interest.
2. Invite the Chief Executives of the primary parties to attend every Forum for a period of time at the start of each meeting.
3. At the first meeting following the local body election elect a Chair of the Forum from among the attendees. The Council whom the elected Chair represents will provide the administrative support for the Forum for that triennium.
4. Review the performance of the Agreement at least annually.
5. Share resources where feasible for the purposes of preparing information on the various communities in the region. These resources may include information on demographics, survey data, scientific studies and the analysis of social, economic, environmental and cultural trends.
6. Develop joint approaches, where appropriate, to engage Central Government, iwi governance bodies and tribal entities, national agencies and community organisations.
7. Continue to support the HBLASS, which is tasked with the development and implementation of shared services arrangements for the Hawke's Bay Region.
8. Provide early for notification of, and participation in, decisions that may affect other local authorities in the region.
9. Make draft strategies, policies, and plans available to other local authorities in the region for discussion and development, where they may have regional implications or implications beyond the boundaries of the decision-making council.
10. Apply a "*no surprises*" policy whereby early notice will be given over disagreements between local authorities concerning policy or programmes before the matter is put out to the public.
11. Establish, as necessary, other forums at both political and operational levels that will help enhance and achieve the purpose of this Agreement.
12. Provide a process for initiating reviews of regional forums that are not working optimally in the view of one or more parties.

These approaches to communication and co-ordination will be used when preparing, reviewing or changing any parts of the Regional Policy Statement and other Resource Management Act planning documents and will be the agreed consultation process for the purposes of section 3A of the First Schedule of the Resource Management Act.

The parties to this agreement recognise that the Regional Policy Statement may contain matters that affect other local authorities in the region and can have regional implications.

5. IMPLEMENTATION PROTOCOLS

Meetings:

1. Meetings will be arranged and minutes kept by the appointed Chair - elected each three-year term - and minutes distributed to all parties to the Agreement. This does not preclude meetings being arranged, on request, by Councils other than that of the appointed Chair.
2. Given the importance accorded to this Agreement each Council will be represented by its Mayor/ Chairperson and Chief Executive.
3. Where appropriate, and agreed, the Chief Executive of a Council Controlled Organisation (CCO) may attend an item related to that CCO's activities.
4. Media and communications contact (including the provision of information to the public on request) in relation to matters covered in the Agreement shall be shared on a rotating basis.
5. All public communications from these meetings shall be approved by all participants prior to their release.
6. Where a significant decision or issue affects a particular Council, or its community, it should, in partnership with the other Councils of the region, have the lead role in formulating the collective response of the region's local authorities to this issue or decision.
7. Responsibility for servicing, and making media comment on behalf of, existing specific regional and sub-regional forums, will lie within those specific forums.

Prioritisation of Activities:

1. The parties will agree initial priorities for the upcoming 3 years at the first meeting of the triennium.
2. Priorities will be communicated via the Chief Executives to the respective parties.

6. SIGNIFICANT NEW ACTIVITIES PROPOSED BY HAWKE'S BAY 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 Act applies.

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 the quarterly meetings (see 4(1) above), and to provide drafts of proposals to affected Councils for early comment in accordance with the requirements of sections 77-89 of the Local Government Act (decision-making and consultation).

The parties also agree that prior to implementing the formal provisions of the Local Government Act Section 15 (2 and 3)¹:

- 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.
- 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 LGA Section 15(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 Hawke's Bay 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 parties that have agreed to the mediation will meet the cost of mediation equally.

7. CONSULTATION IN RELATION TO REGIONAL POLICY STATEMENT

For the purposes of meeting the requirements of Schedule 1, Clause 3A, to the Resource Management Act, the consultation process to be used by affected local authorities in relation to policy statements and plans will follow the process outlined below:

Stage 1: Pre-Plan Preparation

Meaningful discussion will occur at a staff level to allow:

- A wide range of issues and options to be discussed
- Free, open and frank discussions without prejudice
- Best use of professional resources to evaluate techniques and options

Once a good understanding has been obtained of the

- Reasons for the policy statement review or change
- Minor policy differences and their basis
- Significant policy differences and their basis

the parties will decide if further progress can be made to resolve those differences and a process and timeframe to move forward should be established.

¹ Appendix One

Stage 2: Draft Change

When a policy statement or plan review or change reaches a draft stage and before it has been adopted by Council for consultation, it shall be forwarded to councils in the region (where they have an interest) for their comment. Parties will err on the side of inclusion rather than exclusion.

The general principles of comments from recipient councils should be as follows:

- Comments on a draft policy statement change would be semi-formal to the extent that they would generally be:
 - discussed with or reported to the Council; and
 - represent the organisational view.
- Comments on a draft policy statement or plan change should be preceded by a summary of the position reached through pre-consultation.
- Staff focus should be on policy implications with an emphasis on matters of difference already identified. Constructive commenting on style or grammar should be confined to informal exchanges between peers (e.g. as emails).

Stage 3: Notified Change

Once a reviewed policy statement or plan or change to the policy statement or plan has been publicly notified under the First Schedule to the RMA, matters in contention between the parties should be clearly identified and well understood.

Any new matters introduced into the policy statement or plan likely to be of interest to the recipient councils should be clearly communicated by the Council responsible and include the reasons for inclusion at this stage.

Submissions should be formal and be supported by policy and other relevant documentation or evidence including (but not limited to):

- Long Term Plans;
- Other statutory documents including asset management plans, growth management plans, strategies and district plans; and
- Relevant operational requirements and corporate activities.

Stage 4: Appeals to the Environment Court

Given the significant cost, resource and relationship impacts of appeals, best endeavours should be made to reach agreement on matters of significant difference prior to this stage. Differences of professional opinion will arise at times, however, and it is recognised that these can benefit from Environment Court decisions.

Nothing in this Agreement shall interfere with the rights, functions or duties given by statute to any party.

8. DISPUTE RESOLUTION

In the event of a disagreement between the Councils as to the interpretation or implementation of this Agreement, and/ or that disagreement between the Councils as to the interpretation or implementation of this Agreement to vary the terms of this Agreement in accordance with s.15(3) of the Act, then the matter in dispute will be referred to mediation.

If the Councils cannot agree on the appointment of a mediator, the President of the Hawke's Bay District Law Society will be requested to appoint the mediator. The costs of the mediation shall be borne by the Councils in equal shares.

9. REVISION OF THE AGREEMENT

1. The Agreement is effective from the date of signing until such time as the Agreement is either amended by the agreement of all parties or is renewed following the 2019 local authority elections which must be before 1 March 2020.
2. If a party to the Agreement requests a review of its terms within the triennium, such a review will begin within four weeks of the request being lodged. Otherwise the Agreement will be renewed following the local body elections as outlined in 9(1) above.
3. The performance of the Agreement shall be reviewed at least annually.
4. Hawke's Bay Regional Council will be the first Council responsible for servicing this Agreement.

10. PARTIES - SIGNATURES

This Agreement is signed on this day of 2017 by the following on behalf of their respective authorities.

PRIMARY PARTIES:

**CENTRAL HAWKE'S BAY DISTRICT
COUNCIL**

HASTINGS DISTRICT COUNCIL

.....

Mayor

.....

Mayor

.....

Chief Executive

.....

Chief Executive

HAWKE'S BAY REGIONAL COUNCIL

.....

Chairman

.....

Chief Executive**NAPIER CITY COUNCIL**

.....

Mayor

.....

Chief Executive**WAIROA DISTRICT COUNCIL**

.....

Mayor

.....

Chief Executive**NON-PRIMARY PARTIES:****RANGITIKEI DISTRICT COUNCIL**

.....

Mayor

.....

Chief Executive**TAUPO DISTRICT COUNCIL**

.....

Mayor

.....

Chief Executive

APPENDIX ONE: LEGISLATIVE CONTEXT

LOCAL GOVERNMENT ACT 2002

Section 15 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 covering the period until the next triennial general election of members.
2. The agreement must include:
 - (a) protocols for communication and co-ordination among the local authorities; and
 - (b) a statement of the process by which the local authorities will comply with section 16 in respect of proposals for new regional council activities; and
 - (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than 1 district.
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 LGA also require collaboration:

Section 14(e) –

A local authority should collaborate and co-operate 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 – (summary)

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 of the proposal and seek their agreement.

Section 91(3)(a) –

The local authority –

- (a) must, before finally deciding on that process, take steps –
 - i. to identify, so far as practicable, other organisations and groups capable of influencing either the identification or the promotion of community outcomes; and
 - ii. to secure, if practicable, the agreement of those organisations and groups to the process and to the relationship of the process to any existing and related plans.

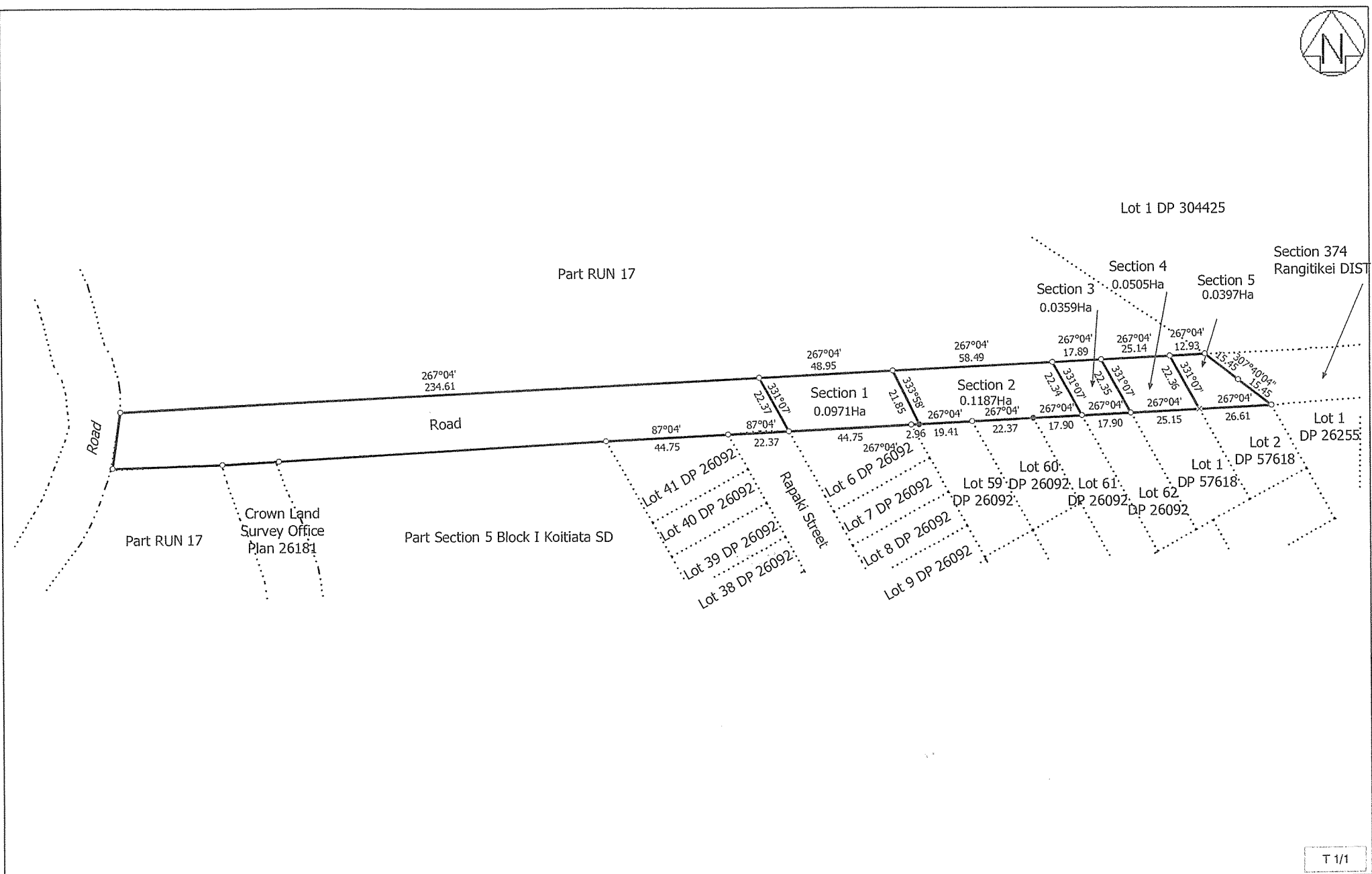
Section 92(2) –

... The local authority must seek to secure the agreement of organisations and groups identified under section 91(3)(a) to the monitoring and reporting procedures including the incorporation of any research, monitoring, or reporting undertaken by those organisations and groups.

RESOURCE MANAGEMENT ACT 1991**Schedule 1, Clause 3A – Consultation in relation to policy statements**

1. A triennial agreement entered into under section 15(1) of the Local Government Act 2002 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.

Appendix 2a



Land District: Wellington	Sections 1-5	Surveyor: Steven Paul Archer Firm: A & C Surveys Ltd (Wanganui)	Title Plan SO 489261 Approved on: 9/02/2017
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Appendix 2b

CONSENT

PURSUANT to Part VIII of the Public Works Act 1981, RANGITIKEI DISTRICT COUNCIL consents to the Minister for Land Information:

1. To the road in the First Schedule being declared stopped pursuant to sections 116 and 117 of the Public Works Act 1981 and, pursuant to s120(3) amalgamated with the land in CFR WN40D/278;
2. To the road in the Second Schedule being declared stopped pursuant to sections 116 and 117 of the Public Works Act 1981 and, pursuant to s120(3) amalgamated with the land in CFR WN35A/377 subject to the existing encumbrances;
3. To the road in the Third Schedule being declared stopped pursuant to sections 116 and 117 of the Public Works Act 1981 and, pursuant to s120(3) amalgamated with the land in CFR WN27B/82;
4. To the road in the Fourth Schedule being declared stopped pursuant to sections 116 and 117 of the Public Works Act 1981 and, pursuant to s120(3) amalgamated with the land in CFR WN27B/842;
5. To the road in the Fifth Schedule being declared stopped pursuant to sections 116 and 117 of the Public Works Act 1981 and, pursuant to s120(3) amalgamated with the land in CFR WN27B/843

Wellington Land District – Rangitikei District

First Schedule

Area	Description
971m ²	Section 1 SO 489261 (adjoining Lot 6 DP 26092 – CFR WN40D/278)

Second Schedule

Area	Description
1187m ²	Section 2 SO 489261 (adjoining Lots 59-61 DP 26092 – CFR WN35A/377)

Third Schedule

Area	Description
359m ²	Section 3 SO 489261 (adjoining Lot 62 DP 26092 – CFR WN27B/82)

Fourth Schedule

Area	Description
505m ²	Section 4 SO 489261 (adjoining Lot 1 DP 57618 – CFR WN27B/842)

Fifth Schedule

Area	Description
397m ²	Section 5 SO 489261 (adjoining Lot 2 DP 57618 – CFR WN27B/843)

Dated this day of 2016

Chief Executive
RANGITIKEI DISTRICT COUNCIL

CERTIFYING VESTING OF STOPPED ROAD TO BE EQUITABLE

RANGITIKEI DISTRICT COUNCIL pursuant to Section 117(3)(b) of the Public Works Act 1981 CERTIFIES that it considers it equitable to:

- (a) Vest the road described in the First Schedule when stopped, in TERRENCE KENNETH ATTWELL, being the adjoining owner;
- (b) Vest the road described in the Second Schedule when stopped, in JEANNETTE STEELE as to ¼ share, KENNETH ROBERT STEELE, PETER FRAZER STEELE, BASIL DENIS STEELE and WAYNE ROGER STEELE as to a ½ share, and NORMAN JOHN STEELE as to a ¼ share being the adjoining owner;
- (c) Vest the road described in the Third Schedule when stopped, in ROSS MCGILL CAMERON, being the adjoining owner;
- (d) Vest the road described in the Fourth Schedule when stopped, in LANCE LYALL BARKER and FIONA MARIE BARKER, being the adjoining owner.

Wellington Land District – Rangitikei District

First Schedule

Area	Description
971m ²	Section 1 SO 489261 (adjoining Lot 6 DP 26092 – CFR WN40D/278)

Second Schedule

Area	Description
359m ²	Section 3 SO 489261 (adjoining Lot 62 DP 26092 – CFR WN27B/82)

Third Schedule

Area	Description
505m ²	Section 4 SO 489261 (adjoining Lot 1 DP 57618 – CFR WN27B/842)

Fourth Schedule

Area	Description
-------------	--------------------

397m ²	Section 5 SO 489261 (adjoining Lot 2 DP 57618 – CFR WN27B/843)
-------------------	--

DATED this day of 2016

.....

