



Rangitikei District Council

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**Rangitikei**  
UNSPOILT...

# Council Meeting Order Paper

**Thursday 25 May 2017, 1.00pm**

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

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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

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**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

Agenda – Thursday 25 May 2017 – 11:30 AM

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The quorum for Council is 6.

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

Public excluded minutes provided separately to Elected Members

**1 Welcome**

**2 Public Excluded**

**Recommendation**

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

Item 1: Ngati Rangi treaty settlement negotiations

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

<b>General subject of the matter to be considered</b>	<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for passing of this resolution</b>
Item 1 Ngati Rangi treaty settlement negotiations	Briefing contains information which if released would be likely unreasonably to prejudice maintaining the effective conduct of public affairs through the protection of members, officers or employees of any local authority from improper pressure or harassment.	Section 48(1)(a)(g)

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

**Open meeting**

At the conclusion of this item, the meeting will break for lunch and recommence at 1.00 pm.

**3 Public Forum**

**4 Apologies/Leave of Absence**

**5 Members' conflict of interest**

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

## 6 Confirmation of order of business

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, ..... be dealt with as a late item at this meeting.

## 7 Confirmation of minutes

### Recommendation

That the Minutes and Public Excluded Minutes of the Council meeting held on 27 April 2017 be taken as read and verified as an accurate and correct record of the meeting.

## 8 Mayor's Report

A report is attached.

File ref: 3-EP-3-5

### Recommendation

That the Mayor's Report to the Council meeting on 25 May 2017 be received.

## 9 Portfolio Updates

Ohakea	Cr Platt
Criterion Site	Cr Dunn
Shared Services	Cr Belsham / Cr McManaway
Southern Sport	Cr Sheridan
Samoan Community and Youth Development	Cr Ash
Marton Building (Civic Centre)	Cr Wilson
Iwi Interests	Cr Peke-Mason
Heritage and Tourism	Cr Aslett
Northern Sport and Taihape Building	Cr Gordon / Cr Rainey

## 10 Administrative Matters – May 2017

A report is attached.

File ref: 5-EX-4

### Recommendations

- 1 That the report 'Administrative matters – May 2017' be received.
- 2 That, taking into account the recommendation from the Audit/Risk Committee concerning financial protection for Council's below-ground infrastructure assets, Council

EITHER

removes its intention to withdraw from the Local Authorities Protection Programme.

OR (as recommended by the Audit/Risk Committee)

confirms its intention to withdraw from the Local Authorities Protection Programme from 1 July 2017 and makes arrangements for alternative insurance cover through the Aon/MW LASS option.

- 3 That Council authorises His Worship the Mayor to sign the submission [as amended/without amendment] to the Remuneration Authority’s immediate proposals over remuneration and allowances for Elected Members.
- 4 That Council confirms the submission made by His Worship the Mayor to the discussion document released by the Ministry for Business, Innovation and Employment on proposed legislation to establish Urban Development Authorities.
- 5 That Council authorises His Worship the Mayor to sign the submission to be considered by the Policy/Planning Committee at its meeting on 8 June 2017 to the New Zealand Transport Agency on Land Transport Rule – draft Setting of Speed Limits [2017].
- 6 That Council notes the agreement reached with the groups currently using the former Taihape College premises at 55 Rauma Road, Taihape and authorises His Worship the Mayor and Cr .....to sign the licence to occupy for those premises.

## 11 Top Ten Projects – May 2017

A memorandum is attached.

File ref: 5-EX-4

### Recommendations

- 1 That the memorandum ‘Top ten projects – status, May 2017’ be received.
- 2 That, regarding the new Bulls community centre, Council

EITHER

confirms its previous decision for the Chief Executive to commission detailed drawings and specifications and proceed to tender

OR

requires confirmation that \$XXXXX has been raised from external sources before the Chief Executive commissions detailed drawings and specifications and proceeds to tender

- 3 That, having regard for community views during the 2017/18 Annual Plan process about Council’s future use of the Cobbler/Davenport/Abraham & Adams Buildings, High Street/Broadway, Marton, a concept design with costings be undertaken on

- a. retaining all facades and building new behind them, and
- b. demolishing all buildings and erecting an entirely new building

with regard to the impact on the Broadway streetscape and opportunities for external funding support.

4 That, regarding Taihape Memorial Park

- a. A project brief and timeline be prepared to guide the identification and assessment of viable options for amenities/grandstand/recreational facilities on the Park, and that the process engage user groups and the wider community, taking a long-term view of needs, opportunities and funding;
- b. Options on the future development of the Park are presented to the Taihape Community Board, who will make recommendations to Council with the expectation that a well-defined proposal is included in the 2018-28 Long Term Plan;
- c. The three Taihape Ward Councillors (with His Worship the Mayor as ex-Officio) form a steering group to guide and support the process; and,
- d. No further consideration be given to any redevelopment of the Taihape Town Hall site until b. has been achieved.

## **12 Nine month report for 2016/17 and proposed annual work plans for 2017/18 for Bulls and District Community Trust, Project Marton and Taihape Community Development Trust**

A report is attached

File: 3-GF-10

### **Recommendations**

- 1 That the report on “Nine month report for 2016/17 and proposed annual work plans for 2017/18 for Bulls and District Community Trust, Project Marton and Taihape Community Development Trust” be received.
- 2 That Council congratulates the Bulls and District Community Trust, Project Marton, Rangitikei Tourism and Taihape Community Development Trust, for their achievements during the period July 2016 – March 2017 and thanks the staff and volunteers of these agencies for their valuable work.

- 3 That Council defers consideration of further payments to Taihape Community Development Trust pending confirmation of the ongoing ability of the Trust to deliver to an agreed work programme.
- 4 That Council approves a grant for 2017/18 to Bulls and District Community Trust and Project Marton of \$27,014 and \$32,741 respectively.

### **13 Adoption of 2017/18 Annual Plan**

A memorandum is attached. The final draft of the Annual Plan has been circulated separately to Elected Members.

File: 1-AP-3-4

#### **Recommendations**

- 1 That the report 'Adoption of Annual Plan 2017/18' be received.
- 2 That the final draft of the 2017/18 Annual Plan be amended to
  - a. specify provision of advice and support to the Edale Home Trust Board including possible approval for an interest-free loan of up to \$200,000 from Council subject to provision of adequate security and it not having a rates impact;
  - b. include the accelerated provision of LED street-lighting (in response to an enhanced co-investment from the New Zealand Transport Agency), for \$644,332 with the additional local share of \$96,550 to be funded from DISP (depreciation) reserves;
  - c. specify the preparation of the Mangaweka Bridge replacement business case (\$100,000 less the Funding Assistance Rate contribution) which will be funded from the increased provision already made in 2017/18.
  - d. note the new arrangement being entered into with Horizons from 1 July 2017 for a full-time Civil Defence capability in the Rangitikei, to be funded from existing budgets;
  - e. include two further carry-forwards for the Ratana wastewater treatment plant upgrade project:  
  
renewals: \$156,932  
  
capital: \$10,000;
  - f. include an introduction from His Worship the Mayor; and
  - g. correct any typographical or minor errors.
- 3 That pursuant to section 95 of the Local Government Act 2002, the Annual Plan 2016/17 [as amended] be adopted.

- 4 That the response to submitters to the draft Annual Plan 2017/18 [as amended] be approved for distribution to each person and organisation making a submission.

## **14 Implications of the Fire and Emergency New Zealand Act**

A memorandum is attached.

File: 1-DB-1-12

### **Recommendations**

- 1 That the memorandum 'Implications of the Fire and Emergency New Zealand Act' to Council's 25 May 2017 meeting be received.
- 2 That, in accordance with the Engagement Plan presented to Council's 25 May 2017 meeting, Council approves consultation on the revocation of the Fire Prevention Bylaw 2014 and the amendment of Public Places Bylaw 2013 to remove section 6.3 for public consultation.

## **15 Proposed Parking and Traffic Bylaw**

A memorandum is attached.

File: 1-DB-1

### **Recommendations**

- 1 That the memorandum 'Proposed Traffic and Parking Bylaw' to Council's 25 May 2017 meeting be received.
- 2 That a draft Traffic and Parking Bylaw be developed for the Policy/Planning Committee, to address a range of traffic and parking related issues, with the approved draft subsequently recommended to Council for public adoption.

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

### **Recommendations**

- 1 That the minutes of the following meetings be received:
  - Hunterville Community Committee, 10 April 2017
  - Creative Communities Assessment Committee, 26 April 2017
  - SportNZ Rural Travel Fund Committee , 27 April 2017
  - Finance/Performance Committee , 27 April 2017
  - Erewhon Rural Water Supply Sub-committee, 10 May 2017 *to be tabled*
  - Policy/Planning Committee, 11 May 2017
  - Assets/Infrastructure Committee , 11 May 2017
  - Audit/Risk Committee, 18 May 2018

- 2 That the following recommendations from Assets/Infrastructure Committee meeting held on 11 May 2017 be confirmed.

**17/AIN/026**

That The Assets/Committee recommends to Council that it varies its 2017/18 Annual Plan to specify, as part of the budgetary allocation for a replacement Mangaweka Bridge, preparation of the Mangaweka Bridge Replacement Detailed Business Case (\$100,000 less the Funding Assistance Rate contribution).

**17/AIN/027**

That the Assets/Infrastructure Committee recommends to Council that it applies to the Regional Land Transport Committee on 6 June 2017 seeking a variation to the 2015/18 Regional Land Transport Programme to include the Mangaweka Bridge Replacement Detailed Business Case.

**17/AIN/029**

- 1 That the Assets/Infrastructure Committee approves the implementation of Stage 2 of the proposed LED upgrade, subject to budget confirmation from Council and the New Zealand Transport Agency.
  - 2 That the Assets/Infrastructure Committee recommends that Council varies its 2017/18 Annual Plan to include \$644,332 for the implementation of Stage 2 of the proposed LED upgrade (noting that the local share is \$96,550 and funded from reserves).
  - 3 That the Assets/Infrastructure Committee recommends that Council applies to the Regional Land Transport Committee on 6 June 2017 seeking a variation to the 2015/18 Regional Land Transport Programme to include Stages 1 and 2 of the LED Streetlight Accelerated Renewal Programme.
- 3 That the following recommendations from Audit/Risk Committee meeting held on 18 May 2017 be confirmed.

**17/ARK/007**

That Council confirms its intention to withdraw from the LAPP Fund from 1 July 2017 and makes arrangements for alternative insurance cover through the AON/MWLASS option.

## 17 Late items

As agreed at item 6.

## **18 Future Items for the Agenda**

## **19 Next Meeting**

Thursday 29 June 2017, 1.00 pm  
(with the Elected Members only session being from 11:00 am)

## **20 Meeting Closed**

# Attachment 1



# Rangitikei District Council

## Council Meeting

Minutes – Thursday 27 April 2017 – 1:15 PM

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**Present:** His Worship the Mayor, Andy Watson  
Cr Nigel Belsham  
Cr Cath Ash  
Cr Jane Dunn  
Cr Angus Gordon  
Cr Dean McManaway  
Cr Graeme Platt  
Cr Soraya Peke-Mason  
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  
Ms Denise Servante, Community & Strategy Planning Manager  
Ms Nardia Gower, Governance Administrator  
Mr Andy Sargent Management and Project Accountant  
Ms Katrina Gray Senior Policy Analyst/Planner  
Ms Ellen Webb-Moore Policy Analyst

**Tabled documents:** **Item 8. Portfolio updates**  
Ohakea Report - Cr Platt  
Ngati Rangī 'Road to Settlement' – Cr Peke-Mason

**Item 11. Analysis of submissions to 'What's changed, what's the plan for 2017/18...' Consultation Document for Annual Plan 2017/18**  
(circulated electronically beforehand)

**Item 12. Analysis of submissions to the proposed Schedule of fees and charges for 2017/18**  
(circulated electronically beforehand)

**Item 13. Submission to the 'Clear Water' Package**  
A revised draft submission by His Worship the Mayor to the Ministry for the Environment's 'Clear Water' package

**Item 14. Submission on the proposed implementation of Urban Development Authorities**  
An extract of the draft submission, on Urban Development Authorities

**Item 17. Receipt of Committee minutes and resolutions to be confirmed**  
Erewhon Rural Water Supply Sub-Committee 8 February 2017  
Hunterville Rural Water Supply Sub-Committee 3 April 2017  
Bulls Community Committee, 11 April 2017  
Ratana Community Board, 11 April 2017

## **1 Welcome**

His Worship the Mayor welcomed everyone to the meeting.

## **2 Public Forum**

Nil

## **3 Apologies/Leave of Absence**

**Resolved minute number**                      **17/RDC/082**

That the apology for absence from Cr Aslett be received.

His Worship the Mayor / Cr Rainey. Carried

## **4 Members' conflict of interest**

Members were reminded of their obligation to declare any conflicts of interest, perceived or real, that they might have in respect of items on this agenda. His Worship the Mayor sought advice on his position in regards to Edale Rest home. There is no conflict of interest in this case as His Worship the Mayor is a Council appointee.

## **5 Confirmation of order of business**

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

## **6 Confirmation of minutes**

**Resolved minute number**                      **17/RDC/083**    **File Ref**

That the Minutes of the Council meeting held on 20 April 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr McManaway. Carried

## **7 Mayor's Report**

His Worship the Mayor spoke briefly to his report.

He commended staff and volunteers on their efforts during the April flood threats.

He congratulated Peter and Carol Scott at McGruers for 100 years in business, and also on Parewhawhaha Marae on their 50<sup>th</sup> Birthday

He noted that Marton's Memorial Hall struggled to cater to the combined Samoan Church service, again positively demonstrating our growing and diverse community.

Attendees were reassured at meetings regarding the Mangaweka Bridge that Council is not interested in alternatives to replacing the bridge but is working through a process to build a business case to put to the New Zealand Transport Agency for funding the replacement.

He highlighted that, with the recent announcements from the Minister of Police, Marton will be one of the stations moving to 24/7 policing. His Worship the Mayor is further requesting that Marton is allocated a Samoan speaking officer. The total increase in policing for the District is approximately 4 extra officers.

**Resolved minute number**            **17/RDC/084**    **File Ref**            **3-EP-3-5**

That the Mayor's Report to the Council meeting on 27 April 2017 be received.

His Worship the Mayor / Cr Peke-Mason. Carried

## 8 Portfolio Updates

- Ohakea - Cr Platt

Cr Platt tabled an update on Ohakea

- Samoan Community and Youth Development - Cr Ash

Cr Ash noted progress that Gillian Bowler (Youth Development Officer) is making with the Marton Youth Zone. A youth committee has been formed and is interested in furthering Council engagement. They are gaining skills in leadership and enjoying opportunities to make decisions such as the colour scheme for the interior of the Youth Zone in Humphrey Street. Rangitikei College IQ days are proving popular with many positive outcomes reported.

- Iwi Interests - Cr Peke-Mason

Cr Peke-Mason tabled a document from Ngati Rangī titled 'The Road to Settlement'. Ngati Rangī has signed an Agreement in Principle and anticipates full settlement at the end of this year. Cr Peke-Mason also noted she attended a meeting held at Rata in regards to Mokai Patea treaty settlement, and that they are moving along well.

**Resolved minute number**            **17/RDC/085**            **File Ref**

That the portfolio updates to Council's meeting of 27 April 2017 be received.

Cr Gordon/ Cr Belsham. Carried

## 9 Administrative Matters – April 2017

The Chief Executive spoke briefly to the report noting that the Audit/Risk Committee will meet again on 18 May 2017 to further consider Councils' further involvement with the Local Authorities Protection Programme (LAPP).

He explained that no rate payer funding would be used in the Pare Kore programme proposed for the Rangitikei. It is a three-year programme (funded primarily by the Ministry for the Environment) which provides resources to assist marae to put in place systems that will enable them to continue the programme self-sufficiently once the programme ends.

**Resolved minute number**                      **17/RDC/086**    **File Ref**                      **5-EX-4**

That the report 'Administrative matters – March' be received

Cr Peke-Mason / Cr Belsham. Carried

**Resolved minute number**                      **17/RDC/087**    **File Ref**                      **5-EX-4**

That Council confirms the submission made by His Worship the Mayor to Horizons Regional Council on its 2017/18 Annual Plan.

Cr Sheridan / Cr Wilson. Carried

**Resolved minute number**                      **17/RDC/088**    **File Ref**                      **5-EX-4**

That the Assets/Infrastructure Committee be delegated authority to award the contract for the upgrade of filtration and heating in the Taihape Pool (Contract C1057).

Cr Gordon / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/089**    **File Ref**                      **5-EX-4**

That subject to 80% funding from the Ministry for the Environment and endorsement from Te Roopu Ahi Kaa at its next meeting<sup>1</sup>, , Council agrees to provide a grant of \$2,200 annually for three years from 1 July 2017 from the Waste Minimisation Levy to Para Kore for its zero waste programmes to marae within the Rangitikei District.

Cr Belsham/ Cr Peke-Mason. Carried

Council agreed to postpone consideration of the recommended waiver of internal building consent costs incurred by Edale to the relevant section of item 11.

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<sup>1</sup> 13 June 2017

## 10 Top Ten Projects – April 2017

**Resolved minute number**                      **17/RDC/090**    **File Ref**                      **5-EX-4**

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

Cr Wilson / Cr Rainey. Carried

## 11 Analysis of submissions to 'What's changed, what's the plan for 2017/18...' Consultation Document for Annual Plan 2017/18

His Worship the Mayor reminded Councillors to consider the benefit to the District not only the ward they represent and to be aware of any conflict of interest they may have.

Mr McNeil spoke to the report outlining that it is separated into two sections:

Section one:    Key Issues

Section two:    Other matters, arranged by groups of activities, that were raised by submitters for Council's consideration and decision.

The Council considered the propose responses/recommendations individually. The main points during that discussion were:

- A larger number of submissions to the Draft Annual Plan were received from Bulls than to last year's Annual Plan consultation, with majority support for retaining the updated budget for the revised and expanded new Bulls Community Centre.
- There were nearly as many submissions from Taihape as from Bulls, but they showed a wide range of public views about facilities on Taihape Memorial Park (and the Grandstand, in particular), pointing to a need for further consultation, primarily with the Taihape community in the initial stages.
- Background information to the proposed extension of the skateboard park at Centennial Park, Marton, has been provided to an earlier meeting of Council; the submission confirmed long term support for the facility from both youth and adults

**Resolved minute number**                      **17/RDC/091**    **File Ref**                      **1-AP-1-6**

That the report 'Analysis of submissions to the Consultation Document, "What's changed, what's the plan for 2017/18...?" with respect to the draft 2017/18 Annual Plan' be received.

His Worship the Mayor / Cr Belsham. Carried

**Resolved minute number**                      **17/RDC/092**    **File Ref**                      **1-AP-1-6**

That Council proceeds with the current proposal for the Bulls Community Centre and (in accordance with legal advice) with additional property sales, bearing in mind the issues raised by the community (particularly on the Willis Redoubt and Haylock Park) as the process proceeds

His Worship the Mayor / Cr Dunn. Carried

**Resolved minute number**                      **17/RDC/093**    **File Ref**                      **1-AP-1-6**

That Council undertake further work to clarify the costs between heritage preservation and a new build for the proposed Marton Civic Centre, including the potential opportunities for grants to assist the former and a concept design for the latter, for consideration to the 2018-28 Long Term Plan.

Cr Sheridan / Cr Wilson. Carried

**Resolved minute number**                      **17/RDC/094**    **File Ref**                      **1-AP-1-6**

That Council sets aside the outcome of last year's Annual Plan regarding a new amenity block on Taihape Memorial Park and conducts an intensive consultation process focussed on Taihape residents; this process to encompass a range of design and location options for amenity/grandstand/recreational facilities on the Taihape Memorial Park

Cr Gordon / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/095**    **File Ref**                      **1-AP-1-6**

That Council completes its identification of earthquake-prone buildings during 2017/18 and develops, for owners of earthquake-prone buildings, a proposal to co-ordinate obtaining engineering assessments.

Cr Belsham / Cr Wilson. Carried

**Resolved minute number**                      **17/RDC/096**    **File Ref**                      **1-AP-1-6**

That Council continues to discuss the concepts around the Marton Heritage Precinct and to work with business/property owners and local residents to find a value solution for the future development of the town centre

Cr Wilson / Cr Belsham. Carried

**Resolved minute number**                      **17/RDC/097**    **File Ref**                      **1-AP-1-6**

That, assuming the business case for a replacement of Mangaweka bridge is accepted by the New Zealand Transport Agency, Council will investigate keeping the old Mangaweka bridge as a pedestrian/cycling route and seek protection from Heritage New Zealand subject to obtaining a similar view from Manawatu District Council

Cr McManaway / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/098**    **File Ref**                      **1-AP-1-6**

That Council confirms it will continue to work closely with Horizons in planned upgrades to water, wastewater and stormwater facilities.

Cr McManaway / Cr Ash. Carried

**Resolved minute number**                      **17/RDC/099**    **File Ref**                      **1-AP-1-6**

That Council continues to work collaboratively with Horizons Regional Council (and other councils in the Horizons region) to give effect to the Civil Defence and Emergency Management Act.

Cr Gordon / Cr Peke-Mason. Carried

**Resolved minute number**                      **17/RDC/100**    **File Ref**                      **1-AP-1-6**

That Council make provision in the 2017/18 Annual Plan to complete the upgrade of the Taihape pool with an additional budget \$200,000 (reserve funded).

Cr Gordon / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/101**    **File Ref**                      **1-AP-1-6**

That Council make provision in the 2017/18 Annual Plan to install public toilets in Mangaweka village and, if there is sufficient funding, investigate additional options which include toilets in Papakai Park (Taihape), Toe Toe Rd, River Bank at Bulls, Bruce Reserve in Hunterville, Ratana, and Simpsons Bush north of Hunterville, provided that sufficient matched funding can be secured from external sources, with a budget of \$110,000

His Worship the Mayor / Cr Peke-Mason. Carried

**Motion**

That Council make provision in its 2017/18 Annual Plan for up to \$50,000 during 2017/18 to support a community-led project to extend the skate park at Centennial Park on the basis of at least a 2:1 contribution from external funds and/or in kind contributions.

Cr Wilson / Cr Ash

**Amendment**

.....up to \$40,000 .....

Cr Rainey/ Cr McManaway. Lost

**Resolved minute number**                      **17/RDC/102**    **File Ref**                      **1-AP-1-6**

That Council make provision in its 2017/18 Annual Plan for up to \$50,000 during 2017/18 to support a community-led project to extend the skate park at Centennial Park on the basis of at least a 2:1 contribution from external funds and/or in kind contributions.

Cr Wilson / Cr Ash. Carried

**Resolved minute number**                      **17/RDC/103**    **File Ref**                      **1-AP-1-6**

That the provision of \$50,000 for the extension of the Centennial Park skate park be additional funding to what is available through the Parks Upgrade Programme.

His Worship the Mayor / Cr McManaway. Carried

**Resolved minute number**                      **17/RDC/104**    **File Ref**                      **1-AP-1-6**

That a report be provided to Council's meeting on 25 May 2017 regarding the requested interest free loan from the Edale Trust Board and considered before the adoption of the 2017/18 Annual Plan

His Worship the Mayor / Cr Belsham. Carried

**Resolved minute number**                      **17/RDC/105**    **File Ref**                      **1-AP-1-6**

That the outstanding invoice relating to the building consent fees for Edale Trust Board be brought to the Finance/ Performance Committee at its meeting on 25 May 2017.

His Worship the Mayor / Cr Wilson. Carried

**Resolved minute number**                      **17/RDC/106**    **File Ref**                      **1-AP-1-6**

That a report be provided to the Assets/Infrastructure Committee meeting on 10 August 2017 on undertaking a safety review of that section of Toe Toe Road being used while the Mangaweka Bridge is limited to 6 tonnes

Cr McManaway / Cr Gordon. Carried

**Resolved minute number**                      **17/RDC/107**    **File Ref**                      **1-AP-1-6**

That a report be provided to the Assets/Infrastructure Committee meeting on 10 August 2017 on installing a pedestrian crossing on Wellington Road (Marton) between Hereford Street and Morris Street.

Cr Mc McManaway / Cr Belsham. Carried

**Resolved minute number**                      **17/RDC/108**    **File Ref**                      **1-AP-1-6**

That a report be provided to the Assets/Infrastructure Committee meeting on 10 August 2017 on making a gravel extension to the existing road at Ratana cemetery to the end of the block.

Cr Peke-Mason / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/109**    **File Ref**                      **1-AP-1-6**

That a report be provided to the Assets/Infrastructure Committee meeting on 10 August 2017 on the outcome of further discussion with the New Zealand Transport Agency on relocating the pedestrian crossing at Hautapu/Huia Streets (Taihape), and a new pedestrian crossing on Bridge Street (Bulls) between the Burger bar and the Information Centre

Cr Platt / Cr Belsham. Lost

**Resolved minute number**                      **17/RDC/110**    **File Ref**                      **1-AP-1-6**

That a report be provided to the Assets/Infrastructure Committee meeting on 10 August 2017 on fencing the open drain at Marton Park.

His Worship the Mayor / Cr Belsham. Carried

**Resolved minute number**                      **17/RDC/111**                      **File Ref**                      **1-AP-1-6**

That a report be provided to the Assets/Infrastructure Committee meeting on 10 August 2017 on the requested demolition of the shed next to the Old Boys Rugby Club (Taihape Memorial Park).

Cr Gordon / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/112**                      **File Ref**                      **1-AP-1-6**

That a report be provided to the Assets/Infrastructure Committee meeting on 10 August 2017 on installing fencing on the perimeter of Centennial Park (Marton) and security cameras over the pavilion.

Cr Belsham / Cr Wilson. Carried

**Resolved minute number**                      **17/RDC/113**                      **File Ref**                      **1-AP-1-6**

That provision of an additional seat on Kaka Road, Taihape be referred to the Taihape Community Board.

Cr Gordon / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/114**                      **File Ref**                      **1-AP-1-6**

That a report be provided to the Assets/Infrastructure Committee meeting on 10 August 2017 on establishing a dog cemetery in Hunterville.

Cr Mc McManaway / His Worship the Mayor. Carried

**Resolved minute number**                      **17/RDC/115**                      **File Ref**                      **1-AP-1-6**

That a report be provided to the Policy/Planning Committee meeting on 10 August 2017 on amending the location of speed limit signs on Parewanui Road

Cr Sheridan / Cr Dunn. Carried

**Resolved minute number**                      **17/RDC/116**                      **File Ref**                      **1-AP-1-6**

That the Rangitīkei College Board of Trustees be invited to meet with Council to discuss shared services with a view to reaching agreement by 30 September 2017 so that budgetary and operational implications form part of the 2018-28 Long Term Plan.

His Worship the Mayor / Cr Wilson. Carried

**Resolved minute number**                    **17/RDC/117**    **File Ref**                    **1-AP-1-6**

That Council does not proceed with fencing the dog exercise area on the land at Robin Street (for which Council has a licence to occupy from the Office of Treaty Settlements)

Cr McManaway / Cr Rainey. Carried

**Resolved minute number**                    **17/RDC/118**                    **File Ref**                    **1-AP-1-6**

That Council does not proceed with installing permanent heating in the Taihape Town Hall (because of projected redevelopment of this site) but looks at options around temporary heating solutions being reported to the meeting of Assets/Infrastructure Committee on 10 August 2017.

Cr Rainey / Cr Gordon. Carried

**Resolved minute number**                    **17/RDC/119**    **File Ref**                    **1-AP-1-6**

That in developing the 2018-28 Long Term Plan, consideration will be given to the findings of the Whangaehu Flood Resilience Project

Cr Peke-Mason / Cr Belsham. Carried

**Resolved minute number**                    **17/RDC/120**                    **File Ref**                    **1-AP-1-6**

That in developing the 2018-28 Long Term Plan, Council considers its role in promoting the District and the way in which it is to be funded, and

reviews the arrangement to support Town Centre coordinators through a Memorandum of Understanding with local community development agencies

Cr Wilson / Cr Peke-Mason. Carried

**Resolved minute number**                    **17/RDC/121**                    **File Ref**                    **1-AP-1-6**

That in developing the 2018-28 Long Term Plan, Council considers the need for 24/7 toilets in Marton

His Worship the Mayor / Cr Wilson. Carried

**Motion**

That in developing the 2018-28 Long Term Plan research the feasibility and costs of a micro-chipping service to owners of all dogs and cats

Cr Ash / Cr Sheridan. Lost

**Resolved minute number**                      **17/RDC/122**                      **File Ref**                      **1-AP-1-6**

That in developing the 2018-28 Long Term Plan, Council considers upgrading the playground at Marton Plunket

Cr Belsham / Cr Sheridan. Carried

**Resolved minute number**                      **17/RDC/123**                      **File Ref**                      **1-AP-1-6**

That in developing the 2018-28 Long Term Plan, Council considers upgrading the playground at the Taihape Outback

Cr Gordon / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/124**                      **File Ref**                      **1-AP-1-6**

That in developing the 2018-28 Long Term Plan, Council considers the feasibility of a bike trail at Taihape Memorial Park

Cr Gordon / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/125**                      **File Ref**                      **1-AP-1-6**

That in developing the 2018-28 Long Term Plan, Council considers costs of getting tracks to DoC standards on Mt Stewart, Taihape

Cr Gordon / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/126**                      **File Ref**                      **1-AP-1-6**

That in developing the 2018-28 Long Term Plan, Council considers upgrading road access into the Ratana cemetery and co-management of both parts of the cemetery and future expansion

Cr Peke-Mason / Cr Belsham. Carried

**Resolved minute number**                      **17/RDC/127**                      **File Ref**                      **1-AP-1-6**

That in developing the 2018-28 Long Term Plan, Council considers upgrading the Ratana playground

Cr Peke-Mason/ His Worship the Mayor. Carried

**Resolved minute number**                      **17/RDC/128**                      **File Ref**                      **1-AP-1-6**

That the process for future deliberations on the Annual Plan/Long Term Plan provides at least a week for Councillors to analyse submissions

Cr Rainey/ Cr Peke-Mason. Carried

## **12 Analysis of submissions to the proposed Schedule of fees and charges for 2017/18**

**Resolved minute number**                      **17/RDC/129**                      **File Ref**                      **1-AP-2-1**

That the report 'Analysis of submissions to the proposed Schedule of fees and charges for 2017/18 be received

Cr Belsham / Cr Gordon. Carried

Council asked that the three-yearly audit of building warrant of fitness applications be included pro rata in the annual renewal fee for a building warrant of fitness, meaning that the audit (whenever it occurred within the three year period) would not incur a further fee.

**Resolved minute number**                      **17/RDC/130**                      **File Ref**                      **1-AP-2-1**

That the final draft of the Schedule of Fees and Charges 2017/18 (as amended) be adopted .

Cr Wilson / Cr Belsham. Carried

**Resolved minute number**                      **17/RDC/131**                      **File Ref**                      **1-AP-2-1**

That a single response to submissions to the proposed Schedule of Fees and Charges 2017/18, reflecting Council's deliberations on 27 April 2017, be drafted for consideration at Council's meeting on 25 May 2017.

His Worship the Mayor / Cr Peke-Mason. Carried

### **13 Submission to the 'Clear Water' Package**

Ms Webb-Moore spoke to the revised draft letter for the Ministry for the Environment's on the 'Clear Water' package. Several changes were made.

Council discussed the merits of having stricter regulations on the causes of negative effects on Rangitikei waterways.

#### **Motion**

That the proposed date to the Clean Water – 90% percent of our rivers and lakes swimmable by 2040 to be brought forward from 2040 to 2030

Cr Ash / Cr Gordon. Lost

**Resolved minute number**                      **17/RDC/132**    **File Ref**

That His Worship the Mayor be authorised to sign, on behalf of the Council, the submission (as amended) to the Ministry for the Environment's 'Clear Water' package.

Cr Rainey / Cr Belsham. Carried

### **14 Submission on the proposed implementation of Urban Development Authorities**

Ms Gray spoke to the tabled document 'Extract from the proposed submission on urban Development Authorities.'

**Resolved minute number**                      **17/RDC/133**    **File Ref**

That Council delegate to the Policy/Planning Committee the decision to authorise His Worship the Mayor to sign, on behalf of the Council, a submission on the discussion document released by the Ministry for Business, Innovation and Employment on proposed legislation to establish Urban Development Authorities.

Cr Belsham / Cr Dunn. Carried

### **15 Project plan and timeline for developing the 2018-28 Long Term Plan**

Mr McNeil advised Council that additional time would be needed, particularly over the next six months, in the development of the 20-18-28 Long Term Plan. An initial workshop will be held on Thursday 18 May 2017, 10.30-12.30 pm. Additional workshop meetings, likely to be one day a month, will be scheduled.

Council noted that the current list of interested groups to consult with needed expansion.

**Resolved minute number**                      **17/RDC/134**                      **File Ref**

That workshops for the 2018-28 Long term Plan be a full day occurrence where possible versus half a day.

Cr Rainey / Cr Gordon. Carried

## 16 Marton B and C Dam Management Plan

Mr McNeil spoke to the report, noting that that, if Marton B and C Dam is opened up to public access, Council will need to consider the financial implications and requirements from the outset, for example toilet provisions.

Council discussed aspects of the report.

The main points covered in the discussion were

- Potential contamination treatment would not be an increased cost as our current treatment is sufficient.
- An appropriate Management Plan would be put in place when harvesting the pines to minimise the risk of water contamination.
- An appropriate replanting programme will be approved following harvest.
- The cost of \$50,000 for fencing the sludge pond was deemed high.

**Resolved minute number**                      **17/RDC/135**                      **File Ref**

That the report 'Draft Marton B and C Dams Management Plan' be received

Cr Gordon / Cr Sheridan. Carried

**Resolved minute number**                      **17/RDC/136**                      **File Ref**

That Council approves a replanting programme of New Zealand natives and other appropriate vegetation following harvesting of the pines.

Cr Gordon / Cr Sheridan. Carried

**Resolved minute number**                      **17/RDC/137**                      **File Ref**

That Council approves in principle opening up access to the dams and requires further work around the costing models and the access implementation, and will consider this matter further post the harvesting of the pines.

His Worship the Mayor / Cr Ash. Carried  
Cr Wilson against

## 17 Receipt of Committee minutes and resolutions to be confirmed

**Resolved minute number**                      **17/RDC/138**    **File Ref**

That the minutes of the following meetings be received:

- Erewhon Rural Water Supply Sub-Committee 8 February 2017 tabled
- Finance/Performance Committee 30 March 2017
- Turakina Community Committee, 6 April 2017
- Hunterville Community Committee, 10 April 2017 – to be tabled
- Hunterville Rural Water Supply Sub-Committee 3 April 2017 tabled
- Bulls Community Committee, 11 April 2017 –tabled
- Ratana Community Board, 11 April 2017 –tabled
- Taihape Community Board, 12 April 2017
- Marton Community Committee, 12 April 2017
- Assets/Infrastructure Committee 13 April 2017
- Policy/Planning Committee 13 April 2017
- Audit/Risk Committee 20 April 2017

Cr Belsham / Cr Gordon. Carried

**Resolved minute number**                      **17/RDC/139**    **File Ref**

That the following recommendations from Marton Community Committee meeting held on 12 April 2017 be received:

### **17/MCC/010**

That Council considers a similar process [as followed for the 2017/18 Annual Plan] of information provision to Community Committees when other significant Council decisions are being made

That the Committee endorses its submission made to 2017/18 Annual Plan

Cr Sheridan / Cr Belsham. Carried

**Resolved minute number**                      **17/RDC/140**    **File Ref**

That the following recommendations from Marton Community Committee meeting held on 12 April 2017 be received:

### **17/MCC/014**

That the Committee request that Council investigate and develop a policy, in conjunction with the government's intention to achieve a pest free New Zealand, on the acceptable disposal of nuisance/stray/feral cats.

Cr Sheridan / Cr Rainey. Carried

**Resolved minute number**                      **17/RDC/141**                      **File Ref**

That the following recommendations from Marton Community Committee meeting held on 12 April 2017 be received:

**17/MCC/016**

That the Committee suggests that Murimotu for Otiwhiti and Raumai for Parewanui may be suitable but that feedback should be primarily from the affected communities and Iwi

His Worship the Mayor / Cr Wilson. Carried

**Motion**

That the following recommendations from Marton Community Committee meeting held on 12 April 2017 be confirmed:

**17/MCC/017**

The Committee recommends that the same existing colours be used to repaint the exterior of Memorial Hall (cream/green) and Jubilee Pavilion (white/green)

Cr Wilson / Cr Rainey. Lost

**Resolved minute number**                      **17/RDC/142**                      **File Ref**

That the opportunity to re-choose the colours for the exterior of Memorial Hall and Jubilee Pavilion goes back to the MCC with more colour schemes and professional colour advisor support.

