



Rangitikei District Council

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Rangitikei
UNspoilt...

Council Meeting Order Paper

Thursday 27 July 2017, 1.00pm

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

Website: www.rangitikei.govt.nz

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Chair

His Worship the Mayor, Andy Watson

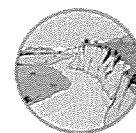
Deputy Chair

Councillor Nigel Belsham

Membership

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

Please Note: Items in this agenda may be subject to amendments or withdrawal at the meeting. It is recommended therefore that items not be reported upon until after adoption by the Council. Reporters who do not attend the meeting are requested to seek confirmation of the agenda material or proceedings of the meeting from the Chief Executive prior to any media reports being filed.



Rangitikei
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Rangitikei District Council

Council Meeting

Agenda – Thursday 27 July 2017 – 1:00 PM

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The quorum for the Council is 6.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

1 Welcome**2 Public Forum****3 Apologies/Leave of Absence****4 Members' conflict of interest**

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

5 Confirmation of order of business

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

6 Confirmation of minutes**Recommendation**

That the Minutes and Public Excluded Minutes of the Council meeting held on 29 June 2017 be taken as read and verified as an accurate and correct record of the meeting.

7 Mayor's Report and schedule

A report will be tabled at the meeting.

File ref: 3-EP-3-5

Recommendation

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

8 Portfolio Updates

Ohakea	Cr Platt (<i>attached</i>)
Criterion Site	Cr Dunn
Shared Services	Cr Belsham/Cr McManaway
Southern Sport	Cr Sheridan
Samoan Community, Youth Development and Environment	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

Recommendation

That the portfolio updates to the Council meeting of 27 July 2017 be received

9 Administrative Matters – July 2017

A report is attached.

File ref: 5-EX-4

Recommendations

1. That the report 'Administrative matters – July 2017' be received.
2. That having regard for strengthening the Manawatu-Wanganui Regional Disaster Relief Fund Trust, the Rangitikei District Council:
 - a. removes Douglas Duncan as its representative on the Trust Board;
 - b. appoints His Worship the Mayor as its representative on the Trust Board;
 - c. acknowledges that the Trust will now be administered by Horizons Regional Council; and
 - d. notes His Worship the Mayor's intention to write to Mr Duncan thanking him for representing the Rangitikei on the Trust since its inception in 2004
3. That, regarding the residual matters in Kevin Whelan's submission to the Consultation Document for the 2017/18 Annual Plan, Council
 - a. confirms that there are no current plans to upgrade the Marton War Memorial Hall; and
 - b. approves/declines approval for further investigation (for possible inclusion in the 2018-28 Long Term Plan) of a rural cycle/footpath along Nga Tawa Road similar to that constructed from the Marton Town boundary to Huntley School at an estimated cost of \$160,000; and
 - c. requests the Chief Executive to convey these decisions to Mr Whelan with an apology that they were overlooked during Council's deliberations on submissions.
4. That Council authorise the Chief Executive to enter into a purchase agreement with the Crown for the site at 7 King Street, Marton (Waste transfer station and Depot) provided the sale price does not exceed the budgetary provision in the 2017/18 Annual Plan.
5. That the 'Review of Contractual Arrangements for the provision of Civil Defence and Emergency Management Services', commissioned jointly by Rangitikei, Manawatu and Horowhenua District Councils be received and noted as constituting a review of delivery of services under section 17A of the Local Government Act 2002.

6. That the Statement of Proposal for amending fees under the Resource Management Act be approved for public consultation together with the associated Submission form and Engagement plan.
7. That Council delegates the responsibility to the Policy/Planning Committee for hearing considering oral submissions on the changes to the Resource Management Act fees and charges for boundary activities and marginal or temporary non-compliances.
8. That Council waive ...% of the building application consent fee (\$145, GST incl.) for the marquee to be used during the Huntaway festival in October 2017.
9. That Council waive% of the certificate of registration fee (\$392.000 GST incl.) payable in 2017/18 by the Marton Barber in recognition of its relocation and provision of larger gallery space for local artists.

10 Health & Safety Quarterly Report, April-June 2017

A report is attached.

File ref: 5-HR-8-3

Recommendation

That the report 'Health & Safety Quarterly Report, April-June 2017' be received.

11 Top Ten Projects – July 2017

A memorandum is attached.

File ref: 5-EX-4

Recommendations

- 1 That the memorandum 'Top ten projects – status, July 2017' be received.
- 2 That the terms of reference for the Marton Heritage Precinct project – 'Developing the compelling invitation for Marton CBD development' be confirmed as amended/without amendment.

12 Long Term Plan update

A memorandum will be tabled (and circulated electronically beforehand)

File ref: 1-LTP-4-5

Recommendations

That the memorandum 'Long term Plan update' to the Council meeting on 27 July 2017 be received.

13 LED Streetlight Accelerated Renewal Programme – Funding Approval request

A report is attached.

File 6-RT-5-12

Recommendations

1. That the report 'LED Streetlight Accelerated Renewal Programme – Funding Approval Request' be received.
2. That Orange Teck Limited's quotation for \$263,255 plus GST to supply 1098 LED luminaires is accepted.
3. That East Coast Lines Limited's quotation for \$229,100 plus GST to undertake Stage Two LED installations is accepted.

14 Status and maintenance of the Ratana playground

A report will be tabled at the meeting (but circulated electronically beforehand)

File 6-RF-1-23

Recommendations:

1. That the report 'Status and maintenance of the Ratana playground be received.
2. That

15 Information centres – further consideration of service delivery options

A report will be tabled at the meeting (but circulated electronically beforehand)

File: 5-FR-1-2

Recommendations:

1. That the report 'Information centres – further consideration of service delivery options' be received.
2. That

16 Annual Report of the Rangitikei District Council Licensing Committee for the year ending 30 June 2017

The Committee's report is attached.

Recommendation:

That the annual report of the Rangitikei District Council Licensing Committee for the year ending 30 June 2017 be approved.

17 Representation Review – consideration of process

A presentation will be provided to the meeting on the statutory requirements for the representation review including consideration of separate Maori Wards.

18 Receipt of Committee minutes and resolutions to be confirmed

The minutes are attached.

Recommendations

- 1 That the minutes of the following meetings be received:
 - Finance/Performance Committee, 29 June 2017
 - Assets/Infrastructure Committee, 13 July 2017
 - Policy/Planning Committee, 13 July 2017
- 2 That the following recommendations from Assets/Infrastructure Committee held on 13 July 2017 be confirmed:

17/AIN/058

That the Assets/Infrastructure Committee recommends that Council approve progression onto the Detailed Business Case of the single preferred option, which includes construction of a new bridge alongside the existing bridge.
- 3 That the following recommendations from Policy/Planning Committee held on 13 July 2017 be confirmed:

17/PPL/070

That the Policy/Planning Committee recommends to Council that the delegations to Community Boards and Community Committees include 'authority to make decisions on major tree removals in public spaces, taking into account community consultation processes', and the advice of the Parks and Recreation team leader.

19 Late items

As agreed at item 6.

20 Future Items for the Agenda

21 Next Meeting

Thursday 31 August 2017, 1.00 pm
(with the Elected Members only session being from 12.45 pm)

22 Meeting Closed

Attachment 1



Rangitikei District Council

Council Meeting

Minutes – Thursday 29 June 2017 – 1:00 PM

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Present:

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

In attendance:

Mr Ross McNeil, Chief Executive
Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr George McIrvine, Finance & Business Support Group Manager
Mr Wiremu Greening, Utilities Project Team Leader
Ms Denise Servante, Strategy & Community Planning Manager
Ms Katrina Gray, Senior Policy Analyst/Planner
Ms Nardia Gower, Governance Administrator

Tabled Documents

Item 7
Mayors Schedule

Item 8
Portfolio Update Samoan and Youth Development – Cr Ash
Portfolio Update Heritage and Tourism – Cr Aslett

Item 11
Final Proposal for Carry-forwards

Item 13
Addition to Rates resolution for 2017/2018

Item 14
Memorandum- Developing the 2018/28 Long Term Plan

Item 15
Memorandum - Proposed Parking and Traffic Bylaw Authority over State Highways

Item 20
Hunternville Rural Water Supply Sub Committee Meeting Minutes
Hunternville Community Committee Meeting Minutes

Item 21 Late Items
Memorandum Funding support for Mangaweka Community Library
Local Government Act 2002 Amendment Bill (No 2). – Correspondence from Office of Hon Anne Tolley

1 Welcome

His Worship the Mayor welcomed everyone to the meeting and noted that the Council Prayer was read at the earlier Finance/Performance Committee meeting.

2 Public Forum

His Worship the Mayor welcomed Mr Edwards to the meeting

Sam Edwards, Headmaster of Huntley School, spoke to the Elected Members in regards to Administrative Matters 15: Request for waiver of all fees (page 45 of Order Paper, Appendix 4 page 60)

Mr Edwards highlighted the reasons for the request:

- Huntley School is one of the largest employees in Marton,
 - 46 staff
 - 90% live locally
 - \$1.12 million in wages
- The facilities in question are available to the local community and also host outside groups that further bring income into Marton.
- The Board is committed to upgrading facilities.
- Huntley School has no funding from the Ministry of Education.
- Local businesses have been contracted to complete the work.

During discussion the following points were clarified:

- There is no residual earthquake strengthening requirement.
- The majority of the work is for refurbishment (a small amount of strengthening only).
- The footprint of the facility is not changing.
 - Similar remission of consent fees have been granted to the Mangaweka Playcentre and
 - Nga Tawa School.

3 Apologies/Leave of Absence

There were no absences this meeting

4 Members' conflict of interest

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

5 Confirmation of order of business

His Worship the Mayor advised receipt of two late items:

The letter from Hon Anne Tolley, Minister of Local Government, setting out the amendments made to the Local Government Act 2002 Amendment Bill (No. 2) was received after the meeting Order Paper had been compiled. It is important that Council is aware of these changes as the Bill comes into effect the day following royal assent, which will occur before Parliament rises.

The letter from Alison Dorrian regarding the formation of a new Mangaweka Community Library committee was received after the meeting Order Paper had been compiled. Consideration at this meeting enables early clarification to the committee of Council support using unspent budget in the Community Initiatives Fund, as was done for the Hunterville Community Library.

The meeting agreed that, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, the letters from Hon. Anne Tolley and from Alison Dorrian be dealt with as late items at this meeting.

6 Confirmation of minutes

Resolved minute number	17/RDC/192	File Ref
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That the amended Minutes and Public Excluded Minutes of the Council meeting held on 25 May 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Aslett / Cr Peke-Mason. Carried

7 Mayor's Report and schedule

The Schedule was tabled.

The Mayor highlighted the Water Symposium which he and the Chief Executive attended showed that, following release of the first stage of the Havelock North enquiry, water use, accessibility and pricing; groundwater contamination; and the state of infrastructure are at the top of the Government's agenda. .

His Worship the Mayor noted his decision to add the portfolio of "environment" to the existing portfolios and offered it to Cr Ash, who accepted. His Worship the Mayor hoped that all Elected members would take an interest in this area.

Cr Peke-Mason shared, as a matter of information, that a second two day hui 'Te Mana o Te Wai, Te Mana o Te Tuna' will be held in Whanganui 17 – 18 July 2017. The conference continues from previous hui, the focus on protecting and enhancing Tuna (eel) populations. <https://tuna.conference.maori.nz/>

Resolved minute number **17/RDC/193** **File Ref** **3-EP-3-5**

That the Mayor's Report to the Council meeting on 29 June 2017 be received.

His Worship the Mayor / Cr Peke-Mason. Carried

8 Portfolio Updates

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

Resolved minute number **17/RDC/194** **File Ref**

That the portfolio update by Cr Sheridan in the Council meeting of 29 June 2017 be received
Cr Sheridan / Cr Belsham. Carried

Resolved minute number **17/RDC/195** **File Ref**

That the portfolio update Cr Aslett in the Council meeting of 29 June 2017 be received

Cr Aslett / Cr Ash. Carried

Regarding the Mt Stewart Tower lookout platform project, His Worship the Mayor suggested to Cr Rainey that the Air Force may be able to offer assistance.

Resolved minute number **17/RDC/196** **File Ref**

That the portfolio update by Cr Rainey in the Council meeting of 29 June 2017 be received

Cr Rainey / Cr Aslett. Carried

Cr Ash highlighted in her report the opportunity for rangatahi of the District to attend the Festival of the Future Youth Conference in Auckland.

Resolved minute number **17/RDC/197** **File Ref**

That the portfolio update by Cr Ash in the Council meeting of 29 June 2017 be received

Cr Ash / His Worship the Mayor. Carried

Resolved minute number **17/RDC/198**

That the Northern and Southern Youth Coordinators present to a subsequent meeting of Council their roles and achievements.

Cr Ash / Cr Peke-Mason. Carried

Cr Peke-Mason gave a verbal portfolio update. The Manu Korero speech competition had their opening ceremony in Ratana that morning. 45 colleges are involved with the competition containing both Te Reo and English elements. Tomorrow the event would continue with a Kapa Haka event in Whanganui.

Cr Dunn gave a verbal portfolio update, highlighting that the Bulls Community Centre's golf-day raised \$6,500.

9 Remits for the Local Government New Zealand Annual General Meeting

Four remits had been proposed for consideration at the AGM on 25 July 2017:

Resolved minute number **17/RDC/199** **File Ref**

That LGNZ advocates to central government to amend the Litter Act 1979 to enable local authorities to legally issue infringement notices where there is evidence of an offence

Cr Wilson / Cr Dunne. Carried

Motion

That Local Government New Zealand (LGNZ) request that the Government use the appropriate mechanisms to enable a proportion of the 15% Goods and Services Tax (GST) be returned to the regions it was generated in so that Councils can use this money to pay for the servicing of visitor infrastructure.

Cr Gordon / Cr Aslett. Lost

Resolved minute number 17/RDC/200 File Ref

That Local Government New Zealand does not lobby the Government to take legislative action as a matter of urgency to develop national legislation to manage cats with the proviso that legislation includes provision for cost recovery for cat management.

Cr Wilson / Cr Dunne. Carried

Motion

That all councils should consider the development of a Sugar Sweetened Beverages Policy for their respective workplaces and facilities.

Cr Aslett / Cr Sheridan. Lost

Resolved minute number 17/RDC/201 File Ref

That the Rangitikei District Council supports the following remit, proposed for consideration at the Local Government New Zealand Annual General meeting on 25 July 2017 – that LGNZ advocates to central government to amend the Litter Act 1979 to enable local authorities to legally issue infringement notices where there is evidence of an offence

Cr Belsham / Cr McManaway. Carried

10 Worksafe view of health and safety

Anthony Jahnke (a Health and Safety Inspector with Worksafe) attended the meeting to talk about the agency's perspectives.

The Worksafe team, to which Mr Jahnke belongs, is based in Palmerston North and covers the areas contained within the perimeter of Palmerston North, Norwood, Dannevirke, Whanganui and north of Levin. Within this office the response team consists of six assessors and three investigators. Mr Jahnke's expertise is in asbestos.

Mr Jahnke made several highlights:

- A lack of communication plays a large role as the main cause of work place accidents.
- Smaller companies are struggling more with the implementation of the Health and Safety Act. The paperwork required has some companies/business owners feeling

overwhelmed; Worksafe assessors help to break down the paperwork into achievable tasks.

- Employees are equally responsible for their safety
- Self-employed and one/two man contractors are missing out on large contracts due to lack of qualifications necessary to comply with the Health and Safety Act. This has resulted in those smaller contractors working for larger companies.
- Mr Jahnke committed to sending Councillors detailed information on how volunteers fit into the Worksafe system.

11 Administrative Matters – June 2017

Mr McNeil spoke to his report.

The costs involved to Council in the Growing Business Enabler programme has been significantly reduced since circulation of this meeting's Order Paper: $\frac{3}{4}$ of the cost of the programme would be covered by the Ministry of Business, Innovation and Employment. This means the costs to Council would be \$900 for a sponsored business and \$810 per roving Board member.

During the lunch break before the meeting, His Worship the Mayor and the Chief Executive met with the Technical Advisory Group of the Ministerial Review Terms of reference – Better responses to natural disasters and other emergencies in New Zealand. The group was given a sense of how Council has responded to events like April's state of emergency. The review was triggered by the fire in the Port Hills of Christchurch and the Kaikoura earthquake.

Mr McNeil noted that this would be the final Council meeting for Denise Servante who had resigned. He acknowledged her vibrant nature and her huge contribution to Council and observed that she would be difficult to replace.

His Worship the Mayor thanked Ms Servante for her incredibly well prepared work that has been presented to Council, and noted she will be very missed by all staff and Councillors.

Ms Servante responded saying it has been a pleasure to work for the Rangitikei District Council for the past eight years.

The statement of final proposed carry-forwards was tabled. The following points were clarified in discussion:

- Taihape Community Board did not want to demolish the Conference Centre. This was agreed to by Council. The money is instead earmarked for the roof of the Taihape Women's club (on the same land parcel)
- In regards to the Ratana cemetery the carry-forward is for the road extension
- The variation to Community Housing is due to some budget being expended leaving the remaining carry-forward

Resolved minute number	17/RDC/202	File Ref	5-EX-4
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That the report 'Administrative matters – June 2017' be received.

Cr Ash / Cr Peke-Mason. Carried

Resolved minute number	17/RDC/203	File Ref	5-EX-4
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That Council confirms the submission made by His Worship the Mayor 2017 to the New Zealand Transport Agency on Land Transport Rule – draft Setting of Speed Limits [2017].

Cr Belsham / Cr Gordon. Carried

Resolved minute number	17/RDC/204	File Ref	5-EX-4
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That Council signals its interest in participating in the Accelerate 25 – Enabler: Growing Business project but, as Council's economic development programme has yet to be confirmed, a decision on participation in the project will be considered as part of the process for finalising the Rangitikei economic development programme.

His Worship the Mayor / Cr Rainey. Carried

Resolved minute number	17/RDC/205	File Ref	5-EX-4
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That Council approve the Schedule of proposed final carry-overs from 2016/17 to 2017/18 without amendment and that the approved Schedule be included as an appendix to the minutes of Council's meeting of 29 June 2017.¹

His Worship the Mayor / Cr Gordon. Carried

Motion

That Council waive \$2000 of the internal building consents (\$4,635.27, GST incl.) for the gym upgrade at Huntley School.

Cr Rainey / Cr Aslett. Lost

Resolved minute number	17/RDC/206	File Ref	5-EX-4
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That Council waive 100% of the internal building consents (\$4,635.27, GST incl.) for the gym upgrade at Huntley School.

Cr McManaway / His Worship the Mayor. Carried

¹ Appendix 1.

Resolved minute number 17/RDC/207

That Council does not provide rates remission to Outdoor Power

Cr Belsham / His Worship the Mayor. Carried

12 Top Ten Projects – June 2017

The Chief Executive took the memorandum as read but highlighted that the Tutaenui Water Scheme has a focus over the next two months on completing an economic assessment of land use. A range of cost of water to properties in the area will be provided.

To a question whether the Marton Heritage Precinct project should be separated from the work on the Cobbler/Davenport/Abraham and Williams Buildings, the Chief Executive considered that they were inter-related.

Council asked the list of facility owners/key users of Taihape Memorial Park include Taihape Cricket, Whenua Sports Day, Mokai Patea music festival on Waitangi Day and the Northern Wanganui rugby union, and that key stakeholders/general users include the Taihape country schools cluster.

Resolved minute number 17/RDC/208 File Ref 5-EX-4

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

Cr Sheridan / Cr Aslett. Carried

Resolved minute number 17/RDC/209 File Ref 5-EX-4

That, regarding Taihape Memorial Park, Council endorses the project plan as amended

Cr Gordon / Cr Aslett. Carried

Council asked that the public be made aware of timetable for this plan.

13 Adoption of rates resolution for 2017/2018

A supplementary note regarding discounts was tabled at the meeting.

Resolved minute number 17/RDC/210 File Ref 5-RA-1-13

That the rates resolution for the financial year 1 July 2017 to 30 June 2018, including the additional final section on discounts for early full payment, be adopted and included as an appendix to the minutes of Council's meeting of 29 June 2017.²

Cr Belsham / Cr McManaway. Carried

² Appendix 2.

14 Long Term Plan update

A report from the Council workshop on 22 June 2017 was tabled at the meeting. His Worship the Mayor noted that the information tabled was a large document. The Chief Executive noted that the key points were set out in the covering memorandum. The timing of the workshop (the day prior to the distribution of the Council meeting Order Paper) posed a difficulty but he would find a workable solution.

Resolved minute number **17/RDC/211** **File Ref**

That the memorandum 'Developing the 2018-28 Long Term Plan – summary of workshop discussions, 22 June 2017' be received.

Cr Peke-Mason / Cr Sheridan. Carried

Resolved minute number **17/RDC/212**

That the summary of the LTP workshop discussions on 22 June 2017 lies on the table until the next Council meeting, 27 July 2017

Cr Dunn / Cr Platt. Carried

15 Proposed Parking and Traffic Bylaw

Ms Gray spoke to her memorandum and the tabled memorandum 'Proposed Parking and Traffic Bylaw Authority over State Highways'

Ms Gray highlighted

- The longer engagement period proposed because of the inclusion of provisions on the use of heavy vehicles and the ability of Council to impose a permit fee.
- The New Zealand Transport Agency confirmed that Council cannot enforce the bylaw on a State Highway, without giving delegated authority to Council, but is willing to consider making such a delegation, as has been done for some other councils. .

Resolved minute number **17/RDC/213** **File Ref** **1-DB-1-14**

That the memorandum 'Proposed Traffic and Parking Bylaw - Authority over State Highways' be received.

Cr Gordon / Cr Dunn. Carried

Resolved minute number **17/RDC/214** **File Ref** **1-DB-1-14**

That Council intends that the provisions of the proposed Traffic and Parking Bylaw will apply to state highways in urban areas throughout the District, with the detail to be negotiated with the New Zealand Transport Agency, and formalised through an Instrument of Delegation, and

That the draft traffic and parking bylaw 2017 (as amended) be adopted for public consultation during the period 17 July to 8 September 2017.

Cr Belsham / Cr Sheridan. Carried

16 Submissions on proposed revocation of Fire Prevention Bylaw and section 6.3 of the Public Places Bylaw 2013 (in accordance with the Fire and Emergency New Zealand Act)

Resolved minute number **17/RDC/215** **File Ref**

That the memorandum 'Proposed revocation of Fire Prevention Bylaw and section 6.3 of the Public Places Bylaw 2013' be received.

Cr Platt/ Cr Gordon. Carried

Resolved minute number **17/RDC/216** **File Ref**

That Council revokes the Fire Prevention Bylaw, as effective 1 July 2017, and
That Council amends the Public Places Bylaw to remove section 6.3, as effective 1 July 2017.

Cr Peke-Mason / Cr Gordon. Carried

17 Contracts for RDC 3 Waters Consignment Stock Contract

Mr McNeil and Mr McIrvine highlighted the following points:

- Using an external supplier for stormwater, water and wastewater drainage pipes and fittings makes fiscal sense. Council has been in a position of storing parts waiting for the occasion when they were needed, due to time delays when ordering and the urgency with which they would be required when needed. By having an external storehouse items would be readily available without the cost sitting on Council books.
- Some stock that Council has already purchased will need to be used first.
- Stocktake on existing stock is underway

- Of the four tenders received, two were impressive.
- A robust process and policy of the consignment of stock will be put in place.

Resolved minute number **17/RDC/217** **File Ref** **5-CM-2-5**

That the report on the tender for the supply of fixtures and fittings for the 3 waters be received.

Cr Belsham / Cr Aslett. Carried

Resolved minute number **17/RDC/218** **File Ref** **5-CM-2-5**

That Council awards the contract to Humes Pipeline Systems Ltd, PO Box 4621, 171-173 John F Kennedy Drive, Palmerston North for the supply of 3 Waters Fixtures and Fittings at an annual usage of approximately \$144,597.84 with monthly billing from a consignment stock holding with the contract being valid for a three-year term from 1 July 2017 subject to the control and rationalisation of the existing stock holdings being completed.

Cr McManaway / Cr Gordon. Carried

18 Recommendation to Award Tender – Taihape Watermain Renewals (Package 1)

Mr Greening spoke to the tender recommendations for both Item 18 and Item 19. He noted the following:

- The two were very competitive prices as shown by the comparison between the tenders.
- Each contract was proposed to be awarded to different companies.
- Add on work is possible to both bodies of work

Comments and discussion included the following:

- Tenders for large bodies of work would return to Council for approval such as the Mataroa Road package.
- Delegated authority for Mr Greening to negotiate directly with the contractor would be for add on work only.

Resolved minute number **17/RDC/219** **File Ref** **5-CM-1 C1058**

That the report Recommendation to Award Tender – Taihape Watermain Renewals (Package 1) be received.