Authorised Officer
For and on behalf of
Rangitikei District Council

Appendix 3

Service Request Breakdown for December 2016 - Resolution

Service Requests Department	Compliance Completed in time	Completed late	Current	Overdue	Grand Total
Animal Control	75	16	1	1	93
Animal control bylaw matter	3				3
Animal welfare concern	9				9
Attack on animal	2				2
Barking dog	11	6			17
Dog property inspection (for Good Owner status)	2		1	1	4
Found dog	15				15
General enquiry		1			1
Lost animal	18	3			21
Property investigation - animal control problem	3				3
Wandering stock	5	5			10
Wandering/stray dog	7	1			8
Cemeteries	1				1
Cemetery maintenance	1				1
Council Housing/Property	11	2		5	18
Council housing maintenance	11	2		5	18
Culverts, Drainage and Non-CBD Sumps		1		1	2
Culverts, drains and non-CBD sumps				1	1
Culverts/drains maintenance		1			1
Environmental Health	50	3	2	4	59
Abandoned vehicle				2	2
Dead animal	1				1
Dumped rubbish	4			1	5
Dumped rubbish (outside town boundary)		1			1
Livestock (not normally impounded)	1			1	2
Noise	43	1			44
Untidy/overgrown section	1	1	2		4
Footpaths	2		2	1	5
Footpath maintenance	2		2	1	5
General enquiry	2	1		6	9
General enquiry	2	1		6	9
Halls	1				1
Halls maintenance	1				1
Parks and Reserves	3	2			5
Empty rubbish bins - parks and reserves only	1	1			2
Maintenance (parks and reserves)	2	1			3
Public Toilets	2	4		3	9
Maintenance (public toilets)	1	4		3	8
Toilet cleaning issues	1				1
Road Signs	5			2	7
Road signs (except state highway)	5			2	7
Roads	7	4		1	12
Potholes	3				3
Road maintenance - not potholes	3	4		1	8
Road signs (except state highway)	1				1
Roadside Berm Mowing	1			1	2
Rural berm mowing (including Taihape - see map)	1			1	2
Roadside Trees, Vegetation and Weeds	3	1	1	2	7
Urban trees, vegetation and weeds	3	1	1	2	7
Street Cleaning	1				1
Bins - Hunterville/Taihape	1				1
Street Lighting	1				1
Maintenance (street lighting)	1				1
Wastewater	2	1			3
Wastewater blocked drain	1				1
Attended On Site	1				1
Wastewater odour	1				1

Service Requests		Compliance				
Department		Completed in time	Completed late	Current	Overdue	Grand Total
Water	Attended On Site	1				1
	Wastewater overflow (dry weather)		1			1
	Attended On Site		1			1
		25	1			26
	Dirty drinking water	1				1
	Attended On Site	1				1
	Location of meter/toby/other utility	4				4
	Attended On Site	4				4
	Replace lid (urgent)		1			1
	Attended On Site		1			1
	Replace meter, toby or lid	1				1
	Attended On Site	1				1
	Water leak - council-owned network, not parks or cemeteries	6				6
	Water leak at meter/toby	13				13
	Attended On Site	13				13
Grand Total		192	36	6	27	261

Service Request Breakdown for January 2017 - First Response

Service Requests Department	Compliance Overdue	Responded in time	Responded late	Grand Total
Animal Control	19	71	20	110
Animal control bylaw matter		1		1
Animal welfare concern	1	9	1	11
Attack on animal	1	2		3
Attack on human		2		2
Barking dog	7	19	2	28
Dog property inspection (for Good Owner status)	1	5	6	12
Found dog	2	7	6	15
Lost animal	2	10	2	14
Microchip dog		2		2
Property investigation - animal control problem	1	1		2
Rushing at human		2		2
Wandering stock	2	5	3	10
Wandering/stray dog	2	6		8
Building Control	1			1
Property inspection	1			1
Cemeteries			1	1
Water leak - cemeteries only			1	1
Council		1		1
Update postal address		1		1
Council Housing/Property	3	10		13
Council housing maintenance	3	10		13
Culverts, Drainage and Non-CBD Sumps			1	1
Culverts, drains and non-CBD sumps			1	1
Environmental Health	9	44	6	59
Abandoned vehicle	1			1
Dumped rubbish	1			1
Dumped rubbish (outside town boundary)		1		1
Food premises health issue	1	1		2
Livestock (not normally impounded)	1	3		4
Noise	5	35	4	44
Untidy/overgrown section		4	2	6
Footpaths		3		3
Footpath maintenance		3		3
General enquiry	3	2	1	6
General enquiry	3	2	1	6
Halls		2		2
Halls maintenance		2		2
Libraries			1	1
Libraries maintenance			1	1
Parks and Reserves		3		3
Maintenance (parks and reserves)		2		2
Water leak - parks and reserves only		1		1
Public Toilets	3	3	4	10
Maintenance (public toilets)	3	3	4	10
Road Signs	1			1
Road signs (except state highway)	1			1
Roads	2	9	1	12
Potholes		1		1
Road maintenance - not potholes	1	6	1	8
Road signs (except state highway)	1	2		3
Roadside Trees, Vegetation and Weeds	10	5	1	16
Rural trees, vegetation and weeds	1	1		2
Urban trees, vegetation and weeds	9	4	1	14
Street Cleaning		1	1	2
Bins - Hunterville/Taihape		1		1

Service Requests Department	Compliance Overdue	Responded in time	Responded late	Grand Total
CBD cleaning (gutters/sumps) - Bulls			1	1
Street Lighting	4	1		5
Maintenance (street lighting)	4	1		5
Vehicle Crossings		1		1
Vehicle crossings		1		1
Wastewater		2		2
Caravan effluent dump station		1		1
Wastewater blocked drain		1		1
Water	2	18		20
Dirty drinking water		1		1
HRWS maintenance required	1	1		2
Location of meter/toby/other utility	1	1		2
Low drinking water pressure		1		1
Replace meter, toby or lid		2		2
Water leak - council-owned network, not parks or cemeteries		4		4
Water leak at meter/toby		8		8
Grand Total	57	176	37	270

Feedback Required (Multiple Items)

Service Requests		Feedback						
Department	Email	In Person	Letter	Not able to contact	Telephone	Not provided	Grand Total	
Animal Control			6	2	1	20	13	42
Council Housing/Property							2	2
Environmental Health			1			3	6	10
Footpaths	1							1
General enquiry					1	3		4
Parks and Reserves					1			1
Roadside Trees, Vegetation and Weeds	1						1	2
Street Lighting							1	1
Vehicle Crossings			1					1
Water			1		2	1		4
Grand Total	2	9	2	1	27	27		68

Attachment 5



Memorandum

To: Council

From: Ross McNeil

Date: 16 February 2018

Subject: Top Ten Projects – status, February 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. Work on the Mount Curl Road dropout is now complete. The work at Majuba Bluff is expected to be complete by the end of May 2017.

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

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

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.

The Advisory group membership has been reviewed, with a combination of re-appointments and new appointments. The next meeting of the Group will be scheduled for early March.

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.

Planning continues for the wastewater plant upgrade/renewal to meet new conditions of consent.

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.

450 surveys were sent to properties within the project area, and 73 responses have been received. They show a high preference for additional horticultural production if irrigation water is available. Face-to-face interviews have yet to be conducted.

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. Forming a Rangitikei-trust is an option to direct management

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.

Preparation of a tender specification is under way.

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. The outcome of that meeting and subsequent consideration by the architects and quantity surveyors will probably be known by the time Council meets.

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. A geotech assessment and the site survey have both 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 the coming funding round. Additional funding applications are being 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). Properties proposed for sale, but not flagged for disposal in the initial discussions with the community, is an item in the Consultation Document for the 2017/18 Annual Plan

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. Local and corporate funding and pledges now exceed \$50,000, with the target being \$350,000.

At its meeting on 29 September 2016 Council resolved to proceed with the preparation of detailed plans and tender documents, and, subject to budget, invite tenders for the construction of the new facility when at least 70% (\$1.19 million, including at least \$105,000 in local community funding from the Bulls community) of the external funding is secured by way of grants from external agencies, local community funding and corporate sponsorship. This does not commit Council to continuing the project. Detailed design 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.

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 Cobbler A site.

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:

The costs are currently being peer-reviewed. Irrespective of the outcome, given the high community interest, the three main options are 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.

In some places collaboration to regenerate urban centres has been formalised through an approach known as the 'Precinct Model'. This will be explored with property owners.

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.

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 estimates have been obtained and are included in the Consultation Document for the draft Annual Plan.

Recommendations

That the memorandum 'Top ten projects – status, February 2017' be received.

Ross McNeil
Chief Executive

Attachment 6

MEMORANDUM

TO: Council

FROM: Michael Hodder

DATE: 17 February 2017

SUBJECT: Adoption of “What’s changed..., what’s the plan for 2017/18...?” the Consultation Document for the draft 2017/18 Annual Plan

FILE: 1-AP-1-6

1 Background

- 1.1 Every local authority must prepare and adopt an annual plan for each financial year.¹
- 1.2 The amendments made in November 2014 to the Local Government Act 2002 changed the consultation requirements for the annual plan. Up until then, it was mandatory to use the Act’s special consultative procedure before adopting an Annual Plan, irrespective of the significance of the changes for the year from those projected in the long term plan.
- 1.3 Now local authorities have the option to adopt an annual plan by resolution, 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.²
- 1.4 However, if there are significant or material differences, the annual plan may only be adopted after a consultation document has been issued and submissions on it considered.

2 Comment

- 2.1 Section 82A(3) of the Local Government Act 2002 requires that consultation on the annual plan must take the form of a consultation document that complies with section 95A of the Act. The consultation document is intended to provide a basis for effective public participation in decision-making processes relating to the activities to be undertaken by the local authority in the coming year – although, as noted above, only where there is significant or material *differences* between the proposed annual

¹ Local Government Act 2002, s.95(1)

² s. 95(2A).

plan and the content of the long-term plan for the financial year to which the annual plan relates.

- 2.2 The consultation document is required to explain these differences in a way that can be readily understood by interested or affected people in order to enable informed discussions between the local authority and its communities about these changes.
- 2.3 Specifically, it must explain identified differences between the proposed annual plan and what is described in the long-term plan in relation to the financial year to which the annual plan relates. It must also provide information about:
- variations or departures from the financial statements or the funding impact statement contained in the Long Term Plan;
 - a description of significant new spending proposals, the costs associated with those proposals, and how these costs will be met;
 - an explanation of any proposal to substantially delay, or not proceed with, a significant project, and the financial and service delivery implications of the proposal; and
 - the expected consequences of proceeding with these changes to the Long Term Plan including the implications for the local authority's financial strategy.

It is not an opportunity to inform the community about ongoing programmes which were included in the long term plan.

- 2.4 The consultation document must be presented in as concise and simple a manner as possible within the provisions of the s95A of the Act. It must be a standalone document that does not require the full annual plan or any other document to be attached to it in order to enable the informed discussion to take place between Council and its communities.
- 2.5 However, it must state where members of the public may obtain this supporting information, including by providing links or references to the relevant information on an Internet site maintained by or on behalf of the local authority.
- 2.6 The consultation document for an annual plan is not subject to review by the Council's auditors, unlike the Consultation Document for a long-term plan.
- 2.7 Finally, the local authority must adopt the supporting information (including the draft annual plan) before it adopts the consultation document.

3 Next Steps

- 3.1 Rangitikei's Consultation Document for the 2017/18 Annual Plan is titled 'What's changed, what's the plan for 2017/18...?' It comprises a preface from His Worship the Mayor, a chart with major projects, a section on 'What's new', a section on 'What's changed', summary financial information (including an abbreviated table of rating impacts), a submission form, details on how to make a submission, intended public meetings, and commentary on the supporting information.

3.2 A near final draft of the Consultation Document has been circulated separately to Elected Members. An updated version will be available at the meeting.

3.3 Council needs to be satisfied that the draft consultation document meets the requirements of section 95A of the Local Government Act 2002, subject to any amendments required by its previous consideration of the supporting information.

4 Recommendations

4.1 That the memorandum 'Adoption of 'What's changed, what's the plan for 2017/18....?' the Consultation Document for the draft 2017/18 Annual Plan' be received.

4.2 That Council resolves to adopt "What's changed, what's the plan for 2017/18....?" as the consultation document for the 2017/18 Annual Plan in terms of sections 95A of the Local Government Act 2002 (subject to minor editorial and formatting changes), and to give effect to the timetable for receiving and hearing submissions.

Michael Hodder
Community and Regulatory Services Group Manager

Attachment 7

MEMORANDUM

TO: Council

FROM: Michael Hodder, Community & Regulatory Services Group Manager

DATE: 17 February 2017

SUBJECT: **Review of fees and charges for 2017/18**

FILE: 1-AS-2-1

Part of the annual planning cycle is a review of fees and charges, which are consulted on at the same time as the draft Annual Plan/Long Term Plan, using the special consultative procedure (as some fees are required to be set in this way).

The fees and charges set by the Council follow from the revenue and financing policy (part of the 2015/25 Long Term Plan). This policy expresses Council's view about how various services are to be funded, particularly the balance between the share to be funded by ratepayers (because there is advantage to everyone in having the service available and used) and the share to be funded by those making use of it (because the benefit from the service is primarily, or wholly, enjoyed by such people). In determining this balance, Council has regard for thinking in other councils, especially our neighbours.

The starting point was to apply the inflation factor used in setting Council budgets (which for 2017/18 is 1.9%), rounded to the nearest dollar. Managers have then reviewed fees, having regard for the cost of providing the service and fees for comparable services in other local authorities.

The notable changes are:

- a new three-hour hireage rate for halls;
- a sliding scale for building control deposit fees for residential projects;
- clarifying the criteria for charging a fixed fee for controlled activity signage;
- increased waste transfer station fees to reflect increased rates at the Bonny Glen landfill

Some fees are set by regulation and thus are not changed during this review.

Recommendation

That the memorandum 'Review of fees and charges for 2017/18' be received.

Michael Hodder
Community & Regulatory Services Group Manager

Appendix 1



Rangitikei
UNSPOILT...

Rangitikei District Council

Draft Schedule of Fees and Charges

1 July 2017 to 30 June 2018

All fees expressed on a GST inclusive basis (15%)

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Contents

Explanatory note.....	5
Cemetery Charges.....	7
Parks and Reserves	8
Hall Charges	10
Library Charges	11
Building Consent Fees.....	12
Fees Applying to Specific Licences.....	21
Liquor Licensing Fees	22
Food Act Fees.....	23
Resource Management Act Administrative Charges.....	24
Dog Registration Fees	26
Stock Impounding	27
Sustenance Charges	27
Driving Charges	27
Animal Control Miscellaneous Fees.....	27
Storage of Hazardous Substances.....	28
Noise Control	28
Miscellaneous Permits/Authorities/Fees	28
Water Charges – Urban Areas	29
Rural Water Schemes.....	29
Stormwater Charges – Urban Areas	30
Wastewater Charges.....	31
Solid Waste	32
Roading	34
Miscellaneous Charges	34
Community Housing	35
Requests for Official Information	35

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Explanatory note

Council consults on its proposed fees and charges at the same time as the Annual Plan (or Long Term Plan). That is because changes to some fees require the use of the social consultative procedure. The attached draft copy of the workbook (Appendix 1) is being presented to both Committees so consideration can be given to fees in the activities which each Committee is concerned with. The outcome of those discussions will be incorporated into a revised document for adoption (for consultation) by Council at its meeting on 23 February 2017.

In general, all fees have been increased by 1.9% (the BERL local government inflation factor) used in developing budgets, and then (normally) rounded to the nearest dollar. In some cases, however, rounding is not applied as it would introduce too much distortion. Examples are the trade waste charges. Those fees set by statute or regulation are not inflation adjusted.

The suggested variations to this approach are as follows:

Ratana cemetery – no change: recommendation to be sought from the Ratana Communal Board of Trustees.

Halls – new fees for three hour hireage are suggested for both the main body of the hall and meeting/supper rooms. Sports groups, in particular, look for that length of time, and the cost is reduced a little for that. The one-fifth of the specified fee for local, non-profit community organisations would continue.

Building control – deposit fees for residential projects proposed on a sliding scale as being a more accurate recognition of the different amount of inspection work. A new fee has been proposed for the Building and Town Planning certificate required for liquor licensing. Urgent LIMS have been deleted. This required a turnaround time of two days which has proved intrusive to other planned work.

Resource Management Act administrative charges – clarification on the criteria for charging a fixed fee for controlled activity signage. The proposed fee for 2017/18 is half the fee set for rural setback applications. Clarification is added that external technical experts and consultant planners will be at cost plus disbursements.

Solid waste – it is proposed to increase waste transfer station costs to reflect the increased rates charged at the Bonny Glen landfill from 18 October 2016. This in turn reflects the rising price of carbon units to MidWest Disposals (who operate the landfill) under the Emissions Trading Scheme. The price for long-haul tyres has increased to \$22.00 which better reflects their disposal cost.

Adjustment to rents in Council's community housing must be made in accordance with the requirements of section 24 of the Residential Tenancies Act 1986. Typically this means that a change to rents for existing tenants will not occur for two months after Council adopts the Schedule of Fees and Charges for the coming year.

Several Council-owned or administered facilities are managed by other organisations, which set their own fees (typically in consultation with the Council):

Marton Swim Centre	Nicholls Swim Academy
Taihape Swim Centre.....	Taihape Community Development Trust
Hunternville Town Hall	Hunternville Sports and Recreation Trust
Turakina Domain	Turakina Reserve Management Committee
Koitiata Hall.....	Koitiata Residents Association
Shelton Pavilion	Marton Saracens Cricket Club

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Cemetery Charges

Charges for the cemeteries under the administrative control of the Rangitikei District Council at Bulls, Mt View, Taihape, Mangaweka, and Turakina:

	2017/18
Plot	
Adult – over 12 years	\$824.00
Child – up to and including 12 years of age	\$315.00
Ashes – all sections	\$183.00
Memorial wall plaque – Mt View	\$100.00
Rose berm – Mt View	\$100.00
Interment Fees	
Wall niche – Bulls	\$183.00
Adult – over 12 years	\$824.00
Child – up to and including 12 years of age	\$341.00
Stillborn	\$211.00
Ashes	\$216.00
Ashes – placed by family	\$40.00
Extra depth – extra charge	\$165.00
Saturdays sexton fees – extra charge	\$484.00
Extra charge for all out of district interments – does not apply to ashes, stillborn or child interments	\$813.00
Disinterment/re-interment charges	\$1,783.00
Disinterment of ashes	\$200.00
Monumental permit - fee will be waived if an image of the headstone is supplied	\$31.00
RSA Burials at Marton and Taihape - Interment Fees only apply	

Ratana Cemetery Separate Charges

All interments are arranged by individual whanau under Council's approved best practice guidelines (available from RDC or Ratana Communal Board). The fee of \$476.00 paid for a plot includes ongoing plot maintenance (eg sinkage topup) by Ratana Communal Board. Allocation of plots outside business hours is managed by Ratana Community Board.

	2017/18
Adult – over 12 years (including plot reinstatement/maintenance)	\$476.00
Child – up to and including 12 years of age	\$138.00
Ash plot	\$138.00

Parks and Reserves

Fees below are for exclusive use of Council-owned parks. Anyone may use Council-owned parks for leisure and recreational activities. Where exclusive use is required, the schedule of fees and charges applies and reflects the wear and tear on the grounds of various activities. These fees, but not deposits against damage, can be waived at the discretion of the Chief Executive. Where an organisation or group wishes to have exclusive use of a Council facility not otherwise specified in the Schedule, the fee (if any) will be determined by the Chief Executive or his nominee.

Turakina Domain is managed by the Turakina Reserve Management Committee. For bookings, please contact Laurel Mauchline Campbell on 06 327 8279.

	2017/18
Memorial Park – Taihape.	
Annual users per annum*	
No 1, 2 and 3 fields (each)	\$568.00
Taihape Area School – for a maximum of 5 days exclusive use of all three fields (with the exception of any equestrian event)	\$1,726.00
Casual one-off exclusive users per use (1 day)	
No 1, 2 and 3 fields (each)	\$194.00
Huntermville Domain	
Annual users per annum*	\$324.00
Casual one-off exclusive users per use (1 day)	\$194.00
Bulls Domain, Marton Park, Centennial Park and Wilson Park	
Annual users per annum (per ground)*	\$568.00
Casual one-off exclusive users per use (1 day)	\$194.00
All Parks	
Special event users (per day) to include circus, equestrian events, festivals and tournaments	\$682.00
Refundable deposit against damage**	\$626.00
Refundable key deposit***	\$50.00
Weighting of deposit/fees specified below at all parks	
Horse trials/events	200% of deposit
Other animals outside defined enclosures	200% of deposit
Rugby (including league), soccer	100% of fee
Hockey, cricket, softball, horse trials/events, other animals outside of enclosures	50% of fee
Athletics, marching, other contact sports	25% of fee
Non-contact sport, non-profit recreational users	10% of fee
After-hours staff call out	\$46.00

Notes

- * Annual User charges give sole use of a ground to a sporting code for Saturday and practice night. Actual electricity use to be charged to clubs by measured and metered arrangement.
- ** Where the damage costs are more than the deposit, the actual cost of reparation will be charged
- *** Where the replacement cost is more than the deposit, the actual cost will be charged

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Hall Charges

The charges outlined below relate to hiring the whole facility or dedicated meeting rooms. The full fee is payable by any commercial hirer, and a substantial discount applied for non-profit community users. Fees, but not deposits against damage or for keys, can be waived at the discretion of the Chief Executive. Where an organisation or group wishes to have exclusive use of a Council facility not otherwise specified in the Schedule, the fee (if any) will be determined by the Chief Executive or his nominee.