Cr Ash / Cr Sheridan. Carried

**Resolved minute number**                      **17/RDC/143**                      **File Ref**

That the following recommendation from Hunterville Rural Water Supply Sub Committee meeting held on 3rd April 2017 be confirmed:

**17/HRWS/009**

That the rate for the 2017-2018 financial year be set at \$285 including GST per unit

Cr Rainey / Cr Belsham. Carried

## 18 Public Excluded

**Resolved minute number**                      **17/RDC/144**    **File Ref**

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

Item 1: Earthquake-prone buildings

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

General subject of the matter to be considered	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for passing of this resolution
Item 1 Earthquake-prone buildings	Briefing contains information which if released would be likely unreasonably to prejudice maintaining the effective conduct of public affairs through the protection of members, officers or employees of any local authority from improper pressure or harassment.	Section 48(1)(a)(g)

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

Cr Rainey / Cr Gordon Carried

**Resolved minute number**                      **17/RDC/145**    **File Ref**

That Council moves back into open meeting.

Cr Gordon / Cr Platt. Carried

**Resolved minute number**                      **17/RDC/146**    **File Ref**

That Council notes that the reassessment of the Taihape Town Hall, the Taihape Grandstand and Taihape Women’s Club building has confirmed that they are not dangerous as defined by section 121 of the Building Act 2004.

Cr Belsham / Cr Rainey. Carried

Council adjourned at 2:59 and reconvened at 3:16

Cr Ash left the meeting at 4:14 / 4:17

Cr McManaway left the meeting at 4:25

Cr Peke Mason left the meeting at 4:58 / 5:04

Cr Rainey left the meeting at 5:30 / 5:30

Cr Platt left the meeting at 5:33 / 5:38

## **19 Late Items**

## **20 Future Items for the Agenda**

## **21 Next Meeting**

Thursday 25 May 2017, 1.00 pm

(with the Elected Members only session being from 12.45 pm)

## **22 Meeting Closed**

5.57 pm

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

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

# Attachment 2



# Report

Subject: **Mayor's Report**  
To: Council  
From: Andy Watson  
Mayor  
Date: 19 May 2017

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- 1 Good afternoon Councillors my report this month will be shorter than the last few.
- 2 Council is in the process of finalising the annual plan after deliberations around the submissions, which were generally supportive of the direction that Council is taking. The revised budget for the Bulls Community Centre has been endorsed by the community, along with the need to continue to develop options for the buildings in Marton's main street. There has also been a signal from the district to start work now on the Taihape swimming pool work. What is less clear is the direction around the facilities for Taihape memorial park, we will need to do some further work on the plans, costings and consultation.
- 3 We have also just started work on the Long Term Plan (LTP) which is a ten year plan, reviewed every three years. This will involve many meetings, workshops and pre consultation with a number of sector groups before drafting up the plan to go out for public consideration.
- 4 On the 12<sup>th</sup> of May I attended the Manawatu Rangitikei Federated Farmers AGM held at Orlando. Richard Morrison, a local sheep farmer, was voted as the new president. I, and Council, have enjoyed working with Richard on a couple of committees over the last couple of years, we appreciate his commitment and welcome his appointment. James Stewart stepped down after his term as President and I would like to thank James for the skilled style and diplomacy he handled his role. During his time in office we have worked closely on flood related issues and planning concepts.
- 5 Last week I attended two Computers in Homes graduations at Taihape and James Cook Schools. Sadly this seems to be the end of the program as the contract the 20 20 trust has with government has come to an end. The Computers in Homes programme has meant that after a 20 hour commitment to training a huge number of homes have received a computer for the first time. Computer literacy, which younger people take for granted, is not a given to many of our residents. This literacy is a basic skill now needed to gain employment and the scheme will be missed. My congratulations go out to Angela, Tania, the tutors and the principals who made this program a reality.
- 6 Lastly over the last couple of nights I have read a recently completed book written by Les Vincent, who was a previous foreman in charge of roading for the Rangitikei. Les joined the staff in 1954 and resigned in 1989 and led, what was then, a large team changing our roads from metal to seal and helping construct huge numbers of bridges throughout the network. The book, which I hope that we can get printed for distribution, is not only a fascinating read but it is also archival in nature providing a valuable background to the early development of our district.

# Attachment 3



**Rangitikei**  
UNUSPILT...

## REPORT

SUBJECT: **Administrative matters – May 2017**

TO: Council

FROM: Ross McNeil, Chief Executive

DATE: 17 May 2017

FILE: 5-EX-4

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### **1 Edale Home Trust Board**

- 1.1 Since the Board requested an interest-free loan from Council during submissions to the Consultation Document for the 2017/18 Annual Plan, there have been several meetings with Board representatives in order to meet Council's desire to have a report to its 25 May 2017 meeting ahead of the adoption of the 2017/18 Annual Plan.
- 1.2 While the Board has supplied further information, there is still some critical documentation to come, including the 2016/17 financial reports/statements. These are currently being prepared but are likely to be several weeks away (at least), meaning Council's consideration of Edale's request is unlikely to occur until Council's meeting on 29 June 2017 or even later. However, the investigation will assume that, if Council were of a mind to provide a loan, it would be on the basis of there being no impact on rates.

### **2 Local Authority Protection Programme (LAPP)**

- 2.1 At its meeting on 30 March 2017, Council resolved:
- That Council gives notice of its intention to withdraw from the Local Authorities Protection Programme (LAPP) from 1 July 2017 and requests the Chief Executive to arrange an additional meeting of the Audit/Risk Committee to consider whether Council should exercise its right to withdraw from LAPP and to make a recommendation to Council's meeting on 25 May 2017.
- 2.2 The Committee met on 20 April 2017 but opted for a further meeting on 18 May 2017 to allow further information on pricing and conditions of the various insurance options to be provided.
- 2.3 The confirmed price for remaining in LAPP in 2017/18 is \$81,000. This is substantially more than the offer from Aon (through the arrangement

negotiated with MW LASS Councils) of \$46,000. Despite this substantial price difference, there is no reduced cover under the Aon proposal and potentially greater security in the event of a large event because of the limited funding capacity in LAPP. Longer term, with other councils leaving, there are risks of greater costs from spreading overheads among fewer members.

- 2.4 The Committee recommends that Council confirms its intention to withdraw from the LAPP Fund from 1 July 2017 and makes arrangements for alternative insurance cover through the Aon/MW LASS option.

### **3 Remuneration Authority's Consultation Document – Local Government Review**

- 3.1 Earlier this month, the Authority issued a consultation document on remuneration and allowances for elected members, in two parts. The first stage of the consultation concerns proposed immediate changes for which the Authority has requested submissions by 16 June 2017 or earlier. These proposed changes are:

- a) Resource Management Act Plan hearing fees,
- b) leave of absence for elected members and acting mayor/chair payments,
- c) provision of allowances for information and communication technology and services,
- d) Internet usage and phone plans,
- e) travel time allowance,
- f) mileage claims, and
- g) annual changes in remuneration.

- 3.2 A draft submission for consideration is attached as [Appendix 1](#); it was circulated as a discussion draft electronically earlier to the Mayor and Councillors.

- 3.3 The Authority requests submissions on the topics discussed in the second stage of the consultation (which are longer-term proposals) by 20 October 2017. A preliminary draft response will be developed during August.

### **4 Proposed Urban Development Authorities – submission on MBIE discussion document**

- 4.1 At its meeting on 11 May 2017, under delegated authority from the Council, the Policy/Planning Committee authorised His Worship the Mayor to sign on behalf of the Council the submission on the discussion document released by the Ministry for Business, Innovation and Employment on proposed legislation to

establish Urban Development Authorities. As outlined to Council on 27 April 2017, that submission did not review the mechanism proposed; rather it suggested that there was merit in the government looking at the capacity of rural New Zealand, and the Marton-Bulls area as a particular instance of such an opportunity.

- 4.2 The submission is attached as Appendix 2.

## **5 Land Transport Rule – draft Setting of Speed Limits [2017]**

- 5.1 The New Zealand Transport Agency is inviting submissions to the draft of the Land Transport Rule: Setting of Speed Limits [2017]. This will replace Land Transport Rule; Setting of Speed limits 2003. Of particular relevance is the introduction of the Speed Management Guide based on high benefit maps provided by the New Zealand Transport Agency for local road speed limit reviews.
- 5.2 NZTA requires submissions by 16 June 2017. The matter was placed on the agenda for the Assets/Infrastructure Committee which considered that the Policy/Planning Committee should prepare the Council's submission (and that Committee subsequently has agreed). Because of the time constraints, Council is asked to delegate authority to His Worship the Mayor to sign that submission following consideration at the Policy/Planning Committee's meeting on 8 June 2017.

## **6 Makino Scenic Reserve**

- 6.1 The Department of Conservation has advised that it is closing the third section of the walking track in Makino Scenic Reserve near Taihape – i.e. the section which goes down to the Rangitikei reserve. The track was developed by the Department in conjunction with Mokai Gravity Canyon.
- 6.2 This section of the track has been closed since heavy storms in late 2013, but there are still signs of the track (handrails and signs) which are being removed. However, the anchored retaining walls will remain. It is possible that this section of the track would be restored if the development of a potential holiday park in the area of the current camping site did occur.
- 6.3 The toilet at the top of the reserve in the campground will remain, but the toilet near the river bed is being removed as it will not be required and it cannot be serviced.

## **7 Mangaweka Library**

- 7.1 Arrangements are in progress to form a local committee to run the Mangaweka Community Library. Once that is in place, Council may wish to reconsider providing funding from the unspent allocation in the Community Initiatives

Fund as was done for the Hunterville Community Library because the usual grant from the J B S Dudding Trust to the District libraries was not made.

## **8 Prosecution over dog attack in Hunterville**

- 8.1 Previous reports have noted that Council is prosecuting the owner of the dog which caused serious injuries to a person in Hunterville in June 2016.
- 8.2 As noted in last month's report, the hearing date, to which witnesses would be called, was set for 18 May 2017. On 16 May 2017, the Court has advised that the hearing will be adjourned as there is not enough time for it to be heard given the other matters scheduled for that day. Witnesses have been advised.

## **9 Refurbishment of the old BNZ building, 12-14 High Street, Marton**

- 9.1 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.

## **10 Update on former Taihape College site, 55 Rauma Road**

- 10.1 As foreshadowed last month, a Heads of Agreement has been drafted to assist the three primary users to engage with other groups who have been using the facilities. They have agreed to sign this document and a copy of that is attached as Appendix 3a. The signed document will be tabled at the meeting.
- 10.2 With that agreement in place, it is appropriate to recommend to that the licence to occupy proposed by the Ministry of Education be accepted. A copy of that is attached as Appendix 3b. The initial term is for twelve months and on a month-by-month basis after that. If the licence is not entered into, the groups now using the site may no longer be permitted to do so.

## **11 Logging operations at Marton B/C Dams**

- 11.1 The logging contractor moved equipment onto the site on 8 May 2017 and commenced felling the following day. However, logging was suspended on 12 May 2017 because of a risk to the Marton water supply from sediment runoff, exacerbated by the heavy rain during the week.
- 11.2 Four close-off actions have been agreed, to be done by 18 May 2017:
  - a) Felling of the short row of trees along the Makahou Road side of the property and the small cluster of trees in the central peninsula/dome area. The Makahou Road trees are exposed and therefore present a wind-fall risk. The small cluster of trees can be removed easily/quickly

without problems, meaning the harvested area can be left to start the regeneration process without significant disturbance when the harvesting recommences.

- b) Removal of processed trees
  - c) Ensuring the slash material and tracking is left in such a manner as to not present a risk to excessive material/sediment entering the reservoirs
  - d) Securing of the site with appropriate fencing
- 11.3 Before harvesting recommences, later in the year when ground conditions are more suitable Council will review the documentation required by the Horizons Regional Council One Plan (particularly the Erosion and Sediment Control Plan, prepared earlier this month before logging started) and that this will form the basis of an updated works contract with Rangitikei District Council. At the same time, the approved Traffic Management Plan and Safety Plan will be reviewed and updated/agreed as necessary.

## **12 Representation Review**

- 12.1 At least once every six years, Council must conduct a representation review as prescribed by the Local Electoral Act 2001. The statutory timeline for the process is summarised in [Appendix 4](#). Most of the work will be undertaken next year.
- 12.2 This means that during this triennium Council needs to consider (and decide) whether for the 2019 elections Councillors are to be elected by the district as a whole ('at large'), by wards (as now) or through a mixed arrangement (i.e. some by ward, some 'at large'). That decision has also to take into account community of interests in identifying wards (and their proposed boundaries) and specify the number of Councillors overall and in each ward. The Local Electoral Act has tight prescriptions around this so that representation throughout the District is roughly equal (i.e. the ratio of Councillors to voters).
- 12.3 The representation review must also include consideration of whether to continue, increase or abolish community boards and, as above, whether their representation should be 'at large' across the ward or community which elects them or whether they should be subdivided to reflect different communities of interest.
- 12.4 Council's resolution is subject to public consultation and its final decision, following consideration of submissions, stands only if there is no objection. The Local Government Commission hears any objections to Council's final resolution and makes a binding determination. That occurred in the 2007 review but not in 2013.

- 12.5 Included in the review process, but not subject to intervention by the Local Government Commission, is a decision to establish separate Maori representation. Council is not required to make a decision on this but, if it does, a poll of electors may be demanded, the results of which are binding. Te Roopu Ahi Kaa will be asked to consider this question at its next meeting, on 13 June 2017, which may result in a recommendation for Council to consider.

### **13 Proposed road closures**

- 13.1 There have been no further requests since Council's last meeting.

### **14 Request for waiver of all fees**

- 14.1 There have been no new requests for waiver of fees since the last Council meeting.

### **15 Service request reporting**

- 15.1 The summary reports for first response and feedback (requests received in April 2017) and resolution (requests received in March 2017) are attached as Appendix 5.

### **16 Health and Safety update**

- 16.1 The programme of health and safety site audits continues: the waste transfer stations are in progress: Marton has been done; Bulls and Hunterville are scheduled this month. The Operations Manager and the Community & Leisure Services Team Leader will be meeting soon with the Hunterville Sport and Recreation Trust to discuss procedures to ensure safe handling of chemicals at the Hunterville Pool.
- 16.2 Further work has been done to understand Council's obligations under the Health & Safety at Work (Asbestos) Regulations 2016. Council's preference is that this is managed by the MW LASS Health and Safety Co-ordinator. Worksafe's recommendation is that the Council's asbestos management plan (to be completed by April 2018) assumes every Council building contains asbestos. No testing is required for buildings in good condition, until work is undertaken on any building. Council must create and maintain an Asbestos Register, and have an emergency asbestos process and a de-contamination process for staff and contractors.

### **17 Staffing**

- 17.1 The new role of Principal Adviser Infrastructure will be advertised shortly. As the Council's Asset Owner//Smart Buyer', the role will provide expert advice to the Chief Executive and Council regarding the effective and efficient

management and stewardship of Council's infrastructure assets and the associated delivery of services.

- 17.2 Graeme Pointon has been appointed for a three-year contract as Strategic Property Adviser, to ensure, by a well-managed project approach, the effective disposal of surplus Council properties, so that (i) there is revenue available to help fund new civic/community centres and (ii) there is reduced administration in managing leases or licences on such properties. The role has a secondary purpose of providing advice to property-related matters, such as ensuring Council has legal title or easements for its infrastructure, progressing road legalisation, and facilitating a standardised approach to leases or licences on Council owned or administered property. Graeme will start on 3 July 2017.

## **18 Recommendations**

- 18.1 That the report 'Administrative matters – May 2017' be received.
- 18.2 That, taking into account the recommendation from the Audit/Risk Committee concerning financial protection for Council's below-ground infrastructure assets, Council

EITHER

removes its intention to withdraw from the Local Authorities Protection Programme.

OR (as recommended by the Audit/Risk Committee)

confirms its intention to withdraw from the Local Authorities Protection Programme from 1 July 2017 and makes arrangements for alternative insurance cover through the Aon/MW LASS option.

- 18.3 That Council authorises His Worship the Mayor to sign the submission [as amended/without amendment] to the Remuneration Authority's immediate proposals over remuneration and allowances for Elected Members.
- 18.4 That Council confirms the submission made by His Worship the Mayor to the discussion document released by the Ministry for Business, Innovation and Employment on proposed legislation to establish Urban Development Authorities.
- 18.5 That Council authorises His Worship the Mayor to sign the submission to be considered by the Policy/Planning Committee at its meeting on 8 June 2017 to the New Zealand Transport Agency on Land Transport Rule – draft Setting of Speed Limits [2017].
- 18.6 That Council notes the agreement reached with the groups currently using the former Taihape College premises at 55 Rauma Road, Taihape and authorises His

Worship the Mayor and Cr .....to sign the licence to occupy for those premises.

Ross McNeil  
Chief Executive

# *Appendix 1*

Fran Wilde  
Chair  
Remuneration Authority  
P O Box 10084  
The Terrace  
Wellington 6143

Dear Fran

**Consultation Document – Local Government Review: Part two – proposed immediate changes**

Thank you for the opportunity to provide comment on your Consultation Paper. Below I convey Council's views on the different proposals.

**Resource Management Act Plan hearing fees**

The Authority proposes that elected members who are sitting on plan hearings under the RMA should be remunerated in the same way as elected members who are sitting on resource consent hearings, and that elected members who chair such hearings (whether for Plan changes or resource consents) should be remunerated for time spent writing up decisions.

*Council supports these proposals.*

While not of direct relevance now, this proposal is fair and, most importantly, removes it from the constraints in the present arrangements in terms of available funding (when such constraints do not apply for non-elected members).

**Leave of absence for elected members and acting mayor/chair payments**

The Authority proposes that a council may, by resolution, grant leave of absence for up to six months to a councillor or the mayor/chair in which all remuneration and allowances would cease and, in the case of the mayor, an appointee could be paid up the mayor's normal remuneration. However, the Authority proposes only to allow a council to pay extra remuneration to the deputy mayor up to the normal remuneration of the mayor.

*Council supports these proposals with some reservations.*

- a) It may be that the deputy mayor is not in a position to assume the full responsibilities of the mayor; allowing Council the option of appointing a councillor as acting mayor

in these circumstances (as in the initial version of the Consultation Document) could be useful.

- b) Where a councillor is granted leave of absence, some (at least) of the workload will fall to other councillors, particularly if in the same or a neighbouring Ward. We think that a council should be able to recognise that by paying one or more councillors a sum up to that in place of the remuneration foregone by the councillor on leave.
- c) These provisions should also apply to Community Boards.

### **Approach to expenses policies**

Previously the Authority provided a template for councils to adapt. Having a prototype policy takes that approach further and is likely to lead to a simplified approach for elected members in discussing various elements. The Authority considers that local government auditors should check with compliance – not only with the Authority’s prototype but also compliance with the policies each council has set.

*Council supports these proposals with some reservations.*

- a) It is preferable that the Authority retains its current role in determining whether a council’s policy confirms with the prototype and, where appropriate, authorises specified departures from that. That is not an appropriate role for local government auditors, whose role should be auditing compliance by individual councils with the approved policy.
- b) The prototype should be circulated to all councils for comment.

### **Provision of and allowances for information and communication technology and services**

The Authority proposes that councils should provide all elected members with the following equipment:

- a mobile phone
- a tablet or laptop
- a monitor and keyboard, plus the hard ware to connect the various pieces of equipment
- a printer (together with consumables like paper and ink)
- a connection to the internet

The equipment would remain the council’s property which would take responsibility for updating /renewing it. The Authority sees advantages of efficiency and security in this arrangement but would allow a council to make a case for a monthly allowance to its elected members provided that it covered depreciation on all hardware and assumed that half the usage would be on council business.

*Council supports these proposals with reservations.*

- a) While it is appropriate for 'each council to decide the communications equipment needed to carry out its business effectively and efficiently, the Authority needs to be mindful that it doesn't take too wide a sweep, with the potential to inadvertently impinge on the privacy of elected members. For that reason the take-up of 'official' equipment should be a voluntary decision by the elected member (e.g. whether or not to have a mobile phone – provided there was another means of phone contact available).
- b) The choice of a phone is an individual matter; it is preferable that Councillors continue to be allowed to make that choice for themselves within a reasonable framework. An elected member would be expected to pay for any mobile phone they might choose beyond the approved specifications.
- c) The proposal states 'a tablet or laptop'. Council currently provides a tablet, but this could be a laptop if that was the 'tool' of choice. These tablets are predominantly used for meetings and managing Order Papers and other related documents. The management of emails is left for individual members, some of whom prefer to use a private account rather than a council specific one. There are some discussions which elected members wish to keep to themselves, particularly as relating to their constituents. These records are not subject to the Public Records Act, so it is not appropriate for Council staff to have (potential) access to them. In these cases it will be necessary for elected members to save this information elsewhere (i.e. not on Council-provided equipment)
- d) The vast majority of elected members will have an internet connection. There seems no good reason for Council to interfere with that. This seems consistent with the Authority's stance on broadband (next section).
- e) It is sufficient for the equipment supplied to elected members to be a device capable of managing Council documents other than emails. Printing is a choice and left to individual elected members to determine, but within the scope of an agreed Council-offering.

### Internet usage and phone plans

The Authority proposes that councils reimburse

- up to 25% of a maximum dollar amount to each elected member for their broadband plans (leaving it to individual members to be responsible for their own plan);
- up to 50% of their personal mobile phone usage(except private international calls) up to a maximum dollar amount on production of receipts; and
- 100% of personal mobile phone usage for mayors and chair (except private international calls).

The Authority proposes to continue its present policy of allowing councils to put a costed recommendation for unusual circumstances where regular landline or mobile coverage is not available.

*Council supports this proposal with reservations.*

- a) Paying up to 25% for broadband is a reasonable compromise although presumably it is the Authority which will specify the maximum amount. How is that to be determined?
- b) The Authority is trying to balance simplicity against significant over/under reimbursement. It does not require councils to scrutinise the details in receipts, simply that they record payment – which inevitably will vary considerably. It would be simpler, and potentially fairer, to specify a sum and pay that. Do the ‘unders’ and ‘overs’ warrant a complicated approach?

### **Travel time allowance**

The Authority proposes to continue the present policy on travel time arrangements. Council currently does not pay that allowance.

*Council supports this proposal provided it remains optional for Councils to pay such an allowance.*

### **Mileage claims**

The Authority proposes to allow claims of over 5,000 km to be reimbursed at a rate of 74 cents per km for the first quarter of the journey and 37 cents per km for the balance of the journey. (This would be a mean rate of 46.25 cents per km.)

The ‘30 km rule’ will remain, but is focussed on the normal council meeting place. So, if Council holds a meeting in Taihape, Councillors are entitled to claim full mileage – except for Councillors living locally.

*Council supports this proposal in part.*

- a) Paying a higher rate for those elected members who travel over 5,000 km is a fair recognition of the costs they incur.
- b) The 30 km rule as expressed is a further complication. Given the Authority’s view that ‘virtually all New Zealanders have to pay the cost of their own transport to and from their work place’ why not settle for a standard 20 km (round trip deduction-) per day which applies wherever the meeting is held?

### **Annual changes in remuneration**

The Authority proposes to change remuneration each year to reflect changes in the Labour Market Statistics except in election year when the Authority issues a new determination.

*Council supports this proposal.*

Changes following an election

The Authority outlines the legal situation for new elected, re-elected and sitting members.

*Council appreciates having this clarification.*

Council hopes these comments are helpful. Later in the year we will provide our thoughts on the matters raised in Part 2 of the Consultation Paper

Yours sincerely

Andy Watson  
Mayor of the Rangitikei District

Draft

# *Appendix 2*



12 May 2017

File No: 3-OR-3-5

David Smol  
Construction and Housing Markets, BRM  
Ministry Of Business, Innovation and Employment  
15 Stout Street  
PO Box 1473  
**WELLINGTON 6140**

*By email: [UDAConsult@mbie.govt.nz](mailto:UDAConsult@mbie.govt.nz)*

Dear David

### **Urban Development Authorities Consultation**

Thank you for the opportunity to comment on the proposal to establish Urban Development Authorities. The Rangitikei District is keen to participate in this arrangement.

While the District is not experiencing the sustained population growth at this time which the proposed reforms are seeking to address, Council would like to use this opportunity to suggest that the Government consider opportunities that regional New Zealand can provide in addressing issues associated with fast-paced growth in the country's urban areas – i.e. affordable housing with ready access to employment, educational and recreational facilities.

In particular, the Rangitikei District has opportunities to accommodate growth, both in Marton and Bulls (see Figure 1). These towns are located in close proximity to larger centres, being only 30 minutes from Palmerston North and Whanganui. They provide a satellite location, with distances that make Marton and Bulls a suitable option for people to live in, while they might work in the larger urban areas. A key attraction of these towns is the rural outlook and small town feel they provide, while being located so close to larger urban centres. A detailed analysis of the benefits and capacity for these areas to cope with further residential development is provided below.

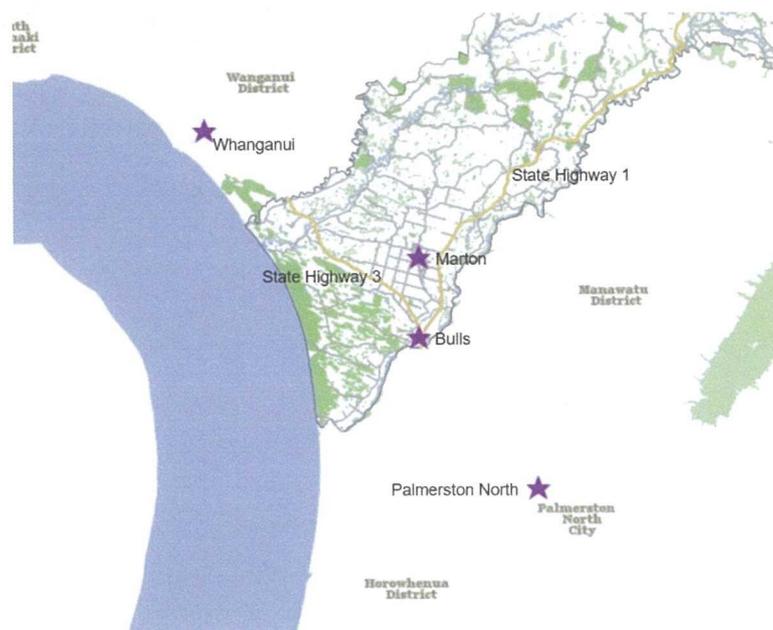


Figure 1. Location of Marton and Bulls

## Marton

Marton is located only 5 minutes from State Highway 1, and 30 minutes from Palmerston North and Whanganui. It is also on the North Island Main Trunk Line, although there is currently no passenger pick-up service at the Marton Junction station. The town currently has a population of 4,548<sup>1</sup> residents and has previously had a population of up to 5,059<sup>2</sup> residents.

Marton has a range of local amenities including cafés and restaurants, two major supermarkets, petrol stations, Mitre 10 and range of other retail shops. The town has access to a range of outdoor spaces and associated activities including - three main parks, a number of playgrounds, a skate park, rugby club, cricket club and netball club. Marton has a range of health services including a pharmacy, health centre, doctors, dentist and optician. The town contains options for families with early childhood centres, local primary schools and two high schools. In particular, Marton contains two well-known private schools, one primary and one secondary school.

Marton has fantastic heritage character presence in the main shopping centre. There are 17 heritage listed buildings within a small radius, as well as other unlisted historic buildings which create a heritage precinct. While a number of these buildings will require work to comply with the earthquake-prone buildings legislation, Council is involved with a number of initiatives to support the redevelopment.

Council acknowledges the collective importance of the heritage buildings in the main street and implemented a heritage precinct and 'heritage offsets' through a District Plan Change. To stimulate thinking about this Council funded a heritage assessment of the Marton CBD which considered strategies for the retention or enhancement of the overall heritage 'look and feel' of central Marton. Council is working to co-ordinate an application, on behalf of private heritage

<sup>1</sup> 2013 Census

<sup>2</sup> 1986 Census

building owners, to put a case forward for funding through the Heritage Earthquake Upgrade Incentive Programme.

Additionally, Council is the owner of three heritage buildings in the town centre and is in the early stages of a project to redevelop them to include the Council offices, learning centre, information centre for local businesses to create the civic centre for the town.

**Zoning**

Marton has land which is readily available for a range of development, both residential (grey) and rural lifestyle (light green) (see Figure 2). Subdivision down to 400m<sup>2</sup> in the residential zone and two hectares in the rural living zone is provided for as a restricted discretionary activity.

Marton has a significant amount of residential zoned land which could provide up to 1,700 new residential lots. Additionally, there is significant scope for brownfield development, in the subdivision and intensification of existing lots. Many lots in Marton remain large – at approximately 800 m<sup>2</sup> – 1000m<sup>2</sup>.

Marton also has rural living zoned land which could be developed to provide up to 77 additional lifestyle blocks.

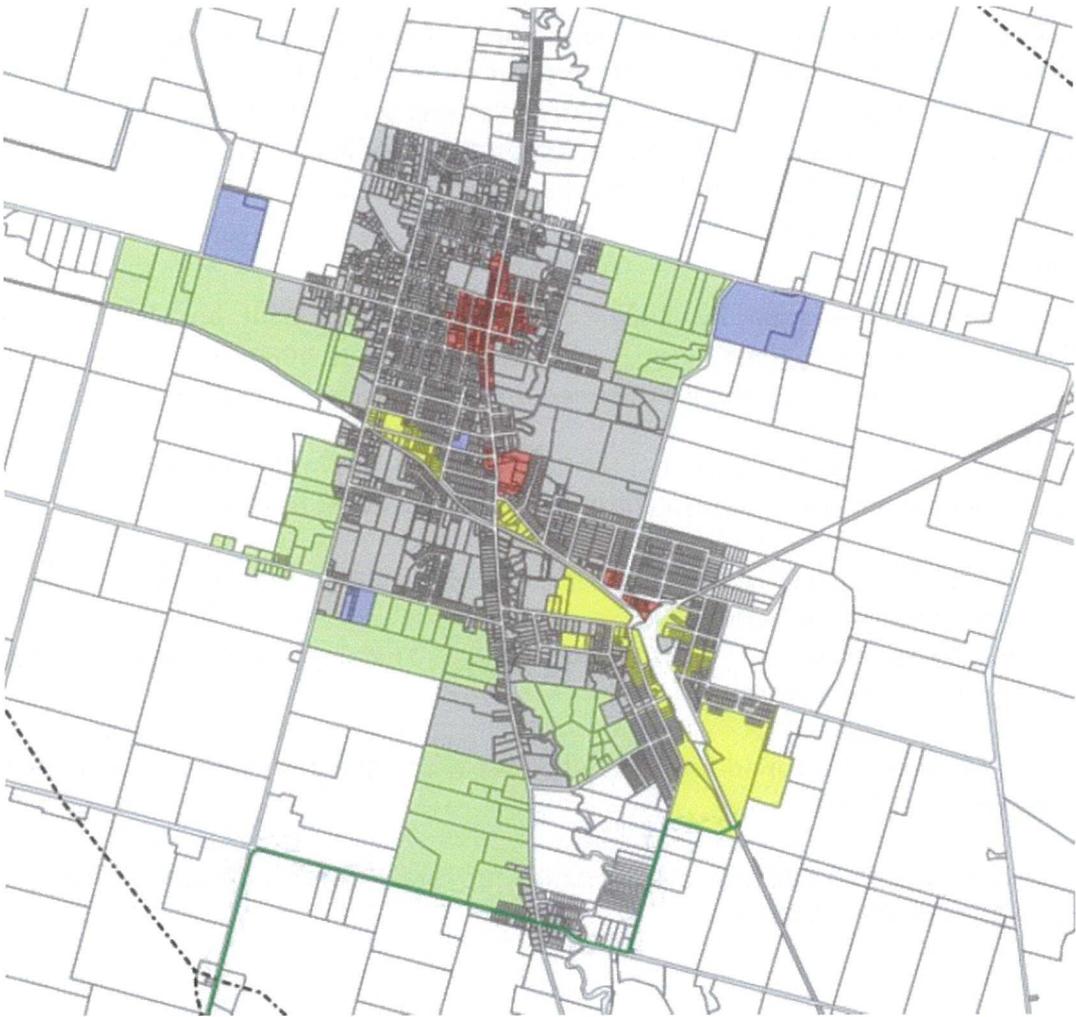


Figure 2. Zoning of Marton

## **Infrastructure**

Marton currently has the infrastructure to cope with additional development, as the infrastructure was developed for a population exceeding 5,000 residents. Council's reticulated water, wastewater and stormwater network already extends to the fringes of the town. While the network does have sections which are nearing the end of their life, there is an active programme of renewals which could readily be adapted to meet increased demand. The Marton Waste Water Treatment Plant consent expires in 2019, and Council has been engaged in developing solutions for a renewal application.

## **Bulls**

Bulls is located at the intersection of both State Highway 1 and 3 and in close proximity to the Ohakea Air Base. The town currently has a population of 1,524<sup>3</sup> residents and has previously had a population of up to 1,965<sup>4</sup> residents. Bulls has a range of local amenities including local boutique retail shops, cafés, a pharmacy, petrol stations and outdoor spaces (including local parks, playgrounds, sports grounds and a skate park). Bulls is located adjacent to the Rangitikei River, where there is access to a river walk. Additionally, the town hosts a number of events throughout the year including 'Rhythm in Bulls', 'Wear-a-Bull Arts', annual Christmas parade and a Matariki celebration.

Council is currently in the process of developing a multi-purpose facility to service the town which will contain the learning hub, information centre, town hall and will have space for local organisations. Bulls also has great primary schools and easy transportation to local high schools. Its proximity (20 minutes to Palmerston North) and affordability make it a great option for people looking to relocate to the suburbs or a lifestyle block.

## **Zoning**

Bulls has land which is readily available for a range of development, both residential (grey) and rural lifestyle (light green) (see [Figure 3](#)). Subdivision down to 400m<sup>2</sup> in the residential zone and 2 hectares in the rural living zone is provided for as a restricted discretionary activity.

Specifically, Council has two sites it currently owns that it is in the process of being sold which are prime residential sites – Johnson Street and Walton Street (see [Figure 4](#)).

- The Johnson Street site is 18,864 m<sup>2</sup> in size. This site has the ability to accommodate approximately 37 sections<sup>5</sup>.
- The Walton Street site is 22,808 m<sup>2</sup> in size. The site has the ability to accommodate approximately 5 sections.

There is additional land zoned for residential use which could provide for up to approximately 696 new residential lots.

There is currently 41.3 hectares of land zoned for rural lifestyle purposes which could provide for up to 20 rural lifestyle lots.

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<sup>3</sup> 2013 Census

<sup>4</sup> 1976 Census

<sup>5</sup> 400m<sup>2</sup> in size.

Overall, Bulls has the ability, under current zoning, to provide for an additional 803 residential and rural living lots. Council would also consider undertaking a plan change to open up further rural land for residential purposes, if there was demand to support the development.

Additionally, there is significant scope for brownfield development, in the subdivision and intensification of existing lots. Many lots in Bulls remain large – at approximately 800 m<sup>2</sup> – 1000m<sup>2</sup>.