Cr McManaway / Cr Gordon. Carried

Resolved minute number **17/RDC/220** **File Ref** **5-CM-1 C1058**

That the contract C 1058 Taihape Watermain Renewals (Package 1) be awarded to I D Loader Ltd. of Wanganui for \$506,284.99, inclusive of a contingency amount of \$40,000.00, funded from the third year 2015/25 LTP, 60601 76 121 (Taihape Reticulation – Contractor) account.

Cr McManaway / Cr Sheridan. Carried

Resolved minute number **17/RDC/221** **File Ref** **5-CM-1 C1058**

That authority be given to negotiate directly with I D Loader for subsequent watermain renewal projects in Taihape during the 2017/18 year, in accordance with rule 13.6 of Council's Procurement policy.

Cr Sheridan / Cr Gordon. Carried

19 Recommendation to Award Tender – Taihape Watermain Renewals – Linnet, Toroa, Robin and Tui Street (Package 2)

Resolved minute number **17/RDC/222** **File Ref** **5-CM-1 C1059**

That the report Recommendation to Award Tender – Taihape Watermain Renewals (Package 2) be received.

Cr McManaway / Cr Gordon. Carried

Resolved minute number **17/RDC/223** **File Ref** **5-CM-1 C1059**

That the contract C 1059 Taihape Watermain Renewals (Package 2) be awarded to B Bullock (2009) Ltd. of Wanganui for \$445,824.00 inclusive of a contingency amount of \$40,000.00, funded from the third year 2015/25 LTP, 60601 76 121 (Taihape Reticulation – Contractor) account.

Cr Sheridan / Cr Aslett. Carried

Resolved minute number **17/RDC/224** **File Ref** **5-CM-1 C1059**

That authority be given to negotiate directly with B Bullock (2009) Ltd. for subsequent watermain renewal projects in Taihape during the 2017/18 year, in accordance with rule 13.6 of Council's Procurement policy.

Cr Sheridan / Cr Peke-Mason. Carried

20 Receipt of Committee minutes and resolutions to be confirmed

Resolved minute number **17/RDC/225** **File Ref**

That the minutes of the following meetings be received:

- Finance/Performance Committee, 25 May 2017
- Turakina Reserve Management Committee, 1 June 2017
- Turakina Community Committee, 1 June 2017
- Assets/Infrastructure Committee, 8 June 2017
- Policy/Planning Committee, 8 June 2017
- Audit/Risk Committee, 12 June 2017
- Te Roopu Ahi Kaa, 13 June 2017
- Bulls Community Committee, 13 June 2017
- Ratana Community Board, 13 June 2017
- Taihape Community Board, 14 June 2017
- Marton Community Committee, 14 June 2017
- Hunterville Rural Water Supply Committee, 19 June 2017 (*tabled*)
- Hunterville Community Committee, 19 June 2017 (*tabled*)

Cr Ash / Cr Sheridan. Carried

Resolved minute number **17/RDC/226** **File Ref**

That the following recommendation from the Assets/Infrastructure Committee held on 8 June 2017 be confirmed

17/AIN/044

That the Committee recommend to Council that the drinking water fountain installation be funded to the amount of \$9,343.57 + GST from the Parks Upgrade Partnership Scheme.

Cr Ash / Cr Belsham. Carried

That the following recommendations from Policy and Planning Committee held on 8 June 2017 be confirmed

17/PPL/056

~~That the Policy/Planning Committee recommends to Council that it adopts for public consultation the draft Traffic and Parking Bylaw 2017 (as amended) together with an associated engagement plan~~

This recommendation was dealt with earlier in the agenda.

~~17/TRAK/014~~

~~That the Komiti recommends that the funding for the 2016/17 year be carried over to the 2017/18 financial year. This is due to a substantial change to membership of the Komiti; and also to provide time for the Komiti to deliberate on the criteria for the fund.~~

This recommendation was considered in item 11.

17/TRAK/017

Resolved minute number 17/RDC/227 File Ref

That the following recommendation from Te Roopu Ahi Kaa held on 13 June 2017 be confirmed.

17/TRAK/017

That Te Roopu Ahi Kaa recommends to Council that the Council consider establishing separate Māori wards as part of the 2018 Representation Review on the basis of a two-ward structure, using option two – the geographical split.

Cr Ash / Cr Peke-Mason. Carried

That the following recommendations from Taihape Community Board held on 14 June 2017 be confirmed

~~17/TCB/027~~

~~That the Taihape Community Board ask Council to approve a rollover of \$10,000 Place Making funds in order to work on the Alex Wong's Corner and Taihape Tile projects.~~

This recommendation was considered in item 11.

~~17/TCB/029~~

~~That the Taihape Community Board ask that the Taihape Grandstand decision be set aside and that the project focus on where the new amenities block is to be located.~~

This recommendation was considered in item 12.

~~17/TCB/038~~

~~That the Taihape Community Board recommends that \$5,243.00 be carried forward to 2017/18 and added to that year's allocation for the Board's Small Projects Fund~~

This recommendation was considered in item 11.

Resolved minute number **17/RDC/228** **File Ref**

That the following recommendation from Taihape Community Board held on 14 June 2017 be confirmed

17/TCB/041

That the Taihape Community Board recommends to Council that it investigates other options for housing the Taihape Youth Zone [i.e. apart from the local Scouts Hall and the Taihape Town Hall Supper Room].

Cr Gordon / Cr Aslett. Carried

Resolved minute number **17/RDC/229** **File Ref**

That the following recommendation from Taihape Community Board held on 14 June 2017 be confirmed

17/TCB/042

That the Taihape Community Board requests that Council and the Taihape Community Board engage to redevelop portions of the Taihape Memorial Park Management Plan in areas such as campervans and cycle trails

Cr Gordon / Cr Ash. Carried

Resolved minute number **17/RDC/230** **File Ref**

That the following recommendation from Marton Community Committee held on 14 June 2017 be confirmed

17/MCC/023

That the Marton Community Committee recommends to Council the paint colours for Memorial Hall are dark charcoal (roof, doors, panels) and white (remainder and trim), with the brick to remain unpainted.

Cr Sheridan / Cr Ash. Carried

Resolved minute number **17/RDC/231** **File Ref**

That the following recommendation from Marton Community Committee held on 14 June 2017 be confirmed

17/MCC/024

That the Marton Community Committee recommends to Council that the paint colours for Marton Park Pavilion are dark charcoal (to replace the areas currently painted dark green) and white (the areas currently painted white and trim).

Cr Sheridan / Cr Wilson. Carried

~~17/MCC/026~~

~~That the Marton Community Committee recommends to Council that the balance of \$3,232.00 in the Small Projects Fund be carried forward into the 2017/18 financial year.~~

This recommendation was considered in item 11.

Resolved minute number **17/RDC/232** **File Ref**

That the following recommendation from Hunterville Rural Water Supply held on 19 June 2017 be confirmed.

17/HRWS/018

That the Hunterville Rural Water Supply Subcommittee recommends to Council, in terms of section 17A of the Local Government Act 2002, that it continues the present arrangements to support the Scheme.

Cr McManaway / Cr Peke-Mason. Carried

That the following recommendations from Hunterville Community Committee held on 19 June 2017 be confirmed.

17/HCC/013

~~That the Hunterville Community Committee recommends to Council that it approves the carrying forward of \$599.00 (including the earmarked amount of \$599.00 for concrete work to be paid to Andrew Morris on receipt of invoice) into the 2017/18 financial year.~~

This recommendation was considered in item 11.

21 Late items

As agreed at item 6.

Mangaweka Community Library

It was noted that that there has been a concerted effort by locals in the past months to 'get something happening' at the Mangaweka Library. As a precedent funding has previously been granted to Hunterville Community Library.

Resolved minute number **17/RDC/233** **File Ref**

That the memorandum "Funding support for the Mangaweka Community Library" be received.

Cr Aslett / Cr Gordon. Carried

Resolved minute number **17/RDC/234** **File Ref**

That Council approves a grant of \$4,500 to the Mangaweka Community Library from the unspent 2016/17 budget in the Community Initiatives Fund.

Cr Rainey / Cr Gordon. Carried

Correspondence from Office of Hon Anne Tolley - Local Government Act 2002 Amendment Bill (No 2).

Resolved minute number **17/RDC/235** **File Ref**

That Council receives the correspondence from Hon Anne Tolley

His Worship the Mayor / Cr Peke-Mason. Carried

22 Public Excluded

Resolved minute number **17/RDC/236** **File Ref**

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

Item 1: Council-owned property

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

General subject of the matter to be considered	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for passing of this resolution
Item 1 Council property	Briefing contains information which if released would be likely unreasonably to prejudice the commercial position of the person who supplied it or who is the subject of the information and to enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>sections 7(2)(c) and (i)</i> .	Section 48(1)(a)(i)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests meeting in public as specified above.

Cr Belsham / Cr Gordon. Carried

17/RDC/237

Resolved minute number **17/RDC/238** **File Ref**

That Council move back into open meeting.

Cr Peke-Mason / Cr Belsham. Carried

23 Future Items for the Agenda

24 Next Meeting

Thursday 27 July 2017, 1.00 pm
(with the Elected Members only session being from 12.45 pm)

25 Meeting closed 4.36pm

Confirmed/Chair: _____

Date:

Final proposed carry-forwards from 2016/17 to 2017/18

Project	2016/17 budget	Proposed carry-forward to 2017/18	Reason
Community and leisure assets			
Marton Jubilee Pavilion	\$30,000	\$30,000	Painting has not commenced. Marton Community Committee has now confirmed colour scheme
Library furniture	\$51,250	\$41,000	Furniture for new Bulls Learning hub
Library building	\$25,625	\$5,000	To complete Funkify of building (Julie Oliver has been unwell)
Halls – demolish conference	\$50,000	\$50,000	Demolish if Drama doesn't want it? Or use that funding to remove asbestos roof on Women's Club – just been notified by plumber that parts of it are 'crumbling' – and re-roof if need-be??
Halls Paint Memorial	\$45,000	\$45,000	Prepare and paint; colours now been confirmed by Marton Community Committee
Cemetery – Ratana Land	\$20,000	\$20,000	Insufficient resource to follow this up
Community Housing	\$175,000	\$60,000	No determined programme as awaiting council decision on ownership/21gmt..
Swim Centres – Marton Renewals	\$48,063	\$48,063	Mcllwaines commenced building new shed at end of swim season but confirmed it won't be completed prior to end of June.
Swim centres Capital Improvements	\$45,000	\$22,500 \$13,000	Changing rooms Taihape Plant Marton – waiting completion of shed
Parks Upgrade Partnership	\$50,000	\$6,000 \$14,226 \$9,343.57	BBQ & seating, Wilson Park (proposal from Marton Community Committee) Friends of Mt Stewart – Lookout. Has become too wet to complete project. Complete in Spring. Drinking water fountains
Roading			
Taihape-Napier Road (use of unspent funds)		\$100,000	Professional services and resource consenting for three large armco culverts in Taihape-Napier Road which require concrete linings to rusted inverts.

Project	2016/17 budget	Proposed carry-forward to 2017/18	Reason
Water			
Tutaenui Rural Water Supply Pre-feasibility Study	(\$75,000)	(\$35,605)	Income. MPI 50% co-funding for this project continues to 31 October 2017.
Tutaenui Rural Water Supply Pre-feasibility Study	\$75,000	\$35,605	Expense. MPI 50% co-funding for this project continues to 31 October 2017.
Small Projects Fund			
Taihape Community Board	\$7,314.00	\$5,243.00	2016/17 allocation only
Hunterville Community Committee	\$809.00	\$559.00	To fix gates at the playground and the RSA
Marton Community Committee	\$3,736.20	\$3,232.00	2016/17 allocation only
Bulls Community Committee	\$1,184.00	\$1,349.53	Exceeds 2016/17 allocation – includes \$919 for both the beanbag outside the Bridge Street fish and chip shop and the banners for the Criterion site fence
Turakina Community Committee	\$671.00	\$550.00	
Other grants			
Taihape Community Board – placemaking projects	\$10,000	\$10,000	To complete the Taihape tile project (triangle) Paint, planters and BBQ tables (\$1,600)
Te Roopu Ahi Kaa	\$15,000	\$15,000	2016/17 grant not allocated – change of Komiti composition and desire to consider criteria
Youth Awards	\$2,000	\$2,000	Criteria and process initiated. Awards scheme closes early July for decision by end of July. 2018 scheme budgeted for in 2017/18 Annual Plan.
Administration			
Vehicle replacement	\$190,365	\$38,651.71	Altered programing for vehicle replacement and increased sales of older vehicles from the fleet

Project	2016/17 budget	Proposed carry-forward to 2017/18	Reason
District Promotion			
Broadband	\$52,429	\$52,022.86	A lump sum allocated in 2015/16 to implement the Digital Enablement Plan, as and when.
External funding			
Creative Communities		(\$4,755.86)	Includes \$2,591.03 returned from Rangitikei Tourism. Creative New Zealand has confirmed to include in next round of reporting Includes \$1,725 awarded to projects yet to start and where Council is the fundholder on behalf of the applicant.
Swim for All		(\$2,929.07)	Underspend of external funds received to put towards Swim 4 All programme in 2017/18.
Youth Development		(\$14,265.14)	Unspent funding from the Health Promotion Agency for youth zone activities and \$5,700 received for the Smashed 'n Stoned Training that is taking place at the end of July.
Rangitikei Tourism – final winding-up balance transferred to Council		(\$13,358.17)	Unbudgeted but received in 2016/17. To be applied in 2017/18 to maintenance and upgrade of www.rangitiikei.com
Forestry – first stage of logging of Marton B & C Dams – net proceeds		(\$92,882.41)	Unbudgeted but received in 2016/17. To be applied in 2017/18 to preparation of site for replanting/regeneration.

Rangitikei District Council Rates Resolution

For the Financial Year 1 July 2017 to 30 June 2018

1. That the Rangitikei District Council resolves under the Local Government (Rating) Act 2002 to set the following rates for the 2017/2018 financial year:

- (a) a uniform annual general charge under section 15(1)(b) of the Local Government (Rating) Act 2002 on all rateable land of \$641.70 (inc GST) per separately used or inhabited part of a rating unit.
- (b) a general rate under sections 13(2)(a) and 22 of the Local Government (Rating) Act 2002 for all rateable land, as follows:

Land subject to rate	Rateable Value	Rate in the dollar of Rateable Value (inc GST)
All rating units (excluding Defence land)	Capital Value	\$0.000566
Defence land	Land Value	\$0.000873

- (c) Community services targeted rates under sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 per rateable rating unit as follows:

Land subject to rate	Basis for Liability	Charge (inc GST)
Taihapa Community Board area	Per rating unit	\$31.04
Ratana Community Board area	Per rating unit	\$157.81

- (d) a solid waste targeted rate under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rateable land of \$79.78 (inc GST) per separately used or inhabited part of a rating unit.

- (e) a roading targeted rate under sections 16(3)(a), 16(4)(a) and 22 of the Local Government (Rating) Act 2002 on all rateable land, as follows:

Land subject to rate	Rateable Value	Rate in the dollar of Rateable Value (inc GST)
All rating units (excluding Defence land)	Capital Value	\$0.002153
Defence land	Land Value	\$0.003321

- (f) a wastewater (public good) targeted rate under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rateable land of \$88.94 (inc GST) per separately used or inhabited part of a rating unit.
- (g) a wastewater (connected) targeted rate under sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rating units connected to a wastewater scheme within the district of \$382.82 (inc GST) per water closet or urinal connected.
- (h) a water supply (public good) targeted rate under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rateable land of \$160.58 (inc GST) per separately used or inhabited part of a rating unit.
- (i) a water supply (connected) targeted rate under sections 16(3)(b) and 16(4)(b) of the Local Government (Rating) Act 2002 on all land connected to a water supply in the district set differentially for different categories of land, as follows:

Differential Category	Basis for Liability	Charge (inc GST)
Marton, Taihape, Bulls, Mangaweka, Ratana, <i>Residential</i>	Per separately used or inhabited part of a rating unit	\$630.43
Marton, Taihape, Bulls, Mangaweka, Ratana, <i>Non Residential</i>	Per rating unit	\$630.43

- (j) a water supply (by volume - Marton, Taihape, Ratana, Bulls and Mangaweka) targeted rate under section 19(2)(a) of the Local Government (Rating) Act 2002 set for all land connected to a water supply in Marton, Taihape, Ratana, Bulls and Mangaweka, and metered for extraordinary use in the period 1 July 2017 to 30 June 2018 of \$1.99 (inc GST) per m³ for consumption in excess of 250m³ per annum.
- (k) a water supply (by volume - Riverlands (Bulls)) targeted rate under section 19(2)(a) of the Local Government (Rating) Act 2002 set for all land connected to a water supply at Riverlands (Bulls) and metered for extraordinary use in the period 1 July 2017 to 30 June 2018 of \$1.39 (inc GST) per m³ for consumption in excess of 250m³ per annum.
- (l) a water supply (Huntermville urban connected) targeted rate under section 19(2)(a) of the Local Government (Rating) Act 2002 set for all land connected to the Huntermville Urban water supply scheme for water supplied in the period of 1 July 2017 to 30 June 2018 of \$3.58 (inc GST) per m³.
- (m) a water supply (rural supply – Huntermville) targeted rate for all land in the Huntermville rural area connected to the rural water supply scheme under section 19(2)(a) of the Local Government (Rating) Act 2002 for water supplied in the period of 1 July 2017 to 30 June 2018 of \$285.00 (inc GST) per unit or part unit of 365m³.
- (n) a water supply (rural supply – Erehwon) targeted rate for all land in the Erehwon rural area connected to the rural water supply scheme under section 19(2)(a) of the Local Government (Rating) Act 2002 for water supplied in the period of 1 July 2017 to 30 June 2018 of \$121.05 (inc GST) per unit or part unit of 365m³.
- (o) a water supply (rural supply – Omatane) targeted rate for all land in the Omatane rural area connected to the rural water supply scheme under section 19(2)(a) of the Local Government (Rating) Act 2002 for water supplied in the period of 1 July 2017 to 30 June 2018 of \$150.28 (inc GST) per unit or part unit of 365m³.
- (p) a water supply (rural supply) targeted rate for all land in the Putorino rural area connected to the rural water supply scheme under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 of \$0.000765 (inc GST) per dollar of land value.
- (q) a stormwater (public good) targeted rate under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rateable land of \$23.46 (inc GST) per separately used or inhabited part of a rating unit.

- (r) a stormwater (urban) targeted rate under sections 16(3)(b) and 16(4)(a) and 18(2) of the Local Government (Rating) Act 2002 on all identified rateable land in the Marton, Bulls, Taihape, Mangaweka, Ratana and Hunterville urban areas of \$110.52 (inc GST) per rating unit.

Due dates for payment (For all rates except water scheme and water supply, but including the Putorino rural water supply scheme targeted rate)

2. That the Rangitikei District Council resolves that the rates be due in four equal instalments, as set out in the table below:

Instalments	Due dates
1	21 August 2017
2	20 November 2017
3	20 February 2018
4	21 May 2018

Penalties (For all rates except extra ordinary, metered and urban water supply)

3. That the Rangitikei District Council resolves to apply the following penalties on these unpaid rates:

- (a) a penalty of 10 per cent on the amount of each instalment that has been assessed after 1 July 2017 and which is unpaid after the due date of each instalment, to be applied on the following dates:

22 August 2017 (in respect of the first instalment)

21 November 2017 (in respect of the second instalment)

21 February 2018 (in respect of the third instalment)

22 May 2018 (in respect of the fourth instalment)

- (b) an additional penalty of 10 per cent on the amount of any rates assessed in previous years which remain unpaid on 6 July 2017. This penalty will be added on 7 July 2017.

- (c) a further penalty of 10 per cent on any rates to which a penalty has been added under 3(b) above, if the rates remain unpaid 6 months after that penalty was added. This penalty will be added 8 January 2018.

4. That the Rangitikei District Council resolves that due dates for the water rates (except the Putorino rural water supply scheme targeted rate) be as set out in the tables below:

Due dates for payment (For metered rates for water) for;
Huntermville Urban Water Supply

Meter reading	Due dates
September 2017	20 October 2017
January 2018	20 February 2018
May 2018	20 June 2018

Due dates for payment (For extra ordinary rates for water) for;
Marton Water Supply and
Ratana Water Supply are;

Meter reading	Due dates
September 2017	20 October 2017
January 2018	20 February 2018
May 2018	20 June 2018

Due dates for payment (For extra ordinary rates for water) for;
Bulls Water Supply,
Mangaweka Water Supply and
Taihape Water Supply are;

Meter reading	Due dates
October 2017	20 November 2017
February 2018	20 March 2018
June 2018	20 July 2018

Due dates for payment (For water scheme charges) for;
Erewhon Rural Water Scheme

Meter reading	Due dates
November 2017	20 December 2017
May 2018	20 June 2018

Due dates for payment (For water scheme charges) for;
Omatane Rural Water Scheme

Meter reading	Due dates
May 2018	20 June 2018

Due dates for payment (For water scheme charges) for;

Huntermville Rural Water Scheme

Meter reading	Due Dates
November 2017	20 December 2017
May 2018	20 June 2018

Penalties (For Huntermville Rural Water Supply)

5. That the Rangitikei District Council resolves to apply the following penalties on unpaid Huntermville Rural Water Supply;

- (a) a penalty of 10 per cent on the amount of each instalment that has been invoiced after 1 July 2017 and which is unpaid after the due date of each instalment, to be applied on the following dates:

Huntermville Rural Water Supply

Meter reading	Penalty dates
November 2017	21 December 2017
May 2018	21 June 2018

Discount

6. That the Rangitikei District Council confirms it will allow a discount of 2.5 percent where a ratepayer pays the year's rates in full on or before the due date for the first instalment of the year.

Attachment 2

OHAKEA REPORT July 2017

The personnel on Ohakea are busy preparing for a major exercise next month.

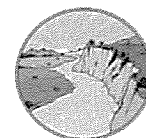
Singapore is sending a Squadron of fighter aircraft to Ohakea and they will be involved in numerous exercises. There will be around 100 Singaporean air force staff arriving and they will be here for nearly one month.

We can anticipate an increased level of jet aircraft activity around our area during the exercises.

Some Ohakea staff are taking leave now so that there will be a full complement of people available for the exercise.

Graeme Platt

Attachment 3



Rangitikei
Especially...

REPORT

SUBJECT: **Administrative matters – July 2017**

TO: Council

FROM: Ross McNeil, Chief Executive

DATE: 19 July 2017

FILE: 5-EX-4

1 Manawatu-Wanganui Regional Disaster Relief Fund Trust

- 1.1 The Trust was set up in March 2004 as a response to the February 2004 flood event, The purpose of the Trust is as follows:
- a. To provide financial and other relief or assistance to meet the welfare and other needs of people who have suffered damage or loss following a significant natural or man-made disaster in the Manawatu-Wanganui Region or elsewhere in New Zealand.
 - b. To seek public donations and raise funds.
- 1.2 The purpose and future management of the Trust was discussed at a recent meeting of the Regional Chiefs. It was acknowledged that Horizons is involved in every disaster in the region, meaning that Horizons is well placed to engage the Trust when the need arises. It was also acknowledged that the Trust has the ability to form a critical function attracting donations and assistance in the event of a disaster and it would be beneficial to have the Mayors/Chair represented on the Trust in the event of a major disaster. As a result of this discussion it was formally resolved that the Mayors/Chair, or their elected representative, be appointed as Trustees to the Trust Board. It was also agreed that Horizons would administer the Trust from now on.
- 1.3 Notwithstanding this resolution, the Trust Deed states that the trustees are appointed by member councils. Therefore the decision to confirm the Mayor as Rangitikei's representative needs to be approved by Council. In addition, Council needs to invoke the provision in the Trust Deed allowing it to remove any trustee it has appointed to the Board. Up until now, Rangitikei's representative has been Douglas Duncan. The Trust Deed is attached as Appendix 1.
- 1.4 A recommendation is included, including a letter of appreciation being sent to Mr Duncan.

2 Edale Home Trust Board

- 2.1 There is still some information to be provided before Council can properly consider the Board's request for an interest-free loan. As previously noted, 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.

3 Safe pedestrian access between Taihape CBD and Otaihape Valley Road/Dixon Way

- 3.1 Last month's report noted that the New Zealand Transport Agency would run an investment logic mapping workshop with the Taihape Community Board to on 12 July 2017 to address the Board's expressed concern for a while about the pedestrian access between Taihape CBD and Otaihape Valley Road. (This is the same process as recently used in investigating options for the Mangaweka Bridge.)
- 3.2 The workshop was cancelled because of last week's snow storms. It has yet to be re-scheduled.

4 Prosecution over dog attack in Hunterville

- 4.1 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.
- 4.2 Hearing dates at the Marton Court have been delayed and the victim, the key witness, is now living overseas and does not wish to engage further with the matter. It is intended to abandon the prosecution once there is agreement that costs will lie where they fall – i.e. that neither party will pay any share of the other party's costs.

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

- 5.1 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.

6 Update on former Taihape College site, 55 Rauma Road

- 6.1 The licence to occupy has now been signed by His Worship the Mayor and Cr Gordon, with a suggested commencement date of 1 August 2017.