	2017/18
Refundable deposit against damage to be charged to all users*	\$150.00
Refundable deposit against damage to be charged for 21st birthdays*	\$500.00
Taihape Town Hall, Marton Memorial Hall, Bulls Town Hall and Mangaweka Town Hall	
Half day (up to five hours)	\$102.00
Full day (key returned before 5.00 pm)	\$153.00
Evening (key returned by 10.00 am the following day)	\$153.00
Multiple days	One day at full cost, consecutive days at half full day rate
Full day and evening	\$229.00
Profit making/commercial use per day	\$560.00
Supper rooms/meeting rooms, etc	
Up to three hours	\$50.00
Half day (up to five hours)	\$66.00
Full day	\$102.00
Evening	\$102.00
Screen	\$5.00
Furniture is not to be removed from any of Council-owned buildings, except for trestle table hire – by arrangement	\$15 per trestle table
Cancellation Fee for all halls	
Payable if cancelled later than 14 days prior to booked event	Full fee
Key deposit for all halls	
Refundable when key returned**	\$50.00
Commercial kitchen – Marton Memorial Hall***	\$15 per half day
Weighting of fees specified below at all halls	
Local, non-profit community organisation	One fifth of full fee
Callouts – staff	\$46.00
Callouts – security	\$153.00

* Where the damage costs are more than the deposit, the actual cost of reparation will be charged

** Where the replacement cost is more than the deposit, the actual cost will be charged

*** Local residents preparing food for sale within the district, on a casual basis, up to ten times a year. More frequent usage would be at the daily charge for the hall hireage

Fees for using the Hunterville Town Hall are set by the Hunterville Sport and Recreation Trust which has a lease agreement with Council to operate the Hall. Contact Barry Lampp on 06 322 8662 or 06 322 8009 for all bookings.

Fees for the Shelton Pavilion are set by Marton Saracens Cricket Club. Contact Felix Bell on 06 327 8984.

Library Charges

	2017/18
All borrowing , for first three weeks (DVD/CDs one week)	Free
Borrowing limit (per borrower)	20 items
DVDs limit (per borrower)	5 items
Renewals	
For second and third week periods	No charge
Overdue charge (per day)	No charge
Borrowing may be suspended if any item is overdue for more than three weeks	
Reserves	\$1.00
Interloans (interloan libraries)	\$6.00
Replacement cards	\$1.00
Internet	
Use of computers ¹	Free
Photocopying and printing (per page)	
A4	\$0.20
A3	\$0.50
A4 colour	\$2.00
A3 colour	\$3.00
Fax: New Zealand	
First page	\$2.00
Following pages (per page)	\$0.20
Fax: International	
First page	\$2.00
Following pages (per page)	\$0.50
Fax: Receiving (per page)	\$0.20
Out of District Membership	No charge

¹ Public access PCs in the Council libraries are Aotearoa People's Network Kaharoa machines.

Building Consent Fees

Set by Council in accordance with Section 219 of the Building Act 2004 and Section 150 of the Local Government Act 2002.

		2017/18
Work Type : Exempt Building Work (Note 1)		
The Building Act allows some building work to be exempt as of right (specified in Part 1 of Schedule 1), and no consent is needed for that.		No charge (unless application for exemption made so project documented in Council's records)
Details of Schedule 1 are provided on the following pages		
The Act also allows discretion to Council to exempt other building work using its discretion (specified in Clause 2 of Part 1 in Schedule 1). Council may allow exemptions for temporary structures and engineer-reviewed solutions. This requires a formal application to be made to the Environmental & Regulatory Services Team Leader.		\$144.00
Work Type: Fixed Building Consent Fee (Note 2)		
Domestic/Residential Small Projects		
Install freestanding fire		\$299.00
Install inbuilt fire		\$416.00
If installation includes a wet back	In addition	\$60.00
Residential demolition		\$416.00
Proprietary garage, carport, pole shed, garden shed, unplumbed sleep out		\$714.00
Temporary/freestanding signs		\$475.00
Conservatory placed on existing deck		\$690.00
Grease trap installation		\$408.00
Remove an interior wall		\$416.00
Install external window/door		\$416.00
Install storm water drain		\$408.00
Install WC/shower		\$408.00
Install hot water cylinder		\$202.00
Install on-site effluent disposal system and field		\$460.00
Marquee (greater than 100m ² erected for longer than one month)		\$208.00
Property Information Memorandum – if requested prior to lodging a building consent application	See also note 5	\$104.00

		2017/18
Work Type: Variable Building Consent Fee (Note 3)		
Larger Domestic/Residential Projects		
Swimming pools and fencing	Deposit required (note 3)	\$475.00
New dwellings and alterations/additions	Deposit required (note 3)	
Project value up to \$10,000		\$600.00
Project value \$10,001 to \$100,000		\$950.00
Project value \$100,001 to \$250,000		\$1,200.00
Project value more than \$250,000		\$1,500.00
Code of Compliance bond (potentially refundable)		\$586.00
Kerb and footpath bond (potentially refundable)		\$703.00
Agricultural/Rural Buildings		
Wool sheds, dairy sheds, silos, intensive agriculture	Deposit required (note 3)	\$716.00
Commercial, Government, Educational Building Work		
Project value: \$0.00 to \$10,000.00	Deposit required (note 3)	\$597.00
Project value: \$10,001.00 to \$100,000.00	Deposit required (note 3)	\$1,182.00
Project value: \$100,000.00 to \$250,000.00	Deposit required (note 3)	\$2,371.00
Code of Compliance bond (potentially refundable)		10% of Consent Fee
Kerb and footpath bond (potentially refundable)		\$2,956.00

		2017/18
PIM Fees		
Domestic/Residential Small Projects		
Install freestanding fire		\$15.00
Install inbuilt fire		\$15.00
Residential demolition		\$32.00
Proprietary garage, carport, pole shed, garden shed, un-plumbed sleep out		\$42.00
Conservatory placed on existing deck		\$42.00
Remove an interior wall		\$62.00
Install storm water drain		\$41.00
Install on-site effluent disposal system and field		\$41.00
Work Type: Variable Building Consent Fee (Note 3)		
Larger Domestic/Residential Projects		
Swimming pools and fencing		\$42.00
New dwellings and alterations/additions		\$151.00
Agricultural/Rural Buildings		
Wool sheds, dairy sheds, silos, intensive agriculture		\$89.00
Commercial, Government, Educational Building Work		
Project value: \$0.00 to \$10,000.00		\$62.00

	2017/18
Project value: \$10,001.00 to \$100,000.00	\$84.00
Project value: \$100,000.00 to \$250,000.00	\$109.00

		2017/18
Other Fees		
Compliance Schedule (new)		\$125.00
Compliance Schedule (alteration)		\$73.00
Building Warrant of Fitness (renewal)		\$78.00
Inspections (BWOFF, swimming pool, building consent, general compliance)		\$196.00
Certificate for Acceptance for unconsented work done under urgency (Sec 42 and 96(1)(b) of the Building Act 2004)	+ Staff time	\$302.00
Certificate of Acceptance for unconsented work not done under urgency (Sec 96(1)(a) if the Building Act 2004)	+ Staff time	\$603.00
Certificate of Public Use	+ Staff time	\$118.00
Extension to consent timeframes (maximum 12 months)		\$113.00
Application for amendment	+ Staff time	\$118.00
Building and Town Planning certificate to meet liquor licensing requirements	+ Inspection fees	\$225.00
Consent endorsements (Sec.37, 75 certificates etc.)		\$302.00
Independently Qualified Person – registration		\$358.00
Independently Qualified Person – renewal		\$89.00
LIM Report – residential (within 10 working days) ⁴		As per LGOIMA (page 28)
LIM Report – commercial (within 10 working days) ⁴		As per LGOIMA (page 30)
Urgent LIM surcharge (within 2 working days) ⁴		As per LGOIMA (page 30)
Property file access (other than by property owner or owner's authorised agent)		\$15.00
Kerb and footpath bond (potentially refundable) for relocating a house off or onto a property		\$703.00

		2017/18
Building Control staff time (per hour or part thereof)		
Consents Administrator		\$104.00
Building Officer		\$196.00
Manager		\$223.00
BRANZ and DBH Levies on projects over \$20,000	per \$1,000	\$3.00

Notes:

- 1 The Building Act 2004, Schedule 1, allows for some works to be undertaken without a Building Consent. Each application will be considered on a case-by-case basis. See Council's website for details of how to apply.
- 2 Fixed fee consents will be charged at stated rate.
- 3 Variable fee consents will be calculated based on actual and reasonable costs. In the event of fees being inadequate to cover Council's costs, for example where additional inspections are required or where specialist technical or professional consultation is required, additional charges may be made to recover actual and reasonable costs.
- 4 LIM charges reflect the actual costs incurred in providing the LIM rather than a flat fee. This will ensure a fairer user-pays pricing approach.

DRAFT

Schedule 1

Building work for which building consent not required

Part 1

Exempted building work

General

1 General repair, maintenance, and replacement

- (1) The repair and maintenance of any component or assembly incorporated in or associated with a building, provided that comparable materials are used.
- (2) Replacement of any component or assembly incorporated in or associated with a building, provided that—
 - (a) a comparable component or assembly is used; and
 - (b) the replacement is in the same position.
- (3) However, subclauses (1) and (2) do not include the following building work:
 - (a) complete or substantial replacement of a specified system; or
 - (b) complete or substantial replacement of any component or assembly contributing to the building's structural behaviour or fire-safety properties; or
 - (c) repair or replacement (other than maintenance) of any component or assembly that has failed to satisfy the provisions of the building code for durability, for example, through a failure to comply with the external moisture requirements of the building code; or
 - (d) sanitary plumbing or drainlaying under the [Plumbers, Gasfitters, and Drainlayers Act 2006](#).

2 Territorial and regional authority discretionary exemptions

Any building work in respect of which the territorial authority or regional authority considers that a building consent is not necessary for the purposes of this Act because the authority considers that—

- (a) the completed building work is likely to comply with the building code; or
- (b) if the completed building work does not comply with the building code, it is unlikely to endanger people or any building, whether on the same land or on other property.

3 Single-storey detached buildings not exceeding 10 square metres in floor area

- (1) Building work in connection with any detached building that—
 - (a) is not more than one storey (being a floor level of up to one metre above the supporting ground and a height of up to 3.5 metres above the floor level); and
 - (b) does not exceed 10 square metres in floor area; and
 - (c) does not contain sanitary facilities or facilities for the storage of potable water; and
 - (d) does not include sleeping accommodation, unless the building is used in connection with a dwelling and does not contain any cooking facilities.
- (2) However, subclause (1) does not include building work in connection with a building that is closer than the measure of its own height to any residential building or to any legal boundary.

4 Unoccupied detached buildings

- (1) Building work in connection with any detached building that—
 - (a) houses fixed plant or machinery and under normal circumstances is entered only on intermittent occasions for the routine inspection and maintenance of that plant or machinery; or

- (b) is a building, or is in a vicinity, that people cannot enter or do not normally enter; or
- (c) is used only by people engaged in building work—
 - (i) in relation to another building; and
 - (ii) for which a building consent is required.
- (2) However, subclause (1) does not include building work in connection with a building that is closer than the measure of its own height to any residential building or to any legal boundary.
- 5 Tents, marquees, and similar lightweight structures**
 Building work in connection with any tent or marquee, or any similar lightweight structure (for example, a stall, booth, or compartment used at fairs, exhibitions, or markets) that—
 - (a) does not exceed 100 square metres in floor area; and
 - (b) is to be, or has been, used for a period of not more than 1 month.
- 6 Pergolas**
 Building work in connection with a pergola.
- 7 Repair or replacement of outbuilding**
 The repair or replacement of all or part of an outbuilding if—
 - (a) the repair or replacement is made within the same footprint area that the outbuilding or the original outbuilding (as the case may be) occupied; and
 - (b) in the case of any replacement, the replacement is made with a comparable outbuilding or part of an outbuilding; and
 - (c) the outbuilding is a detached building that is not more than 1 storey; and
 - (d) the outbuilding is not intended to be open to, or used by, members of the public.

Existing buildings: additions and alterations

- 8 Windows and exterior doorways in existing dwellings and outbuildings**
 Building work in connection with a window (including a roof window) or an exterior doorway in an existing dwelling that is not more than 2 storeys or in an existing outbuilding that is not more than 2 storeys, except,—
 - (a) in the case of replacement, if the window or doorway being replaced has failed to satisfy the provisions of the building code for durability, for example, through a failure to comply with the external moisture requirements of the building code; or
 - (b) if the building work modifies or affects any specified system.
- 9 Alteration to existing entrance or internal doorway to facilitate access for persons with disabilities**
 Building work in connection with an existing entrance or internal doorway of a detached or semi-detached dwelling to improve access for persons with disabilities.
- 10 Interior alterations to existing non-residential building**
 Building work in connection with the interior of any existing non-residential building (for example, a shop, office, library, factory, warehouse, church, or school) if the building work—
 - (a) does not modify or affect the primary structure of the building; and
 - (b) does not modify or affect any specified system; and
 - (c) does not relate to a wall that is—
 - (i) a fire separation wall (also known as a firewall); or
 - (ii) made of units of material (such as brick, burnt clay, concrete, or stone) laid to a bond in and joined together with mortar; and
 - (d) does not include sanitary plumbing or drainlaying under the [Plumbers, Gasfitters, and Drainlayers Act 2006](#).

11 Internal walls and doorways in existing building

Building work in connection with an internal wall (including an internal doorway) in any existing building unless the wall is—

- (a) load-bearing; or
- (b) a bracing element; or
- (c) a fire separation wall (also known as a firewall); or
- (d) part of a specified system; or
- (e) made of units of material (such as brick, burnt clay, concrete, or stone) laid to a bond in and joined together with mortar.

12 Internal linings and finishes in existing dwelling

Building work in connection with any internal linings or finishes of any wall, ceiling, or floor of an existing dwelling.

13 Thermal insulation

Building work in connection with the installation of thermal insulation in an existing building other than in—

- (a) an external wall of the building; or
- (b) an internal wall of the building that is a fire separation wall (also known as a firewall).

14 Penetrations

- (1) Building work in connection with the making of a penetration not exceeding 300 millimetres in diameter to enable the passage of pipes, cables, ducts, wires, hoses, and the like through any existing dwelling or outbuilding and any associated building work, such as weatherproofing, fireproofing, or sealing, provided that—
 - (a) in the case of a dwelling, the dwelling is detached or in a building that is not more than 3 storeys; and
 - (b) in the case of an outbuilding, the outbuilding is detached and is not more than 3 storeys.
- (2) In the case of an existing building to which subclause (1) does not apply, building work in connection with the making of a penetration not exceeding 300 millimetres in diameter to enable the passage of pipes, cables, ducts, wires, hoses, and the like through the building and any associated building work, such as weatherproofing, fireproofing, or sealing, provided that the penetration—
 - (a) does not modify or affect the primary structure of the building; and
 - (b) does not modify or affect any specified system.

15 Closing in existing veranda or patio

Building work in connection with the closing in of an existing veranda, patio, or the like so as to provide an enclosed porch, conservatory, or the like with a floor area not exceeding 5 square metres.

16 Awnings

Building work in connection with an awning that—

- (a) is on or attached to an existing building; and
- (b) is on the ground or first-storey level of the building; and
- (c) does not exceed 20 square metres in size; and
- (d) does not overhang any area accessible by the public, including private areas with limited public access, for example, restaurants and bars.

17 Porches and verandas

Building work in connection with a porch or a veranda that—

- (a) is on or attached to an existing building; and
- (b) is on the ground or first-storey level of the building; and

- (c) does not exceed 20 square metres in floor area; and
- (d) does not overhang any area accessible by the public, including private areas with limited public access, for example, restaurants and bars.

18 Carports

Building work in connection with a carport that—

- (a) is on or attached to an existing building; and
- (b) is on the ground level of the building; and
- (c) does not exceed 20 square metres in floor area.

19 Shade sails

Building work in connection with a shade sail made of fabric or other similar lightweight material, and associated structural support, that—

- (a) does not exceed 50 square metres in size; and
- (b) is no closer than 1 metre to any legal boundary; and
- (c) is on the ground level, or, if on a building, on the ground or first-storey level of the building.

Other structures

20 Retaining walls

Building work in connection with a retaining wall that—

- (a) retains not more than 1.5 metres depth of ground; and
- (b) does not support any surcharge or any load additional to the load of that ground (for example, the load of vehicles).

21 Fences and hoardings

- (1) Building work in connection with a fence or hoarding in each case not exceeding 2.5 metres in height above the supporting ground.
- (2) Subclause (1) does not include a fence as defined in [section 2](#) of the Fencing of Swimming Pools Act 1987.

22 Dams (excluding large dams)

Building work in connection with a dam that is not a large dam.

23 Tanks and pools (excluding swimming pools)

Building work in connection with a tank or pool and any structure in support of the tank or pool (except a swimming pool as defined in [section 2](#) of the Fencing of Swimming Pools Act 1987), including any tank or pool that is part of any other building for which a building consent is required, that—

- (a) does not exceed 500 litres capacity and is supported not more than 4 metres above the supporting ground; or
- (b) does not exceed 1 000 litres capacity and is supported not more than 3 metres above the supporting ground; or
- (c) does not exceed 2 000 litres capacity and is supported not more than 2 metres above the supporting ground; or
- (d) does not exceed 4 000 litres capacity and is supported not more than 1 metre above the supporting ground; or
- (e) does not exceed 8 000 litres capacity and is supported not more than 0.5 metres above the supporting ground; or
- (f) does not exceed 16 000 litres capacity and is supported not more than 0.25 metres above the supporting ground; or
- (g) does not exceed 35 000 litres capacity and is supported directly by ground.

24 Decks, platforms, bridges, boardwalks, etc

Building work in connection with a deck, platform, bridge, boardwalk, or the like from which it is not possible to fall more than 1.5 metres even if it collapses.

25 Signs

Building work in connection with a sign (whether free-standing or attached to a structure) and any structural support of the sign if—

- (a) no face of the sign exceeds 6 square metres in surface area; and
- (b) the top of the sign does not exceed 3 metres in height above the supporting ground level.

26 Height-restriction gantries

Building work in connection with a height-restriction gantry.

27 Temporary storage stacks

Building work in connection with a temporary storage stack of goods or materials.

28 Private household playground equipment

Building work in connection with playground equipment if—

- (a) the equipment is for use by a single private household; and
- (b) no part of the equipment exceeds 3 metres in height above the supporting ground level.