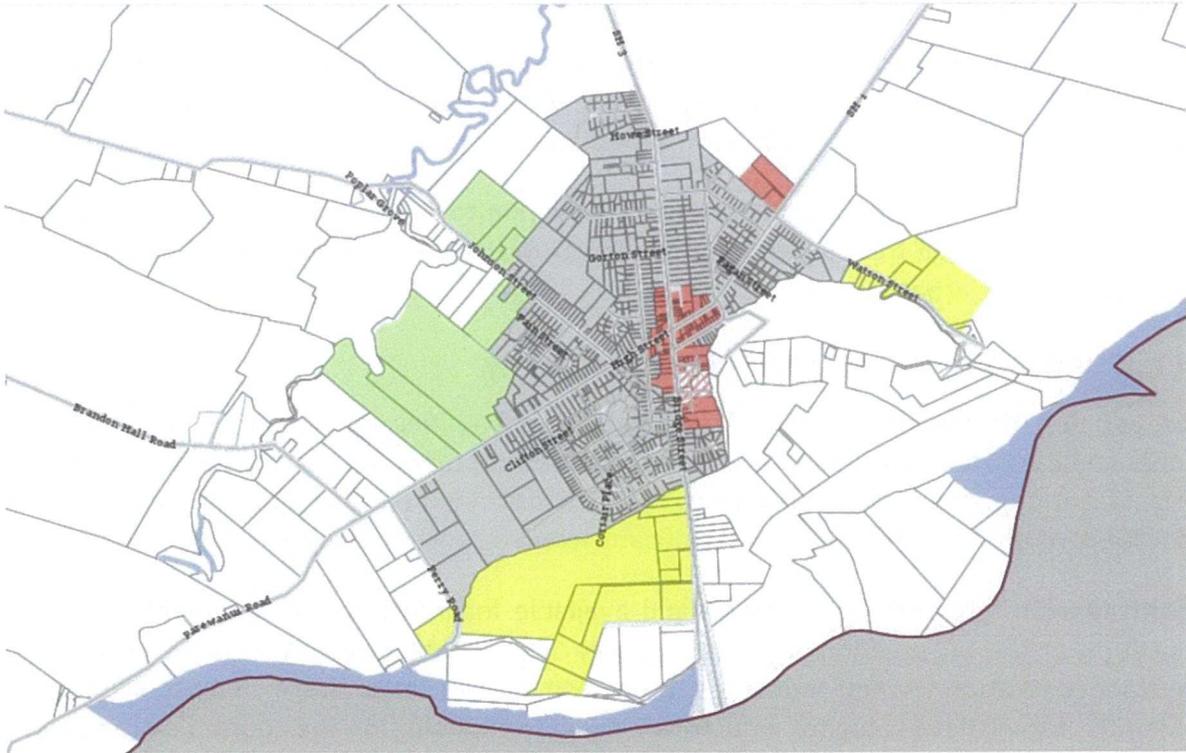


Figure 3. Zoning at Bulls



Figure 4. Council land available for residential development

## **Infrastructure**

Bulls currently has the infrastructure to cope with additional development, as the infrastructure was developed for a population exceeding 2,000 residents. Council's water, wastewater, and stormwater network already extends to the fringes of the town and, as in Marton, there is an active programme of renewals which could readily be adapted to meet increased demand. Consent processes are underway to renew the Bulls Waste Water Treatment Plant.

## **Property prices**

A key attraction for people relocating to the regions is the price of housing. From October 2016 to March 2017 there were 52 dwelling sales in Marton with a median sale price of \$187,500. In Bulls there were 18 dwelling sales with a median sale price of \$167,500.

These low prices provide the opportunity for people to relocate from higher priced areas and live either mortgage free, or with a much lower mortgage than they would be able to achieve living in a larger urban centre.

## **Commercial/industrial development capacity**

In addition to the residential development opportunities, both Marton and Bulls provide opportunities for commercial and industrial development. Marton's heritage feel provides significant opportunities for further commercial development as a boutique town, while Bulls' location on the State Highway has significant scope for further commercial development.

Both Marton and Bulls have vacant land available for industrial development. Bulls' strategic location at the intersection of State Highway 1 and State Highway 3, makes it a particularly attractive location for new industries to develop, while Marton's proximity to the North Island Main Trunk will have value for industries looking to capitalise on the country's rail network.

## **Consenting**

Issues have arisen in larger centres about the timeliness of processing both building consents and resource consents as a result of increasing demand. If the Rangitikei District was to be considered as a solution for growth, we would ensure that there was adequate staff to cope with the additional processing requirements

## **Summary**

Thank you for the opportunity to comment on the proposal to establish Urban Development Authorities. Council would like the Government to consider Rangitikei for this arrangement, the District has opportunities to accommodate growth, both in Marton and Bulls as follows:

- Marton – 1,700 residential lots and 77 rural lifestyle lots
- Bulls – 696 residential lots and 20 rural lifestyle lots.

There are likely to be other towns throughout New Zealand in a similar position which could provide residential development to help assist with the strong growth of nearby urban areas. We think the Marton-Bulls area in the Rangitikei District provides a particularly attractive development opportunity and a superb example of what we would like central Government to consider.

I would welcome an opportunity to discuss our thinking further with you.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Andy Watson', written in a cursive style.

Andy Watson  
Mayor of Rangitikei

# *Appendix 3a*

## Memorandum of Understanding

*between* the Rangitikei District Council

(as the holder of the licence from the Ministry of Education to occupy the former Taihape College premises at Rauma Road for twelve months from \_\_\_\_\_ and on a monthly basis thereafter)

*and ....*

1. McQueen School of Dance
2. Taihape Gymsports Incorporated
3. Lary's Circuit

(being the Primary Organisations using the Rauma Road premises)

### Council

- will maintain the licence to occupy for as long as the Ministry agrees to continue it on the terms originally negotiated with the Ministry;
- will arrange for basic care of the gardens and exterior maintenance of the buildings;
- will arrange for the mowing of the soccer fields to be continued by the Taihape Area School ;
- will arrange for the grazing of the unused portions of the fields;
- will be the point of invoicing for electricity, water and building compliance costs;
- will include the premises within Council's insurance cover;
- will address any issues raised by the Primary Organisations over maintaining the gardens, field and exterior of the buildings;
- will inspect the premises on a six-monthly basis and will advise the Primary Organisations of any issues with cleaning and internal maintenance;
- will accept and act on notifications from the Primary Organisations in accordance with the responsibilities set out herein ;
- will arrange six-monthly meetings with the Primary Organisations; and
- appoints Gaylene Prince (Team Leader, Community & Leisure Assets) to be its representative in meetings with the Primary Organisations.

### The Primary Organisations

- will arrange for interior maintenance and cleaning of the premises until the licence to occupy issued to the Council is withdrawn or otherwise terminated;
- will ensure payment of Council's invoices for electricity, water and compliance costs;
- will advise Council of any issues with the gardens, fields or the exterior of the buildings;
- will address any issues in cleaning and internal maintenance noted by Council in its six-monthly inspections of the premises or otherwise brought to their attention;

- will determine the conditions under which other organisations may use the premises, including fees (having regard for how Council arranges this for its community buildings) which will remain with the primary organisations;
- may give one month’s written notice to Council that –
  - an additional organisation wishes to be recognised as a Primary Organisation in this Memorandum of Understanding, or
  - a Primary Organisation wishes to cease being recognised as such (provided that the remaining Primary Organisations confirm that they accept the responsibilities assigned in this Memorandum of Understanding to the Primary Organisations), or
  - they wish the arrangement in this Memorandum of Understanding to end; and
- may appoint a person to represent them in meetings with the Council.

The parties will meet every six months. Either party may request an additional meeting with the other.

Signatures

**Rangitīkei District Council**

**The Primary Organisations**

Ross McNeil  
Chief Executive

1. McQueen School of Dance

.....

2. Taihape Gymsports Incorporated

.....

3. Lary’s Circuit

.....

Date

# *Appendix 3b*

**HER MAJESTY THE QUEEN**  
**acting by and through the Minister for Land Information**

("the Licensor")

**and**

**THE RANGITIKEI DISTRICT COUNCIL**

("the Licensee")

---

**LICENCE TO OCCUPY CLOSED SCHOOL SITE**  
**55 RAUMA ROAD TAIHAPE (EX TAIHAPE COLLEGE)**

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## **PARTIES**

**HER MAJESTY THE QUEEN**, acting by and through the Minister for Land Information ("the Licensor") and,

**THE RANGITIKEI DISTRICT COUNCIL** ("the Licensee")

## **BACKGROUND**

- A. The Licensor is the registered proprietor of the land as shown outlined in blue on the plan annexed to this licence as Schedule 1 ("the Premises")
- B. The Licensor has agreed to licence and authorise the Licensee to occupy the Land and those buildings (known as the Gymnasium, Hall and associated buildings, and recreational facilities including the playing fields and tennis courts on the Land, as shown outlined in blue on the plan annexed to this licence as Schedule 1 ("the Premises"), on the terms and conditions contained in this licence.

**IT IS AGREED** that pursuant to section 45 of the Public Works Act 1981 the Licensor shall grant and the Licensee shall take a licence to occupy the Premises upon the following terms and conditions:

### **1. TERM AND EXPIRY**

#### **Term**

- 1.1 Subject to clause 1.2 and clause 10 the licence shall be for a term of 12 months from and including 1 December 2015, then on a monthly basis after that, and may be terminated at the expiry of the initial term by either party on giving one month's written notice to the other, unless otherwise terminated pursuant to this licence.

#### **Termination in Event of Sale**

- 1.2 Notwithstanding the term specified in clause 1.1, the Licensee acknowledges that the Licensor may (in its complete and unfettered discretion) terminate this licence at any time during the term, on giving three month's written notice to the Licensee, if the Licensor sells the Premises or the Land during the term to a third party which requires vacant possession.

#### **Transfer to or by OTS on behalf of the Licensor**

- 1.3 For the avoidance of doubt, except where the Licensor sells the Land during the term, or any holding over of the term, to a third party which requires vacant possession pursuant to clause 1.2, this licence shall bind the Licensor's successors in title, including following a transfer to or by the Office of Treaty Settlements and the parties will execute any documents necessary to give effect to this clause.

## **Effect of Termination**

- 1.4 When this licence terminates, for whatever reason:
- a. the Licensee shall not be entitled to any refund of the licence fee (if any);
  - b. the Licensee shall not be entitled to any compensation whatsoever;
  - c. the Licensor shall have no liability in law, equity, or otherwise, for any wrongful or improper termination of this licence, whether under clauses 1.1, 1.2, 12, or otherwise;
  - d. the termination of this licence shall be without prejudice to any antecedent liability of the Licensee which has been incurred prior to termination.

## **2. LICENCE FEE AND OTHER PAYMENTS**

- 2.12 The Licensee shall pay:

### **Licence Fee**

- a. a licence fee at the rate of \$1.00 (One Dollar) plus GST per month payable on demand at the beginning of each and every month during the continuance of this licence;

### **Other Payments**

- b. including but not limited to charges for:
  - i. electricity, gas, water supply, rubbish disposal, heating, telephone, grass cutting or cleaning services;
  - ii. insurance premiums;
  - iii. territorial authority rates and taxes or other like charges levied in respect of the Premises;
  - iv. all costs associated with complying with any statutory, regulatory, code or bylaw requirement concerning the use and occupation of the Premises by the Licensee;
  - v. all other expenses arising from the Licensee's use and occupation of the Premises whether related to the foregoing items or not;
  - vi. all costs incurred by the Licensor in carrying out any obligations of the Licensee, including operating and maintenance costs.

### **3. GROUND MAINTENANCE**

- 3.1 For clarity the Licensee shall be responsible for grounds maintenance including mowing and weed control

### **4. HEALTH AND SAFETY**

- 4.1 The Licensee shall satisfy in all respects to the Licensor that it has complied with all applicable legislation relating to Health & Safety
- 4.2 In accordance with section 34 of the Health and Safety at Work Act 2015, the Licensee shall, so far as is reasonably practicable, consult, cooperate with, and coordinate activities with:
- a. The Licensor; and
  - b. Other persons conducting a business or undertaking (as defined in section 17 of the Health and Safety at Work Act) who are accessing any part of the Land
- 4.3 In order to ensure that at all times, each of the parties referred to is complying with its duties under the Health and Safety at Work Act 2015 and promulgated regulations.
- 4.4 The Licensee will comply with its duties in respect of the Health and Safety at Work Act 2015 and promulgated regulations; and shall, so far as is reasonably practicable, ensure the safety of its workers, and shall ensure the safety of other persons is not put at risk from work carried out by the Licensee on the Land.
- 4.5 The Licensee shall comply with any reasonable instructions from the Licensor regarding the elimination or isolation of hazards and risks and/or the health and safety of persons on the Land.

### **5. INSURANCE**

- 5.1 The Licensee shall at all times during the term of this licence keep and maintain:

#### **Building Insurance**

- a. The buildings and improvements and any extensions made to the buildings and improvements on the Premises insured in the names of the Licensor and Licensee (for their respective rights and interests) under indemnity cover against loss, damage or destruction by fire and such other risks as the Licensor may reasonably determine, and the Licensee will produce satisfactory evidence to the Licensor that such buildings and improvements have been so insured when required to do so;

#### **Public Risk**

- b. Adequate public risk cover, being not less than \$2.0 million for any single incident.

## **6. MAINTENANCE, CARE AND USE OF PREMISES**

### **Licensee's Obligations**

- 6.1 The Licensee will throughout the term of this licence maintain in good order, condition and repair, the Land and all buildings and improvements thereon comprising the Premises that are the property of the Licensor, and will so yield up the same at the end or other determination of the term of this licence, except to the extent as hereinafter appears.

### **Exceptions**

- 6.2 The obligation of the Licensee under clause 6.1 does not include responsibility for fair wear and tear (having regard to the age and condition of the buildings included in the Premises at the commencement of this licence) and any damage caused by flood, fire, storm, tempest, earthquake or any other risk against which the parties are insured unless the insurance monies are rendered irrecoverable in consequence of any act or default of the Licensee or the Licensee's agents, employees, contractors or invitees.

### **Other Licensee's Obligations**

- 6.3 Without limiting the generality of clause 6.1, the Licensee shall also in respect of the Licensor's buildings and improvements on the Land:

#### **Repair minor breakages**

- 6.4 Repair all glass breakages and breakage or damage to all doors, windows, electrical systems, light fittings and power points of the Premises;

#### **Floor coverings**

- 6.5 Keep all floor coverings in the buildings clean and replace all damaged floor coverings with floor covers of a similar quality when reasonably required;

#### **Make good defects**

- 6.6 Make good any damage to the buildings or improvements caused by improper, careless or abnormal use by the Licensee or those for whom the Licensee is responsible;

#### **Maintain yards**

- 6.7 Keep and maintain any car parks, paving and other sealed or surfaced areas in good order and repair;

#### **Care of grounds**

- 6.7 Keep any grounds, yards and surfaced areas in a tidy condition and maintain any garden or lawn areas in a tidy and cared for condition;

#### **Water, sewage and drainage**

- 6.8 Keep and maintain water reticulation systems, sewage (including septic tanks) and all other drainage systems including downpipes and guttering in good working order and repair, and keep all downpipes and guttering clear and unobstructed;

### **Weather proofing**

- 6.8 Keep the interior of all buildings weatherproof;

### **Building systems**

- 6.9 Maintain all building systems and services in the buildings in good and safe working order, condition and repair.

### **Insurance Moneys**

- 6.10 Where the Licensee is obligated to make good damage to the property of the Licensor then the Licensor shall reimburse the Licensee for the cost of making good the damage to the extent of any insurance monies receivable by the Licensor in respect of such damage.

### **No Licensor's Maintenance Obligations**

- 6.11 The Licensor shall have no maintenance, repair or replacement obligations whatsoever in respect of any of the buildings or improvements on the premises, whether structural or otherwise and, to the fullest extent permitted by law, any Licensor liability for maintenance, repair or replacement of any part of any building or other improvement on the Premises is hereby expressly negated.

### **Care and Use**

- 6.12 The Licensee shall:
- a. use, manage and keep the Premises in a good and business-like manner, in accordance with best current practices;
  - b. not destroy, damage, or prejudice any fences, gates, drains or other improvements now or hereafter upon the Land, but keep them in good order, condition and repair;
  - c. not cut down or prune excessively any tree or shrub on the Land;
  - d. not permit the Land to be used for the holding of fairs, markets, parties, barbeques, or for any large gatherings of people, except for such intermittent gatherings as are commonly held by schools, such as gala days;
  - e. not permit to be consumed on, or brought onto the Premises, any liquor or alcoholic beverage, except that liquor may be consumed on the Premises as part of an infrequent and supervised gathering, but may not be sold on the Premises under any circumstances;
  - f. regularly cause all rubbish to be removed from the Premises, and keep rubbish bins or containers in a tidy condition;
  - g. not affix, paint or exhibit any sign or advertisement of any description on any part of the Premises;
  - h. not cause or allow to be carried out any activity which may cause nuisance, damage, annoyance or inconvenience to either adjoining property occupiers or the public.

## **7. COMPLIANCE WITH STATUTES**

- 7.1 The Licensee shall comply with the provisions of all statutes, ordinances, regulations, codes and by-laws relating to the use and occupation of the Premises by the Licensee or any other occupant and will also comply with the provisions of all licences, requisitions and notices issued by any competent authority in respect of the Premises or their use by the Licensee or any other occupant.

## **8. EMERGENCIES**

- 8.1 In an emergency the Licensee shall be responsible for taking any reasonable action necessary to minimise or prevent further damage and otherwise safeguard the Premises.

## **9. TRANSFER, ASSIGNMENT OR MORTGAGING**

- 9.1 This licence is personal to the Licensee. The Licensee shall not give, or purport to give, to any person, permission to occupy the whole, or any part, of the Premises, or share the occupation of the Premises with the Licensee.
- 9.2 The Licensee shall not transfer, assign, charge, mortgage, pledge or otherwise part with the possession of the Premises or any part thereof under any circumstances.

## **10. WORK, ADDITIONS, ALTERATIONS**

- 10.1 The Licensee shall not construct any building or any other structure or improvement on the Land, or make any additions or alterations whatsoever to any existing building, structure or improvement, without the prior written consent of the Licensor, which may be given or withheld in the absolute discretion of the Licensor, or upon such terms and conditions as the Licensor, again in its absolute discretion, thinks appropriate.

## **11. LICENSOR RIGHT OF ENTRY**

### **Right of Entry**

- 11.1 The Licensor by its employees, agents, contractors or invitees shall have the right to enter the Premises for inspection purposes at reasonable times after having first given reasonable notice to the Licensee, except in an emergency, where no notice need be given.

### **Compliance with Notices**

- 11.2 If the Licensor has given the Licensee written notice of any failure on the part of the Licensee to comply with any of the requirement of the licence, the Licensee shall with all reasonable speed comply.

## **12. EARLY TERMINATION AND DEFAULT**

### **No Claim Against Licensor**

- 12.1 If the Licensor determines this licence at any time due to the Licensee defaulting in the performance of any one or more of the provisions of this licence for a period of 7 days, or for any other reason which is permitted by this licence, the Licensee acknowledges that:
- a. the Licensee shall have no claim for any matter arising out of such determination against the Licensor whether at law, in equity or under the provisions of the Public Works Act 1981 or any compensation code enacted in substitution therefor; and
  - c. to the fullest extent permitted by law the Licensor is released and discharged from any loss, harm or damage that may accrue to the Licensee howsoever from any such determination.

### **Termination on Default**

- 12.2 If and whenever the Licensee commits any breach or makes any default in the observance or performance of any of the covenants, conditions and restrictions contained in this licence and does not remedy that breach or default in all respects or implement reasonable steps to remedy that breach or default within 7 days of the date of receipt by the Licensee of written notice from the Licensor specifying such breach or default, then it shall be lawful for the Licensor to re-enter the Premises or any part thereof and to determine this licence, in which case the interest of the Licensee under it shall immediately cease and determine without releasing it from any liability for any previous breach, non-observance or non-performance of any of the covenants, conditions and restrictions contained or implied in this licence.

### **No Licence or Liability**

- 12.3 The Licensor shall be under no liability to make good any loss or damage howsoever accruing to the Licensee from the cancellation of this licence and any such determination or cancellation shall be without prejudice to any antecedent liability of the Licensee for any breach of this licence.

## **13. USE BY LICENSEE AND INDEMNITY**

### **Permitted Use**

- 13.1 the Licensee shall use the Premises exclusively for the purpose of 'Fostering Community and Social Services'.
- a. This Licence is granted on the condition that the areas described in 'Schedule 2', and highlighted in yellow must be occupied exclusively by the McQueen Dance Studio. If at any time the McQueen Dance Studio relinquishes their right to the ongoing use of the building it may be tenanted by other parties subject to the approval of the Licensor. The relinquishment of this right by the McQueen Dance Studio must be given and received in writing.

### **No Warranty**

- 13.2 The Licensee acknowledges that no warranty or representation, either expressed or implied, has been or is made by the Licensor that the Premises are now suitable, or will become or remain suitable or adequate for the use permitted by this clause 11, or that any use of the Premises by the Licensee will comply with statutes, regulations, bylaws or ordinances, or other requirements of any authority having jurisdiction.

### **Occupation at Licensee's Risk**

- 13.3 The Licensee agrees to use and occupy the Premises and all the buildings thereon at the Licensee's risk and to release to the full extent permitted by law the Licensor and its servants and agents from all claims and demands of any kind and from all liability which may arise in respect of any accident, damage or injury occurring to any person or property in or about the Premises.

### **Licensee's Indemnity**

- 13.4 The Licensee will indemnify and hold harmless to the full extent permitted by law the Licensor from and against all actions, claims, demands, losses, damages, costs (including legal costs, on a solicitor and client basis) and expenses for which the Licensor shall or may become liable in respect of and arising from:
- a. any act, omission or neglect of the Licensee or any invitee of the Licensee relating to the use of the Premises; or
  - b. the Licensee's breach of, or failure to comply with, the Licensee's obligations under this licence.
- 13.5 The Licensee will not, and will ensure that persons under its control will not:
- a. negligently use, waste or abuse any water, gas, electricity, oil, lighting or other services and facilities in the Premises or any building;
  - b. cause or contribute to, by any act or omission on the part of the Licensee or persons under the control of the Licensee, the overflow or leakage of water (including rain water) in or from the Premises;
  - c. cause or contribute to, by the use of the Premises or by the condition of the Premises or any part thereof, any loss, damage or injury from any cause whatsoever to property or persons;
  - d. cause loss, damage or injury to property or persons within or without the Premises occasioned or contributed to by any act, omission, neglect, breach or default on the part of the Licensee or persons under the control of the Licensee;
  - e. cause loss, damage or injury howsoever sustained to the Licensor arising from any breach or default under the provisions of this licence by the Licensee, its servants, agents or invitees.

### **No Other Use**

- 13.6 The Licensor agrees that the Licensee shall use the Premises only for the purposes of the permitted use described in clause 11.1 and for no other purpose. The Licensor shall not be obliged to consent to any change in the permitted use described in clause 11.1 even if the change is reasonable.

## **14. DISPUTES RESOLUTION**

### **Informal Resolution**

- 14.1 In the event of any dispute arising between the Licensor and the Licensee as to their respective rights and obligations under this licence the dispute shall in the first instance be submitted by the parties for resolution by agreement, using informal dispute resolution techniques such as negotiation, or mediation, or any other alternative dispute resolution technique.

### **Arbitration**

- 14.2 In the event the dispute cannot be resolved using informal dispute resolution technique the dispute shall be referred to the arbitration of a single arbitrator if the parties can agree upon one but if they cannot agree then each party shall appoint an arbitrator and they shall appoint an umpire (appointed prior to the arbitration) in accordance with the provisions of the Arbitration Act 1996. No reference to arbitration shall be deemed to suspend payment of the licence fee or other payments due under this licence.

## **15. REINSTATEMENT**

- 15.1 If the Premises or any part of the Premises is partially damaged or destroyed from any cause whatsoever, then, if the Licensor so determines in its sole discretion, all insurance monies received in respect of the Premises shall be expended with all convenient speed in repairing and reinstating any buildings or improvements damaged or partially destroyed or in erecting a new building or improvement in place of any such property so destroyed. If the Licensor does not determine to reinstate, then this licence and the term hereby created shall cease and determine as from the date of such damage or destruction.
- 15.2 In the event of the Premises being totally destroyed or so damaged as to be rendered totally untenable or the rebuilding or reinstatement thereof being impractical or undesirable in the opinion of the Licensor, then this licence and the term hereby created shall cease and determine as from the date of such damage or destruction.
- 15.3 In the event the licence is determined under clause 15.2 then the Licensor shall receive insurance monies payable in respect of the Licensor's buildings and improvements and the Licensee shall receive any balance in respect of the Licensee's buildings and improvements.

## **16. LICENSEE'S PROPERTY ON EXPIRATION OF THIS LICENCE**

### **Obligations of Licensee**

- 16.1 Within two months from the expiration or sooner determination of this licence (time being of the essence):
- a. the Licensee may and, if required by the Licensor shall, remove the Licensee's property (including any Licensee building or other improvement, addition or alteration of any description, whether authorised pursuant to clause 10 or otherwise) from the Premises; and
  - b. the Licensee shall, after such removal, reinstate the surface of any Land so affected to a good, safe and tidy condition or to such other standard as the Licensor may reasonably require.

### **Failure by Licensee**

- 16.2 Should the Licensee fail to complete removal and reinstatement in accordance with clause 16.1 to the reasonable satisfaction of the Licensor, then the Licensor shall be entitled to carry out such removal and reinstatement and recover the costs associated with such removal and reinstatement from the Licensee on demand, together with interest at 12% per annum on any monies expended by the Licensor until payment, and, to this extent, clause 16 shall enure after expiration of this licence notwithstanding any rule of law or equity to the contrary.

### **No Compensation**

- 16.3 Should any Licensee building or other Licensee property not be removed from the Land as provided in clause 16.1 (time being of the essence) it shall, if the Licensor has not elected to take the actions set out in clause 14.2, without payment of any compensation forthwith, vest in the Licensor who shall thereafter be the owner.

## **17 LICENSEE'S ACKNOWLEDGEMENTS**

- 17.1 The Licensee hereby acknowledges that any discretion conferred on the Licensor under the provisions of this licence may be exercised by the Licensor in any manner that the Licensor may in the Licensor's absolute and untrammelled discretion think fit.

**18. SERVICE OF NOTICES**

18.1 Where any notice or other communication is required to be given to the Licensor, then it shall be sent to:

Portfolio Manager Crown Property  
Land Information New Zealand  
PO Box 5501  
Wellington 6145

18.2 Where any notice or other communication is required to be given to the Licensee, then it shall be sent to:

The Property Manager  
Rangitikei District Council  
Private Bag 1102  
MARTON 4741

18.3 Any notice or other communication as aforesaid shall be in writing and delivered by hand or by registered post or sent by facsimile.

18.4 The Parties shall have the right to vary by written notice the addresses set out in these clauses 18.1 and 18.2 as may be necessary from time to time.

**EXECUTED** as a deed

**SIGNED** by the Licensee in the presence of:

\_\_\_\_\_  
Councilors Signature

\_\_\_\_\_  
Full Name (please print)

\_\_\_\_\_  
Councilors Signature

\_\_\_\_\_  
Full Name (please print)

**SIGNED** for and on behalf of **HER MAJESTY THE QUEEN**)

\_\_\_\_\_  
Authorised Signatory

\_\_\_\_\_  
Full Name (please print)

in the presence of:

Signature:

Full Name:

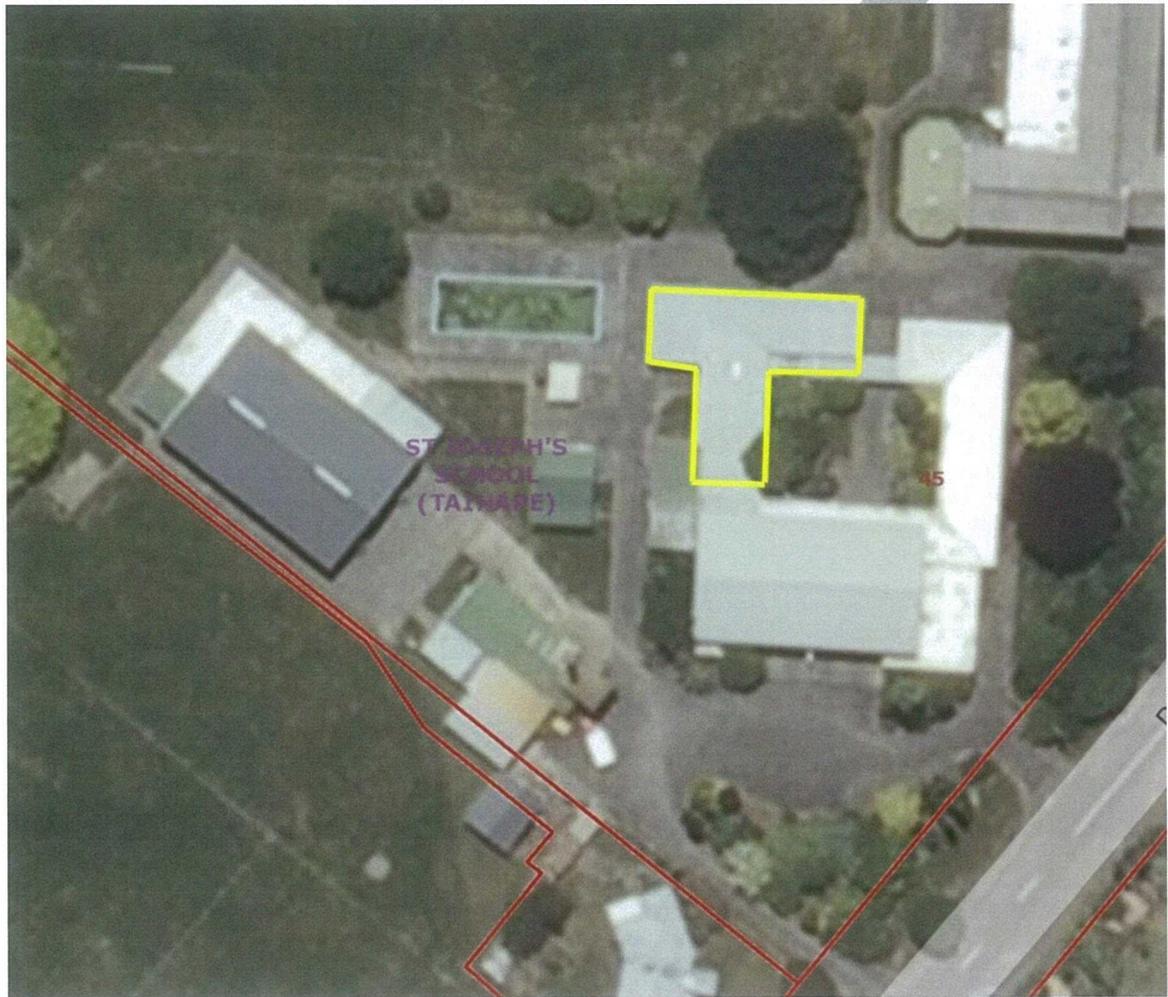
Occupation:

Address (City):

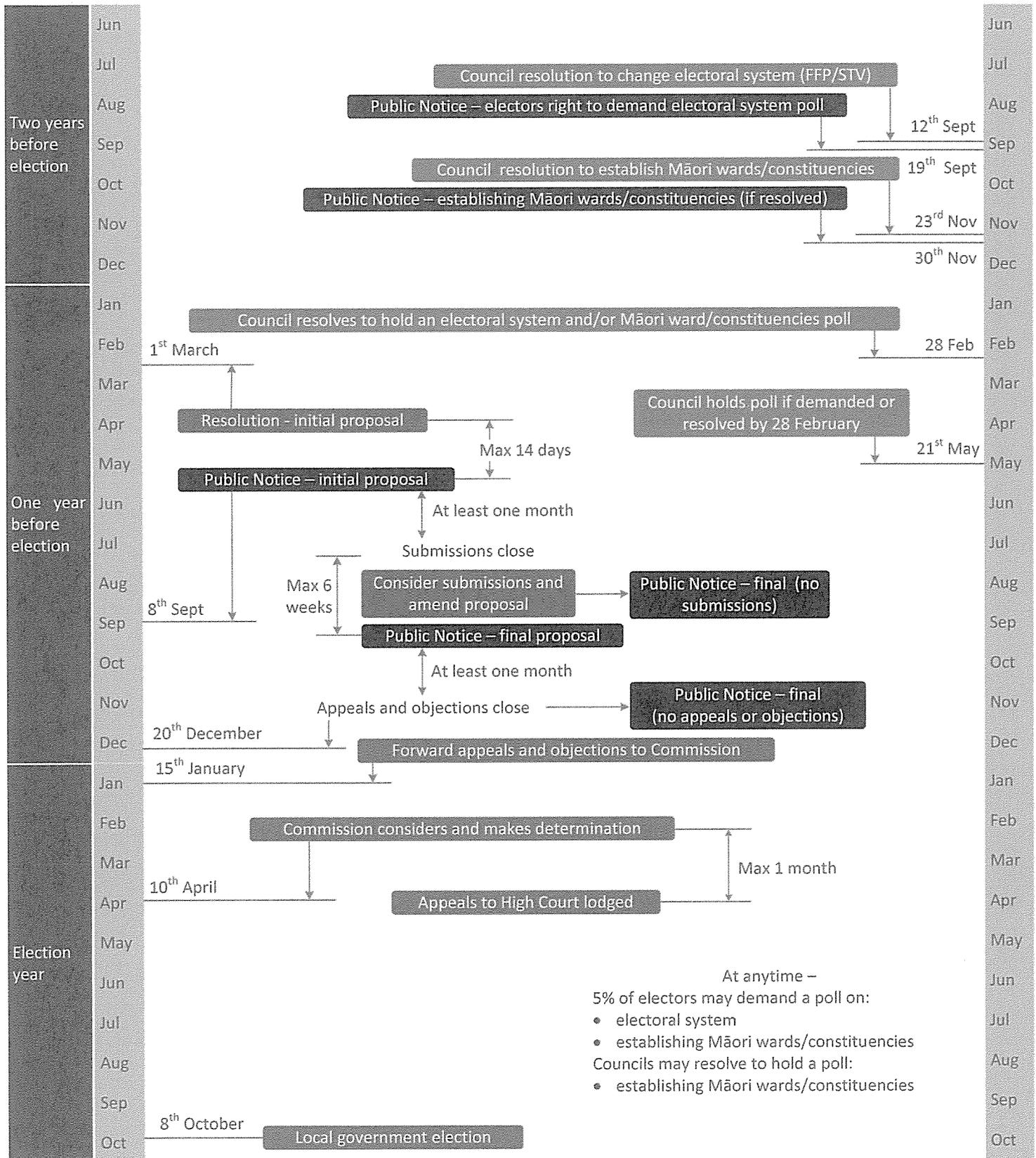
SCHEDULE 1



SCHEDULE 2



# *Appendix 4*



# *Appendix 5*

## Service request breakdown for April 2017 - First response

Service requests Department	Compliance Overdue	Responded in time	Responded late	Grand Total
<b>Animal Control</b>	<b>3</b>	<b>82</b>	<b>2</b>	<b>87</b>
Animal control bylaw matter		2		2
Animal welfare concern		2		2
Attack on animal		3		3
Attack on human		1		1
Barking dog		15	1	16
Dog property inspection (for Good Owner status)		4		4
Found dog	1	15	1	17
General enquiry		1		1
Lost animal		7		7
Microchip dog		3		3
Property investigation - animal control problem	1	1		2
Rushing at human		3		3
Stock worrying		1		1
Wandering stock		13		13
Wandering/stray dog	1	11		12
<b>Building Control</b>	<b>1</b>			<b>1</b>
Dangerous or unsanitary building	1			1
<b>Cemeteries</b>		<b>1</b>	<b>1</b>	<b>2</b>
Water leak - cemeteries only		1	1	2
<b>Council Housing/Property</b>	<b>2</b>	<b>5</b>	<b>4</b>	<b>11</b>
Council housing maintenance	1	3	2	6
Council property maintenance		2		2
Graffiti/vandalism	1			1
Halls maintenance			1	1
Libraries maintenance			1	1
<b>Environmental Health</b>		<b>52</b>	<b>4</b>	<b>56</b>
Abandoned vehicle		1		1
Dead animal		1		1
Dumped rubbish - outside town boundary (road corridor only)		2		2
Dumped rubbish - under bridges, beaches, rivers, etc		2		2
Dumped rubbish - within town boundary		4		4
General enquiry		1		1
Hazardous substances		1	1	2
Livestock (not normally impounded)		1		1
Noise		37	2	39
Pest problem eg wasps		2		2
Untidy/overgrown section			1	1
<b>Footpaths</b>	<b>2</b>			<b>2</b>
Footpath maintenance	1			1
Urban trees, vegetation and weeds	1			1
<b>General enquiry</b>		<b>8</b>		<b>8</b>
General enquiry		8		8