7 Review of contractual arrangements for the provision of Civil Defence and Emergency Management Services

- 7.1 A report was commissioned in conjunction with Manawatu District Council and Horowhenua District Council to consider the best way to deliver civil defence and emergency management functions. All three councils had a contract with Horizons Regional Council to deliver these alongside rural fire services (essentially co-ordinating the volunteer forces). However, since 1 July 2017, the delivery of rural fire services is a central government responsibility, through the new agency Fire and Emergency Services New Zealand (FENZ). The report was in part a review under section 17A of the Local Government Act 2002.
- 7.2 The review accepted that a shared service model across the whole region was not viable at present because neither Palmerston North nor Whanganui District were interested. In addition, it is unclear the extent to which the Government will specify a model for delivery of civil defence. Three practicable options were identified for 2017/18:
- a. renew the contract with Horizons with a focus on civil defence preparedness and resilience;
 - b. for a shared service within the three councils;
 - c. deliver the service in-house by each council.
- 7.3 A constraint was that 2017/18 budgets have already been fixed. Option (a) means that there would be a team of five emergency management officers at Horizons, meaning a wider range of training and other skills available to each council. One of these, Paul Chaffe, will be assigned to the Rangitikei District on a full-time basis.
- 7.4 It is likely that this arrangement will continue into 2018/19 or even 2019/20 to allow full consideration of a shared services model and/or to respond to the Government's specified model. A recommendation covering the section 17A obligation is included.
- 7.5 The report is attached as Appendix 2.

8 Overlooked issues raised by one submitter to the Consultation Document for the 2017/18 Annual Plan

- 8.1 After making his written submission, Kevin Whelan had discussion with His Worship the Mayor as a result of which it was understood that the submission was withdrawn. Recently he has advised that, while there were parts of his submission which were correctly regarded as 'dealt with', there are two issues which he expected Council to consider during the deliberations process.
- a. Plans for upgrading of Marton Memorial Hall

8.2 There are no current plans to upgrade the Hall. The kitchen facilities were upgraded in 2011 to a commercial kitchen status and the war memorial window was replaced in 2016. From its age and structure, there is no reason to assume the building is earthquake-prone.

b. Rural footpath along Nga Tawa Road linking the south-eastern corner of Marton with Calico Line for the increased number of walkers and cyclists using the route.

8.3 Council's roading team has estimated the cost to make such a combined cycle/footpath over the 1.6 km (similar to that which leads to Huntley School) as \$160,000. The traffic count along this road does present a safety issue for walkers and cyclists, especially bearing in mind that it is part of the SH-1 detour when the road under the Calico Line railway over-bridge is blocked. It could be considered for inclusion in the Long Term Plan process, but would need further investigation and consideration of its relative priority.

9 Purchase of site at 7 King Street, Marton (Waste transfer station and Depot)

9.1 The adopted 2017/18 Annual Plan has a budget provision of \$150,000 for the purchase of this site from the Crown. Negotiations have now reached the point where an offer to sell will be made soon, and the lease provides that this must be accepted or otherwise within 30 days.

9.2 It would be appropriate for approval be given to the Chief Executive to enter into a purchase agreement for this site up to the sum provided in the Annual Plan. Specific Council approval would be needed if the purchase price was higher than that.

10 Change to fees made under the Resource Management Act 1991

10.1 The recently enacted Resource Legislation Amendment Act has created the need for new charges, specifically for boundary activities and marginal or temporary non-compliances.

10.2 *Boundary activities* are those where a party wishes to breach a rule which relates to a specific boundary (e.g. a setback). The new process will require Council to decide that the activity does not require resource consent if the applicant provides certain information (approval of the affected neighbour, a scaled site plan, description of the site). This process is likely to be much easier for parties to go through than the current resource consent process. These applications will also be much quicker for Council to process as there will not be a need for a site visit or to complete a planning report.

10.3 *Marginal or temporary non-compliances* is a new process where parties can apply to Council to provide an exemption to an activity if the activity would be permitted, apart from a breach with the District Plan that is either marginal or

temporary. Council will need to undertake an assessment of whether the activity is marginal or temporary through considering whether the adverse effects of the activity are no different in character, scale or intensity than they would be in the absence of the non-compliance and that the adverse effects of the activity on any person are less than minor.

- 10.4 Council is required to publicly consult on any changes to fees and charges under the Resource Management Act fees using the special consultative procedure specified in the Local Government Act 2002. It is proposed that the fees are based on a deposit system, with the balance paid/refund made on completion, as it is unclear how long it will take to process the applications. It is proposed that the existing hourly rates specified in the schedule of fees and charges are used
- 10.5 The proposed fees are:
- Boundary activity – deposit of \$306
 - Marginal activity – deposit of \$306
- 10.6 These fees are based on fees for other activities which are likely to take a similar time for processing.
- 10.7 The written submission period is proposed from 1 August 2017 – 1 September 2017. Due to the statutory timeframes – the new process for boundary activities and marginal or temporary non-compliances coming into effect 18 October 2017 – it is suggested that Council delegate the responsibility for hearing oral submissions to the Policy/Planning Committee (at its meeting on 14 September 2017), so that they can be included in the analytical report to Council's meeting on 28 September 2017.
- 10.8 The Statement of Proposal (which includes the proposed amended section of the Schedule of fees and charges for 2017/18) is attached as Appendix 3a, together with the Engagement Plan as Appendix 3b and the submission form as Appendix 3c.

11 Proposed road closures

- 11.1 The organisers of the Targa Rally have applied to close local roads on 28 October 2017. Their application is attached as Appendix 4. It details how residents on the affected roads as well as transport operators are being consulted with and how access will be managed during the time of the rally. This date coincides with the Hunterville Huntaway Festival. Discussions are under way with the rally organisers to ensure there is no disruption to that event.
- 11.2 Any objections will be reported to Council for consideration.

12 Request for waiver of all fees

12.1 Two requests have been received

Huntaway Festival Committee

12.2 Kerin Ratima, the Committee's Secretary, asks if the building application consent fee for the marquee could be waived, as was done last year. The total fee amounts to \$145. The letter is attached as Appendix 5a.

Marton Barber

12.3 Lynley Means, who owns the Marton Barber Art Gallery asks for a waiver or at least 50% reduction of the certificate of registration for the Barber Shop. She has secured a new location which will provide a larger space to display work by local artists. It has become a drawcard for visitors to come to Marton. The total registration fee payable for 2017/18 is \$392. Her letter is attached as Appendix 5b.

12.4 Recommendations are included for both applications.

13 Application for rates remission

13.1 There are no new applications for rate remissions.

14 Service request reporting

The summary reports for first response and feedback (requests received in June 2017) and for resolution (requests received in May 2017) are attached as Appendix 6.

15 Health and Safety update

15.1 The quarterly report is a separate agenda item. It includes the health and safety objectives for 2017/18.

15.2 Rangitikei is hosting a regional health and safety forum on 28 July 2017.

16 Staffing

16.1 The search for a suitable appointee to the new role of Principal Adviser Infrastructure continues, with assistance from a recruitment company.

16.2 Mark Power has been appointed as Animal Control Officer (replacing Casey Boyce, who left on 7 July 2017). He will start on 24 July 2017.

- 16.3 Janine Healey has been appointed as Gardener (on a two-year contract) (replacing Kat Penny-Baker, who left on 30 June 2017). She will start on 31 July 2017.
- 16.4 Linda Holman is resigning her part-time role as Governance Administrator with her last day being 1 August 2017. The vacancy has been advertised.
- 16.5 Applications have been called for the role of Strategy and Community Planning Manager, to replace Denise Servante whose last day with Council will be 21 July 2017.

17 Recommendations

- 17.1 That the report 'Administrative matters – July 2017' be received.
- 17.2 That having regard for strengthening the Manawatu-Wanganui Regional Disaster Relief Fund Trust, the Rangitikei District Council:
- a. removes Douglas Duncan as its representative on the Trust Board;
 - b. appoints His Worship the Mayor as its representative on the Trust Board;
 - c. acknowledges that the Trust will now be administered by Horizons Regional Council; and
 - d. notes His Worship the Mayor's intention to write to Mr Duncan thanking him for representing the Rangitikei on the Trust since its inception in 2004
- 17.3 That, regarding the residual matters in Kevin Whelan's submission to the Consultation Document for the 2017/18 Annual Plan, Council
- a. confirms that there are no current plans to upgrade the Marton War Memorial Hall; and
 - b. approves/declines approval for further investigation (for possible inclusion in the 2018-28 Long Term Plan) of a rural cycle/footpath along Nga Tawa Road similar to that constructed from the Marton Town boundary to Huntley School at an estimated cost of \$160,000; and
 - c. requests the Chief Executive to convey these decisions to Mr Whelan with an apology that they were overlooked during Council's deliberations on submissions.
- 17.4 That Council authorise the Chief Executive to enter into a purchase agreement with the Crown for the site at 7 King Street, Marton (Waste transfer station and Depot) provided the sale price does not exceed the budgetary provision in the 2017/18 Annual Plan.
- 17.5 That the 'Review of Contractual Arrangements for the provision of Civil Defence and Emergency Management Services', commissioned jointly by Rangitikei,

Manawatu and Horowhenua District Councils be received and noted as constituting a review of delivery of services under section 17A of the Local Government Act 2002.

- 17.6 That the Statement of Proposal for amending fees under the Resource Management Act be approved for public consultation together with the associated Submission form and Engagement plan.
- 17.7 That Council delegates the responsibility to the Policy/Planning Committee for hearing considering oral submissions on the changes to the Resource Management Act fees and charges for boundary activities and marginal or temporary non-compliances.
- 17.8 That Council waive ...% of the building application consent fee (\$145, GST incl.) for the marquee to be used during the Huntaway festival in October 2017.
- 17.9 That Council waive% of the certificate of registration fee (\$392.000 GST incl.) payable in 2017/18 by the Marton Barber in recognition of its relocation and provision of larger gallery space for local artists.

Ross McNeil
Chief Executive

Appendix 1

MANAWATU-WANGANUI REGIONAL DISASTER RELIEF FUND TRUST

TRUST DEED

DATED 16 MARCH 2004

“A”

THIS DEED made the 16th day of March 2004.

PARTIES Those persons described in the Schedule of Trustees forming part of this document who are for the purposes of this document the Trustees (“the Trustees”).

RECITALS

A Certain local authorities within the Manawatu-Wanganui Region namely Horizons Regional Council, Horowhenua District Council, Manawatu District Council, Palmerston North City Council, Rangitikei District Council, Ruapehu District Council, Tararua District Council and Wanganui District Council (“the Local Authorities”) wish to establish a fund (“the Fund”) for the primary purpose of meeting the welfare needs of people following a significant natural or man-made disaster in the Manawatu-Wanganui region or elsewhere in New Zealand.

B Those Local Authorities and the Trustees wish to establish a Charitable Trust (“the Trust”) to hold, promote and manage the Fund for the above primary purpose, the Fund comprising such money, property and investments which may have been acquired by the Local Authorities at the date this Deed is signed, together with any further money, property and investments which may from time to time be acquired by the Trustees for the purposes of the Trust.

C The parties have agreed to enter into this Deed to specify the purposes of the Trust and to provide for the management of the Fund.

THIS DEED NOW RECORDS AS FOLLOWS

1. Name

The name of the Trust shall be THE MANAWATU-WANGANUI REGIONAL DISASTER RELIEF FUND TRUST.

2. Registered Office

The registered office of the Trust shall be at the offices of the Horizons Regional Council, 11-15 Victoria Avenue, Palmerston North, or at such other place that the Board of Trustees may decide.

3. Purposes

The purposes of the Trust are as follows:

- (a) To provide financial and any other relief or assistance to meet the welfare and other needs of people who have suffered any damage or loss following a significant natural or man-made disaster in the Manawatu-Wanganui Region or elsewhere in New Zealand.
- (b) To seek public donations and to raise funds.

4. Limitations

In carrying out the above purposes, the following limitations shall apply:

- (a) All financial and other relief or assistance shall be paid, given or granted to organisations for the purposes set out in Rule 3 only, and not to individuals. Those organisations include the Local Authorities and any other local

authority or organisation which may be approved for this purpose by the Trustees.

- (b) All donations and other funds received in relation to a particular significant natural or man-made disaster will be applied to provide financial and any other relief or assistance in relation to that disaster to the extent that this is reasonably possible or practicable, however the Trustees shall be entitled to retain what the Trustees consider as an adequate administration fund for the Trust and in all circumstances shall ensure that the Fund is not reduced below a level of \$100.00.

5. Structure of the Trust

The Trust shall be administered by the Board of Trustees ("the Board").

6. Members of the Board

6.1 Number of Trustees

The Board shall consist of not less than five (5) and not more than eight (8) Trustees.

6.2 Membership of the Board

The Board, at the date of this Deed, comprises the Trustees described in the Schedule of Trustees. Each Trustee has been appointed by the local authority beside that respective Trustee's name in the Schedule of Trustees.

6.3 Term of Office

Each Trustee shall remain in office until such time as he or she resigns or otherwise ceases to hold office as provided in Rule 7.

7. Vacancies

7.1 Filling of Vacancies

Any vacancy of a Trustee shall at the option of the local authority who appointed the Trustee who has vacated office appoint another person to fill that vacancy. The Mayor or Chairperson of a local authority making an appointment may make the appointment on behalf of their respective local authority.

7.2 Resignation of Trustees

Any Trustee may resign from the Board by giving written notice to the Board and the resignation shall take effect as from the date stipulated in that notice, otherwise to take effect as from the date of that notice being served on the Board at its registered office, which ever date is the later.

7.3 Absence without leave

Any Trustee who fails to attend three consecutive meetings of the Board without the leave of the other Trustees shall be deemed to have vacated his or her position on the Board.

7.4 Removal of Trustees from office

Any Trustee may be removed from the Board if the local authority which appointed that Trustee so decides.

8. Proceedings of the Board

8.1 Ordinary Meetings

The Board shall hold ordinary meetings at such times and places as it determines. At least seven days notice of any ordinary meeting shall be given to the Trustees, and the notice shall indicate the general nature of the business to be considered at that meeting.

8.2 Special Meetings

A special meeting may also be called by the Secretary upon requisition of the Chairperson or not less than three Trustees, on 24 hours notice of such meeting shall be given to the Trustees, and the notice shall indicate the general nature of business to be considered at that meeting.

8.3 Annual General Meeting

The Board shall hold an Annual General Meeting which meeting may be combined with an Ordinary Meeting at which shall be approved:

- (a) the audited annual accounts of the Trust.
- (b) a report from the Chairperson or nominee of that Chairperson dealing with the affairs of the Board for the previous year.
- (c) the appointment of a Chairperson, Secretary and the Treasurer for the forthcoming year, in accordance with Rules 8.5 and 8.7.

The Annual General Meeting shall be held prior to 30th September in each year. At least seven days notice of an Annual General Meeting shall be given to the Trustees.

8.4 Notice of Meetings

Each notice shall specify the place, the day and the hour of the meeting. Notice shall be deemed to have been given to any Trustee if it has been posted or faxed to the last known address of the Trustee and shall then be deemed to have been received the day after the notice is posted or faxed. The accidental omission to give notice to any Trustee or the non-receipt by any Trustee of a notice shall not invalidate the meeting to be held.

8.5 Officers

The Board shall appoint a Secretary and a Treasurer, to be appointed at the Annual General Meeting in accordance with Rule 8.3. These offices may be combined. The Secretary and Treasurer need not be trustees.

8.6 Quorum

At any meeting of the Board there shall be a quorum if there is a majority of the Trustees present (excluding any vacancies) and no business shall be transacted unless a quorum is present. If a meeting is short of a quorum at its commencement, or falls short of a quorum, and if no quorum is present within 15 minutes, the meeting shall lapse.

8.7 Chairperson

At the Annual General Meeting the Board shall in accordance with Rule 8.3 appoint one of the Trustees as Chairperson. The Chairperson shall preside at all meetings of the Board at which he or she is present. In the absence of the Chairperson from any meeting the members present shall appoint one of their number to preside at that meeting.

8.8 Voting

All questions before the Board shall be decided by consensus. Where a consensus decision is unable to be reached on a matter it shall unless otherwise specified in this document be put as a motion to be decided by a majority of votes. Each Trustee present, including the Chairperson, shall have one vote. If the voting is tied the Chairperson shall have a second or casting vote.

8.9 Minutes

The Secretary shall keep minutes of all Board meetings which shall be available for inspection by Trustees at a reasonable time. A copy of all minutes of all Board meetings shall be furnished to any local authority named in the Schedule of Trustees if requested.

9. Powers

In addition to the powers implied by the general law of New Zealand or contained in the Trustee Act 1956, the powers which the Board may exercise in order to carry out its charitable purposes for which it has been constituted under clause 3 are as follows:

- (a) to control, administer, and manage and property, funds and affairs of the Trust; and
- (b) to use the funds of the Trust to provide financial and any other relief or assistance to meet the welfare and other needs of people following a significant natural or man-made disaster in the Manawatu-Wanganui Region or elsewhere in New Zealand; and
- (c) to use the funds of the Trust as the Board thinks necessary or proper in payment of the costs and expenses of the Board, including the employment or engagement of professional advisors, agents, officers and staff as appears necessary or expedient; and
- (d) subject to Rule 4(b) above, to invest surplus funds in any way permitted by law for the investment of trust funds and upon such terms as the Board thinks fit; and
- (e) to borrow or raise money from time to time (including by way of donations, sponsorships and community fund raising activities) with or without security and upon such terms as to priority and otherwise as the Board thinks fit; and
- (f) to do all things as may from time to time appear desirable to enable the Board to give effect to and to attain the charitable purposes of the Trust and to comply with the provisions of the Charitable Trusts Act 1957; and
- (g) to open and operate such bank accounts as may be necessary for running the affairs of the Trust; and
- (h) to enter into all negotiations, contracts and agreements in the name and on behalf of the Trust as the Trust Board thinks expedient for its purposes provided that such negotiations, contracts and agreements are not in conflict with the Trust's purposes; and

- (i) to receive and give receipts and execute discharges for all gifts, legacies, bequests or other monies and to execute any trusts created for any of the purposes of the Trust or for furthering any such purposes.
- (j) to generally have the rights, powers and privileges of a natural person in the administration of the Trust.

10. Power to Delegate

10.1 Delegation

The Board may from time to time appoint any committee and may delegate in writing any of its powers and duties to any such committee or to any person, and the committee or person as the case may be, may without confirmation by the Board exercise or perform the delegated powers or duties in like manner and with the same effect as the Board could itself have exercised or performed them.

10.2 Delegatee Bound

Any committee or person to whom the Board has delegated powers or duties shall be bound by the terms of this Trust.

10.3 Delegation Revocable

Every such delegation shall be revocable at will, and no such delegation shall prevent the exercise of any power or the performance of any duty by the Board.

10.4 Delegatee Need Not be Board Member

It shall not be necessary that any person who is appointed to be a member of any such committee, or to whom any such delegation is made to be a trustee.

11. Employment

Under Rule 9(c) the Board may employ Trustees or any of them.

12. Income, benefit or advantage to be applied to charitable purposes

12.1 Application

Any income, benefit or advantage shall be applied for the charitable purposes of the Trust.

12.2 Influence

No Trustee or person or related entity associated with a Trustee shall derive any income, benefit or advantage from the Trust where they can materially influence the payment of the income, benefit or advantage except where that income, benefit or advantage is derived from:

- (a) services to the Trust rendered in the course of business charged at no greater rate than current market rates; or
- (b) interest on money lent at no greater rate than current market rates.

13. Accounts

13.1 True and fair accounts

The Board shall keep true and fair accounts of all monies received and expended for each financial year with the balance date of the 30th June in each year.

13.2 Audit

The Audited Accounts shall be available at the Annual General Meeting of the Trust and shall be presented to the Local Authorities by 30th September in each year.

13.3 Control of Funds

All monies received by the Trust shall be paid to the bank account of the Trust. All cheques or payments to be drawn upon the bank account of the Trust shall be signed by at least two Trustees approved by the Board for that purpose or one such Trustee and the Treasurer.

14. No Responsibility for Loss

No Trustee shall be responsible for any loss to the Trust unless the same is attributable to his or her or their own dishonesty or to the wilful commission or omission by him or her or them of any acts known to be a breach of trust.

15. Common Seal

The Trust shall have a Common Seal if registered which shall be kept in the custody of the Secretary, or such other officer as shall be appointed by the Board and shall be used only as directed by the Board. It shall be affixed to documents only in the presence of and accompanied by the signature of two Trustees with the prior approval of the Board.

16. Alteration to the Rules

16.1 The Board may, with the prior approval of the Local Authorities, add to, amend or change any of these Rules at a Special Meeting. Any amendment or change to the Rules shall require a resolution to be passed by three-quarters rounded up to the nearest whole number of the total number of Trustees.

16.2 No addition to or alteration or recision of these Rules shall be approved if it affects the Charitable purposes (Recitals and Rule 3), the Influence Rule (12.2), this rule (16.2), or the winding up Rule (19) of this document without the prior consent of the Local Authorities and Inland Revenue which will need to be satisfied as to the maintenance of the charitable status of the Trust.

17. Incorporation

The Trust shall have the right to apply for incorporation under the provisions of the Charitable Trusts Act 1957 under the name The Manawatu-Wanganui Regional

Disaster Relief Fund Trust, or such other name as shall be approved by the Register of Incorporated Societies and the Trustees.

18 Trust Not to be a Council-Controlled Organisation

18.1 The Trust has been exempted by the Local Authorities from the requirements relating to council-controlled organisations pursuant to section 7(3) of the Local Government Act 2002

18.2 The exemption granted by the Local Authorities must be reviewed in accordance with the Local Government Act 2002 within three years of it being granted, and thereafter at intervals of not less than three years. This exemption may be revoked at any time by the Local Authorities or by any of them.

19. Winding Up

19.1 The Trust may be wound up if a resolution to wind up the Trust or to dissolve it has been passed by a three-quarters rounded up to the nearest whole number of the total number of Trustees and such winding up or dissolution is approved in writing by the Local Authorities.

19.2 Any such resolution after passing shall then be required to be approved by a similar majority at a meeting of the Board called not earlier than fourteen (14) days after such meeting for the specific purpose of confirming the Board's resolution for winding up however such second meeting shall not take place until after the winding up or dissolution of the Trust has been approved in writing by the Local Authorities.

19.3 In the event of the Trust being wound up the surplus assets and funds after payment of the Trust's liabilities including expenses of winding up shall not be paid or distributed among the Trustees or the Local Authorities but shall be paid and

transferred to such person or body corporate for the furtherance of charitable purposes within New Zealand as the Trustees shall determine at the meeting when the resolution for winding up is duly confirmed.

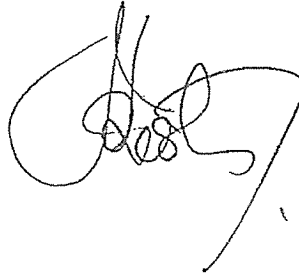
- 19.4 In the event no such resolution as to the application of funds to any charitable purpose is passed by a majority of the Trustees then the surplus funds of the Trust shall be held for such other comparable charitable purpose as a Judge of the High Court of New Zealand on application of the Trustees shall determine.

20. Acceptance

The Trustees accept the above terms and conditions on the basis that all future Trustees will also be so bound.

- 14 -

SIGNED by CHRISTOPHER JOSEPH LESTER as)
Trustee in the presence of:



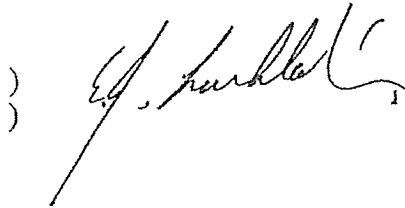
J. Barnett
COMMITTEE ADMINISTRATOR
38 Margaret St
Palmerston North

SIGNED by JOHN JOSEPH BOWLER as)
Trustee in the presence of:



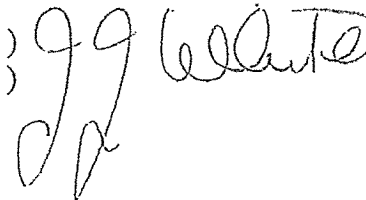
J. Barnett
COMMITTEE ADMINISTRATOR
38 Margaret St
Palmerston North

SIGNED by ERIC JOSEPH LINKLATER as)
Trustee in the presence of:



J. Barnett
COMMITTEE ADMINISTRATOR
38 Margaret St
Palmerston North

SIGNED by JACQUELINE JILL WHITE as)
Trustee in the presence of:

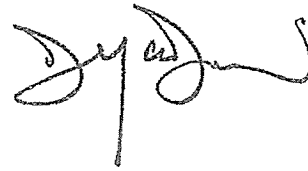


J. Barnett
COMMITTEE ADMINISTRATOR
38 Margaret St
Palmerston North

~~McKEWIE~~

SIGNED by DOUGLAS ~~McK~~ DUNCAN as
Trustee in the presence of:

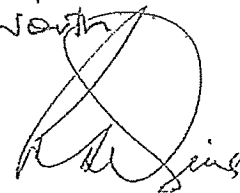
)



J. Barnett
COMMITTEE ADMINISTRATOR
38 Margaret St
Palmerston North

SIGNED by ROBERT SEYMOUR VINE as
Trustee in the presence of:

)



J. Barnett
COMMITTEE ADMINISTRATOR
38 Margaret St
Palmerston North

SIGNED by DAVID ALAN LEA as
Trustee in the presence of:

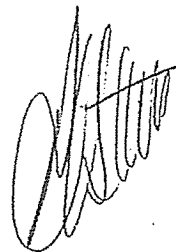
)



J. Barnett
COMMITTEE ADMINISTRATOR
38 Margaret St
Palmerston North

SIGNED by RAYMOND MARK STEVENS as
Trustee in the presence of:

)



J. Barnett
COMMITTEE ADMINISTRATOR
38 Margaret St
Palmerston North

REGIONAL CHIEFS MEETING

MINUTES – EXCERPT ONLY

Minutes of the Regional Chiefs Meeting held on Tuesday, 7 March 2017 at Horizons Regional Council, 11-15 Victoria Avenue, Palmerston North, commencing at 1.16pm.