Network utility operators or other similar organisations

29 Certain structures owned or controlled by network utility operators or other similar organisations

Building work in connection with a motorway sign, stopbank, culvert for carrying water under or in association with a road, or other similar structure that is—

- (a) a simple structure; and
- (b) owned or controlled by a network utility operator or other similar organisation.

Demolition

30 Demolition of detached building

The complete demolition of a building that is detached and is not more than 3 storeys.

31 Removal of building element

The removal of a building element from a building that is not more than 3 storeys, provided that the removal does not affect—

- (a) the primary structure of the building; or
- (b) any specified system; or
- (c) any fire separation.

Fees Applying to Specific Licences

	2017/18
Amusement Device Permit (prescribed by the Amusement Devices Regulations 1978)	
One device at one site:	
First seven days	\$10.00
Second and subsequent seven-day period	\$1.00 per week
Additional device at one site:	
First seven days	\$2.00
Second and subsequent seven-day period	\$1.00 per week
Licensed Premises Fees – set by Council in accordance with the Health (Registration of Premises) Regulations 1966 and Section 150 of the Local Government Act 2002	
Your attention is drawn to the 33% prompt renewal discount available on transactions completed within 10 working days of invoice	
Food Premises – restaurants, bakeries (where food is prepared)	\$696.00
Food Premises – dairies, petrol stations etc (where pre-packaged food is reheated etc)	\$542.00
Food Premises – ancillary premises, coffee carts, etc	\$392.00
Hairdressers	\$392.00
Funeral Director	\$392.00
Amusement Gallery	\$392.00
Camping Ground	\$392.00
Mobile Shop selling or supplying food	\$392.00
Offensive Trade*	\$392.00
Prompt Renewal Discount (within 10 working days)	33%
Any inspections or advisory visits requested by licence holders or other persons (per hour)	\$186.00

* Means any trade, business, manufacture, or undertaking, as specified in Schedule 3 of the Health Act 1956 including blood or offal treating; bone boiling or crushing; collection and storage of used bottles for sale; dag crushing; fellmongering; fishing cleaning; fishing curing; flax pulping; flock manufacturing, or teasing of textile materials for any purpose; tanning; gut scraping and treating; nightsoil collection and disposal; refuse collection and disposal; septic tank desludging and disposal of sludge; slaughtering of animals for any purpose other than human consumption; storage, drying, or preserving of bones, hides, hoofs, or skins; tallow melting; wood pulping; and wool scouring.

Liquor Licensing Fees

Prescribed by the Sale and Supply of Alcohol (Fees) Regulations 2013. No change from 2014/15.

Applications for new licences	2017/18	Transferred to ARLA
Cost/risk rating*		
Very low (0-2)	\$368.00	\$17.25
Low (3-5)	\$609.50	\$34.50
Medium (6-15)	\$816.50	\$51.75
High (16-25)	\$1,023.50	\$86.25
Very high (26 and over)	\$1,207.50	\$172.50
Annual licence fees		
Cost/risk rating*		
Very low	\$161.00	\$17.25
Low	\$391.00	\$34.50
Medium	\$632.50	\$51.75
High	\$1,035.00	\$86.25
Very high	\$1,437.50	\$172.50
<i>*The cost/risk ratings are those specified in clause 5 of the Regulations</i>		
Other application fees		
Manager's Certificate	\$316.50	\$28.75
Temporary Authority	\$296.70	N/A
Temporary Licence	\$296.70	N/A
Extract of Register	\$57.50	\$57.50 (if extract from ARLA register)
Special Licences		
Class 1: 1 large event, more than 3 medium events, more than 12 small events	\$575.00	
Class 2: 3-12 small events; 1-3 medium events	\$207.00	
Class 3: 1 or 2 small events	\$63.25	

Clause 9 of the Regulations provides the following definitions:

Large event = more than 400 people

Medium event = 100 to 400 people

Small event = fewer than 100 people

Food Act Fees

	2017/18
Hourly charge out rate – up to one hour	\$143.00
Additional fee per hour – 15 minute blocks	\$143.00
FCP registration fee - up to one hour	\$143.00
Additional FCP registration fee per hour – 15 minute blocks	\$143.00
NP registration fee - up to one hour	\$143.00
Additional NP registration fee per hour – 15 minute blocks	\$143.00
FCP renewal fee	\$143.00
NP renewal fee	\$143.00
Verification fees FCP – up to one hour	\$143.00
Additional verification fees FCP per hour – 15 minute blocks	\$143.00
Verification fees NP – up to 30 minutes	\$71.00
Additional verification fees NP per hour – 15 minute blocks	\$143.00

Resource Management Act Administrative Charges

Set in accordance with section 36 of the Resource Management Act 1991

		2017/18
Resource Consent applications – notified (land use and subdivision)	Deposit required (note 1)	\$2,548.00
Resource Consent applications – limited notification (land use and subdivision)	Deposit required (note 1)	\$1,529.00
Resource Consent applications – non-notified (land use)	Deposit required (note 1)	\$662.00
Resource Consent applications – non-notified (subdivision)	Deposit required (note 1)	\$815.00
Resource Consent applications - controlled activity signage	Fixed fee ²	\$331.00
Resource consent applications – rural setback land use ³	Fixed fee	\$662.00
RMA certification (e.g. s223, s224 etc) ⁴	Fixed fee	\$306.00
Requests for Plan Changes	Deposit required (note 1)	\$5,747.00
Application for alteration to designation – notified	Deposit required (note 1)	\$2,038.00
Application for alteration to designation – non-notified	Deposit required (note 1)	\$662.00
Cancellation/change of consent conditions	Deposit required (note 1)	\$306.00
Resource consent extension (s125)	Deposit required (note 1)	\$306.00
Right of Way application (s348 LGA)	Deposit required (note 1)	\$306.00
Outline plans for designations	Deposit required (note 1)	\$510.00
Waiver for requirement for Outline Plan	Deposit required (note 1)	\$255.00
Hard copy of District Plan (available free on RDC website)		\$226.00
RMA hearing deposit	Deposit required (note 1)	\$2,242.00

	2017/18
Charges for Council Staff (per hour or part thereof)	
Administration/Committee Administration Staff	\$107.00
Planning Officer/Consents Planner	\$153.00
Senior/Consultant Planner	\$194.00
Technical and professional staff from all other Council units	\$194.00
Manager	\$224.00

² Plus external technical experts and consultant planners at cost plus disbursements.

³ This is for applications which breach the rural setback rule. The fixed fee will apply only if the application is lodged as complete (i.e. written approvals, a site plan and assessment of environment effects are included) and no further information requests are required.

⁴ If the section 223 and section 224 applications for certification are made at the same time then the one fixed fee will apply.

Commissioner	At cost + disbursements
All advertising, consultant and solicitor fees associated with all work types including processing of a consent or certificate (including specialist technical or legal advice) and new Notice of Requirements, designation alterations, removal of designations and District Plan changes	At cost + disbursements

Notes:

- 1 Council will recover its reasonable costs and a deposit is required which will be off set against the final invoice. However, Council cannot guarantee the final invoice amount that will be due to recover its reasonable costs.
- 2 Cost and time of travel by staff is included in the fees. Additional fees will be charged to cover other actual and reasonable costs incurred at the applicable staff charge-out rate together with the costs associated with employing the services of professional consultants where necessary.
Note: The chargeout rate for staff undergoing training who handle a consent application will be at the rate applicable to that staff member not whoever is providing the supervision.
- 3 Any difference will be payable/refundable once a decision has been made on the application as per the relevant section of the Resource Management Act 1991. Actual and reasonable costs associated with any resource consent hearing will be recovered from the applicant.
- 4 Other charges for Certificates, monitoring of Resource Consents, processing various applications, providing information in respect of Plans and Consents and the supply of information to be charged at the applicable staff charge-out rate.
- 5 Interim invoices for the processing of Resource Consents may be generated when costs exceed the deposit paid.

Dog Registration Fees

Set by Council in accordance with Section 37 and 68 of the Dog Control Act 1996. The Act makes provision to fix reduced fees for dogs under a specified age (not exceeding 12 months). However, Council has not made provision for reduced fees for young dogs/pups.

	2017/18
Registration fees	
Working dogs	\$40.00
Working dogs (late payment)	\$60.00
Non working dogs	\$122.00
Non working dogs (late payment)	\$183.00
Non working dogs de-sexed	\$82.00
Non working dogs de-sexed (late payment)	\$123.00
Good owner dog	\$57.00
Good owner dog (late payment) ⁵	\$183.00
Dangerous Dogs	
Section 32(1)(e) of the Dog Control Act, Effect of classification as dangerous dog states "...must, in respect of every registration year commencing after the date of receipt of the notice of classification, be liable for dog control fees for that dog at 150% of the level that would apply if the dog were not classified as a dangerous dog".	
Impounding Charges	
Impounding first offence (within 12 month period)	\$127.00
Impounding second offence (within 12 month period)	\$178.00
Impounding third offence (within 12 month period)	\$229.00
Sustenance - per day	\$12.00
Destruction fee – per dog	\$35.00
Other fees	
Replacement tags	No charge
Micro-chipping and registration onto National Dog Database	\$40.00

Note

The Dog Control Act 1996 does not allow Council to levy separate fees for application and monitoring in respect of Approved Good Owner Classification but does allow Council to set fees having regard to the relative cost of registration and monitoring. Therefore, these fees have been incorporated into the fees applicable to Approved Good Owner Classifications.

⁵ Under Council's Dog owner responsibility policy, late registration means the loss of approved good owner classification for one registration year.

Stock Impounding

Set by Council in accordance with sections 14, 15 and 33(3) of the Impounding Act 1955

	2017/18
Poundage Fees	
Sheep, goats (per animal)	\$20.00
Cattle, horses, deer, pigs	\$45.00
These charges are to be doubled for impound of stock of any owner that are impounded more than once in a 12 month period	

Sustenance Charges

	2017/18
No of Animals (per animal, per day)	
Sheep, goats (per animal)	\$6.00
Cattle, horses, deer, pigs	\$12.00
* or actual expenses, if higher	

Trespass charges, where applicable, are prescribed by clause 7 of the Impounding Regulations 1981.

Driving Charges

	2017/18
Float Hire/Transport	At cost
Callout	Fee will be based on recovery of actual and reasonable costs incurred associated with the callout – minimum charge of \$165.00

Animal Control Miscellaneous Fees

	2017/18
Costs associated with, but not limited to, tagging (NAIT), vet treatment, inspection, supplementary feeding or animal husbandry will be charged at cost plus hourly rate for staff time if applicable.	Actual cost + staff time (\$60 per hour)

Storage of Hazardous Substances

Set by Council in accordance with section 23 of the Hazardous Substances and New Organisms Act 1996 and section 150 of the Local Government Act 2002.

	2017/18
Charge out rate for carrying out any of the enforcement functions required by section 97 (h) of the Hazardous Substances and New Organisms Act 1996 (per hour)	\$196.00

Noise Control

	2017/18
Charge to property owner for every call out attended by Council's noise control contractors where in the view of the officer a noise reduction instruction was warranted	\$72.00
Charge to complainant for unsubstantiated complaint where the complainant has lodged three previous unsubstantiated complaints within the preceding 12 months	\$72.00

Miscellaneous Permits/Authorities/Fees

	2017/18
Certificates under the Overseas Investment Act	
Set in accordance with Section 150 of the Local Government Act 2002	\$133.00
Return of Property Seized Pursuant to Section 328 of the Resource Management Act 1991	
Set in accordance with Section 36 of the Resource Management Act 1991 and Section 150 of the Local Government Act 2002	\$195.00
Gambling Venue Consent – Application Fee	
Set in accordance with Section 150 of the Local Government Act 2002	\$195.00
Costs associated with removal of dumped rubbish	
Set in accordance with Section 150 of the Local Government Act 2002	Actual cost + staff time

Water Charges – Urban Areas

	2017/18
Extraordinary Consumers (Water by Meter)	
Refer also to Rates Notice	
Taihape untreated water	\$1.45m ³
Ordinary supply – 20mm diameter – domestic only, per single dwelling unit to property boundary, maximum overall length 5m, unmetered, manifold.	\$1,274.00
Connection will be installed by the Rangitikei District Council. Installation will occur after payment in full is received by the Council.	Plus proportionate share of targeted rate for water (connected) due for balance of year
Extraordinary supply – all other connections to property boundary	Quote
Connections shall be installed by the Rangitikei District Council. An installation quotation will be provided to the applicant and installation will occur after payment in full is received by Council.	Plus proportionate share of targeted rate for water (connected) due for balance of year
Disconnection Fees (including restrictors)	
<i>All types of supply</i> - per disconnection	\$280.00
Includes all work to disconnect service. Work shall be undertaken by Rangitikei District Council.	
Where applicable, a final meter reading shall be taken and the applicant will be responsible for payment of water consumed to the date of disconnection	
Reconnection Fees (including restrictors)	
Per reconnection	Quote based on investigation
Bulk Water Sales	
Marton – located in King Street	\$3.10 per m ³ plus \$6.20 per load
Taihape – located behind Town Hall	
Bulls – (to be installed)	
One free tanker load per year for each unconnected property in the District (freight not covered)	
Access is via PIN for pre-approved contractors	

Rural Water Schemes

Refer also to Rates Notice.

Rural Water Schemes are managed entirely by committees established by the users of each scheme. The fees and charges are set by the relevant committee based upon the cost of running the schemes shared equitably by the users of that scheme.

Hunternville Rural Water Scheme

10% penalty will be incurred on late payment. Reconnection fee of \$500.00.

Stormwater Charges – Urban Areas

	2017/18
Connection Fees	
100mm diameter – Domestic consumers only, per single dwelling unit to property boundary, total length up to 10m, galvanised kerb outlet	\$586.00
Connections shall be installed by the Rangitikei District Council. Installation will occur after payment in full is received by Council.	plus proportionate share of the targeted rate for stormwater (urban) due for the balance of the year
All other connections to property boundary	Quote
Connections shall be installed by the Rangitikei District Council. An installation quotation will be provided to the applicant and installation will occur after payment in full is received by Council.	plus proportionate share of the targeted rate for stormwater (urban) due for the balance of the year
Disconnection Fees	
Per disconnection, capped at boundary	Quote based on investigation
Reconnection Fees	
Per reconnection	Quote based on investigation

Wastewater Charges

	2017/18
Extraordinary Consumers	
Refer to Rates Notice	
Volumetric wastewater charges	
Base charge per water meter connection - charged per 3-month period includes 76m ³ of flow use per period	\$691.02
Domestic wastewater discharge consumption is calculated at 80% of the volume of water used as measured by water meter. (This cost excludes trade waste) This rate applies to domestic institutions (e.g. nursing homes) where water consumption exceeds the normal consumption for a single house	\$2.27
Connection and Reconnection Fees	
All connections and reconnections	Quote based on investigation
Connections shall be installed by the Rangitikei District Council. A quote will be provided based on investigation. Installation will occur after payment in full is received by Council. Cost is highly dependent on depth of connection, length of later and mains diameter.	plus proportionate share of targeted wastewater (connected) rate due for balance of year
All other connections to property boundary	Quote
Connections shall be installed by the Rangitikei District Council. An installation quotation will be provided to the applicant and installation will occur after payment in full is received by Council.	plus proportionate share of targeted wastewater (connected) rate due for balance of year
Disconnection Fees	
Per disconnection	\$255.00
Septage Discharge Fee	
Per cubic metre	\$23.00
Trade Waste Charges	
Flow per cubic metre	\$1.02
BOD per kg	\$0.61
COD per kg	\$0.61
TSS per kg	\$0.66
Phosphorous charge per kg	\$31.00
Ammoniacal nitrogen per kg	\$31.00
Other Trade Waste Charges	
Trade Waste Consent (includes first 2 hours of processing)	\$204.00
Consent processing fee (cost per hour)	\$102.00
Annual compliance monitoring	\$387.00
Re-inspection fees (per inspections)	\$102.00
Oil or Grease trap inspection and annual monitoring (cost per visit)	\$66.00

Solid Waste

		2017/18	2017/18
		Refuse	Green Waste
Refuse bag charges (60 litre volume)	Only accepted at Ratana Waste Transfer Station	\$2.60	\$1.20

Waste Transfer Station		Refuse	Greenwaste Marton, Bulls, Taihape
Rubbish bag		\$2.60	\$1.20
Wheelie bin		\$12.00	\$6.10
Car boot		\$17.30	\$8.80
Van/station-wagon		\$29.00	\$14.00
Trucks		\$139.00	\$65.70/tonne
Small trailer (deck)	All subject to standard weighbridge charge \$129.00/tonne where this service is available. Where a weighbridge is not available, these prices will be used.	\$36.50	\$17.80
Medium (deck up to 2.4 m long)		\$45.50	\$22.40
Large (deck up to 3.0 m long)		\$67.50	\$32.60
- Overloads (loads greater than 1.5m in height) – extra \$6.00		\$80.00	\$38.70
Oversize (deck over 3.0m long)		\$129.00	\$64.70
- Overloads (loads greater than 1.5m in height) – extra \$21.00		\$168.00	\$86.00

	2017/18
Other chargeable items	
Hazardous waste (household quantities – max 20 litres/kilos (Marton, Bulls, Taihape WTSs only)	\$0.00
Fridges and freezers – degassing fee	\$16.90
Whiteware – except refrigeration (each)	\$0.00
Microwave/small appliances	\$0.00
TVs	\$25.20
Monitors	\$15.10
E-waste desktop/VCRs/Fax/Scanners/Printers/UPS	\$5.50
Tyres – car	\$7.90
Tyres – 4x4	\$8.50
Tyres – light truck less than 50 kg	\$13.10
Tyres – long-haul vehicle	\$22.00
Tyres – tractor	\$91.00
Automotive oil (per litre in excess of 20 litres)	\$0.30
Gas bottles (each)	\$5.20

	2017/18
Other chargeable items	
Fluorescent tubes (each)	\$0.00
Eco bulbs (each)	\$0.00
PCBs per kg (fluorescent light ballasts)	\$66.60
Paint 4 litre pail (each)	\$2.00
Paint 10 litre pail (each)	\$4.50

	2017/18
Recycling accepted - no gate charge (Marton, Bulls, Taihape and Ratana)	
Paper and cardboard - unsoiled	\$0.00
Glass bottles and jars - colour sorted	\$0.00
Tins and cans - rinsed clean	\$0.00
Plastics 1-6 - rinsed clean	\$0.00
Metals (charges may apply if scrap incurs handling charges)	

	2017/18
Recyclables not accepted for recycling	
Plastic bags	Refuse rate
Plastic wrap	Refuse rate
Food contaminated recyclables	Refuse rate
Hazardous waste contaminated recyclables	Refuse rate

Roading

	2017/18
Road Opening Application Fee	
Excavations in road, footpath, berm or road reserve – including Network Utility Operators and trenchless technology	\$262.00
Licence fee	\$130.00
Road Encroachments Survey and Documentation	Actual cost
Kerb Opening/Vehicle Crossing Inspection Fee (private works)	\$262.00
Stock Underpass Street Opening Inspection Fee	\$262.00
All work in road to be done by Council-approved contractor	

Miscellaneous Charges

	2017/18
Council publications, (Draft Annual Plan, Annual Plan, Annual Report, Long Term Plan (including Consultation Document), Activity Management Plans)	
To district residents and ratepayers	Free
To non-ratepayers and non-residents (reproduction costs)	Actual cost
Customer Services	
<i>Photocopying charges</i>	
Black and white A4	\$0.20
Black and white A3	\$0.50
Black and white A2	\$3.00
Black and white A1	\$4.00
Colour A4	\$2.00
Colour A3	\$3.00
Electronic GIS copies	No charge
District Electoral Roll	
Full District listing	\$85.00
Full Ward Listing (each)	\$43.00
Rural Numbers	
Application and placement of rural numbers	No charge
Replacement rural number plates	\$25.00
Valuation Rolls/Rating Information Database	
One booklet for the whole district	\$264.00
Electronic version	\$138.00
Rural Fire	
Burn-off supervision by the Rural Fire Officer – per hour	\$94.00

Community Housing

Rental rates apply to superannuitant tenants only. Council reserves the right to charge non-superannuitants a market rent for the housing units. Adjustment to rents in Council's community housing must be made in accordance with the requirements of section 24 of the Residential Tenancies Act 1986. Typically this means that a change to rents for existing tenants will not occur for two months after Council adopts the Schedule of Fees and Charges for the coming year. Council has included a provision for a small contract with Age Concern Wanganui and Older and Bolder, Taihape to support elderly residents to remain independent in their housing.