Service requests	Compliance				
Department	Overdue	Responded in time	Responded late	Grand Total	
<b>Parks and Reserves</b>			<b>1</b>	<b>1</b>	
Maintenance (parks and reserves)			1	1	
<b>Public Toilets</b>			<b>3</b>	<b>2</b>	<b>5</b>
Maintenance (public toilets)			3	2	5
<b>Roads</b>	<b>3</b>	<b>21</b>	<b>6</b>	<b>30</b>	
Culverts, drains and non-CBD sumps	1	9	2	12	
Potholes		1	1	2	
Road maintenance - not potholes	2	8	3	13	
Road surface flooding - danger to traffic		3		3	
<b>Roadside Trees, Vegetation and Weeds</b>	<b>1</b>			<b>1</b>	
Urban trees, vegetation and weeds	1			1	
<b>Rubbish bins</b>			<b>1</b>	<b>1</b>	
Bins - Hunterville/Taihape			1	1	
<b>Solid Waste</b>	<b>1</b>			<b>1</b>	
Waste transfer station	1			1	
<b>Stormwater</b>	<b>1</b>	<b>6</b>	<b>1</b>	<b>8</b>	
Stormwater blocked drain (non urgent)	1	6	1	8	
<b>Street Lighting</b>	<b>4</b>			<b>4</b>	
Street lighting maintenance	4			4	
<b>Wastewater</b>		<b>3</b>		<b>3</b>	
Caravan effluent dump station		1		1	
Wastewater blocked drain		1		1	
Wastewater overflow (wet weather)		1		1	
<b>Water</b>		<b>17</b>	<b>2</b>	<b>19</b>	
Bad tasting drinking water		1	1	2	
Dirty drinking water		1		1	
Location of meter, toby, other utility		1		1	
No drinking water supply		1	1	2	
Replace meter, toby or lid		7		7	
Water leak - council-owned network, not parks or cemeteries		2		2	
Water leak at meter/toby		4		4	
<b>Grand Total</b>	<b>18</b>	<b>199</b>	<b>23</b>	<b>240</b>	

Feedback Required (Multiple Items)

Service Requests Department	Feedback							Grand Total
	After hours	Email	In Person	Letter	Not able to contact	Telephone	Not provided	
Animal Control	1		8	1		17	4	31
Building Control							1	1
Council Housing/Property							2	2
Environmental Health	7	1	3		1		1	13
General enquiry					1	2	1	4
Parks and Reserves							1	1
Roads		1			1	2	2	6
Roadside Trees, Vegetation and Weeds							1	1
Stormwater			1			2	1	4
Water			5			2		7
<b>Grand Total</b>	<b>8</b>	<b>2</b>	<b>17</b>	<b>1</b>	<b>3</b>	<b>25</b>	<b>14</b>	<b>70</b>

## Service Request breakdown for March 2017 - resolution

Service Requests Departments	Compliance				Grand Total
	Completed in time	Completed late	Current	Overdue	
<b>Animal Control</b>	<b>65</b>	<b>25</b>			<b>90</b>
Animal control bylaw matter	1				1
Animal welfare concern	1				1
Attack on human	1	1			2
Barking dog	9				9
Dog property inspection (for Good Owner status)	4	3			7
Found dog	4	3			7
Lost animal	19	3			22
Microchip dog	5	2			7
Property investigation - animal control problem	2				2
Rushing at human	1				1
Wandering stock	9	10			19
Wandering/stray dog	9	3			12
<b>Cemeteries</b>	<b>1</b>				<b>1</b>
Water leak - cemeteries only	1				1
<b>Council Housing/Property</b>	<b>13</b>	<b>3</b>		<b>5</b>	<b>21</b>
Council housing maintenance	9	3		4	16
Council property maintenance	4			1	5
<b>Environmental Health</b>	<b>62</b>	<b>1</b>		<b>11</b>	<b>74</b>
Abandoned vehicle	1	1			2
Dead animal	1				1
Dumped rubbish - outside town boundary (road corridor only)	1			2	3
Dumped rubbish - under bridges, beaches, rivers, etc	1				1
Dumped rubbish - within town boundary	2				2
Fire Permit - urban (restricted fire season only)	1				1
Noise	49			8	57
Pest problem eg wasps	2				2
Untidy/overgrown section	4			1	5
<b>Footpaths</b>	<b>1</b>			<b>1</b>	<b>2</b>
Footpath maintenance	1			1	2
<b>General enquiry</b>				<b>3</b>	<b>3</b>
General Enquiry				3	3
<b>Parks and Reserves</b>	<b>8</b>				<b>8</b>
Maintenance (parks and reserves)	8				8
<b>Public Toilets</b>	<b>7</b>	<b>1</b>		<b>3</b>	<b>11</b>
Maintenance (public toilets)	6			3	9
Toilet cleaning issues	1	1			2
<b>Roads</b>	<b>18</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>23</b>
Culverts, drains and non-CBD sumps	2				2
Potholes	4		1		5
Road maintenance - not potholes	10	1		2	13
Road signs (except state highway)	2				2
Vehicle crossings				1	1
<b>Roadside Trees, Vegetation and Weeds</b>	<b>1</b>		<b>1</b>	<b>2</b>	<b>4</b>
Urban trees, vegetation and weeds	1		1	2	4
<b>Street Lighting</b>	<b>1</b>			<b>1</b>	<b>2</b>
Street lighting maintenance	1			1	2
<b>Wastewater</b>	<b>1</b>				<b>1</b>
Wastewater overflow (dry weather)	1				1
<b>Water</b>	<b>20</b>	<b>2</b>			<b>22</b>
HRWS maintenance required	1				1
Location of meter, toby, other utility	3				3
Low drinking water pressure		1			1
Replace meter, toby or lid	5	1			6
Water leak - council-owned network, not parks or cemeteries	7				7
Water leak at meter/toby	4				4
<b>Grand Total</b>	<b>198</b>	<b>33</b>	<b>2</b>	<b>29</b>	<b>262</b>

# Attachment 4



**Rangitikei**  
UNEXPECTED...

# Memorandum

**To:** Council  
**From:** Ross McNeil  
**Date:** 18 May 2018  
**Subject:** **Top Ten Projects – status, May 2017**  
**File:** 5-EX-4

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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. The New Zealand Transport Agency has approved carrying over \$500,000 into 2017/18 for the James Road project, which has encountered delays because of the proposed method of construction, unfavourable weather and the need to maintain access for a property owner.

This position is unchanged since the last update.

## **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. The same applies to discussions being held with Horizons about piping Marton's wastewater to be treated at Bulls, thus ending any discharge to the Tutaenui Stream.

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 (WWTP). 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 Group met on 3 March 2017.

In conjunction with Horizons and local Iwi, an application has been made to the Ministry for the Environment Freshwater Improvement Fund to seek financial support for the piping of effluent from the Marton WWTP to the Bulls WWTP. The outcome of that funding application will be known in July.

This position is unchanged since the last update.

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

Planning and legal formalities are under way for the 60 lot subdivision at Ratana. This subdivision has been approved 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. Council's legal advisers have prepared a draft agreement.

Planning continues for the wastewater plant upgrade/renewal to meet new conditions of consent. To this end an application has been made to the Ministry for the Environment Freshwater Improvement Fund to seek financial support for a land-based treatment option for the Ratana WWTP. The outcome of the funding application will be known in July.

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) 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 were 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. The engineering report is nearing completion.

Horizons Regional Council is completing a GIS resource for the project, i.e. an online viewer that will enable all spatial data (such as climate and soil conditions) 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. Murray Robinson has been engaged to carry out face to face interviews. 25 interviewees have been selected, 10 interviews have been conducted.

The project is due for completion by 31 October-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 made a presentation to Council at its meeting on 23 February 2017 and is meeting with its legal advisers to discuss some options in an attempt to clarify the issue of ownership. Investigations are in progress on the feasibility of establishing a similar Rangitikei-specific trust or having a committee structure within the Manawatu Community Trust, and a ten-year plan for the housing (if remaining under direct Council control) is being prepared for the Assets/Infrastructure Committee's meeting on 15 June 2017.

This position is unchanged since the last update.

## **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 were estimated at \$430,000 which took the project beyond the funds committed by Council and the Trust.

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.

The tender was issued on 13 April 2017. Under delegated authority, at its meeting on 11 May 2017, the Assets/Infrastructure Committee awarded the contract to Ian Coombes Limited for \$374,900 (including contingencies). The contractor's target completion date is 30 September 2017, well before the intended the start of the 2017/18 swimming season.

## **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 was held on 31 January 2017 to review what savings are available from alternative products and systems. The objective was to lower the design estimates by at least 10%. The actual savings outcomes achieved were 18.7%. As the detailed design and specification will cost between \$100,000 and \$150,000, it is critical to avoid substantial revision of that further in the process.

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

During the Annual Plan consultation, work on investigating the legal saleability of surplus properties was paused. The information centre/bus stop at 113 Bridge Street has no impediment to sale and it 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. (The sale is being managed by Property Brokers). Properties proposed for sale, but not flagged for disposal in the initial discussions with the community, were 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 \$74,000, 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.

The design, costings and proposed property sales associated with the proposed Centre were the focus of an Annual Plan consultation meeting held in Bulls on 8 March 2017. The preparation of detailed plans and specifications to support a tender process for the Centre's construction were put on hold pending the close of the submission period for the draft 2017/18 Annual Plan. The majority of those submitting on this matter favoured continuation, and Council has resolved accordingly.

The funding application to the Lotteries Significant Projects Fund has been completed and submitted to the Department of Internal Affairs. The application presents the proposed Bulls Community Centre project as part of a District-wide town centre development programme, and references the proposed Marton City Centre and Taihape town hall/service centre development projects. The Department has confirmed that the application will proceed

through to assessment and then to the Committee for a funding determination. The decision will be known by mid June 2017.

The preparation of detailed plans and tender documents will cost around \$125,000. Despite Council's earlier decision to apply the 70% threshold before authorising construction, there may be a preference to see fundraising achieve another \$500,000 before this work is authorised. Currently, \$624,020 has been raised of the \$1.7 million needed from external sources.

## **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 IL4<sup>1</sup> rating for the Civil Defence function is envisaged on the Cobbler A site.

The costs have now been peer-reviewed. Given the high community interest, the three main options were 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

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<sup>1</sup> 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:

Heritage Panel have been prepared. The Ministry has expressed interest in a precinct application.

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. A preliminary action is to gather information about spending by Marton residents in Marton and in nearby centres. It is intended that this work is completed by the end of May.

A meeting for Marton business/commercial property owners was held on 1 March to provide an overview of the information to be presented in the draft 2017/18 Annual Plan. The public meeting on 13 March for the draft Annual Plan provided a focus for presenting the concepts associated with the proposed Marton Civic Centre and heritage precinct. Attendees were encouraged to submit their views on the ideas presented in the consultation document.

The majority of submitters on this topic wanted Council to continue investigating options for the site, but views were evenly split between those who wanted the heritage character of the corner retained and those who favoured demolition and a completely new building. The logic of this is for Council to focus on two specific options – retaining all street facades and building new behind these and demolishing all three buildings and erecting a new one. Understanding the different costs (including the potential for lotteries support for the heritage approach) is a critical part of this next stage.

## **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, has 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.

The Annual Plan consultation meeting for Taihape (22 March) focused on the need to identify the preferred site for the proposed amenity block and encourage community views on the future of the Memorial Park grandstand. The Council resolved that a rethink as to identifying and assessing the viable options for amenity/grandstand/recreational facilities on Memorial Park was required given the lack of consensus evident from those submitting to the 2017/18 Annual Plan. A draft project brief will be prepared to scope and guide this process. The project will engage Park users and those groups with recreational interests in order to ensure the options identified optimise the opportunities to meet the long-term needs of these groups and the wider community. The process will involve recommendations

to the Taihape Community Board and subsequently to Council, with the objective that there is a well-defined proposal for inclusion in the 2018-28 Long Term Plan. There needs to be agreement on this development before the question of the future of the Taihape Town Hall site is revisited.

### Recommendations

1. That the memorandum 'Top ten projects – status, May 2017' be received.
2. That, regarding the new Bulls community centre, Council

EITHER

confirms its previous decision for the Chief Executive to commission detailed drawings and specifications and proceed to tender

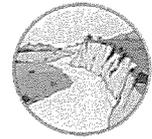
OR

requires confirmation that \$XXXXXX has been raised from external sources before the Chief Executive commissions detailed drawings and specifications and proceeds to tender

3. That, having regard for community views during the 2017/18 Annual Plan process about Council's future use of the Cobbler/Davenport/Abraham & Adams Buildings, High Street/Broadway, Marton, a concept design with costings be undertaken on
  - a) retaining all facades and building new behind them, and
  - b) demolishing all buildings and erecting an entirely new buildingwith regard to the impact on the Broadway streetscape and opportunities for external funding support.
4. That, regarding Taihape Memorial Park
  - a. A project brief and timeline be prepared to guide the identification and assessment of viable options for amenities/grandstand/recreational facilities on the Park, and that the process engage user groups and the wider community, taking a long-term view of needs, opportunities and funding;
  - b. Options on the future development of the Park are presented to the Taihape Community Board, who will make recommendations to Council with the expectation that a well-defined proposal is included in the 2018-28 Long Term Plan;
  - c. The three Taihape Ward Councillors (with His Worship the Mayor as ex-Officio) form a steering group to guide and support the process; and,
  - d. No further consideration be given to any redevelopment of the Taihape Town Hall site until b. has been achieved.

Ross McNeil  
Chief Executive

# Attachment 5



**Rangitikei**  
Kaitiaki  
Whakarewa

# REPORT

**SUBJECT:** Nine month report for 2016/17 and proposed annual work plans for 2017/18 for Bulls and District Community Trust, Project Marton and Taihape Community Development Trust

**TO:** Council

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

**DATE:** 18 May 2017

**FILE:** 3-GF-10

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## 1 Executive Summary

- 1.1 During the preparation of the 2015-25 Long-Term Plan, Council reviewed the Memorandum of Understanding (MOU) that it had with four key stakeholder agencies: Bulls and District Community Trust, Project Marton, Rangitikei Tourism and Taihape Community Development Trust. Particularly it developed the strategic performance framework to focus on outcomes that are closely aligned with levels of service in the Council's Community Well-being Group of Activities. It was intended that this framework operate for the three year period, 2015-18.
- 1.2 The MOU agencies are required to report quarterly against the agreed work plan and to submit a forward work plan by 20 February each year. This enables Council to consider the forward work plans during its annual planning cycle and to allocate funding accordingly.
- 1.3 This report provides the nine month reports on progress against the work plans for 2016/17 and the proposed work programmes for 2017/18 for the Bulls and Marton town centre coordinating agencies. No information has been received for the forward work programme from Taihape Community Development Trust.
- 1.4 The fourth MOU agency, Rangitikei Tourism, has wound up its operations as from early May 2017, as previously reported to Council. This report provides an update on the proposed continuation of the work that was previously funded through this MOU arrangement.

## 2 Background

- 2.1 During the 2015-25 LTP process, Council reviewed the Memorandum of Understanding between it and four partnering organisations: Bulls and District Community Trust, Project Marton, Rangitikei Tourism and Taihape Community Development Trust. The Memorandum provides for a Council contribution towards an agreed work programme on an annual basis, subject to performance and to annual plan process.

- 2.2 It was anticipated by Council that the review would provide the basis for the work programme and allocation of funds for the 2015-2018 period of the current LTP. This is the final year of funding on that basis.
- 2.3 Specifically, Council is investing in the four MOU agencies to deliver on specific elements of the Levels of Service for Community Partnerships and Economic Development and District Promotion activities.
- 2.4 Council is seeking delivery of a number of outcomes from work programmes containing elements of a “contract for service” with specific measurable requirements and a “high trust contract” which contributes to building cohesive and resilient communities.
- 2.5 The allocation of funding was based on a broad split of the \$100,000 available funding of 60% towards the Economic Development and District Promotion activity and 40% towards Community Partnership activity. Within this, the funding was allocated using a mix of contribution from each agency towards the levels of service and a per capita population basis.
- 2.6 The Levels of Service where a contribution is sought from the MOU agencies<sup>1</sup> are:

Economic development and District promotion Levels of Service (extract)	
What people want	Council’s intended Level of Service is to:
Attractive and vibrant towns that attract business and residents.	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Up-to-date and relevant information for visitors and residents on a range of services, activities and attractions	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters, for local distribution
An up-to-date, relevant and vibrant on line presence with information about services, activities and attractions, the District lifestyle, job opportunities and social media contacts.	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, with information about living in the District and social media opportunities.
Community Partnerships Levels of Service (extract)	
What people want	Council’s intended Level of Service is to:
Opportunities for residents to remain socially and physically active into their retirement years, to enable them to stay in the District for as long as	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.

<sup>1</sup> 2015-25 LTP pages 208-212

possible	
Opportunities for people with children to access the quality of life they desire for their families	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District.
Cohesive and resilient communities that welcome and celebrate diversity	Develop high trust contracts with agencies in each of the three main towns to undertake community development.

2.7 This report provides the nine month reports on progress against the work plans for 2016/17 and the proposed work programmes for 2017/18 from Bulls and District Community Trust and Project Marton. It provides a brief comment on the work programme delivered by the Taihape Community Development Trust and an update on the process to wind-up Rangitikei Tourism.

2.8 It suggests an allocation of funding towards the work programmes outlined for 2017/18.

### 3 Bulls and District Community Trust

3.1 The nine month report from BDCT is attached as [Appendix 1](#). The key areas of focus for January – March period have been:

- The Rhythm in Bulls event in February
- Preparation for the Matariki event and Wear-a-Bull Arts
- Developing the website and business app
- Ongoing engagement and support for local groups and projects

3.2 The work programme for the coming year is attached as [Appendix 2](#). The Trust plans to deliver Wear-a-Bull Arts and the free summer concert as part of the District events programme. The commitment to the Christmas Parade has dropped off the work programme: Council will be aware that including this in the MOU work programme in 2016/17 precluded Council from separately sponsoring the event in 2016. This meant that the Trust carried the cost of the event although its role was only a support one. The work programme outlines how the Trust intends to extend the Wear-a-Bull Arts and Rhythm in Bulls events, which is especially pleasing.

3.3 Overall this is an ambitious programme, which reflects the enthusiasm and skill set of the relatively newly appointed Chairperson and Community Development Manager as they settle into their roles at the Trust.

### 4 Project Marton

4.1 The nine month report from Project Marton is attached as [Appendix 3](#). The key areas of focus for January – March period have been:

- Delivery of Harvest Fair
  - Supporting the establishment of the community garden
  - Supporting community organisations with graphics and promotional materials
  - Ongoing engagement and support for local groups and projects
- 4.2 The work programme for the coming year is attached as Appendix 4. The proposed work programme continues to focus in areas that have been previously identified. Project Marton will deliver the Market Day and Harvest Fair as its contribution to the District's events calendar.

### **Taihape Community Development Trust**

- 4.3 The six month report from TCDT is attached as Appendix 5. It was received in early March 2017 and effectively covers the period up to the point of submission. The TCDT manager has been on long-term sick leave since late 2016 and this has impacted on the work that the Trust has been able to do, particularly in the community partnerships area. Nonetheless, the Trust has delivered on:
- Gumboot Day
  - Maintaining the website and events calendar
  - Regular Talk Up Taihape newsletters
- 4.4 No work programme has been received for 2017/18.

## **5 Rangitikei Tourism**

- 5.1 Rangitikei Tourism was not able to form a committee at its AGM in November 2016. As a result, a resolution was passed that all members and stakeholders would be notified that if no support was forthcoming, the organisation would be wound up. Under the terms of the Trust Deed, residual assets returned to Council and Council has confirmed its willingness to accept<sup>2</sup>. The formal winding up of Rangitikei Tourism took effect from early May 2017.
- 5.2 The transfer of most residual assets (funds and stocks of promotional materials) have been effected and the final handover of the laptop and associated electronic data, mainly relating to the website maintenance, is imminent.
- 5.3 The responsibility for maintaining the website will rest with the Information Centres. District Promotion will be delivered through the Enjoying Life in the Rangitikei Theme Group (currently chaired by Bronwyn Meads, Community Programmes Officer) with support from the Policy Team, the Community

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<sup>2</sup> 17/RDC/059

Services Team and local stakeholders and in collaboration, where appropriate, with the Regional Collaboration of Economic Development Officers led through CEDA<sup>3</sup>. A draft Promotions Strategy for 2017/18 will be prepared for consideration at the Finance/Performance Committee meeting in June 2017.

## **6 Comment**

- 6.1 Two of the four MOU agencies have delivered successfully on the work programme for the first 9 months of 2016/17 and look set to meet expectations at 12 months. Both are broadly rolling over the work programme from the past two years to meet the priorities set in the 2015/25 Long Term Plan.
- 6.2 On this basis it seems appropriate to suggest the same funding allocations in 2017/18 for Project Marton and Bulls and District Community Trust as in 2016/17 (see Table 1 below).
- 6.3 The workload for Rangitikei Tourism that was funded by Council through the MOU relationship related entirely to developing and maintaining the [www.rangitikei.com](http://www.rangitikei.com) website. It seems appropriate to re-allocate this funding to the Information Centres to enable the work to continue for 2017/18.
- 6.4 Taihape Community Development Trust has experienced capacity and capability issues to deliver beyond a skeletal work programme in the Economic development and District promotions activity. No work programme for next year has been provided. It would seem appropriate to defer any decision about funding Taihape Community Development Trust for 2017/18 until discussions can take place with the Trust and other community stakeholders about the delivery of Council's Levels of Service in these activities in Taihape.
- 6.5 It remains the case that Council only makes a contribution towards funding the work plan submitted by each partnering organisation. Council's intent with the MOU relationship is that the contribution from the ratepayer acts as leverage to bring in additional funding – and the hope is that it will leverage significant additional funds.
- 6.6 Council staff will continue to work with the MOU agencies to secure as much additional external funding as possible to enable the full work programmes to be completed.
- 6.7 During the preparation of the 2018 – 28 LTP, the MOU arrangement will be reviewed. It is suggested that this process is started once the full reports for 2017/18 are received in August 2017 and taking into account ongoing discussions within Council around the strategic direction setting of this LTP.

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<sup>3</sup> Central Economic Development Agency. This is a merger of Vision Manawatu and Destination Manawatu.

Table 1: Proposed allocation of funding (\$104,858) for partnering agencies to the Memorandum of Understanding for 2017/1

Level of Service	BDCT	Project Marton	rangitikei .com	TCDT	Total
Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District	\$7,500	\$7,500	\$2,500	\$7,500	\$25,000
Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters, for local distribution	\$5,000	\$5,000	\$10,000	\$5,000	\$25,000
Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, with information about living in the District and social media opportunities.	\$2,000	\$2,000	\$4,000	\$2,000	\$10,000
Develop high trust contracts with agencies in each of the three main towns to undertake community development	\$11,262	\$16,724	-	\$12,014	\$40,000
<b>Total recommended for 2017/18</b>	<b>\$25,762</b>	<b>\$31,224</b>	<b>\$16,500</b>	<b>\$26,514</b>	<b>\$100,000</b>
Comparison for 2016/17	\$25,762	\$31,224	\$16,500	\$26,514	\$100,000
Comparison with 2015/16	\$25,762	\$31,224	\$16,500	\$26,514	\$100,000
Comparison with 2014/15	\$28,000	\$31,650	\$16,000	\$24,350	\$100,000
Comparison with 2013/14	\$27,250	\$27,750	\$18,000	\$27,000	\$100,000
Comparison with 2012/13	\$26,000	\$32,250	\$16,000	\$25,750	\$100,000

## 7 Recommendations

- 7.1 That the report on “Nine month report for 2016/17 and proposed annual work plans for 2017/18 for Bulls and District Community Trust, Project Marton and Taihape Community Development Trust” be received.
- 7.2 That Council congratulates the Bulls and District Community Trust, Project Marton, Rangitikei Tourism and Taihape Community Development Trust, for their achievements during the period July 2016 – March 2017 and thanks the staff and volunteers of these agencies for their valuable work.
- 7.3 That Council defers consideration of further payments to Taihape Community Development Trust pending confirmation of the ongoing ability of the Trust to deliver to an agreed work programme.
- 7.4 That Council approves a grant for 2017/18 to Bulls and District Community Trust and Project Marton of \$27,014 and \$32,741 respectively.

Denise Servante  
Strategy and Community Planning Manager.

# *Appendix 1*

STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: Bulls & District Community Trust

Period under review: Work Plan 2016 to 2017

Group of Activities: Community Well-being

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

Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Action	Cumulative progress for this period
Goal 1. 2016 Wear-a-bull Arts. Increased entries and involvement in 2016 Wear-a-bull Arts through Community Participation and Business Sponsorship	<p><b>1<sup>st</sup> Period, 2 New Principal sponsors, 12 adult entries, 14 children's. 32 volunteers working in all working in a variety of roles leading up to or on the day. Attending numbers down due to All black game- normally husbands and wives attend show this year just wives. Date amended for next year's show.</b></p> <p><b>2<sup>nd</sup> Period-Categories set for 2017 show and theme decided upon. Considering having sculptural art work from local artists around the Town Hall to bring another element to the show. Categories will be emailed to schools in January</b></p> <p><b>3<sup>rd</sup> Quarter Information sent to schools, funding confirmed. Extending the show to include an art exhibition in the Town for a period before and after the show. Sending out artist's format of exhibition and secondary schools.</b></p>
Goal 2. Continue to work with Bulls School and community members in providing Xmas parade and following free fun afternoon. Focus on higher levels of family participation.	<p><b>1<sup>st</sup> Period-Working with Council to organise road closure-would like to have changed the time of our parade. This would have given us the opportunity to have a street party but unfortunately this not feasible.</b></p> <p><b>2<sup>nd</sup> Period-Bulls Volunteer Fire Brigade new volunteer group who will work with CDM to increase the profile of the Parade. This year's Parade put on solely with support of our business community. Fantastic achievement from a small community. New community Christmas tree welded by Kelvin Ellery</b></p>

	<p>out of horse shoes had received enormous positive feedback. Assisted by 2 of my Youth from our Level Up Crew in Bulls and large committee of volunteers who organised parade with BCDM</p> <p>3<sup>rd</sup> Quarter, Working with Fire Brigade to look at format for this year's Parade and possibility of having Family fun in the Domain. Looking at funding options for this event.</p>
<p>Goal 3. Facilitate and organise the 2017 free Family Summer Concert.</p>	<p>1<sup>st</sup> period- Researching possible bands and updating health and safety policy for this event.</p> <p>2<sup>nd</sup> period-Band booked. The Hipnotics from Wellington booked, date locked in 11<sup>th</sup> February. Organising well under way.</p> <p>3<sup>rd</sup> Quarter Fantastic concert and extremely well attended. 537 people came through the event. The Trust also held a function prior to the concert to farewell Jo Rangooni, past Chair.</p>
<p>Goal 4. Gain wider district community support and engagement for the 2016 Free Family Summer Concert.</p> <p>Work with Elizabeth to look at the potential of linking concert and gumboot days by having some fun event through the Gumboot and A-Bull branding themes.</p>	<p>1<sup>st</sup> Period-Ongoing-artwork being done for poster</p> <p>2<sup>nd</sup> Period-Posters up and done by Youth from our Youth from our Level Up Crew. Contacting those who attended the event last year. Local resident with Liquor Licence will oversee concert.</p> <p>3<sup>rd</sup> Quarter-Talked to Michelle Fannin re something we could do together. Both parties considering what this could be.</p>
<p>Goal 5. Encourage families to shop in Bulls and continue supporting projects that encourage visitors to stop.</p> <p>5A. Encourage families to shop in Bulls and continue supporting projects that encourage visitors to stop.</p>	<p>2<sup>nd</sup> Period- Most local retailers all got behind the Christmas Parade and donated product or financial assistance ensuring the success of this local event. Encouraging residents through the Bull-it-inn to shop local where possible. Investigating run a buy local campaign with retailers and will talk to members of the BCC about concept.</p> <p>3<sup>rd</sup> Quarter, Approached by Sephen Feldon-Ceda who would like to primarily works with in the manufacturing or exporting sector. We will hold an event for our businesses about the importance of your brand. He has some funding for speakers and is looking at someone that would be a good fit for Bulls businesses.</p>
<p>5B. Support Bulls businesses and promote their events/initiatives to strengthen local support for retailers.</p>	<p>1<sup>st</sup> Period-Ongoing Promote local businesses</p> <p>2<sup>nd</sup> Period-Ongoing</p> <p>We have developed a good working relationship with the businesses in Bulls who work closely with us an all our programmes and events</p> <p>3<sup>rd</sup> Quarter New Website in final push, two thirds of Bulls businesses owner are involved in the website by putting their business card on the website. All businesses, community groups and recreational activities will appear on the website.</p>

<p>5C. Use the Bull to promote Bulls and events through the year, ie celebrate Christmas, Easter, Queen’s birthday, daffodil day tec.</p>	<p><b>1<sup>st</sup> Period-Bull used to promote Wear-a-bul arts. Funding sort to repair the Bull-still awaiting response from Pub Charity.</b>  <b>2<sup>nd</sup> Period Funding successful-repairs will be done after Christmas by Central House Movers. The Bull will be moved off site for work to be carried out. Bull was decorated for Christmas</b>  3<sup>rd</sup> Quarter James Bull is finished being repaired and will be moved back to the land outside the Doctors surgery. The Bulls in Bulls project have been welcomed and residents and tourists are loving the additions to Bulls.</p>
<p>6. Support 2 x Bulls Town Centre Plan place-making initiatives.</p>	<p><b>Continue to look at areas and address unsightly as they arise. Using the big black bull has enormous positive feedback from community</b>  3<sup>rd</sup> Quarter Support BCC with place making</p>
<p>7. Participate in Enjoying Life in the Rangitikei group, and support the Buoyant District Economy theme group.</p>	<p><b>Period 1-Attended</b>  <b>Period 2-Attended</b>  Period 3 Attended</p>
<p>Goal 8. Community Garden funding/planning underway. Bring all interest parties together to form stakeholder group to drive process forward.</p>	<p><b>Period 1-Collective relationship with Scout Hall committee has set guidelines for use of land around Scout Hall. Community Garden Group will form using guidelines established by BDTCDM and Scout Hall committee. Develop garden with community stakeholders</b>  <b>Period 2-We are currently having to step back from the garden while we formalise policies and procedures that protects the rights of all those working in the garden.</b>  Period 3 New Scout Hall committee formed and we are discussing with key stake holder groups how we can proceed with the garden. Policies written and under review at present.</p>
<p>Goal 9. Continue reading Programme with Bulls Librarian Sara-Jane Sowden and Raewyn Timmins from Marton Library. Increase in Monthly reading group numbers, users and amount of free books given to families unable to provide books in homes.</p>	<p><b>Period 1-Reading Programme will now kick off again in the summer months, this is an outdoor activity over the summer months.</b>  <b>Period 2-Reading programme is ready to go with the assistance of Clifton School and teacher Bridget Hammond. We are looking to find a venue that we could use so that this can operate fulltime.</b>  3<sup>rd</sup> Quarter- Clifton School Principal and Kim Gordon Bulls School Principal and Liz Kane Literacy teacher have nearly completed the format of this will be co-opting volunteers to help develop further.</p>
<p>Goal 10. Te Araroa Trail update services and information ready for 2016/17 season Plan to work with existing Bulls maps at info centre around services to walkers.</p>	<p><b>Period 1- Working on</b>  <b>Period 2 info attachment complete. Maps will be taken to the garage at Turakina</b>  3<sup>rd</sup> Quarter, Council working on this Jane Dunn and residents at Santoft. New website has a link to the Trail site plus promotes our section of the walk.</p>

Goal 11. Te Araroa Offers Hope will continue to promote Bulls and The Trail. February walk will become an annual event in our calendar of events. Pat Magill and Minnie Ratima's work around walking the Long Pathway	<p><b>Period 1-Ongoing</b></p> <p><b>Period 2- Discussion with local constables and Pat to see if Pat would be willing to assist us with some at risk youth in Bulls using our part of the walk.</b></p> <p>3<sup>rd</sup> Quarter-Chris Craig and I have been working together with young offenders to do work within Bulls along with their families being involved in the process.</p>
Council's intended Level of Service is to:	<p><b>Contract with local organisations to provide a range of information, such as:</b></p> <ul style="list-style-type: none"> <li>* <b>Up-to-date calendar of events, and</b></li> <li>* <b>Community newsletters</b></li> </ul>
Action	<b>Cumulative progress for this period</b>
Goal 1. Continue to publish, edit and deliver the Bullitinn to 1050 locals and surrounding communities 11 months a year and continuing to involve Ideal Services to fold.	<p>Period 1-Bull-it-inn readership increased to 1200 and is now delivered to Sanson School students, McDonells Rd-Sanson and an increased number on the rural run.</p> <p>Team of 18 volunteers</p> <p><b>Period 2-Great team of Volunteers for the Bull-it-inn and it's now being posted on Social Media</b></p> <p>3<sup>rd</sup> Quarter-Bull-it-inn continues readership continues to increase with 1300 being delivered monthly.</p>
1A. Promote Good sort in the Bull-it-inn and obtain Businesses support of project.	<p><b>Period 1 -Commencing again in the new year</b></p> <p><b>Period 2 – Sponsorship coming in for Good sort so will start back in February 2017</b></p> <p><b>3<sup>rd</sup> Quarter-Working on sponsorship</b></p>
Goal 2. Provide ongoing weekly engagement on Facebook, increase likes from 1530.	<p><b>Period 1-Increase in Facebook like to 1645 to</b></p> <p><b>Period 2 FB growth has been fantastic and continues to increase</b></p> <p>3<sup>rd</sup> Quarter-Facebook total likes increased to 1750.</p>
Goal 3. Upgrade Website planning/funding sourced/design stage conceptual.	<p><b>Period 1- Website planning and funding underway, we will need to meet an expected shortfall through fundraising or sponsorship. Ongoing work with web designers</b></p> <p><b>Period 2- New website should be live mid to end of Feb. Good buy from local businesses</b></p> <p>3<sup>rd</sup> Quarter-This project has taken a lot longer than anticipated, buy in great from local businesses but slow to get information required to complete each listing. Final push to complete and get live.</p>
Goal 4. Ensure that Bulls-based events and activities are included on Rangitkei.com CoE, as well as Eventfinder.	<p>Period 1- Ongoing</p> <p>Period 2- Ongoing</p> <p>Period 3- Ongoing</p>

Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Action	Cumulative progress for this period
Goal 1. Further develop online connections/collaboration with local businesses, as well as other towns in the district.	<p><b>Period 1 -Greater promotion of all Bulls businesses on our website with their branding</b></p> <p><b>Period 2 -New website will promote all local businesses and community groups plus we have an app being designed for local businesses with other information about Bulls. We are trying to organise signage for the app</b></p> <p>3<sup>rd</sup> Quarter App not live-unsure where this is at. Continue to work with local businesses on community projects. Attended an event in Levin to promote the Bulls Brand and local businesses in March.</p>
Goal 2. Stronger links between Unforgetabull and Rangitikei website.	<p><b>Period 1-Combining both domain names and will link our new website with Rangitikei.com</b></p> <p><b>Period 2 -Updated information on Bulls Static page with the unforgetabul website linked to go to the one site.</b></p> <p>3<sup>rd</sup> Quarter-Working towards.</p>
Goal 3. Continue to respond enthusiastically to requests for information regarding business investment in Bulls and the Rangitikei – A-Bull names, website/facebook/bullitinn promotion.	<p><b>Period 1- Michael Adams from Designer Direct approached office for accurate information on investing in Bulls.</b></p> <p>3<sup>rd</sup> Quarter-Whanganui man looking at setting up a Gym in Bulls. He has made enquires and I am working with him at present looking at buildings to lease.</p> <p><b>Period 2-Two Businesses approached re A-Bull names but neither wanted to buy one. Approached Heavenly Pasta but he will keep his Satisfi-a-bul for the Heavenly Pasta Café which opens mid Feb. Bulls in Bulls has kicked off with Bulls at the entries to Bulls, Bulls School and Mint</b></p> <p>3<sup>rd</sup> Quarter- Tania Warbrick has done so great graphic artwork re linking the A-Bull names and the Bulls landscape that will go on the website.</p>
3b New Bulls information packs for new families and Business owners.	<p><b>Period 1-Developing new information packs, with relevant new data about Bulls</b></p> <p><b>Period 2- Awaiting information from local real estate agents to complete the packs.</b></p> <p>3<sup>rd</sup> Quarter-Packs available and have informed local real estate agents that we have them available for new residents.</p>
Goal 4. Build new data base of overall business base of bulls to use in an Experience Local Campaign which actively promotes local business and or the products/services they provide.	<p>Period 1-Ongoing, this content will be used for the new website but available through information centre and my office</p> <p>Period 2-Directory nearly complete.</p> <p>3<sup>rd</sup> Quarter-Information being uploaded to the new website.</p>

3a. Create Directory of Businesses up to date with relevant information	
Goal 5. Promote All About Us to Business owners in Bulls	Ongoing

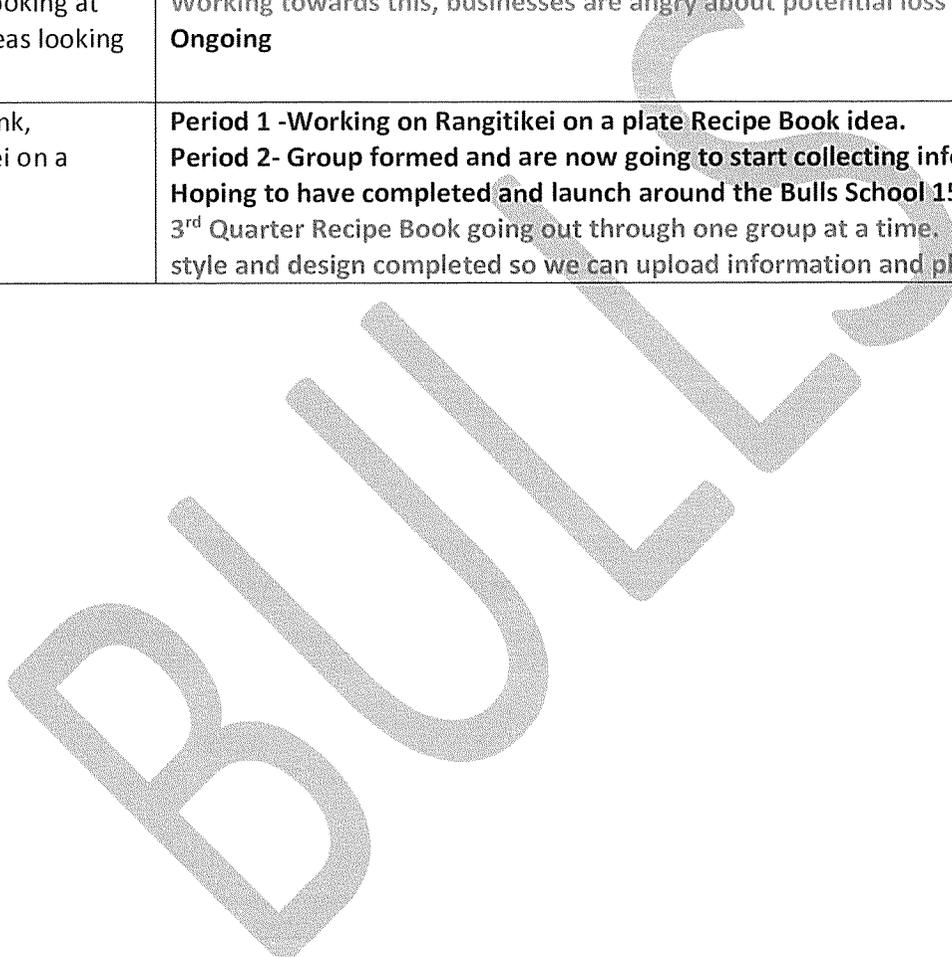
### Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Action	Cumulative progress for this period
Goal 1. Encourage facilitation of a sit fit class for elderly in Bulls and develop Tai Chi	Period 1-Finding Tai Chi leader to lead a group. Sit fit class going from strength to strength. This group is self-managing and has many regular attendees. Period 2-Sit fit class, plus 2 Yoga classes available in Bulls. 3 <sup>rd</sup> Quarter-Steady as you Go exercise group continues to grow. Two yoga classes,
Goal 2. Increase awareness of health/support services available through the region for elderly.	Period 1- Developing -Know your Neighbour Campaign in the new year. Encourage neighbours to have details of each other in case of emergencies Period 2- Know your neighbour campaign will be launched in March. Our elderly residents don't all have family here so we need to make sure they have some support.
Goal 3. Participate in Safe & Caring Communities Theme Group.	Period 1 – Attended Period 2- Will attend next meeting-away Period 3-
Goal 4. Support the Rangitikei Housing Action Group.	Ongoing
Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Action	Cumulative progress for this period
Goal 1. Work with Rangitikei Wide Youth	Period 1 -Ongoing Period 2- Working with local Youth to address the needs of our youth. Our new programme will address their needs around how we can help them transition from living at home to living away in tertiary or working environments. Through UCOL we will be able to offer young people courses that will assist ready them for their next journey.

Goal 2. Encourage 3 Youth to give brief presentation to Council as part of Annual Plan Process 2017/18.	<p>Period 1- Working towards</p> <p>Period 2 – Working with Youth to Develop their Ideas of Youth Development</p> <p>3<sup>rd</sup> Quarter-Working with Youth Services and developing a Trade taster days that will be available to students. After talking to Tony help felt there was a gap for some students. Developing Youth passport with Youth Services and student group. The cycle will run over 2 years with the Level Up one year and the Trade Taster the following. Would also like to be able to get funding to help young people attend the Get sorted career expos in Whanganui or Palmerston North.</p>
Goal 3. Explore funding for youth forum 2017	<p><b>Exploring, representatives from Drummond street, Melbourne are here in March. Youth meeting with representatives.</b></p> <p>3 Quarter-Exploring funding for this to happen May 2018. Funding applications lodged for youth passports and trade taster days.</p>
Goal 4. Continue work with 10 Bulls Youth on Town Centre Plan Place making initiatives.	<p><b>Period 1- Exploring-River Project upgrade</b></p> <p><b>Period 2- Bulls river picnic upgrade will be completed with the assistance of local at risk youth organised through local Police</b></p> <p>3<sup>rd</sup> Quarter -Digger operator has cleaned up the picnic area ready to lay the new wed mat. Organising date for this work to completed.</p>
Goal 5. Work with Level Up, Rangitikei Stakeholders to explore ideas promoted at the Open Space work shop.	<p><b>Working towards with Bulls youth, drummond street, Melbourne, UCOL-Katarina Hina and Susan Crawshaw - Ministry to meet the needs of Bulls Youth</b></p> <p>3<sup>rd</sup> Quarter-Ongoing work</p>
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
Action	Cumulative progress for this period
Goal 1. 2016 Matariki evening concert. 1A. Involve up to 80 Students (4 different schools) to attend and participate in 2016 Matariki evening concert celebrations.	<p><b>Period 1 -Talking with Bulls Youth to see what our students see as issues for them.</b></p> <p><b>Period 2- Bulls Youth are going to develop workshops that meet their needs with the help of UCOL</b></p> <p>3<sup>rd</sup> Quarter Matariki concert booked for the 8<sup>th</sup> June. Working with Marae and Bulls School.</p>
B. Continue developing relationships with Parewahawaha Marae, and supporting their community projects.	<p>Period 1 -Working with Marae for their 50<sup>th</sup> celebrations at Easter time.</p> <p>Period 2- Look at introducing some secondary school student acts to the Matariki concert. These local students have performed in Kapa Haka groups and would like to continue performing</p> <p>3<sup>rd</sup> Quarter-Attended Marae Celebrations.</p>

C. Involve the wider community to build awareness of Maori and Samoan cultural, their events and celebrations.	Period 1- Ongoing Period 2 – Ongoing Period 3-ongoing
Goal 2. Support Project Marton with Rangitikei's Got Talent.	3 <sup>rd</sup> Quarter Promoted Star Zone for Liz Rayner
B. Encourage Bulls residents to actively participate in Rangitikei's Got Talent.	<b>Will support and encourage Bulls entertainers to enter.</b> Supported
Goal 3. Support and Strengthen Community groups and organisations. 3A. Support and promote ANZAC day Dawn Parade and commemorations.	<b>Will work with RSA early 2017 to assist planning process</b> Attended Anzac Day Service
B. Support and promote activities and projects of local clubs and organisations to ensure wellbeing needs are met/attended to within the community.	<b>Period 1 - Working with clubs to support their endeavours</b> <b>Period 2- Working with Rugby club to help get funding for their new turf. Discussions with National Toy Library are ongoing to see if the Library can remain active in Bulls. Supporting Bulls School 150 celebrations and will assist with planning event.</b> 3 <sup>rd</sup> Quarter-Assisting Scout Hall maintenance group. Working with Friendship Club, RSA ladies and Rural women for the annual Pink Breakfast plus volunteers. Working with Community Patrol and Neighbourhood Support to promoted better awareness of building connections with neighbours. This has given us 3 new members for the community Patrol group.
C. Update community groups and organisations database to upload to Unforgetabull website and Rangitikei.com.	<b>Period 1 – Work ongoing</b> <b>Period 2 - Working towards completing up to date data base by mid Feb at the latest</b> 3 <sup>rd</sup> Quarter-Data base of community groups complete, finalising businesses
D. Further develop the Volunteer Afternoon.	Date to be confirmed
4. Participate in monthly Southern Rangitikei Health Networking Group.	<b>Attend when possible</b> Attend when Possible
Goal 5. Support and promote businesses and retail initiatives. 5A. Support Late Night Shopping events and develop Idea Destination Bulls	<b>Working with retailers to work together to have a shopping event in Bulls</b> The new website has helped to build on existing business support. Branding business event will be owners together.

<p>B. Support Bulls businesses and promote their events/initiatives to strengthen local support for retailers.</p>	<p>Working towards with retailers  3<sup>rd</sup> Quarter- Working with retailers to look at developing weekend/or week day shopping trips to Bulls.  Art 4 Arts Sake exhibition get more people to Bulls.</p>
<p>C. Develop a Business Group looking at ways to keep Bulls Business Areas looking attractive.</p>	<p>Working towards this, businesses are angry about potential loss of income from Air show  <b>Ongoing</b></p>
<p>D. Investigate Junk in your Trunk, Experience Local, and Rangitikei on a Plate.</p>	<p><b>Period 1 -Working on Rangitikei on a plate Recipe Book idea.</b>  <b>Period 2- Group formed and are now going to start collecting information from families for recipe book.</b>  <b>Hoping to have completed and launch around the Bulls School 150 celebration time.</b>  3<sup>rd</sup> Quarter Recipe Book going out through one group at a time. Working with Book Print to get format, style and design completed so we can upload information and photos as we get them.</p>



# *Appendix 2*

STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: Bulls & District Community Trust

Period under review: Work Plan 2017/18

Group of Activities: Community Well-being

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

Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Action	<p>Goal 1. 2017 Wear-a-bull Arts. Wear-a-bull Arts will change format. This event needs increased level of entries, the focus of the event for 2017/18 will be to invite local artists and use the week leading into the event as an exhibition of local artists, the whole week would be called For Arts Sake-final night of exhibition will be the show.</p> <p>Goal 2. Continue to work partnering agencies to promote events and develop strategies to build profile of Bulls in Bulls jointly with the A-Bull.</p> <p>Goal 3. Facilitate and organise the 2018 free Family Summer Concert.</p> <p>Goal 4. Gain wider district community support and engagement for the 2018 Free Family Summer Concert. Work with Cath, Elizabeth/Michelle to development 4 months of fun in the Rangitikei.</p> <p>Goal 5. Encourage families to shop in Bulls and continue supporting projects that encourage visitors to stop.</p> <p>A. Encourage Visitor numbers and promote Bulls as a Destination Town B. Support Bulls businesses and promote their events/initiatives to strengthen local support for retailers. C. Complete consultation and repairs on James Bull and work with whatever community the result. D. Work with RDC Parks and Reserves Team on updating local parks</p> <p>Goal 6. BCC/Trust/Volunteer Army to co-produce place-making initiatives for Bulls and the wider community.</p>

	<p>Goal 7. Participate in Enjoying Life in the Rangitikei group, and support the Buoyant District Economy theme group.</p> <p>Goal 8. Co-produce Bulls Rose Show with Anglican Church Celebrating it's 140 years</p> <p>Goal 9. Support and promote businesses and retail initiatives.</p> <p>A. Support Late Night Shopping events and develop Idea Destination Bulls.</p> <p>B. Support Bulls businesses and promote their events/initiatives to strengthen local support for retailers.</p> <p>C. Develop a Business Group looking at ways to keep Bulls Business Areas looking attractive,</p>
Council's intended Level of Service is to:	<p>Contract with local organisations to provide a range of information, such as:</p> <ul style="list-style-type: none"> <li>* Up-to-date calendar of events, and</li> <li>* Community newsletters</li> </ul>
Action	<p>Goal 1. Continue to publish, edit and deliver the Bullitinn to 1300 locals and surrounding communities 11 months with the assistance of volunteer army.</p> <p>A. Promote Good sort in the Bull-it-inn and obtain Businesses support of project.</p> <p>Goal 2. Provide ongoing weekly engagement on Facebook, increase likes from 1730 and build up new Instagram Page.</p> <p>Goal 3. Promote About Us to local businesses providing IT support sessions.</p> <p>Goal 4. Website Ensure that the new website is managed and kept up to date. Keeping website looking fresh and exciting will be a priority.</p> <p>Goal 5. Ensure that Bulls-based events and activities are included on Rangitikei.com CoE, as well as Eventfinder.</p>
Council's intended Level of Service is to:	<p>Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.</p>
Action	<p>Goal 1. Further develop online connections/collaboration with local businesses, as well as other towns in the district.</p> <p>Goal 2. Stronger links between Bulls NZ and Rangitikei website.</p> <p>Goal 3. Continue to respond enthusiastically to requests for information regarding business investment in Bulls and the Rangitikei – A-Bull names, website/facebook/bullitinn promotion.</p> <p>3b New Bulls information packs for new families and Business owners.</p> <p>Goal 4. Build new data base of overall business base of bulls to use in an Experience Local Campaign which actively promotes local business and or the products/services they provide.</p> <p>Goal 5. Promote About Us to Business owners in Bulls</p>

**Activity: Community Partnerships**

Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Action	<p>Goal 1. Encourage facilitation of a sit fit class for elderly in Bulls and develop Tai Chi</p> <p>Goal 2. Increase awareness of health/support services available through the region for elderly.</p> <p>Goal 3. Participate in Safe &amp; Caring Communities Theme Group</p> <p>Goal 4. Support the Rangitikei Housing Action Group.</p> <p>Goal 5. Connect-a-bull, our game of connecting neighbourhoods. Co- partnered with Neighbourhood Watch, Rural Woman, Friendship Club, Women's RSA, Councillors Dunn and Platt, Community Patrol, Bulls School, Clifton School, Fire Brigade and Bowling Club.</p>
Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Action	<p>Goal 1. Partner with Rangitikei Wide Youth and agencies contracted to deliver youth development</p> <p>Goal 2. Encourage Youth to be involved in making submissions to Council regarding Youth Development.</p> <p>Goal 3. Explore funding for youth event for 2017 with format decided upon by Bulls Youth but co-produced with Trust/Council and MOU agencies.</p> <p>Goal 4. Partner with Ucol, Youth Services, Rangitikei College and Taihape Area School for a Trades Road Show to be held in schools, date to be confirmed.</p> <p>Goal 5. Work with Level Up Bulls students to deliver increased levels of service in areas of need highlighted at the Youth Level Up Event as per the event report.</p>
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
Action	<p>Goal 1. 2017 Matariki Concert, an evening of Kapa Haka, Waita and Chants. Concert co-produced with Bulls School/Trust</p> <p>A. Involve up to 80 Students (3 different schools) to attend and participate in 2017 Matariki evening concert celebrations.</p> <p>B. Continue developing relationships with Parewahawaha Marae who celebrates the 50<sup>th</sup> anniversary and assist where needed.</p> <p>C. Develop a greater understanding/ awareness of the needs of Samoan community, their events and celebrations.</p> <p>D. Need greater levels of support during off season and establish help through Council/MOU agencies.</p>

Goal 2. Develop Community Profile with agencies and community groups  
 A. Use data collected to build greater competencies in Social, Health, Well-being, Cultural and Economic areas identifying areas of need in each category

Goal 3. Support and Strengthen Community groups and organisations.  
 A. Support and promote ANZAC day Dawn Parade and commemorations.  
 B. Support and promote activities and projects of local clubs and organisations to ensure wellbeing needs are met/attended to within the community.  
 C. Update community groups and organisations database regularly  
 D. Skills Bank-clearly identifying business contributions to community events

Goal 4. Participate in monthly Southern Rangitikei Health Networking Group.  
 A. Provide a health seminar for Bulls and Wider district residents that helps support family/whanu with the ever-changing dynamics of family/whanu life.

Goal 5. Community Cookbook-co-produced by community Groups and CDM. The book celebrates Our Woman, telling our stories about food, family and the power of food and its ability to bring communities together. The simple art giving food has never wavered in Bulls and is a long-standing tradition.

Goal 6. Develop reading programme further with Clifton School Reading Recovery, Volunteer Teacher Bridget Hammond and Liz Kane Literacy teacher. Programme will incorporate a homework club that will operate from Rugby Club Rooms supporting the Midget Club while practices are on.

Goal 7. Community Garden funding/planning underway. Bring all interest parties together to form stakeholder group to drive process forward.

Goal 8. Continue Bulls River Users Group, a partnership of agencies with a common focus. Keeping our natural reserves in the best order possible.

# *Appendix 3*

## STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: **Project Marton**

Period under review: 3<sup>rd</sup> Quarter – September/December/March 2016/17

Group of Activities: Community Well-being

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

### Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Action	Cumulative progress for this period
Action 1. Market Day	<p><b>Market Day:</b> Due to new H&amp;S requirements a strong RAM schedule produced for this event. This is a significant piece of work that will be drawn on for future events. The mapping was changed from previous years as retailers needed to get their vehicles into their shops throughout the day, posing a significant safety risk. With the recent earthquake at the time, and demolition of corner building the market was started at the half way point on Broadway South, running around into Follet Street and flowing into Marton Park. International street performers attended along with highly talented local acts to provide a full day of entertainment. The weather was stunning for the first half the day, however turned at midday to heavy rain and high winds. 180 sites booked plus several service organisations, and while numbers were slightly down on previous years the quality was much higher. Stall holders had a good day despite the shortened trading hours due to the weather. The local retailers had a great opportunity to engage with thousands of visitors to town for the day with local retailers stating "best day we have ever had" and "...we have more people through the door in 3 hours than in the entire previous week" "8 times more (475) people through the doors in one day than other Saturdays, awesome exposure for our artists" Several local organisations also used this as a successful opportunity to fundraise and raise the profile of their services. The day is extremely well supported by many local businesses and well received by the community.</p>
Action 2. Harvest Fair	<p><b>Harvest Fair 2017:</b> Highly successful event, stall sites were booked to capacity, visitors numbers were estimated around 8000 for the day, continuing to come in waves throughout the day. Stallholder feedback has been overwhelmingly positive, enjoying their experience in Marton, while residents are thrilled to have such an event put on especially for them. It remains a free event, with no financial barrier to any of the entertainment. The entertainment for the day is of a very high calibre, with Annabelle White doing demonstrations, Wally Richards doing a sustainable gardening</p>

	<p>presentation, Winsome lost providing the live band experience and multiple activities from Goose Herding, Wood Chopping, Pumpkin Pie competition, Beer Brewing competition, Pumpkin Decorating and of course the Giant Pumpkin weigh in.</p> <p>This years pumpkin entries were significantly down due to the very poor growing season, so many entrants turned that around to create wonderful decorated pumpkins with their miniature delights. This year was also the first year of having a beer tent to complement the beer brewing competition. We had identified Common Ancestor as a suitable operator for this activity, they certainly allayed any fears of having alcohol on site and were a most suitable and professional choice of craft brewery. The day included 42 volunteers from around the community to pull it all together on the day. These volunteers included a number of youth that were instrumental in creating and running a free kids zone and development of the wooden scarecrows that were installed around the town and surrounds. Project Marton works extremely hard on getting the promotion mix right to achieve the best result for the day and for the community. This is proving to be a very expensive undertaking with the extensive increase in advertising costs.</p>
Council's intended Level of Service is to:	<p>Contract with local organisations to provide a range of information, such as:</p> <ul style="list-style-type: none"> <li>* Up-to-date calendar of events, and</li> <li>* Community newsletters</li> </ul>
Action	Cumulative progress for this period
Action 1. Regular update messages to email database	<p><b>Connector email:</b> Weekly email newsletter being sent out. Mail chimp working well. Data is of interest. New subscribers on a weekly basis.</p> <p>Many organisations are now using this portal as a way of reaching their target audience. Organisations support through to March: Get Digital, Wear a bull arts, YMCA, Steady as you go, Weight watchers, Badminton, Boot camp, Get n Give, Junior Jive, Contract Bridge, Ian McKelvies office, Healing Rooms, Junior Squash, Playgroup, St Stephens womens fellowship, Mens Group, Marton Country Music, Rangitikei Country Music, Marton Music Festival, JP service, Freemasons, Aerobics, Photography group, Bowling club, Euchre, Housie, Croquet, Historic Society, Marton Players, Mucky Mutz, Open Mic Night, The Companionship, YOB, Marton Community Garden, Organology, Art Gallery, Art Exhibitions, Irlen, Tutaenui Playgroup, The Mudder, Marton School reunion and Gala, Marton Scouts, Marton Red Cross, Shemozzle, Marton Community Committee, Rangitikei District Council, Marton Counselling Centre, Path to Wellbeing, Christmas Services, Christmas Lunch, Grannys Grotto, Holiday programmes at ASK and Youth club, Choir, Pop Up Gallery, Tutaenui Sports Day, Turakina Highland Games, Rangitikei Shearing Sports, Yoga, Womens Institute, Marton Golf Club, Friendship club, Get your knit on, Diabetes Support group, Marton Lions, IRD, Widows Christmas Banquet, Fox on the Fairway, Jaycees Christmas Parade, Carols evening, Twilight Golf, New Residents tour, Rose Show, Sweet Club, Marton Volunteers Fire brigade open day, Scouts Halloween Disco, Mobility Scooter education, Radrs,</p>

	<p>Schemozzle. Mcgruers 100 year celebration, Fire fighter combat challenge, Nga Tawa Open Day, Radrs easter, Rotary auction, Anzac day, Marton Scouts, Sadhana Yoga, Zumba, St Andrews Garage Sale, Walk of the cross, Club Hotel events, Rangitikei Tough Kid, Fakes and Forgeries, WDHb Pregnancy class, Tails and Trails, MHCNZ, Coffee group for Gardeners, The running group of Marton, Mollys Trolley, St Andrews Choral Evensong. Rangitikeis got talent, Bulls Kindy event, PTWB,</p> <p>We have a variety of channels to support organisations and the community. Listed above is just some of the items we have supported in the emails. However while we support them multiple times through the year, we also support through the newsletter, the community board and Facebook. As well as still being the point of call for many people coming into the office.</p>
Action 2. Monthly community Newsletter	<b>Newsletter:</b> Completed (12 pages), printed and distributed each month. (Takeaways, Cafés, Hairdressers, Library and MHA) Currently our demand is outstripping our resources.
Action 3. Placement of information on CoE and eventfinder.	<b>Eventfinder promotion:</b> Eventfinder updated each month with events. Local organisations and event organisers encouraged to use this portal.
Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Action	Cumulative progress for this period
Action 1. Regularly update the Marton website. <a href="http://www.MartonNZ.com">www.MartonNZ.com</a>	<b>Website:</b> Awaiting RT's new website to be finalised and logins to be received for fresh information to be added. The current set up has much scope for enhancement, Project Marton is actively supporting a resolve to this process.
Action 2. Support the calendar on rangitikei.com	<b>Calendar:</b> This is now being uploaded automatically from Eventfinder.
Action 3. Maintain and regularly update the Project Marton Facebook page.	<b>Facebook:</b> Regular updates of a variety of items. Currently at 1183 members. Reach has averaged 4K per week. A large spike in activity is evident around the Harvest Fair period with reach approaching 70K per week across the two pages (Project Marton & Harvest Fair) Project Marton is also actively managing the Marton Community Garden facebook page and group, and the #Foodisfree page. (Along with the Market Day and Harvest Fair pages)

Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Action	Cumulative progress for this period
Action 1: Support Rangitikei's Got Talent	RGT: Marton Players have officially taken this over. With funding received for this, Marton Players have now set a date and working towards re-establishing this event.
Action 2. Work with schools, to encourage participation with all events.	School participation: Worked with both colleges for Market Day and Harvest fair participation. The youth from the college actively got involved with creating a very successful free games area for the children, supported by youth from the Rover Scout group. They were also instrumental in creating our wooden cut out scarecrows that were placed around the town as advertising items.
Action 3. Provide opportunity for "ownership" of art projects within the events.	School students opportunities: Primary Schools have come on board for the Market Day in creating performances for the day. College is well involved in Harvest with creative displays and games areas.
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
Action	Cumulative progress for this period
Action 1 Work with the MTCP steering group to roll out the town centre plan activities.	MTCP: Supporting the painting of the Old Post office Building. Discussion about developing the space outside Countdown has begun. New H&S requirements being included in plan, as well as results from previous H& S audit have been addressed with Minimisation plans in place.
Action 2 Presentations to the MCC	Present to MCC: Meetings attended each month. Reported on current and upcoming workplan.
Action 3 facilitate the Rangitikei Health network	Health Networking Group: Strong Health Networking meetings. Presentations from Youth Club, Diabetes NZ, Irlen, Sport Whanganui, Problem Gambling. Between 10-20+ Organisations represented each month. This group presents the best networking opportunity in town for social services to let others know what they are working on, and if they need support around any particular service for their clients.
Action 4 After 5 networking Group	After 5 Get Digital. Well attended with 36 attendees. Follow up workshops continue each month. This is a free opportunity for any businesses or local organisation to learn the skills to help them maximise their digital presence to keep relevant in this changing digital climate.

Action 5 Timebank	Timebank: Applied for funding from Support for Volunteers to gain support to run this. Application declined. Considering other resource measures. Time bank is a system to connect and support people to share their skills, knowledge and time with a currency of hours. Every persons time is worth the same as everyone elses and services and knowledge is willingly shared. Timebanks have proven invaluable in situations of emergency as a community network system, being able to identify resources available and knowing those that may require more support. We are continuing to seek funding to run this initiative.
Action 6 Christmas Giving Tree	Giving Tree: Another highly successful Christmas giving tree with collaboration with Westpac, Christian Welfare, Budget centre and Te Kotuku Hauora. This is always an opportunity for local residents to give generously to support those less fortunate at a time of need. We collected 276 gifts and distributed them with the support of above agencies to get to the families most in need.
Action 7 Service Excellence Awards	Nothing to report
Action 8 Branding and further promotion of Marton	Marton Promotion: Project Marton was working with MCC on the signs. Awaited further communication from ex MCC member, however this did not eventuate. Project Marton will now consider next steps.
	Currently working with the ELITR group on a date in March to attend the Covi show in Auckland. Project Marton completed the Rangitikei Arts Brochure highlighting artists in the area that wished to be involved.
Action 9 Promotion of District:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Action	Cumulative progress for this period
Action 1: Facilitate the cooking classes, run with support of our "Super Grans"	Cooking Classes: Classes well attended. These are a free series of classes looking at healthy foods and menus within an affordable price range. Run with support from Christian Welfare, New World, Rangitikei College. 2 evening classes to be held also. This is being arranged for end of May. It is also an opportunity to introduce people to budgeting services as well as the community garden.
Action 2. Support the development and activities of the "Mens Shed"	Mens Shed: Investigation still under way for suitable site for Men shed. Original proposed site is no longer suitable. The mens shed will be an opportunity for men to share skills to others and the younger generation in a supportive environment. Considerable work will need to be done around the H&S of this venture now.
Action 3. Support the development and activities of the community garden.	Community Garden: 50% of build completed with hundreds of volunteer man/woman hours. Weekly coffee mornings set for Fridays as well as several BBQs at the garden to support people to get involved and make friends. 3 workshops set. Water Harvesting, Seed saving and fermentation

	<p>workshops were well attended and well received. The garden offers free vegetables, as well as workshops.</p> <p>The intention is to join the Sustainable Living Education trust to further educate the community on items of community resiliency and environmental responsibility. The S.L.E.T. programme is supported by councils around the country to support their communities to focus on issues of waste minimisation, water conservation while supporting resiliency and community wellbeing.</p> <p>An orchard has now begun, with apples, plums, feijoas, mandarins, peaches and pears being included to date.</p> <p>This has now expanded to also include youth and trainees at the land based training facility.</p>
<p>Action 4. Support the activities of all of our local service clubs and organisations. Promotion of events and activities</p>	<p>Support local organisations: Have been speaking with several groups to encourage engagement of the events locally. (Companionship, Christian Welfare and Lions)</p> <p>Getting busy now, with PM supplying promotional, graphics and logistics support for activities such as New War Memorial, 2 new businesses, The mudder, marton country music, Yoga, ymca, RADRS, organ recital, Wanganui sport workshops, playgroups, Marton Country Music Club, Steady as you go, Contract Bridge, Healing rooms, scouts, Weight Watchers, Marton Library activities, Get n Give, Badminton, marton primary 150th, midweek leagues, Marton Aquatic centre, 3 church events, SWEET club, Youth Club, ASK, Elections, Irlen, further Irlen recital, squash club, golf club, Scouts, Turakina Highland Games, Music Festival, as well as events around the district in Bulls, (Wearable Arts, Mangaweka, (several events) and Shemozzle.</p>

Further to note:

- Request from Community member for support to run a Craft Alive event, September 2017
- Contact made to businesses to address suicide prevention in their health and safety policies.
- Police have made contact requesting we raise funds for the infrared capability on the cameras.
- Currently working with Youth officer to provide community service opportunity for young offenders.
- Prepared financial damage report for police for court case regarding street vandalism.
- Supporting the #foodisfree initiative. This is a very successful and well received initiative.
- Supplied all templates to support the management and development of Marton School Gala day.
- Ran local elections meet the candidates evening
- Looking toward the central government elections next year and will run a meet the candidates evening for all parties that wish to be involved.



- Montys surprise (And other varieties) apple tree giveaway. 440 trees given away.
- Heirloom tomatoes giveaway: 1000 Heirloom tomato plants were given away in the community. Educating people on the benefit of the nutrition density found within heirloom variety of tomatoes, as well as the benefit of growing your own food.
- Project Marton supported the Mudder and Targa rally with teams of Marshalls for these events

# *Appendix 4*

STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Name of MOU agency: **Project Marton**

Period under review: July 2017 – June 2018

Group of Activities: Community Well-being

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

Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Action	Brief
1. Market Day	Continue to deliver a vibrant event that attracts visitors to our town, offering opportunity for retailers/organisations/producers to showcase their services and products within a strong community setting.
2. Harvest Fair	Create a boutique market to enjoy the bountiful harvest in its myriad forms. A day to truly celebrate and showcase our rich farming history while creating a welcoming environment for all our residents and visitors.
Council's intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters
Action	Brief
1. Regular email newsletters	Weekly emails to keep people informed of the upcoming events, ensuring maximum participation.
2. Printed monthly community newsletters	Delivered to cafes, hairdressers, library, doctors, council, motorhome park. Highlighting all the upcoming events, activities and initiatives, as well as supporting local businesses.
3. Information on CoE and Eventfinder	Include upcoming events on eventfinder & CoE to create greater exposure.
Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.

Action	Brief
1. Update the Marton website. <a href="http://www.MartonNZ.com">www.MartonNZ.com</a>	Supply content for Martonnz.com, consider options for a standalone website to link to R.com.
2. Support the calendar on rangitikei.com	Continue to include items to be added to CoE
3. Maintain and regularly update the Project Marton Facebook page	Support local knowledge of upcoming events and initiatives, share relevant FB pages and answer incoming queries through the Project Marton community FB page.

### Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
<b>Action</b>	<b>Brief</b>
1. Support opportunities for youth development	Work with agencies to develop opportunities for youth to further their life skill experiences.
2. Work with schools, to encourage participation with all events	Continue to encourage youth participation within all events.
3. Provide opportunity for "ownership" of projects within the events.	Provide opportunity and support for youth to take ownership of areas of event, while providing a solid learning experience and encouraging the development of valuable transferrable skills.
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
<b>Action</b>	<b>Brief</b>
1. Support the MTCP steering group to roll out the town centre plan activities	Support role, helping to facilitate activities within the MTCP.
2. Presentation to the MCC	Monthly report to the Marton community committee on developments within Project Marton. Consider opportunities to collaborate on adhoc initiatives for the benefit of the town.

3. Facilitate the Rangitikei Health Networking group.	Continue to facilitate Southern Rangitikei Health Network meeting, allowing opportunity for agencies to network and work together to deliver a more cohesive service for their clients.
4. After 5 and business support opportunities	In collaboration with other organisations and businesses, support the delivery of business support and After 5 networking opportunities.
5. Timebank	Seek funding for a fixed term contract to lead on this initiative.
6. Christmas giving tree	Continue to work with other agencies to ensure families are supported during the Christmas period.
7. Community Service Awards	Monthly community service award, celebrating those that make a positive contribution to our community.
8. Further promotion of Marton	Continue to promote and encourage people to choose our town to visit, enjoy and live.
9. Promotion of the district	In collaboration with town coordinators continue to promote the district through distribution of printed & digital material & showcasing the district at expos.
Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Action	Brief
1. Facilitate the cooking classes, run with support of our "Super Grans"	The cooking classes are an opportunity to share skills including simple nutritious meals on a budget. These are always well received and remain free to all participants.
2. Support the development and activities of the "Mens Shed"	This will be an opportunity to share skills and knowledge across generations.
3. Support the development and activities of the community garden.	Active encouragement to participate in the community garden, along with frequent "get togethers" to support healthy inclusion.
4. Support the activities of all of our local service clubs and organisations. Promotion of events and activities.	Through our multiple avenues of marketing, we will continue to promote the service clubs and organisations.

# *Appendix 5*

STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

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

Period under review: October 2016 – March 2017

Group of Activities: Community Well-being

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

Activity: Economic Development and District Promotion

Council’s intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Action	Cumulative progress for this period
Goal 1. Develop and promote Taihape Gumboot Capital of the World, through the annual Gumboot Day, associated gumboot throwing activities/events, eg NZBTA, developing gumboot throwing in other towns, developing gumboot branding with local businesses	NZBTA is planning for South Island Champs – in Christchurch in February 17 attended; North Island Champs – on Gumboot Day, 4 March 17; NZ Champs – in Palmerston North on 11 March 17; and Skellerup World Champs – hopefully in Taihape, on 25-26 March 17; this has now been cancelled for this year, but working on this for 2018. Planning to attend the Whangarei A&P Show on 3 December – to promote Gumboot Day and North Island Boot-throwing Champs, attended. Gumboot Day is planned for 4 March – public meetings held on 16 August + 15 September to gauge interest by local businesses/helpers. Due to logistical and safety reasons, it has been decided to hold Gumboot Day at Memorial Park. Monthly planning meetings have taken place every month since, planning well in hand. Gumboot throwing is planned for Whanau Sports on 22 October and the Class of 66 Reunion on 22 October. Both of these events did happen. Whanau Sports will add this event to their day. Gumboot Day stallholders’ form has been distributed and many received back.
Goal 2. Support Taihape Town Centre Plan place-making initiatives	With improving weather Margaret will start painting the yellow gumboots. Waiting for quotes to erect fence round dog exercise area. The cost of fence was not accepted at Community Board, this well now be part of the Annual Plan process. In the final stages of the new town map design.
Goal 3. Encourage families to shop in Taihape and continue supporting projects that encourage visitors to stop, eg support the Taihape community to fill empty shops, re-establish hanging baskets, daffodil promotion in September	Arranged for displays to go up in local empty shop windows. St John’s and the Taihape Museum now have displays in former Westpac building. Encouraged main street businesses to put Gumboots, outside each door for Gumboot Day, for those who cannot do Window Display competition to do Gumboot Bunting.
Goal 4. Participate in the Enjoying Life in the Rangitikei theme group and support the Buoyant District Economy theme group	Did not attend

Goal 5. Participate in local and national media opportunities as they arise	10 Nov Swimming Pool Advert and Taihape Pool open and 2017 Upgrade, 16 Nov Christmas Lunch x2, 17 Nov Dennis the Fire Engine at Xmas Parade, 24 Nov Christmas Parade, 24 Nov Christmas Parade coming x2, 1 Dec Christmas Parade and Christmas Parade Poster, 8 Dec Christmas Parade, and Christmas Parade with a Rural Twist, 8 Dec Community Christmas lunch Advert, 22 Dec Taihape Unite for Town feast, 19 Jan Gumboot Day Road Closure, 26 Jan Throw for Taihape Gumboot Day, 1 Feb Get set to fill your boots in Taihape, 9 Feb Rock craze hits Taihape, 2 Feb Chasing rocks – Holiday fun goes viral, 9 Feb Gumboot Day advert, 10 Feb Now Taihape is ready to rock, 16 Feb Gumboot Day Advert, and How to Dad vows to win Gumboot Day, and Gumboot throwers practice sessions, 23 Feb Gumboots will be flying in Taihape, and the Singing Cowboy. Gumboot Day Advert.
Goal 6. Support Taihape businesses and promote their events/initiatives to strengthen local support for retailers.	TUT 1 Nov- promoted new business Dial a Driver, poster Shop Local, Eat Local, Spend Local, Enjoy Local. Dec, Papa Cliffs Café Mangaweka, No January TUT, 5 Feb – promoted Taihape Yoga and Gretna Ardijah Sweet Autumn Tour for 18 March. Encouraged businesses to do a WOW (World of Wearable Art) window display 22 Sept-9 Oct to attract travellers to stop in Taihape – Andrea Spicer, Wild Roses and Fred Hammer & Co. participated. Sharing businesses’ information via NZ Taihape Face Book page. Window competition for Gumboot day, 1 <sup>st</sup> prize, Radio Advertising from Peak FM, 2 <sup>nd</sup> place Bottle of wine and box of chocolates. 13 businesses so far have entered this Best Window Display Gumboot Day competition.
Goal 7. Promotion of the district at trade shows/expos, as appropriate	
Council’s intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters
Action	Cumulative progress for this period
Goal 1. Develop new Taihape poster	Achieved
Goal 2. Monthly <i>Talk Up Taihape</i> e-newsletter with hard copies at Info Centre, Library, Dr, Physio, Gretna, cafes x 6	#10 Oct 1 #11 Nov 1 #12 Dec 2 # 1 Feb 5 #2 March working on.
Goal 3. Placement of information on CoE and Eventfinder and feed through to www.rangitikei.com	Ongoing. Shared a lot of Gumboot Day including “How to Dad” – Jordan Watson announcement – Gumboot Day, Video of getting the Gumboot out of Taihape Honda, Whanganui Chronicle Taihape Rocks Article, Gumboot day competition information, Gumboot Day Poster, Gumboot Day 2016 Video, Taihape Christmas Parade. Eventfinder – Gumboot day.
Goal 4. Promotion of events and activities of other community organisations	Nov TUT – Older and Bolder, Victim Support Volunteers needed, Majestic Theatre need memorabilia, Taihape Museum, Playcentre Market day, Orautoha School Horse Trek, Mangaohane Station Experience, Off limits Waiouru. Dec – Playcentre Market Day, Community Christmas Carols in Mangaweka and Taihape, Taihape Community Board Christmas Light Competition, Older and Bolder, Majestic Picture Theatre, Gretna and Workingmen’s bands, A & P Show, Pukeokahu Trek, Feb Waitangi Big Day Out – Mokai Patea Services,

	Getting the Girls Out – Fundraiser for Cancer Society, Rhythm in Bulls, Free Hearing Health Day, Mangaweka day, Jig Saw – Incredible years, Taihape Half Marathon – Saint Joseph School and on Face Book and Community Noticeboard.
Goal 5. Collate information for Welcome to Taihape pack	In progress. Draft Pack is almost complete.
Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Action	Cumulative progress for this period
Goal 1. Regularly update the Taihape website, www.taihape.co.nz	Ongoing.
Goal 2. Further develop online connections/collaboration with local businesses as well as other towns in the district.	Encourage local businesses to list on #AboutUs.com. Increasing numbers of local businesses listed. Investigating holding a workshop to assist local businesses with this.
Goal 3. Provide ongoing weekly engagement on Face Book pages -Taihape NZ; NZ Gumboot Day	<p><b>Taihape NZ:</b> Likes 1,634. Christmas Parade – 9367, Book Sale at Taihape Library 571, Marton Market 214, Wanted Christmas decorations, 143, World Champs not happening in Taihape 2017- 982, Parks team well done re irrigation 242, Tussock Buster 227, Coachman owner leaving 1753, Rehab All-stars at Workingmen's Club 186, Man verse Horse 379, Top 10 RDC projects 792, Community Christmas Carols 190, A &amp; P 190, Pukeokahu Horse Trek 620, Christmas Lunch 1120, Mrs Christmas – Marton 393, Getting the girls Out 902, Ni Vanuatu Singers 612, Community Board Christmas Light Competition 1600, Majestic Theatre gone digital 2200, Mangaweka Papa Cliffs Café 1896, Turakina Highland Games 371, Taihape Health hours over Xmas 418, Frances Randle QSM 1990, Basketball for kids 1068, Ardijah at Gretna 481, Gumboot Day 3700, gumboot day video 2016 – 1108, Ronald McDonald coming to Gumboot Day 493, Pork Pie run 1700, Mokai Patea Services Big day out 343, Slip at Mangaweka 844, Gutbuster 371, Fred Dagg need you poster 1124, Mangaweka Dinner 371, Taihape Half Marathon 537, Rural Games 688, How to dad Video – Jordan Watson coming to Gumboot day 801 hits so far 221,542, Taihape Rocks in Whanganui paper 660, Air Tattoo 244, HQ Coffee coming to town 419, Have added a Calendar of Events pinned to the top of the home page.</p> <p><b>NZ Gumboot Day:</b> Likes 1,656 Taihape Rocks Facebook page started 235, Gumboot day 2016 Video 302, Ronald McDonald coming to Gumboot day 849, Fred Dagg Gumboot Lyrics Video 2264, Poster Fred Dagg need you!! 431, Gumboot day Poster #1 - 548, Competition information 260, Moet prize 834, How to dad Announcement 221,533, Rural Games poster 200, Taihape Rock Hunt article Whanganui Chronicle 213, Rural Games nominees announced, local in there 400, Video of getting the Gumboot out of Taihape Honda 1745, Information about Gumboot day 317.</p>
Goal 4. Upgrade Taihape website to increase usability and usage	Achieved. The launch for the updated website was on Wednesday 27 July 16.

Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Action	Cumulative progress for this period
Goal 1. Promote the brochure for seniors of services available, including recreational activities	Ongoing. This will be included in the Information Pack.
Goal 2. Assist and support Rangitikei Housing Action Group to enhance social housing availability	Waiting to hear from Edale Home re it's EOI to RDC – have agreed, in principle, to work with Edale on Taihape social housing.
Goal 3. Participate in Safe & Caring Communities theme group	Not attended
Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Action	Cumulative progress for this period
Goal 1. Support The Hutt and its projects/activities if it continues to operate	Met with Oliver Sanderson Jan 2017 to discuss how the Hutt could help with Gumboot day, clarification meeting happened in February re activities for Gumboot Day. Have organised a fundraising opportunity with Rata Sidwell with the Patriots Motorcycle Group for Gumboot Day. Rata Sidwell organising volunteers to run this fundraiser.
Goal 2. Work with schools etc to encourage participation in events, eg Gumboot Day art workshops and gumboot throwing, Christmas Parade, place-making initiatives	All schools invited to join Taihape Christmas Parade – Schools and Early Childhood who entered where Taihape Area School, Mangaweka School and Mangaweka Playcentre, Taihape Childcare, Mokai Patea Kohanga Reo, Taihape Gymnastic Club, Taihape Combined Churches and McQueen School of Dance – several schools are involved in this. Winner was Seventh Day Adventist Church, runners up Taihape Childcare – The Secret Garden. Art workshops for Gumboot day: 22 Feb Taihape Playcente, 23 Feb Mainly Music, 27 Feb Papanui School and Mangaweka School, 28 Feb Pua. Working with Tania McLean – ECE REAP, getting all information out to all schools and early childhood centres. Already have 4 Hats for the decorate/make a hat Competition, with more on the way. Working with all the community re - #Taihape Rocks – Youth Group helping with mass rock painting. Have started Taihape Rocks Facebook page, children, Youth and Adults all very keen on this activity.
Goal 3. Support Bulls Trust with the annual Youth Forum (on 27 May in Youth Week?) by encouraging Taihape youth to become	Working with TAS to develop a Taihape Youth Council – a combination of the Student Leadership Group and the School Council.

involved	
Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
Action	Cumulative progress for this period
<b>Goal 1A Coordinate and develop networks</b>	November – Taihape Medical Centre, December cancelled due to busy month. Further discussions with Mokai Patea Services to take over, first meeting was 1st February, next meeting is 1 <sup>st</sup> March.
1. Facilitate the monthly Taihape Networking Group meetings	
2. Support the activities of local clubs and organisations	Promote such on website, Talk Up Taihape Newsletter and Face Book. These groups have got stalls booked at Taihape Gumboot Day at a cheaper rate this year of \$10.00 per site
3. Update social and community services database for uploading to rangitikei.com	Ongoing
<b>Goal 2B Coordinate and develop events which raise awareness of/target specific issues or sections of the community</b>	A White Ribbon event will be held in November, this year the bikes stay at Winata Marae. Followed up the Taihape artists for inclusion in the new Rangitikei Arts brochure. Planning for Community Christmas dinner – Achieved - Well supported by the community with donations or food, decorations and money, a low turn out, due to many away for Christmas. But feedback has been very positive re the food, decorations and music. Many thanks to all the volunteers who make this day happen.
1. Promote anti-violence in Taihape, eg promote White Ribbon, assist to develop Safe House	
2. Organise and coordinate the annual Community Services Expo	This is planned for March or April 2017. Email discussions have started.
3. Christmas Parade	Achieved on 3 December. Road closure has been advertised by RDC. Higgins is doing the TMP. Investigating costs of a Xmas Parade banner – this did not happen as the structure was not in place. Santa has been booked. Parade forms have been distributed. A very successful Parade with over 31 floats involved, lots of positive feedback from the Community. De-brief meeting has happened, with way forward on how to improve.
4. International Women's Day	8 March 2017
5. Support and promote ANZAC Day Dawn Parade	April 2017
6. Taihape Birthday celebration	Achieved. 15 September, 12.00-2.00pm. Acknowledging the long service of Taihape Times, in response to community feedback, and Bill Byford's 70 <sup>th</sup> birthday. 16 people attended.
<b>Goal 3C Work to maintain and strengthen local clubs and organisations</b>	Working with many groups on having a information stall at Gumboot Day, have dropped the price to stop that barrier. Those attending so far are: Playcentre, Puaa, Greyhound Group - Ohakune, Mainly Music, Saint Davids Out Reach Group, Taihape Museum, Jehovah Witness, Taihape Fitness, Taihape Area School.
1. Support Older & Bolder and the Friendship Group	Older and Bolder notices in all Talk Up Taihape Newsletter, Older and Bolder were also part of the Taihape Christmas Parade.
<b>Goal 4D Strengthen community resilience</b>	September Tania Byford Blush Florist, votes have lessen, will look at this again in April.

1. Service Excellence Awards	
<b>Goal 5 Promote participation by Taihape residents and businesses in collaborative projects</b> 1. Encourage local businesses to list on #AboutUs.com	Ongoing. Completed the Taihape Civil Defence Emergency Response Plan – and working on a 1 page Civil Defence household flyer. Horizons will print the full Plan for each Group member. Planning to have a workshop for businesses to assist/encourage them to use #AboutUs.com.
2. Develop mountain bike trail and fitness challenge – Memorial Park to Papakai Park	Oliver and Elizabeth presented these concepts to the 28 September Memorial Park Users Group meeting. Both concepts seemed to be very well received.
3. Promote cycle events, eg Gentle Annie, Ruahine Rumble	It is unlikely that the Ruahine Rumble will be held in 2016.

# Attachment 6



**Rangitikei**  
SUPPORT...

# REPORT

**SUBJECT:** Adoption of Annual Plan 2017/18

**TO:** Council

**FROM:** George McIrvine, Finance & Business Support Group Manager  
Michael Hodder, Community & Regulatory Services Group Manager

**DATE:** 18 May 2017

**FILE:** 1-AP-1-6

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## **1 Executive summary**

- 1.1 The Council has prepared a draft Annual Plan for the next financial year and undertaken the consultative process prescribed in the Local Government Act 2002.
- 1.2 Council's deliberations on submissions to the draft Plan resulted in some additional expenditure. The proposed rates increase for 2017/18 is 1.72%, unchanged from that projected in the draft Plan.
- 1.3 A final draft Plan has been prepared for adoption, together with the proposed response to submitters.
- 1.4 In addition, because there are some final proposed changes arising from considerations since deliberations, a rates resolution will be provided to Council's meeting on 29 June 2017.

## **2 Background**

- 2.1 Section 95 of the Local Government Act requires each local authority to adopt an annual plan no later than 30 June for the financial year beginning 1 July. Schedule 10 sets out specific information which must be included in the Plan.
- 2.2 Council considered the nature of changes proposed from the Long Term Plan and the degree of public interest warranted formal consultation. That entailed the preparation and adoption of a consultation document (*What's changed, what's the plan for 2017/18...?*), as specified in section 95A of the Local Government Act 2002. A draft of the Annual Plan was adopted as supporting information.
- 2.3 Written submissions were sought between 28 February 2017 and 31 March 2017. 19 of these were presented at the oral hearings on 20 April 2017. Deliberations were held on 27 April 2017. There were 325 submissions.

### 3 Comment

3.1 The final draft Plan has been circulated separately. It reflects funding decisions taken on 27 April 2017, specifically:

- Hunterville rural water supply – increase rate from \$283.18 to \$285.00 per unit.
- Taihape Memorial Park new facilities – delete \$600,000 capital and \$500,000 loan as this will not happen in 17/18 and will be rebudgeted in the long-term plan depending on the outcome of further consultation and discussion.
- Taihape pool – current year’s cost of \$225,000 to be carried forward to 17/18 making total expenditure of \$425,000 in the 17/18 year. This will be funded by \$125,000 grant from the pool trust and \$300,000 from the aquatic reserve.<sup>1</sup>
- Public toilets – Allow total costs of \$125,000 for four toilets funded by grants of \$100,000 the balance of \$25,000 from depreciation reserves with operating costs of \$10,000 annually.
- Public toilets – allow \$85,000 for a new toilet at Mangaweka with annual operating costs of \$9,000
- Centennial Park skate park – include budget of \$150,000 funded by community contribution (grants) of \$100,000 and \$50,000 loan for 10 years (expected life of asset).

3.2 The submission from the Edale Home Trust Board requested that Council provide an interest-free loan of up to \$200,000 to get the business over a cash flow crisis. Council requested a report to its 25 May 2017 meeting so it could make a decision ahead of adopting the Annual Plan. However, there is further information to be provided by Edale before such a report can be prepared. To give Council an opportunity to make such a decision, it is suggested that the following text is included under ‘What we plan to do this year’ in Community Well-being:

10. Work with the Edale Home Trust Board to improve governance capability and financial sustainability, including approval for an interest-free loan from Council, should Council deem that necessary. If so, any such loan will be subject to the provision of adequate security and it not resulting in a rates impact.

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<sup>1</sup> The award of the contract on 11 May 2017 for the upgrade work at the Taihape Pool at \$374,900 means that the draw from the aquatic reserve will be reduced by \$50,000.

- 3.3 Since the draft Plan was prepared, the New Zealand Transport Agency has decided to incentivise the more rapid installation of LED street-lighting, which are considerably more energy efficient and less expensive to maintain, by offering a co-investment of 85% for installations undertaken in 2016/17 and in 2017/18. At its meeting on 11 May 2017, the Assets/Infrastructure Committee recommended that Council vary its 2017/18 Annual Plan to include \$644,332 for implanting stage 2 of the proposed upgrade (noting that the local share is \$96,550 and funded from reserves). This will be partly offset by a rebate of \$31,571 for stage 1.
- 3.4 At its meeting on 11 May 2017, the Assets/Infrastructure Committee was briefed on the favourable progress with the indicative business case for replacing the Mangaweka Bridge, built in 1904 and currently subject to a weight restriction of six tonnes. This means that from the New Zealand Transport Agency perspective a full replacement is economically and financially viable. The Committee recommended to Council that it varies the 2017/18 Annual Plan to specify, as part of the budgetary allocation for a replacement Mangaweka Bridge, preparation of the Mangaweka Replacement Detailed Business Case (\$100,000 less the Funding Assistance Rate contribution). No additional budget is needed.
- 3.5 For some months there have been discussions with Horizons Regional Council and territorial authorities in the Horizons region about the best approach to provide robust civil defence capability. Since 2008, Horizons Regional Council has provided these services to Rangitikei (together with support for rural fire) under contract. It is proposed to continue this arrangement, but it is clear that a full-time person is required to meet the expectations of the community and the Ministry of Civil Defence and Emergency Management. This is at a greater cost than budgeted, but savings have been found to cover the shortfall in 2017/18.
- 3.6 In reviewing year-to-date expenditure, it has become apparent that the work projected this year to advance the Ratana wastewater treatment plant upgrade was optimistic in light of the recent decision to seek external funding from the Ministry for the Environment Freshwater Fund. Until a funding decision is made it was premature to undertake any substantive progress on the project. \$1,409,000 has already been carried over, and the recommendation is to carry-forward the balance, being an additional \$156,932 for renewals and \$10,000 for capital.
- 3.7 Council's consideration of submissions is summarised in a new section of the final draft Plan (pp.7-24). This replaces the 'Key issues' section in the earlier draft issued alongside the consultation document. In addition, these decisions are also reflected in changes to 'What we plan to do' for Roading and Footpaths, Water, Community and Leisure Assets, and Community Well-being.

- 3.8 The 'Prospective Funding Impact Statements' have been updated to reflect these decisions over submissions. Where applicable, such changes have also been reflected in amended comments in 'Variations from the Long Term Plan'.
- 3.9 These changes to the plan mean that the average rate increase from last year will be 1.72% (unchanged from 1.72% in the consultation document, which was lower than the 3.41% forecast in the 2015/25 Long Term Plan. The suggested amendments will change this (and rates on any individual property) only minimally.

#### **4 Next steps**

- 4.1 Once adopted, the Plan will be uploaded to the Council's website and printed copies provided to each Elected Member, to the district libraries and to the government agencies specified by section 95(7) of the Local Government Act. 2002<sup>2</sup>.
- 4.2 At its previous meeting, Council asked that those submitters who gave a detailed submission be provided with a more personalised response. It is proposed to send all submitters the text of pp.7-24 in the Annual Plan, with a contents page added. For those people or organisations who submitted on issues outside those noted in the consultation document they will be given details of Council's consideration of those issues as well. . These responses will be done by 12 July 2017. Email will be used when those details were provided.
- 4.3 The rates resolution is currently being reviewed by Simpson Grierson.

#### **5 Recommendations**

- 5.1 That the report 'Adoption of Annual Plan 2017/18' be received.
- 5.2 That the final draft of the 2017/18 Annual Plan be amended to
- a. specify provision of advice and support to the Edale Home Trust Board including possible approval for an interest-free loan of up to \$200,000 from Council subject to provision of adequate security and it not having a rates impact;
  - b. include the accelerated provision of LED street-lighting (in response to an enhanced co-investment from the New Zealand Transport Agency), for \$644,332 with the additional local share of \$96,550 to be funded from DISP (depreciation) reserves;

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<sup>2</sup> These are the Secretary for Internal Affairs, the Auditor-General and the Parliamentary Library. In addition, two copies must be provided to the National Library to meet legal deposit requirements.

- c. specify the preparation of the Mangaweka Bridge replacement business case (\$100,000 less the Funding Assistance Rate contribution) which will be funded from the increased provision already made in 2017/18.
  - d. note the new arrangement being entered into with Horizons from 1 July 2017 for a full-time Civil Defence capability in the Rangitikei, to be funded from existing budgets;
  - e. include two further carry-forwards for the Ratana wastewater treatment plant upgrade project:
    - renewals: \$156,932
    - capital: \$10,000;
  - f. include an introduction from His Worship the Mayor; and
  - g. correct any typographical or minor errors.
- 5.3 That pursuant to section 95 of the Local Government Act 2002, the Annual Plan 2016/17 [as amended] be adopted.
- 5.4 That the response to submitters to the draft Annual Plan 2017/18 [as amended] be approved for distribution to each person and organisation making a submission.

George McIrvine  
Group Manager, Finance & Business Support

Michael Hodder  
Community & Regulatory Services Group Manager

# Attachment 7



# Memorandum

**To:** Council  
**From:** Katrina Gray  
**Date:** 12 May 2017  
**Subject:** Implications of the Fire and Emergency New Zealand Act  
**File:** 1-DB-1-12

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## 1 Introduction

- 1.1 As of 1 July 2017 Fire and Emergency New Zealand (FENZ) will be established and will have authority over both urban and rural fire services. This means that Rangitikei District Council will cease to be a rural fire authority under the Forest and Rural Fires Act 1977.
- 1.2 These changes will mean that Council has no authority over fire, related matters, and that the Fire Prevention Bylaw 2014 and section 6.3 of the Public Places Bylaw 2013 will need to be revoked.

## 2 Comment

- 2.1 There is provision in the FENZ Act to allow the revocation of these provisions with a publicly notified resolution of Council (without the need for consultation), however, this may only occur following consultation with FENZ. As FENZ is not established until 1 July 2017, Council would have to wait until after this time to undertake that consultation. In the meantime the FENZ Act would prevail over an inconsistent Fire Prevention Bylaw and section 6.3 of the Public Places Bylaw 2013.
- 2.2 To address this matter sooner, it is proposed that Council revokes the Bylaw. This would allow the issue to be addressed in a timely way and serve as an opportunity to publicise the upcoming changes (that Council will soon cease to be a rural fire authority). Because this is a consequential change from the FENZ Act, it is not a significant consultation but Council must still give effect to the requirements of section 82 of the Local Government Act 2002.
- 2.3 The proposed Engagement Plan is attached as Appendix 1, proposed public notice as Appendix 2, the amended Public Places Bylaw 2013 is attached as Appendix 3 and section 82 of the Local Government Act is attached as Appendix 4.

## 3 Recommendation

- 3.1 That the memorandum 'Implications of the Fire and Emergency New Zealand Act' to Council's 25 May 2017 meeting be received.

- 3.2 That, in accordance with the Engagement Plan presented to Council's 25 May 2017 meeting, Council approves consultation on the revocation of the Fire Prevention Bylaw 2014 and the amendment of Public Places Bylaw 2013 to remove section 6.3 for public consultation.

Katrina Gray  
Senior Policy Analyst/Planner

# *Appendix 1*

## Engagement Plan

### Revoking Prevention of Fire Bylaw and Section 6.3 of the Public Places Bylaw 2013

#### Project description and background

As of 1 July 2017 Fire and Emergency New Zealand (FENZ) will be established and will have authority over both urban and rural fire services. This means that Rangitikei District Council will cease to be a rural fire authority under the Forest and Rural Fires Act 1977.

These changes will mean that Council has no authority over fire, related matters, and that the Fire Prevention Bylaw 2014 and section 6.3 of the Public Places Bylaw 2013 will need to be revoked.

#### Engagement objectives

The purpose of the engagement is to inform the community of:

- The changes for rural fire authorities
- The need to revoke the Prevention of Fire Bylaw and section 6.3 of the Public Places Bylaw.

#### Timeframe and completion date

The period of community engagement will be 14 working days, followed by analysis and reporting back to council, subsequent amendment (if required) and final adoption.

Key project stages	Completion date
Council approval – public consultation on revoking Bylaw	25 May 2017
Community engagement	29 May - 16 June 2017
Consideration of oral submissions on revoking the Bylaw	29 June 2017
Council deliberations on submissions and decision on revoking the Bylaw	29 June 2017
Public notice	2 July 2017

#### Communities to be engaged with

- The entire Rangitikei District community
- Te Roopu Ahi Kaa
- Community Boards and Community Committees

## Engagement tools and techniques to be used

Engagement Spectrum position desired: Inform

Community group or stakeholder	How this group will be engaged
Rangitikei District community	Website Rangitikei Line Printed media – Monitor, Chronicle.
Community Committees and Community Boards	Briefings Officer 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

- Council will no longer be a rural fire authority.
- Council will no longer be issuing fire permits.
- Council will still have powers to address long grass issues until 1 July 2018.

### Reputation risks

- Confusion about Council's new role.

## Basis of assessment and feedback to the communities involved

Following Council's decision on 2 July 2017, the outcome will be publicly notified. A response will be sent to any person who makes a submission.

The reports will be made available through the Council order paper and as printed copies from Council facilities.

## Project team roles and responsibilities

Team member	Role and responsibilities
Michael Hodder	Project sponsor
Katrina Gray	Project leader

Team member	Role and responsibilities
Katrina Gray	Print media
Carol Downs	External messaging, communications
Anna Dellow	IT needs

# *Appendix 2*

## Rangitikei District Council

### CHANGES TO THE MANAGEMENT OF RURAL FIRE SERVICES

As of 1 July 2017 Fire and Emergency New Zealand (FENZ) will be established and will have authority over both urban and rural fire services. Rangitikei District Council will no longer be a rural fire authority. This means that Council will no longer:

- Issue fire permits
- Declare fire seasons
- Control the lighting of fires in the open air
- Prevent the spread of fire

Until 1 July 2018 Council will still have authority to require an occupier to remove fire hazards (e.g. long grass).

These changes mean that the Fire Prevention Bylaw 2014 and section 6.3 of the Public Places Bylaw 2013 will need to be revoked as Council no longer has authority over the matters therein. Comments on the proposed revocation of the Fire Prevention Bylaw 2014 and Section 6.3 of the Public Places Bylaw 2013 close **12 noon Friday 16 June 2017**.

#### **Further information**

Further information is 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](http://www.rangitikei.govt.nz) or you may request a copy to be emailed or posted to you by calling 0800 422 522. If you have any questions please contact Katrina Gray, Senior Policy Analyst/Planner.

Ross McNeil  
Chief Executive

# *Appendix 3*

# RANGITIKEI DISTRICT COUNCIL

## PUBLIC PLACES BYLAW 2013



**Rangitikei**  
UNSPOILT...

### 1. SCOPE

1.1 This bylaw is made pursuant to section 145 of the Local Government Act 2002, which gives authority to the Council to adopt bylaws for the following general purposes:

- (a) protecting the public from nuisance;
- (b) protecting, promoting, and maintaining public health and safety;
- (c) minimising the potential for offensive behaviour in public places.

1.2 The general purpose of this bylaw is to control a range of activities in public places to ensure that acceptable standards of convenience, safety, visual amenity and civic values are maintained for the wellbeing and enjoyment of residents, visitors, and businesses within the district. In particular, this bylaw addresses damage to public facilities such as roads, footpaths, grass verges and garden areas, which may have an adverse effect on other users of these facilities.

### 2. DEFINITIONS

2.1 For the purposes of this bylaw, unless the context otherwise requires, the following definitions shall apply:

**AUTHORISED OFFICER** means any person appointed by the Council to act on its behalf and with its authority, and may include a police officer.

**COUNCIL** means the Rangitikei District Council.

**FOOTPATH** means that portion of the road reserve or private way laid out or constructed by or under the authority of the Council principally for the use of pedestrians and also includes any footbridge.

**MATERIAL** or **THING** means any material of whatever kind and includes jumbo bins and other containers for waste material, but excludes vehicles.

**MIND ALTERING SUBSTANCE** means a substance whether synthetic or naturally occurring which may alter consciousness, mood or emotions, or which might intoxicate or induce pleasurable sensations. It includes what is commonly known as glue-sniffing, but does not include:

- (a) Medically prescribed substances ingested by the person for whom they were prescribed;
- (b) Substances purchased from a pharmacy without a medical prescription;
- (c) Nicotine;
- (d) Alcohol as defined in the Sale of Liquor Act 1989.

PUBLIC PLACE means any place that, at any material time, is under the control of the Council and is open to or being used by the public, whether free or on payment of a charge, and includes any road (as defined by s315 of the Local Government Act 1974) or berm whether or not it is under the control of the Council. It also includes, without limitation, every reserve, park, domain, beach, foreshore and recreational grounds under the control of the Council.

SIGNAGE means any device, apparatus, or structure for displaying or advertising to the public any information or illustration relating to any place, person, goods, services, land, premises, or other property; and includes any information or illustration that is painted, printed, written, carved, inscribed, endorsed, projected onto, or otherwise fixed to or upon any building, wall, fence, hoarding, rock, structure, stationary vehicle, of any kind (whether moveable or not) that is visible from any public place.

STOCK means cattle, sheep, horse, deer, alpaca and llama of any age or sex.

VEHICLE means a device equipped with wheels, tracks or revolving runners upon which it moves or is moved and includes a hovercraft, skateboards, in-line skates, roller skates or similar recreational devices, but does not include:

- (a) A perambulator or pushchair;
- (b) A mobility scooter;
- (c) A bicycle (unless a bicycle stand is available within 50 metres);
- (d) Any other device specified by the Council.

### **3. SERVING OF ORDERS AND NOTICES**

- 3.1 When this bylaw provides for an order to be made or a notice to be given, such order or notice shall be delivered to the person required to do or refrain from doing something, and may be delivered to them either personally or by sending the same by messenger, post, fax or email, to them at their last-known place of abode or business.
- 3.2 If such person is absent from New Zealand the order or notice may be sent to their agent instead of to such person, in any manner mentioned in the last preceding subclause.
- 3.3 If the order or notice relates to any land or building, and the owner is not known or is absent from New Zealand and has no known agent in New Zealand, the order or notice may be served on the occupier (or anyone else in occupation) of the land or building. If there is no occupier, the order or notice may be affixed to a conspicuous part of the land or building without naming the owner or occupier.

- 3.4 Where an order or notice is sent by registered post it shall be sent so as to arrive in the due course of post on or before the latest time on which such order or notice is required to be served.

#### **4. POWERS**

- 4.1 Every person who obstructs or hinders any such authorised officer or authorised agent in the exercise of their powers under this bylaw shall be liable to prosecution for an offence against this bylaw.

##### REMOVAL OF ENCROACHMENT

- 4.2 If any building or structure or any part thereof shall have been erected, constructed or placed upon, under, over or across any public place in contravention of this or any other bylaw, Council may by notice in writing require the owner of the building or structure to remove the building or structure or any part thereof as specified in the notice.

- 4.3 Any notice issued under 4.2 may require such precautions to be taken as Council thinks necessary for the safety of the public and for the proper securing of the building or structure as is to remain after removal.

- 4.4 If an owner refuses to, or is unable to comply with Council's notice issued in accordance with clause 4.2, Council may remove or alter the building or structure that has been constructed in breach of this bylaw and may recover the cost of removal or alteration from the owner or from the person who committed the breach.

##### DISPENSATION

- 4.5 Where in the opinion of the Council full compliance with any of the provision of this bylaw would needlessly or injuriously affect any person or the course or operation of the business of, or be attended with loss or inconvenience to any person without any corresponding benefit to the community, the Council may, on the special application of that person, dispense with the full compliance with the provisions of this bylaw, provided that any other terms or conditions (if any) that the Council may deem fit to impose shall be complied with by such person.

#### **5 OFFENCES & PENALTIES**

- 5.1 Any breach of this bylaw is an offence and liable to summary conviction and a fine not exceeding \$20,000.

#### **6. PUBLIC SAFETY AND NUISANCES**

- 6.1 Except with the prior permission of the Council or an authorised officer a person shall not on any public place:

- (a) Place, leave or permit any object or thing, including without limitation any vehicle, packing case, crate, basket, cask, barrel, package or other encumbrance which creates or is likely to create a nuisance;
- (b) Permit or cause the drippings of eaves or other projections of any building to fall in a manner likely to cause a nuisance;
- (c) Throw or in any way deposit any offensive matter including without limitation dead animals or parts thereof and animal waste, allow to remain on any public place the carcass of any animal owned him or her, or in his or her charge or keeping;
- (d) Set off any fireworks or explosive material or allow the setting off of fireworks or explosive matter in a manner which creates or is likely to create a nuisance to users of any public place;
- (e) Place or leave litter or any materials or thing or substance which are likely to be hazardous or injurious to any person, or likely to create a nuisance;
- (f) Deposit in or around a public litter receptacle any household or trade refuse;
- (g) Interfere with any refuse which is awaiting collection by an authorised collector;
- (h) Drive any vehicle except on a formed road, or drive in a manner that is dangerous or inconsiderate to pedestrians or other vehicles in a public place;
- (i) Leave any work, hole or excavation in a public place in a manner that could be a danger to anyone entering or using that public place;
- (j) Solicit any subscription, collection or donation, preach or undertake any busking;
- (k) Distribute any printed or written material advertising any product, service or entertainment;
- (l) Fly from or land any aeroplane including model aeroplanes, a hot air balloon or hang glider, parachutes or similar, except in an emergency;
- (m) Consume, inject or inhale any mind-altering substances or offer or sell such substances to any person;
- (n) Conduct any activity, including the playing of any game recklessly or in a manner which may intimidate, be dangerous or injurious or cause a nuisance to persons in the public place, or damage the public place;
- (o) Erect or place any structure on, over or under the public place except in compliance with any other Part of this bylaw.
- (p) Fail to keep in good repair any rail, gate, fence, or cover over or about any area or entrance or lighting place to any cellar, or other place opening into or upon or near any public place, or keep open for more than a reasonable time, for taking in or out any articles, any entrance to any such area, cellar, or other place, or omit to protect such entrance when open for use.

6.2 Where any fence, wall, retaining wall or land adjacent to a public place is in a condition or state of disrepair which in the opinion of an authorised officer could cause damage or injury to persons passing, the authorised officer may give notice requiring the owner or occupier to repair or remove the fence, wall or retaining wall, or make the land safe.

~~6.3 Notwithstanding the requirements of any other clause of this Part of the bylaw a person shall not in any public place:~~

- ~~(a) Light any fire except at fireplaces specially provided, or in an appliance designed for outdoor cooking, subject to any restriction imposed by the Council on the lighting of fires;~~

## **7. OBSTRUCTING PUBLIC PLACES**

### **7.1 A person shall not:**

- (a) Obstruct the entrances to or exits from a public place;
- (b) Place or leave any material or thing, including signage, on a public place that could obstruct the public from right of passage, without the permission of an authorised officer and then only in accordance with such conditions as may be imposed;
- (c) Allow any gate or door on property abutting a public place, to swing over or across the public place or any part thereof;
- (d) Carry out any work on any motor vehicle in a public place, except in the case of any accident or emergency when repairs are necessary to allow the vehicle to be removed.

## **8. DAMAGE TO PUBLIC PLACES**

### **8.1 Except with the permission of the Council or an authorised officer a person shall not in any public place:**

- (a) Damage, interfere with, destroy or remove any grass plot, flower bed, tree, shrub or plant or any inscription or label relating to it;
- (b) Pollute, damage, deface or disfigure, apply graffiti, posters or advertising devices to, or interfere with any ornament, statue, building, structure, or facilities;  
Nothing in this sub-clause shall prevent the Council from supplying or approving the installation of display boards in any public place for the purpose of allowing posters to be displayed announcing forthcoming functions or events;
- (c) Cause or permit to be done any act whatsoever by which damage is caused to any public place, or any work or thing in, on, over or under the public place;
- (d) Damage or interfere with any natural feature, animal, or plant;
- (e) Use any vehicle or be in control of any animal so that it damages any part of a public place;
- (f) Drive or park any vehicle in a public place except in an area set aside for the driving or parking of vehicles;
- (g) Remove any sand, soil or other naturally occurring material found in a public place;
- (h) Open any drain or sewer on, or disturb or remove the surface of, any public place.

### **8.2 Any person carrying out authorised works on a public place shall provide reinstatement of the works to a standard approved by an authorised officer**

8.3 Any person wishing to gain access to a beach shall use a designated access where this is available.

## **9. PLACING OF ARTICLES ON, AND DAMAGE TO PUBLIC PLACES**

9.1 A person shall not place or leave or cause or permit to be placed or left any material or thing, including signage, amusement devices or items to for sale or hire, on any public place unless:

- (a) Prior approval has been obtained from Council or an authorised officer, and then only in accordance with such conditions as may be imposed; or
- (b) It is for the purpose of regular refuse or other collections authorised by the Council or is otherwise authorised by law; or
- (c) It is permitted pursuant to any other Council bylaw

9.2 A person shall not do, cause or permit to be done any act whatsoever by which damage is caused to any public place, or any work or thing in, on over or under the public place.

9.3 Where activities carried out on any property adjoining any public place are of a kind likely to damage that public place, Council or an authorised officer may by notice in writing, require the owner to occupier of the property to undertake specified works in order to adequately reinforce and prevent damage to the public place. The owner or occupier shall comply with the requirement of the notice within the time frames specified in the notice. Council or an authorised officer will inspect the works following completion and Council may by resolution set a reasonable inspection fee payable by the owner or occupier to recover costs incurred by Council in inspecting the works and ensuring compliance.

9.4 If the work completed by the owner or the occupier of the property does not comply with the notice, Council may remove or alter the specified works so as to comply and recover the costs of such removal or alteration from the owner or occupier of the property.

## **10. EXPOSING ARTICLES FOR SALE**

10.1 Except as provided for by any other Council bylaw no person shall expose for sale any article whatsoever on any footpath, or outside of any shop, shop window, or doorway abutting on any public place, so as to encroach on or over that public place, without the prior permission of Council, and then only in accordance with such conditions as the Council may think fit to impose.

## **11. VEHICULAR CROSSINGS**

11.1 Any person wishing to construct, repair, remove or widen any vehicular crossing shall first obtain a permit from the Council.

11.2 A permit issued by the Council under 11.1 of this bylaw may be subject to such conditions concerning dimensions and materials as the Council may consider reasonably necessary to protect the road (including any footpath or berm) adjacent to the vehicular crossing, and to ensure safe and convenient use of the road by pedestrians and vehicles.

- 11.3 No person shall drive, ride, propel, or wheel any motor vehicle across any footpath or water channel in any public place otherwise than upon a crossing properly constructed under the provisions of this bylaw.
- 11.4 No person shall drive any vehicle across any unformed section of road in any public place (between road carriageway and any property boundary) unless by means of a crossing properly constructed in accordance with all bylaws of the Council in force at the time of such construction.
- 11.5 If in the opinion of the Council any crossing is in a bad or unsafe state of repair, the Council may by notice in writing, require the owner of the land which the crossing provides access to, to repair, reconstruct, or renew such crossing to the satisfaction of the Council. Every such owner or occupier who fails to comply with any such notice within the period specified shall commit an offence against this bylaw.

## **12. TEMPORARY VEHICULAR CROSSINGS**

- 12.1 No person shall take or drive a vehicle or permit the same to be taken or driven across any footpath or water channel in the course of construction or other work on the adjoining property or to deliver or collect building or other materials used in connection with such construction or other work except with the prior written permission of the Council or an authorised officer and subject to such terms and conditions as may be imposed.
- 12.2 A bond as security against the repair of any damage caused in the use of a temporary crossing may be required as a condition of consent.

## **13. ASSEMBLY**

- 13.1 A person shall not, without the prior consent of Council or an authorised officer:
- (a) Participate in any assembly or associate with other persons in a public place in such a way as to significantly impede pedestrian or vehicular traffic or to prevent or hinder ready access to shops or premises facing onto the public place;
  - (b) Organise or conduct any meeting, gathering, demonstration, parade, procession or competition in a public place which creates or is likely to create a nuisance.
- 13.2 The provisions of 13.1 shall not apply to any event or other activity approved by the Council.

## **AWNINGS AND BLINDS**

- 14.1 No person shall erect or maintain, or cause to be erected or maintained, any awning over any public place, or hang any awning, blind, or screen from any portico on any public place except with the permission of an authorised officer. In granting such permission an authorised officer may set such conditions as is deemed appropriate. Any such permission may be revoked at any time by an authorised officer.

**15. PROJECTIONS ON PUBLIC PLACES NOT PERMITTED**

15.1 Except where permitted by any other Council bylaw or by Council consent no person shall put any portico, projecting window, balcony, wall, lamp, door step, cellar door, lamp post, signboard, window shutter, gate post, or other obstruction or projection of any kind whatsoever in, on, over or under a public place or in such a position as to interfere with or obstruct in any way the free passage of pedestrians or traffic upon any public place.

This restriction shall not apply to any verandah or awning erected pursuant to a requirement of the District Plan.

15.2 If any such projection or obstruction as aforesaid has been placed against or in front of any building before the coming into operation of this bylaw and which is contrary to any bylaw in force, Council may give notice to the owner or occupier of such a building to remove, or to alter such projection or obstruction, and such owner or occupier shall, within the time stated in such notice, remove, or alter such projection or obstruction.

15.3 No person shall stand on any veranda erected over a public place except for the purposes of inspection, maintenance or egress in the case of fire.

**16. RESTRICTIONS ON THE USE OF BARBED WIRE AND ELECTRIFIED FENCES**

16.1 Except with the permission of an authorised officer:

(a) No person shall erect or permit to be erected any electrified fencing or barbed wire along, or within 1 metre of any boundary line between any land or building on the one side, and any public place on the other side.

(b) Provided that this sub-clause shall not prohibit the placing of such barbed wire at a height of not less than 2 metres or electrified fencing not less than 3 metres from the level of the ground of any such public place.

16.2 Sub-clause 16.1 shall not apply within any area which is in a rural zone under the District Plan prepared by the Council, except when the fence abuts or adjoins a footpath; provided that Council may from time to time by resolution specify conditions that will apply to temporary electric fences.

**17. ROADS AND BUILDING IDENTIFICATION**

17.1 The Council shall have the exclusive right to set or alter the number of any building where in the Council's opinion it may be necessary or advisable to do so.

17.2 Numbers shall be as allocated or approved by an authorised officer and displayed in a position so as to be readily visible from the road to which it has frontage.

17.3 Notwithstanding that a building or property is identified by other means, the owner or occupier of every building or group of buildings forming part of a complex or of the property shall mark such building, or complex, or letterbox associated with that building or complex with numbers no less than 50mm in height for residential buildings and letterboxes, and not less than 150mm in height for all other buildings.

17.4 Numbers required by 17.2 shall be maintained by the owner or occupier in such a manner as to readily identify the property at all times.

## **18. ANIMALS AND STOCK ON PUBLIC PLACES**

18.1 No person shall take or allow any animal under their care or control onto any public place if the Council has by resolution or public notice prohibited entry of that type of animal to that public place.

18.2 Any person having control of stock on any public place shall ensure that the stock is kept under proper control, with consideration for other persons using the public place, and shall ensure that the stock are driven in such a manner and by such points of access to an exit from the road as to ensure that damage is not caused to the public place.

18.3 No person shall:

- (a) Permit stock to be driven across or along any public place unless an alternative route is not reasonably available;
- (b) Permit any stock to be on a reserve, beach, footpath or cycle track or other area designated as an area prohibited to stock without the prior consent of an authorised officer;
- (c) Graze stock in any public place except in accordance with Council policy

18.4 Any person having control of stock being driven on any public place shall ensure that excrement, urine or other matter deposited upon the public place from such stock is removed and disposed of in an appropriate manner.

18.5 Any person being the owner of, or having control of any horse in a public place shall immediately remove any faeces deposited by that horse from any public place.

18.6 Subject to the requirements of sub-clauses 18.1 to 18.5 every person being the owner or having the care, custody, or control of any animal shall keep and prevent the same from wandering or being at large without proper guidance on any public place.

## **19. OVERHANGING VEGETATION LIABLE TO OBSTRUCT**

19.1 No person shall permit or allow vegetation to encroach on to or over any public place so as to obstruct or interfere with street lighting or the free movement of persons or vehicles using that public place.

## **20. REFUSE**

### **DEPOSIT OF CERTAIN MATERIALS PROHIBITED**

20.1 No person shall leave for refuse collection:

- (a) Any explosive, hot ashes, highly flammable material, infectious material or any matter, thing or refuse of any kind whatsoever, other than household refuse;

- (b) Any liquid, acid, printer's ink, paint, or any viscous fluid;
- (c) Any ashes, broken bottles, glass, glass articles, broken crockery, china or such sharp articles or materials unless such ashes, sharp articles or materials are wrapped so as to prevent injury to persons engaged on collection or disposal work.

#### DISPOSAL OF REFUSE

- 20.2 No person shall take to any place of disposal material of any kind which has been prohibited by the Council or authorised officer.

#### AGAINST REMOVAL OF MATERIAL FROM DISPOSAL SITE

- 20.3 On any land or premises set aside by the Council for the disposal of refuse, it shall be unlawful for any unauthorised person to enter, loiter, or to disturb any deposit of refuse, or to remove there from any article or material of any kind.

### **21. COMMENCEMENT**

- 21.1 This bylaw was adopted by Council on 31 January 2013, and commences on the 7<sup>th</sup> of February 2013.

# *Appendix 4*



## New Zealand Legislation

# Local Government Act 2002

- Warning: Some amendments have not yet been incorporated
- This version was reprinted on 2 May 2017 to make a correction to section 233 under section 25(1)(j)(iii) of the Legislation Act 2012 and then to make a correction to Schedule 13A clause 1 under section 25(1)(j)(ii) of the Legislation Act 2012.

### *Consultation*

#### **82 Principles of consultation**

- (1) Consultation that a local authority undertakes in relation to any decision or other matter must be undertaken, subject to subsections (3) to (5), in accordance with the following principles:
  - (a) that persons who will or may be affected by, or have an interest in, the decision or matter should be provided by the local authority with reasonable access to relevant information in a manner and format that is appropriate to the preferences and needs of those persons:
  - (b) that persons who will or may be affected by, or have an interest in, the decision or matter should be encouraged by the local authority to present their views to the local authority:
  - (c) that persons who are invited or encouraged to present their views to the local authority should be given clear information by the local authority concerning the purpose of the consultation and the scope of the decisions to be taken following the consideration of views presented:
  - (d) that persons who wish to have their views on the decision or matter considered by the local authority should be provided by the local authority with a reasonable opportunity to present those views to the local authority in a manner and format that is appropriate to the preferences and needs of those persons:
  - (e) that the views presented to the local authority should be received by the local authority with an open mind and should be given by the local authority, in making a decision, due consideration:
  - (f) that persons who present views to the local authority should have access to a clear record or description of relevant decisions made by the local authority and explanatory material relating to the decisions, which may include, for example, reports relating to the matter that were considered before the decisions were made.
- (2) A local authority must ensure that it has in place processes for consulting with Māori in accordance with subsection (1).
- (3) The principles set out in subsection (1) are, subject to subsections (4) and (5), to be observed by a local authority in such manner as the local authority considers, in its discretion, to be appropriate in any particular instance.
- (4) A local authority must, in exercising its discretion under subsection (3), have regard to—
  - (a) the requirements of section 78; and
  - (b)

- the extent to which the current views and preferences of persons who will or may be affected by, or have an interest in, the decision or matter are known to the local authority; and
- (c) the nature and significance of the decision or matter, including its likely impact from the perspective of the persons who will or may be affected by, or have an interest in, the decision or matter; and
  - (d) the provisions of Part 1 of the Local Government Official Information and Meetings Act 1987 (which Part, among other things, sets out the circumstances in which there is good reason for withholding local authority information); and
  - (e) the costs and benefits of any consultation process or procedure.
- (5) Where a local authority is authorised or required by this Act or any other enactment to undertake consultation in relation to any decision or matter and the procedure in respect of that consultation is prescribed by this Act or any other enactment, such of the provisions of the principles set out in subsection (1) as are inconsistent with specific requirements of the procedure so prescribed are not to be observed by the local authority in respect of that consultation.

Section 82(1)(f): replaced, on 8 August 2014, by section 23 of the Local Government Act 2002 Amendment Act 2014 (2014 No 55).

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# Attachment 8

# Memorandum

**To:** Council

**From:** Katrina Gray, Senior Policy Analyst/Planner

**Date:** 17 May 2017

**Subject:** Proposed Traffic and Parking Bylaw

**File:** 1-DB-1

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## 1 Background

- 1.1 Concerns have been raised concerning the number of vehicles parked outside several residential properties, particularly in Marton. These issues have been an issue for Council for a number of years.
- 1.2 This issue was discussed at the 11 May 2017 Policy/Planning Committee meeting, with the Committee recommending the development of a bylaw to address the issue.

## 2 Comment

- 2.1 If a bylaw is created to address the issue of excess vehicles being parked outside residential properties, Council has the opportunity to also address other traffic and parking related issues.
- 2.2 Other related issues that councils commonly encounter warrant consideration for inclusion in such a bylaw, such as:
- All day parking in timed areas
  - Misuse of disability parks, loading zones and bus stops
  - Heavy vehicles parking on residential streets
  - Damage to the Council roading network (particularly footpaths)
  - Engine braking
  - Sale of vehicles on roads
- 2.3 The benefit of a traffic and parking bylaw is that it can require vehicles to be removed, or provide Council with the power to remove them. It can also enable the issuing of infringement notices for offences. This is because the bylaw is authorised under the section 22 AB of the Land Transport Act which outlines the scope of such a bylaw. The only enforcement available under the Public Places Bylaw 2013 is a prosecution.
- 2.4 There are a number of provisions in the existing Public Places Bylaw 2013 which relate to vehicles. It is proposed that the Public Places Bylaw 2013 is amended, so

that matters related to vehicles are incorporated into the proposed Traffic and Parking Bylaw.

2.5 Normally, when developing a new bylaw, Council would need to comply with Section 155 of the Local Government Act 2002 which prescribes how Council must proceed in developing a new bylaw.

- 1) A local authority must, before commencing the process for making a bylaw, determine whether a bylaw is the most appropriate way of addressing the perceived problem.
- 2) If a local authority has determined that a bylaw is the most appropriate way of addressing the perceived problem, it must, before making the bylaw, determine whether the proposed bylaw—
  - (a) is the most appropriate form of bylaw; and
  - (b) gives rise to any implications under the New Zealand Bill of Rights Act 1990.

2.6 However, this justification is not required under section 22AB of the Land Transport Act. However, the Minister is given the power to amend, replace or disallow any bylaw which is “unreasonable or undesirable in so far as it relates to or may affect traffic”. Consultation on the proposed bylaw must meet the requirements of section 156 of the Local Government Act 2002.

2.7 If Council agrees that a wider scope for a Traffic and Parking Bylaw warrants consideration, referral back to the Policy/Policy Committee is the most expedient way of progressing this.

### **3 Recommendations**

3.1 That the memorandum ‘Proposed Traffic and Parking Bylaw’ to Council’s 25 May 2017 meeting be received.

3.2 That a draft Traffic and Parking Bylaw be developed for the Policy/Planning Committee, to address a range of traffic and parking related issues, with the approved draft subsequently recommended to Council for public adoption.

Katrina Gray  
Senior Policy Analyst/Planner

# Attachment 9



# Rangitikei District Council

## Huntermville Community Committee Meeting

Minutes – Monday 10 April 2017 – 6:30 p.m.

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**Present:** Ms Karen Kennedy (Chair)  
Cr Ruth Rainey  
Ms Jane Watson  
Ms Maureen Fenton  
Ms Sandra Carroll  
Mr Trevor O'Connor  
Ms Jean Signal  
Mr Richard Gower  
Ms Erina True

**In attendance:** Ms Linda Holman, Governance Administrator  
Mr Sam Hunter, resident  
Ms Barbara Collinson-Smith, resident

## 1 Welcome

The meeting began at 6:34pm. The Chair welcomed everyone to the meeting.

## 2 Public Forum

Ms Barbara Collinson-Smith spoke to the Committee about the problem of wild cats in Hunterville town. She is forming a charity with a group of interested people to raise money to support a humane trapping, neutering and rehoming, or euthanasia programme. Ms Collinson-Smith noted that, in contrast to the city SPCA, the rural SPCA would not get involved in helping with the wild cat problem and so it was up to the local people to help.

Ms Collinson-Smith contrasted the low level of the bird population in Hunterville with the abundant bird life in Wellington, and connected this to the high level of wild cats locally. Ms Collinson-Smith sought help from the Committee in finding premises to house the cats, and for volunteers to help care for them prior to rehoming.

## 3 Apologies

Apologies were received from Ms Lynette Thompson and Cr Dean McManaway.

Moved / Seconded. Carried

## 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. No conflicts of interest were noted.

## 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, three items be dealt with as late items at this meeting: the pothole in the Playcentre driveway, the overgrown drain by the bowling club, and the request for help with the wild cat problem.

## 6 Confirmation of Minutes

**Resolved minute number**                      **17/HCC/005**                      **File Ref**                      **3-CC-1-2**

That the Minutes of the Hunterville Community Committee meeting held on 20 February 2017 be taken as read and verified as an accurate and correct record of the meeting.

Ms Signal / Mr O'Connor. Carried

## 7 Chair's Report

A verbal report was not provided at the meeting.

## 8 Combined meeting / workshop with Council and Community Committees

Ms Kennedy and Mr Gower attended the workshop and gave an overview of the topics covered. There were no items that directly affect Hunterville.

## 9 Council decisions on recommendations from the Committee

It was noted that there were no recommendations raised at the previous meeting.

## 10 Council responses to queries raised at previous meetings

- Item 15 for the information from Mr Athol Sanson, Parks and Reserves Team Leader was noted
- Ms Holman supplied "Grants and Funding 2017" brochures to the members

## 11 Update on place-making initiatives

Cr McManaway was not in attendance and will provide a report at the next meeting.

## 12 Small Projects Grant ideas

In item 15 it was suggested that the Small Projects Grant money be used to pay for fixing the gates, and if any money was left over then it could be put towards the installation of the rocking ladybird in the playground. Ms Holman will enquire as to whether the Lions Club were intending to install the ladybird themselves, and will report back.

## 13 Small Projects Grant Scheme update – April 2017

The Committee decided to spend some of the money on fixing the gates.

**Resolved minute number**                      **17/HCC/006**                      **File Ref**                      **3-CC-1-2**

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

Ms Kennedy / Ms Carroll. Carried

**Resolved minute number**                      **17/HCC/007**                      **File Ref**                      **3-CC-1-2**

That \$559 be spent on fixing the gates at the playground and the RSA, with the unspent portion being returned to the Small Projects Grant fund.

Ms Kennedy / Ms Carroll. Carried

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

Discussion was held around nuisance trees. Cr Ruth Rainey will report back at the next meeting.

**Resolved minute number**                      **17/HCC/008**                      **File Ref**                      **3-CC-1-5**

That the memorandum 'Current Infrastructure Projects/Upgrades and other Council Activities in the Hunterville Ward – March 2017' be received.

Ms Kennedy / Mr Gower. Carried

## 15 Future Queens Park Waste Management and Playground Gate and Ramp

The Committee noted the information provided by Mr Athol Sanson.

## 16 Dog Cemetery

Mr Richard Gower noted that he made a presentation to Council on this project, and displayed the slides to the Committee. Council agree this is a good idea, but raised questions about the suitability of the site. Cr Ruth Rainey noted that parking is already available at the site.

Mr Gower noted charges from pet cemeteries in other parts of NZ:

- Taupo: \$170 + \$80
- Christchurch: \$1,500
- Cremation fees for dogs: approximately \$200

Mr Gower has acquired forms from the Australian town of Corrigin, which has a dog cemetery.' He noted that the local council is responsible for the upkeep of the cemetery, and there is no charge for local people burying their dogs. He further noted that Corrigin run a "Dogs in Utes" day, of which a similar day could be done in Hunterville.

Further discussion was held around the suitability of the site. It was decided that to progress, a sub-committee should be set up, with Mr Gower reporting back to the Committee.

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

That a sub-Committee be created for the instigation and ongoing management of a Dog Cemetery in Hunterville, with regular reports back to the Hunterville Community Committee.

Ms Kennedy / Ms True. Carried

## 17 Hunterville Grandstand colour scheme

It was noted that this project is underway.

## 18 Geographical review of Census spatial units

<b>Resolved minute number</b>	<b>17/HCC/008</b>	<b>File Ref</b>	<b>1-LTP-4-2</b>
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That the memorandum "Geographical review of Census spatial units" be received.

Ms Kennedy / Ms Fenton. Carried

<b>Resolved minute number</b>	<b>17/HCC/009</b>	<b>File Ref</b>	<b>1-LTP-4-2</b>
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That the Committee provides the following feedback on naming of the redefined spatial units for aggregation of Census data from 2018 onwards: that the naming for Otiwhiti area should stay as Otiwhiti.

Mr Gower / Ms Watson. Carried

## 19 Hunterville Zero Waste Initiative

Ms Karen Kennedy spoke to the Committee about her attendance at the Zero Waste Initiative at Parihaka marae in 2016. Ms Kennedy requested that the organisers visit Hunterville, to provide guidance on how to establish and fund a Zero Waste Initiative in Hunterville.

Discussion was held around the positioning of the recycling bins, and how this can be improved, and how recycling could ease the problems around overflowing bins in Queens Park. Interest and volunteers from the local community are required to get the initiative off the ground, and Ms Kennedy has spoken with Council and advertised in the Bulletin to help drive interest locally.

## 20 Late Items

- 1 Pothole in driveway by the Playcentre. This is large and needs fixing. Cr Rainey will follow this up, and recommended raising another Request For Service (RFS).
- 2 Blackberry in creek in front of bowling club. Ms Kennedy will send an RFS to Council.
- 3 Wild cats. Ms Kennedy will contact the local vet to enquire about humane disposal of wild cats that are unable to be tamed and rehomed.

## 21 Next Meeting

Monday 19 June 2017, 6:30pm.

## 22 Future meeting dates for 2017

- 21 August
- 16 October

## 23 Meeting Closed

The meeting closed at 8.45pm

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

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

# Rangitikei District Council



## Creative Communities Assessment Committee Meeting Minutes – Wednesday 26 April 2017 – 10:00 a.m.

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**Present:**

- Ms Gill Duncan (Chair)
- Ms Anne George
- Ms Julie Oliver
- Ms Marion McPhee
- Ms Pam Bradley
- Mr Paul Marcroft
- Ms Raewyn Turner
- Mr Regan Barsdell
- His Worship the Mayor Andy Watson

**In attendance:**

- Ms Linda Holman, Governance Administrator
- Ms Jan Harris, Bulls and District Community Trust
- Ms Lorraine Barnett, Marton Arts and Crafts Centre

**Tabled documents:**

- 1. Updated Summary Report Form
- 2. Marton Country Music Festival financial report
- 3. Marton Arts and Crafts Centre financial report
- 4. Marton Arts and Crafts Centre quote for radio advertising

## 1 Welcome

The Chair welcomed everyone to the meeting

## 2 Apologies

Cr Richard Aslett and Ms Julie Oliver sent their apologies to the meeting. Ms Pam Bradley arrived late and Mr Paul Marcroft will be leaving early.

## 3 Opportunity for applicants to address the Committee

Jan Harris presented for the Bulls and District Community Trust (Wear-a-Bull Arts Award), and Lorraine Barnett presented for Marton Arts and Crafts Centre (2017 Exhibition).

Ms Harris noted that for the first time the Wear-a-Bull arts show would run concurrently with a static art exhibition in the Bulls town hall. Discussion was held around the legal and financial implications of this proposal. The important contribution of the volunteers who work on the Wear-a-Bull awards was highlighted.

Ms Harris left the meeting after her presentation.

Ms Barnett gave an overview of the activities of the Arts and Crafts Centre and the proposed exhibition. Discussion was held around the number of works per artist that will be accepted, and the levels of funding requested for print advertisings.

Ms Barnett left the meeting after her presentation.

## 4 Conflicts of interest

Ms Raewyn Turner noted that she is friends with Ms Lorraine Barnett, and that she is a volunteer for the Wear-a-Bull arts show. This was not deemed sufficient to require Ms Turner to excuse herself from any of the discussions.

Mr Paul Marcroft and Ms Marion McPhee noted that they are members of the Marton Arts and Crafts Centre, and that they may exhibit in the show. This was deemed sufficient to require them to excuse themselves from discussion about the Marton Arts and Crafts Centre application.

Ms Anne George is a recent committee member for the Marton Country Music Festival, and this was deemed sufficient to require her to be excused from discussion about the application.

## 5 Minutes of Previous Meeting

Ms Gill Duncan noted that she was not present at the April 2016 meeting

Resolved minute number

17/CCS/001

File Ref

3-GF-3-2

That the minutes of the previous meeting of the Creative Communities Assessment Committee on 23 November 2016 be taken as read and verified as an accurate and correct record of the meeting.

Ms Duncan / Ms Turner. Carried

## **6 Funding for Success: Taking a strategic approach to funding decisions**

Ms Linda Holman drew the Committee's attention to page 12 of the Creative Communities Scheme Assessor's Guide: "Taking a strategic approach to funding decisions" and noted that with more money requested than available it is important to ensure projects are able to proceed with enough funding to be viable.

## **7 Creative Communities Applications April 2017**

Ms Bradley arrived at 10:55am

1. Connected media – the Committee expressed mixed views around the vagueness of application, the lack of specific local detail, and the money leaving the Rangitikei district; but noted that it could be a good opportunity for local young people - and the national experience of the organisation could be of benefit locally. An informal vote was taken and only three of the members were keen to fund, although a fourth member later stated they would support the application. It was later decided to offer \$1,000, with the Mayor stating he may be able to find funding for the shortfall of \$2,500. The decision was taken that, in the event Connected Media declined the offer then the \$1,000 would be distributed among the remaining four applicants.
2. Marton Arts and Crafts – Mr Marcroft and Ms McPhee left the room for this discussion. It was noted that many of the applications are close together on the calendar and the potential for cohesion around advertising was raised. It was further noted that there is lots of money going out of the area just for printing, perhaps local print suppliers should have the opportunity to quote for a number of the applications together. The Committee questioned their role in the process and whether they can guide applicants. There are gains to be made around the events promoting one another and potentially sharing advertising resources. Social media appears underutilised also. Positive response to the application as it is an annual, local event. It was noted that there may be other forms of income available to them.
3. Marton Country Music Festival – Ms George left the room for this discussion. It was noted that this is under a new committee and that Marton is very keen to keep the festival running in the town, as it is very positive for the community, and encourages repeat visitors.

Mr Marcroft left at 11:47am, leaving his marking sheet with Ms Holman.

4. Marton Women's Institute – The Committee expressed concern that it is a week before the Arts centre exhibition, and that it is a short time frame for a small committee to organise a large event. Project Marton is helping, and they may be able to reduce the expensive print advertising costs. There are no specific workshops mentioned, which gives

the impression the event is very much at the beginning of the organisational process. Positives include the local focus of the event and the fact it's very hands on – contributing to passing on of knowledge. Two days is noted as a concern as it is a long event. High advertising costs, but is targeting groups that may not be social media savvy, so the focus is on traditional advertising, although perhaps it is better to email the groups directly. But the Committee have a positive feel about the project itself, although they did wonder if holding it later in the year might be better.

5. Wear-a-Bull Awards – The Committee found the application a bit confusing as to what was being applied for, as there is now the event and the exhibition. However, it is a great event for Bulls, and for the human aspect of what the volunteers achieve. The application needs work to make it better. It was noted that there is great community support in the running of the event, and that it is truly unique.

**Resolved minute number**                      **17/CCS/002**                      **File Ref**                      **3-GF-3-2**

That the report 'Creative Communities Applications April 2017' be received.

Ms Duncan / Mr Marcroft. Carried

**Resolved minute number**                      **17/CCS/003**                      **File Ref**                      **3-GF-3-2**

That the following Creative Communities Project Report Forms be received:

- Taihape Community Development Trust (Gumboot Day 2016)
- Samoan Community Support Committee (Samoan Independence Day 2016)
- Marton Country Music Festival (2017 Festival)
- Marton Arts and Crafts Centre (Arts Brochure)

Ms Duncan / Mr Barsdell. Carried

**Resolved minute number**                      **17/CCS/004**                      **File Ref**                      **3-GF-3-2**

That the Creative New Zealand Funding Assessment Committee approve/decline the applications, listed below, on behalf of the Creative Community Scheme (Creative New Zealand), and disburse the funds to successful applicants:

- Connected Media Charitable Trust: Film making workshops    \$1,000
- Marton Arts and Crafts Centre: Exhibition 2017                      \$ 815
- Marton Country Music Festival: Festival 2018                      \$2,800
- Marton Women's Institute: Craft + Alive 2017                      \$2,200
- Bulls and District Community Trust: Wear-a-Bull Arts 2017    \$1,204

Ms George / Ms Turner. Carried

**Resolved minute number**                      **17/CCS/005**                      **File Ref**                      **3-GF-3-2**

In the case of the Connected Media application, the Committee will offer \$1,000. If they choose to decline then money will be distributed to the other four applicants as follows:

- Connected Media Charitable Trust: Film making workshops    \$0
- Marton Arts and Crafts Centre: Exhibition 2017                      \$1,150
- Marton Country Music Festival: Festival 2018                      \$3,110
- Marton Women's Institute: Craft + Alive 2017                      \$2,515
- Bulls and District Community Trust: Wear-a-Bull Arts 2017    \$1,244

Ms Duncan / Ms Turner. Carried

## 8 Next Meeting

Wednesday 29 November 2017, 10am

## 9 Meeting Closed at 12:45pm

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

Date:



# Rangitikei District Council

## Sport New Zealand Rural Travel Fund Meeting

Minutes – Thursday 27 April 2017 – 9:00 a.m.

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**Present:** Cr Angus Gordon (Chair)  
Cr Dave Wilson  
His Worship the Mayor, Andy Watson

**Also present:** Cr Ruth Rainey

**In attendance:** Ms Nardia Gower, Governance Administrator

**Tabled:** Rangitikei College Accountability Form 2015-2016 year

\*Note: the applications to the fund were included as a separate document to Committee members, and are available online: <https://www.rangitikei.govt.nz/council/meetings/committee/sport-nz-rural-travel-fund-committee>

## 1 Welcome

The meeting opened at 9:04am. The Chair welcomed everyone to the meeting and made mention of the change of date for the meeting from the 26 April 2017 to 27 April 2017.

## 2 Apologies

No apologies

## 3 Confirmation of minutes

**Resolved minute number**                      **17/17/RTF/001**                      **File Ref**                      **3-GF-6-2**

**Subject**                                              Sport NZ Confirmation of Minutes 27 April 2016

That the Minutes of the Sport NZ Rural Travel Fund Assessment Committee meeting held on 27 April 2016 be taken as read and verified as an accurate and correct record of the meeting.

Cr Gordon / Cr Wilson. Carried

## 4 Sport NZ Rural Travel Fund Scheme Allocation of Funds Report

Cr Wilson noted that Hunterville Children's Saturday Morning Sports Club has requested petrol vouchers as part of their funding application. His Worship the Mayor highlighted that Taihape Area School and Rangitikei College have their own vehicles while Hunterville Children's Saturday Morning Sports Club use parents' vehicles as a means of transporting their teams. All were happy with last years accountability from Hunterville Children's Saturday Morning Sports Club and that the vouchers are being correctly accounted for.

**Resolved minute number**                      **17/RTF/002**                      **File Ref**                      **3-GF-6-2**

**Subject**                                              Sport NZ Rural Travel Fund Scheme Allocation of Funds  
2016/17

That the report "Sport NZ Rural Travel Fund Scheme Allocation of Funds 2016/17" be received.

**Resolved minute number**                      **17/RTF/003**                      **File Ref**                      **3-GF-6-2**

**Subject**                                              Sport NZ Accountability reports 2015/2016

That the accountability reports for funding during 2015/16 be received from:

- Hunterville Children's Saturday Morning Sports Club (2015/16)
- Taihape Area School (2015/16)

- Rangitikei College (2015/16) **Tabled**

Cr Wilson / His Worship the Mayor. Carried

**Resolved minute number**                      **17/RTF/004**                      **File Ref**                      **3-GF-6-2**

**Subject**                                              Sport NZ Application disbursements 2016-2017

That the Sport NZ Rural Travel Fund Assessment Committee approve the applications of Option two, listed below, on behalf of the Sport NZ Rural Travel Fund Scheme and disburse the funds to successful applicants by the end of the financial year:

- |                                                       |        |
|-------------------------------------------------------|--------|
| • James Cook School                                   | \$ 346 |
| • Hunterville Children's Saturday Morning Sports Club | \$1946 |
| • Taihape Area School                                 | \$4997 |
| • Rangitikei College                                  | \$2210 |

Cr Wilson / His Worship the Mayor. Carried

## 5 Next meeting

To be confirmed

## 6 Meeting closed at 9.12am



# Rangitikei District Council

## Finance and Performance Committee Meeting

Minutes – Thursday 27 April 2017 – 9:30 AM

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**Present:** Cr Nigel Belsham (Chair)  
Cr Dean McManaway  
Cr Graeme Platt  
Cr Ruth Rainey  
Cr David Wilson  
His Worship the Mayor, Andy Watson

**Also present:** Cr Angus Gordon  
Cr Lynne Sheridan  
Cr Jane Dunn

**In attendance:** Mr Ross McNeil, Chief Executive  
Mr Michael Hodder, Community & Regulatory Services Group Manager  
Mr George McIrvine, Finance & Business Support Group Manager  
Ms Nardia Gower, Governance Administrator

**Tabled documents:** Item 7 Chair's Report – Chair's Report

## 1 Welcome

The meeting opened at 9.30am. The Chair welcomed everyone to the meeting.

## 2 Council Prayer

Cr Ash read the Council Prayer

## 3 Apologies/Leave of Absence

That the apologies for the absence from Cr Peke-Mason be received.

Cr Ruth Rainey / Cr Cath Ash. Carried

## 4 Members' conflict of interest

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

## 5 Confirmation order of business

The Chair informed the Committee that there would be no change to the order of business from that set out in the agenda.

## 6 Confirmation of minutes

The meeting agreed that the words 'Swimming Pool' should be added after 'Marton' in second bullet point of item 9.

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

That the amended Minutes of the Finance/Performance Committee meeting held on 30 March 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Sheridan / Cr Rainey. Carried

## 7 Chair's Report

The Chair spoke briefly to his tabled report.

Discussion was had as to how people could access documents tabled at Council meetings. Currently they are filed with the paper record. The Committee accepted the proposal to upload to the Council website any documents tabled at the meeting. Mr Hodder would ensure this.

**Resolved minute number**                      **17/FPE/008**                      **File Ref**                      **3-CT-14-1**

That the Chair's Report to the Finance/Performance Committee meeting on 27 April 2017 be received.

Cr Belsham / Cr Ash. Carried

## **8 Progress with strategic issues**

A discussion document on developing policy for incentives for new home construction and new residents was provided later in the agenda

## **9 Monthly Financial Report – March 2017**

Mr McIrvine spoke to his report.

Cr Rainey noted that the \$500,000 from lotteries for the Bulls community centre was not showing yet. Mr McIrvine noted that capitalization is done at the end of the year and it would normally show then. However, the grant had not yet been paid.

Mr McIrvine noted that upgrades to computer software have been completed however resulted in some system issues that are being resolved. This has resulted in a lot of extra work for the IT department.

The Committee discussed the merits of borrowing from the Local Government Funding Agency (LGFA) with the current low interest rate. All agreed that there is strong viability in doing so and reinvesting either short or long term. Due diligence would be undertaken with any such proposed investments.

Council's lawyers are currently working on the membership documentation required from Council by LGFA. Once finalised, it will be presented back to the Committee.

Quotable Value (QV) is revaluing properties from July through to December 2017, with the outcome potentially affecting rateable values in the 2018/19 rating year. Council provides information to QV on property upgrades known through building consents. QV is responsible for decisions on potential rating increases. All property owners have a right of objection to their valuation assessments. Requests for a higher valuation reflect a buoyant housing market.

**Resolved minute number**                      **17/FPE/009**                      **File Ref**                      **5-FR-4-1**

That the monthly financial report for March 2017 be received

Cr Ash / Cr Rainey. Carried

## 10 Incentives for new home construction and new residents

Mr McNeil spoke to the memorandum highlighting incentive options that Council could consider for new home construction, new residential developments and new residents.

While members agreed on the desirability of increasing the housing stock within the District, they had varying views on the relative priority of expenditure to attract new residents to the District:

- incentives could range from a cash remission of rates (Wellington) to vouchers for a range of services within the District (Manawatu);
- further work on town centre developments potentially a greater drawcard than individual incentives;
- as the owner of the Walton Street (Bulls) site, Council has an opportunity to lead a housing development there;
- current staff lack experience and knowledge on designing and managing subdivisions, but a joint venture could overcome that (and share the risk);
- stronger promotion was needed.

**Resolved minute number**                    **17/FPE/010**                    **File Ref 3-PY-1**

That the memorandum 'Incentives for new home construction and new residents' is attached.

Cr McManaway / Cr Wilson. Carried

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

That the Chief Executive undertake a high level study of the feasibility of costs and saleability on the Walton Street site, in Bulls.

Cr Platt / His Worship the Mayor. Carried

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

That the Chief Executive investigate what land is suitable for new residential development in and around Marton, having regard for existing services and suggesting where such development would be best targeted.

Cr Sheridan / Cr Ash. Carried

Cr Gordon Left the meeting 9:00 / 9:55

Cr Jane Dunn arrived at 10:17

**11 Late Items**

**12 Future Items for the Agenda**

Invitation for QV to present to a future Finance/Performance Committee meeting.

**13 Next Meeting**

Thursday 25 May 2017, 9.30am

**14 Meeting Closed at 11.03**

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

Date:

Unconfirmed



# Rangitikei District Council

## Policy and Planning Committee Meeting

Minutes – Thursday 11 May 2017 – 1:00 AM

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The quorum for the Policy/Planning Committee is 4.

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

- Present:**
- Cr Angus Gordon (Chair)
  - Cr Richard Aslett
  - Cr Nigel Belsham
  - Cr Cath Ash
  - Cr Graeme Platt
  - Cr Soraya Peke-Mason
  - Cr Lynne Sheridan
  - His Worship the Mayor, Andy Watson
- In attendance:**
- Mr Ross McNeil, Chief Executive
  - Mr Michael Hodder, Community & Regulatory Services Group Manager
  - Ms Denise Servante, Strategy & Community Planning Manager
  - Ms Carol Downs, Executive Officer
  - Mr Johan Cullis, Environmental Services Team Leader
  - Mr Athol Sanson, Park and Reserves Team Leader
  - Ms Nardia Gower, Governance Administrator
- Tabled Documents**
- Item 6** Chair's Report – Chair's Report
  - Item 9** Resource Legislation Amendment Act 2017 Powerpoint presentation
  - Item 19** Activity Management – RFS Reporting, and Question of Activity Management Templates

## 1 Welcome

The Chair welcomed everyone to the meeting

## 2 Apologies/Leave of Absence

Apologies for early departure were given for His Worship the Mayor, Ms Peke-Mason and Ms Ash

## 3 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.

## 4 Confirmation of order of business

The Chair informed the Committee that the order of business would be as is in the agenda, with the exception of Land Transport Draft Setting of Speed Limits 2017 pending submission to be discussed under late items.

## 5 Confirmation of minutes

<b>Resolved minute number</b>	<b>17/PPL/032</b>	<b>File Ref</b>	<b>3-CT-15-2</b>
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That the Minutes of the Policy/Planning Committee meeting held on 13 April 2017 be taken as read and verified as an accurate and correct record of the meeting with amendment.

His Worship the Mayor / Cr Ash. Carried

## 6 Chair's Report

The Chair read and spoke to his tabled report.

<b>Resolved minute number</b>	<b>17/PPL/033</b>	<b>File Ref</b>	<b>3-CT-15-1</b>
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That the Chair's Report to the Policy/Planning Committee meeting on 11 May 2017 be received.

Cr Gordon / Cr Ash. Carried

## 7 Progress with Strategic Intentions

The Committee noted the update in the agenda.

## 8 Update on communications strategy

Ms Downs spoke to her monthly report, highlighting that during the flood events of April the website drew a record number of visits of nearly 15,500; Facebook also showed having significant reach.

Ms Downs narrated a presentation on the Committee on the Draft Communications Strategy for 2017-2019.

The following were the main points raised during the Committee's discussion of the strategy:

- Communication for the hearing impaired needs consideration within the strategy.
- Utilising social media and the Council website is proving an effective form of communication; however, the District has many people who are unable to receive information by this method whether due to technical inability, internet connection restraints or lack of technology.
- Regular forms of communication are included in the strategy and Council is working on securing an agreement with Brian FM to use radio during an emergency.
- More effective communication will require more resourcing
- Council, along with Project Marton, will be advertising the commuter bus services that leave Marton daily. If this service continues to lack users it will cease at the end of this calendar year.

Different ways to inform residents were discussed:

- Large changeable billboards on main roads.
- Use of television screens in Council owned buildings.
- Youth Council producing videos on topic for example 'How to engage with Council – Filling in submissions'.

Members were asked to provide feedback on the Draft Communications Strategy over the next few weeks. A revised draft will be presented to the Committee's June meeting with a recommendation for adoption.

Ms Downs suggested that Council revisit rebranding during this triennium; most members supported that.

**Resolved minute number**

**17/PPL/034**

**File Ref**

**3-CT-15-1**

That the update on the Communications Strategy to the Policy/Planning Committee meeting

on 11 May 2017 be received.

Cr Aslett / Cr Ash. Carried

## 9 Resource Legislation Amendment Act 2017

Ms Gray narrated a presentation to the Committee outlining those provisions of the Act which will have the greatest impact on Council business.

Discussion focussed on:

- the need for appropriate recording systems for neighbour agreements on boundary setbacks which meant a resource consent was not required;
- the intention for subdivision consents to be generally non-notifiable;
- the phasing out of financial contributions from developers (leaving development contributions as the only mechanism for councils to fund additional infrastructure costs from such developments).

Ms Gray noted that this Act is now law. Council is in the implementation stage. Fee structures will be presented to Council in the June meeting

## 10 Legislation and governance issues

Mr Hodder advised that the Fire and Emergency New Zealand Act meant the Council's Fire Prevention bylaw would soon have no effect. FENZ will also eventually take over Council's responsibility to address fire risk from overgrown vegetation on private property.

Council has two options in revoking the bylaw

Option 1. Consult with community now;

Option 2. Consult with FENZ after 1 July 2017. The potential issue with this is that the newly established FENZ agency is unlikely see this as a top priority.

Mr Hodder noted there continued to be concern expressed publicly by councils on the Health (Fluoridation of Drinking Water) Amendment Bill. If enacted as currently drafted, the addition of fluoridation to the Rangitikei residential water supply would be decided by the District Health Board. It was suggested that the Council website should inform readers of the un-fluoridated water status.

<b>Resolved minute number</b>	<b>17/PPL/035</b>	<b>File Ref</b>	<b>3-OR-3-5</b>
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That the report 'Update on Legislation and Governance Issues' to the Policy/Planning Committee meeting of 11 May 2017 be received.

Cr Sheridan / Cr Peke-Mason. Carried

## 11 Review of Community Outcomes

Ms Servante spoke to her discussion document stating it included the background story to Community Outcomes, aiding the Committee for a future Long Term Plan workshop. One important question for that session is how much a Council can influence these outcomes, and how would it be demonstrated in the Long Term Plan.

**Resolved minute number**                      **17/PPL/036**                      **File Ref**                      **1-LTP2018-28**

That the discussion document "Community Outcomes: considerations for 2018-28 Long Term Plan" be received.

Cr Belsham / Cr Aslett. Carried

## 12 Urban street tree plan

Mr Sanson spoke to his draft plan emphasizing its use as an operational guideline. Focus on trees in playgrounds was in part a result of the Auckland incident where a child was injured by an unsafe tree while in a playground. Powerco had been approached and gave guidelines for the section 'Trees and Powerlines'; they commented that Rangitikei District Council is the first to collaborate with them like this.

The following main points were raised in discussion:

- Policies already exist for regulation of planting trees on private land.
- Tree inspection will be a part of the existing maintenance programme, therefore no increased cost.
- Playgrounds will need a qualified arborist to make assessments.
- When root systems interrupt other utilities such as footpaths/services, merits are considered regarding removing of the root, tree or moving of the utility.

Mr Sanson spoke to a further project that is underway recording 40-50 notable/heritage trees throughout the district. The purpose for this to capture the story behind these trees and their planting. Plaques are planned for some historic trees in parks. Mr Sanson noted that Rangitikei has a significant population of mistletoe about which he will inform the Department of Conservation.

It is proposed that the draft plan be on the agenda of the meetings scheduled for Community Boards and Community Committees in June 2017 and report the feedback from these to the Policy/Planning Committee's meeting on 13 July 2017.

Cr Peke-Mason left 3:00 pm

Committee adjourned at 3:00 pm, reconvened at 3:11 pm

### 13 Proposed Urban Development Authorities – submission on MBIE discussion document

Council delegated to the Policy/Planning Committee the decision to authorise His Worship the Mayor to sign, on behalf of the Council, such a submission.

Ms Gray highlighted aspects of the draft submission including:

- Information on each town.
- What council is doing – ie: making towns vibrant.
- What each town has to offer – infrastructure, attractive property prices.
- How the district can contribute to New Zealand's urban development crisis.

Discussion from the Committee suggested highlighting:

- Marton and Bulls acting as satellite locations for the larger centres.
- Quality and quantity of private schools.
- Affordability.
- Capacity to support industrial growth.
- Abundance of land.

The submission generated discussion amongst the Committee considering its investment in Rangitikei District advertising away from tourism dollars such as the recent COVI show, towards directed marketing for relocation and living in the District.

**Resolved minute number**                      **17/PPL/037**                      **File Ref**

That, under delegated authority from Council, the Policy/Planning Committee authorises His Worship the Mayor to sign, on behalf of the Council, the submission (with amendments) on the discussion document released by the Ministry for Business, Innovation and Employment on proposed legislation to establish Urban Development Authorities.

Cr Belsham / Cr Sheridan. Carried

His Worship the Mayor left 3:41 pm

Cr Ash left at 3:42 pm/3:46 pm

Cr Ash left at 3:48 pm

## 14 Home occupation activity in the residential zone

Mr Cullis spoke to the memorandum. Cr Belsham tabled the Horowhenua bylaw 'Containers and Vehicles on road'. The Committee asked for a similar Rangitikei District Council bylaw to be drafted and presented at the Council meeting. The bylaw would give the police the legal right to ticket offending vehicles.

**Resolved minute number**                      **17/PPL/038**                      **File Ref**                      **2-EA-4-3**

That the memorandum 'Home occupation activity in the residential zone' be received.

Cr Sheridan / Cr Aslett. Carried

**Resolved minute number**                      **17/PPL/039**                      **File Ref**

That a draft bylaw be prepared for Council's consideration on 25 May 2017 modelled on the Horowhenua District Council Park and Traffic Bylaw.

Cr Belsham / Cr Pratt. Carried

## 15 Policy and bylaw work schedule – proposed priorities and timelines

Ms Servante spoke to her spreadsheet Policy and Bylaw review work programme 2017, highlighting the number rating of system identified in the in first column.

**Resolved minute number**                      **17/PPL/040**                      **File Ref**

That the 'Policy and bylaw work schedule – proposed priorities and timelines' be received.

Cr Aslett / Cr Sheridan. Carried

## 16 Policy on external grants – review

Ms Servante spoke to her report.

The Committee requested that the following amendments be made to the policy.

- Funding applications be mentioned in recommendations to therefore have resolution record.
- The committee be informed of external grants declined and granted including how much was received.

**Resolved minute number**                      **17/PPL/041**                      **File Ref**                      **3-PY-1-11**

That the report 'Review of policy on external grant applications' be received.

Cr Belsham / Cr Sheridan. Carried

**Resolved minute number**                      **17/PPL/042**                      **File Ref**                      **3-PY-1-11**

That the revised draft Policy on External Grant Applications made by Council (as amended) be adopted.

Cr Sheridan / Cr Aslett. Carried

## 17 Update on the Path to Well-being Initiative

Ms Servante spoke to her memorandum, noting that there had been less engagement in meetings in the last month as the Policy team had other priorities to address, particularly the Annual Plan submissions and the annual surveys.

**Resolved minute number**                      **17/PPL/043**                      **File Ref**                      **1-CO-4**

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

Cr Belsham / Cr Pratt. Carried

**Resolved minute number**                      **17/PPL/044**                      **File Ref**

That the Policy/Planning Committee approve the funding applications submitted or due April/May 2017

KiwiSport (Swim for All) \$10,000

Community Action on Alcohol Partnership (Smashed N Stones facilitators training) \$5700

An application for Swim for All to COGS by the 24 May for \$5000

Cr Sheridan / Cr Pratt. Carried

## 18 Geographical Review of Census Spatial Units

The Committee noted that the memorandum previously considered has been circulated directly to Te Roopu Ahi Kaa members and feedback sought on naming new Census Spatial Units by end of May. Statistics New Zealand has confirmed this timeline is acceptable.

## 19 Activity management:

The Activity Management Templates (project reporting) for the following non-asset based groups of activities were attached:

- Community leadership
- Environmental services
- Community well-being

Mr Cullis spoke to the Committee noting that there is building consent growth in all sectors. The building control department is coping well with the increased work load. When necessary an external contractor is employed to help with processing and with local resource issues. Inspections have occasionally taken four days to action from request, instead of the usual 48 hours.

**Resolved minute number**                      **17/PPL/045**                      **File Ref**

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

Cr Belsham / Cr Sheridan. Carried

## 20 Late Items

### Improved clarity on projects

The Committee wanted to test whether having a list of projects would be helpful for the Assets/Infrastructure Committee in its considerations.

### Land Transport Draft Setting of Speed Limits 2017

At its meeting earlier in the day, the Assets/Infrastructure Committee resolved to delegate the preparation of a Council submission to the Policy/Planning Committee.

**Resolved minute number**                      **17/PPL/046**                      **File Ref**

That the Policy/Planning Committee agrees to prepare a draft submission on the Land Transport Draft Setting of Speed Limits 2017

Cr Gordon / Cr Aslett. Carried

**21 Future Items for the Agenda**

**22 Next Meeting**

Thursday 8 June 2017, 1.00 pm

**23 Meeting Closed at 4:38**

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

Date:

Unconfirmed



# Rangitikei District Council

## Assets and Infrastructure Committee Meeting

Minutes – Thursday 11 May 2017 – 9:30 AM

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The quorum for the Assets/Infrastructure Committee is 6.

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

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

**Also Present** Cr Graeme Platt

**In attendance:** Mr Ross McNeil, Chief Executive  
Mr Hamish Waugh, Infrastructure Group Management  
Mr Michael Hodder, Community & Regulatory Services Group Manager  
Mr George McIrvine, Finance and Business Support Group Manager  
Mr John Jones, Asset Manager – Roading  
Mr Reuben Pokiha, Operations Manager - Roading  
Mr Jim Mestyaneck, Senior Projects Engineer – Roading  
Mr Darryn Black, Assets Engineer – Roading  
Mr Glenn Young, Utilities Manager  
Mr Wiremu Greening – Utilities Project Team Leader  
Mr Andrew van Bussel Operations Manager  
Ms Philippa Nidd – Compliance Officer  
Ms Gaylene Prince, Community & Leisure Assets Team Leader  
Ms Nardia Gower, Governance Administrator

**Tabled Documents:** **Item 6** **Chair's Report** – Chair's Report  
**Item 14** **Award of Contract 1057**  
**Item 18** **Activity Management** – Request or Service reporting; Questions of the Activity Management Templates

## 1 Welcome

The Chair welcomed everyone to the meeting and further welcomed Higgins staff, thanking them for their upcoming presentation.

## 2 Council Prayer

Cr Wilson read the Council prayer.

## 3 Apologies/Leave of Absence

That the apology for absence from Cr Aslett was received

Cr Rainey / His Worship the Mayor Carried

Cr Ash arrived at 9.34 am.

## 4 Members' conflict of interest

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

## 5 Confirmation of order of business

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

## 6 Chair's Report

The Chair spoke to his tabled report.

<b>Resolved minute number</b>	<b>17/AIN/022</b>	<b>File Ref</b>	<b>3-CT-13-4</b>
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That the Chair's Report to the Assets/Infrastructure Committee meeting on 11 May 2017 be received.

Cr McManaway / Cr Belsham Carried

## 7 Presentation from Higgins – roading mapping technology

Mr Waugh introduced Mr Rhys Graham and Mr Scott Miller from Higgins. Mr Graham explained that following significant weather events the need for a Real Time Map identifying hazards, had arisen. The presentation highlighted features of the developed Road Mapping tool, which included real-time:

- location of incidents and hazards such as slips, fallen trees, flooding and road closures;
- location of resources such as plant and equipment;
- tracking the work of graders, mowers and street sweepers; and
- Tracking health and safety issues.

The GPS system that enables the accurate real time tracking for the map was designed by Simtec and is unique to Higgins.

Main points in the discussion which followed the presentation were:

- There is potential for a spreadsheet of the information to be transferred to Council's website, particularly during a significant event. This could be generated at set time intervals. Council's roading team could have access to the online map.
- Funding for the maps development has come from Higgins research and development budget and is not an additional cost to any contract. The map has been implemented and is used in the current contract without additional cost.
- Real time is limited by cell phone reception. Information is stored on devices and uploaded once in cell phone reception.
- The forward scheduling maintenance programme identifies maintenance required as part of the current contract with Higgins. This is an additional tool.

Cr Ash left the meeting at 9.42 / 9.45

## 8 Confirmation of Minutes

The minutes of the Assets/Infrastructure Committee meeting from 13 April 2017 were attached. Tracey Hiroa noted that her name had been omitted as being present.

<b>Resolved minute number</b>	<b>17/AIN/023</b>	<b>File Ref</b>	<b>3-CT-13-2</b>
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That the amended Minutes of the Assets/Infrastructure Committee meetings held on 13 April 2017 be taken as read and verified as an accurate and correct record of the meeting

His Worship the Mayor / Cr Rainey. Carried

## 9 Progress with strategic issues

The Committee noted the updated commentary in the agenda.

## 10 Renewal of Marton wastewater treatment plant

Mr Waugh spoke to his attached report.

The Committee discussed the possible linking of the Marton Wastewater Scheme to the Bulls Wastewater Scheme, the subject of a presentation to an earlier Committee meeting:

- There is potential for financial partners along SH 1 to be involved at the appropriate time during the project of linking Marton Wastewater Scheme to the Bulls Wastewater Scheme
- Bulls Wastewater Treatment would need investment in upgrading in this package proposal.
- Government recognises the substantial expense of implementing the One Plan.
- Ngati Apa and Ngati Hauiti have been involved during the resource consent process. Stakeholder engagement will continue as the project moves forward.
- Lake Alice was previously used to pump water; an investigation into its potential future use will be made.

The Committee also discussed leachate disposal:

- The agreement with MidWest Disposals for disposing of treated leachate from Bonny Glen into Marton Wastewater Treatment plant will cease at the end of the calendar year.
- The Committee requested that the working group for Marton Wastewater Treatment Plan reconvene.

**Resolved minute number** 17/AIN/024      **File Ref** 6-WW-1-4

That the report 'Marton Wastewater Treatment Plant – update as of April 2017' to the Assets/Infrastructure Committee meeting on 11 May 2017 be received

Cr Belsham / Cr Sheridan. Carried

## 11 Mangaweka Bridge Update

Mr Mestynek spoke to his report, clarifying that a bridge replacement is viable alongside the existing bridge. The formal report on the indicative business case was being prepared: it showed a positive benefit cost ratio.

The next step is to develop a detailed business case, Mr Mestynek requested Council include the costings into the 2017/18 Annual Plan. The business case is to be presented to the Regional Transport Committee, Horizons Regional Council and the New Zealand Transport Agency (NZTA). It will mirror the Manawatu District Council business case as it is a boundary bridge.

The future of the existing bridge will be detailed in the indicative business case including its future costs. Three options will be put to NZTA:

1. Demolish
2. Decommission - remove all panelling
3. Use it as a Cycleway/Walkway with an expectant limited life span before being decommissioned. (This is understood to be the councils' preferred option)

**Resolved minute number**                      **17/AIN/025**                      **File Ref**                      **6-RT-1(69)**

That the report 'Mangaweka Bridge Update' be received

Cr Sheridan / His Worship the Mayor. Carried

**Resolved minute number**                      **17/AIN/026**                      **File Ref**                      **6-RT-1(69)**

That The Assets/Committee recommends to Council that it varies its 2017/18 Annual Plan to specify, as part of the budgetary allocation for a replacement Mangaweka Bridge, preparation of the Mangaweka Bridge Replacement Detailed Business Case (\$100,000 less the Funding Assistance Rate contribution).

Cr Gordon / Cr Sheridan. Carried

**Resolved minute number**                      **17/AIN/027**                      **File Ref**                      **6-RT-1(69)**

That the Assets/Infrastructure Committee recommends to Council that it applies to the Regional Land Transport Committee on 6 June 2017 seeking a variation to the 2015/18 Regional Land Transport Programme to include the Mangaweka Bridge Replacement Detailed Business Case.

Cr Gordon / Cr Sheridan. Carried

Cr Peke-Mason left the meeting at 10.38 am/ 10.40 am.

## **12 LED Streetlight Accelerated Renewal Programme**

Mr Black spoke to his report, highlighting that the new lights are like for like, therefore there is no reduction in service. The lights are a crisp white light and are sanctioned by NZTA who execute rigorous testing. The lights will be shielded to reduce light pollution.

Cr Ash asked about possible impacts from the new lights on human health. Mr Waugh undertook to refer any scientific evidence Cr Ash had to NZTA for comment.

**Resolved minute number**                      **17/AIN/028**                      **File Ref**                      **6-RT-5-12**

That the report 'LED Streetlight Accelerated renewal Programme' be received

Cr Peke-Mason / Cr Sheridan. Carried

**Resolved minute number**                      **17/AIN/029**                      **File Ref**                      **6-RT-5-12**

- 1        That the Assets/Infrastructure Committee approves the implementation of Stage 2 of the proposed LED upgrade, subject to budget confirmation from Council and the New Zealand Transport Agency.
- 2        That the Assets/Infrastructure Committee recommends that Council varies its 2017/18 Annual Plan to include \$644,332 for the implementation of Stage 2 of the proposed LED upgrade (noting that the local share is \$96,550 and funded from reserves).
- 3        That the Assets/Infrastructure Committee recommends that Council applies to the Regional Land Transport Committee on 6 June 2017 seeking a variation to the 2015/18 Regional Land Transport Programme to include Stages 1 and 2 of the LED Streetlight Accelerated Renewal Programme.

Cr Belsham / Cr Sheridan. Carried

### 13    **Marton Broadway CBD Work**

Mr Jones gave a brief oral update noting the information contained in the agenda commentary:

#### **Scope**

- Utilities Renewals include stormwater and watermain.
- Utilities will extend past Hammond/Broadway Intersection because the roundabout is to be asphaltic concrete resurfaced.
- Roading renewals include kerb and channel.
- Risk around existing shop canopies if original kerb alignment used. Kerb offset proposed on design plans to avoid shopfront canopies is 585mm shown on plans
- 13.4m overall existing width from kerb to kerb. Aiming to achieve minimum 2.2m parking + 1.2m cycleway + 3m lane = 6.4m x 2 sides = 12.8m minimum)
- Fibre futureproofing – will be contacting Chorus to obtain offset measurement for Fibre trenchline in footpath. Council will lay ducting in readiness. Include in this contract.
- Need to investigate possibility of an old fuel tank at No. 193 Broadway. Contingency sum may be required for removal.

- Some obsolete crossings will be removed.
- Crossings opposite carparking area at No. 221 Broadway (Lazyboy Furniture) to be centralised.

#### **Footpaths renewals**

- Footpaths renewals will follow fibre ducting installation.
- Footpaths will be a Separable Portion in the contract staged over two financial years with footpaths commencing in 18/19.

#### **Procurement.**

- Overall project estimate expected to exceed \$500k
- Open tender, Price Quality Method 60% Attributes/40% price.

#### **Costs**

- Utilities Renewals as planned. Construction in 17/18
- Kerb and Channel to be funded by Kerb (Drainage) Renewals 17/18
- Footpath to be funded by unsubsidised Footpath Renewals. In sufficient budget in 17/18 footpath programme to completely renew footpaths therefore footpaths renewals will be constructed in 18/19 and 19/20, western side first.

#### **Proposed Timeframe**

19<sup>th</sup> May 2017 – Tender documents ready

15<sup>th</sup> June 2017 – Close Tender

30<sup>th</sup> June 2017 – Evaluation complete

20<sup>th</sup> July 2017 – Council for approval

8<sup>th</sup> December 2017 – Construction complete (excluding footpath renewals). Allows for 1 week contingency leading into Xmas shopping period.

## **14 Award of Contract 1057**

Ms Prince spoke to the tabled report, noting that two tenders had been received, and explaining the evaluation process.

The Committee commented that putting this contract out for tender has resulted in Council saving approximately \$55,000. The recommended contractor stated he would negotiate with local subcontractors where possible.

**Resolved minute number**                      **17/AIN/030**                      **File Ref**                      **C1057**

That the report 'Award of Contract 1057' be received.

Cr McManaway / Cr Peke-Mason. Carried

**Resolved minute number**                      **17/AIN/031**                      **File Ref**                      **C1057**

That, under delegated authority from Council, the Assets/Infrastructure Committee awards Contract 1057 to Ian Coombes Limited for \$374,900 being the tendered price of \$249,500 excluding GST plus \$125,400 for the concrete block shed and medium pressure UV treatment together with 20% contingency.

Cr Rainey / Cr Gordon. Carried

## **15 Drinking fountains on Council parks and sports grounds**

The Committee suggested the pipes for earlier fountains in these parts could be used.

**Resolved minute number**                      **17/AIN/032**                      **File Ref**                      **6-RF-1-1**

That the memorandum 'Drinking fountains in public parks and sports grounds' be received

Cr Wilson / Cr Rainey. Carried

## **16 Land Transport Rule – draft Setting of Speed Limits [2017]**

New Zealand Transport Agency is inviting submissions to the draft of the Land Transport Rule: Setting of Speed Limits [2017]. This will replace Land Transport Rule; Setting of Speed limits 2003. Submissions close on 16 June 2017.

The Committee discussed whether it was the best place to develop Council's submission.

**Resolved minute number**                      **17/AIN/033**                      **File Ref**

That preparation of Council's submission to the New Zealand Transport Agency on the Land Transport Draft Setting of Speed Limits 2017 be delegated to the Policy /Planning Committee

His Worship the Mayor / Cr Belsham. Carried

## 17 Questions put at previous meeting for Council advice or action:

### Ratana water compliance

Ms Nidd spoke to the Committee about Ratana water supply compliance. The Ratana bore is in a process of securing to ensure the drinking water standards regarding Protozoa are compliant. This involves

- 12 months of E.coli testing;
- completing the physical security of the bore; and
- residential water testing

Once a bore is deemed as secure from ground contamination, this means there is no chance of contamination from the surface. The new plant will only require chlorination treatment. It was noted that negotiations are still undergoing with land owners to secure access. Final negotiations will be brought to Council.

### Ratana celebrations, November 2018

It was noted that although Council would support the Ratana community in their preparation of the upcoming November Celebrations, it is not a Council project.

## 18 Activity management

The memorandum 'Questions of Activity management templates' was tabled.

The Activity Management templates were each discussed individually:

- Roading and footpaths (including roading contractor performance) - Mr Pokiha
- Water (including rural water supplies) – Mr Young
- Sewage and the treatment and disposal of sewerage – Mr Young
- Stormwater drainage (including stormwater 'hot spots' update) - Mr Young
- Rubbish and recycling – Mr Young
- Community and leisure assets (including parks) – Ms Prince

The Committee discussed the following points:

### Infrastructure

- Mr Pokiha informed the Committee that there is a remaining 3.3km section of road sealing left in the Turakina Valley Rd road sealing programme. This section is prone to flooding leaving silt deposits contaminating the road requiring metal resurfacing. A sealed road would require a sweeper to remove silt.

- A safety survey is about to be begin regarding Toe Toe Rd.
- Mr Pokiha noted that the spending budget will be close to the actual budget.
- Delays in road improvements are due impart to the seasons weather conditions.
- Mr Pokiha informed the Committee that NZTA has approved a request to carry \$500,000 into the next financial year. Council will need to approve this.
- A request through the Chief Executive and CEO of Speirs has resulted in a give-way road marking being installed into the corner of Hair St and Lower High St. This change was to address a health and safety issue due to the number of large vehicles loading near the intersection. The concern from the Committee is that the new road marking at this intersection is ambiguous. Mr Pokiha would investigate.
- The Committee was informed that the installation of CCTV cameras at identified hotspots is to get an understanding of the stormwater ponding in each area, to best address the problem.
- The Committee was informed that the work programme priorities are decided through officer meetings. Discussions are held at operational level with the Chief Executive in terms of what work can be pushed out to next year when necessary. The Committee requested that a discussion between the officers and the Committee could following such decisions.
- The Committee was informed that the cost of \$15,000 was allocated for the 12 month disposal of green waste from Marton Transfer Station. Members requested clarification on the cost involved and if it is net or gross. A private dump site has been offered to Council for free green waste disposal, but this would require a resource consent.
- It was noted that Ratana has no green waste disposal services resulting in a fly-tipping issue. The Ratana community would need to be engaged to identify what service is required and at what cost.

#### **Community and leisure assets.**

- The Ratana cemetery road upgrade will be line listed on the new financial year template.
- The Taihape Drama Club is expecting to have quotes for work to the Taihape Conference Hall by the middle of May. Following this a decision will be made as to whether they will submit a written expression of interest or withdraw their verbal expression of interest.

Cr Ash left the meeting at 11.43 / 11.46

Cr Wilson left the meeting at 11.44

**Resolved minute number**                      **17/AIN/034**                      **File Ref**

That the activity management templates for April 2017 for Roading, 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 Sheridan / Cr Peke-Mason. Carried

## 19 Resource consent compliance – update

The Committee had no questions on Ms Nidd's report.

**Resolved minute number**                      **17/AIN/035**                      **File Ref**                      **5-EX-3**

That the report 'Consent compliance – April 2017' be received

Cr Gordon / Cr Rainey. Carried

## 20 Drinking water compliance

Ms Nidd gave a brief verbal report on the Drinking Water Compliance. Ms Nidd informed the Committee that all the plants are compliant in terms of bacteria (i.e. e-coli) and on a pathway to achieve protozoa compliance. New safety plans for Hunterville and Mangaweka are before the Drinking Water Assessor.

In early May issues regarding the water quality in Marton were identified. This was a result of an algae bloom in Marton Dam. Council staff reported to and worked with Aqua Net and the Drinking Water Assessor. At present the level of draw off from the dam was lowered to be beneath the algal bloom (i.e. one to two metres from the surface). It was confirmed that there were no contaminants harmful to humans, therefore no public risk. A report on this issue will be in next month's agenda.

**Resolved minute number**                      **17/AIN/036**                      **File Ref**                      **5-EX-3**

That the verbal report 'Drinking Water Compliance – April 2017' be received

Cr Belsham / Cr Dunn. Carried

## 21 Late Items

Ms Hiroa requested conversation with staff and/or a Councillor to better understand the work discussed and her role within the Assets/Infrastructure Committee. She identified a crossover by the Committee from governance to operational.

The Chair thanked Ms Hiroa for her comments and apologised for not controlling the direction of the Committee questions.

It was suggested that Ms Hiroa's attendance to Long Term Plan infrastructure strategy workshop would be mutually beneficial.

**22 Future Items for the Agenda**

Follow up report on Toe Toe Rd

**23 Next Meeting**

Thursday 8 June 2017, 9.30am

**24 Meeting Closed**

12.18 pm

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

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

Unconfirmed



**Rangitikei**  
UNAPOLOGICALLY...

# Rangitikei District Council

## Audit and Risk Committee Meeting

Minutes – Thursday 18 May 2017 – 9:00 AM

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**Present:** Mr Craig O'Connell (Chair)  
His Worship the Mayor, Andy Watson  
Cr Nigel Belsham  
Cr Angus Gordon  
Cr Dean McManaway

**Also Present:** Cr Graeme Platt

**In attendance:** Mr Ross McNeil, Chief Executive  
Mr Michael Hodder, Community & Regulatory Services Group Manager  
Mr George McIrvine, Finance & Business Support Group Manager  
Ms Debbie Perera, Audit New Zealand  
Ms Nardia Gower, Governance Administrator

**Tabled Documents** Presentation to Management of Rangitikei District Council from Edale

## 1 Welcome

The Chair welcomed the Committee members to the meeting

## 2 Council prayer

The Chair read the Council prayer

## 3 Apologies/leave of Absence

Nil

## 4 Members' conflict of interest

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

His Worship the Mayor had been advised by Council Chief Executive that he has no conflict of interest in matters regarding Edale within this Committee as His Worship the Mayor is an appointed board member. His Worship the Mayor asked for feedback from the Committee members on the perceived conflict of interest in regards to Edale noting he will seek further advice from Council.

The Chair and Committee agreed to have His Worship the Mayor included in conversations regarding Edale. The Chief Executive noted that this Committee has a limited level of delegation appointed by Council and that any recommendations from Audit/ Risk go before Council for decision.

## 5 Confirmation of order of business

The Chair noted that there would be a late item discussion on the Havelock North Stage One Enquiry.

## 6 Confirmation of minutes

The minutes of the previous meeting on the 20 April 2017 were attached. There were no amendments.

<b>Resolved minute number</b>	<b>17/ARK/005</b>	<b>File Ref</b>
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That the Minutes of the Audit/Risk Committee meeting held on 20 April 2017 be taken as read and verified as an accurate and correct record of the meeting.

His Worship the Mayor / Cr Gordon. Carried

## 7 Continuing membership of LAPP (Local Authorities Protection Programme)

Mr McIrvine updated the Committee on the follow up investigations outlined in his report. He noted that there is \$10 million left in LAPP's residual funds; however, the forecasted risk of major events is increasing. Aon is advising that there is an increased seismic risk associated with the Hikurangi Trench that has potential to affect the Manawatu Whanganui region as well as the East Coast, Hawkes Bay and Wairarapa – an event of significant magnitude could wipe out LAPP's fund. There is also the possibility of a contingent liability. Mr McIrvine offered his opinion that mutual funds may be suitable for small events but do not work well for large scale events. If there was to be an event affecting the wider region, the Rangitikei District would only receive a proportion of the fund that potentially would not cover all the costs involved in recovery. Confirmation had been received overnight that Council's 2018 LAPP contribution would be \$81,000.

The Committee discussed the merits of the staying or withdrawing from LAPP. The main points of those discussions were:

- Aon has been approached by 13 various Council members of LAPP. From those 13, three are staying with LAPP. The other ten are yet to decide.
- There is significant risk in staying in LAPP. There is a large threat that overhead expenditure will be spread amongst the fewer remaining LAPP members along with any requirements to top up the fund to \$10 million should it fall below. The fewer members the larger each will be required to pay.
- There is substantial monetary savings in withdrawing from LAPP and seeking alternative insurance cover through an AON/MWLASS option, while the coverage from a major event is equal if not greater.
- It is uncertain as to whether Council might benefit from any possible residual mutual fund should LAPP fold while Council is still a member, noting our shareholder allocation is small.

**Resolved minute number**

**17/ARK/006**

**File Ref**

**3-FM-6-6**

That the report 'Options for insuring Council's below-ground infrastructure assets – further consideration 2017' be received

His Worship the Mayor / Cr Belsham. Carried

**Resolved minute number**

**17/ARK/007**

**File Ref**

**3-FM-6-6**

That Council confirms its intention to withdraw from the LAPP Fund from 1 July 2017 and makes arrangements for alternative insurance cover through the AON/MWLASS option.

Cr Belsham / Cr Gordon. Carried

## 8 Request for interest-free loan from Edale

At its meeting on 27 April 2017, as part of deliberations on submissions to the 2017/18 Annual Plan, Council considered a request from the Edale Trust Board for an interest free loan and resolved that a report be provided to Council meeting on 25 May 2017. Since then the Mayor, Deputy Mayor and Chief Executive have met with representatives of the Trust Board. The presentation from the Trust Board at that meeting was circulated.

The Chief Executive spoke to the Committee about the details of the meeting and the subsequent work that has followed. The highlights of that are:

- Council staff requested further information from the Edale Trust Board. Upon receipt of that information Mr McIrvine noted that there was incorrect information provided in relation to the projected cash flows.
- Council has received Edale's 2016 financial statement, with the last six months financials still a work in process. That document will not be ready for 3 to 4 months. Council staff cannot make a full and proper assessment until receipt of all the correct documentation requested. Included in the assessment will be the valuation of Edale property as this will be a consideration for Council in potential loan security.
- The Trust Board is seeking independent legal advice regarding the organisations on the current trust deed, which could result in it being altered.
- Advice for the Board's structure and governance is being sought from the Institute of Directors.

Committee discussion resulted in the following main points:

- Edale's creditors will probably wait knowing that Council is assisting with the business plan and considering Edale's loan request.
- Council could signal interest in looking into the request for a loan on the proviso that operational governance is changed and loan security is confirmed.
- Council staff working with members of the Edale Trust Board aim to produce a robust business plan that may mitigate the need for financial investment from Council.
- This Committee's concern is centred on security of any potential loan. The matter is then for Council to decide on the basis of supporting a local service.

The Chief Executive stated that a full assessment and analysis is unlikely to be presented at the next Audit/Risk meeting due to time required to formalise necessary documentation.

## **9 Late items**

## **10 Future items for the agenda**

Havelock North Stage One report has been released. Matters within the report will be of interest to this Committee and to Council. The Government has yet to give a clear indication on how implementation of recommendations are to be funded

Ms Perera noted items of interest from Audit New Zealand for the next meeting.

- Overview of intended process for auditing the LTP (following the office of the Auditor General's methodology soon to be finalised).
- Audit arrangements letter for 2017/2018
- Interim Management Report for 2016/17.

## **11 Next meeting**

12 June 2017, 2.00 pm

## **12 Meeting closed at 9:59**

Unconfirmed