<i>Manawatu-Wanganui Regional Disaster Relief Fund Trust – Future Directions</i>	<p>Mr McCartney (Chief Executive, Horizons Regional Council). A paper was forwarded to the group prior to the meeting.</p> <ul style="list-style-type: none">- The purpose of the report was to gain direction for the future management and functioning of the Manawatu-Whanganui Regional Disaster Relief Fund Trust. <p>Questions/Comments raised by Regional Chiefs</p> <ul style="list-style-type: none">- It was agreed the Mayors should be on this trust and administered by the Regional Council.- Horizons are involved in every disaster.- How do Mayors make the communications profile big enough to get NZ funding? <p>Action: Horizons Administration to write and thank former Trustees on behalf of all Councils.</p> <p>Action: It was formally resolved that mayors, or their elected representative, be appointed to the Trust Board.</p>
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Appendix 2

Review of Contractual Arrangements for the Provision of Civil Defence and Emergency Management Services

Rangitikei District Council, Manawatu District Council and Horowhenua District Council

March 2017

Thomas Consulting

Review of Service Delivery Contractual Arrangements for the Provision of Civil Defence and Emergency Management Services

Context

The current arrangement with most services delivered through a contract with horizons has been operating since 2008. With rural fire services transferring to FENZ on 1 July 2017 there is a forced change to these arrangements.

For a number of decades rural fire services across New Zealand has been delivered through local Councils with a largely volunteer workforce. Rural firefighters respond to a wide range of emergencies, including flooding, spills of hazardous substances, and road accidents. This “non-fire” activity now takes up more time compared to responding to either building fires or vegetation or forest fires.

The Minister of Internal Affairs (Peter Dunne) announced on 13 November 2015 that as a result of the Fire Services Review the government would bring urban and rural fire services together into one unified fire services organisation. The new model will unify New Zealand’s urban and rural fire services into Fire and Emergency New Zealand (FENZ). The new organisation will have regional committees to provide the regional voice in the delivery of services locally.

FENZ will take over rural fire and some emergency response operations on 1 July 2017. There are still many issues to be sorted out but management control and funding will transfer on this date.

The changes to rural fire impact the three Councils. Currently rural fire is operated together with civil defence, with resources often shared. The majority of Council funding for Emergency Management is focused on rural fire. With funding for rural fire to be from insurance levies through to FENZ, Councils are expecting a reduced rates requirement. The current staff that deliver services are involved in both rural fire and civil defence, and some of those staff will be moving over to work for FENZ. New arrangements are required to deliver Civil Defence services.

The challenge for Councils is that without rural fire there is a gap in capability, equipment and training resources to deliver the remaining civil defence functions. Rural fire has generally received more of the overall Emergency Management budget and staff attention on a day to day basis. Additional resources may be required to meet the current effective service levels.

This review discusses and analyses the options for 2017/18 onwards on the most efficient and effective way to deliver civil defence functions.

Councils are required to regularly review all services under s17A of the Local Government Act 2002. This review aims to meet the requirements of a s17A process while providing the Councils a basis for deciding on the future direction of the service.

Horizons has indicated that they are prepared to continue with a contract for service arrangement if the three Councils view this as beneficial to service delivery, but only if the contracts are properly resourced. To reduce complexity in staff management this would entail 1 EMO for each Council.

Councils need to decide on their funding and delivery model in time to include in the 2017/18 Annual Plan. Decisions at this stage are operational within the current levels of service as set out in the Long Term Plans. Any recommendation to move to a significantly different level of service, or to set up a CCO, would require a consultation process or a change to Long Term Plans.

Purpose

The purpose of this report is to review, in accordance with Section 17A of the Local Government Act, the current contractual arrangements for the provision of Civil Defence and Emergency Management services to the Manawatu District Council, Horowhenua District Council and Rangitikei District Council.

The review will recommend the most efficient and effective (not necessarily lowest cost) model to deliver civil defence services to the communities of the three Councils.

Council Vision and Outcomes

All three Councils have Council / Community Outcomes focused on safety and resilience. Civil defence is seen as a core function of Council and is 100% rates funded. This is likely to continue with recent indications from the new Councils that a greater focus on emergency management and community resilience is an area of focus.

Council	Vision / Strategic Policy Intent	Applicable Outcomes
Manawatu DC	Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand	<ul style="list-style-type: none">Manawatu's built environment is safe, reliable and attractiveManawatu District Council is an agile and effective organisation
Horowhenua DC		<ul style="list-style-type: none">Safe, resilient and healthy communities<ul style="list-style-type: none">We are organised and prepared to deal with natural hazardsPositive leadership and effective partnerships
Rangitikei DC	Contribute to personal and public safety	<ul style="list-style-type: none">A safe and caring community

Current Arrangements

The three Councils each have a separate contract for service delivery with Horizons. Horizons employs the staff and provides vehicles, phones, staff management and organises cover for holidays and sickness. Horizons funds asset upgrades (such as communications network) as agreed from any surplus funds generated by the contract. Of note is that the original contract price for MDC in 2008 was held until the current year (2% increase) as surpluses have been common.

The contract period has no term, but the contract price is negotiated on a three-year basis that matches the Long Term Plan cycle. The contract has a six-month termination clause.

Each Council has additional costs that cover the management of the contract, management input into CDEM Group meetings, Council overheads, training costs for Council staff and other general expenses.

Councils also have differing views and funding for community support and community development and those linkages with civil defence and community resilience. This area of service has received limited resourcing from MDC and RDC, while HDC has a community development team and has reallocated resources to develop a Local Welfare Plan response plans in-house. In part this reflects the limited hours available, but more so a different approach from HDC. Both MDC and RDC see this

area of service delivery as not being achieved currently and in need of additional resources. This will be discussed further under service delivery options.

Horizons also employs two full time Emergency Management Officers to meet their requirements as set out in the Civil Defence Emergency Management Act 2002 (covering the entire Horizons region). Horizons is responsible for developing the CDEM Group Plan for the Region, as well as maintaining the capability to respond to a regional level emergency.

Current Council contract costs are:

Council	Current contract cost 2016/17 year (includes rural fire)	Civil Defence component
Manawatu DC	\$240,000	\$91,800
Horowhenua DC	\$205,000	
Rangitikei DC	\$175,000	\$80,000

These costs reflect the staff input into the two components of civil defence and rural fire. The costs also reflect the historical budgets in each Council at the time the contract was established. The relative contract costs may not exactly match the services delivered. Changing to a civil defence only contract would be a good opportunity to set the contract costs at the same level for each Council.

Staff employed by Horizons provide the service to each of the Councils, with a mixing of individual staff time across civil defence and rural fire. Currently there is around 0.5 FTE on civil defence for Horowhenua and Manawatu with one person, and a lesser amount of time allocated in Rangitikei.

The contracts do not include services to undertake emergency recovery or business continuity. The Councils also cannot contract out their responsibilities under the Civil Defence Emergency Management Act 2002. Each Council is responsible for resourcing an operational EOC, as well as the ability to function to some extent during and after an emergency. The contract covers various functions under the following headings, with an emphasis on readiness and response:

- Risk
- Reduction
- Readiness
- Response
- Recovery

The full details of services are covered in each contract, with annual business plans that set out specific actions for each year. The three contracts are very similar, while the annual business plans vary in specifics. There is an emphasis on readiness and response functions.

Council costs not covered (civil defence):

- Equipment for emergency response, including EOC, Welfare Centres and communications that would be subject to depreciation costs as a Capital item purchase (Capex),
- Corporate overheads for the use of office space and facilities,
- Insurance costs (personnel, vehicle, equipment and facilities); and
- Civil Defence event recovery costs.

Each Council also has overheads relating to contract management and management input into emergencies. These costs will vary as each Council has different overhead formulas and structures.

Emergency Management Legislation and the Group Plan

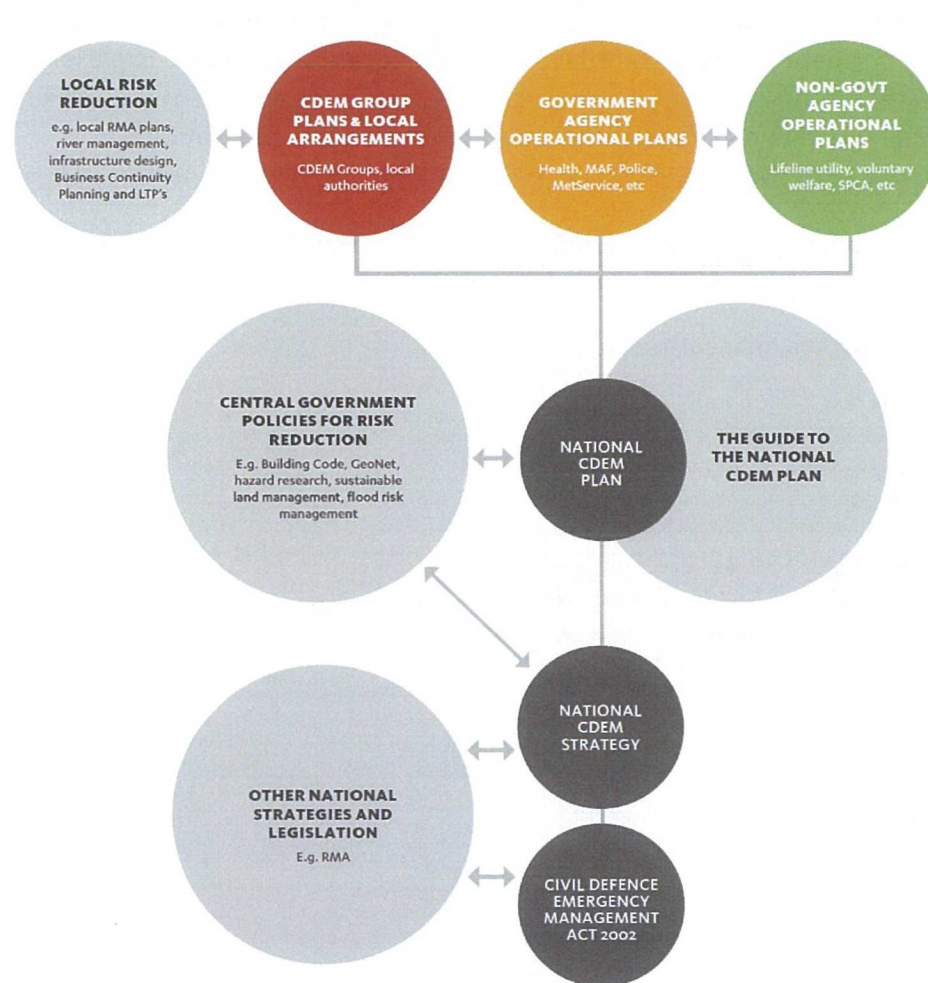
Civil Defence functions by the three Councils operate at a local level within the overall direction of the regional Civil Defence Emergency Management (CDEM) Group Plan 2016-2021 (Regional Plan), which has been developed in the context of the National CDEM Plan. The functions and powers are set out in the Civil Defence Emergency Management Act 2002.

The regional Plan continues to see the general approach to CDEM¹ as:

One of centralised coordination with local delivery in order to best serve the needs of our unique communities which have a dispersed population.

The regional CDEM Group Plan sets out the Vision, Goals and actions that the member Councils in the Manawatu-Whanganui Region have agreed to focus on in the next 5 years. Civil Defence response is only one part of the four key focus areas of the regional Civil Defence Emergency Management (CDEM) Group Plan 2016-2021. The four 'Rs' of Reduction, Readiness, Response and Recovery frame the way the Region has agreed to deal with emergency management services.

National Framework (from CDEM Group Plan)



¹ Civil Defence Emergency Management (CDEM) Group Plan 2016-2021 page 8.

The new Group Plan, a plan that has been approved by all the regions councils in 2016, seeks to:

- Strengthen relationships between agencies involved in CDEM;
- Encourage co-operative planning and action between the various emergency management agencies and the community;
- Demonstrate commitment to deliver more effective CDEM through an agreed work programme– detailed in the CDEM Group Business Plan; and
- Provide information on the hazards and risks in the CDEM Group, and document the principles of operation within which agencies involved in CDEM agree to cooperate.

There is an emphasis on further nurturing the already strong relationships developed across and within the Group at all levels, including the emergency management, local government, and partner agency sectors. Coordination and collaboration is a major part in the Group Plan with an overall strong focus of building community resilience. Cooperation and mutual support will continue to assist communities to prepare for, respond to and recover from emergencies. This emphasis supports delivery structures that encourage cooperation and the sharing of knowledge and resources. The service delivery at the Council level needs to give effect to the goals and performance measures of this Group Plan.

This can be achieved through in-house service delivery as long as the activity is resourced sufficiently, and that performance measures reflect the goals of the Group Plan. Experience in other parts of New Zealand suggest that a more shared service type arrangement delivers better coordination and higher levels of service (training, welfare plans, operational procedures).

Regional Vision and Strategic Goals (from CDEM Group Plan)



The Group Plan places considerable emphasis on the following drivers:

- Agency co-ordination, collaboration and integration to:
 - encourage clarity on the roles and responsibilities of agencies during all 4Rs of an emergency,
 - routine exchange of information to aid decision making on a day-to-day basis as well as during emergencies,
 - the development of real or virtual work environments that foster co-operation, and
 - the integration of technologies to enhance our collective capability and capacity.
- Risk awareness, avoidance and management encourage improved understanding of the risks faced by our communities including fluctuations and variations in risk.
- Community awareness and preparedness to ensure that our communities:
 - have an understanding of the risks they face and the manner in which they can prepare for the consequences of risk,
 - can influence the manner in which these risks are mitigated both at a personal level and an organisational level,
 - can create partnerships between communities and those who can influence the nature of risk to assist in improving understanding of the risk and the reactions of those at risk.

The Councils across the region implement the CDEM arrangements agreed by the Group. The goals, principles and drivers support the need for close cooperation between Councils service delivery, and with each community in each Council area.

The Group Plan has an overall vision of a resilient community and actions for the next five years for the civil defence services delivered by Councils are set out. There is a focus on readiness, including community response plans, with the community identified as a critical active partner. Community Response Plans are seen by the Group Plan as being key in developing community resilience, and they should be flexible to meet the needs of communities (but aligned to the principles of the Groups Community Resilience Strategy). Whatever service delivery model is chosen from 2017/18 the annual business plan needs to reflect these Group Plan actions.

The current Annual Business Plan for the existing Horizons contract does list welfare plans among actions for the year. Horowhenua has taken the added step of listing specific community welfare plans in their Annual Business Plan. The limited resources allocated to civil defence in the current contract has been a limiting factor in developing the welfare plans.

There needs to be a greater level of integration across Council strategies and planning that is then reflected in the final individual community response plans. These response plans need to reflect the realities of geographic location, infrastructure resilience and lifelines strategies, contingency plans and business continuity plans, availability of key staff in a widespread event and the role of the community itself.

Hazard identification and priority rankings in the Group Plan result in the following hazards that are considered the most likely to be the focus of civil defence emergencies.

1. Severe earthquake
2. River flood
3. Tsunami
4. Human pandemic

5. Drought
6. Animal epidemic (Foot and Mouth)

Possible Government Review of Structure and Functions

Senior government ministers have recently aired views about a change in the way emergency management is delivered across the country. This has been as a reaction to the large civil defence events in recent years that have raised some operational issues, including Christchurch earthquakes, Kaikoura earthquake and the Port Hills fires. Options discussed by the Ministers of Civil Defence and Internal Affairs include:

- Merging civil defence functions with the new combined New Zealand Fire and Emergency agency and making FENZ the lead agency to respond to disasters
- Expanding the role of the Ministry of Civil Defence and Emergency Management to include managing mobile professional emergency response teams
- Need for a clearer chain of command and better communication

The Minister of Civil Defence and Emergency Management states² that:

"From the Government's perspective, we see a need to have a good look at emergency services in New Zealand and how they respond to various emergency situations."

A government review that results in a mandated new structure, or even a shift in functional responsibility, is possible and is a factor in the type of service the Councils should be committing to. More clarity on government direction for a review could be known by April 2017, however any outcomes will likely be known by 2018. Previous major reviews resulted in the current Civil Defence Emergency Management Act 2002.

Other Councils Approach

There has been a trend around New Zealand to form stand-alone regional teams that deliver emergency management services on behalf of the Council areas in each region. These are integrated teams that cover the regional council role down to community service delivery.

- Wellington Region Emergency Management Office (WREMO) 2012
semi-autonomous organisation that co-ordinates Civil Defence and Emergency Management services on behalf of the nine councils in the Wellington region.
- Emergency Management Southland 2010
stand-alone entity working on behalf of all the councils in Southland
- Emergency Management Otago
EMOs in each TA (shared between CODC and QLDC) plus group manager, welfare manager, admin support and business support
- Taranaki Emergency Management Office
shared service between all four councils in Taranaki. Group Manager plus 2 EMOs, policy analyst, admin and communications support
- Waikato Region shared services

² Stuff NZ 23rd February 2017

Hamilton City, Waipa, Waikato, Waitomo and Otorohanga Councils have a shared service arrangement with a focus on public education and community preparedness. The Group Emergency Management Office in Hamilton also directly manages services for Waikato District.

These regions have decided that there are efficiencies and benefits in combining resources to deliver services. In other regions there are some shared services, and all regions have CDEM Group Plans approved by joint committees as per the requirements of the Civil Defence Emergency Management Act 2002.

There are a number of roadblocks to following this model for Horizons.

1. The Region is very large with major differences between the communities of interest from Ruapehu District to Horowhenua District.
2. The largest Council (Palmerston North City) has not been that interested in moving to this model.
3. The moving of rural fire to FENZ has resulted in Councils having a 'wait and see' approach as this is having an impact on the current service delivery models.
4. Recent statements from cabinet ministers about a possible government review of service delivery is likely to further delay any formal discussions on different delivery models.

The majority of Councils still deliver services through their own internal structures, but there are a number of sub-regional shared service arrangements such as the existing contract with Horizons, or 2 or three councils having a shared service agreement. While all regions have a CDEM Group as per the legislation, the trend is definitely away from single Council delivered civil defence services.

Previous Reviews

The current contract was established in July 2008. This was prompted by a vacancy at MDC. The Council at that time felt that the contract for service was beneficial for both parties and strengthened emergency management services to the community.

Over the last few years the FENZ reviews have dominated management time and this review is a response to the question – what should we do with civil defence services once the FENZ transfer of rural fire responsibilities is concluded?

Future Demand and Growth

With the recent series of major civil defence emergencies around New Zealand the provision of civil defence services and capability, and community resilience, is an important consideration in most Councils. While it is not possible to predict the number of actual events that trigger a civil defence involvement, eventually there will be a major event. Flooding and earthquakes are the most likely for the three councils.

All three Councils are currently seeing population increases, with MDC estimated as having the strongest increase over the last three years, followed by modest growth for HDC and a small increase for RDC (after many years of decline). Increasing population results in the need for more education, preparedness and infrastructure.

Recent influxes of inward migration are contributing to more working age residents, but a key issue is still the forecast ageing population likely in the medium to longer term. This raises several challenges and likely increases in demand for civil defence services.

1. More residents that will need assistance in the event of a major emergency event, and
2. Less able bodied volunteers as a proportion of population.

	Rangitikei District	Manawatu District	Horowhenua District
Population (June 2016)	14,800	29,800	31,900
Forecast Population 2023	14,900	31,900	32,500
Forecast Population 2028	14,750	32,900	32,600
Median Age 2016	41.4	40.9	46.8
Median Age 2028	41.1	42.8	49.5
Number of Households 2013 census	6,000	11,100	13,300
Number of Households forecast 2028	6,000	12,600	14,000
Annual Average population growth rate 2013-2048 (medium series)	-0.6%	0.3%	-0.3%

Source: Population Estimate from Statistics NZ. Forecasts from latest 2013 based medium assumptions series.

Performance

Since the contract has been in effect Councils have been through a few flooding events, the largest in June 2015. The various major earthquakes, while giving the three Council areas a big shake, did not require civil defence emergency responses. Response was acceptable but a number of community resilience issues became evident. These issues were highlighted by all three Council managers interviewed.

The main issue is the lack of community resilience and operational community response plans. In some cases the plans exist, but community knowledge of the plans is low. A great deal of effort is required to address these concerns and more resources will be required.

HDC highlighted further performance issues in addition to those outlined above that are more structural in nature. There are issues with reporting and coordination across the Council, and a view that streamlining internal systems to build community resilience is very difficult with an external contract for service. In some cases, the relationships being built with external organisations sit mainly with the EMO, rather than with the key Council managers. HDC wishes to see a greater emphasis on building community resilience, recovery capability and community development, and on working with wider organisations to plan for emergencies.

HDC has a view that some of these functions are not able to be contracted out as there would be a high risk of a disconnect between contracted out and in-house activity. This will be at least partly addressed as there will be a fulltime EMO that should be based in Council offices – not at Horizons. From each Councils perspective, the EMO will be part of the internal staff. This type of arrangement is working well in the Building Control team at MDC with staff contracted from Palmerston North City Council.

These issues raise the need to connect the EMO with existing Council internal reporting lines and structures, especially with Community Development and community support teams. While bringing the EMO service in-house is one model to address the issues, other regions appear to be moving to external shared service teams which include communications, policy and community resilience coordinators.

Community involvement and customer satisfaction

HDC and MDC have some measures in the Annual Report that report overall performance. HDC has not achieved its target to train 90% of Council staff to be ready for readiness and capability. Other measures are around media stories and community meetings.

MDC has four email based survey question around community preparedness and satisfaction with a target of 90% satisfaction (average of the four questions) around information and preparedness initiatives. The result was 69% satisfaction (excludes don't knows – so arguably result is lower).

RDC has no direct Annual Report measures that I am aware of.

There needs to be more of a focus on measuring performance around preparedness, resilience, awareness of civil defence plans / centres and recovery timeframes. The upcoming LTP is an ideal opportunity to improve this monitoring.

Operating Costs

With rural fire now being delivered by FENZ from 1 July 2017 the funding for that service will be sourced from insurance levies. This is resulting in lower funding requirements for Rural Councils. Most rural councils are seeing an increased funding requirement for the remaining civil defence services as rural fire usually partly supported the overhead and staff numbers.

As a consequence, Councils are looking at increasing civil defence resources to deliver the stated levels of service in the Long Term Plans. Other Councils such as Tararua District are moving from 1 FTE that managed rural Fire and Civil Defence to 1 FTE for civil defence on its own. For some Councils the result will effectively be increased levels of service.

Operating costs for the contract have remained static since 2008. HDC, MDC and RDC have budgeted for additional costs to deliver civil defence in 2017/18. With differing overheads and administration costs it is difficult to compare total costs. The main issue is how the cost for different models stack up relative to each other.

Base staff costs should be similar across all options, however under a shared service or Horizons contract there is considerable benefits to each Council from the collective resource that can cover annual leave, professional training time away from the district and any sickness. This has considerable value as without this cover each council may need to consider an additional part time EMO resource.

Vehicle and phone etc costs would also be similar, while overheads (desks, IT, HR, ACC) and management time would obviously be higher in-house. These costs are covered in the current contract.

CCO costs would be higher for governance and possibly accommodation. Given the legislative requirement for regional joint committees for governance the CCO model is not practicable as considerable duplication would result.

Currently each Council is charged a different amount, which reflects the different scale of rural fire services and some historical factors. New contracts should be for the same amount as a base cost, and this would need to be negotiated with Horizons. Each Council could contract for additional services if desired. Simple comparisons show that Delivering the EMO service in-house, including overheads, would be around the same cost as renewing the Horizons contract given the same level

of service (around \$180k to \$200k a year). This comparison will differ for each Council due to overhead charges.

On top of this will be whatever community resilience coordination / capability support resources that each Council wishes to fund.