	2017/18
Single	\$100.00
Double	\$163.00
Fully renovated unit – single	\$127.00
Fully renovated unit – double	\$189.00

Requests for Official Information

Official information requests are able to be made to the Council by any person, in accordance with the Local Government Official Information and Meetings Act 1987.

Council reserves the right to charge for this information as follows:

	2017/18
Official Information Request	
Staff time – first hour	Free
Staff time – each subsequent half hour (after the first hour)	\$41.00
Photocopying – first 20 pages	Free
Photocopying – each subsequent page (after the first 20 pages)	Current charges apply
Other actual and reasonable costs	At cost

(These charges are drawn from guidelines issued by the Ministry of Justice on Official Information Act requests.)

A deposit may be required where the estimated cost of the request exceeds \$76.00.

Charges may be modified or waived at the Council's discretion.

End of document

Appendix 2

Engagement Plan

Schedule of Fees and Charges

Project description and background

Each year, as part of the Annual Plan process, Council reviews its Schedule of Fees and Charges. A special consultative procedure is required under the Local Government Act 2002 for the setting of some fees. Council considers it appropriate to consult upon all its fees and charges.

Engagement objectives

The purpose of the engagement is to obtain the community's view of:

- Whether the Council's fees and charges are appropriate and establish the right balance for user pays services.
- Whether there are any other changes to the fees and charges that Council should consider.

Timeframe and completion date

Key project stages	Completion date
Draft Schedule reviewed by Assets/Infrastructure and Policy/Planning Committees	9 February 2017
Draft consultation documents and engagement plan prepared	23 February 2017
Documents approved for community engagement	23 February 2017
Public notices and letters etc. notifying the public of Council's proposed schedule of fees and charges for 2016/17	28 February 2017
Community engagement (written submissions)	28 February – 12noon 31 March 2017
Community engagement (oral submissions)	20 April 2017
Oral and written submissions considered by Council, final amendments made, policies adopted.	25 May 2017

Communities to be engaged with

- The entire Rangitikei District community
- Community Boards and Community Committees

- Te Roopu Ahi Kaa

Engagement tools and techniques to be used

Community group or stakeholder	How this group will be engaged
Rangitikei District community	Website Rangitikei Line Printed media Information in libraries
Community Committees and Community Boards	Officer's report
Te Roopu Ahi Kaa	Officer's report

Resources needed to complete the engagement

Resources beyond staff time required for this engagement are:

- Notification in the local print media
- The production of printed materials

Communication planning

Key messages

- Some of Council's services are best paid for by those who directly use them
- The fees should be set at a level that does not prohibit residents and ratepayers from using these services and should be set at a level which encourages compliance

Reputation risks

- Council perceived as over-charging for services that the public must use, hence increasing costs unnecessarily
- That the services that Council charges for are not good value

Basis of assessment and feedback to the communities involved

After analysing community input, Council officers will prepare a report outlining the communities' views, and any suggested changes to the draft schedule. This will then be referred to Council for consideration prior to final adoption. The feedback to the communities will follow after Council adopts the schedule. A response will be sent to each person who makes a submission. Copies of the final Schedule of Fees and Charges 2017/18 will be available on Council's website and from the District's libraries.

Project team roles and responsibilities

Team member	Role and responsibilities
Michael Hodder	Project sponsor
Michael Hodder	Project leader
Carol Downs	Print media
Michael Hodder	Officers reports/letters
Anna Dellow	Website

Appendix 3



Rangitikei
UNAPOLOGETICALLY...

SUMMARY OF INFORMATION

PROPOSED FEES AND CHARGES, 2017/18

Reason for the Proposal

The fees and charges set by the Council follow from the revenue and financing policy (part of the 2015/25 Long Term Plan). This policy expresses Council's view about how various services are to be funded, particularly the balance between the share to be funded by ratepayers (because there is advantage to everyone in having the service available and used) and the share to be funded by those making use of it (because the benefit from the service is primarily, or wholly, enjoyed by such people). In determining this balance, Council has regard for thinking in other councils, especially our neighbours.

All fees in 2017/18 have been raised by 1.9%, the inflation factor used in setting Council's budgets for 2017/18. This inflation factor is different from cost-of-living adjustments, because there are significant elements in Council's expenditure whose costs have risen more sharply – particularly materials to support maintenance of roads and infrastructure.

The actual fees from applying this factor have been rounded to the nearest dollar except for solid waste fees which are rounded to the nearest 10c.

Some fees are set by regulation and thus are not changed during this review.

Fees and charges for parks relate to exclusive use only. They have been set to encourage regular use by local sports clubs and organisations, and other non-profit community users.

Adjustment to rents in Council's community housing must be made in accordance with the requirements of section 24 of the Residential Tenancies Act 1986. Typically this means that a change to rents for existing tenants will not occur for two months after Council adopts the Schedule of Fees and Charges for the coming year.

Several Council-owned or administered facilities are managed by other organisations, which set their own fees (typically in consultation with the Council):

Marton Swim Centre	Nicholls Swim Academy
Taihape Swim Centre.....	Taihape Community Development Trust
Hunterville Town Hall	Hunterville Sports and Recreation Trust
Turakina Domain	Turakina Reserve Management Committee
Koitiata Hall	Koitiata Residents Association
Shelton Pavilion	Marton Saracens Cricket Club

More Information

Where to get a copy of the Statement of Proposal

The Statement of Proposal (i.e. the full proposed Schedule of fees and charges, 2017/18) is available for inspection at Council's libraries in Marton, Bulls and Taihape, and at the Council's Main Office in Marton. Copies are also available from the above locations, from the Council's website www.rangitikei.govt.nz or you may request a copy be posted to you by calling 0800 422 522.

Period for Consultation

Written submissions on the Proposed Schedule of fees and charges may be made from **28 February to 12 noon 31 March 2017**. Submission forms are available from Council's libraries in Marton, Bulls and Taihape, from the Council's Main Office in Marton, from the Council's website www.rangitikei.govt.nz or you may request a form be posted to you by calling 0800 422 522.

Those who make a written submission may also choose to make an oral submission. Hearings of oral submissions are scheduled for **20 April 2017** at the Council Chambers in Marton. Please indicate on your submission form if you wish to speak to your submission.

Appendix 4



Rangitikei
UNUSPITI...

SUBMISSION FORM

Proposed Schedule of fees and charges 2017/18

Please print clearly

**Submissions close at 12
noon on 31 March 2017.**

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

Schedule of Fees and Charges
2017/18 Submission
Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Fax: (06) 327 6970

Oral submissions

You may wish to speak in support of
your written submission.

If you wish to speak to your
submission, please tick the box
below.

I wish to speak at:

- ☐ Marton Council Chambers
20 April 2017

Five minutes are allowed for you to speak,
with a further five minutes for questions from
Elected Members. If you have any special
requirements, such as those related to visual
or hearing impairments, please note them
here:

Name: _____

Organisation: *(if applicable)* _____

Property Address: _____

Postal Address: _____

Phone: (day) _____ (mobile) _____

Email: _____

Do you agree or disagree with the proposed Schedule of fees
and Charges 2017/18?

Agree/Disagree

If you disagree, what changes do you think should be considered?

Attach additional information or pages if necessary

Signed: _____

Date: _____

Attachment 8

Memorandum

To: Council

From: Michael Hodder

Date: 17 February 2017

Subject: **Updating the Code of Conduct**

File: 3-OR-3-4

1. Local Government New Zealand (LGNZ) has developed a new Code of Conduct for consideration by each local authority. It is associated with Guidelines. These have been provided as separate documents for Elected Members only.
2. Legislative requirements for the Code are set out in clause 15, Schedule 7 of the Local Government Act 2002 (LGA 2002):
 - Understandings and expectations on
 - Behaviour to one another, staff and the public
 - Disclosure of information
 - General explanation of the Local Government Official Information and Meetings Act (LGOIMA) and other applicable laws
 - Members must comply with the Code
 - Council may require declaration of bankruptcy
 - Breach does not constitute an offence under LGA 2002 – no process for investigating breaches specified
 - Changing the Code requires a 75% vote
3. The current Council Code of Conduct (attached as [Appendix 1](#)) was adopted in 2011. Its key elements are"
 - Stresses maintaining public confidence through
 - 9 behaviours (section 2)
 - 4 protocols for handling information described (section 3)
 - Describes relevant legislation including LGOIMA (section 4)

- Specifies a process for handling breaches (section 5) –
 - Range of actions
 - Breach of Code not a breach of the Act
 - Breaches of criminal nature to be referred to Police

4. Why change

- Current Council Code complies with legislative requirements.
- LGNZ's knowledge of the sector is that a more useful Code would have more detail on
 - behaviours, relationships and legal obligations, and
 - the process for handling complaints that the Code has been breached.
- Code of Conduct guidelines and template have been offered to the sector for consideration and adoption
- Proposed template would introduce two major differences from Council's current Code.
 - more detail on process with Code breaches
 - Chief Executive to establish list of investigators at start of each triennium
 - would replace working party of 3 Councillors
 - Principles – proportionality and fairness
 - Complaints
 - Investigation – step process (Appendix B)
 - Penalties and actions for material breaches –
 - Censure, restricted access, suspension from committees, invitation to consider resigning
 - Avoidance through commitment to training, mentoring, mediation, apology
 - Statutory breaches – referral to relevant agency
 - requirement to disclose a declaration of bankruptcy

The template takes a minimal approach to the legislation whereby the Chief Executive needs to be informed but that is the only obligation. If someone

enters into bankruptcy or a No Asset Procedure ('NAP'), a record of their entry will be listed in the insolvency register maintained by MBIE — this is free for the public to search. These details from that person's file can be seen during the procedure and for four years after they are discharged. In addition, bankruptcy or NAP is also advertised in the New Zealand Gazette.

Recommendations

1. That the memorandum 'Updating the Code of Conduct' be received.

EITHER

2. That Council adopts the Code of Conduct template proposed by Local Government New Zealand [as amended/without amendment]¹

OR

3. That Council retains its current Code of Conduct

Michael Hodder
Community & Regulatory Services Group Manager

¹ 75% vote required

Appendix 1



Rangitikei District Council - Code of Conduct

1 Preamble

- 1.1 The Code of Conduct has been prepared in accordance with clause 15, Schedule 7, of the Local Government Act 2002.
- 1.2 The Code of Conduct applies to all Rangitikei District Councillors, including the Mayor for their respective term of Office. It does not apply to the Taihape and Ratana Community Boards unless the Community Boards choose to adopt it.
- 1.3 The Code of Conduct is available for viewing to any member of the public.

2 Behavioural Conduct

Councillors will maintain public confidence in the office to which they have been elected through leading with the following behaviours when interacting with fellow councillors, Council officers and Community Members:

- 2.1 *Acting with honesty and integrity*, taking steps to avoid any behaviour or situations that may call this into question.
- 2.2 *Being respectful towards others* by treating people equitably, and with respect, regardless of their race, age, religion, gender, sexual orientation or disability. Councillors will respect the impartiality and integrity of Council staff.
- 2.3 *Acting in the public interest*, serving the interests of the District as a whole and ensuring that an advantage or disadvantage is not improperly conferred on any one person.
- 2.4 *Being accountable to the public* for their actions and the manner in which they are carrying out their responsibilities. Councillors will respond to public scrutiny appropriate to their elected position and the office to which they have been elected.
- 2.5 *Being objective in decision-making* and ensuring that their decisions are not directly or indirectly influenced by rewards or benefits for certain individuals or businesses.
- 2.6 *Exercising personal judgement* and approaching issues with an open mind, reaching their own conclusions on the issues before them and acting in accordance with those conclusions. This does not preclude taking account of the views of others, but should not rely solely on the advice of others.
- 2.7 *Always upholding the law* and acting in accordance with the trust that the public places in them.

- 2.8 *Exercising effective stewardship*, so that the Council uses all resources prudently and for lawful purposes, and maintains sufficient resources to meet its statutory obligations.
- 2.9 *Using appropriate authority* when carrying out Council business, and ensuring that the protocols set by Council and the Chief Executive are observed, particularly when engaging with Council staff or responding to members of the community.

3 Information for Public Administration

Councillors will maintain public confidence in the office to which they have been elected through ensuring the following practices are observed when dealing with information for the purposes of administration of public office:

- 3.1 Confidential information will only be used or disclosed for the purpose for which the information was supplied to the Councillor. Information gained in the course of holding office will not be used for the conduct of personal business, or to solicit, demand or request any gift or reward.
- 3.2 Councillors who, in their capacity as an elected member, are offered information that relates to administration of the Local Government Act 2002 (or other relevant legislation for which Council is responsible for) will share the information with other councillors and the Chief Executive. Where the provider of information insists upon complete confidentiality, councillors may decline to accept the information.
- 3.3 Councillors who, in their capacity as an elected member, have access to information in which they may have a pecuniary or non-pecuniary interest (that gives rise to a conflict between interest and duty), will disclose that interest as a conflict, and take appropriate steps to manage that conflict accordingly.
- 3.4 The Mayor is the first point of contact for the official view on any issue. Where the Mayor is absent, the Deputy Mayor or relevant Committee Chairperson will respond. No other councillor will comment on behalf of Council, or release confidential or sensitive information, without having explicit Council approval.

4 Legislation Applicable to Elected Members

- 4.1 The Local Government Official Information and Meetings Act 1987 sets out a list of meetings procedures and requirements. Of particular importance for the roles and conduct of elected members are:
- the limitations around dealing with an item not on the agenda of a meeting
 - the grounds by which the Council may exercise its right to exclude the public from all or part of the proceedings
 - the privileged status accorded to an oral statement made by an elected member in accordance with Council's adopted Standing Orders (unless in any proceedings for defamation it is proved that the elected member was predominantly

motivated by ill-will or otherwise took improper advantage of the occasion of its publication).

- 4.2 Councillors are also bound by the Local Government Act 2002, the Local Authorities (Members' Interests) Act 1968, the Local Government Official Information and Meetings Act 1987, the Secret Commissions Act 1910, the Crimes Act 1961 and the Securities Act 1978. The general explanation provided at the first Council meeting of the triennium is attached as Appendix 1.
- 4.3 Councillors also need to be aware of the Privacy Act 1993 and its relevance when dealing with personal or sensitive information.

5 Breaches of the Code

- 5.1 A breach of the Code of Conduct does not constitute an offence under the Local Government Act 2002.
- 5.2 When an alleged breach of the Code occurs, Council will appoint a working party of three councillors to investigate matters and provide the findings and any recommendations back to Council. The councillor alleged of breaching the code will be notified in writing of any allegations that have been received prior to investigation.
- 5.3 Where it has been established that a breach of the code has occurred, Council may consider the following actions:
- Remedy to resolve the matter, which may or may not include censure
 - Resolve to remove the councillor from Council Committees and or other representative bodies
 - Resolve to remove the councillor from a position as Deputy Mayor or Chair of a Committee
- 5.4 Any alleged breaches of a criminal nature must be reported to the Chief Executive, and be referred to the Police.

Appendix 1 – Legislation applicable to Elected Members

1 Background

Schedule 7 Clause 21 of the Local Government Act 2002 requires that, at the first meeting of the Council following the triennial general election, the Chief Executive give or arrange a general explanation of the Local Government Official Information and Meetings Act 1987 and other laws affecting members, including –

- the appropriate provisions of the Local Authorities (Members' Interests) Act 1968;
- sections 99, 105 and 105A of the Crimes Act 1961;
- the Secret Commissions Act 1910; and
- the Securities Act 1978.

This section of the Code reproduces this general explanation.

2 Local Government Official Information and Meetings Act

2.1 General Principle

The stated purpose of this Act is to make official information held by local authorities more freely available, to provide for access to that information, to provide access to the meetings of local authorities, and to protect official information held by local authorities consistent with the public interest and preservation of personal privacy.

The Act is very broad. It does not define the word 'information'. It sees official information as any item of information held by a local authority. So official information is not limited to documents like letters, reports, memos, or files, but includes audio and videotapes, computer disks, maps films, photographs and plans.

The heart of the Act is the 'principle of availability' set out in Section 5:

"The question whether any official information is to be made available, where that question arises under this Act, shall be determined, except where this Act otherwise expressly requires, in accordance with the purposes of this Act and the principle that the information shall be made available unless there is good reason for withholding it".

The fundamental principle of the Act is that information must be made available unless there is a 'good reason' (defined by the Act) to withhold it.

2.2 Requests

Anyone can make a request for official information.

If the Council does not hold the information sought, or a Council officer believes the request to be more closely connected with another organisation, then the officer must (within 10 working days) transfer the request.

When the Council holds the information a decision on whether to release the information must be made within 20 working days of receiving the request. Charges can be made for supplying the information.

When the information sought is large or consultations that are necessary for a proper response are needed, the Chief Executive or an authorised officer may extend the time limit for a 'reasonable period'. The requester must be told the period of extension, the reasons for the extension and the fact that the extension can be referred to the Ombudsman.

Every request must be dealt with on its merits and a decision whether to refuse is made on the circumstances of each case.

2.3 Refusals

The Act fixes the responsibility for deciding to accept or refuse a request on the Chief Executive or an officer she authorises. The Act does not prevent the authorised officer from consulting the Council or any other person. The Act sets out approximately 25 'good reasons' why the provision of official information can be refused. If the grounds for refusal do not fall within one of these 'good reasons' the information **must** be released.

'Good reasons' include:

- a. protecting the privacy of natural persons;
- b. maintaining the effective conduct of public affairs through free and frank expressions of opinions by or between elected members and officers;
- c. enabling a local authority to carry out, without prejudice or disadvantage, commercial activities;
- d. enabling a local authority to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); and
- e. to maintain professional legal privilege.

All of these reasons are subject to a 'public interest' test, i.e. even if the information sought falls within one of the refusal categories it must be released where the reason for the withholding of the information is outweighed by other considerations rendering it desirable in the public interest that the information be released.

The Act also contains a number of administrative grounds for refusing a request. These include the fact:

- a. the information is or will soon be publicly available;
- b. the information requested cannot be made available without substantial collation and research.

If a request is refused the Council must give the requestor:

- a. the reason for its refusal;
- b. the grounds in support of that refusal;

- c. advice as to the right to apply to the Ombudsman to seek a review of the refusal.

2.4 Ombudsman's investigation

The Ombudsman can investigate any refusal by the Council to provide information and can investigate the charges made by the Council.

If the matter cannot be resolved during the investigation the Ombudsman may make a recommendation to the Council. The Council is under a public duty to observe that recommendation unless it resolves not to accept it within 21 working days of receiving the recommendation.

A decision not to accept an Ombudsman's recommendation must be notified to the applicant and the Ombudsman and published in the New Zealand Gazette together with the Council's reasons for the decision. The applicant may apply to the High Court for a review of the Council's decision. Whatever the result of the High Court hearing, the applicant's costs must be paid by the Council unless the Court is satisfied the application was not reasonably or properly brought.

2.5 Access to Meetings

The Act provides the public and media have a right of access to all meetings of the Council, committees, sub-committees (with power to act) and community boards unless the meeting resolves to exclude the public. Copies of meeting agendas must be available for the public and the media.

The grounds for excluding the public and the media from a meeting can only be those provided in the Act and essentially are the same grounds as for withholding official information (although notably **not** including "free and frank expressions of opinions by or between elected members and officers"). A motion to exclude must state the subject matter of the 'non-public' matter and the specific reason provided in the Act.

Even where a meeting has resolved to exclude the public a person can request a copy of the minutes of the meeting. Such a request must be treated in the same way as a request for official information and is subject to review by an Ombudsman.

2.6 Order Papers

Order papers for meetings must be publicly available at least two working days before the meeting. Supplementary reports cannot be dealt with unless agreed to by the meeting and unless the Chair explains why the report was not in the Order Papers and why the subject cannot wait until the next meeting.

2.7 Qualified Privilege

Sections 52 and 53 of the Act provide that written or oral statements on any matter before a meeting of the Council, committee, or community board is privileged unless the statement is proved to be made with malice. This is known as qualified privilege.

Qualified privilege is a protection afforded by the law on certain occasions to a person acting in good faith and without any improper motive who makes a statement defamatory about another person.

It is established law that meetings of local authorities are privileged occasions (this would include community boards). The reason given by the Courts is that those who represent local government electors should be able to speak freely on any matter they believe affects the interests of their residents.

If malice can be established then the privilege is lost. With the question of malice, motive can be crucial. If it is established that the maker of the statement had some other dominant and improper motive then malice will be established.

Generally speaking, for qualified privilege to apply, there should be a positive belief in the truth of what is said, and that there is no suggestion of personal spite or ill-will by the maker.

3 Local Authorities (Members' Interests) Act 1968

This Act contains provisions relating to contracts between elected members and the Council, and provisions relating to elected members voting on matters where they have a pecuniary interest.

3.1 Contract

The Act provides that no person can be an elected member of the total of all contract payments made or to be made by the Council in which that person is 'concerned or interested' exceeds \$25,000 in any financial year. Contracts include sub-contracts.

There are provisions regarding contracts between the Council and a company in which an elected member or spouse has an interest. Generally a person will be concerned or interested in a contract where that person or spouse holds 10% of the issued capital of the company or a controlling company, or the members or spouse is a shareholder and is either a managing director or general manager.

Certain exclusions are provided for, such as where the member and spouse are living apart, or the member did not know and had no reasonable opportunity of knowing the spouse was a shareholder and managing director/ general manager.

The limit of \$25,000 may be extended by the audit Office in special cases. Such approval can be given retrospectively. Provision is made for contracts entered into by the Council before an election, and for continuing contracts.

If a person breaches the \$25,000 limit that person is disqualified from holding office and an extraordinary vacancy occurs. The disqualification remains until the next triennial election.

3.2 Pecuniary Interest

The Act provides that no elected member shall vote on or take part in the discussion of any matter in which that person has, directly or indirectly, any 'pecuniary interest' other than an interest in common with the public.

The prohibition applies where the member's spouse has a pecuniary interest and where the member or spouse holds 10% or more of the shares in a company or a controlling company, which has a pecuniary interest, or either person is a shareholder and is managing director or general manager.

Members who are prohibited under the Act from voting on or discussing a matter are under a duty to declare to the meeting their pecuniary interest and their abstention from discussion or voting must be recorded in the minutes.

The prohibition against discussing or voting on a matter does not apply in certain situation, such as:

- a. Members' remuneration where the maximum rate has already been fixed;
- b. Election or appointment of any member to a Council or community board office, notwithstanding that remuneration is payable;
- c. The preparation, approval, or review of a district scheme or district plan unless the matter relates to any variation or change or departure from a district scheme or district plan or to the conditional use of land.

The Audit Office has the power to declare that the prohibition shall not apply in respect to any particular matter if the Office is satisfied the prohibition would impede the business of the Council or that it is in the interest of the electors that the prohibition not apply.

A member convicted of contravening the prohibition vacates office and an extra-ordinary vacancy is created.

4 Crimes Act 1961 – Sections 99, 105, 105A

4.1 Section 99

Section 99 defines, for the purposes of the Crimes Act 1961, an "official" as any member or employee of any local authority. Member includes community board member.

4.2 Section 105

Section 105 provides that it is an offence punishable by up to seven years imprisonment for an "official" to corruptly accept or obtain, or to attempt to obtain, any bribe in respect of anything done or omitted to be done by the official in an official capacity.

A person making or attempting to make the bribe is liable to up to three years imprisonment.

4.3 Section 105A

Section 105A provides that every official is liable to up to seven years imprisonment who corruptly uses any information acquired in an official capacity, to obtain, directly or indirectly, an advantage or pecuniary gain for the official or any other person.

5 Secret Commissions Act 1910

5.1 The principle behind this Act is that a person holding a position of trust should not make a profit through their office.

5.2 The Act provides that elected members and officers are “agents” of the Council and that every agent commits an offence who corruptly accepts or obtains or solicits, for themselves or any other person, any gift or consideration as an inducement or reward for doing or not doing any act in relation to the Council’s affairs, or for having shown favour or disfavour to any person in relation to the Council’s affairs.

5.3 Any agent who diverts, obstructs, or interferes with the proper course of the Council’s business, or fails to use due diligence in the prosecution of such business with intent to obtain for themselves or any other person any gift or other consideration shall be deemed to have corruptly solicited a consideration.

5.4 Whilst “gift” is not defined, “consideration” is. It includes discounts, commissions, rebates, bonuses, deductions, percentages, employment, and money (including loans). Generally trade practices or customary gifts do not constitute a defence to a charge under the Act.

5.5 Section 5 of the Act provides that an agent who makes a contract on behalf of the Council must disclose to the Council any pecuniary interest in the contract. This provision is similar to that contained in the Local Authorities (Members’ Interests) Act 1968.

5.6 It is an offence to advise the Council with intent to induce it to enter into a contract with a third person, and receive any gift or consideration from the third person without disclosing the Council the fact of payment. Upon conviction for any offence under the Act an agent is liable to a maximum fine of \$2,000 or two years imprisonment and would vacate their office.

6 Securities Act 1978

6.1 The Securities Act 1978 imposes an obligation on entities that solicit funds from the public to prepare, register, and distribute a prospectus and an accompanying investment statement.

- 6.2 This only applies where there is “an offer of securities to the public”, and offers of securities to financial institutions or “habitual investors” are exempt. This means that there are no Securities Act implications where the Council borrows from institutions on a wholesale basis. This is generally the case even if the institutions on-sell the stock to members of the public.

Attachment 9

Rangitikei District Council

Turakina Reserve Management Committee Meeting

Agenda – Thursday 2 February 2017 – 7:00 p.m.

Contents

1	Welcome.....	3
2	Apologies	3
3	Members' conflict of interest	3
4	Confirmation of order of business	3
5	Minutes of last meeting.....	3
6	Chair's Report	3
7	Report on the Turakina Highland Games.....	3
8	Update on the shade tree planting project	4
9	Council decisions on recommendations from the Committee	4
10	Council responses to queries raised at previous meetings.....	4
11	Late Items	Error! Bookmark not defined.
12	Next meeting	4
13	Meeting closed	4

Present: Ms L Mauchline Campbell (Chair),
Mr A Campbell
Mr M Richardson
Mr D Benton
Mayor A Watson
Cr S Peke Mason.

In attendance: Ms D Servante (Strategy and Community Planning Manager)

1 Welcome

2 Apologies

None received.

3 Members' conflict of interest

None declared.

4 Confirmation of order of business

Undertaking

Discussion over whether the fee for the games at the reserve was \$50 or \$100. Ms Servante will check from the minutes of previous meetings.

5 Minutes of last meeting

Resolved minute number

17/TRMC/001

File Ref

3-CT-9-2

That the Minutes of the Turakina Reserve Management Committee meeting held on 8 December 2016 be taken as read and verified as an accurate and correct record of the meeting.

Mr Benton/Mr Campbell Carried

6 Matters arising

None.

7 Chair's Report

No report was delivered.

8 Report on the Turakina Highland Games

Mr Benton reported. Good weather, very successful day, good crowd, 1,000 paying through the gate so should be 1,700 attendees overall. The grounds were extremely well-prepared. Commendation to the Parks and Reserves Team – it is noted how much improved the grounds have been since the team have been in-house. The Mayor will pass on.

Thanks had been received from the school for the fundraising from the bar. Debrief will be happening soon.

Mrs Mauchline Campbell noted the picture on the front page of the Monitor had demonstrated the diversity of people attending the event.

The Mayor asked for some photos to be forwarded to Carol Downs for the Rangitikei Line. Other than that, many congratulations to the team. The Committee is appreciative of the Mayor's support also.

9 Update on the shade tree planting project

Ms Mauchline Campbell informed the Committee of the suggestion to use this years' koha to plant internal shade trees. Noted that Athol Sanson (Parks and Reserves Team Leader) is preparing a tree policy to guide tree planting on council parks and reserves. Ms Mauchline Campbell will ask for preferred species and the Committee will consider where they could be planted, bearing in mind the existing and future requirements of regular users.

The Mayor noted that the sign for Turakina cemetery needs a clean – Ms Mauchline Campbell offered to find a local person who can pop down and do that.

10 Council decisions on recommendations from the Committee

None.

11 Council responses to queries raised at previous meetings

None.

12 Items for future meetings

MOU for container (Mr Benton).

13 Next meeting

Agreed to hold meetings 3x per year to coincide with every other Community Committee meeting.

Thursday, 1 June 2017, 7:00pm

14 Meeting closed

7.14 pm

Confirmed/Chair: _____

Date: _____

Rangitikei District Council

Turakina Community Committee Meeting

Agenda – Thursday 2 February 2017 – 7:30 p.m.

Contents

1	Welcome	3
2	Public Forum	Error! Bookmark not defined.
3	Apologies	3
4	Members' conflict of interest	3
5	Confirmation of order of business	3
6	Minutes of last meeting	3
7	Chair's Report	3
8	Combined meeting / workshop with Council and Community Committees	4
9	Council decisions on recommendations from the Committee	4
10	Council responses to queries raised at previous meetings	4
11	Turakina Placemaking Report	4
12	Update on place-making initiatives	4
13	Small Projects Grant Scheme Update - January 2017	5
14	Community Newsletter	5
15	Current Infrastructure projects/upgrades and other Council activities within the ward	5
16	Picnic tables	5
17	Grants and Funding information and opening dates	6
18	Late Items	6
19	Next Meeting	6
20	Meeting closed	6

Present:

Ms L Mauchline Campbell (Chair),
Mr A Campbell
Mr D Benton
Mayor A Watson
Cr S Peke Mason
Ms H Grant
Ms C Neilson.

In attendance:

Mr M Richardson
Ms D Servante (Strategy and Community Planning Manager)

1 Welcome

2 Apologies

Resolved minute number **17/TCC/001** **File Ref**

That apologies be received from Tina Duxfield and Anita Oliver.

Ms Neilson/Ms Grant Carried

3 Members' conflict of interest

No new conflicts of interest were declared

4 Confirmation of order of business

None.

5 Minutes of last meeting

File ref: 3-CC-1-4

Resolved minute number **17/TCC/002** **File Ref** **3-CC-1-4**

That the Minutes of the Turakina Community Committee meeting held on 8 December 2016 be taken as read and verified as an accurate and correct record of the meeting.

Mr Benton/Ms Neilson Carried

6 Matters arising

None.

7 Chair's Report

Ms Mauchline Campbell informed the committee of the Council order paper. Nice to see 10 major projects that Council focussing on and the one in Turakina is the wastewater treatment plant at Ratana. Supports the developments of the town centre upgrades. Council also looking into future management of Community Housing but this is unlikely to affect management at Ratana Paa. This is because the land belongs to a private family in Ratana so would be difficult to pass onto a third party. Marton wastewater treatment plant progressing too. Congratulations to Council on progressing these projects.

Cr Peke Mason also highlighted the work Council is doing around community resilience at Whangaehu.

Resolved minute number **17/TCC/003** **File Ref**

That the Chair's report be received.

Ms Mauchline Campbell/Cr Peke Mason Carried

8 Combined meeting / workshop with Council and Community Committees

The Committee noted the meeting to be held at 6.30 pm on Tuesday 7 March 2017 for a combined meeting/workshop for Council and Community Committee members to discuss the Annual Plan. The meeting will be held in the Bulls Town Hall Supper Room. All members are encouraged to attend. The Mayor highlighted that because the meeting will be held in Bulls, other committees may feel that Bulls issues will dominate. The Mayor offered to come to a public meeting in Turakina if the Committee felt the need.

The Committee further noted that Council will adopt the Consultation Document for the 2017/18 Annual Plan at its meeting on 23 February 2017.

9 Council decisions on recommendations from the Committee

The Committee noted that at its meeting on 15 December 2016, resolution 16/RDC/394, Council confirmed not sealing the carpark on the corner of SH3 and Wanganui Road. (16/TCC/028)

10 Council responses to queries raised at previous meetings

There were no queries raised at the previous meeting.

11 Turakina Placemaking Report

The Committee noted the "Place-making" report for Turakina from the Creative Communities International organisation that was attached for information purposes.

Mr Benton remarked that he has seen tourists taking photos of the street banners. Ms Mauchline Campbell commented that this is evidently quite common.

Ms Neilson would welcome more community input into the place-making report and initiatives, perhaps through the school newsletter.

12 Update on place-making initiatives

Ms Mauchline Campbell noted that Mr Athol Sanson has outlined what he needs with respect to the proposed project.

Mr Benton will pass on to Ms Mauchline Campbell a contact for NZTA for the Corridor Manager to get their approval.

13 Small Projects Grant Scheme Update - January 2017

The memorandum was considered.

File ref: 3-CC-1-4

Resolved minute number	17/TCC/004	File Ref	3-CC-1-4
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That the memorandum 'Small Projects Grant Scheme Update - January 2017' be received.

Ms Neilson/Mr Campbell Carried

14 Community Newsletter

A request had been received for a contribution towards the community newsletter distributed through the school. This provides a free listing service for local groups and organisations and advertised space for local businesses. Circulated to 450 homes.

Resolved minute number	17/TCC/005	File Ref
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That the Turakina Community Committee approves a contribution of \$192 for a community newsletter.

Ms Mauchline Campbell/Ms Neilson Carried

15 Current Infrastructure projects/upgrades and other Council activities within the ward

The reports for December 2016 and January 2017 will be distributed to Committee members on 9 February 2017.

The following issues were noted:

Wastewater treatment upgrade at Ratana Paa

Proposals by the Midwest Disposals to find a solution to its Bonny Glen leachate disposal issues in line with the Horizons consent Conditions, are progressing.

A presentation to public forum at the Council meeting on 23 February will address the increase in walkers passing through Sandoft Reserve – all welcome to attend and listen.

Koitiata celebrating their centenary this month – number of events planned – all welcome.

16 Picnic tables

Mr Campbell provided details of costs for the 2 x 1.8 m picnic tables,

Central ITM @ \$700 inc GST – fully built and stained.

Mitre 10 will do kit sets at \$680 inc GST unbuilt and unstained

Whanganui Enterprises \$680 inc GST (assembled and unstained). Macrocarpa ones 2m long \$1,150 inc GST each

It was noted that the picnic tables project may qualify for funding under the place-making budgets and would not need to be taken from the small grants project. Ms Servante and Ms Mauchline Campbell will liaise.

Ms Mauchline Campbell informed the Committee of some chairs that may be available to be refurbished for use in the community. Progress will be reported.

Resolved minute number 17/TCC/006 **File Ref**

That the Committee requests that the Chairperson works with Council staff to develop a place-making project for the picnic tables for approval by the Chief Executive.

Mr Benton/Ms Grant Carried

17 Grants and Funding information and opening dates

The Committee noted the information in the memorandum "Grants and Funding overview 2017" to be shared with the community.

18 Late Items

None.

19 Next Meeting

Thursday 6 April 2017, 7:30pm

20 Meeting closed

8.10 pm

Confirmed/Chair: _____

Date: _____

Rangitikei District Council

Taihape Community Board Meeting

Minutes – Wednesday 8 February 2017 – 5:30 p.m.

Contents

1	Welcome	3
2	Public Forum	3
3	Apologies	3
4	Members' conflict of interest	3
5	Confirmation of order of business	3
6	Minutes of previous meeting.....	3
7	Chair's report	3
8	Council decisions on recommendations from the Taihape Community Board and consideration of other matters affecting Taihape	4
9	New Standing Orders	4
10	Preferred delegations and level of support	4
11	Requests for Service concerning Taihape	5
12	Update on the Small Projects Fund	5
13	Update on place-making initiatives	5
14	Alex Wong's Corner Area	5
15	Update on youth services – January 2017	6
16	Current infrastructure projects/upgrades and other Council activities within the Ward	6
17	Speed Limit Bylaw response	6
18	Consultation on options for the grandstand and location of new amenity block on Taihape Memorial Park.....	7
19	Community Boards' Conference, May 2017	7
20	2017/18 Annual Plan	7
21	Matters arising not elsewhere on the agenda – progress update.....	7
22	Late items	7
23	Future items for the agenda	7
24	Date of next meeting	7
25	Meeting closed	8

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

Also present: His Worship the Mayor, Andy Watson
Cr Richard Aslett (arrived 6pm)

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

Tabled documents: Item 7 Chair's Report
Item 1 Memorandum -Current infrastructure projects/upgrades and
other Council activities within the Ward
Item 17 Issues submission –Road Safety Issues

1 Welcome

The Chair welcomed everyone to the meeting. She asked for a minute's silence for Mr Bill Byford.