Service Delivery Options

Current Models

Over time individual Councils have developed different solutions. Each Council considers that their model delivers an efficient and effective service. While management models often follow the trends of the day there is currently no 'standard' model.

The various management options can be categorised into the following

a) Council managed and operated in-house

This is a common model in a number of regions with all operations directly managed by local Council staff with goals and actions set by the CDEM Group Plan. Regional governance comes from the CDEM Joint Committee.

b) Council managed through a CCO

There are no CCO structures to deliver civil defence services in New Zealand. The regional CDEM structures are technically shared service structures.

c) Shared Service Structures

Southland, Otago, Wellington and Taranaki have region-wide shared service arrangements to deliver civil defence services. Each Council member contributes funding on an agreed formula, with the separate entity reporting back to each member. These entities deliver the regional and TA service requirements of the CDEM Act.

A number of Waikato councils have a shared service arrangement that covers TA level service delivery. This is not region wide but involves 6 Councils. Resources are shared with staff located in strategic locations.

d) Contracts for Service

The current contract with Horizons is a contract for service. In practical terms, it's the same as a shared service, but operated on a contractual basis with less commitment from each Council.

These models around New Zealand also have varying levels of service. Some include dedicated policy and communications staff, others resilience coordination as well as EMOs. The issue for the three Councils is whether similar levels of service can be agreed, or whether just the EMO service is a shared service / contract. The alternative is in-house for all services.

Future Service Delivery Models

Continuing with the current resourced model for civil defence is not considered a viable option. An EMO for civil defence at 0.5 FTE or less cannot deliver the actions and projects set out in the CDEM Group Plan 2016 – 2021. Coupled with increased expectations by local Councillors and central government around emergency management there is a need to increase resources.

The sector is moving to integrated regional level service delivery that includes the EMO function and also supporting resources. This could be achieved in the Horizons region at a sub-regional level. Ideally the options being considered now would include a separate regional emergency management office (like Taranaki or Southland), and a shared services vehicle (possibly operated through MWLASS), as well as the current contract model and in-house delivery. The discussion then could include the levels of service and an expanded role including more resilience coordination and capability.

There are a number of factors that place considerable risk on moving to a new more resourced structure this year.

1. The lack of interest in shared delivery models by Palmerston North City and Whanganui District (the two largest urban areas in the region),
2. A possible government instigated review of civil defence structures.

Both of these factors will become clearer over the next year or so. Going through a process of setting up different structures for 1 July 2017 will require management time and investment from each Council. If there is a government mandated model imposed in the next year all that effort could be wasted.

Practicable options for 2017/18 are:

- A. Renew the contract with Horizons with a new focus on civil defence preparedness and resilience. Each Council can choose how much additional support around community development and resilience coordination it wishes to fund. Horizons expressed a willingness to move to this model if it delivered benefits to the Councils.
- B. Form a shared service within the three Councils that included more than just the EMO functions. The service could be delivered by one Council with funding proportional to the services delivered.
- C. Deliver the service in-house by each Council. Councils could form MoUs to commit to support in times of civil defence emergencies. The cooperation and support during June 2015 floods questions the need for this.

One issue with the 2nd option is that 2017/18 budgets as now included in the draft Annual Plan probably do not include additional staff resources. For MDC and RDC any significant additional resource in the community development team to support new community resilience projects would need to be included in the 2018-28 LTP for 1 July 2018.

Option A delivers a number of benefits over option C around additional support and the range of skills available. By building a team of 5 EMOs at Horizons there will be a wider range of training and other skills available to each Council. In a localised civil defence emergency it would be easier to source additional support. In a wider regional event resources can be allocated to the priority areas of need, while still covering the EMO service at each Council.

Training will be able to be expanded significantly under all three options. Having a dedicated full time EMO will allow a lot more time to conduct training of council staff and community groups (response,

recovery etc), including working with the New Zealand Coordinated Incident Management System. Horizons will ensure staff are trained in the latest regional and national systems, as well as providing close support to deliver CDEM Group Plan actions. Under Option A, a more coordinated approach will be possible, with access to a wider range of skills. There will also be the ability to run joint scenario training projects with other EMOs able to help run them, including multi-council emergencies. Key staff would be easily be able to work with Horizons regional scenarios.

These benefits would flow through to actual emergency responses. Each EMO will be able to call on the wider EMO team to provide backup. In the event of a regional event the response would benefit from having a dedicated EMO that is embedded in the Horizons systems. The familiarity with systems, integrated communications and the ability to access support from the other Councils (based on priority for regional event) gives Option A an edge over the other two options.

Option A also allows for an easier change to a wider shared service model over time. If the in-house option is selected new staff should be employed on a relatively short term contract until any wider reviews are completed.

The table below seeks to assess the options against a range of factors. The CCO option and Regional integrated shared services are included to meet s17A requirements. While the regional model comes out as the best option it is far too late to achieve this for 2017/18. A major change in structure also should wait for any government review.

The 2018-28 LTP process may also be too soon for pursuing this option. It is likely that any government review would not be reporting back to government until late 2017 or 2018. Councils could enter into an interim two or three year arrangement with the intention to discuss a wider shared service model during 2018 and 2019.

Assessment of delivery models for 2017/18

1 = least effective

5 = most effective

	Option A	Option C	Not favoured	Option B	Not at this time
	Current Model – Contract out EMO functions	In-House EMO	CCO	Shared Service 3 Councils new structure	Regional new structure shared service
Risk (Financial to Council)	4	1	1	3	4
Cost effectiveness	3	3	1	3	4
Future Efficiencies (economies of scale)	4	2	1	3	5
Achieving Outcomes Community Impact	4	3	3	4	4
Strategic Policies Fit	3	4	3	4	5
Customer Impact (fees, service)	3	4	2	3	3
Industry Standards	4	3	3	3	5
Future options flexibility	5	3	1	4	2
Alignment with Other Council Services	3	5	3	4	3
Staff skills attraction	4	2	4	4	5

Alternative Funding	1	1	2	1	2
Governance Clarity	3	3	4	3	5
Average Score	3.4	2.8	2.5	3.3	3.9
Ranking	2	4	5	3	1

Option A is the preferred option at this time. In the medium term more effort should be made to widen the regional shared services to include at least Palmerston North City and Tararua District. A wider regional structure may well be imposed by central government within the next few years.

Transition Costs

The existing budgets include rural fire service delivery and Councils are seeing considerable savings from the transfer to FENZ. Some of these savings need to be reallocated to civil defence in order to maintain levels of service and meet the requirements of the CDEM Group Plan.

Council budgets for the 2017/18 draft Annual Plan should already be close to what is required to deliver Option A. Additional costs for a support role around resilience coordination may have to be phased in as part of the 2018 LTP. This depends on the size of the community development team and how that team is allocated. As the current EMO staff will be seeing some changes (at least 1 person likely to move over to FENZ) each Council has an opportunity to work with Horizons to align the skills required for each role.

Moving the service in-house will require investment in vehicles, communications and possibly some office equipment. Overhead costs will increase but most of these are just a reallocation from other existing budgets. Each Council will need to attract an experienced EMO that fits their requirements. It is not known if any of the existing EMOs will want to fill these positions (if they are suitable). There is a risk that skilled staff will be hard to find. Councils will take on the employment and asset risk if the government imposes a different model on civil defence.

The joint shared services model would require each Council to commit to the model, including service levels and a funding formula. There would be the same need for investment and employment risk. Achieving this by 1 July 2017 is tight, and raises the question as to whether this would need to be a LTP issue for consultation.

Appendix 3a



Rangitikei
UNSPOILT...

STATEMENT OF PROPOSAL

Resource Management Act – Fees and Charges

Boundary activities and marginal or temporary non-compliances

Reason for the Proposal

Recent amendments to the Resource Management Act 1991 have created additional activities which require associated charges. These include:

- Boundary activities – Council must exempt ‘boundary activities’ from needing a resource consent if neighbour approval is provided.
- Marginal/temporary breaches – Council may exempt ‘marginal or temporary’ activities from needing resource consent.

These activities come into effect on 18 October 2017, and in order for Council to charge for their processing, fees need to be set. The fees are required to cover the reasonable costs of processing the applications.

The proposed fees are a deposit, with the total cost of processing the application determined following at the end of the process. It is proposed that the existing hourly rates specified in the schedule of fees and charges are used.

As these are new activities a deposit structure is considered appropriate to ensure that the fair costs associated with processing the application are paid.

- Boundary activities – deposit of \$306
- Marginal or temporary activities – deposit of \$306.

Legislation

The fees are made in accordance with section 36 of the Resource Management Act 1991.

Submissions

Written submissions may be made until **noon Friday 1 September 2017**.

Those who make a written submission may also make an oral submission. Oral hearings are scheduled for 14 September 2017 at the Council Chambers in Marton. Please indicate on your submission form if you wish to speak to your submission.

Further information

Further information, including a submission form, 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 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.

Resource Management Act Administrative Charges

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

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

	2017/18
Charges for Council Staff (per hour or part thereof)	
Administration/Committee Administration Staff	\$107.00
Planning Officer/Consents Planner	\$153.00
Senior/Consultant Planner	\$194.00
Technical and professional staff from all other Council units	\$194.00
Manager	\$224.00
Commissioner	At cost + disbursements
All advertising, consultant and solicitor fees associated with all work types including processing of a consent or certificate (including specialist technical or legal advice) and new Notice of Requirements, designation alterations, removal of designations and District Plan changes	At cost + disbursements

¹ Plus external technical experts and consultant planners at cost plus disbursements.

² This is for applications which breach the rural setback rule. The fixed fee will apply only if the application is lodged as complete (i.e. written approvals, a site plan and assessment of environment effects are included) and no further information requests are required.

³ If the section 223 and section 224 applications for certification are made at the same time then the one fixed fee will apply.

Notes:

- 1 Council will recover its reasonable costs and a deposit is required which will be off set against the final invoice. However, Council cannot guarantee the final invoice amount that will be due to recover its reasonable costs.
- 2 Cost and time of travel by staff is included in the fees. Additional fees will be charged to cover other actual and reasonable costs incurred at the applicable staff charge-out rate together with the costs associated with employing the services of professional consultants where necessary.

Note: The chargeout rate for staff undergoing training who handle a consent application will be at the rate applicable to that staff member not whoever is providing the supervision.
- 3 Any difference will be payable/refundable once a decision has been made on the application as per the relevant section of the Resource Management Act 1991. Actual and reasonable costs associated with any resource consent hearing will be recovered from the applicant.
- 4 Other charges for Certificates, monitoring of Resource Consents, processing various applications, providing information in respect of Plans and Consents and the supply of information to be charged at the applicable staff charge-out rate.
- 5 Interim invoices for the processing of Resource Consents may be generated when costs exceed the deposit paid.

Appendix 3b

Engagement Plan

RMA Fees and Charges – 2017

Boundary activities and marginal or temporary non-compliances

Project description and background

Recent amendments to the Resource Management Act 1991 have created additional categories which require associated charges. These include:

- Boundary activities
- Marginal/temporary breaches

These activities come into effect on 18 October 2017, and in order for Council to charge for their processing, fees need to be set.

The deposit is proposed at \$306.00 which is similar to other fees for existing activities that might take similar processing times. It is proposed that the existing hourly rates specified in the schedule of fees and charges are used.

Once community engagement has been completed, Council will consider the submissions and views that it has received and make any necessary amendments to the draft Fees and Charges which will then be adopted by council.

Engagement objectives

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

- Whether the proposed fees are fair.

Timeframe and completion date

The period of community engagement will be a minimum of 1 month, followed by analysis and reporting back to Council, subsequent amendment (if required) and final adoption.

Key project stages	Completion date
Draft Fees and Charges developed	20 July 2017
Draft Fees and Charges approved for community engagement	27 July 2017
Community engagement (written submissions)	1 August 2017 – 1 September 2017
Community engagement (oral submissions)	14 September 2017

Key project stages	Completion date
Analysis of written and oral submissions circulated	22 September 2017
Oral and written submissions considered by Council, final amendments made, policy adopted.	28 September 2017
Fees and Charges published	6 October 2017

Communities to be engaged with

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

Engagement tools and techniques to be used

Engagement Spectrum position desired: Consult

Community group or stakeholder	How this group will be engaged
Rangitikei District community	Website Rangitikei Line Printed media
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

- Fees are required to cover the reasonable costs of processing the applications.
- There are new options coming in for resource consents.

Reputation risks

- Communities have a lack of trust and confidence in Council decision-making and that they have been listened to.
- Lack of clear communication about the fees and charges may result in the community expectations not being met.

Basis of assessment and feedback to the communities involved

After analysing community input, Council officers will prepare a report outlining the communities' views, and any resulting changes to the draft Fees and Charges. This will then be referred to Council for consideration prior to final adoption. The feedback to the communities will come after Council adopts the Fees and Charges.

The reports will be made available through the Council order paper and as printed copies from Council facilities. A response will be sent to each person who makes a submission.

Project team roles and responsibilities

Team member	Role and responsibilities
Michael Hodder	Project sponsor
Katrina Gray	Project leader
Katrina Gray	Print media
Carol Downs	External messaging, communications
Anna Dellow	IT needs

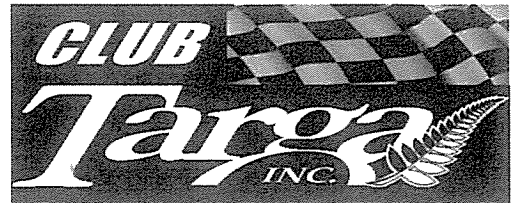
Appendix 3c

Signed:_____ Date:_____

Appendix 4

June 26, 2017

Rangitikei District Council
Private Bag 1102
Marton 4741



PO Box 72 502
Papakura, Auckland
Tel: 09 298 8322
Mb: 021 242 9495
Fax: 09 298 8266
E-mail: gm@urg.co.nz

Dear Rangitikei District Council

REF: Application for Road Closure(s), for the Targa New Zealand 2017 Event.

Club Targa Incorporated proposes the attached closures under the Tenth Schedule, Paragraph 11 (e) of the Local Government Act 1974 066

Although Council may close roads under the Tenth Schedule without calling for objections, we would like the opportunity for public comment to remain in place. This system has worked well over many years and we feel that the good relationship Club Targa has established with the residents of the district could suffer if that right was withdrawn.

Club Targa's initial consultation will inform residents of the proposed time and date of the road closure application. We prefer to start this as soon as possible.

Club Targa wishes to be advised of any comments regarding the closure that Council may receive from residents or businesses, in order to re-consult with them to achieve a mutually satisfactory agreement.

Upon Council approving the Closure Applications, Road Closure Signage will be erected on the proposed roads no sooner than 21 days prior to the event date to advise users of the impending closure. Any new comments will be handled by Club Targa Inc, with Council being advised of the outcome.

A reminder letter will be dropped to residents on the affected roads reminding them of the closure 7 - 21 days before the Targa event. This final letter will detail Emergency Procedures should an emergency situation arise. **An emergency 0800 number** will be published enabling residents to contact the organisers during the road closure in the event of an emergency. The competition can then be stopped so that appropriate procedures can take place. Medical staff are located at the start of each 'stage' on the closed road and are there to render assistance if required. The letter will also advise of Club Targa's commitment to repairing any property damage that may occur.

In addition, written correspondence will be made to all transport operators, dairy companies, rural delivery, utilities, schools, bus operators and associated organization's that could be affected by the closure, including Police, Fire Service and St John. Every effort is made to enable local schools / community groups to benefit from our event by initiating them to hold fundraising activities.

With this in mind could we suggest the following timetable:

- ❖ Club Targa visits residents as soon as possible.
- ❖ "Proposal Public Notice" to be published no later than 60 days before event.
- ❖ Comments to be received within 14 days.
- ❖ Council decision finalised no later than 44 days before the event.
- ❖ Advise Club Targa of the decisions no later than 30 days before the event.
- ❖ The "Road Closure" public notice is published no less than 14 days before the event.
- ❖ Club Targa to carry out resident mail drop advice and erect "Notice of Event" signs 7-21 days before event.

The Targa New Zealand Motoring Event takes the form of a timed trial event, with cars leaving at 30 second and one minute intervals, (slowest car first). Each car is timed from start to finish. The closed roads will be under the control of experienced officials at the start and finish venues. All side roads will be taped and marshaled to ensure all vehicles and or spectators remain off the closed stage. Only Tarmac roads are used with all competing vehicles road legal (ie: rally tyres are not permitted).

The following safety measures for the event include:

- ❖ All area emergency services and their communication centres are informed of the Event.
- ❖ Full radio communications between start and finish points including medics, police and Targa Base.
- ❖ MotorSport New Zealand Public Liability Insurance cover of \$10,000,000.00.
- ❖ A St John Ambulance Officer and/or a MIV type vehicle will be located at the start of each 'stage' along with additional MIV vehicles in a roaming capacity.
- ❖ All closed roads will be cleared for safety purposes by official vehicles equipped with flashing lights and/or a siren before the 'stage' can commence.
- ❖ Closed roads re-open behind the official stage Safety Clearance Vehicle "SWEEP" vehicle who immediately follow the last competing vehicle.

Advertising Criteria:

- ❖ **Only local papers** are to be used. We have found that on rural roads these papers have the best coverage.
- ❖ If the cost of advertising exceeds \$500 collectively written confirmation must be sort from Club Targa Inc.
- ❖ We ask that each advertisement be kept to the minimum size possible (200mm by 2 columns) by the elimination of repetition, and use of abbreviation. This size we have found to be adequate for communicating up to 6 Road Stage Closure Applications. Smaller Closure Applications generally only require 1 column width.
- ❖ Club Targa can supply examples of past event advertisements if required.

Please confirm receipt of this application.

Thank you for your assistance and we look forward to your reply.

Kind Regards,



Victoria Main
General Manager
Targa NZ
Tel: 09 298 8322
Mb: 021 2429495

Targa NZ Road Closure Application Rangitikei District Council

Stage Name:

KIMBOLTON/PEMBERTON

Date of Closure

Saturday 28th October 2017

Time of Closure:

8:25am to 12:55pm

Name of Proposed Road(s):

RANGIWAHIA Road, starting from its intersection with Mcbeth Road, to finish at its intersection with Mangamako Road

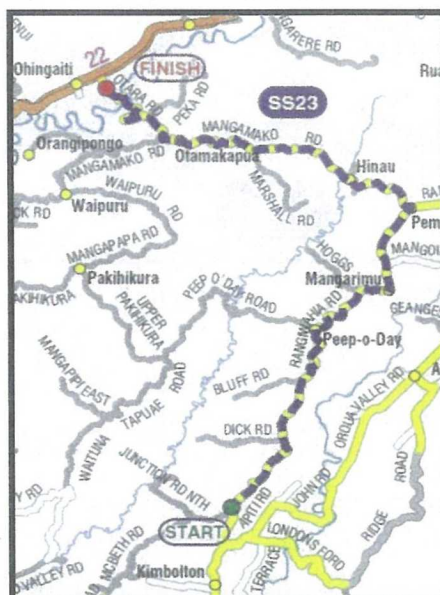
MANGAMAKO Road, from its intersection with Rangawahia Road, to finish at its intersection with Otara Road

OTARA Road, from its intersection with Mangamako Road, to finish at its intersection with house no 31

Includes intersections with: Dick Road No Exit, Bluff Road No Exit, Peep O'Day Road, Gorge Road No Exit, Hoggs Road No Exit, Mangoira Road, Ruae Road No Exit, Marshall Road No Exit and Peka Road No Exit

Note: To assist with the stage security, the closure is also to include 50 metres of **EACH** adjoining road, from where it intersects within this road closure

This Closure Application is being jointly applied for with the Manawatu District Council.



Targa NZ Road Closure Application Rangitikei District Council

Stage Name: **MANGAHOE**

Date of Closure **Saturday 28th October 2017**
Time of Closure: **9:40am to 2:10pm**

Name of Proposed Road(s):

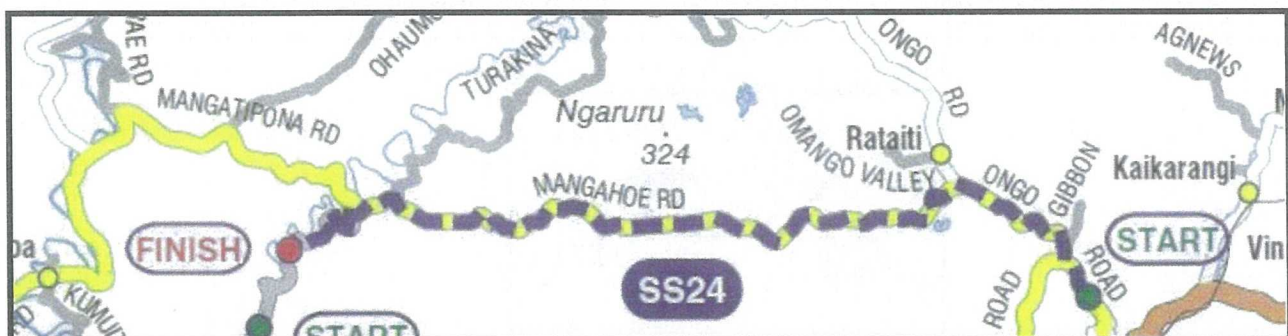
ONGO Road, **starting from** its intersection with Houpunui Road, to finish at its intersection with Mangahoe Road

MANGAHOE Road, from its intersection with Onga Road, to finish at its intersection with Turakina Valley Road

TURAKINA VALLEY Road, from its intersection with Mangahoe Road, **to finish** at house number 2091

Includes intersections with: Aldworth Road and Gibbon Road No Exit

Note: To assist with the stage security, the closure is also to include 50 metres of **EACH** adjoining road, from where it intersects within this road closure



Targa NZ Road Closure Application Rangitikei District Council

Stage Name: **COP CORNER**

Date of Closure: **Saturday 28th October 2017**
Time of Closure: **10:15am to 2:45pm**

Name of Proposed Road(s):

TURAKINA VALLEY Road, starting from its intersection with McLeays Road, to finish at its intersection with Makuhou Road

MAKUHOU Road, from its intersection with Turakina Valley Road, to finish at its intersection with Smiths Road and Smalls Road

SMITHS Road, from its intersection with Makuhou Road and Smalls Road, to finish at its intersection with Galpins Road

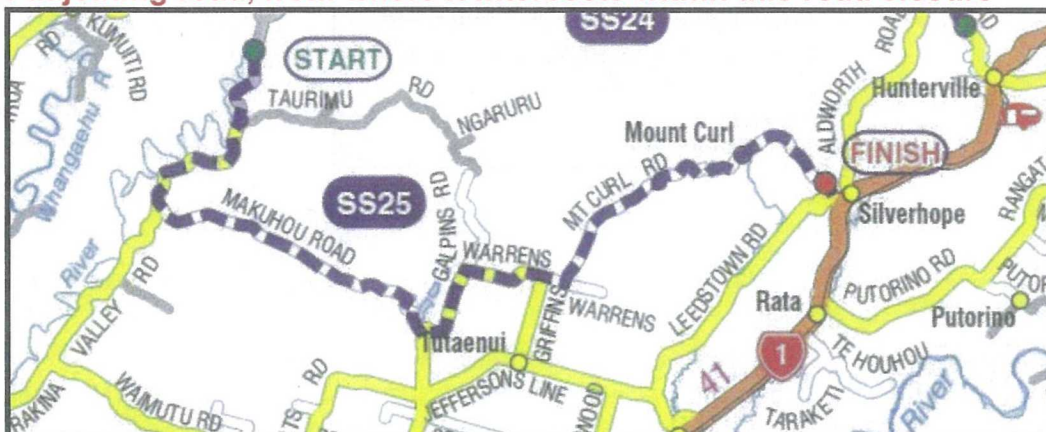
GALPINS Road, from its intersection with Smiths Road, to finish at its intersection with Warrens Road

WARRENS Road, from its intersection with Galpins Road, to finish at its intersection with Mount Curl Road

MOUNT CURL Road, from its intersection with Warrens Road, to finish at its intersection with Leedstown Road

Includes intersections with: Taurimu Road, Smiths Road No Exit, Tutaenui Road and Griffiths Road

Note: To assist with the stage security, the closure is also to include 50 metres of **EACH** adjoining road, from where it intersects within this road closure





INTENTION TO CLOSE ROAD TO VEHICULAR TRAFFIC

PURSUANT to Section 342 (b) and the Tenth Schedule of the Local Government Act 1974, NOTICE IS HEREBY GIVEN that the Rangitikei District Council intends to consider closing the roads as listed below for the purpose of permitting Targa Club Inc to conduct the Targa New Zealand Rally between 24 – 28 October 2017

Roads to be closed:

To assist with stage security, the closure will also include 50 metres of EACH adjoining road from where it intersects within the road closure.

Stage Name – Kimbolton/Pemberton 28 October 2017
8.25am to 12.55pm

Otara Road – from State Highway One to Mangamako Road (MDC District)

Stage Name – Mangahoe 28 October 2017
9.40am to 2.10pm

Ongo Road – from Houpunui Road to Mangahoe Road
Mangahoe Road – from Ongo Road to Turakina Valley Road
Turakina Valley Road – from Mangahoe Road to 2091 Turakina Valley Road

Includes 50 metre closure at intersections with Aldworth Road, Gibbon Road (no exit), Ngaruru Road and Mangatipona Road

Stage Name - Cop Corner 28 October 2017
10.15am to 2.45pm

Turakina Valley Road – from Mcleays Road to Makuhou Road
Makuhou Road – from Turakina Valley Road to Tutaenui Road
Tutaenui Road – from Makuhou to Galpins Road
Galpins Road – from Tutaenui to Warrens Road
Warrens Road – from Galpins Road to Mount Curl Road
Mount Curl Road – from Warrens Road to Leedstown Road

Includes 50 metre closure at intersections with Taurimu Road, Kapakapa Road, Smiths Road (No exit), Smalls Road (No exit) Tutaenui Road and Griffiths Road.

Any person objecting to the proposals is called upon to lodge notice of his/her objection and grounds thereof in writing, before 4.00 pm, Friday 13 August 2017, at the office of the Rangitikei District Council, Private Bag 1102, Marton 4741. Any objections received will be shared with the Event Organiser.

Should the Rangitikei District Council decide to close the said roads, a public notice shall be given.

Ross McNeil
Chief Executive

WE 7756/17/1A

Targa New Zealand 2017 Proposed Road

Dear Resident

Club Targa Inc (Ultimate Rally Group) has applied to your local council proposing the temporary closure of a number of roads in the area for the running of the 2017 Targa New Zealand Motorsport Event to be held from Tuesday 24th to Saturday 28th October 2017.

Ultimate Rally Group has successfully been running a number of Motorsport Events across New Zealand for the last 23 years. During this time Ultimate Rally Group has established a sound reputation of supporting local schools, communities, businesses and service groups. Ultimate Rally Group relies on this support and has a series of unique opportunities for groups to become involved, so if your group is interested in fundraising or if individuals wish to become volunteers please contact us on the details as listed below.

Details of the proposed road closures are as follows:

Stage Name: Mangahoe

Date of Closure: Saturday 28th October 2017

Time of Closure: 9:40am – 2:10pm

Name of Road(s): **Ongo Road**, from its intersection with Houpunui Road, to finish at its intersection with Mangahoe Road, including its intersections with Alsworth Road and Gibbon Road (no exit)

Mangahoe Road, from its intersection with Onga Road, to finish at its intersection with Turakina Valley Road

Turakina Valley Road, from its intersection with Mangahoe Road, to finish at house number 2091



Note: To assist with the stage security, the closure is also to include 50 metres of *EACH* adjoining road, from where it intersects within this road closure.

The road will re-open when a vehicle displaying the sign "SWEEP" with flashing lights and siren passes your location and the tape from your property has been removed, only after this has occurred will the road be open for public use. The road may reopen earlier than the approved time but will never be longer.



ULTIMATE
RALLY GROUP

Targa New Zealand 2017 Proposed Road

We acknowledge that this proposed closure may cause inconvenience to you and your family and we apologise for this. At the same time we hope that you will take the opportunity to watch New Zealand's leading tarmac rally drivers and cars in action. The Rally is controlled from a central Ultimate Rally Group Base with a comprehensive radio communications network for Officials, and full medical services. These safety services are available to you for any unexpected emergency during the proposed road closure. Contact details will be provided in the second resident's letter which is delivered closer to the event.

Ultimate Rally Group does not allow practising or reconnaissance on the roads at any time by competitors prior to the event.

Should the proposed Road Closure application be approved then approximately 7-21 days prior to the Targa New Zealand event, signs advertising the road closure will be placed throughout the area. At the same time a second notice will be delivered confirming the road closure and the emergency telephone number of Ultimate Rally Group Base.

All local bodies, rural delivery, transport operators, milk tankers and rural services will be advised of these proposed road closures, and confirm that School Buses will operate as per schedule.

We request that you please inform all run off users and Landlords where applicable.

If you have any queries, comments or objections please contact Ultimate Rally Group on the details below quoting the stage name and date listed above.

Ultimate Rally Group would like to take this opportunity to thank the local community groups for their assistance in making this event possible and for the goodwill and support of your community in allowing Ultimate Rally Group to make application to your local Council.

Kind regards

Anita Greenland
Event Coordinator

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Details of the proposed road closures are as follows:

Stage Name: Kimbolton/Pemberton

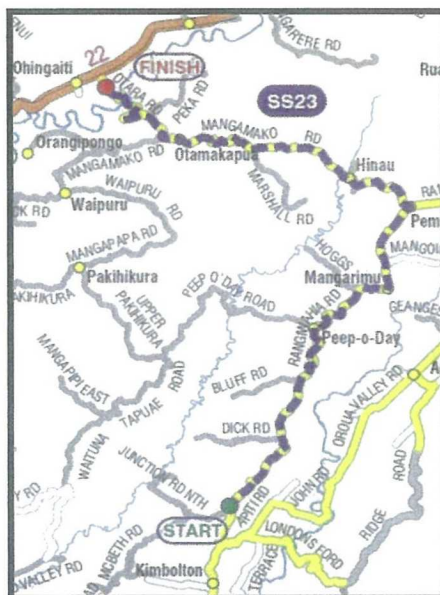
Date of Closure: Saturday 28th October 2017

Time of Closure: 8:25am – 12:55pm

Name of Road(s): **Rangiwahia Road**, from its intersection with Mcbeth Road, to finish at its intersection with Mangamako Road, including its intersections with Dick Road (no exit), Bluff Road (no exit), Peep O'Day Road, Gorge Road (no exit), Hoggs Road (no exit) and Mangoira Road

Mangamako Road, from its intersection with Rangawahia Road, to finish at its intersection with Otara Road, including its intersections with Ruae Road (no exit), Marshall Road (no exit) and Peka Road (no exit)

Otara Road, from its intersection with Mangamako Road, to finish at its intersection with house no 31



Club Targa Inc. PO Box 72 502, Papakura 2244, New Zealand

Ph: 0800 827 427 • Fax: 09 298 8266 • E-mail: eventcoordinator@urg.co.nz • Website: www.urg.co.nz



ULTIMATE
RALLY GROUP

Targa New Zealand 2017 Proposed Road

Note: To assist with the stage security, the closure is also to include 50 metres of *EACH* adjoining road, from where it intersects within this road closure.

The road will re-open when a vehicle displaying the sign "SWEEP" with flashing lights and siren passes your location and the tape from your property has been removed, only after this has occurred will the road be open for public use. The road may reopen earlier than the approved time but will never be longer.

We acknowledge that this proposed closure may cause inconvenience to you and your family and we apologise for this. At the same time we hope that you will take the opportunity to watch New Zealand's leading tarmac rally drivers and cars in action. The Rally is controlled from a central Ultimate Rally Group Base with a comprehensive radio communications network for Officials, and full medical services. These safety services are available to you for any unexpected emergency during the proposed road closure. Contact details will be provided in the second resident's letter which is delivered closer to the event.

Ultimate Rally Group does not allow practising or reconnaissance on the roads at any time by competitors prior to the event.

Should the proposed Road Closure application be approved then approximately 7-21 days prior to the Targa New Zealand event, signs advertising the road closure will be placed throughout the area. At the same time a second notice will be delivered confirming the road closure and the emergency telephone number of Ultimate Rally Group Base.

All local bodies, rural delivery, transport operators, milk tankers and rural services will be advised of these proposed road closures, and confirm that School Buses will operate as per schedule.

We request that you please inform all run off users and Landlords where applicable.

If you have any queries, comments or objections please contact Ultimate Rally Group on the details below quoting the stage name and date listed above.

Ultimate Rally Group would like to take this opportunity to thank the local community groups for their assistance in making this event possible and for the goodwill and support of your community in allowing Ultimate Rally Group to make application to your local Council.

Kind regards

Anita Greenland
Event Coordinator

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Details of the proposed road closures are as follows:

Stage Name: Cop Corner
Date of Closure: Saturday 28th October 2017
Time of Closure: 10:15am – 2:45pm

Name of Road(s): **Turakina Valley Road**, from its intersection with McLeays Road, to finish at its intersection with Makuhou Road, including its intersection with Taurimu Road

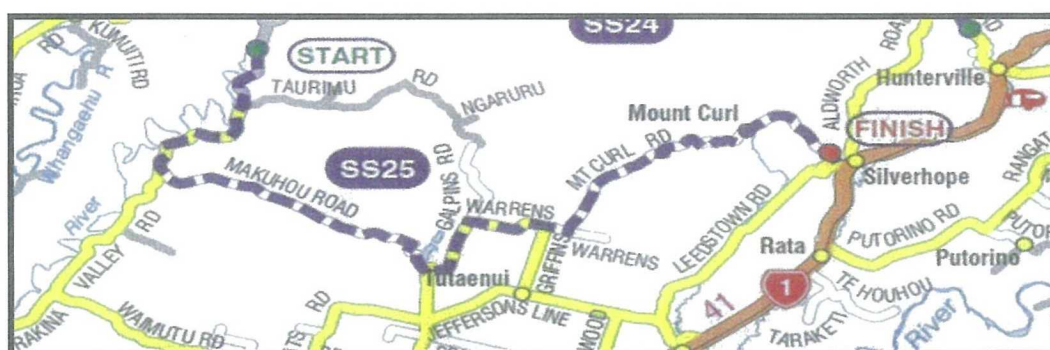
Makuhou Road, from its intersection with Turakina Valley Road, to finish at its intersection with Smiths Road and Smalls Road, including its intersection with Smiths Road (no exit)

Smiths Road, from its intersection with Makuhou Road and Smalls Road, to finish at its intersection with Galpins Road, including its intersection with Tutaenui Road

Galpins Road, from its intersection with Smiths Road, to finish at its intersection with Warrens Road

Warrens Road, from its intersection with Galpins Road, to finish at its intersection with Mount Curl Road, including its intersection with Griffiths Road

Mount Curl Road, from its intersection with Warrens Road, **to finish** at its intersection with Leedstown Road



Club Targa Inc. PO Box 72 502, Papakura 2244, New Zealand

Ph: 0800 827 427 • Fax: 09 298 8266 • E-mail: eventcoordinator@urg.co.nz • Website: www.urg.co.nz



ULTIMATE
RALLY GROUP

Targa New Zealand 2017 Proposed Road

Note: To assist with the stage security, the closure is also to include 50 metres of *EACH* adjoining road, from where it intersects within this road closure.

The road will re-open when a vehicle displaying the sign "SWEEP" with flashing lights and siren passes your location and the tape from your property has been removed, only after this has occurred will the road be open for public use. The road may reopen earlier than the approved time but will never be longer.

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We request that you please inform all run off users and Landlords where applicable.

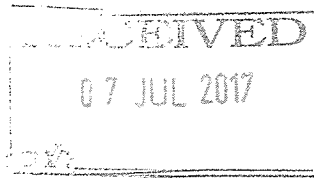
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Kind regards

Anita Greenland
Event Coordinator

Appendix 5a



PO Box 24
HUNTERVILLE
PHONE: 027 436 6995 (02 SHEMOZZL)
06 3286723
EMAIL: info@shemozzle.co.nz
WEBSITE: www.shemozzle.co.nz

RECEIVED

07 July 2017

07 JUL 2017
To: Carol Downs
File: 2-BC-2-3
Dist: 17 0717

Dear Mayor Watson,

I am writing to you on behalf of the Huntaway Festival Committee to ask that you waive the building application consent fee for our marquee, as you did last year.

As you know we are a non-profit organisation and we work hard to host a fabulous event that attracts up to 4000 people to the area each year. We are lucky enough to secure many sponsors to make this event possible and try to keep our costs down wherever we can.

This year is the 20th anniversary of the festival and we are very excited about this years event.

I look forward to hearing from you soon and hopefully seeing you at our Festival. If you have any further questions please do not hesitate to contact me.

Kind Regards



Kerin Ratima, Secretary

Appendix 5b

Morton Barber (2011) Ltd:
26 High Street
Morton 4710.

RECEIVED

04 JUL 2017

The Mayor
Mr Andy Watson
Rangitikei District Council
Morton.

To: M.H. cc: A.W.
File: 2-EA-3-2
Doc: 17 0715

Dear Andy & Councillors

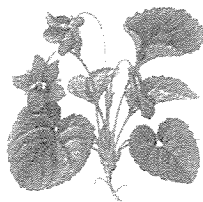
Thank you for seeing me a couple of weeks back.

I have secured a new location for the Morton Barber Art Gallery, and spoken to town planning to see if its all OK.

Naturally the Barber Shop will have to be involved to pay all expenses.

It is about the Certificate of Registration for the Barber Shop that I am writing about.

Would council see their way clear to either waving the fee or at least reducing it by 50% in light of the fact that the Art Gallery brings in a conservation (no, at least 100) no of



visitors to Marton. ^{per month} The marketing rise & Jim Archbold - (he runs the Gallery) have done is now starting to pay off.

The Art Gallery will be much bigger & the intention is to involve all creative people in the district.

I could just walk away. (I'm part retirement age) but I sincerely feel that would be a disservice to Marton.

I personally get no financial gain from the Art Gallery. Only the pleasure of seeing the talent on display.

I will work 20 hours a week to pay rent etc. The Gallery Hours will be over a longer period.

As I write this a mini bus is just leaving. 12 visitors to Marton.

McGruers is one shop who appreciates the extra tourist.

Please let me know what you & your team decide

Regards Lynley D. Means



P.S. no computer - hence - no "professional" letter. I apologise for the bad writing -

Appendix 6

Breakdown of Service Requests for June 2017 - First Response

Service Requests Department	Compliance Overdue	Responded in time	Responded late	Grand Total
Animal Control	1	80	48	129
Animal welfare concern		4	1	5
Barking dog		12	5	17
Dog attack			3	3
Dog property inspection (for Good Owner status)		14	6	20
Found dog		10	5	15
General Enquiry		1		1
Lost animal		13	2	15
Microchip dog		2	5	7
Property investigation - animal control problem	1	3	1	5
Roaming dog		13	3	16
Rushing dog		1	4	5
Wandering stock		7	13	20
Building Control	1		1	2
Dangerous or unsanitary building			1	1
Property inspection	1			1
Cemeteries		1		1
Cemetery maintenance		1		1
Council Housing/Property		15	6	21
Council housing maintenance		6	6	12
Council property maintenance		7		7
Halls maintenance		2		2
Environmental Health		24	3	27
Abandoned vehicle		3	1	4
Dumped rubbish - within town boundary		1	1	2
Livestock (not normally impounded)		3		3
Noise		16	1	17
Untidy/overgrown section		1		1
Footpaths			1	1
Footpath maintenance			1	1
General enquiry	1		1	2
General Enquiry	1		1	2
Parks and Reserves	1	5		6
Maintenance (parks and reserves)	1	4		5
Water leak - parks and reserves only		1		1
Public Toilets		1	3	4
Maintenance (public toilets)		1	3	4
Roads	1	11	4	16
Culverts, drains and non-CBD sumps		1	3	4
Potholes		3		3
Road maintenance - not potholes	1	5	1	7
Road signs (except state highway)		2		2
Roadside Berm Mowing		1		1
Rural berm mowing (including Taihape - see map)		1		1
Street Cleaning		1		1
Street Cleaning - non CBD		1		1
Street Lighting	2			2
Street lighting maintenance	2			2

Attachment 4

Report

Subject: Health & Safety Quarterly Report, April-June 2017

To: Council

From: George McIrvine Finance & Business Support Group Manager
Sue Bligh, HR /Health & Safety Coordinator

Date: 13 July 2017

File: 5-HR-8-3

Progress on the continuous improvement plan – ACC WSMP (Workplace Safety Management Practices) recommendations from our audit.

Task	Month	Progress	Comment
Objectives 2017-2018	May	Completed	See below
Hazard management – link incident reporting & near misses to hazard register	ongoing	All newly identified hazards will be added to RDC Hazard registers as required	
Up skilling of Senior Managers	September/October	Michele Hunt H&S Partner MWLASS will provide training on -Understanding the context of risk management in health and safety. • Understanding what standard of care, foreseeable hazards and reasonably practical means. • What the roles of the various stakeholders (Directors, Officers, Managers, Supervisors, Workers, Contractors, Health and Safety Representatives and Committees) are in effective risk management.	Corporate Management Meeting September/October 2017
Contract Management	Contracts to be reviewed during tenure of contract to check for changes in contract delivery		This process will be undertaken during the months of May through to November

1 *Training completed –, November, December 2016, January 2017*

H&S representative training stage 3	Sue Bligh
H&S representative training stage 2	Allen Geerkens, Andrew Walker, Ben Woolston
Dealing with other PCBU's	Athol Sanson, Sue Bligh
First Aid training to staff	Completed March & April 2017
Psychological First Aid training	Janette O'Leary
Emergency & Fire Warden Training	Alyssa Takimoana
Incident reporting & investigation	Trevor Gunn

2 *Notifiable Events to Worksafe*

Nil

3 *Notification of Particular Hazardous Work to Worksafe*

Nil

Health monitoring

Flu vaccination & Buccaline berne – available to all staff

Hearing baseline testing for Parks & Reserves staff completed

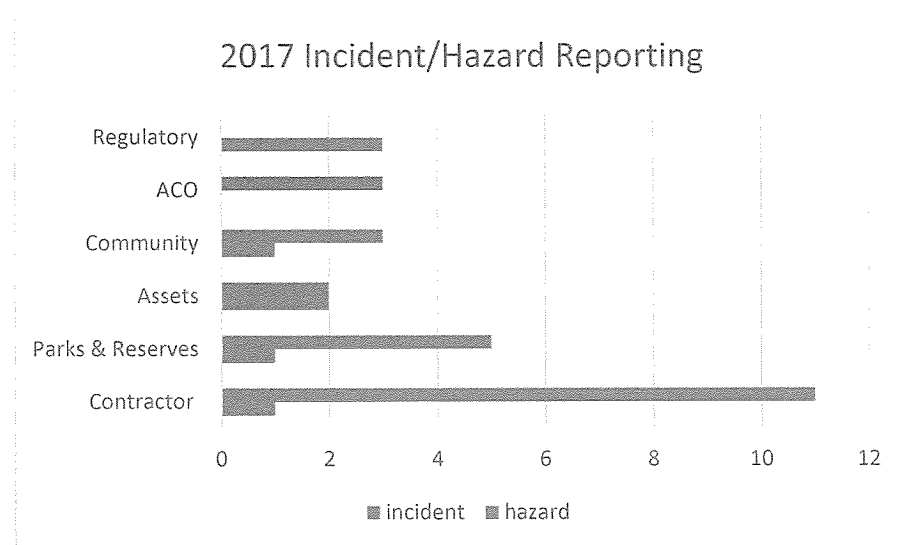
Vitae Counselling services available to staff

Rangitikei District Council Health & Safety Objectives 2017/18

- Continue to look for opportunities and provide further evidence of upskilling the senior leadership team in health & safety governance
- Continue to look for health & safety objectives that are project based and based on continuous health & safety improvement
- Consider a time frame for contractors to resubmit their health & safety plans and related health & safety documentation to ensure currency
- Expand the review of effectiveness of hazard management to include processes that have an impact on hazard management, such as incident reporting and training
- Improve vehicle safety

Quick Updates

1. Rangitikei District Council has a requirement under Health & Safety at Work (Asbestos) Regulations 2016 to have a written Asbestos Management Plan for all buildings. We are working with the wider MWLASS group to achieve this.
2. A Worksafe inspector visited and talked to the Councillors on 29 June 2017.
3. Contractor pre-qualification documentation has been reviewed and changes notified to Contract Managers.
4. A draft Drug & Alcohol policy is being considered by the Management Team.
5. An offer to assist with chemical management has been made to the Hunterville Recreation Trust for the Hunterville Pool.
6. A significant risk has been identified for all old areas in cemeteries regarding falling headstones/tombstones whereby the masonry is crumbly and unstable. This is a risk to staff and general public. Given these structures are owned by the families involved, consideration is being given as to how best manage these risks.
7. ACC Injury Prevention & Management consultant will be advising the Health & Safety Committee about injury prevention in July.
8. The joint risk assessment initiative with Palmerston North City Council is underway and identified risks at the water and waste water sites are being addressed.



Recommendation

That the report 'Health & Safety Quarterly Report for Council for the period April -June 2017' be received.

George McIrvine
Finance & Business Support Group Manager

Sue Bligh
HR/Health and Safety Co-ordinator

Attachment 5

Memorandum

To: Council

From: Ross McNeil

Date: 19 July 2017

Subject: Top Ten Projects – status, July 2017

File: 5-EX-4

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

1. Mangaweka Bridge replacement

In the Consultation Document for the 2017/18 Annual Plan, Council signalled its preference to build a new bridge to replace the century-old Mangaweka Bridge. It had become apparent that the bridge structure would need to be totally replaced to take the loads required by local farmers and those operations servicing them. As a boundary bridge, costs will be shared equally with the Manawatu District Council but a business case must be accepted by the New Zealand Transport Agency for payment of the Financial Assistance Rate (63% for Rangitikei) without which the project would not be viable. At its meeting on 29 June 2017, the costs for an indicative business case were formally allowed for (which could be met from provision included in the 2017/18 Annual Plan).

2. The indicative business case has been completed which recommended a new bridge alongside the existing one, with a preference to retain the exiting bridge for pedestrian and cycle traffic. The next stage is the preparation of the detailed business case for the recommended option. A new bridge with a design capacity of 53-80 tonnes has an estimated costing of between \$8 and 10 million. **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 light of a potential option to pipe effluent from Marton to Bulls, it will be appropriate for Council to review the membership of the Advisory Group to include representation from the Bulls community.

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 is expected to be known in July or early August.

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 is expected to be known before the end of July or early August.

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 has completed 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 was engaged to carry out face to face interviews. 25 interviewees were selected, and the results of the interviews presented to the Governance Group's meeting in May. All interviewees were in support of a full feasibility study being carried out and were positive about the impact that additional water could have on their farming operations.

The focus for July-August is finishing the engineering investigation and the economic analysis. BakerAg have been engaged to begin the economic analysis, drawing on information gleaned from the demand study and derived from the engineering investigation. Their experience in irrigation is strong, having worked on both the Ruataniwha and Water Wairarapa projects. Work is progressing quickly, and at a level of detail that should provide good food for thought for the Governance Group, and helpful information for farmers looking to diversify. The primary consultant involved is excited about the potential arising from small-scale horticultural irrigation, despite his recent experience having been on the larger schemes.

Stage 2 of the engineering investigation is underway. This will carry forward work done in Stage 1, delving into further detail on what a new Tutaenui Rural Water Supply may look

like. As well as robust information on use of the various sources available, the results of this study will be options for a proposed reticulation layout, with pipe sizings, routes and costings.

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. A presentation was made to the Assets/Infrastructure Committee's meeting on 8 June 2017 on a ten-year plan for the housing (if remaining under direct Council control). A further workshop session was held on 29 June 2017, setting out three scenarios, resulting in a request for a more detailed analysis.

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. Work is in progress.

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 \$81,000, 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 was completed and submitted to the Department of Internal Affairs. The application presented 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 confirmed that the application will proceed through to assessment and then to the Committee for a funding determination. However, the decision, released earlier this month, was unfavourable. Rangitikei's project was considered not to demonstrate regional or national significance in the way that the Hunterwasser Gallery in Whangarei or the Sergeant Art Gallery in Whanganui.

The preparation of detailed plans and tender documents will cost around \$125,000. At its meeting on 25 May 2017, Council confirmed its previous decision for the Chief Executive to commission detailed drawings and specifications. However, this commission has not yet been made because there is a potential shortfall of \$1 million, with government, philanthropic and corporate funding less than envisaged. Ways of bridging this gap without additional ratepayer cost are being explored, including discussions with relevant Ministers.

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

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

Following a call for Expressions of Interest, Opus was engaged to assist in preparing a heritage assessment and concept development, not just for the Council's site, but more generally within the Broadway precinct between High Street and Follett Street. The Opus team visited Marton on 23 November 2016 to undertake preliminary site investigations and discuss their initial thinking. The project was completed just before Christmas and 'rough-order' cost estimates provided for four options –

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

In all cases, a structure at IL4¹ rating for the Civil Defence function is envisaged on the Cobbler A site.

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 Heritage Panel have been prepared, which is attached for consideration. 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 had been intended that this work is completed by the end of May but it is a larger task than anticipated and will not be complete before September/October

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.

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

The 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. Retaining the linkage between Council's own buildings and those privately owned in the Marton civic centre is being maintained as likely to present the best case for external funding.

At its previous meeting, Council requested a concept design with costings on retaining all the facades and building new behind them, demolishing all buildings and erecting an entirely new building, with regard to the impact on the Broadway streetscape and opportunities for external funding support. In addition, Council asked for scoping and costing an upgrade of buildings on the Marton Library site and the Marton Administration site so that they are fit for purpose as a reference point for the investigations on the Cobbler/Davenport/Abraham & Williams Buildings site. This work is being progressed in July-August.

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.

At its meeting on 25 May 2017, Council requested that 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. A draft project brief was discussed with the Assets/Infrastructure Committee at its meeting on 8 June 2017. The Committee agreed that a view from the Taihape Community Board (which met on 14 June 2017) about the nature, scope and process for the project was essential prior to Council finalising the project brief.

However there was no consensus at the Board. meeting about the scope of the project While the Board resolved to ask that the Taihape grandstand decision be set aside and that the project focus on where the new amenities block is to be located, there was an opposing view favouring dealing with the grandstand first, and a further perspective that any review should take a broader view about developing the Park. What all views had in common was getting going. On that basis, the draft project brief was revised and adopted at Council's June 2017 meeting. .

Recommendation

1. That the memorandum 'Top ten projects – status, July 2017' be received.
2. That the terms of reference for the Marton Heritage Precinct project – 'Developing the compelling invitation for Marton CBD development' be confirmed as amended/without amendment.

Ross McNeil
Chief Executive

Appendix 1



Marton Heritage Precinct: Developing the compelling invitation for Marton CBD development Project Terms of Reference

Background

In 2014/15, Council commissioned Creative Communities to develop a Town Centre Plan for Marton. The result, a vision was adopted which envisaged Marton as a “Boutique Town” to attract residents and visitors alike to spend more time (and money) in the town.

The Town Centre Plan identified the strengths of Marton as being “off the beaten track” with a substantial stock of historic buildings. The Plan also identified four strategies for incremental developments that would contribute to this vision:

- Make great streets and public places
- Adaptive reuse of old buildings
- New civic centre as a catalyst
- Deliver “boutique town”

In 2016, Council took the opportunity to purchase the Cobbler/Abraham/Davenport site on the corner of Broadway and High Street; one of the key locations that had been identified as suitable for the anchor development of a civic centre. Council commissioned Opus to develop Community Civic Centre and Heritage Precinct concept plans. That report recognised that the site is too large for Council’s office/library requirements so redevelopment to retain existing heritage features would need to include commercial partners and/or some retail space for rent.

Council’s view is that any development will contribute to the remaining three strategies by

- Creating a community hub as a great place to hang out
- Retaining as many heritage features as possible
- Modelling “boutique town” through creative, commercial spaces for rent

Council has also been mindful of the potential for a Council-led development to support development by other building owners in the CBD of Marton and this concept was crystallised through a proposal from Morrison Low to develop a Precinct Model. The proposal from Morrison Low is attached as Appendix 1.

Purpose

To work with stakeholders/building owners in the CBD area of Marton and develop a compelling invitation for the town and the business case for investment/co-investment in redevelopment of the heritage buildings, and to take a whole town approach to marketing “Boutique Town” to residents and visitors alike.

Scope

To develop a compelling vision for boutique town through:

- Understanding the strengths and weaknesses of Marton CBD compared to nearby competitors
- Understanding the current retail spending of Marton residents and visitors to the town
- Identifying the opportunities or “invitation” that will provide a Unique Selling Proposition (USP) for Marton, including the town’s recreational and educational facilities
- Understanding the scope and conditions of co-investment from the government’s Equip fund
- Identifying an appropriate heritage retention/development plan for the Marton CBD, covering both public and privately owned property

To quantify the commercial opportunity and the business case for:

- Spaces to interpret the boutique town vision as part of the Council civic centre
- Additional investors into the Cobbler/Abraham/Davenport site and/or extending the site to include other heritage and non-heritage buildings in the central precinct

Outcomes

- Successful delivery of commercial opportunities as part of Boutique Town by taking a business case approach
- Addressing wider issues around investment in the central precinct and EQP buildings

Possible / timeframes

The process will be supported by an Advisory Group comprising representatives of the business community in Marton, other key stakeholders such as the Rotary, Lions, Jaycees and Real Estate Agents, a youth voice and (possibly) external experts including Heritage New Zealand. The Advisory Group will be chaired by Cr Dave Wilson and include the Marton Ward Councillors and Rangitikei Mayor (ex officio). The Council will confirm members of the Advisory Group.

Phase	Involvement	Timeframe
Terms of Reference/-Advisory Group membership confirmed	RDC	July 2017
Research and analysis phase Strengths and weaknesses of Marton CBD compared to nearby competitors Retail spending patterns in Marton (residents and visitors) Analysis of Census data, historic and latest population estimates for Marton Quantifying the opportunity to implement boutique town vision including gaps in present delivery of commercial or recreation services	MarketView Infometrics Consumers Retailers Real Estate Agents Regional officers ED	July-October 2017

Phase	Involvement	Timeframe
Options identification /analysis Opportunities, gaps or “invitation” that will provide a USP for Marton Quantifying the opportunity to implement boutique town vision Preferred options recommended to Council	Focus group of local retail businesses/ property owners in the CBD Advisory Group	November-December 2017
Draft Options agreed prior to inclusion in the draft 2018-28 Long Term Plan	RDC	January-February 2018
Public Consultation	Marton/Rangitikei Community	March- April 2018
Preferred options confirmed as part of 2018-28 Long Term Plan	RDC	May-June 2018

The Rangitikei District Council, Community Committees and Community Boards will receive regular reports as the project proceeds. It is anticipated that the Project Advisory Group will meet monthly during the course of the project.

Ross McNeil
Chief Executive

Annex 1: List of key groups and stakeholders

Building owners in Marton CBD

Retailers in Marton CBD

Other business owners in Marton

Rotary

Lions

Jaycees

Keep Marton Beautiful

Marton Historical Society (John Vickers)

Heritage New Zealand

Project Marton

Marton Community Committee

Real Estate Agents

Youth

Attachment 6

Report

Subject: **LED Streetlight Accelerated Renewal Programme – Funding Approval Request**

To: Council

From: Darryn Black

Date: 20 July 2017

File Ref: 6-RT-5-12

1 Purpose

- 1.1 To request funding approval for purchase of 1098 LED luminaires for Stage Two of the LED Replacement programme.
- 1.2 To request funding approval for contractor installation costs for Stage Two of the LED Replacement programme.

2 Background

- 2.1 The Rangitikei District Council Stage Two LED Replacement programme involves replacement of all High Pressure Sodium (HPS) streetlights in Pedestrian or P Category Lighting areas. This will entail an installation programme across the district with replacement of 1098 existing streetlights.
- 2.2 A third and final stage will involve replacement of higher wattage streetlights on high use roads (Vehicle or V Category Lighting). Stage Three is limited to high use routes in Marton. The design of Stage Three is more complex and will be included in the 2018/21 RLTP.
- 2.3 To qualify for advanced NZTA Financial Assistance the installation programme needs to be completed before December 2018.
- 2.4 In May 2017 the Rangitikei District Council Assets/Infrastructure Committee approved the recommendation to implement Stage Two of the LED upgrade programme to take advantage of NZTA's offer of an advanced Financial Assistance Rate (FAR) of 85% for Accelerated LED Installation Programmes.
- 2.5 In June 2017 The Regional Transport Committee approved Rangitikei District Council's application to vary the Regional Land Transport Programme (RLTP) to include Stages One and Two of the Accelerated LED Renewal Programme.

3 Evaluation

LED Luminaire Purchase

- 3.1 Estimated costs are \$414,000 (based on prior purchase).
- 3.2 A joint Registration of Interest between RDC and MDC was advertised via LG Tenders for suppliers of LED luminaires which meet NZTA and RDC requirements.
- 3.3 Submissions were received from the following six suppliers, Energylight Limited, IBEX Lighting Limited, Orange Tek International Limited, Phillips New Zealand Limited, Techlight Limited and Transleder Lighting Limited.
- 3.4 Product specifications were compared and four suppliers were asked to supply quotations. Supplier quotations ranged from \$263,255 to \$383,694.
- 3.5 Orange Tek International Limited is the preferred supplier with a quotation of \$263,255.

Contractor Installation

- 3.6 Estimated installation costs are \$230,000.
- 3.7 Three suitably qualified contractors were approached and asked to supply quotations to install 1098 LED luminaires. The contractors were Alf Downs Streetlighting Limited, East Coast Lines Limited and Strong Electrical Limited.
- 3.8 As some un-quantified extra work will be required, contractors were asked to offer unit rates for light installations and also the extra work. To compare pricing we have applied a multiplier of 100 to the rates for extra work.
- 3.9 The quotation prices (including the estimated extra costs) ranged from \$229,100 to \$282,438.
- 3.8 East Coast Lines Limited is the preferred contractor with a quotation of \$229,100.

4 Funding

- 4.1 The total cost is \$492,355.
- 4.2 Acceptance of these costs will result in a budget surplus of \$150,000. To maximise the benefits of the advanced FAR, the Stage Three programme will be initiated earlier than planned with lighting design work and some installations taking place before June 30 2018.
- 4.3 Sufficient budget is available from the following GL code.

GL Code	2017/2018 Budget	Description
70100784	\$644,322	Accelerated LED Renewal (FAR 85%)

5 Recommendations

- 5.1 That the report 'LED Streetlight Accelerated Renewal Programme – Funding Approval Request' be received.
- 5.2 That Orange Teck Limited's quotation for \$263,255 plus GST to supply 1098 LED luminaires is accepted.
- 5.3 That East Coast Lines Limited's quotation for \$229,100 plus GST to undertake Stage Two LED installations is accepted.

Darryn Black
Asset Manager Engineer

Attachment 7



Rangitikei District Council

District Licensing Committee

Annual Report to the Alcohol and Regulatory Licensing Authority for the year ending 30 June 2017

10 July 2017

For approval at Council's meeting, 27 July 2017

Section 199 of the Sale and Supply of Alcohol Act 2012 requires an annual report to be submitted from the District Licensing Committee to the Alcohol Regulatory and Licensing Authority

The Committee comprises:

Commissioner:	Stuart Hylton
Deputy Chair	Andy Watson, Mayor of the Rangitikei District
Members:	Chalky Leary
	Colin Mower
	Judy Klue
	Graeme Platt

The Committee met twice during the year:

12 September 2016	Renewal On Licence	Approved
12 September 2016	New Off Licence	Approved

The Committee is supported as follows:

Secretary	Ross McNeil , Chief Executive
Chief Inspector	Johan Cullis
Inspector	Vicki Hodds
Administrator	Rochelle Baird

Staff training

Nothing provided.

Committee Training

- Commissioner attended a Local Government New Zealand run DLC webinar
- Colin Mower attended a DLC Workshop in South Taranaki District Council, Hawera

DLC Initiatives

Council/DLC completed a legal compliance review including identified improvements of its Sale and Supply of Alcohol Act activity (part of the SOLGM good practice toolkit)

The Inspector attended monthly Alcohol Harm Regulatory Group Meetings held at Palmerston North City Council and involve five Liquor Inspectors, our respective MOH , Police and Fire Service.

Controlled Purchase Operation held: Saturday 29 October 2016, 1 breach

Local Alcohol Policy

The Rangitikei District Council has not adopted such a policy. Accordingly the default provisions of the Sale and Supply of Alcohol Act 2012 apply

Current legislation

The Committee has no comment on the requirements of the Act.

Statistical information

The following pages outline the applications received during the year and the current listing of licensed premises

The report also lists the District's current licensed premises.

Licence Application 1 July 2016 – 30 June 2017

Application Type	Number Received in Fee Category Very Low	Number Received in Fee Category Low	Number Received in Fee Category Medium	Number Received in Fee Category High	Number Received in Fee Category Very High
On Licence New			2		
On Licence Renew		3	4		
On Licence Variation					
Off Licence New			1		
Off licence Renew			1		
Off Licence Variation					
Club Licence New					
Club Licence Renew	5	1			
Club Licence Variation					
Total Number	5	4	8		
ARLA Fee	\$17.25	\$34.50	\$51.75	\$86.26	\$172.50
Total Fee paid to ARLA	\$86.25	\$138.00	\$414.00		

Annual Fees for Existing licences received:

Licence Type	Number received In fee category very low	Number received in fee category low	Number received in fee category medium	Number received in fee category High	Number received in fee category very high
On-Licence		5	7	2	
Off-Licence		8			
Club Licence	9	2			
Total Number	9	15	7	2	
ARLA FEE	\$17.25	\$34.50	\$51.75	\$86.25	
Total fee paid to ARLA (GST Incl.)	\$155.25	\$517.50	\$362.25	\$172.65	

Managers Certificates Received

	Number Received
Managers Certificate New	20
Managers Certificate Renewal	45
TOTAL	65
ARLA FEE	\$28.75
Total fee paid to ARLA	\$1868.75

Specials Licences Received

	Number
Class 1	22
Class 2	12
Class 3	22
Total	56

Temporary Authority applications 4

Lic No	Licence Name	Location
CLUBS		
CL003	Utiku Old Boys Rugby Football Club	8 Kokako Street, Taihape
CL011	Bulls R.S.A	55 High Street, Bulls
CL012	Bulls Rugby Football & Sports Club	Domain Road, Bulls
CL015	Taihape Squash Rackets Club I	Kokako Street, Taihape
CL016	Bulls Bowling Club	Criterion Street Bulls
CL019	Rangitikei Squash Rackets Club	443 Wellington Road, Marton
CL020	Marton Golf Club	431 Santoft Road, Marton
CL021	Marton Bowling Club (Inc)	3 Hereford Street, Marton
CL022	Hawkestone Golf Club	252 Kakariki Road, Marton
CL023	Rangitikei Golf Club (Inc)	56 Raumai Road, Bulls
CL024	Rangatira Golf Club Inc	4561 State Highway 1, Ohingaiti
CL026	Taihape Golf Club Inc	90 Golf Club Road, Taihape
CL031	Hunterville Rugby Football Club	3 - 29 Paraekaretu Street, Hunterville
CL032	Taihape Workingmens Club	34 Kuku Street, Taihape
CL033	Marton Rugby & Sports Club	6 Follett Street, Marton
CL034	Rangiwaia Social Club	2 Koukoupou Road, Taihape
CL036	Hunterville Squash Club	3 - 29 Paraekaretu Street, Hunterville
CL037	Taihape Rugby & Sport Club	34 Kuku Street, Taihape

ON

Licence

ON008	Marton Hotel	255-265 Broadway, Marton
ON009	Rangitikei Tavern	144-150 Bridge Street, Bulls
ON011	Station Hotel	22-24 High Street, Hunterville
ON013	Captain Cook`s Bar & Cafe	297-303 Broadway, Marton
ON014	Gumboot Manor	21 Mataroa Road, Taihape
ON016	Al Centro	105 Hautapu Street, Taihape
ON019	Ben Nevis Tavern	State Highway 3, Turakina
ON027	River Valley Ventures Limited	114B Mangahoata Road, Taihape
ON049	Sugar Plum Café	1811 State Highway 1, Marton
ON054	Mothered Goose	119 Bridge Street, Bulls
ON087	Aamod Indian Cuisine	83a High Street, Bulls
ON068	Soul Cafe (2013) Limited	69 Hautapu Street, Taihape
ON073	Café Le Telephonique	8 Huia Street, Taihape
ON074	Mangaweka Hotel	6 Broadway, Mangaweka
ON075	Mad Toms Limited	14-18 Lower High Street, Marton
ON090	Club Hotel	17-19 High Street, Marton
ON081	Argyle Hotel	1 Bruce Street, Hunterville
ON082	Mint Café	92-102 Bridge Street, Bulls
ON083	Wildfern Group Ltd	2 Onslow Street West, Ohingaiti
ON084	Flat Hills (2005) Ltd	5733 State Highway 1 Mangaweka
ON085	Gretna Hotel	115-119 Hautapu Street, Taihape

Off Licence

OF003	Taihape Foursquare	107-109 Hautapu Street, Taihape
OF005	Countdown Marton	280-284 Broadway, Marton
OF006	Taylors (1998) Ltd	4 Milne Street, Hunterville
OF019	Rangitikei Tavern	144-150 Bridge Street, Bulls
OF032	Taihape New World	112-114 Hautapu Street, Taihape
OF046	Taihape Liquorland	120 Hautapu Street, Taihape
OF049	Marton Wholesale Liquor Limited	188 Broadway, Marton
OF051	Marton New World	423 Wellington Road, Marton
OF052	Mangaweka Hotel	6 Broadway, Mangaweka
OF058	Marton Wholesale Liquor Limited	6 Hammond Street, Marton
OF060	Marton Wholesale Liquor Ltd	158 Bridge Street, Bulls
OF061	Bulls Foursquare	92-102 Bridge Street, Bulls
OF064	Taihape Wholesale Liquor Ltd	17 Mataroa Road, Taihape

Attachment 8

Rangitikei District Council

Finance and Performance Committee Meeting

Minutes – Thursday 29 June 2017 – 9:30 AM

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The quorum for the Finance/Performance Committee is 5.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

Present: His Worship the Mayor, Andy Watson
Cr Nigel Belsham
Cr Cath Ash
Cr Soraya Peke-Mason
Cr Graeme Platt
Cr Ruth Rainey
Cr Lynne Sheridan
Cr David Wilson

Also present : Cr Richard Aslett
Cr Angus Gordon

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

Tabled Documents

Item 7

Chairs Report

Item 9

Memorandum – Questions of Financial Highlights and Commentary May 2017

Item 12

Presentation on Subdivision potential in Bulls and Marton

1 Welcome

The Chair welcomed everyone to the meeting

2 Council Prayer

Cr Rainey read the Council prayer.

3 Apologies/Leave of Absence

Resolved minute number	17/FPE/120	File Ref
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That the apology for the absence of Cr McManaway and the late arrival from Cr Peke-Mason be received

Cr Rainey / Cr Wilson. Carried

4 Members' conflict of interest

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

5 Confirmation of order of business

The Chair informed the Committee that the presentation Item 11 will be held at 10.30am

Item 13 has been removed.

6 Minutes of Previous Meeting

Resolved minute number	17/FPE/121	File Ref
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That the Minutes of the Finance/Performance Committee meeting held on 25 May 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Platt/ Cr Sheridan. Carried

7 Chair's Report

A report was tabled at the meeting and taken as read

Resolved minute number**17/FPE/123****File Ref****3-CT-14-1**

That the Chair's Report to the Finance/Performance Committee meeting on 25 May 2017 be received.

Cr Belsham / Cr Rainey. Carried

8 Progress with strategic issues

The Hunterville / Tutaenui rural water pre-feasibility is progressing (for completion by end of October 2017).

A preliminary analysis has been undertaken on services delivered by information centres, with a more detailed consideration to be given by the Policy/Planning Committee at its July meeting.

MW LASS collaboration has been used to provide insurance cover for below-ground infrastructure assets from 1 July 2017.

9 Financial Highlights and Commentary – May 2017

Mr McIrvine spoke to his attached report. His highlights are as follows:

- Council is sitting above budget overall.
- Roading is catching up with subsidy claims.
- Operating surplus is tracking back close to the budgeted figure
- There is a partial reversal of the nearly \$12 million that was de-recognised in the 2015 year end as a result of the June 2015 flood damage.
- Total current assets are similar in total to April 2017 values at \$12.1 million and higher than last year at \$5.2 million
- There is a carry-forward on vehicles. A number of vehicles have been sold throughout the year and on insurance pay-out on a damaged vehicle.
- Treasury investments were \$2.9 million with no changes during the month. Mr McIrvine suggested to committee members that they consider looking for higher interest terms.

It was agreed that there is scope to short-term loan a vehicle to Rangitikei Environment Group (REG). It was suggested that REG liaise with the Chief Executive and Mayor and formally propose a long term loan or gift of a Council vehicle. It was noted the requirement of REG vehicles to have a flat deck. Further noted was the involvement by Horizons.

Mr McIrvine stated that the net value of fleet vehicles depends on the individual vehicle book value. He highlighted however that some vehicles make a loss when sold, however one recently valued at \$17,000 on the books sold for \$20,000.

Long Term Plan workshops will be used to consider the bow wave in the roading, wastewater and stormwater budget against the work required. The carry-overs will put the budget for these works in a position where the money allocated may exceed what is possible to achieve in the coming financial year.

An internal review is underway regarding the New Zealand Transport Agency roading subsidy, to accurately assess if Council has claimed all that it can and at the correct rate. Claims need to be filed by 15 July 2017.

Councillors requested that staff consider the following amendments to the report format:

- An accurate reflection of the true use of Council facilities i.e.: pools.
- Budgets to reflect supplier agreements
- Regarding the Business Units report that allocation of time is reflected and that Parks and Recreations Units to be added to the list.

Resolved minute number 17/FPE/124 **File Ref** 5-FR-4-1

That the report 'Monthly Financial report May 2017' be received.

Cr Rainey / His Worship the Mayor. Carried

Resolved minute number 17/FPE/125 **File Ref** 5-EX-3-2

That the memorandum on Questions of Financial Highlights and Commentary be received

His Worship the Mayor / Cr Wilson. Carried

10 Rangitikei District Council Sponsorship of high profile and high profile community events in the Rangitikei District: Analysis

Mrs Servante spoke to her report, expressing that, as a tool, this report should prove useful to Councillors for the upcoming considerations in funding of District events. The report's analysis of events tracks surplus/deficit and noted the possible merits to Council for continued sponsorship including the purpose of advertising and social contribution. Data for the analysis was collated from event organisers and Marketview, the latter in turn gathers data from Paymark and BNZ credit card transactions. Paymark has 80% of New Zealand's EFTPOS transactions and 40% of all credit card holders are with BNZ bank. Marketview scales up their data to better reflect true expenditure.

Cr Ash noted a potential conflict of interest as two of the events in the report are organised by Project Marton of which Cr Ash is the Co-ordinator.

Councillors noted that the report was well presented and gave an overall picture of each event. They agreed that, although the information source has limitations, it was a good starting point and will be able to be built on year by year.

Councillor's comments and requests are highlighted:

- It is important that social wellbeing be considered alongside financial, as a benefit from events.
- Several high profile events with stall holders will include a large quantity of cash transactions not shown by Marketview data.
- The data contained in the report is a snapshot and is a tool to use when considering event sponsorship.
- Request for the events KiwiBurn and Vinegar Hill to be included in future reports due to the amount of patron spending from both in Hunterville.
- The question was posed that, if an event offered a high level of exposure, should Rangitikei District Council be asking the event organisers if they would like sponsorship.

Resolved minute number

17/FPE/126

File Ref

4-ED-1-2

That the report Rangitikei District Council Sponsorship of high profile and high profile community events in the Rangitikei District: Analysis be received.

Cr Rainey / Cr Ash. Carried

11 District Revaluation

The Chair welcomed Mr Simon Willocks of Quotable Value. Mr Willocks gave a presentation explaining the process of property valuation, the relevance of upcoming dates for the Rangitikei District and the potential effect on rates. His presentation highlighted the following:

- Effective date of valuation: 1/7/2017
- Implementation date: 28/10/17
- Date of Public Notice: 1/11/17
- Owner notices posted: 8/11/17
- Objection Close Date: 15/12/17

- Office of the Valuer General (OVG)
 - Carries out independent audits
 - Ensures integrity of data
- Amalgamations have already been undertaken for the Rangitikei District for rural properties owned by the same person(s), used as one farming operation, land parcels are contiguous and it is likely that the operation will sell as one farming operation.
- Risks that may affect values include (but are not limited to) earthquake prone assessments, methamphetamine contamination, weather tightness, myrtle rust (Manuka blocks).
- Revaluation information is sent to every property with information on how to object.
- The QV website shows comparable sales and values.
- Randomly selected rural properties are sent questionnaires asking questions pertaining to issues such as property development and irrigation.
- Land locked property is valued as if there are no restrictions or alienation. Quotable Value uses comparable sales as one tool to make judgement. Value deductions can be considered on cultural sites or dependant on the number of land owners.
- Te Puni Kokiri has put a proposal to Government regarding how to better value land locked land.
- No one sale is taken in isolation, this helps mitigate abnormal purchases.

Cr Peke-Mason arrived 10:40

Cr Gordon arrived 10:43

Cr Aslett arrived 11:09

12 Incentives for new home construction and residents

Ms Gray presented to the meeting, with a paper version being tabled. The presentation focussed on:

- High-level study of feasibility of costs and saleability on the Walton Street site, Bulls
- Investigation of what land is suitable in and around Marton for new residential development, having regard for existing services and suggesting where such development would be best targeted.

The main points raised during the discussion following the presentation were

- Potential of \$2,500 in rates return per section on the Walton Street land.

- Walton Street is located close to town and has a low flood risk.
- The land under consideration in Walton Street is Council owned.
- Subdivision of Walton Street would be a Long Term Plan consideration.
- Staff were requested to investigate the merits of subdivision in the vicinity of Hendersons Line and Bredlins Line with a focus on mid-range, affordable housing.
- An ease in Council regulations on residential and commercial zoned property has resulted in vacant lots being easily transferred.
- Council staff were requested to enquire with real estate agents as to their view on the appetite for new subdivisions in Marton and Bulls.
- Considerations may need to be made that Council could sit on subdivisions through a downturn in the property market.
- It was noted that Council has yet to discuss or agree to acting as a developer of any subdivision or the potential of being a partner in a joint venture.
- Groundwork identifying locations suitable to subdivide is a significant work that has potential for use by external developers.
- Social housing maybe more appropriate for Council development.

His Worship the Mayor left at 11:42 am

~~13 Standardising lease arrangements for sports club facilities on Council land~~

14 Late Items

15 Future Items for the Agenda

Explanation on allocations of Business units through the activity units.

16 Next Meeting

Thursday 27 July 2017, 9.30am

17 Meeting Closed

Confirmed/Chair: _____

Date:

Rangitikei District Council

Assets and Infrastructure Committee Meeting

Minutes – Thursday 13 July 2017 – 9:30 a.m.

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The quorum for the Assets/Infrastructure Committee is 6.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

Present:

- Cr Nigel Belsham
- Cr Cath Ash
- Cr Jane Dunn

Cr Soraya Peke-Mason
Cr David Wilson
His Worship the Mayor, Andy Watson

In attendance: Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr Glenn Young, Utilities Manager
Mr John Jones, Asset Manager – Roothing
Mr Reuben Pokiha, Operations Manager - Roothing
Mr Jim Mestyanek, Senior Projects Engineer – Roothing
Ms Penny Cowie, Compliance Officer
Mr Hamish Waugh, Infrastructure Group Management
Ms Nardia Gower, Governance Administrator

Tabled Documents

Item 6:	Chair's Report
Item 16:	Activity Management Templates
Item 16:	Questions of Activity Management Templates
Item 17:	Speed reduction around Pukeokahu School

1 Welcome

His Worship the Mayor, acting as Chair in the absence of Cr McManaway (Chair) and Cr Rainey (Deputy Chair), welcomed everyone to the meeting.

2 Council Prayer

Cr Ash read the Council Prayer

3 Apologies/Leave of Absence

Mayor Watson recognised that due to the weather event and SH1 from Taihape to Hunterville being closed due to snow, a number of Councillors were unable to attend the meeting.

Resolved minute number

17/AIN/053

File Ref

That the apologies for the absence of Cr McManaway, Cr Sheridan, Cr Gordon, Cr Aslett, Cr Rainey and Tracey Hiroa be received.

Cr Dunn / Cr Belsham. Carried

4 Members' conflict of interest

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

5 Confirmation of order of business

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, Speed Reduction around Pukeokahu School will be dealt with as a late item at this meeting.

His Worship the Mayor recognised that, having regard to the weather, roading staff may be required in their offices, and took Item 17, 10 and 9 (in that order) after Item 6.

6 Chair's Report

A report from Cr Rainey was tabled by His Worship the Mayor at the meeting.

Resolved minute number

17/AIN/054

File Ref

3-CT-13-4

That the Deputy Chair's Report to the Assets/Infrastructure Committee meeting on 13 July 2017 be received.

Cr Peke-Mason / Cr Dunn. Carried

7 Confirmation of Minutes

Resolved minute number **17/AIN/055** **File Ref** **3-CT-13-2**

That the Minutes of the Assets/Infrastructure Committee meetings held on 8 June 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Wilson. Carried

8 Progress with strategic issues

Regarding key priority issue 1, the implications of the One Road Network Classification will form part of the LTP workshop session on 20 July 2017. A preliminary presentation has been done on a development contributions policy, and further work flagged for a later LTP workshop. The proposed transport and parking bylaw contains provisions which allow Council some control over logging vehicles and to secure financial compensation for damage to the roading network.

Regarding key priority issue 3, the licence to occupy for the groups in the former Taihape College (Rauma Road) had been approved for signing. A project plan has been agreed to for upgraded amenities on Taihape Memorial Park. A presentation has been provided outlining three scenarios for Council if it were to retain ownership and management of community housing in the District; more detailed investigation has been requested.

9 Swim Centre

Mr Nicholls spoke to his operations report for the year ending June 2017 and welcomed questions from the Committee.

Mr Nicholls shared with the Committee his commitment in the Marton Swim Centre signalled by his relocation to Marton to have greater input and a hands on role.

Mr Nicholls stated that the new Chemical Shed will be completed for the upcoming season reflecting the greater Health and Safety regulations.

Future development includes a 'Splash Pad' for youth, financial input will be sought from local service groups and companies have offered to complete work in kind.

Due to the decommissioning of the diving the pool, 12-16 year olds have less entertainment value at the Swim Centre. Nicholls swim academy are investigating the options of a water-trail to operate on Saturday and Sunday afternoons accompanied by music. A swim lane would still be available if requested.

Mr Nicholls highlighted the current programmes and their success:

Council's Swim 4 All programme sees pool entry fees waived for all preschool children and a carer, this has at times resulted in the small pool being at capacity. Further waivers are given to all school children for any swim lesson be that private or with their school.

The Green Prescription, which allows free entry for 3 months with a GP prescription has been well received and utilised. The cost of Green Prescriptions is covered by the Nicholl Swim Academy Company.

Gallagher's grant of \$5000 allows up to 50 4year olds free swimming lessons.

Mr Nicholls would like to see pool entry fees waived to all Gold Card holders.

The Council contract with the Nicholls Swim Academy expires in 2019. Mr Nicholls requested that time be given to implement any new contract.

Discussion from the committee highlighted the following:

- The Green Prescriptions are for senior citizens only and allows the recipient free pool access for 3 months. It is organised as a collaboration between Sport Whanganui and Nicholls Swim Academy, with prescriptions be prescribed by a General Practitioner. There are no subsidies from the Whanganui District Health Board.
- Gallaghers sponsorship is not secured year on year.
- Considerations by Nicholls swim academy include Flipper Ball and the possibility of opening over the winter months, which would need to be a Council consideration.
- Free preschool pool entry is advertised throughout the district with promotion on Facebook, through preschools/kohangareo and by word of mouth.

Resolved minute number 17/AIN/056 **File Ref**

That the report Marton Swim Centre, Operated by Nicholls Swim Centre be received

Cr Belsham / Cr Ash. Carried

10 Mangaweka Bridge Update

Jim Mestyanek spoke to his report. He highlighted that the Indicative Business Case (IBC) identified the preferred option of building a new bridge alongside the existing bridge. This could be 40 metres downstream. The location of the bridge is the subject of the next step, a Detailed Business Case.

Committee discussions highlighted the following:

- The location of the new bridge could impact on the land available to the campground, and community desire needs to be taken into consideration.

- The costs in the IBC are for the bridge construction and do not take into account the possible upgrade that may be required for approaching roads. The costs do involve new roading to adjoining new bridge, and estimation of land take of non-council land.
- A request was made to staff that more information is presented to elected members of the impact of the FAR (Funding Assistance Rate) should the existing bridge be deemed a tourist attraction.
- A request was made of staff for more details on the future costs of the maintenance of the existing bridge.

Resolved minute number **17/AIN/057** **File Ref** **6-RT-1 (69)**

That the report "Mangaweka Bridge Update" to the Assets/Infrastructure Committee's meeting on 13 July 2017 be received

Cr Peke-Mason / Cr Ash. Carried

Resolved minute number **17/AIN/058** **File Ref** **6-RT-1 (69)**

That the Assets/Infrastructure Committee recommends that Council approve progression onto the Detailed Business Case of the single preferred option, which includes construction of a new bridge alongside the existing bridge.

Cr Belsham / Cr Ash. Carried

Committee adjourned at 10:36

Committee reconvened at 10:45

11 2017 Annual Residents' and Stakeholders' Perception Survey Results: Group of Activity Level

Ms Servante took the report as read, stating that over the next month improvement plans based on the feedback will be produced by staff. The Survey comments can be read in full on the Rangitikei Council Website.

Discussion highlighted the following;

- The annual survey is the most complete format used to analyse Council performance.
- Request for Services complaints is another monitor of dissatisfaction.
- Councillor's feedback from citizen engagement should be fed back to staff for inclusion in the improvement plans.

Cr Belsham highlighted that there was a high dissatisfaction on Stormwater issues. This will be addressed going forward into the Long Term Plan

It was noted that the table under 4.4 of the report was missing the year 2017 from the data.

Resolved minute number **17/AIN/059** **File Ref** **5-FR-1-2**

That the report, "2017 Annual Residents' and Stakeholders' Perception Survey Results: Group of Activity Level" be received.

Cr Peke-Mason / Cr Dunn. Carried

Resolved minute number **17/AIN/060** **File Ref** **5-FR-1-2**

That, following feedback from the Assets/ Infrastructure Committee, the issues identified as requiring more focus/improvement are input into the project to establish, implement and monitor continuous improvement and higher customer service standards across the Council organisation.

Cr Belsham / His Worship the Mayor. Carried

12 Cleaning of Council properties – review of contract specifications

Mr Hodder spoke to the report. He highlighted that last time Council considered the option of cleaning being in-house versus a tendered contract the price margin was slight. Further to that Council had already brought Parks and Recreation in house and was unsure as to the manageability of doing so with two services at once.

It was suggested that Council staff consider alongside with tenders, the option of bringing the cleaning of council buildings in house, detailing the costs and the additional services obtained from contracting the service out.

Resolved minute number **17/AIN/061** **File Ref** **5-CM-1-1000**

That the report Cleaning of Council properties is received

Cr Wilson / Cr Dunn. Carried

Resolved minute number **17/AIN/062** **File Ref** **5-CM-1-1000**

- 1 That the Council seek tenders for several geographically defined contracts allowing tenders to cover one, some or all of the contracts, with the new contract/s to start from 1 November 2017, to include the proposed Mangaweka village and Papakai Park toilet facilities, to be inclusive of all cleaning and stock consumables, and to be for a two year period.
- 2 That, simultaneously with seeking tenders, staff investigate the implications of bringing the cleaning service in-house

His Worship the Mayor / Cr Peke-Mason. Carried

13 Renewal of Marton wastewater treatment plant, update July 2017

Mr Pepper informed the committee that a written business case has been completed and is awaiting approval from Mr McNeil before reconvening a focus group to discuss.]

Resolved minute number 17/AIN/063 **File Ref**

That the update [report] 'Renewal of Marton wastewater treatment plant – June 2017' be received.

Cr Belsham / Cr Dunn. Carried

14 Infrastructure Compliance

Mr Young introduced Penny Cowie as the newly appointed compliance officer. Mr Young spoke to the attached report highlighting that a regime is in place to address timing issues with reporting.

Discussion was held around Marton wastewater compliance.

Staff explained Horizons timeframes for addressing compliance can take years and is not a reflection on Council performance.

Resolved minute number 17/AIN/064 **File Ref** 5-EX-3

That the report 'Infrastructure Compliance Report – June 2017' be received.

Cr Belsham / Cr Peke-Mason. Carried

15 Questions put at previous meeting for Council advice or action:

None

16 Activity management

Mr Jones spoke to attached templates

- Roading and footpaths (including roading contractor performance)
- Water (including rural water supplies)

Required work to Ratana bore due to seismic movement and sediment buildup is complete and certified. A report on the impact to land due to do

easement access is to be completed by a 3rd party and presented to the committee.

- Sewage and the treatment and disposal of sewerage

Marton Bulls sewage connection will return for discussion at a strategic level.

- Stormwater drainage (including stormwater 'hot spots' update)

The Harris St end of Pukepapa Road is almost complete

- Rubbish and recycling
- Community and leisure assets (including parks)

A request was made of staff to indicate if the tagged \$6,000 for a BBQ at Sir James Wilson will be used.

Ratana playground is considered unsafe requires an upgrade. A report will be presented to Council detailing the ownership and responsibility of the upgrade.

Resolved minute number **17/AIN/065** **File Ref**

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

Cr Belsham / Cr Wilson. Carried

Resolved minute number **17/AIN/066** **File Ref**

That the memorandum 'Questions of Activity Management Templates' to the Assets and Infrastructure Committee meeting on 13 July 2017 be received.

Cr Wilson / Cr Peke-Mason. Carried

Resolved minute number **17/AIN/067** **File Ref**

That a report comes back to council around the safety and future of the Ratana Playground.

Cr Peke- Mason / Cr Ash. Carried

17 Late Items

As agreed to in item 6

Speed reduction around Pukeokahu School

Mr Pokiha spoke to the tabled memorandum. This information was received by staff on Monday and a site investigation is planned.

Resolved minute number 17/AIN/068 **File Ref**

That the memorandum 'Speed reduction around Pukeokahu School' be received.

Cr Wilson / Cr Ash. Carried

Resolved minute number 17/AIN/069 **File Ref**

That Council recognises the concern raised by Pukeokahu School and that Council staff will investigate the best solution and appropriateness for speed reduction signage.

His Worship the Mayor / Cr Belsham. Carried

18 Future Items for the Agenda

19 Next meeting

Thursday 10 August 2017, 9.30 am

20 Meeting closed 11.30

Confirmed/Chair: _____

Date:

Rangitikei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 13 July 2017 – 1:00 PM

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The quorum for the Policy/Planning Committee is 4.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

Present:

Cr C Ash
Cr Nigel Belsham
Cr Jane Dunn
Cr Graeme Platt
Cr Soraya Peke-Mason
His Worship the Mayor, Andy Watson

In attendance:

Mr Michael Hodder, Community & Regulatory Services Group Manager
Ms Denise Servante, Strategy & Community Planning Manager
Ms Katrina Gray, Senior Policy Analyst/Planner
Mr Johan Cullis, Environmental Services Team Leader
Ms Nardia Gower, Governance Administrator

Tabled Documents

Item 8: Update on Strategy
Item 13: Comments in response to Information Centre report
Item 16: Environment and Regulatory Service Breakdown
Item 16: Questions of Activity Management Templates

1 Welcome

His Worship the Mayor, acting as Chair in the absence of Cr Gordon (Chair) and Cr Aslett (Deputy Chair), welcomed everyone to the meeting.

2 Apologies/Leave of Absence

Mayor Watson recognised that due to the weather event and SH1 from Taihape to Hunterville being closed due to snow, a number of Councillors were unable to attend the meeting.

Resolved minute number	17/PPL/062	File Ref
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That the apology for absence from Cr Sheridan, Cr Gordon, Cr Aslett and the late arrival of Cr Platt be received.

Cr Dunn / Cr Belsham. Carried

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 Order of Business was not changed. There were no late items.

5 Confirmation of minutes

Resolved minute number	17/PPL/063	File Ref	3-CT-15-2
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That the Minutes of the Policy/Planning Committee meeting held on 8 June 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Dunn. Carried

6 Chair's Report

Due to the absence of the Chair no report was tabled.

7 Progress with Strategic Intentions

The agenda update was noted.

8 Update on Communications Strategy

A memorandum was tabled. The issue around media's misrepresentation of the Bulls slogan was discussed.

Resolved minute number 17/PPL/064 **File Ref** 3-CT-15-1

That the update to the Communications Strategy to the Policy/Planning Committee meeting on 13 July 2017 be received.

Cr Peke-Mason/ His Worship the Mayor. Carried

9 Annual residents survey – analysis and improvement plan for each activity

Ms Servante took the report as read and welcomed any questions.

The Committee identified two issues that require more focus/improvement:

- Animal Control noted as hard to contact
- Building Consents with a slight indication of inflexible

Resolved minute number 17/PPL/065 **File Ref** 5-FR-1-2

That the report, "2017 Annual Residents' And Stakeholders' Perception Survey Results: Group of Activity Level" be received.

Cr Belsham / Cr Ash. Carried

Resolved minute number 17/PPL/066 **File Ref** 5-FR-1-2

That, following feedback from the Policy/Planning Committee, the issues identified as requiring more focus/improvement are input into the project to establish, implement and monitor continuous improvement and higher customer service standards across the Council organisation.

Cr Belsham / His Worship the Mayor. Carried

10 Legislation and governance issues

Mr Hodder spoke briefly to the report. Some further detail was due shortly from the Ministry of Business Innovation and Employment regarding 'priority' earthquake buildings. Council's earlier desk-top analysis of potentially earthquake-prone buildings would be useful but did not constitute the required assessment under the Building (Earthquake-prone Buildings) Amendment Act.

Resolved minute number **17/PPL/067** **File Ref** **3-OR-3-5**

That the report 'Update on legislation and governance issues' to the Policy/Planning Committee meeting on 13 July 2017 be received.

His Worship the Mayor / Cr Belsham. Carried

11 National Monitoring System - Reporting Requirements

Ms Gray spoke to the memorandum highlighting that the National Monitoring System Report is a statutory required yearly report. She noted that any council's reporting data is available on <http://www.mfe.govt.nz/rma/rma-monitoring-and-reporting/reporting-201415/data-tool>

The Ministry for the Environment has yet to come back to Council to discuss feedback on any previous report.

Resolved minute number **17/PPL/068** **File Ref** **1-PL-1-2**

That the memorandum 'National Monitoring System - Reporting Requirements' be received.

His Worship the Mayor / Cr Peke-Mason. Carried

12 Urban tree plan – feedback from Community Boards and Community Committees

Ms Gray gave an overview of the memorandum and committee responses highlighted within.

Discussion was held clarifying the process involved deciding on major tree removals. A marked up version of the draft Urban Tree Plan is to be circulated to Community Committees and Boards. It was requested that Bulls Community Committee receive the mark-up draft with adequate review time prior to their next meeting on 8 August.

Resolved minute number **17/PPL/069** **File Ref** **6-RF-1-1**

That the memorandum 'Draft Urban Tree Plan 2017 - Feedback from Community Committees/Boards' be received.

Cr Peke-Mason / Cr Dunn. Carried

Resolved minute number **17/PPL/070** **File Ref** **6-RF-1-1**

That the Policy/Planning Committee recommends to Council that the delegations to Community Boards and Community Committees include 'authority to make decisions on major tree removals in public spaces, taking into account community consultation processes', and the advice of the Parks and Recreation team leader.

Cr Peke-Mason / Cr Belsham. Carried

Resolved minute number **17/PPL/071** **File Ref** **6-RF-1-1**

That the Policy/Planning Committee allows/~~does not allow [delete one]~~ the Bulls Community Committee further time to consider the draft Urban Tree Plan at their 8 August 2017 meeting, [with their recommendations to be tabled for consideration at the Policy/Planning Committee meeting on 10 August 2017].

Cr Dunn / Cr Belsham. Carried

Resolved minute number **17/PPL/072** **File Ref** **6-RF-1-1**

That the marked-up draft Urban Tree Plan 2017, be adopted.

His Worship the Mayor / Cr Belsham. Carried

Cr Platt arrived 1:37 pm

13 Review of delivery of library and information centre services under section 17A of the Local Government Act 2002

A document on Information Centres was tabled by Cr Platt. The Committee accepted that staff required additional time to review and comment on the information tabled.

Resolved minute number **17/PPL/073** **File Ref** **5-FR-1-2**

That the report 'Review of delivery of library and information centre services under section 17A of the Local Government Act 2002' be received

Cr Dunn / Cr Ash. Carried

Resolved minute number **17/PPL/074** **File Ref** **5-FR-1-2**

That a review of service delivery options not be undertaken at this time for libraries because of the small numbers of staff involved, the three dispersed locations, the national collaborations for digital resources, the present lack of interest in developing a regional cluster and the integration of the service with the visitor information service;

Cr Belsham / His Worship the Mayor. Carried

Resolved minute number **17/PPL/075** **File Ref**

That the Committee receive a tabled report from Cr Platt 'Comments in response to Information Centre report, July 2017'

Cr Dunn / Cr Peke-Mason. Carried

That the review of the Information Centres services under section 17A of the local Government Act be further considered by Council on 27 July 2017 - **ruling by the Chair**

14 Update on the Path to Well-being Initiative

Ms Servante spoke to the memorandum.

Discussion was held around the Youth Zones and work of the Youth Co-ordinators. Feedback to Council on current youth engagement and activities was requested.

Resolved minute number **17/PPL/076** **File Ref** **1-CO-4**

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

Cr Peke-Mason / Cr Belsham. Carried

Resolved minute number **17/PPL/077** **File Ref** **1-CO-4**

That the Policy/Planning Committee approve that Council acts as fundholder for two applications to the Community Initiatives Fund as follows:

- On behalf of Rangitikei Heritage for the publication of an historical memoir and
- On behalf of the community in Whangaehu to investigate the feasibility of re-locating a church/community hall from the flood zone.

Cr Peke-Mason / His Worship the Mayor. Carried

Resolved minute number **17/PPL/078** **File Ref** **1-CO-4**

That the Policy / Planning Committee approve that Council apply to the Whanganui Community Foundation under their Quick Response Grants for up to \$10,000 for the Swim 4 All programme 2017-2018.

Cr Ash / Cr Belsham. Carried

15 Questions put at previous meetings for Council advice or action

- Terms of lease of the toilets Rangitikei Junction / Wallace Development and the possibility of breaking agreement once Community Centre is built
The lease has an initial term of fifteen years, with two rights of renewal each for five years. There is no specific provision in the lease for early termination: it would require agreement with (and likely financial compensation to) the owner.

16 Activity management:

Ms Servante and Mr Cullis were available for questions from the Committee.

The Committee commented that it was great to see more activity in consenting, indicating growing activity in the district.

Resolved minute number **17/PPL/079** **File Ref**

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

Cr Belsham / Cr Peke-Mason. Carried

17 Late Items

18 Future Items for the Agenda

19 Next Meeting

Thursday 10 August 2017, 1.00 pm

20 Meeting Closed

2.43 pm

Confirmed/Chair: _____

Date:

Service Requests		Compliance		
Department	Overdue	Responded in time	Responded late	Grand Total
Water	1	21	1	23
Dirty drinking water		2	1	3
HRWS maintenance required		2		2
Location of meter, toby, other utility		4		4
Replace meter, toby or lid		6		6
Water leak - council-owned network, not parks or cemeteri	1	4		5
Water leak at meter/toby		3		3
Grand Total	8	160	68	236

Feedback Required (Multiple Items)

Service Requests Department	Feedback After hours	Email In	Lette	Telephone	Not	Grand	
Animal Control		1	14	1	21	7	44
Building Control					1	1	2
Council Housing/Property					1		1
Environmental Health	3			2		1	6
Footpaths					1		1
General enquiry					1		1
Parks and Reserves					1	1	2
Roads						1	1
Street Lighting						1	1
Water			2		2		4
Grand Total	3	1	16	3	28	12	63

Service Request Breakdown for May 2017 - Resolution

Service Requests Department	Compliance Completed in time	Completed late	Overdue	Grand Total
Animal Control	73	24	1	98
Animal control bylaw matter		1		1
Animal welfare concern	4	1		5
Attack on animal	2	1		3
Attack on human		1		1
Barking dog	12	3		15
Dog property inspection (for Good Owner status)	9	1		10
Found dog	4	2		6
Lost animal	4			4
Microchip dog	5	2		7
Property investigation - animal control problem	4		1	5
Rushing at human		2		2
Wandering stock	6	5		11
Wandering/stray dog	23	5		28
Building Control			1	1
Property inspection			1	1
Cemeteries	1			1
Water leak - cemeteries only	1			1
Council Housing/Property	13	2	6	21
Council housing maintenance	9	2	3	14
Council property maintenance	2		1	3
General enquiry			1	1
Graffiti/vandalism			1	1
Halls maintenance	2			2
Environmental Health	27	4	5	36
Abandoned vehicle	1	2		3
Dead animal	1			1
Dumped rubbish - outside town boundary (road corridor only)	1			1
Dumped rubbish - within town boundary	1		1	2
Livestock (not normally impounded)			1	1
Noise	22	1	3	26
Untidy/overgrown section	1	1		2
General enquiry	4		5	9
General enquiry	4		5	9
Parks and Reserves	1	1		2
Maintenance (parks and reserves)	1			1
Water leak - parks and reserves only		1		1
Public Toilets	3	1	2	6
Maintenance (public toilets)	3		2	5
Toilet cleaning issues		1		1
Roads	43	4	8	55
CBD cleaning (gutters/sumps) - Marton			1	1
Culverts, drains and non-CBD sumps	6	2	3	11
Potholes	1		1	2
Road maintenance - not potholes	22	2	3	27
Road signs (except state highway)	2			2
Road surface flooding - danger to traffic	12			12
Roadside Berm Mowing	1			1
Urban berm mowing (see maps for Taihape)	1			1
Roadside Trees, Vegetation and Weeds	4		5	9
Rural trees, vegetation and weeds	2		1	3
Urban trees, vegetation and weeds	2		4	6
Rubbish bins	1			1
Bins - outside CBDs only	1			1
Stormwater	1			1

Service Requests Department	Compliance Completed in time	Completed late	Overdue	Grand Total
Stormwater blocked drain (non urgent)	1			1
Street Cleaning	1			1
Street Cleaning - non CBD	1			1
Street Lighting	1	3	1	5
Street lighting maintenance	1	3	1	5
Wastewater	4	1		5
Wastewater overflow (wet weather)	4	1		5
Water	42	2		44
Bad tasting drinking water	8			8
Dirty drinking water	4	2		6
HRWS maintenance required	4			4
HRWS No water supply	1			1
Location of meter, toby, other utility	3			3
No drinking water supply	1			1
Replace meter, toby or lid	7			7
Water leak - council-owned network, not parks or cemeteries	7			7
Water leak at meter/toby	7			7
Grand Total	220	42	34	296