2 Public Forum

There were no members of the public present.

3 Apologies

There were no apologies.

4 Members' conflict of interest

The Chair declared her conflict of interest in regards to item 10 of the agenda

5 Confirmation of order of business

A late item submission from Mrs Abernethy was tabled. This to be taken under item 17 of the agenda (Speed Limit Bylaw Response)

6 Minutes of previous meeting

Resolved minute number	17/TCB/001	File Ref
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That the minutes of the Taihape Community Board meeting held on 14 December 2016, be taken as read and verified as an accurate and correct record of the meeting.

Mrs Fannin/Mrs Abernethy. Carried

7 Chair's report

The Chair spoke to her report.

She thanked Cr Aslett for repainting the southern Taihape sign. Other items noted included the Community Christmas dinner, Christmas light competition and electronic notice boards.

There was a brief discussion on the Taihape pool filtration upgrade. The Board asked that an update be provided to their next meeting.

Resolved minute number **17/TCB/002** **File Ref**

That the Chair's report to the 8 February 2017 meeting of the Taihape Community Board, as presented be received.

Mrs Fannin/Cr Rainey. Carried

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

At its meeting on 15 December 2016, Council approved the Board's recommendation (16/TCB/065) for 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.

9 New Standing Orders

There were no amendments made to the new Standing Orders.

Resolved minute number **17/TCB/074** **File Ref**

That the Taihape Community Board replace its Standing Orders by adopting those proposed by Local Government New Zealand without amendment.

Mrs Abernethy/Mrs Sicely. Carried

10 Preferred delegations and level of support

The Board were keen to have more input into the Taihape main street cleaning process. Mr Hodder to determine what the current contract is and report back to the Board.

There was some discussion on the future of the Taihape Community Development Trust. The Board thought that the Trust may not be operating within its constitution. It was suggested that the Board write to the Chief Executive and Mayor voicing their concerns.

The Chair wished to declare a conflict of interest regarding this matter.

Resolved minute number **17/TCB/003** **File Ref**

That the Taihape Community Board write to the Mayor and Chief Executive expressing their concerns around the effectiveness of the Taihape Community Development Trust and whether it is operating within its constitution.

Cr Rainey/Ms Larsen. Carried

11 Requests for Service concerning Taihape

The Chair reported that AA Traveller had undertaken a survey of New Zealand's public toilets and Taihape's were rated as being in the top 12.

The Board were all in favour of awarding the local cleaner the "Taihape Good Sorts" award.

Following the recent retirement of Taihape's Animal Control Officer, the Board suggested that a Taihape based Honorary Officer be appointed to provide backup in the event that Councils Animal Control Officers are unavailable.

Mr Hodder to look into this matter and report back to the Board's next meeting.

Resolved minute number **17/TCB/004** **File Ref**

That the report 'Requests for Service concerning Taihape' for December 2016 be received.

Mrs Fannin/Cr Rainey. Carried

12 Update on the Small Projects Fund

Resolved minute number **17/TCB/005** **File Ref**

That the memorandum "Small Projects Grant Scheme Update – February 2017" be received.

Mrs Fannin/Ms Larsen. Carried

13 Update on place-making initiatives

The Chair suggested that a public meeting be held in order to drive the place-making initiatives. Mrs Abernethy suggested that a letter box drop would be a better option as there were some big issues coming up such as the site for the new ablution block and Grandstand decision which would require public consultation.

There was some discussion on the tile project. As there were now new families in town, the Chair was keen to see the tiles in the Taihape Triangle being extended.

Resolved minute number **17/TCB/006** **File Ref**

That the Taihape Community Board endorse the tile project and delegate the Chairperson to find a committee to complete it using funds of up to \$5,000.00.

Crs Rainey/Gordon. Carried

14 Alex Wong's Corner Area

Mrs Abernethy spoke to her submission. The Board were all in favour of purchasing two BBQ tables which would be placed on the corner area by Alex Wong's.

Resolved minute number **17/TCB/007** **File Ref**

That the Taihape Community Board purchase two 2m BBQ tables from Wanganui Enterprises at a cost of \$441.00 each and they be placed on the corner area by Alex Wong's.

Mrs Abernethy/Ms Larsen. Carried

15 Update on youth services – January 2017

Resolved minute number **17/TCB/008** **File Ref**

That the memorandum "Update on youth services – January 2017" be received

Mrs Fannin/Cr Gordon. Carried

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

Resolved minute number **17/TCB/009** **File Ref**

That the memorandum "Current infrastructure projects/upgrades and other Council activities within the Ward" be received.

Cr Rainey/Mrs Fannin. Carried

17 Speed Limit Bylaw response

Mrs Abernethy spoke to her tabled submission regarding road safety issues on O'Taihape Road and Dixon Way. She said that feedback from local residents suggested that the safety of users was being compromised by the current 100 km/h speed limit and they were concerned that there was no signage alerting motorists to other road users i.e. walkers, runners, cyclists etc.

The Board were all in favour of Council looking into this issue.

Resolved minute number **17/TCB/010** **File Ref**

That the Taihape Community Board ask that Council give consideration to a speed limit of 70km/h. being imposed on S.H.1 from the end of the existing 50 km/h limit to the intersection with Rauma Road and a speed limit of 50 km/h to be imposed on Dixon Way and O'Taihape Valley Road from S.H.1 to the Taihape Airstrip and that signage alerting motorists to the high pedestrian usage of these roads be erected on both S.H.1 and O'Taihape Valley Road.

Mrs Abernethy/Cr Rainey. Carried

18 Consultation on options for the grandstand and location of new amenity block on Taihape Memorial Park

The Board noted the briefing note in the agenda.

19 Community Boards' Conference, May 2017

The Chair was keen to attend the Community Boards' Conference which was being held this year in Methven.

Resolved minute number **17/TCB/011** **File Ref**

That the Taihape Community Board give financial support to the Chair to attend the Community Boards' Conference and for another member if they choose to attend, within budget.

Cr Rainey/Gordon. Carried

20 2017/18 Annual Plan

The Board to discuss and prepare any submissions at their workshop on 8 March 2017.

Resolved minute number **17/TCB/012** **File Ref**

That any submissions for the draft 2017/18 Annual Plan prepared at the Board's workshop be conveyed to Council and then ratified at the Board's next meeting.

Cr Rainey/Mrs Fannin. Carried

21 Matters arising not elsewhere on the agenda – progress update

Resolved minute number **17/TCB/013** **File Ref**

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

Mrs Fannin/Cr Gordon. Carried

22 Late items

23 Future items for the agenda

24 Date of next meeting

The next meeting to be held 12 April 2017

25 Meeting closed

The meeting closed at 7.45pm.

Unconfirmed

Rangitikei District Council

Marton Community Committee Meeting

Minutes – Wednesday 8 February 2017 – 7:00 p.m.

Contents

1	Presentation by Mr Graham Rolls.....	4
2	Apologies	4
3	Members' conflict of interest	4
4	Confirmation of order of business and late items	4
5	Confirmation of Minutes	4
6	Chair's Report	4
7	Combined meeting / workshop with Council and Community Committees	4
8	Council decisions on recommendations from the Committee	5
9	Council responses to queries raised at previous meetings.....	5
10	Update from the Project Marton Co-ordinator	5
11	Update from the Marton Wastewater Advisory Group.....	5
12	Update on Youth Services.....	5
13	Update on place-making initiatives	6
14	Update on the Marton Civic Centre/Heritage Precinct project	6
15	Marton / Council Street Table	6
16	Grants and Funding information and opening dates.....	6
17	Small projects Grant Scheme update – January 2017	6
18	Current Infrastructure projects/upgrades and other Council activities within the ward	7
19	Items for future agenda	7
20	Next Meeting	7
21	Meeting Closed – 8.27pm.....	8

Present:

- Carolyn Bates (Chair)
- Belinda Harvey-Larsen
- Lynda Hunter
- Wendy Wagner
- Cr Lynne Sheridan
- Cr Dave Wilson
- Pip Hancock
- Donna Harris
- Lyn Duncan
- Jennifer Greener (7.10)

In attendance:

- Cath Ash, Project Marton
- Denise Servante, Strategy and Community Planning Manager
- Gillian Bowler, Youth Development Coordinator

Unconfirmed

1 Presentation by Mr Graham Rolls

Mr Rolls is unwell unable to attend, Cr Wilson will provide the update to the Committee. Concept idea to create some freedom camping spots in Marton. Near Wilson Park, an area out the back of Memorial Hall and the car park by Shelton Pavilion on Totara Street. Stumbling block is access to toilets.

2 Apologies

That the apology for absence from His Worship the Mayor be received.

Cr Wilson/ Ms Harvey Larsen Carried

3 Members' conflict of interest

No conflicts of interest were declared in respect of items on this agenda.

4 Confirmation of order of business and late items

There were no late items on the agenda.

5 Confirmation of Minutes

Resolved minute number	17/MCC/001	File Ref	3-CC-1-3
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That the Minutes of the Marton Community Committee meeting held on 7 December 2016 be taken as read and verified as an accurate and correct record of the meeting.

Ms Bates/Ms Harris Carried

The Chair requested that amendments are noted in full for future reference.

6 Chair's Report

No report was available to the meeting.

7 Combined meeting / workshop with Council and Community Committees

The Committee noted that there will be a combined meeting / workshop will be held for Council and Community Committee members to discuss the Annual Plan. The meeting will be held in the Bulls Town Hall Supper Room. All members are encouraged to attend. The Chair asked that committee members let the Council staff know if they will be attending for catering purposes.

8 Council decisions on recommendations from the Committee

The Committee noted that Council confirmed the appointment of Ms Lynda Hunter as representative on the Council's Marton Wastewater Advisory Group. (16/MCC/048)

9 Council responses to queries raised at previous meetings

There were no queries raised at the previous meeting.

10 Update from the Project Marton Co-ordinator

Ms Ash gave a verbal report. The Project Marton office has been back at work although not officially open for another week. Planning the year ahead – busy with scheduled events and activities and an election thrown in. Meet the candidates meetings will be held.

Weekly updates/newsletters begun again. Additional copies will be distributed at the COVI Motor Home Show in Auckland in March as part of the District Promotions strategy.

After 5 with Zizi Charida from Community Minds in Sydney is taking place at Mad Toms on 10 February.

11 Update from the Marton Wastewater Advisory Group

The Committee's representative, Ms Lynda Hunter, provided a verbal report at the meeting. There will be a meeting at the end of this month and after each meeting, the Advisory Group will be briefed about what is public information and what is confidential to the Group. Ms Hunter can also ask questions on behalf of the Group.

12 Update on Youth Services

Resolved minute number 17/MCC/002 **File Ref** 4-EN-12-4

That the memorandum 'Update on Youth Services January 2017' be received.

Ms Bates/Ms Harris Carried

Gillian Bowler was welcomed to the meeting. Ms Bowler has been recently appointed as the temporary Youth Development Coordinator for Marton. Currently running/planning services from the Youth Club, morphing into the Youth Zone, to extend services for young people in the town. It was noted that:

- The activities will build on the ideas identified by young people at last years' Level Up conference
- \$10,000 funding received from Community Partnerships and Action on Alcohol will be used to support a District-wide forum and sporadic activities for youth, including teens

13 Update on place-making initiatives

Resolved minute number 17/MCC/003 File Ref 6-RF-1-19

That the memorandum 'Place-making Marton' be received.

Ms Bates/Ms Harris Carried

It was noted that some members of the original Town Centre Plan Steering Group which undertook some place-making had dropped off the current circulation list for the Place-making group. Council staff will ensure that the current list is updated with the earlier members of the Town Centre Plan Steering Group.

Painting the fence at Wilson Park is still underway. Paint was provided by the Community Committee and Mr Sanson to be asked to ensure that surplus paint is donated to the place-making group so that it stays within the community.

The Chair will circulate Nardia Gower's public contact details so that those who are interested in place-making can contact her.

14 Update on the Marton Civic Centre/Heritage Precinct project

Cr Wilson tabled and spoke to a written update for the Committee.

15 Marton / Council Street Table

Cr Lynne Sheridan provided a verbal report. The most recent street stall had been quiet but important to have a presence that is visible. All Council and Council services information is available. Funding information (next item) will be prepared as a pamphlet to be distributed. Next street table will be 4 March, then 1 April. Volunteers welcome.

16 Grants and Funding information and opening dates

The Committee noted the opportunities for funding available through the Council and detailed in the memorandum "Grants and Funding overview 2017". It was recognised that this is key community information for circulation.

It was further noted that there is an online resource Generosity New Zealand that can be accessed through a library card. The link is <http://generosity.org.nz/>

17 Small projects Grant Scheme update – January 2017

Resolved minute number 17/MCC/004 File Ref 3-CC-1-3

That the memorandum 'Small Projects Grant Scheme Update - January 2017' be received.

Ms Bates/Ms Duncan Carried

It was noted that nothing had been circulated to the Committee regarding funding for the irrigation schemes: Council staff to double check whether the funding has been released.

Funding had been sought and agreed for a BBQ area and associated furniture through the Parks Upgrade Partnership Fund. The Committee had allocated funding from a previous year from the small projects grant scheme. The Committee was unsure where this project now rested and has asked Mr Sanson to provide an update for the next meeting. It was noted that there may be various options around the provision of BBQs. Ms Bates will liaise between Council and the Committee.

Council staff will provide details of how the Small Project Grants Scheme has been allocated since it was instigated.

18 Current Infrastructure projects/upgrades and other Council activities within the ward

The reports for November 2016 and December 2016/January 2017 were tabled to the meeting.

Purchase of Cobbler Building and repainting of Marton Library to include moveable artwork was noted.

Streetlight outages is a problem that is noted in the reports.

Resolved minute number **17/MCC/005** **File Ref**

That the memorandum 'Current Infrastructure Projects/Upgrades and other Council Activities in the Marton Ward, November 2016 – January 2017' be received.

Ms Bates/Ms Greener Carried

19 Items for future agenda

Feral/Stray/Nuisance Cats: The Committee requested that the report considered by Policy/Planning Committee in August 2016 with an update from Council staff be brought to the next meeting of the Committee in April 2017.

Update on town signage: Ms Bates reported that she had followed up with Mr Snijders and that he was still working on the survey and alternative concepts. Ms Hunter requested that the Committee bear in mind that the current signs belong to Project Marton and that collaboration/consultation was the key. Ms Bates will ask Mr Snijders to provide an update to the Committee including any proposals that are being canvassed in town.

20 Next Meeting

Wednesday 12 April 2017, 7:00 pm

21 Meeting Closed – 8.27pm

Confirmed/Chair: _____

Date: _____

Unconfirmed

Rangitikei District Council

Assets and Infrastructure Committee Meeting

Minutes – Thursday 9 February 2017 – 9:30 AM

Contents

1	Welcome	3
2	Council Prayer	3
3	Apologies/Leave of Absence	3
4	Confirmation of order of business	3
5	Minutes of Previous Meeting	3
6	Chair's Report	3
7	Strategic Intentions for the 2016-19 Triennium	3
8	Activity Management	4
9	Renewal of Marton Wastewater Treatment Plant – Update	5
10	Procurement for Upgrade of Taihape Pool – Exemption from open advertising	5
11	Review of Fees and Charges for 2017/18	5
12	Resource Consent Compliance – January 2017	6
13	Late Items	6
14	Future Items for the Agenda	6
15	Next Meeting	6
16	Meeting Closed – 11.34am	6

Present: Cr Dean McManaway (Chair)
Cr Ruth Rainey
Cr Nigel Belsham
Cr Cath Ash
Cr Richard Aslett
Cr Jane Dunn
Cr Angus Gordon
Cr Dean McManaway
Cr Soraya Peke-Mason
Cr Lynne Sheridan
Ms Tracey Hiroa (Te Roopu Ahi Kaa Komiti Representative)
His Worship the Mayor, Andy Watson

Also present: Cr Graeme Platt

In attendance: Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr Glenn Young, Utility Projects Manager
Mr Reuben Pokiha, Operations Manager - Roading
Mr Brent Holmes, Roading Asset Engineer
Mr Andrew van Bussel, Operations Manager - Utilities
Ms Gaylene Prince, Community & Leisure Assets Team Leader
Ms Philippa Nidd, Compliance Officer
Ms Samantha Kett, Governance Administrator

Tabled documents: **Item 6** **Chair's Report** – Chair's Report
Item 8 **Activity Management** – Activity Management Templates
December 2016 and January 2017 & Project Review Report
(Wanganui Road Reconstruction)

1 Welcome

The Chair welcomed everyone to the meeting and acknowledged the presence of Ms Tracey Hiroa, as this is her first meeting as the representative for Te Roopu Ahi Kaa.

2 Council Prayer

Cr McManaway read the Council Prayer.

3 Apologies/Leave of Absence

Nil

4 Confirmation of order of business

The Chair informed the Committee that the order of business would be as is in the agenda.

5 Minutes of Previous Meeting

The minutes of the Assets/Infrastructure Committee meeting from 15 September 2016 were briefly discussed. The minutes were attached for information and did not need to be received.

The Committee asked for an update on the proposed works for Broadway in Marton and the meeting that was to be held with local residents regarding the Mangaweka Bridge. An update on the proposed works for Broadway in Marton would be discussed during the item on Activity Management templates.

6 Chair's Report

The Chair spoke briefly to his report.

Resolved minute number	17/AIN/001	File Ref	3-CT-13-4
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That the Chair's Report to the Assets/Infrastructure Committee meeting on 9 February 2017 be received.

Cr McManaway / Cr Aslett. Carried

7 Strategic Intentions for the 2016-19 Triennium

The Committee briefly discussed the two issues that had been identified for this specific Committee. The following suggested amendments were made to Issue One:

- Uncomfortable with the use of 'declining population'. Would prefer to see changing population or something that brings more positivity. 'Reassess and monitor the Infrastructure needs of smaller communities and the viable options.'

- Changes in population need to be monitored.

The following suggested amendments were made to Issue Three:

- Assess the need for Rural Halls.

8 Activity Management

The Activity Management templates were each discussed individually:

- Roothing and footpaths – Mr Pokiha
- Water (including rural water supplies) – Ms Nidd and Mr Young
- Sewage & the treatment and disposal of sewerage – Ms Nidd and Mr Young
- Stormwater drainage – Ms Nidd and Mr Young
- Community and leisure assets (including parks) – Ms Prince
- Rubbish and recycling - Mr Young

The Committee discussed the following points:

Roothing

- Several options have been trialled in Taihape to try and improve the slip-hazard on paving stones. Grooving the pavers has brought some improvement, as has water-blasting away the sealant that was placed over them. Investigations will be made into the best way to remove the sealant from all of the pavers in Taihape.
- The recent truck accident on Taihape-Napier Road was not reported in the templates. This was left out in error. The area will be investigated and possible actions to mitigate hazards will be assessed.
- Resurfacing of the footpaths in Turakina will occur this month.

Cr Gordon left the meeting 10.15am and returned at 10.16am

- The unsealed top end of the Turakina Valley Road is getting quite rough and needs to be investigated.
- The curb and channel work that is to be carried out in Broadway, Marton, needs to be worked in with projects from the Utilities team. The roading portion of this project is programmed to be completed in 2017/18. The Committee asked for a timeline for the project so they could fully answer any questions that were directed their way. They also suggested that a regular update be provided to those affected retailers in town so that they are kept up to date with progress on the project.
- The Committee asked that the dump of chip seal at the Pukeokahu Hall be removed before their event in late March 2017.

Utilities

- It has been identified that no formal easement was ever created for the new water-bore in Ratana. Mr Young is working to ratify the situation.
- The installation of the new effluent field at Koitiata has seen Horizons Regional Council give the plant a 'compliant' status.

Cr Wilson left the meeting 10.37am.

- It was suggested that the lines to the properties adjacent to the new water line on Dixon Way/Mangaone Valley Road are too old and cannot handle the pressure and flow of the new line. It was suggested that staff speak to the adjacent land owners about the issue.
- The Bulls mushroom is no longer required for the water supply to the town, but could be kept for historical purposes.
- Optimising works needs to be carried out at the Taihape Wastewater Treatment Plant to allow the clarifier to continue to work during times of low-flow.
- The upgrade of the Ratana Wastewater Treatment Plant would be to the current level of service and additional work may need to be carried out to accommodate the proposed 60-lot subdivision.
- The Committee asked for an update on progress by Horizons Regional Council around the flood mapping for the District.
- Work will continue on Stormwater mitigation in Koitiata.

Community & leisure assets

- Ms Prince gave a progress update on the look-out project for Mt Stewart, Taihape.
- The Committee asked for a timeline on the future of the Taihape Conference Hall. The Taihape Drama Group have expressed an interest in taking over the maintenance of the Hall.

Rubbish & Recycling

- The Committee asked for a report on the costs associated with collecting and disposing of green-waste at the Taihape and Marton Waste Transfer Stations, and whether or not there were any other options that could be considered.

Resolved minute number **17/AIN/002** **File Ref**

That the activity management templates for December 2016 and January 2017 for Rooding, Water (including rural water supplies), Sewerage and the treatment and disposal of sewage, Stormwater drainage, Community and leisure assets, and Rubbish and recycling be received.

Cr Belsham / Cr Peke-Mason. Carried

9 Renewal of Marton Wastewater Treatment Plant – Update

A formal update was not provided to the meeting.

10 Procurement for Upgrade of Taihape Pool – Exemption from open advertising

The Committee did not feel comfortable proceeding with this exemption as they wanted to know why there was only one viable contractor in the country that could complete the works. Further clarification of action would be provided to Council.

11 Review of Fees and Charges for 2017/18

Mr Hodder spoke briefly to the item.

The following amendments were suggested by the Committee:

- Remove the 'Rural Fire Permit' charges (as these are no longer applicable by the District Council).
- Cr Peke-Mason agreed to speak with Mr Hodder around the working of the charges for the Ratana Cemetery.

Resolved minute number **17/AIN/003** **File Ref** **1-AP-2-1**

That the memorandum 'Review of Fees and Charges for 2017/18' be received.

Cr Sheridan / Cr Gordon. Carried

12 Resource Consent Compliance – January 2017

Ms Nidd and Mr Young spoke briefly to the report, highlighting to the Committee that the variation to the consent at the Hunterville Wastewater Treatment Plant is progressing with Horizons Regional Council.

Resolved minute number **17/AIN/004** **File Ref** **5-EX-3-2**

That the reports 'Consent compliance – December 2016' and 'Consent Compliance – January 2017' to the Assets/Infrastructure Committee meeting on 9 February 2017 be received.

Cr Gordon / Cr Belsham. Carried

13 Late Items

Nil

14 Future Items for the Agenda

Mangaweka Bridge – update and progress

15 Next Meeting

Thursday 9 March 2017, 9.30am

16 Meeting Closed – 11.34am

Confirmed/Chair: _____

Date: _____

Rangitikei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 9 February 2017 – 1:00 PM

Contents

1	Welcome	3
2	Apologies/Leave of Absence	3
3	Confirmation of order of business	3
4	Minutes of Previous Meeting	3
5	Chair's Report	3
6	Strategic Intentions for the 2016-19 Triennium	3
7	Activity Management	4
13	Update on Communications Strategy	5
12	Update on Youth Services	5
14	Update on the Path to Well-Being Initiative and Other Community Development Programmes – February 2017..	5
8	Update on Legislation and Governance Issues	6
9	Combining Oral Submissions and Deliberations in One Meeting of Council when Using the Special Consultative Procedure	6
10	Review of Fees and Charges for 2017/18	6
11	The Triennium Elections in 2016 - How Did They Go?	7
15	Late Items	7
16	Future Items for the Agenda	7
17	Next Meeting	7
18	Meeting Closed	7

Present:

Cr Angus Gordon (Chair)
Cr Richard Aslett
Cr Nigel Belsham
Cr Cath Ash
Cr Jane Dunn
Cr Soraya Peke-Mason
Cr Lynne Sheridan
His Worship the Mayor, Andy Watson

In attendance:

Mr Michael Hodder, Community & Regulatory Services Group Manager
Ms Denise Servante, Strategy & Community Planning Manager
Ms Carol Downs, Executive Officer
Ms Samantha Kett, Governance Administrator

Tabled documents:

- | | |
|----------------|--|
| Item 5 | Chair's Report – Chair's Report |
| Item 7 | Activity Management – Activity Management Templates
December 2016 and January 2017 & Project Review
Report (Wanganui Road Reconstruction) |
| Item 13 | Update on Communications Strategy – Update on
Communications Strategy |

1 Welcome

The Chair opened the meeting and then adjourned to allow the workshop session to continue.

That the meeting of the Policy/Planning Committee on 9 February 2017 be adjourned

Cr Sheridan / Cr Platt

Meeting reconvened 2.15pm.

2 Apologies/Leave of Absence

That the apologies for absence from Cr Platt (and for early departure from Cr Peke-Mason) be received. .

Cr Ash / His Worship the Mayor. Carried

3 Confirmation of order of business

The Chair informed the Committee that the order of business would be as is in the agenda.

4 Minutes of Previous Meeting

The minutes of the Policy/Planning Committee meeting on 15 September 2016 are attached for the Committee's information.

5 Chair's Report

The Chair spoke to his tabled report

Resolved minute number	17/PPL/001	File Ref	3-CT-15-1
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That the Chair's Report to the Policy/Planning Committee meeting on 9 February 2017 be received.

Cr Gordon / Cr Ash. Carried

6 Strategic Intentions for the 2016-19 Triennium

The Committee briefly discussed the two issues that had been identified for this specific Committee. The following suggested amendments were made to Issue Five:

- Amend Maori youth to '...Maori and Samoan families.
- Bilingual signage should be displayed at all Council facilities.
- '...significant feedback...' instead of 'lots', and add '...and let people know.' To the end of the statement.
- Prefer to see Council as a leader rather than a catalyst.

- Changes in population need to be monitored.

The following suggested amendments were made to Issue Four:

- Dislikes the use of 'declining population', would prefer to see 'A changing population could mean fewer...'

The Committee suggested that some Policy work should be done around the Regional Growth Stud, specifically the impact of forestry on the District's roading network, the impact of the Manuka honey industry on the valuation of neighbouring properties and the impact of the Horizons One Plan.

The Committee also suggested that those issues that relate to Te Roopu Ahi Kaa be tabled as a late item to their meeting on 14 February 2017.

7 Activity Management

The Activity Management templates were each discussed individually:

- Community leadership
- Environmental services
- Community well-being

The Committee discussed the following points:

Community Leadership

- A draft submission to the Wellington Conservation Strategy will be brought to the Committees March 2017 meeting for its consideration.
- The Committee would like an investigation into a Policy on available land that could be used to increase housing stock.
- The Committee requested that staff investigate if there are any reporting requirements for MidWest Disposals Ltd for their resource consent for the Bonny Glen Landfill.
- The Committee would like the section of the District Plan around noise complaints for annual events reviewed.

Cr Peke-Mason left the meeting 3.12pm.

- The potential for a Feral Cats Policy is awaiting the outcome of a proposed national strategy.

Resolved minute number

17/PPL/002

File Ref

That the activity management templates for December 2016 and January 2017 for Community Leadership, Environmental and Regulatory Services and Community Well-Being be received.

Cr Aslett / Cr Sheridan. Carried

13 Update on Communications Strategy

Ms Downs spoke briefly to the report, highlighting the upcoming review of the Communications Strategy and the opportunities for the Committee to have input into the review.

The Committee suggested that Council would get better value for money by conducting any media training in-house, rather than attending external training.

Resolved minute number 17/PPL/003 **File Ref** 3-CT-15-1

That the update on the Communications Strategy to the Policy/Planning Committee meeting on 9 February 2017 be received.

Cr Sheridan / Cr Belsham. Carried

Resolved minute number 17/PPL/004 **File Ref** 3-CT-15-1

That the Policy/Planning Committee recommends to Council that any media training for Elected Members be conducted in-house.

His Worship the Mayor / Cr Sheridan. Carried

Afternoon Tea Break 3.39pm / 3.42pm

12 Update on Youth Services

Ms Servante spoke briefly to the update.

Resolved minute number 17/PPL/005 **File Ref** 4-EN-12-4

That the memorandum 'Update on Youth Services – January 2017' be received.

Cr Aslett / Cr Belsham. Carried

14 Update on the Path to Well-Being Initiative and Other Community Development Programmes – February 2017

Ms Servante spoke briefly to the update.

Resolved minute number 17/PPL/006 **File Ref** 1-CO-4

That the memorandum 'Update on the Path to Well-Being initiative and other community development programmes – February 2017 be received.

His Worship the Mayor / Cr Ash. Carried

8 Update on Legislation and Governance Issues

Mr Hodder spoke briefly to the report, highlighting the update that had been provided on the proposed Resource Management Act reforms, to reduce costs and delays, and the proposed reforms to the Building Act.

Resolved minute number 17/PPL/007 **File Ref** 3-OR-3-5

That the report 'Update on legislation and governance issues' to the Policy/Planning Committee's meeting of 9 February 2017 be received.

Cr Sheridan / Cr Belsham. Carried

9 Combining Oral Submissions and Deliberations in One Meeting of Council when Using the Special Consultative Procedure

Mr Hodder spoke briefly to the memorandum.

The Committee were divided on the potential to combine oral hearings and deliberations at the same meeting. In some cases this may be possible but for the majority of Council's public consultations, oral hearings needed to be held prior to deliberations. It was suggested that in some cases this Committee could be used to hold oral hearings and then Council would hold deliberations, but again this would only be practical in certain situations.

Resolved minute number 17/PPL/008 **File Ref** 3-PY-1

That the memorandum 'Combining Oral Submissions and Deliberations in One Meeting of Council when Using the Special Consultative Procedure' be received.

Cr Belsham / Cr Aslett. Carried

10 Review of Fees and Charges for 2017/18

Mr Hodder spoke briefly to the memorandum.

The Committee suggested that Clause 5 from the Sale and Supply of Alcohol (Fees) Regulations 2013 should be copied into the Schedule of Fees and Charges under the Liquor Licensing section.

Resolved minute number 17/PPL/009 **File Ref** 1-AP-2-1

That the memorandum 'Review of Fees and Charges for 2017/18' be received.

Cr Belsham / Cr Gordon. Carried

Resolved minute number **17/PPL/010** **File Ref** **1-AP-2-1**

That the following amendments be incorporated into the consolidated draft Schedule of fees and charges to be considered by Council at its meeting on 23 February 2017:

- Add in the actual cost of staff time for an Animal Control Officer (page 59)

Cr Sheridan / Cr Belsham

11 The Triennium Elections in 2016 - How Did They Go?

Resolved minute number **17/PPL/011** **File Ref** **3-EL-1**

That the memorandum 'The Triennium Elections in 2016 - How Did They Go?' to the Policy/Planning Committee meeting on 9 February 2017 be received.

His Worship the Mayor / Cr Aslett. Carried

15 Late Items

16 Future Items for the Agenda

Complaints process to MidWest on Bonny Glen operations

Progress (and timeline) of national cat strategy

Revised communications strategy

17 Next Meeting

Thursday 9 March 2017, 1pm

18 Meeting Closed

Confirmed/Chair: _____

Date: _____

Rangitikei District Council

Bulls Community Committee Meeting

Minutes – Tuesday 14 February 2017 – 5:30 p.m.

Contents

1	Welcome	4
2	Public Forum	4
3	Apologies	4
4	Members' conflict of interest	4
5	Confirmation of order of business	4
6	Confirmation of Minutes	4
7	Chair's Report	5
8	Combined meeting / workshop with Council and Community Committees	5
9	Council decisions on recommendations from the Committee	5
10	Council responses to queries raised at previous meetings	5
11	Update on place-making initiatives	5
12	Update on the Bulls Community Centre – February 2017	5
13	Bulls Domain: Maintenance Program 2017	6
14	Small Projects Grant Scheme update – January 2017	6
15	Grants and Funding information and opening dates	6
16	Current Infrastructure projects/upgrades and other Council activities within the ward	6
17	Late Items	6
18	Next meeting	7
19	Meeting closed	7

Present:

Mr Matthew Holden (Chair)
Mr Nigel Bowen
Ms Tricia Falkner
Ms Annabel Sidey
Ms Julie Toomey
Mr Perrin Turner
Ms Raewyn Turner
Mr Russel Ward
Cr Jane Dunn
His Worship the Mayor, Andy Watson

In attendance:

Ms Jan Harris, Bulls and District, Community Development Manager
Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr Ellen Webb-Moore, Policy Analyst/Planner

Unconfirmed

1 Welcome

Matthew Holden took the Chair in the absence of Tyrone Barker

Jack Wheeler introduced himself as an alternate representative from OPhakea Base.

2 Public Forum

Paul Geurtjens spoke about Bulls in Bulls Project and presented his view that there was a consensus in the community that the Trojan bull should be moved from the current site at the Medical Centre. This was not the consensus of all members present and it was agreed that a survey presenting different options would accompany the next Bulletin.

3 Apologies

That the apologies from Cr Graeme Platt, Tyrone Barker, Lynette Andrews and Vicky Whiteman be received

Cr Dunn/ Ms A Sidey Carried

4 Members' conflict of interest

No conflicts of interests declared

5 Confirmation of order of business

The Chair accepted late items:

- Surveillance cameras on Brandon Hall Road
- Funding for beanbag and shrubs outside the fish and chips shop, Bridge Street
- Smooth crossings to assist mobility scooter riders and people with pushchairs
- Update on Defence housing

6 Confirmation of Minutes

Resolved minute number

17/BCC/001

File Ref

3-CC-1-1

That the Minutes of the Bulls Community Committee meeting held on 6 December 2016 be taken as read and verified as an accurate and correct record of the meeting.

Cr J Dunn / Ms A Sidey

7 Chair's Report

The acting Chair had no report to present

8 Combined meeting / workshop with Council and Community Committees

At 6.30pm on Tuesday 7 March 2017 a combined meeting / workshop will be held for Council and Community Committee members to discuss the Annual Plan. The meeting will be held in the Bulls Town Hall Supper Room. All members are encouraged to attend.

9 Council decisions on recommendations from the Committee

Mayor Andy Watson spoke to this. There was a meeting with those concerned (including Denis Hocking) about the sale of the information centre site. One group were concerned that if the centre was not built there would no longer be an information centre. The group were assured that the sale of the information centre was conditional on the new centre being built. Another group did not want the site to be sold even if the new building went ahead.

Mr Ward asked how many people actually want the new centre. It was explained that of the formal submissions around 60% were for the project and that there has also been a large amount of informal support.

There were also questions surrounding the cost of the build in comparison to repairing Bulls' current buildings. Compared side by side the cost to the ratepayer is similar, the new project could attract outside funding but a project to earthquake-strengthen the older buildings would likely not.

10 Council responses to queries raised at previous meetings

The Committee noted the briefing note in the agenda.

The Committee asked for the contact list to include Sandra Boxhall and Jack Wheeler

There was further work to be done on the question of public access through Ngati Apa land (between Beamish and Brandon Hall Roads)

11 Update on place-making initiatives

The Committee acknowledged that Mr Athol Sanson has been doing a good job on maintaining the parks and public spaces.

12 Update on the Bulls Community Centre – February 2017

The Mayor noted the Council's view on the timing for letting a contract for constructing the new facility.

Resolved minute number **17/BCC/002** **File Ref** **3-CC-1-1**

That the memorandum 'Update on the Bulls Community Centre – February 2017' be received

Ms S Boxhall /Ms J Toomey

13 Bulls Domain: Maintenance Program 2017

Did not take any notes on this?

14 Small Projects Grant Scheme update – January 2017

Resolved minute number **17/BCC/003** **File Ref** **B-CC-1-1**

That the memorandum 'Small Projects Grant Scheme Update - January 2017' be received.

Ms J Toomey/Ms R Turner

15 Grants and Funding information and opening dates

The Committee asked Ms Harris to include the dates in the Bulletin

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

The Committee sought clarification 'the mushroom' in Bulls. To keep the structure as a reservoir could require \$360,000 in strengthening. However, this could be less if not used as a reservoir.

Resolved minute number **17/BCC/004** **File Ref** **B-CC-1-1**

That the memorandum 'current infrastructure projects and other Council Activities in the Bulls Ward be received

Ms Sidey / Ms R Turner

17 Late Items

a) Update on defence housing sales

Ms Boxhall informed the Committee that the sale project had been completed. 28 houses and one section have been sold.

b) Replacement of the beanbag and shrubs outside the fish and chip shop

During the seven day makeover there was an outdoor beanbag which was purchased. That beanbag has since disintegrated and needs replacing. Cr Dunn requested that the committee donate \$120 towards the purchase of a new more durable beanbag.

Resolved minute number**17/BCC/005****File Ref****B-CC-1-1**

That \$120 from the Small Project Fund will be allocated toward purchase of the new beanbag by the Bridge Street fish and chips shop.

Cr Dunn/Ms R Turner

c) Improvement of crossing surfaces for mobility scooters

The lip of most road crossings is too large for mobility scooters and prams to cross easily. While a roading issue, the Committee thought it would be worthwhile asking the community what crossings they thought should be improved – potentially through the Bulletin.

d) Security cameras –

Properties in Bulls have recently been burgled; the risk of further burglaries happening could be mitigated by having security cameras in the area. Discussion generated suggested that this probably is best suited as a private initiative rather than a rate-payer funded one.

18 Next meeting

Tuesday 28 February 2017, 5.30 pm (workshop on the new Bulls centre) *to be confirmed*

Tuesday 11 April 2017, 5.30 pm

19 Meeting closed

7.40 pm

Confirmed/Chair: _____

Date: