



Rangitikei
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Rangitikei District Council

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Council Meeting Order Paper

Thursday 14 December 2017, 9:30am

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

Website: www.rangitikei.govt.nz

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Chair

His Worship the Mayor, Andy Watson

Deputy Chair

Councillor Nigel Belsham

Membership

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

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



Rangitikei District Council

Council Meeting

Agenda – Thursday 14 December 2017 – 9:30 AM

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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, ie 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

The minutes from Council meeting 30 November 2017 are attached.

Recommendation

That the Minutes of the Council meeting held on 30 November 2017 be taken as read and verified as an accurate and correct record of the meeting.

7 Mayor's Report and schedule

The Mayor's report will be tabled. His schedule is attached.

File ref: 3-EP-3-5

Recommendations:

- 1 That the Mayor's Report to the Council meeting on 14 December 2017 be received.
- 2 That His Worship the Mayor be appointed as Council's trustee on the Bonny Glen Community Trust.

8 Portfolio Updates

Ohakea

Criterion Site

Shared Services

Southern Sport

Samoa Community, Youth Development and Environment

Marton Building (Civic Centre)

Iwi Interests

Cr Platt

Cr Dunn

Cr Belsham/Cr McManaway

Cr Sheridan

Cr Ash

Cr Wilson

Cr Peke-Mason

Heritage and Tourism
Northern Sport and Taihape Building

Cr Aslett
Cr Gordon / Cr Rainey

Recommendation:

That the portfolio updates to the Council meeting of 14 December 2017 be received.

9 Centennial Park development

The adopted 2017/18 Annual Plan included provision for up to \$50,000 to support a community-led project to extend the skate park at Centennial Park on the basis of at least a 2:1 contribution from external funds and/or in kind contributions.¹ Marton Rotary has been the lead organisation.

The organisers have forwarded formal documents for the work – the proposal from Rich Landscapes, the Contract Agreement and the Special Conditions of Contract – and are looking for formal Council endorsement.

10 Administrative Matters – December 2017

A report is attached.

File ref: 5-EX-4

Recommendations:

- 1 That the report 'Administrative matters – December 2017' be received.
- 2 That the revised Policy on rates remissions for Maori freehold land [as amended/without amendment] be adopted for consultation at the same time as the Consultation Document for the 2018-28 Long Term Plan.
- 3 That Council agree to waive% of the internal building consent costs incurred by the Edale Home Trust Board (\$1,151.23 GST inclusive) for a proposed two-bedroom home subsequently not proceeded with.

11 Ratana water treatment plant contract variation

A report is attached.

File ref: 5-CM-1-975

Recommendations:

- 1 That the report on the Ratana Water Treatment Plant Contract Variation be received.

¹ Council, 27 April 2017: 17/RDC/102.

- 2 That Council approve a variation to the Filtration Technology Ltd. Contract (5-CM-1-975), for an additional \$95,000 (excl. GST) to allow for the completion of remaining upgrade works, thereby adjusting the contract price from \$641,892.39 to \$736,892.39 excl. GST.

12 Delegated authority for the Chief Executive to accept the tender recommendation for C1069 – Taihape Raw Water Falling Main Stage 3

A report is attached.

Recommendations

1. That the report 'Delegated authority for the Chief Executive to accept the tender recommendation for C1069 – Taihape Raw Water Falling Main Stage 3' be received.
2. That the Chief Executive of Rangitikei District Council be given delegated authority to award the tender for contract for the Taihape Raw Water Falling Main - Stage 3 (C1069), if the recommended tender price after evaluation is no more than \$1,250,000 (excluding GST) and report the outcome to Council's meeting on 25 January 2018.

13 Review of options being presented in the draft Long Term Plan and consideration of other issues to finalise the initial draft

A summary of the workshop on 7 December 2017 is attached.

A presentation will be provided to the meeting.

14 Revised rural water supply policy

The Rural Water Supply Policy explains how the Rangitikei District Council operates and manages the Erewhon, Hunterville and Omatane Rural Water Schemes and any subsequent rural water schemes constructed and managed by the Council. It outlines how the schemes function and should be read in conjunction with the delegated authority of the Erewhon, Hunterville and Omatane Rural Water Supply Management Sub-Committees.

The Rural Water Supply Sub Committees of Hunterville, Erewhon and Omatane have each discussed the Rural Water Supply Policy and considered the recommended amendments of each committee. The agreed final draft of the policy with tracked changes is attached for Councils consideration and/or adoption.

File ref: 6-WS-3-2

Recommendation:

Either

That Council adopts the Rural Water Supply Policy [as amended/without amendment] to come into force on xxx/xxx/xxx.

Or

That Council recommends to the Rural Water Supply Sub Committees of Hunterville, Erewhon and Omatane the following amendments to the Rural Water Supply Policy

-
-

15 Public transport to/from Marton

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

File: 6-RT-3-1

Recommendations

1. That the report 'Public transport to/from Marton' be received.
2. That

16 District revaluation

Quotable Value will provide a presentation to the meeting. This is scheduled for 11.30 am. Receipt of Committee minutes and resolutions to be confirmed

17 Receipt of Committee minutes and resolutions to be confirmed

Recommendations

- 1 That the minutes of the following meetings be received:
 - Creative Communities Assessment Committee, 29 November, 2017
 - Finance Performance Committee, 30 November, 2017
 - Te Roopu Ahi Kaa, 5 December 2017
 - Turakina Community Committee, 7 December 2017
- ~~2 That the following recommendations from Te Roopu Ahi Kaa meeting held on 5 December, 2017 be confirmed:~~

~~17/IWI/039~~

~~That the revised Rates remission policy on Maori freehold land without amendment be referred to Council for consideration and public consultation at the same time as the Consultation Document for the 2018-28 Long Term Plan~~

Included in item 10

- ~~3 That the following recommendations from Turakina Community Committee meeting held on 7 December, 2017 be confirmed:~~

~~17/TCC/038~~

~~That the Turakina Community Committee recommends to Council that they are supportive of all of the suggested delegations.~~

A report with collated recommendations from all Community Boards and Committees on proposed changes to their delegations will be prepared for Councils consideration for meeting 25 January 2018.

~~17/TCC/039~~

~~That the Turakina Community Committee recommends to Council that no changes are made to parking restrictions.~~

A report with collated recommendations from all Community Boards and Committees on validation of current local parking enforcements will be prepared for Councils consideration for meeting 25 January 2018.

18 Late items

19 Future Items for the Agenda

20 Next Meeting

Thursday 25 January 2018, 9.30 am.

21 Meeting Closed

Attachment 1



Rangitikei District Council

Council Meeting

Minutes – Thursday 30 November 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 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 Blair Jamieson, Strategy and Community Planning Manager
Ms Gaylene Prince, Community & Leisure Assets Team Leader
Ms Katrina Gray, Senior Policy Analyst/Planner
Ms Nardia Gower, Governance Administrator

Tabled Documents

Item 8:	Cr Gordon's Portfolio Update
Item 15:	Delegations to Community Committees/Boards – Alternative Options for Community Initiatives Fund Distribution

1 Welcome

The Chair welcomed everyone to the meeting.

2 Public Forum

Jermaine Moke from Rangitikei College addressed Council thanking Elected Members for the Scholarship awarded by Council, handing a letter of thanks to the Mayor and Councillors.

Jermaine is starting his Bachelor of Commerce majoring in Marketing at Auckland University in 2018.

His Worship the Mayor informed Council that Jermaine has been an outstanding member of the community with responsibilities and accomplishments that include Head Boy of Rangitikei College, Dux and has a number of scholastic sports awards.

3 Apologies/Leave of Absence

That the apology for the absence of Cr Platt be received.

Cr Sheridan / Cr Ash. Carried

4 Members' conflict of interest

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

5 Confirmation of order of business

There was no change to the order of business.

6 Confirmation of minutes

Resolved minute number

17/RDC/287

File Ref

That the Minutes (and Public Excluded minutes) of the Council meeting held on 26 October 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Aslett / Cr Wilson. Carried

7 Mayor's Report and schedule

The Mayor took his report as read noting the following highlight:

The New Zealand Transport Agency (NZTA) has categorised the Mangaweka Bridge as a new project, which puts it in the same 'new works' category as the Manawatu Gorge and Wellington Transmission Gully among others and within this category is ranked 10th in importance. The Mayor is lobbying NZTA to re-categorise the Mangaweka Bridge, arguing it is replacement work rather than a new project.

Resolved minute number	17/RDC/288	File Ref	3-EP-3-5
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That the Mayor's Report to the Council meeting on 30 November 2017 be received.

His Worship the Mayor / Cr Sheridan. 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, Youth Development and Environment	Cr Ash
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

Southern Sport - Cr Sheridan *report attached*

Took her report as read

Heritage and Tourism Cr Aslett *report tabled*

Noted high interest from Germany on Rangitikei.com website

Samoan Community, Youth Development and Environment - Cr Ash

Zero Waste talk in Marton is scheduled for 20 December. Invitation will be sent to Councillors.

Iwi Interests - Cr Peke-Mason

Ratana Celebrations start on the 24 January with Ministers arriving. Councillors were reminded they have already partaken in a powhiri onto the Marae and are now considered tangata whenua. They are welcome to come straight onto the Marae on the day and take a seat on the paepae. This day offers good opportunities to be face to face with Ministers.

The Maori Leaders forum is currently on in Wellington; the 2018 forum will be held in Waitangi which Cr Peke-Mason will be attending (on behalf of other interests).

Northern Sport and Taihape Building - Cr Gordon / Cr Rainey

A conclusive report will be given at the next Council meeting

Criterion Site - Cr Dunn

A public meeting is scheduled for 11 December at the Bulls Town Hall in regards to the future of Santoft Domain. Cr Dunn reported hearing lots of positive feedback in regards to the Bulls Community Centre. His Worship the Mayor noted that a new significant local sponsor has donated to the project.

Resolved minute number**17/RDC/289****File Ref**

That the portfolio updates to the Council meeting of 30 November 2017 be received.

Cr Gordon / Cr Aslett. Carried

9 Outcome of survey of portfolio holders

Elected Members noted the commentary in the agenda. It was suggested that it may be useful for each portfolio holder to provide a brief note to the Council's Executive Officer before Christmas on the estimated time spent in their respective portfolios during the year, including the preparation of written reports to Council.

10 Administrative Matters – November 2017

Mr McNeil spoke to the report. The following were the main points raised during discussion:

Elected Members agreed to the 2018 schedule of meetings with the amendment of adding in monthly Council workshops as needed on the Thursday of the middle week between Council/Committee meetings.

Elected Members noted the difficulty and safety concerns bringing the Hunterville Dog Cemetery project to fruition on the proposed site. It was suggested that the Hunterville Community Committee and Richard Gower collaborate to identify a more suitable and safe site. Concern was raised over Councils future involvement as the cemetery caretaker if the project went ahead on Council owned property.

Resolved minute number**17/RDC/290****File Ref****5-EX-4**

That the report 'Administrative matters – November 2017' be received.

Cr Belsham / Cr Rainey. Carried

Resolved minute number**17/RDC/291****File Ref****5-EX-4**

That the schedule of meetings for 2018 be adopted as amended acknowledging that changes will be made during the year.

Cr Rainey / Cr Gordon. Carried

Resolved minute number **17/RDC/292** **File Ref** **5-EX-4**

That Council agrees to the sale of the carpark behind the Bulls Medical Centre (fronting Criterion Street), confirms that the non-financial considerations in Council's policy on disposal of surplus lands and buildings are weighted at 50% (with price being weighted at 50%), and authorises the Chief Executive to proceed on an open sale basis, using his discretion whether through an agent or direct marketing.

His Worship the Mayor / Cr Belsham. Carried

Resolved minute number **17/RDC/293** **File Ref** **5-EX-4**

That the following people be included as members of the Marton-Bulls Wastewater Treatment Advisory Group Laura Weir, Denis Hocking, Tyrone Barker (Chair BCC) and a representative of the Tutaenui Stream Restoration Society.

Cr Gordon / Cr Sheridan. Carried

Resolved minute number **17/RDC/294** **File Ref** **5-EX-4**

That Council supports in principle the proposed dog cemetery in Hunterville but declines the current site proposed at 27 Milne Street, and would welcome suggestions from the Hunterville Community Committee for an alternative site.

Cr McManaway / Cr Wilson. Carried

Resolved minute number **17/RDC/295** **File Ref** **5-EX-4**

That the contracted operator of the Marton and Taihape Swim Centres be authorised to charge commercial entities up to twice the fee for line hireage or exclusive use of the pool for competitive or educational swimming that would be charged to schools, not-for-profit groups or clubs for such activities.

Cr Gordon / Cr Aslett. Carried

His Worship the Mayor declared a conflict of interest in regards to Edale Home Trust Board, Cr Belsham took the Chair, His Worship the Mayor abstained from voting

Motion

That Council agree to waive 100 % of the internal building consent costs incurred by the Edale Home Trust Board (\$1,151.23 GST inclusive) for a proposed two-bedroom home subsequently not proceeded with.

Cr Wilson / No seconder. Lapsed

Motion

That Council agree to waive 0 % of the internal building consent costs incurred by the Edale Home Trust Board (\$1,151.23 GST inclusive) for a proposed two-bedroom home subsequently not proceeded with.

Cr Rainey / No seconder. Lapsed

Resolved minute number	17/RDC/296	File Ref	5-EX-4
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That Council agree to let the request of waiver of the internal building consent costs incurred by the Edale Home Trust Board lie on the table for further consideration following staff collating more information for Elected Members.

Cr Belsham / Cr Sheridan. Carried

Resolved minute number	17/RDC/297	File Ref	5-EX-4
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That Council agree to waive 0% of the hireage fee of the Mangaweka Hall for the Mangaweka Christmas Fayre (\$306.00), which would normally be discounted to \$61.20 as per a normal rate to a community organisation.

Cr McManaway / Cr Rainey. Carried

Cr Aslett declared a conflict of interest, and abstained from voting

Cr McManaway left at 2:16 – 2:21

11 Top Ten Projects – November 2017

Mr McNeil spoke to the memorandum. The main points in discussion were:

Council will not make the final payment for the upgrade work to the Taihape Swim Centre until it is assured the contractor has completed the job satisfactorily.

Elected Members questioned the \$30,000 that was allocated for the sealing of the Taihape Swim Centre carpark, which work had yet to be done. The matter is to be referred to Assets/Infrastructure Committee.

Council will inform the relevant building occupiers of the pre-Christmas meeting that is being held with building owners in regards to the Marton Heritage Precinct.

Resolved minute number **17/RDC/298** **File Ref** **5-EX-4**

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

Cr Aslett / Cr Rainey. Carried

Resolved minute number **17/RDC/299** **File Ref** **5-EX-4**

That a report be provided to the Assets/Infrastructure Committee meeting on 8 February 2018 to allow investigation of delay with the proposed carpark sealing at the Taihape Swim Centre

Cr Sheridan / Cr McManaway. Carried

Resolved minute number **17/RDC/230** **File Ref** **5-EX-4**

That Council extends the current agreement with Mid-West Disposals Ltd for the continued acceptance of treated effluent to 31 March 2018 to enable the development of the business case for Council's consideration for continuing the acceptance after 31 March 2018, including a draft trade waste agreement to control acceptance of any such effluent; and that the draft Trade Waste Agreement be prepared on the basis of:

- a) maintaining the existing trade waste charging regime as a minimum
- b) a volumetric and load charge for the treated effluent;
- c) rates for monitoring and staff costs;
- d) penalty rates for treated effluent that is not adequately pre-treated;
- e) an annual price review effective 1 July each year to reflect Council's cost structure changes

His Worship the Mayor / Cr Belsham. Carried

12 Health & Safety Quarterly Report

Mr McNeil took the report as read.

Resolved minute number **17/RDC/231** **File Ref** **5-HR-8-3**

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

Cr Peke-Mason / Cr Dunn. Carried

13 Deliberations - Priority Areas for Earthquake-Prone Buildings

Ms Gray highlighted the key points in the report.

The legislative requirement is to consult with the community. There is no requirement to adopt any Priority Areas. The majority of submissions were opposed.

A decision on priority areas does not change the legislative requirement to strengthen/demolish for earthquake-prone buildings: that will have to be dealt with within the specified 15 year period, unless legislation changes.

Resolved minute number	17/RDC/232	File Ref	3-PY-1-6
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That the report 'Deliberations - Priority Areas for Earthquake-Prone Buildings' to Council's 30 November 2017 meeting be received.

Cr Gordon / Cr Belsham. Carried

Motion

That Council does not adopt any Priority Areas under section 133AF of the Building Act 2004

His Worship the Mayor / Cr McManaway.

Amendment

That Council does not adopt any Priority Areas under section 133AF of the Building Act 2004 on the basis of a lack of adequate informational guidance from Government.

Cr Wilson / Cr Gordon. Lost

Resolved minute number	17/RDC/233	File Ref	3-PY-1-6
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That Council does not adopt any Priority Areas under section 133AF of the Building Act 2004

His Worship the Mayor / Cr McManaway. Carried

Resolved minute number	17/RDC/234	File Ref	3-PY-1-6
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That Council send a strong message to the Government about the severe impacts the implementation of the Building (Earthquake-prone Building) Amendment Act 2016 will have on the viability of many of Rangitikei's retail/commercial businesses and the overall economic sustainability of our towns, and that the Government give priority to supporting building owners to increase the earthquake resilience of their buildings.

Cr Belsham / Cr Peke-Mason. Carried

14 Traffic and Parking Bylaw reconsideration of Section 16

Ms Gray spoke to the memorandum.

Resolved minute number **17/RDC/235** **File Ref** **1-DB-1-14**

That the memorandum 'Traffic and Parking Bylaw 2017 - Section 16' be received.

Cr Sheridan / Cr Rainey. Carried

Resolved minute number **17/RDC/236** **File Ref** **1-DB-1-14**

Amendment

That Council amends 16.2 from '...using a piece of road at least 3 times a day' to '...using a piece of road for prolonged or extended heavy use.

Cr McManaway / His Worship the Mayor. Carried

Resolved minute number **17/RDC/237** **File Ref** **1-DB-1-14**

That Council adopts section 16 of the Traffic and Parking Bylaw 2017 as amended to come into force on 11 December 2017.

Cr Gordon / Cr Rainey. Carried

Meeting adjourned at 2:55 and reconvened at 3:10

15 Increasing Delegations to Community Committees and Boards

Ms Gray spoke to both reports. Elected members discussed each potential delegation one by one. Concerns were raised over the potential complications with Community Committees and Boards being delegated the Community Initiatives fund such as district wide initiatives and the potential to disadvantage areas with a lot of applications. Council accepted that it would be on a one-year trial basis.

Resolved minute number **17/RDC/238** **File Ref** **3-PY-1-1**

- 1 That the report 'Increasing Delegations to Community Committees/Boards' to the 30 November 2017 Council meeting be received.
- 2 That the report 'Delegations to Community Committees/Boards – Alternative Options for Community Initiatives Fund Distribution' be received.

Cr Peke-Mason / Cr Gordon. Carried

Cr Ash declared a conflict of interest in regards to the MOU Group Work Programmes.

- | Resolved minute number | 17/RDC/239 | File Ref | 3-PY-1-1 |
|-------------------------------|--|-----------------|-----------------|
| 1 | That Council agrees to consult with the community committees/boards for increasing delegations for the following matters: | | |
| | <ul style="list-style-type: none"> • Community Initiatives Fund with the funding split based on population • MoU Group Work Programmes • Community Facilities/Services • Increased engagement with wider/smaller communities | | |
| 2 | That Council encourages groups to approach the relevant community committee/board prior to approaching Council. Where that is not possible Council will ensure the relevant Community Committee/Board is informed. | | |
| 3 | That applications for the Parks Upgrade Partnership Fund are considered and commented on by the relevant community committee/boards prior to the application being considered by Council. | | |
| 4 | That, where placemaking initiatives are taking place on Council land, they will be considered and commented on by the relevant community committee/board before the application is considered by the Chief Executive. | | |

Cr Gordon / Cr Sheridan. Carried

16 Community Housing Ownership/Management Update – November 2017

Ms Prince spoke to the report, acknowledging that the following recommendations will guide what further information is required by Elected Members.

Resolved minute number	17/RDC/240	File Ref	6-CF-14-1
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That the 'Community Housing Ownership/Management Update – November 2017' report be received.

Cr Aslett / Cr Ash. Carried

Motion

That Council confirms that the ownership/management of community housing remain in-house for the time being.

Cr Aslett / Cr Ash.

Amendment

That Council confirms that the ownership/management of community housing remain in-house.

Cr Peke-Mason / Cr Dunn. Lost

Resolved minute number

17/RDC/241

File Ref

6-CF-14-1

That Council confirms that the ownership/management of community housing remain in-house for the time being.

Cr Aslett / Cr Ash. Carried

Motion

That Council confirms its intention to achieve market rentals effective 1 July 2018.

Cr Wilson / Cr Sheridan. Lost

Motion

That Council investigates an income related rental policy, effective 1 July 2018, determining criteria for break-even rentals and market rentals.

Cr Belsham / His Worship the Mayor.

Amendment

That Council investigates a rental policy, effective 1 July 2018, determining criteria for break-even rentals and market rentals.

Cr Rainey / Cr Gordon. Carried

Resolved minute number

17/RDC/242

File Ref

That Council investigates a rental policy, effective 1 July 2018, determining criteria for break-even rentals and market rentals.

Cr Rainey / Cr Gordon. Carried

Resolved minute number **17/RDC/243** **File Ref**

That Council implement an integrated approach to the delivery of an effective and efficient capital renewal programme including ways to improve the warmth and energy efficiency, and reconfigure and improve the functionality, including sale and purchase, and re-builds and new builds.

Cr Gordon / His Worship the Mayor. Carried

Resolved minute number **17/RDC/244** **File Ref**

That \$100,000 per year be allocated for the next three years, from 2018/19, for capital renewals to Council's community housing.

Cr McManaway / Cr Wilson. Carried

17 Developing the 2018-28 Long Term Plan – progress update, November 2017

Resolved minute number **17/RDC/245** **File Ref** **1-LTP-4-7**

That the memorandums 'Review of ninth workshop (2 November 2017)' and 'Review of tenth workshop (23 November 2017)' to the Council meeting on 30 November 2017 be received.

Cr Aslett / Cr Rainey. Carried

18 Marton Public Toilets (24/7)

Elected Members noted the commentary in the agenda, requesting that the Marton Park Upgrade group that was leading the public toilet project is kept informed of any progress.



Resolved minute number **17/RDC/246** **File Ref**

That the options for 24/7 toilets in Marton (Follett Street or Centennial Park) are provided to the Marton Community Committee for a view on their preferred location.

His Worship the Mayor / Cr Sheridan. Carried

19 Receipt of Committee minutes and resolutions to be confirmed

Resolved minute number **17/RDC/247** **File Ref**

That the minutes of the following meetings be received:

- Finance Performance Committee, 26 October, 2017
- Omatane Rural Water Supply Sub-Committee, 8 November 2017
- Erewhon Rural Water Supply Sub-Committee, 8 November 2017
- Assets/Infrastructure Committee, 9 November 2017
- Policy/Planning Committee, 9 November 2017

Cr McManaway / Cr Ash. Carried

Resolved minute number **17/RDC/248** **File Ref**

That the following recommendations from the Finance Performance Committee meeting held on 26 October, 2017 be confirmed:

17/FPE/151

That the Committee recommends to Council that Council acknowledges that the Johnson Street development recognises the need to continue to provide some space for recreation.

His Worship the Mayor / Cr Belsham. Carried

That the following recommendations from Assets/Infrastructure Committee meeting held on 9 November 2017, be confirmed:

17/AIN/043

~~That the Assets/ Infrastructure Committee recommends to Council that Council extends the current agreement with Mid West Disposals Ltd for the continued acceptance of treated effluent to 31 March 2018 to enable the development of the~~

~~business case for continuing the acceptance after 31 March 2018, including a draft trade waste agreement to control acceptance of any such effluent.~~

~~The draft Trade Waste Agreement be prepared on the basis of~~

- ~~f) Maintaining the existing trade waste charging regime as a minimum~~
- ~~g) A volumetric and load charge for the treated effluent;~~
- ~~h) Rates for monitoring and staff costs;~~
- ~~i) Penalty rates for treated effluent that is not adequately pre-treated;~~
- ~~j) An annual price review effective 1 July each year to reflect Council's cost structure changes~~

Dealt with in item 11

That the following recommendations from Policy/Planning Committee meeting held on 9 November 2017, be confirmed:

17/PPL/109

~~That the Policy/Planning Committee recommends to Council that the following matters are delegated to Community Committees/Boards:~~

- ~~• Community Initiatives Fund~~
- ~~• MoU Group Work Programmes~~
- ~~• Community Facilities of Services~~
- ~~• Increased engagement with wider/smaller communities of the ward represented.~~

Dealt with in item 14

17/PPL/110

~~That the Policy/Planning Committee recommends to Council that Council will encourage groups to approach the relevant Community Committee/Board prior to approaching Council. Where that is not possible Council will ensure the relevant Community Committee/Board is informed.~~

Dealt with in item 14

17/PPL/111

~~That the Policy/Planning Committee recommends to Council that applicants for the Parks Upgrade Partnership Fund are referred to the relevant Community Committees/Boards prior to the application being brought before Council.~~

Dealt with in item 14

17/PPL/112

~~That the Policy Planning Committee recommends to Council that where Placemaking initiatives are taking place on Council land they will be referred to the relevant Community Committee/Board before applying to the Chief Executive.~~

Dealt with in item 14

20 Late items

None

21 Future Items for the Agenda

None

22 Next Meeting

Thursday 14 December 2017, 9:30 am

23 Meeting Closed

4.17 pm.

Confirmed/Chair: _____

Date: _____

Attachment 2

Mayors Meetings and Engagements

December 2017

Date	Event
1	Met with the Rangitikei Bears organisers Attended the Midlands branch NZ Recreation Associations Big Day Out Met with the Base Executive Officer at Ohakea Attended the first Brigade Beating Retreat Ceremony at Linton Military Camp
2	Attended Taihape Christmas Parade Attended farewell function for Allan Wright - 43 years Police Service
3-4	Attended New Zealand China Mayoral Forum - Wellington
5	Attended the following meeting at Horizons Regional Council Office – Palmerston North: CDEM Joint Standing Committee Regional Transport Committee Regional Chiefs
6	Attended the Mokai Patea Services Networking Hui – Taihape Attended Taihape Pool Public meeting - Taihape
7	Attended Council Workshop Attended the Helpers of the School Morning tea at Marton Junction School Attended Taihape Area School Prize giving
8	Met with the Board of NZTA - Auckland
11	To attend Audit/Risk committee meeting To attend meeting re Santoft Domain
12	To receive proposal from the Rangitikei Bears for the new team To attend Public meeting with the Tutaenui Community - Tutaenui/Huntermville Rural Water Supply Investigation
13	To be based in Taihape all day To attend the Taihape Community Board meeting
14	To attend Council meeting To attend Nga Tawa School Prize Giving To attend Marton School Prize Giving
15	To catch-up with Manawatu District Council Mayor Helen Worboys To attend Mayors Task Force For Jobs Core Group meeting – Wellington Attend Pukeokahu Prize giving
18	To attend business meeting in Marton
19	To meet with heritage building owners

Attachment 3

Contract Agreement

CONTRACT FOR	Marton Skatepark Extension	<i>(Contract name)</i>
CONTRACT NUMBER	1254	<i>(Number)</i>
THIS AGREEMENT is made on	19 October 2017	
BETWEEN	RICH Enterprises Ltd T/A RICH landscapes	<i>(the Contractor)</i>
AND	The Rotary Club of Marton	<i>(the Principal)</i>

IT IS AGREED as follows:

1. The Contractor shall carry out the obligations imposed on the Contractor by the Contract.
2. The Principal shall pay the Contractor the sum of \$ **100,000.00** or such greater or lesser sum as shall become payable under the Contract together with goods and services tax at the times and in the manner provided in the Contract.
3. Each party agrees to the terms and conditions as set out in the Contract.
4. The Contract comprises the following documents:
 - (a) This Contract Agreement;
 - (b) The notification of acceptance of tender or award of Contract;
 - (c) The following post-tender documents *(Identify any agreed post-tender documents to be included, for example correspondence or minutes or pre-award meetings dealing with tender tags, and so on):*

Conceptual Plan and Image Document

Developed Plan and Image Document

Detail Drawings as required by the contractor

- (d) Schedule 2: Special Conditions of Contract – Other Conditions of Contract;
- (e) Schedule 1: Special Conditions of Contract – Specific Conditions of Contract;
- (f) The General Conditions of Contract NZS 3916:2013 (including other Schedules);
- (g) The Principal's Requirements;
- (h) The Schedule of Prices; ☐ *(Select if **NOT** applicable)*
- (i) The Contractor's tender;
- (j) Notices to tenderers *(give details with dates)*;

N/A

- (k) The Schedule to the Conditions of Tendering;
- (l) The Conditions of Tendering; and
- (m) The following additional documents: *(Identify any additional documents to be included):*

1 RICH LS - Marton Skatepark Proposal

5. The documents comprising the Contract shall be taken as mutually explanatory, but in the case of ambiguity or conflict the priority of documents shall be as listed in clause 4 above, with each document prevailing over a document lower in the list.
6. This Contract shall constitute the entire agreement between the parties. This Contract supersedes all prior negotiations, representations, and warranties, except insofar as the same are expressly incorporated herein.

SIGNED BY Click to enter text or paste signature

Authorised Signatory of Contractor

SIGNED BY Click to enter text or paste signature

Authorised Signatory of Principal

Schedule 1 – Special Conditions of Contract – Specific Conditions of Contract

Contract for:	Marton Skatepark Extension
---------------	----------------------------

Clause <i>in General Conditions</i>	Title and subject matter	Specific condition data <i>(Expand cells if required or add a reference to further detail provided in Schedule 2.)</i>
1.	INTERPRETATION	
1.2	Definitions	
	The Principal is:	The Rotary Club of Marton
	of:	The secretary, P O box 135, Marton
1.2, 10.2	Separable Portions	
	• Are there any Separable Portions in this Contract?	No
	• If yes, the Separable Portions are as follows and as further defined in the Contract:	N/A
2.	THE CONTRACT	
2.1	Type of contract	
2.1.1	This Contract is a:	<i>(select one to apply (a), (b), or (c))</i>
	(a) Lump sum contract governed by 2.2;	<input checked="" type="checkbox"/>
	(b) Measure and value contract governed by 2.3;	<input type="checkbox"/>
	(c) Cost reimbursement contract governed by 2.4.	<input type="checkbox"/>
2.4	Cost reimbursement contract	
2.4.1	Allowance(s) which are to be added to Net Cost in a cost reimbursement contract or for parts of the Contract Works which are required to be carried out on a cost reimbursement basis: <i>(If percentages are shown as zero or nil, allowances for overheads and profit are deemed to be included in Net Cost.)</i>	
	• Allowance for On-site Overheads:	N/A
	• Allowance for Off-site Overheads and Profit:	N/A (%)
2.4.4	Indicative estimates of the Contract Price:	
	Are indicative estimates required?	No
2.5	Local authority contracts, contracts in public places, and road contracts	
2.5.1	Is this Contract a local authority contract to which 2.5.2 applies?	No

Clause <i>in General Conditions</i>	Title and subject matter	Specific condition data <i>(Expand cells if required or add a reference to further detail provided in Schedule 2.)</i>
2.5.3	Is this Contract a contract in a public place to which B1 and B2 of Appendix B apply?	Yes
2.5.4	Is this Contract a road contract to which Appendix B applies?	No
	If yes, the allowance under B3 shall be:	N/A (number of Working Day)
2.6	Evidence of Contract	
2.6.2	How is the Contract Agreement to be executed?	(select one to apply, (a) or (b))
	(a) As stated in 2.6.2;	<input checked="" type="checkbox"/>
	(b) In accordance with the following other requirements:	<input type="checkbox"/> N/A
2.7	Documents prepared by the Engineer or Principal	
2.7.1	Copies of the Contract shall be supplied without charge to the Contractor in the following electronic form:	N/A
2.8	Documents prepared by the Contractor	
2.8.2	Copies of documents referred to in 2.8.2 shall be supplied without charge to the Engineer:	
	• Number of hard copy sets:	N/A
	• In the following electronic form:	N/A
3.	BONDS	
3.1	Contractor's Bond	
3.1.1	Is a Contractor's Bond required?	No
3.1.2	If yes, the amount of the Contractor's Bond shall be:	(\$)
3.2	Principal's Bond	
3.2.1	Is a Principal's Bond required?	No
3.2.2	If yes:	
	• The amount of the Principal's Bond shall be:	(\$) N/A
	• The surety for the Principal's Bond shall be:	N/A
5.	GENERAL OBLIGATIONS	
5.4	Possession of the Site	
5.4.1	The Contractor shall be given possession of the Site	(select one to apply, (a) or (b))
	(a) 10 Working Days after the Date of Acceptance of Tender:	<input type="checkbox"/>
	(b) On the following date:	<input type="checkbox"/> Click to enter a date
5.4.3	Limits on the Contractor's right of entry to adjoining properties are:	N/A

Clause <i>in General Conditions</i>	Title and subject matter	Specific condition data <i>(Expand cells if required or add a reference to further detail provided in Schedule 2.)</i>
5.5	Separate Contractors	
5.5.1	Separate Contractors who may be carrying out work on the Site concurrently with the Contract Works are:	N/A
5.5.2	Are facilities for Separate Contractors required?	No
	If yes, details of facilities required are:	N/A
5.6	Care of the works and Site	
5.6.6(g)	Further risks specifically excepted are:	Rock Breaking and Excavation of Rock Building Consent Resource Consent Removal of existing trees Traffic Management Plan Stormwater Drainage Site contamination issues Archaeological, iwi, NZHPT, heritage or arboricultural investigation, assessment and reporting
5.10	Programme	
5.10.4	Is the programme required to be a Comprehensive Programme?	No
5.10.4(e)	If yes, other requirements for the Comprehensive Programme are:	N/A
5.10.5	The Comprehensive Programme shall use the following software:	N/A
5.10.6	Updates of the Comprehensive Programme shall be provided at the following intervals:	N/A
5.11	Compliance with laws	
5.11.3	Exceptions to the Principal's obligations to obtain licences under 5.11.3 are:	Nil
5.11.4	Exceptions to the Contractor's obligation to give notices and obtain other licences under 5.11.4 are:	Nil
5.17	Safety plan	
	Is a Site-specific safety plan required to be prepared by the Contractor?	Yes
5.18	Quality plan	
	Is a quality plan required to be prepared by the Contractor?	No
5.19	Traffic management plan	
	Is a traffic management plan required to be prepared by the Contractor?	No
5.20	As-built drawings and operation and maintenance manuals	
5.20.1(a)	Are as-built drawings required to be prepared by the Contractor?	No

Clause in General Conditions	Title and subject matter	Specific condition data (Expand cells if required or add a reference to further detail provided in Schedule 2.)
5.20.1(b)	Are operation and maintenance manuals required to be prepared by the Contractor?	No
6. THE ENGINEER		
6.1 Appointment of Engineer		
6.1.2	The Engineer is:	N/A
	whose professional qualification is:	N/A
8. INSURANCES		
8.1 General		
8.1.1	The party identified below shall arrange the following insurances referred to in the following clauses:	
	8.3 or 8.8 Construction	Contractor
	8.8 Existing structure(s) and contents	Not required
	8.4 Plant	Contractor
	8.5 or 8.9 Public liability	Contractor
	8.5.2 Motor vehicle liability	Contractor
	8.6 Professional indemnity	Contractor
8.1.6	The following forces of nature shall be specifically insured under 8.3 or 8.8 as applicable:	
	(a) Landslip:	No
	(b) Earthquake:	No
	(c) Tsunami:	No
	(d) Tornado:	No
	(e) Cyclone:	No
	(f) Storm:	No
	(g) Flood:	No
	(h) Lightning strike:	No
	(i) Volcanic activity:	No
	(j) Hydrothermal activity:	No
	(k) Geothermal activity:	No

Clause in General Conditions	Title and subject matter	Specific condition data (Expand cells if required or add a reference to further detail provided in Schedule 2.)
8.3, 8.8	Construction insurance <i>(These items are required to be completed whether the Contractor or the Principal is the insuring party (see 8.1 above))</i>	
8.3.2, 8.8	The following shall have their respective interests noted in the construction insurance policy:	The Rotary Club of Marton
8.3.3, 8.8	Where construction insurance is required <i>(see 8.1 above)</i> , the amount of insurance to be effected for the Contract Works and Materials shall be for not less than the sum of the Contract Price, after the acceptance of the tender or other offer, plus the following allowances:	
	(a) An allowance for the Cost of demolition, disposal and preparation for replacement work, equal to:	<i>(select one to apply, (i) or (ii))</i>
	(i) The amount in the right hand column:	<input type="checkbox"/> (\$) 100,000
	(ii) The percentage in the right hand column of the Contract Price adjusted as above:	<input type="checkbox"/> N/A (%)
	(b) An allowance for professional fees including the Cost of clerks of works and inspectors, equal to:	<i>(select one to apply, (i) or (ii))</i>
	(i) The amount in the right hand column:	<input type="checkbox"/> (\$) N/A
	(ii) The percentage in the right hand column of the Contract Price adjusted as above:	<input type="checkbox"/> N/A (%)
	(c) An allowance for items to be incorporated in the Contract Works, the Cost of which is not included in the Contract Price, equal to:	<i>(select one to apply, (i) or (ii))</i>
	(i) The amount in the right hand column	<input type="checkbox"/> (\$) N/A
	(ii) The percentage of the Contract Price adjusted as above, stated in the right hand column:	<input type="checkbox"/> N/A (%)
	(d) An allowance for an increase in the Contract Price due to Variations equal to:	<i>(select one to apply, (i) or (ii))</i>
	(i) The amount in the right hand column:	<input type="checkbox"/> (\$) N/A
	(ii) The percentage of the Contract Price adjusted as above, stated in the right hand column:	<input type="checkbox"/> N/A (%)
	(e) An allowance for increased construction Costs due to inflation equal to:	<i>(select one to apply, (i) or (ii))</i>
	(i) The amount in the right hand column:	<input type="checkbox"/> (\$) N/A
	(ii) The percentage of the Contract Price adjusted as above, stated in the right hand column:	<input type="checkbox"/> N/A (%)

Clause <i>in General Conditions</i>	Title and subject matter	Specific condition data <i>(Expand cells if required or add a reference to further detail provided in Schedule 2.)</i>
8.4	Contractor arranged Plant insurance	
	Where Plant is required to be insured (see 8.1 above):	<i>(select one to apply, (a) or (b))</i>
	(a) The Contractor shall insure the following items of Plant on the Site for the amounts stated:	<input type="checkbox"/> N/A
	(b) The Contractor shall insure each item of Plant on the Site having a current market value of more than:	<input checked="" type="checkbox"/> (\$) N/A
8.5	Contractor arranged public liability insurance	
8.5.1	Where required (see 8.1 above), public liability insurance shall be effected by the Contractor for an amount not less than:	<input checked="" type="checkbox"/> (\$) 2,000,000
	Such public liability insurance may include sub-limits:	
	• For liability arising out of vibration, weakening or removal of support, of not less than:	(\$) NIL
	• For liability under the Forest and Rural Fires Act 1977, of not less than:	(\$) NIL
8.5.2	Where required (see 8.1 above), motor vehicle third party liability insurance shall be effected for an amount not less than:	(\$) <i>Click to enter amount</i>
8.6	Contractor arranged professional indemnity insurance	
8.6.1	Where required (see 8.1 above), professional indemnity insurance for design by the Contractor shall be effected for an amount not less than:	
	• For any one claim:	(\$) 100,000
	• And for an amount in the aggregate of:	(\$) 100,000
8.6.2	Sub-limits of liability for design of parts of the Contract Works by Subcontractors shall be not be less than: <i>(list specific part(s) of Contract Works and applicable \$ sub-limits for any one claim and for an amount in the aggregate, or state if not required)</i>	N/A
8.8	Principal arranged construction insurance <i>(refer also to 8.3)</i>	
	In accordance with 8.7.2, the insurance policy wording title for 8.8.1 and 8.8.2 (a), (b), and (c) is:	N/A
	In accordance with 8.7.2, the extraordinary exclusions, conditions, warranties or endorsements to the policy for 8.8.1 and 8.8.2 (a), (b), and (c) are:	N/A
8.8.1	Where the Principal is required to effect construction insurance (see 8.1 above):	
	The lead insurer is:	N/A
	Address of lead insurer:	N/A

Clause in General Conditions	Title and subject matter	Specific condition data (Expand cells if required or add a reference to further detail provided in Schedule 2.)
	The Nominal Deductibles are:	
	• For damage arising out of the Contract Works:	N/A
	• For other claims:	N/A
	• For natural perils:	N/A
8.8.2(a)	The existing structures are:	N/A
	• The replacement value to be insured is:	(\$) N/A
	• The lead insurer is:	N/A
	• Address of lead insurer:	N/A
	The Nominal Deductibles are:	
	• For damage arising out of the Contract Works:	N/A
	• For other claims:	N/A
	• For natural perils:	N/A
8.8.2(b)	Other structures in the vicinity are:	N/A
	• The replacement value to be insured is:	(\$) N/A
	• The lead insurer is:	N/A
	• Address of lead insurer:	N/A
	The Nominal Deductibles are:	
	• For damage arising out of the Contract Works:	N/A
	• For other claims:	N/A
	• For natural perils:	N/A
8.8.2(c)	Contents insurance:	
	• The replacement value to be insured is:	(\$) N/A
	• The lead insurer is:	N/A
	• Address of lead insurer:	N/A
	The Nominal Deductibles are:	
	• For damage arising out of the Contract Works:	N/A
	• For other claims:	N/A
	• For natural perils:	N/A

Clause in General Conditions	Title and subject matter	Specific condition data (Expand cells if required or add a reference to further detail provided in Schedule 2.)
8.9	Principal's option to insure public liability	
8.9.1	Where required (see 8.1 above), the Principal shall effect public liability insurance for an amount not less than:	(\$) N/A
	The lead insurer is:	N/A
	Address of lead insurer:	N/A
	The Nominal Deductible is:	N/A
	In accordance with 8.7.2:	
	• the policy wording title is:	N/A
	• extraordinary exclusions, conditions, warranties, or endorsements to the policy are:	N/A
8.9.2	Such public liability insurance may include sub-limits for: (specify as applicable or state 'not applicable')	
	• Liability arising out of vibration, weakening or removal of support:	(\$) N/A
	• Liability under the Forest and Rural Fires Act 1977:	(\$) N/A
9	VARIATIONS	
9.3	Valuation of Variations	
9.3.9	For On-site Overheads:	(select one to apply, (a) or (b))
	(a) The prices and rates in the Schedule of Prices are inclusive of full allowance for On-site Overheads;	<input checked="" type="checkbox"/>
	(b) The prices and rates in the Schedule of Prices are exclusive of On-site Overheads and the allowance for On-site Overheads to be added in accordance with 9.3.9 is:	<input type="checkbox"/> (select one to apply, (i), (ii), (iii), or (iv))
	(i) Agreed percentage:	<input type="checkbox"/> N/A (%)
	(ii) As nominated in the Schedule of Prices;	<input type="checkbox"/>
	(iii) As nominated in the Contractor's tender;	<input type="checkbox"/>
	(iv) A reasonable percentage.	<input type="checkbox"/>

Clause <i>In General Conditions</i>	Title and subject matter	Specific condition data <i>(Expand cells if required or add a reference to further detail provided in Schedule 2.)</i>
9.3.10	For Off-site Overheads and Profit:	<i>(select one to apply, (a) or (b))</i>
	(a) The prices and rates in the Schedule of Prices are inclusive of full allowance for Off-site Overheads and Profit;	<input checked="" type="checkbox"/>
	(b) The prices and rates in the Schedule of Prices are exclusive of Off-site Overheads and Profit and the allowance for Off-site Overheads and Profit to be added in accordance with 9.3.10 is:	<input type="checkbox"/> <i>(select one to apply, (i), (ii), (iii), or (iv))</i>
	(i) Agreed percentage:	<input type="checkbox"/> N/A (%)
	(ii) As nominated in the Schedule of Prices;	<input type="checkbox"/>
	(iii) As nominated in the Contractor's tender;	<input type="checkbox"/>
	(iv) A reasonable percentage.	<input type="checkbox"/>
9.3.11	For time-related Cost, the Working Day rate in compensation for time-related On-site Overheads and Off-site Overheads and Profit in relation to an extension of time to be applied in accordance with 9.3.11 is:	<i>(select one to apply, (a), (b), (c), or (d))</i>
	(a) Agreed rate per Working Day:	<input type="checkbox"/> (\$) <i>Click to enter amount</i>
	(b) As nominated in the Schedule of Prices;	<input type="checkbox"/>
	(c) As nominated in the Contractor's tender;	<input type="checkbox"/>
	(d) Reasonable compensation.	<input checked="" type="checkbox"/>
9.3.15	For processing of Variations, the percentage to be paid in accordance with 9.3.15 is:	<i>(select one to apply, (a), (b), (c), or (d))</i>
	(a) Agreed percentage:	<input type="checkbox"/> <i>Click to enter % (%)</i>
	(b) As nominated in the Schedule of Prices;	<input type="checkbox"/>
	(c) As nominated in the Contractor's Tender;	<input type="checkbox"/>
	(d) The reasonable Cost of processing Variations.	<input checked="" type="checkbox"/>
10.	TIME FOR COMPLETION	
10.2	Due Date for Completion	
10.2.1	The periods to be used for calculating the Due Date for Completion are:	
	(a) For the Contract Works:	N/A <i>(Working Days)</i>
	(b) For any Separable Portions:	N/A <i>(Working Days)</i> N/A

Clause <i>in General Conditions</i>	Title and subject matter	Specific condition data <i>(Expand cells if required or add a reference to further detail provided in Schedule 2.)</i>
10.4	Practical Completion Certificate	
10.4.5	Prior to issue of the Practical Completion Certificate:	<i>(Select one to apply, (a), (b), or (c))</i>
	(a) Producer Statements in the form of Schedule 6 are required;	<input type="checkbox"/>
	(b) Producer Statements as set out in the following parts of the Contract are required:	<input type="checkbox"/> <i>Click to add reference</i>
	(c) Producer Statements are not required.	<input checked="" type="checkbox"/>
10.5	Damages for late completion	
10.5.1	Liquidated damages shall be applied as follows:	
	• In respect of the Contract Works:	N/A (\$ per Working Day)
	• In respect of any Separable Portion(s):	N/A (\$ per Working Day for each Separable Portion) N/A
10.6	Bonus for early completion	
10.6.1	Is a bonus to be payable?	No
	• If yes, the bonus for the Contract Works is:	N/A (\$ per Working Day)
	• If yes, bonuses for any Separable Portions are:	N/A (\$ per Working Day)
11.	DEFECTS LIABILITY	
11.1	Defects Notification Period	
	The Defects Notification Period shall be: (3 Months unless otherwise stated)	
	• For the Contract Works:	
	• For any Separable Portions:	N/A
11.3	Final Completion Certificate	
11.3.2	Prior to issue of the Final Completion Certificate:	<i>(select one to apply, (a), (b), or (c))</i>
	(a) Producer Statements in the form of Schedule 6 are required;	<input type="checkbox"/>
	(b) Producer Statements as set out in the following parts of the Contract are required:	<input type="checkbox"/> <i>Click to add reference</i>
	(c) Producer Statements are not required.	<input checked="" type="checkbox"/>

Clause <i>in General Conditions</i>	Title and subject matter	Specific condition data <i>(Expand cells if required or add a reference to further detail provided in Schedule 2.)</i>
11.5	Warranties	
11.5.1		<i>(select one to apply, (a) or (b))</i>
	(a) No warranties are required;	<input checked="" type="checkbox"/>
	(b) The Contractor shall provide warranties as set out in the Contract for the following items of work:	<input type="checkbox"/> <i>Click to state items</i>
11.6	Guarantees	
11.6.1, 11.6.2		<i>(select one to apply, (a) or (b))</i>
	(a) No guarantees are required;	<input checked="" type="checkbox"/>
	(b) The Contractor shall provide guarantees in the following form:	<input type="checkbox"/> <i>Click to state form</i>
12.	PAYMENTS	
12.1	Contractor's payment claims	
12.1.3(b)	Advances for Materials delivered to the Site	<i>(select one to apply, (a) or (b))</i>
(iii)	(a) Advances for Materials delivered to the Site but which have yet to be incorporated in the Contract Works shall not be made;	<input type="checkbox"/>
	(b) Advances for Materials delivered to the Site but which have yet to be incorporated in the Contract Works shall be made, subject to the following conditions:	<input checked="" type="checkbox"/> The Site is secured with perimeter fencing
12.1.3(b)	Advances for Temporary Works or Plant	<i>(select one to apply, (a) or (b))</i>
(iv)	(a) Advances for Temporary Works or Plant shall not be made;	<input checked="" type="checkbox"/>
	(b) Advances for Temporary Works or Plant shall be made, subject to the following conditions:	<input type="checkbox"/> N/A

Clause <i>in General Conditions</i>	Title and subject matter	Specific condition data <i>(Expand cells if required or add a reference to further detail provided in Schedule 2.)</i>
12.1.3(b)	Advances for Materials not yet on Site	<i>(select one to apply, (a) or (b))</i>
(iv)	(a) Advances for Materials not on Site shall not be made;	<input checked="" type="checkbox"/>
	(b) Advances for Materials not yet on Site shall be made, subject to the following conditions:	<input type="checkbox"/>
12.3	Retention monies	
12.3.1, 12.3.2	The percentage to be retained from each progress payment and the limit of the total sums retained shall be in accordance with the following:	<i>(select one to apply, (a) or (b))</i>
	(a) For the Contract Works, a total retention of: <ul style="list-style-type: none"> • 10% on the first \$200,000, and • 5% on the next \$800,000, and • 1.75% on amounts in excess of \$1,000,000, and • With a maximum total retention when aggregated of \$200,000, and • With a defects liability retention of half the total retention. 	<input type="checkbox"/>
	(b) The retention scale in the right hand column:	<input checked="" type="checkbox"/> Total Retention: 10% of the value of the construction on the payment certificate Payment of the retention monies to be made by the principal to the contractor in the following manor: -50% of total retentions on practical completion -Final 50% of total retentions at the issue of final completion certificate 3 months after practical completion.
12.3.3	Bond in lieu of retention	<i>(select one to apply, (a) or (b))</i>
	(a) The Contractor may provide a bond in lieu of retentions;	<input type="checkbox"/>
	(b) The Contractor may not provide a bond in lieu of retentions.	<input checked="" type="checkbox"/>
12.8	Cost fluctuations	<i>(select one to apply, (a), (b), or (c))</i>
	(a) Cost fluctuations shall not be paid;	<input checked="" type="checkbox"/>
	(b) Cost fluctuations shall be paid in accordance with Appendix A;	<input type="checkbox"/>
	(c) Cost fluctuations shall be paid in accordance with the method described in:	<input type="checkbox"/> N/A

Clause <i>in General Conditions</i>	Title and subject matter	Specific condition data <i>(Expand cells if required or add a reference to further detail provided in Schedule 2.)</i>
12.13	Goods and services tax	
12.13.2	Payment Schedules provided by the Engineer:	<i>(select one to apply, (a) or (b))</i>
	(a) Shall not be in the form of a tax invoice;	<input type="checkbox"/>
	(b) Shall be in the form of a buyer created tax invoice and the parties agree not to issue any other tax invoice for items covered by the Payment Schedule.	<input checked="" type="checkbox"/>
13.	DISPUTES	
13.4	Arbitration	
13.4.3	If required, the arbitrator shall be nominated by the following Person:	<i>Click to enter text</i>
15.	SERVICE OF NOTICES	
15.1.2	For the purpose of service of written notice:	
	(a) The address of the Principal is:	
	Postal address:	The Rotary Club of Marton
	Delivery address:	P O box 135, Marton
	Mark for the attention of:	The Secretary
	Email address:	
	Other agreed means of electronic communication and address detail:	N/A
	(b) The address of the Contractor is:	
	Postal address:	63 Kauri Point Road, Laingholm, Auckland 0604
	Delivery address:	63 Kauri Point Road, Laingholm, Auckland 0604
	Mark for the attention of:	Richard Smith
	Email address:	rich@richlandscapes.co.nz
	Other agreed means of electronic communication and address detail:	N/A
	(c) The address of the Engineer is:	
	Postal address:	N/A
	Delivery address:	N/A
	Mark for the attention of:	N/A
	Email address:	N/A
	Other agreed means of electronic communication and address detail:	N/A

19/10/17

The Rotary Club of Marton
The secretary
P O box 135
Marton

To whom it may concern,

RE: PROPOSAL FOR DESIGN AND BUILD SERVICES – MARTON SKATEPARK EXTENSION

Thank you very much for approaching RICH Landscapes to submit a fee proposal for the Marton Skatepark Extension. RICH Landscapes will be working alongside Angus McMillan in the completion of this environment, our company files have been included with this proposal.

This extension will be unique and we look forward to creating a design that meets the needs of the users for years to come.

SCOPE

From our correspondence, a mixed-use environment is envisioned that maximises play value for its users. This design and build proposal includes:

- Concept to final design skatepark consultation process to establish design brief and what is achievable within available budget. Includes 1x workshops/ site visits with the client, local users and stakeholders
- Detail drawing documentation required by the contractor to build the facility
- Construction of the proposed extension

PROGRAMME

The development of the conceptual design will follow a general development programme. Outlined below are the steps to be taken:

1. Concept Design Phase

Meet Client, stakeholders and Students onsite to discuss project and ideas. Finalise brief for development. *Towards the end of 2017*

Conceptualise proposal plan and 3d model of overall design in consultation with the contractor. Establish preliminary Cost Schedule. Present plan, image document, digital online navigational environment and price schedule remotely. Receive feedback to further design direction. *1x Site Meetings/ Workshops February 2018*

2. Developed Design Phase

Develop concept design and revise design document and cost schedule for final review.

Engage with client and user group remotely and accumulate feedback to finalise design and proceed with required skatepark construction drawings. *February 2018*

3. Detail Design Phase

Develop necessary detail documentation for Construction. Liaison with client remotely when needed. *March 2018*

4. Construction Phase

Initiate Construction to the requirements of the client. Construction will take place after Tokoroa Skatepark build to be completed around April 2018.

FEE

A Design and Build Cost is envisioned below for the separable Lump Sum items:

Design process, documentation and Construction administration fee \$12,500

Skatepark Construction fee \$79,500

Contingency Sum (approx.. 10%) \$8,000

The Construction Costs above will be refined as the design evolves and kept within the total design and build fee below.

Total Design and Build Fee \$100,000 including GST

ADDITIONAL NOTES

- DESIGN
 - Design fee excludes additional fees for a Surveyor, Geotechnical and structural engineer if required.
 - Costs for travel are included, the number of allowable trips during the design stage have been indicated in the programme above.
 - Any trips outside of what is indicated in the fee structure will incur my hourly rate shown below and disbursements.
 - Printing of documentation for consultation has not been included.

- Fee does not include application and process for Resource/ Building Consent if required.
- CONSTRUCTION
 - Construction Fee to include standard documentation, general construction duties, etc required by the Client to undertake the construction of the skatepark
 - Site Conditions to be established before quantities for earthworks and pricing schedule can be undertaken
- GENERAL
 - Invoices based on progress will be provided at the start of each month with payment required on the 20th of that month.
 - Additional work beyond this scope including meetings required to progress the project will be discussed and agreed. Hourly rates as follows:
 - Skate Design Specialist \$ 120/hr
 - Specialist Skate Contractor \$ 100/hr
 - Draughtsman \$ 80/hr
 - All hourly rate fees are exclusive of GST.

We appreciate the opportunity of being involved with this project and I thank you again for considering using our services. I look forward to hearing your reply.

Kind Regards



Richard Smith
Director
BLA

WEB www.richlandscapes.co.nz
EMAIL rich@richlandscapes.co.nz
MOB (021) 101 4988

Attachment 4



REPORT

SUBJECT: **Administrative matters – December 2017**

TO: Council

FROM: Ross McNeil, Chief Executive

DATE: 6 December 2017

FILE: 5-EX-4

1 New Bulls Community Centre

- 1.1 The funding applications made to the Tourism Infrastructure Fund (Ministry of Business, Innovation and Employment) and to Lotteries Community Facilities (Department of Internal Affairs) for supplementary funding have both been declined. However, MBIE has advised that re-focused Bulls application should be submitted for the February 2018 funding round of the Tourism Infrastructure Fund. A capital funding request will be prepared for the Whanganui Community Foundation and submitted early in the New Year. There are currently no deadlines for lodging such applications, although the Foundation may well establish one in the near future.
- 1.2 Council previously decided that construction would not start until at least 70% of the required external funding had been secured. A further \$300,000 is required to get to that threshold.

2 Tourism Infrastructure Fund – Ratana

- 2.1 An application for funding support for Ratana projects was lodged with the Tourism Infrastructure Fund, on the basis that visitor numbers created pressure on council services. The projects were the proposed upgrade of the Ratana wastewater treatment plant and installing bus parking bays and undertaking kerb/channel/footpath works in the vicinity of the Church.
- 2.2 A Fund managers, MBIE advised that this application did not demonstrate sufficient day-to-day demand from visitors to meet the criteria. However, funding may still be available via another MBIE-administered fund. A decision will be known prior to Christmas.

3 Policy on rates remissions to Maori freehold land

- 3.1 This policy has been reviewed, at both Te Roopu Ahi Kaa and the Policy/Planning Committee, with a recommendation from the former (at its meeting on 5 December 2017) that the revised draft is consulted on at the same time as the Consultation Document for the 2018-28 Long Term Plan.
- 3.2 The main changes from the current policy are to increase clarity for the unoccupied land provisions, remove the requirement for multiple ownership (normally the case, but occasionally not required by the Maori Land Court) and to include provisions related to economic development and papakainga development.
- 3.3 The draft policy is attached as Appendix 1.

4 Proposed road closures

- 4.1 No further road closures have been requested since Council's last meeting.

5 Request for waiver of all fees

Edale

- 5.1 At its last meeting, Council considered a request from the Edale Home Trust Board for a waiver of internal building costs totalling \$1151.23 (GST inclusive) for a proposed new two bedroom house and attached garage. Subsequently the decision was taken not to proceed with construction.
- 5.2 However, the builder for the proposed new house at Edale secured consent for building that same house on a vacant lot on Follett Street. The internal building costs for this totalled \$322.66 less than for the proposed Edale house because there was just one request for further information as compared with three for the Edale project. No inspection costs were incurred at Edale.
- 5.3 A recommendation is included.

6 Service request reporting

The summary reports for first response and feedback and for resolution (requests received in October 2017) are attached as Appendix 2.

7 Health and Safety update

- 7.1 MW LASS is co-ordinating an asbestos plan for member councils. This was reviewed by the Directors at their meeting on 11 December 2017 and will be rolled out in the first half of 2018.

- 7.2 The written reports from the recent audit visits of the MW LASS Health and Safety group to member councils will be presented to Directors shortly.

8 Staffing

- 8.1 The search for a suitable appointee to the new role of Principal Adviser Infrastructure continues, with assistance from a recruitment company.
- 8.2 Interviews have been held for the vacancy created by Mike Lamb's resignation from the role of IT support. A decision is imminent.
- 8.3 Members of Te Roopu Ahi Kaa will discuss the proposed job description for a Maori Liaison Officer with their respective runanga/hapu. The matter will be considered further at the Komiti's April 2018 meeting.

9 Recommendations

- 9.1 That the report 'Administrative matters – December 2017' be received.
- 9.2 That the revised Policy on rates remissions for Maori freehold land [as amended/without amendment] be adopted for consultation at the same time as the Consultation Document for the 2018-28 Long Term Plan.
- 9.3 That Council agree to waive% of the internal building consent costs incurred by the Edale Home Trust Board (\$1,151.23 GST inclusive) for a proposed two-bedroom home subsequently not proceeded with.

Ross McNeil
Chief Executive

Appendix 1

RATES REMISSION FOR MAORI FREEHOLD LAND

Date of adoption by Council	1
Resolution Number	
Date by which review must be completed	2024
Relevant Legislation	Local Government Act 2002 s102 and 108
Statutory or Operational Policy	Statutory
Included in the LTP	No

1 Introduction

1.1 The policy provides for the fair and equitable collection of rates from Māori freehold land, recognising that certain Māori-owned freehold lands have particular conditions, features, ownership structures or other circumstances determining the land as having limited rateability under legislation. This policy also acknowledges the desirability of avoiding further alienation of Māori freehold land.

1.2 Māori freehold Land is defined by section 5 of the Local Government (Rating) Act 2002 as “land whose beneficial ownership has been determined by the Māori Land Court by freehold order”. Only land that is the subject of such an order may qualify for remission under this policy.

Note: The policy applies to unsold land affected by the Māori Affairs Amendment Act 1967, which provided for Māori land owned by not more than four persons to be changed to General land. While this amendment was repealed in 1973, those blocks that had been changed remained as General land and therefore could be subject to compulsory sale to recover rate arrears.² The onus for identifying this status to the Council lies with the land owners.

1.3 Some provisions exist within the Local Government (Rating) Act 2002 exempting land from rates; these are as follows and apply automatically to land of this nature:

- Land that does not exceed 2 hectares and that is used as a Maori burial ground.
- Maori customary land.
- Land that is set apart under section 338 of Te Ture Whenua Maori Act 1993 or any corresponding former provision of that Act and—

¹ This policy was first adopted 15 July 2004 (04/RDC/154), was reviewed 29 June 2006 (06/RDC/193) and 25 June 2009 (09/RDC/233)

² Te Puni Kokiri is currently working with the owners of the remaining titles to make them aware of the status of the land. In addition, Te Puni Kokiri and the Māori Land Court intend undertaking a programme to identify all Māori land titles affected by the Amendment and communicating this status of the titles to the current owners.

- (a) that is used for the purposes of a *marae* or meeting place and that does not exceed 2 hectares; or
- (b) that is a Maori reservation under section 340 of that Act. Maori freehold land that does not exceed 2 hectares and on which a Maori meeting house is erected.
- Land used for the purposes of a Kohanga Reo educational establishment.
- Maori freehold land that is, for the time being, non-rateable by virtue of an Order in Council made under section 116 of this Act, to the extent specified in the order.

2 Objectives

The objectives of this Policy is to provide rates relief for Māori freehold land to recognise, support and take account of:

- the use of the land by the owners for traditional purposes;
- the relationship of Maori and their culture and traditions with their ancestral lands;
- avoiding further alienation of Maori freehold land;
- facilitating any wish of the owners to develop the land for economic use;
- the presence of Wāhi Tapu that may affect the use of the land for other purposes;
- the importance of the land in providing economic and infrastructure support for marae and associated papakainga housing (whether on the land or elsewhere);
- the importance of associated housing in providing Kaumātua support and enhancement for Marae;
- the importance of the land for community goals relating to:
 - the preservation of the natural character of the coastal environment;
 - the protection of outstanding natural features; and
 - the protection of significant indigenous vegetation and significant habitats of indigenous fauna.
- matters related to the legal, physical and practical accessibility of the land;
- land that is in and will continue to be in a natural and undeveloped state.

3 Conditions and Criteria

A. Unoccupied Land

3.1 Maori freehold land which is unoccupied qualifies for a rates remission if at least one of the following criteria is met:

- Wāhi Tapu is present that may affect the use of the land for other purposes. (A rates remission will be considered on a property or part of a property where the use of that property is affected by the presence of Wāhi Tapu).
- The site is used for preservation/protection of character or coastline, has outstanding natural features, significant indigenous vegetation and habitats

of indigenous fauna. Applications under this criterion need to be supported by an existing Department of Conservation or Regional Council Management Plan, or other supporting evidence (e.g. in the Department of Conservation Coastal Management Plan for the area).

- The site has accessibility issues - if it is difficult to legally, physically or practically access a property. Examples of accessibility issues are:
 - The property is landlocked by properties owned by other people/entities.
 - Access is legally available by paper road or easement but the road does not exist.
 - A road ends or passes a property but a river, ravine, cliff or other impediment prevents practical access.
- The site is in a natural and undeveloped state, and will continue to remain in such state.
- The land is placed under Ngā Whenua Rahui (conservation covenant)

3.2 The land may be in multiple ownership (defined as two or more owners).

3.3 Occupation for this policy is where a person/persons do one or more of the following for their significant profit or benefit (except if the land and its housing is used to contribute to the Kaumātua support and enhancement of the Marae):

- leases the land to another party, or
- permanently resides upon the land, or
- de-pastures or maintains livestock on the land, or
- undertakes significant commercial operations.

3.4

a. .

B. Economic Development

3.5 Maori Freehold land which has previously been unoccupied and is about to undergo development, is undergoing development, or has undergone recent development shall be entitled to a remission of rates.

3.6 The length and degree of remission will be decided by having particular regard to the impediments to development suffered by any given piece of land and/or the ownership group or management entity thereof, the value of the economic activity compared with the value of the land, and to the extent to which the development will enhance the capacity of the land/ownership group to pay rates into the future.

C. Papakainga Development

3.7 Papakainga development implemented through the provisions of the Rangitikei District Plan and supported by a development plan shall be entitled to a remission of rates for the period of such development and a further period before and after the development up to a maximum period of 5 years.

- 3.8 The length and degree of remission will be determined having particular regard to the characteristics of the development and to the extent to which the development will maintain and enhance the capacity of Maori to live on their traditional lands and embrace their culture and traditions.

4 Exclusions

- 4.1 As a general principle rates will be payable on Maori Freehold Land where:
- a) The land contains a habitable dwelling and is occupied as a permanent residence.
 - b) The land is leased to an external party
 - c) The land is used for the personal use of one of the owners

5 Process of Application and Consideration for Rates Remission under this policy

Applications

- 5.1 On application to the Rangitikei District Council, consideration will be given for the remission of rates on Māori freehold land under this policy.
- 5.2 The application for rates remission under this policy shall include:
- details of appropriate contacts;
 - details of property and occupancy;
 - the condition(s), as listed in Section 3 of this policy, under which the application is made;
 - any relevant information to support the application, such as historical, ancestral, cultural, archaeological, geographical or topographical information;
 - details of the financial status of the land supported by full financial statements;
 - a copy of any agreements or licenses to operate on the land; and
 - a declaration stating that the information supplied is true and correct and that any changes in circumstances during that period of rate remission will be notified to the Council.

6 Consideration of Applications by Māori Land Rates Remission Committee

- 6.1 All applications for rates remission under this policy shall be considered and decided upon by the Māori Land Rates Remission Committee. The Māori Land Rates Remission Committee is to consist of three Council members and three Tangata Whenua, nominated by Te Roopu Ahi Kaa..
- 6.2 Any decision as to whether any land or part thereof meets or continues to meet the qualifying criteria shall be made by the Māori Land Rates Remission Committee.

Six Year Duration

- 6.3 Any remission of rates granted under this policy will generally apply for a six-year period.
- 6.4 All remissions are reviewed every six years. The last review was 2015, therefore, the next review will be 2021.
- 6.5 If the use of a property changes within the period the owners will notify the Council immediately and the remission status of the property will be reviewed.
- 6.6 Any changes of rates remission status will be effective from the date the property use changed.

Right of Appeal to Full Council

- 6.7 If an applicant considers the decision of the Māori Land Rates Remission Committee is not correct they may appeal to the full Council.

7 Māori Land Rates Remission Committee can consider properties without Application by Owners (i.e. Committee-generated Applications)

- 7.1 If a property could apply for a rates remission but the owners have not applied for the remission, the Committee can consider the granting of a remission of rates under the criteria outlined in section 3 of this Policy.
- 7.2 An example of the situation where this Committee-generated application could apply is where the presence of an unregistered urupa is publicly known but an application has not been made as the owners are geographically dispersed.

8 Rate and Penalty Arrears Write Off

Intention to Write Off Rate Arrears and Penalties

- 8.1 For a number of landlocked properties considerable rate arrears have accrued over the past decade due to an inability of the property to sustain the rates assessed. Council intends to write off these arrears, on a case-by-case basis, once the Committee has approved a Māori land rate remission for individual properties.

Committee can recommend arrears write off to Council

- 8.2 When considering a Māori land rate remission the Committee is to assess any rates and penalty arrears on the property. If these arrears have resulted from the inability of the property to sustain the rates, the Committee is to recommend to Council that the arrears be written off.

9 Right to change conditions and criteria

- 9.1 The Council reserves the right to add to delete or alter in any way the above conditions and criteria from time to time.

- 9.2 When making such changes Council will follow its consultation policy and ensure affected parties are engaged in the change process.

10 No postponement of rates

- 10.1 Nothing in this policy is to be taken as providing or implying a policy providing for the postponement of rates on Māori freehold land.

DRAFT

Appendix 2

Service Request Breakdown for October 2017 - First Response

Service Requests Department	Compliance Overdue	Responded in time	Responded late	Grand Total
Animal Control		86	2	88
Animal control bylaw matter		1		1
Animal welfare concern		5		5
Barking dog		13		13
Dog attack		5		5
Dog property inspection (for Good Owner status)		6	1	7
Found dog		7		7
General enquiry		1		1
Lost animal		15		15
Property investigation - animal control problem		6	1	7
Roaming dog		8		8
Rushing dog		1		1
Wandering stock		18		18
Building Control		2	1	3
General enquiry			1	1
Property inspection		2		2
Council Housing/Property		15	1	16
Council housing maintenance		11		11
Council property maintenance		2		2
Graffiti/vandalism		1		1
Halls maintenance		1	1	2
Environmental Health	11	51		62
Abandoned vehicle		2		2
Dead animal	1	2		3
Dumped rubbish - outside town boundary (road corridor only)		2		2
Dumped rubbish - under bridges, beaches, rivers, etc	1	1		2
Dumped rubbish - within town boundary		2		2
Food premises health issue		1		1
Livestock (not normally impounded)		2		2
Noise	8	35		43
Untidy/overgrown section	1	4		5
Footpaths	1	3	1	5
Footpath maintenance	1	2	1	4
Untidy/overgrown section		1		1
General enquiry	7	3		10
General enquiry	6	3		9
Phone message	1			1
Parks and Reserves		3		3
Cemetery maintenance		1		1
Maintenance (parks and reserves)		2		2
Public Toilets			5	5
Maintenance (public toilets)			3	3
Toilet cleaning issues			2	2
Roads	3	39	4	46
Culverts, drains and non-CBD sumps	2	3		5
Potholes		3	3	6
Road maintenance - not potholes	1	28	1	30
Road signs (except state highway)		4		4
Road surface flooding - danger to traffic		1		1
Roadside Trees, Vegetation and Weeds	1	3		4
Rural trees, vegetation and weeds	1			1
Urban trees, vegetation and weeds		3		3
Street Lighting		3		3
Street lighting maintenance		3		3
Swimming Pools		1		1
Pool maintenance		1		1
Wastewater		2	1	3
Caravan effluent dump station		1		1

Service Requests		Compliance			
Department		Overdue	Responded in time	Responded late	Grand Total
Water	Wastewater blocked drain		1	1	2
			51		51
	Dirty drinking water		22		22
	HRWS maintenance required		4		4
	HRWS No water supply		1		1
	Replace meter, toby or lid		13		13
	Water leak - council-owned network, not parks or cemeteries		7		7
	Water leak at meter/toby		4		4
	Grand Total	23	262	15	300

Feedback Required	(All)
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Service requests	Feedback					Grand
	Email	In Person	Not able to contact	Telephone	Not Provided	
Department						Total
Animal Control			7	1	23	51
Building Control			1			1
Council Housing/Property						13
Environmental Health	1	1		6	52	60
Footpaths					5	5
General enquiry		1		2	7	10
Parks and Reserves	1				2	3
Public Toilets					5	5
Roads				13	33	46
Roadside Trees, Vegetation and Weeds					4	4
Street Lighting				1	2	3
Swimming Pools					1	1
Wastewater		1		1	1	3
Water		7		5	39	51
Grand Total	2	18	2	50	216	288

Service Request Breakdown for October 2017 - Resolution

Service Requests Department	Compliance Completed in time	Completed Late	Overdue	Grand Total
Animal Control	77	11		88
Animal control bylaw matter	1			1
Animal welfare concern	5			5
Barking dog	11	2		13
Dog attack	5			5
Dog property inspection (for Good Owner status)	7			7
Found dog	3	4		7
General enquiry	1			1
Lost animal	14	1		15
Property investigation - animal control problem	6	1		7
Roaming dog	7	1		8
Rushing dog	1			1
Wandering stock	16	2		18
Building Control	2	1		3
General enquiry		1		1
Property inspection	2			2
Council Housing/Property	15	1		16
Council housing maintenance	11			11
Council property maintenance	2			2
Graffiti/vandalism	1			1
Halls maintenance	1	1		2
Environmental Health	28		34	62
Abandoned vehicle	2			2
Dead animal	2		1	3
Dumped rubbish - outside town boundary (road corridor only)	2			2
Dumped rubbish - under bridges, beaches, rivers, etc	1		1	2
Dumped rubbish - within town boundary	2			2
Food premises health issue	1			1
Livestock (not normally impounded)	2			2
Noise	12		31	43
Untidy/overgrown section	4		1	5
Footpaths	3		2	5
Footpath maintenance	2		2	4
Untidy/overgrown section	1			1
General enquiry	4		7	11
General enquiry	4		6	10
Phone message			1	1
Parks and Reserves	3			3
Cemetery maintenance	1			1
Maintenance (parks and reserves)	2			2
Public Toilets		5		5
Maintenance (public toilets)		3		3
Toilet cleaning issues		2		2
Roads	36	5	4	45
Culverts, drains and non-CBD sumps	3		2	5
Potholes	3	2		5
Road maintenance - not potholes	25	3	2	30
Road signs (except state highway)	4			4
Road surface flooding - danger to traffic	1			1
Roadside Trees, Vegetation and Weeds	2		2	4
Rural trees, vegetation and weeds			1	1
Urban trees, vegetation and weeds	2		1	3
Street Lighting	3			3
Street lighting maintenance	3			3

Service Requests		Compliance			Grand Total
Department		Completed in time	Completed Late	Overdue	
Swimming Pools		1			1
Pool maintenance		1			1
Wastewater		2	1		3
Caravan effluent dump station		1			1
Wastewater blocked drain		1	1		2
Water		45	6		51
Dirty drinking water		21	1		22
HRWS maintenance required		4			4
HRWS No water supply		1			1
Replace meter, toby or lid		12	1		13
Water leak - council-owned network, not parks or cemeteries		4	3		7
Water leak at meter/toby		3	1		4
Grand Total		221	30	49	300

Attachment 5



Report

SUBJECT: **RATANA WATER TREATMENT PLANT CONTRACT VARIATION**

TO: Council

FROM: Hamish Waugh

DATE: 6 December 2017

FILE: 5-CM-1-975

1 Executive Summary

1.1 Purpose of the report

To request a variation to the Filtration Technology Ltd. (Filtech) Contract for the completion of remaining work to complete the Ratana Water Treatment Plant upgrade.

1.2 Key Issues

Both the supply and construction of the Water Treatment processing, and the physical treatment building were proposed to be contained in a singular design-build contract. The Tendered costs for the building works alone (\$180k) was prohibitive and it was decided to separate the contract into two distinct deliverables, retaining Filtech to do the process treatment works only and retendering the building works as a separate contract.

Council put out a RFT to three kitset building suppliers for the design and construction of the physical building only, which was then awarded to KiwiSpan from Wanganui (for \$123k).

This left a balance of works outside of both contracts still to be completed, which did not fit within either the revised Filtech contract or the Kiwispan contract. These items were: The emergency shower and fire hoses, drainage of treatment by-product waste.

The purpose of this report is to recommend the award of these outstanding items directly to Filtech. as a variation to the existing contract 5-CM-1-975 on agreed competitive rates.

1.3 Major recommendations

That the report on the Ratana Water Treatment Plant Contract Variation be received.

That Council approve a variation to the Filtration Technology Ltd. Contract, 5-CM-1-975, for an additional \$95,000 (excl. GST) to allow for the completion of remaining upgrade works, thereby adjusting the contract price from \$641,892.39 to \$736,892.39 excl. GST.

2 Background

A preliminary design report was completed by Opus Consultants in 2012 outlining the possible treatment options available to RDC for treating the water from the newly established bore.

It was intended that an expression of interest (EOI) be put out to the open market in accordance with Council's procurement policy. The scope of work would include supply and installation of plant for the treatment process, the treatment building and building services, the bore and distribution pumps, the telemetry and SCADA and site works.

Opus Consultants advised that this contract was not economically viable for an overseas company due to the size of the plant and that there were only three companies within New Zealand were capable of supplying and installing the equipment required for the treatment. Opus Consultants recommended we contact each of the three companies directly to avoid unnecessary delays and costs of going through the usual procurement process. Of the three companies;

- Industrial Chemistry Services declined to tender.
- Davey Water Products advised they were able to tender but would have to delay the start date due to other commitments.
- Filtration Technology Limited (Filtech), who had already completed some laboratory testing upgrades in conjunction with RDC water treatment staff, expressed their interest in working with RDC on a collaborative basis to design and construct the new water treatment plant.

The Water Treatment processing contract was awarded to Filtech.

Council were successful in receiving a subsidy from the Ministry of Health for \$469,540.00 excl. GST. Based on the preliminary costing of works

2.1 Splitting of the Contract

The contract for the water treatment processing is a design-build contract, which typically transfers a significant amount of the risk associated with the contract to the contractor. For example, Filtec specified lime to increase the pH level of the water as required by the ion exchangers. While the plant was under construction, lime was determined to be unsuitable in this situation and an alternative of caustic soda was recommended. The additional costs of redesign and implementation of this work were on Filtec.

To minimise the overall costs it was decided to remove the non-specialist design components from the Filtech contract, as follows:

- The design and construction of the process building,
- The supply and installation of the brine tank,
- The supply and installation of the bore, and
- The supply and installation of the reticulation pumps.

2.2 Brine System Injector System

During an onsite meeting a potential operational hazard was identified with the location of the brine tank.

The brine tank is a 10,000 litre tank that containing a solution of one-third salt and two thirds water. The purpose of the brine is to regenerate the ion exchangers with sodium ions. The brine tank will require regular top ups, up to once a week, of salt. Salt is delivered in 40kg bags that will require manual handling with two people to lift and carry. In its previous position the only way to top up the salt is through an access port 2.3m off the ground. In its new position the access port will be located 0.8m off the ground giving much easier and safer access.

The necessary relocation of the brine tank and all other associated costs with setting up the new system comes to a total additional cost of \$57,000.

2.3 Emergency Shower and Fire Hoses

These items were omitted from Filtech's contract when making the changes to separate out the building and the plant equipment into separate contracts. These are essential items required for the building consent. The cost of the supply and installation of the shower and fire hoses are \$4,000.

2.4 Floor Drainage

In Filtech's design when the ion exchangers are regenerated they need to be backwashed to waste. The wastewater was then to be expelled into open drains set into the concrete floor.

Further work is required to optimise the drainage system. The price for the additional work is \$7,000.

2.5 Container Hire

Due to the delays in the construction of the building, additional hire charges have been incurred for the storage of the plant equipment. These costs come to a total of \$2,000.

2.6 Sand in Ion Exchangers

Due to a fault with the bore, sand was pumped through the plant which blocked the ion exchangers. To remove the sand, the ion exchanger resin will need to be removed and replaced the cost of which is \$15,000.

3 Conclusion

A variation to the contract C975 – Ratana Water Treatment Plant is required to complete the final stage of works and bring the plant online.

3.1 Funding required is as follows:

- Filtec Contract Variations - **\$95,000.00** excl. GST made up of the following:
 - Changes to the brine system - \$57,000
 - Emergency shower and Fire Hoses - \$4,000
 - Floor drainage - \$7,000
 - Container Hire - \$2,000
 - Remove sand from ion exchangers - \$15,000
 - Contingency - \$10,000

4 Budget

- 4.1 The proposed variation is to be funded from within the existing Ratana Water Treatment Contractor Budget G/L code 60601 77 391. No additional funding is required for this variation

5 Recommendations.

- 5.1 That the report on the Ratana Water Treatment Plant Contract Variation be received.
- 5.2 That Council approve a variation to the Filtration Technology Ltd. Contract (5-CM-1-975), for an additional \$95,000 (excl. GST) to allow for the completion of remaining upgrade works, thereby adjusting the contract price from \$641,892.39 to \$736,892.39 excl. GST.

Hamish Waugh
Infrastructure Manager

Attachment 6

Report

Subject: Delegated Authority for the Chief Executive to accept the tender recommendations for C1069 – Taihape Raw Water Falling Main-Stage 3

To: Elected Members, Rangitikei District Council

From: General Manager - Infrastructure

Copies: Glenn Young, Utility Manager, Wiremu Greening, Utilities Projects Team Leader

Date: 30 November 2017

File Ref: Contract : C1069 – Taihape Raw Water Falling Main – Stage 3

1 Executive Summary

1.1 Purpose of the report

The purpose of the report is to seek Council's approval to provide delegated authority to the Chief Executive to award the Taihape Raw Water Falling Main Stage 3 in January 2018 thus enabling the Contractor to commence work as soon as possible to avoid possible weather impacts later in the year.

1.2 Key issues

It is proposed to request this delegated authority from Council to ensure that contract can commence as soon as possible due to:

- limited time frame for tendering, evaluation and awarding of tenders
- the contract time line.
- current Contractor's commitments
- delays due to the supply of materials from the pipe and water fittings manufacturer and supplier.
- to enable commencement of physical works as soon as practicable within the construction window and minimise the risk exposure due to unsuitable weather.

The 315mm OD (outside diameter) Polyethylene (PE) pipeline requires a minimum 4-6 weeks to manufacture and deliver after the receipt of an order, being post tender acceptance. In addition some of the specified water fittings are not off the shelf items and will require a special run of casting or fabrication at the factories.

For these reasons and the site works location (Taihape high country), where winter weather can affect progress of contract works, it is prudent to award the contract as early possible to ensure that the bulk of trenching works can completed in the summer months

1.3 Major recommendations

That the Chief Executive of Rangitikei District Council be given delegated authority to award the tender for contract for the Taihape Raw Water Falling Main - Stage 3 (C1069), if the recommended tender price after evaluation is within the Engineers estimate of \$1,161,000 plus GST.

This estimate of \$1,161,000 includes a 15 % contingency of \$145,600 and is in accordance with the 2017/18 Annual Plan budget.

2 Context

2.1 Background

This project is included in the 2017/18 Annual Budget.

A pre-qualification expression of interest process was undertaken in September 2017 to seek out suitably experienced Contractors to undertake this work which includes trenching and directional drilling to lay this new 315mm OD PE pipeline.

The new pipeline will be 651m long and will be laid on Mr. Pryce Williams's property which is off Kakariki Road near Mataroa. Location maps are attached as [Appendix 1](#).

Three submissions with requested attributes were received from Contractors.

These contractors were Blackley Contractors Ltd. and Higgins Contractors Ltd. from Palmerston North and I D Loaders Ltd. from Wanganui.

After evaluation of the Contractors' submitted attributes it was concluded that all three Contractors possessed the track record, relevant experience, qualified staff, management skills, resources and funding capability to complete the contract.

2.2 Long Term Plan

The importance of this critical asset has long been recognised and this contract is part of the programme to upgrade this aged and fragile water supply pipeline feeding Taihape.

In the next 3 years with a planned annual replacement of 1.0 km of new pipe, the total 11.0km pipeline will be renewed.

2.3 Significance

The proposal involves the renewal of a section of the Taihape sole water supply feed to the Township.

This forms part of the group of Strategic Assets as described in the Significance and Engagement Policy.

If the recommendation is carried, the current levels of service will continue to be provided through modern infrastructure renewals.

If not carried, the levels of service currently provided cannot be guaranteed into the future.

The resilience of the existing piece of infrastructure will be much improved as the steel pipeline has suffered serious leaks in the past.

There is a minor leak on the current section being renewed.

2.4 Maori consultation

No consultation undertaken.

2.5 Legal issues

No legal issues are foreseen but as work will be carried out on private property the contract will include clauses to protect private property and ensure consultation with the landowner.

2.6 Approach

Consultation associated with this proposal has been with the affected property owner, Mr Pryce Williams with regards to:

- area of farm of his that will be affected and reinstatement works
- expected contract duration
- proposed daily communication between Contractor and farm manager, and his farming operations and the OSH requirements to be imposed on the Contractor to ensure safety for all working and residing on site.

When the contract has been awarded the land owner will be informed accordingly as to the details of the successful Contractor and the Contractor's programme of works and Project Quality Plan.

The landowner will also be invited to comment on these and Council and Contractor will attempt to meet all reasonable requests from the landowner.

3 Analysis

3.1 Views

Except for the affected landowner, no wider community views has been sought.

3.2 Options

This tender includes provisions for alternative materials in terms of the water fittings which can either be ductile iron, concrete lined fittings or high density polyethylene type or even specially fabricated concrete lined steel fittings.

Deferring the project would have a detrimental effect on viability of the water main is which are fragile with known leakage issues

The most appropriate alignment of the new pipeline was selected in consultation with the land owner.

3.3 Costs

An Engineer estimate has been prepared and the total amounted to \$1,161,000 which included a 15% contingency of \$145,000.

Funding for this project has been allowed for the 2017-18 Annual Plan budget.

4 Conclusions

4.1 Delegated Authority

Normally the tender recommendation would be tabled at the full Council meeting and because of the tender amount, this must be approved by Council.

Due to time constraints it is proposed to seek Council's approval to award Chief Executive the delegated authority to accept this tender, with the outcome being reported to Council at its meeting on 25 January 2018.

4.2 Impact on Council policy

Procurement Policy.

The first recommendation contained within this report is believed to represent the best value for money over the lifetime of the infrastructure in question, as per the requirements of the Rangitikei District Council Procurement Policy. The tendered work is being prepared and being offered to the three pre-approved Contractors to submit a tender.

The expected tender closing date is 19th December 2017.

The tender will be evaluated between 20 December 2017 to 9 January 2018.

A tender evaluation will then be prepared by 12 January 2018 for the Chief Executive's consideration.

The contract is expected to be awarded soon after this date and specified duration of contract works is at least 12 weeks after the official commencement date, which is April/May 2018

5 Recommendation

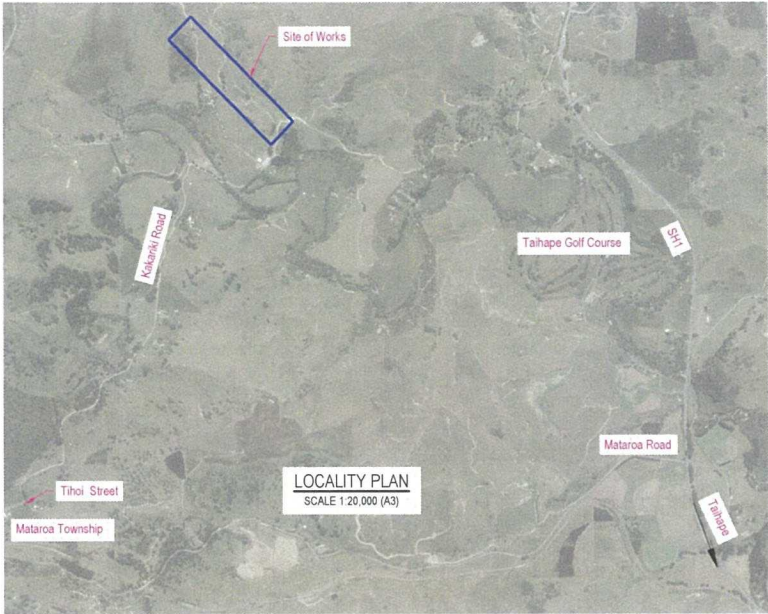
5.1 That the report 'Delegated authority for the Chief Executive to accept the tender recommendation for C1069 – Taihape Raw Water Falling Main Stage 3' be received.

5.2 That the Chief Executive of Rangitikei District Council be given delegated authority to award the tender for contract for the Taihape Raw Water Falling Main - Stage 3 (C1069), if the recommended tender price after evaluation is no more than \$1,250,000 (excluding GST) and report the outcome to Council's meeting on 25 January 2018.

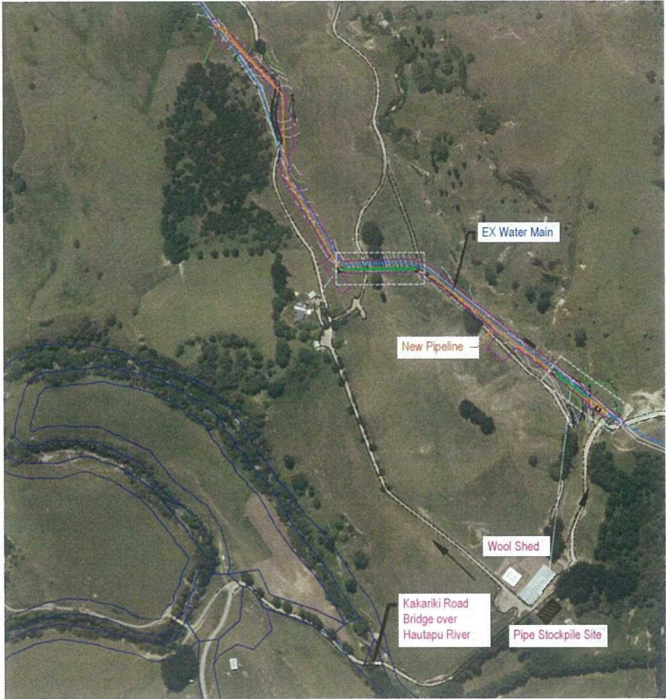
Hamish Waugh
General Manager - Infrastructure

Appendix 1

30/11/2017 13:42 C:\A2-C\DRIVE\LOCAL\DRAWINGS\5006-S100-STARTED 20160608 TAIHAPE RAW WATER FALLING MAIN STAGE 30006-SHEET 162-REPORTS.DWG



RANGITIKEI DISTRICT COUNCIL
CONTRACT NO: C1069 - TAIHAPE RAW WATER FALLING MAIN - STAGE 3



		DATE		08/17		ORIGIN OF LEVELS	
		NAME		DATE		BENCHMARK	
		DESIGNED		CCG		08/17	
		DESIGN CHECK		CP		18/17	
		DRAWN		CCG		09/2017	
		DRAWING CHECK		CP		18/2017	
		APPROVED		CV		18/2017	
REV	AMENDMENTS	DATE	INITIAL	APPROVED	DATE	N2TM HORIZONTAL MOTURU DATUM 1983 VERTICAL	

				TAIHAPE RAW WATER FALLING MAIN RENEWAL - STAGE 3 253 Kakariki Road Taihape		DRAWING STATUS FOR TENDER ONLY	
INFRASTRUCTURE SHARED SERVICES		Rangitikei		LOCALITY PLAN & SITE OF WORKS		SCALE (A3) 1:5,000 & 1:20,000	
						DRAWING No 5006	SHEET No 1 OF 9
							REV 0

Attachment 7



Memorandum

To: Council
From: Katrina Gray
Date: 7 December 2017
Subject: **Review of eleventh workshop (7 December 2017)**
File: 1-LTP-4-7

The new topics covered during this workshop were:

- a) Budget
- b) Revenue and Financing Policy

a) Budget

A recap of the current progress and key features of the finances for the LTP was provided as follows:

- All levels of service changes have been factored in.
- No extra external funding shown for 3 waters or community facilities.
- Rubbish/recycling excluded.
- Depreciation factored in.
- Issues with debt/capita and net debt/rates income.
- Rates increases have continued to be smoothed.

b) Revenue and Financing Policy

Based on the current revenue and Financing Policy the UAGC is sitting over the 30% legislative cap. This needs to be addressed before there is more detailed work done. Options discussed to address the issue included:

- Moving stormwater to the general rate
- Community Leadership to change to 50:50 UAGC/general rate
- Investigation of a differential rate for commercial properties.

There is still a need to move Hunterville water to district-wide funding.

Further scenarios will be provided at the 14 December 2017 Council meeting.

Attachment 8



Rangitikei
WATER SUPPLY...

Rural Water Supply Policy¹

Refer to Delegated Authority of Rural Water Supply Sub-Committees.

1 Purpose

The Rural Water Supply Policy explains how the Rangitikei District Council operates and manages the Erewhon, Hunterville and Omatane Rural Water Schemes and any subsequent rural water schemes constructed and managed by the Council. It outlines how the schemes function and should be read in conjunction with the delegated authority of the Erewhon, Hunterville and Omatane Rural Water Supply Management Sub-Committees.

2 Agreement for Supply

- 2.1 The consumer shall enter into an agreement with such conditions as Council may require in relation to the supply of water.
- 2.2 No property shall connect to or be served by the rural water supply, until application has been made and approved and an agreement entered into.

3 Application for Supply

- 3.1 No new connections will be made until the appropriate connection fee has been paid in full. This application fee shall be at least equal to that fee paid by original consumers of the relevant scheme together with compounded interest thereon.
- 3.2 New consumers shall pay a capital contribution for connection to and participation in the scheme.
- 3.3 Applications for an increase in supply will be approved where it is practicable to do so and the appropriate fee has been paid provided that the total quantity supplied does not exceed the property's share of the scheme's capacity.
- 3.4 Decreases in supply will generally only be allowed at the end of each financial year of Council.
- 3.5 The supply to each property shall be as far as practically possible continuous through orifice valves which will provide a constant flow throughout the year into the customer's primary tank(s).
- 3.6 A register shall be kept detailing the points of supply to a consumer, the size of the orifice valve or valves for each supply and the properties and area supplied there from.

4 Non-potable Supply

¹ 09/RDC/072

4.1 Rural Water Supplies are non-potable. Water provided is not intended for human consumption. If a property owner wishes the water to be used for human consumption, they must install appropriate treatment within the property at their own cost.

45 Supply Not Guaranteed

4.15.1 The uninterrupted supply of water is not guaranteed and no allowance or compensation will be made on the account of water not being supplied, whether by accident or for the purpose of scheme construction, extension, or maintenance.

5.2 Each property owner shall provide on their property storage of water. The amount of storage required, and responsibility for the cost, shall be set by the relevant Committee.

56 Waste of Water

6.1 A person who is supplied with reticulated water by, or on behalf of, a Rural Water Supply must not waste the water or allow it to be wasted.

6.2 Wastage of water is to be reported to a member of the relevant Rural Water Supply Committee or to Council staff as soon as possible.

6.3 If a consumer wilfully or negligently wastes water, the supply to that consumer may be cut-off and stopped at the appropriate point until satisfactory repairs have been made.

67 Property to which Water is Supplied

6.17.1 Subdivisions

Where any participant's property is subdivided and sold into separate ownership and control, it shall be the responsibility of the owner of the property being subdivided to negotiate with the purchaser(s) of the new lot or lots, an agreement concerning the participation of those lots in the Scheme and such agreement will be subject to Council approval. ~~Such approval will not, however, be unreasonably withheld.~~ New scheme mains and/or tank installation, if any, shall be at the expense of the property owner or purchaser.

6.27.2 Whole of a Property to be a Part of the Scheme

The whole of any participant's property shall be included in the Scheme and all capital contribution quantity of water supplied and operating costs shall be determined having regard to the total area and stock carrying capacity of the whole property unless determined otherwise by Council.

6.37.3 Sale of Participant Property

Commented [DM1]: This is the final wording, requested by Erewhon Rural Water Supply Sub-committee on 9/8/2017.

Revised wording, originally requested by Hunterville Rural Water Supply Sub-committee was: "Each property owner shall provide on their property the equivalent of 48 hours storage of water at peak demand for that property. This shall be at their own expense."

Revised wording, requested by Omatane Rural water Supply Sub-committee on 10/5/2017 was: "Each property owner shall provide on their property storage of water. This shall be at their own expense. The amount of storage required shall be set by the relevant Committee."

Omatane Rural Water Supply does not require consumers to have 48 hours' storage.

Erewhon Rural Water Supply does not require consumers to have storage at their own cost.

Where a participant property is sold to the owner of an adjoining non-participant property and the two properties are to be operated as one, the maximum water entitlement shall be limited to the maximum water entitlement of the participant's portion and no water shall be piped or transported across the boundary between the participating and non-participating portions of the total area without Council approval.

~~6.4~~7.4 When for any reason a supply of water to a property is no longer required, the owner or occupier shall remain responsible for payment for water supplied unless relief is specifically approved by Council.

~~7.8~~ Water Charges

~~7.1~~8.1 Water charges shall be set and may prescribe a scale of charges, which may differ from those in any rural water supply, or differ from subdivisions (if any) within the same rural water supply.

The charges shall:

- a. Fix an annual charge per unit. The value of this charge shall be referred to as the 'unit charge' and shall apply to all supply sites.
- b. Fix a charge per cubic meter for water metered and sold in bulk. Unless specifically fixed, the value of this rate shall be taken as one hundredth of the unit-charge and shall apply to all water supplied other than to supply sites.
- c. Fix other charges for water supplied, or connections made whether to a consumer or not, under such conditions and at such rate as from time to time determined.
- d. Fix a charge for the provision of an additional supply site for an existing customer. Unless determined otherwise, the value of this new supply site charge shall be taken as equal to the unit-charge. In addition, to such charges the consumer concerned shall also bear the full cost of all materials, plant, and labour used to establish the new supply-site, including the cost of providing any necessary pipeline additions or modifications.
- e. Fix a charge for increasing the constant-flow-valve size.
- f. Fix a charge for decreasing the size of the constant-flow-valve.
- g. Fix a charge for the connection of a new consumer.

In addition to these charges the new consumer shall also bear the full or part cost of all materials and labour and engineering and overheads used to establish the

new supply-site(s) including the cost of all rural water supply additions or modifications necessary as may be determined by Council.

Where any consumer becomes liable to a charge for a supply of water, after the start of the water year, the consumer shall pay for the first year a proportion of the annual charges equivalent to the number of complete months during which water has been supplied.

7.28.2 Water supplied to a non-rateable property in the District shall be by orifice-valve size and charged at such rates as may from time to time be fixed by Council or as may be agreed on with any person receiving that supply. Minimum charges for such extraordinary supply may likewise be specified.

89 Damage

8.19.1 Council will not be responsible for any damage that may in any way arise from the bursting or overflow of any rural water supply, or private water reticulation.

8.29.2 If a property owner causes accidental damage to a rural water supply pipe by any action the owner may be held liable for the cost of the repair.

9.3 Each property owner is liable for the maintenance of adequate insulation and protection for the constant flow valve and pipeline connection between the valve and the primary tank(s) against damage due to weather, stock, etc.

8.39.4 Property owners and occupiers must allow reasonable access for operation and maintenance of the Rural Water Supply to persons engaged for such.

Attachment 9

Rangitikei District Council

Creative NZ Meeting

Minutes – Wednesday 29 November 2017 – 10:00 AM

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1	Welcome	2
2	Apologies.....	2
3	Opportunity for applicants to address the Committee.....	2
4	Minutes of Previous Meeting.....	2
5	Creative Communities Applications November 2017	3
6	Meeting Closed	5

Present:

Ms Gill Duncan (Chair)
 Ms Anne George
 Ms Katarina Hina
 Ms Marion McPhee
 Mr Paul Marcroft
 Ms Raewyn Turner
 Cr Richard Aslett
 His Worship the Mayor Andy Watson

In attendance:

Ms Nardia Gower, Governance Administrator
 Ms Kamaka Manuel, Te Reanga Morehu O Ratana Trust

1 Welcome

The Chair welcomed everyone to the meeting,

2 Apologies

That the apology for the leave of absence from Regan Barsdell was received.

3 Opportunity for Applicants to Address the Committee

A tabled written letter from Mandi Lynn for the Everybody is a Treasure Charitable Trust (Treasures Hidden in Plain Sight – a Body Positive Activism Festival – Rangitikei).

Kamaka Manuel presenting for the Te Reanga Morehu o Ratana Trust (2018 Te Kahui Maunga Regional Kapahaka Competition) acknowledged the Mayor and Committee members. His key comments were:

- The event is a regional adult Kapa Haka competition that feeds into the national Matatini Competition. It will be the first time it is to be held at Ratana Paa, and will come off the back of Ratana Celebrations in January 25. It will draw an estimated 1600 people to Ratana.
- The stage needs to meet national Kapa haka standards and requirements, and due diligence was completed by the committee to find the most suitable supplier for the event.
- The Kapa Haka committee currently has confirmed \$55k from funders.

The Committee member's comments are highlighted:

- The Rangitikei representative at the event will be the Ratana Kapa Haka group who are current champions in the competition and have national accolades.
- This event acts as the qualifying adult competition for Matatini.
- The event will go ahead regardless of weather with Health and Safety been taken into consideration including with regard to technology and working with suppliers.
- A comprehensive site plan including site plan with shelter, with particular consideration for kaumatua. NGO's have been engaged with Health and Safety collaborations.
- The committee noted the increased profile to the Rangitikei District through the high level placing of Ratana Kapa haka group.
- Kamaka welcomes discussion with Council and the wider district in regards to joint ventures and asset sharing. Ms Hina offered to assist with Whanganui regional council discussions.

4 Conflicts of interest

The Chair reminded the Committee to declare any conflicts of interest.

The Chair declared a conflict of interest with the Taihape Application due to sitting on the Taihape Community Development Trust committee.

5 Minutes of Previous Meeting

Resolved minute number **17/CNZ/11** **File Ref** **3-GF-3-2**

That the minutes of the previous meeting of the Creative Communities Assessment Committee on 26 April 2017 be taken as read and verified as an accurate and correct record of the meeting.

Ms George / Ms Turner. Carried

6 Creative Communities Applications November 2017

Resolved minute number **17/CNZ/12** **File Ref** **3-GF-3-1**

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

Ms Duncan / His Worship the Mayor. Carried

Te Reanga Morehu o Ratana Trust: 2018 Te Kahui Maunga Regional Kaphaka Competition

Committee discussed the large financial request that is above the allocated budget, but agreed the application and event held high merit, and although the full requested amount could not be granted appreciated every little bit helps.

The Committee agreed that this was a good opportunity for the branding of Creative NZ

Barry Williams: 1000 Poppies in the Park

Scored highly, Low cost and high involvement. Stand out. Involves lots of children and builds their skills.

Turakina Caledonian Highland games

Proven highlight every year that is not requesting high financial input for the level of exposure. The Committee noted the event is well organised and has a weather contingency plan. Noted was the advantage of having a competition for Highland dancers

Questions was raised in regards to:

- the need for funding considering the cash reserves and other funding applications.
- the event, being more an event than creative.
- bringing in overseas judges as necessary.

Good event. Noted funding for last 4 years, and queried if the event should be working towards sustainability rather than continual funding.

Everybody is a Treasure Charitable Trust: Treasures Hidden in Plain Sight – A body Artivism Festival - Rangitikei

The level of participation by the Taihape female community had mixed views from the Committee. Merit was given to the application for having different level of funding options.

The committee agreed that feedback from previous participants would have added weight to the application. After discussion the committee agreed that the application held enough merit for the lower level of funding option with consideration being given to funding for success.

Taihape Community Development Trust.

Cr Aslett noted he volunteers for the project, but has no pecuniary interest.

The Chair Ms Duncan noted a conflict of interest as a new Trust Board member.

His Worship the Mayor stood in as chaired for this application.

The Committee noted the large number of children involved in an arts project, particularly in relation to the small amount of funding requested.

It was noted that the funding listed as wages was for the facilitator and tutor, which is a legible cost under this funding scheme.

Resolved minute number	17/CNZ/13	File Ref	3-GF-3-2
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That the Creative New Zealand Funding Assessment Committee approve the applications, listed below, on behalf of the Creative Community Scheme (Creative New Zealand), and disburse the funds to successful applicants:

- | | |
|---|-----------|
| • Barry Williams: 1000 Poppies in the Park | \$285.00 |
| • Turakina Caledonian Society Inc: 154 th Turakina Highland Games | \$1445.20 |
| • Te Reanga Morehu o Ratana Trust: 2018 Te Kahui Maunga Regional Kaphaka Competition | \$3200.34 |
| • Everybody is a Treasure Charitable Trust: Treasures Hidden in Plain Sight – A body Artivism Festival - Rangitikei | \$2663.66 |
| • Taihape Community Development Trust | \$313.00 |

Ms Duncan / Cr Aslett. Carried

Resolved minute number	17/CNZ/14	File Ref	3-GF-3-2
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That the following Creative Communities Project Report Forms be received:

- Taihape Community Development Trust (Gumboot Day 2017)
- Turakina Caledonian Society Inc: 153rd Turakina Highland Games
- Bulls District Community Trust: Art for Arts Sake Exhibition & Bulls Wear-a-bull Arts
- Arts Creation for Harvest Fair 2017 – Project Marton *tabled*

Ms Hina / Cr Aslett. Carried

7 Next meeting

24 April 2018 10:00 am

8 Meeting Closed

12.15 pm

Confirmed/Chair: _____

Date:

Unconfirmed

Rangitikei District Council

Finance and Performance Committee Meeting

Minutes – Thursday 30 November 2017 – 9:30 AM

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18	Meeting Closed	9

Present: Cr Nigel Belsham (Chair)
Cr Cath Ash
Cr Dean McManaway
Cr Soraya Peke-Mason
Cr Ruth Rainey
Cr Lynne Sheridan
Cr David Wilson
His Worship the Mayor, Andy Watson

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

Tabled Documents **Item 6:** Chair's Report
 Item 9: Mortgage Letters for the last four years

1 Welcome

The Chair welcomed everyone to the meeting

2 Council Prayer

His Worship the Mayor read the Council Prayer

3 Apologies/Leave of Absence

That the apology for the absence of Cr Platt be received

Cr Rainey / Cr Sheridan. Carried

4 Members' Conflict of Interest

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

5 Confirmation of order of business

There was no change in the order of business.

It was noted that the speakers to the funding applications would speak when they arrived.

6 Chair's Report

The Chair's report was taken as read.

The Committee was updated on Nga Tawa's multi turf project with the latest indication that it will be installed in 2019. A refurbishment to the tennis court area is taking place in the short term. Fundraising for the project is still being undertaken with a note that Council's funding was on the condition of being the last funder.

Cr Wilson declared conflict of interest as being the Chair of Nga Tawa Board of Trustees.

The Committee discussed the possibility of giving Nga Tawa the money prior to the previous arrangement of being the last funder. The Committee agreed to hold funds until further discussions with the school.

Resolved minute number

17/FPE/154

File Ref

3-CT-14-1

That the Chair's Report to the Finance/Performance Committee meeting on 30 November 2017 be received.

Cr Belsham / Cr Rainey. Carried

7 Minutes of Previous Meeting

Resolved minute number 17/FPE/155 **File Ref**

That the Minutes of the Finance/Performance Committee meeting held on 26 October 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Ash / Cr Sheridan. Carried

8 Progress with strategic issues

The Committee noted the comments in the agenda.

9 Financial Highlights and Commentary – October 2017

Mr McIrvine noted that two bonds have matured with a return of \$1.0 million from Rabobank and \$1.5 million from the former Manukau City Council. \$5 million has been placed in a Term Investment with Westpac which is the investment limit for any one bank. Council is in discussion with Craigs investment Partners regarding further investment opportunities.

Staff are discussing a process of an adjustment in rate payment dates to level out fluctuations.

Further investigations are underway into the increased water usage from the Hunterville Rural Water Scheme, resulting in higher electricity charges for Council. This issue will be a discussion item at the Hunterville Rural Water Scheme meeting next week, with a follow up report to the Finance/Performance Committee.

Quotable Value is scheduled to attend the Council meeting on 14 December updating elected members on the District's recent revaluations.

Resolved minute number 17/FPE/156 **File Ref** 5-FR-4-1

That the memorandum 'Financial Highlights and Commentary – October 2017 to the Finance/Performance Committee meeting on 30 November 2017 be received.

Cr Sheridan / Cr Ash. Carried

Cr Ash left at 10:32-10:33

10 Treasury Management Policy

Resolved minute number

17/FPE/157

File Ref

That the 'Treasury Management Policy including Liability Management and Investment Policies' to the Finance/Performance Committee meeting on 30 November 2017 is received

Cr Peke-Mason / Cr Sheridan. Carried

11 Consideration of applications to the Community Initiatives Fund

Rachel Carter addressed the committee for the Bulls Toy Library application

Ms Carter introduced herself as the President of Bulls Toy Library stating that it reopened in July with a new dedicated committee, and has 27 families joined as members, the highest on record. The committee has placed priority on replacing toys with other fundraising activities including other grants, raffles, sausage sizzles and lollies jars.

They committee has not gathered statistics on the number of young children in the region. The Toy Library services families in the wider region that included Bulls and southern Rangitikei as well as Ohakea, Sanson, Halcombe and Kimbolton.

The Committee then discussed each application; the main points raised being as follows:

Taihape Playcentre

Committee was supportive of this application. Discussion noted that the fund was for a capital purchase.

Project Litefoot

The committee noted that the application was for a national organisation, which did not include support from any local club and did not state which local clubs would be approached by the organisation. One Committee member has seen in the project in place at local club and spoke to its benefit to clubs and to District.

Marton Friendship Club

The Committee agreed that the Hall and its Committee provide a good service to the Marton community and the facility is well used with good support.

Bulls Toy Library

The Committee discussed the application noting the facility is much more than a toy library: young families share their experiences and find support.

Marton School

The Committee commented on the merit of the activity for its cultural and heritage aspect; however concern was raised in regards to the capital asset purchases and the fundraising aspect of the application.

Resolved minute number	17/FPE/158	File Ref	3-GF-8-3
1	That the report 'Consideration of applications for the Community Initiative Fund 2017/2018 – Round Two be received.		
2	That the following Project Report Forms be received:		
	<ul style="list-style-type: none"> • Marton Samoan Rugby Team – Rugby Jerseys • Wanganui Area Neighbourhood Support Groups Inc – Neighbourhood Support Rangitikei 		
	Cr Rainey / Cr Sheridan. Carried		

Resolved minute number	17/FPE/159	File Ref	3-GF-8-3
That the Finance/Performance Committee approve the applications, listed below, and disperse the Community Initiatives Fund as outlined to successful applicants.			
	<ul style="list-style-type: none"> • Taihape Playcentre • Project LiteFoot • Marton Friendship Club • Bulls Toy Library • Marton School 		\$2500 \$900 \$950 \$1254 \$650
	Cr Peke-Mason / Cr Ash. Carried		

Resolved minute number	17/FPE/160	File Ref	3-GF-8-3
That the Finance/Performance Committee agree that the unspent portion of the Community Initiatives Fund remains unspent.			
	Cr Belsham / Cr Rainey		

12 Consideration of applications to the Event promotion Scheme

Jan Harris addressed the committee for the Bulls Christmas Parade application

Ms Harris highlighted how the Bulls Christmas Parade brings rural and urban communities together with 500 people involved either coming to the parade or participating in a float. The Bulls community has had a lot of fundraising requests recently with large financial contributions to the Bulls Community Centre project. Further business fundraising has included the new Bull-Bag eco bags that saw \$7500 raised by local business.

Questions asked by the Committee noted that the photography quote was \$150 instead of \$300 and the bouncy castle was no longer planned and therefore not an expense to include.

The Committee then discussed each application; the main points raised being as follows:

Taihape Area Dressage

The Committee noted that this is a proactive group, which has invested time and energy into Council facilities for their sport. It was noted that the application is a repetitive requests for funding.

Bulls Christmas Parade

The Committee questioned whether the funding of the Bulls Christmas Parade was covered within the MoU agreement with the Bulls Community Development Trust, noting that approach had not been made to other potential funders. The Committee agreed that further consideration needs to be given to the ongoing funding of the District's Christmas Parades. Currently traffic management services are covered by Council.

Taihape A & P Show

The Committee noted there were new members of the A & P Committee who are committed to reinvigorate the event. Attendance numbers had been dwindling. The Committee favoured this event coinciding with Gumboot Day.

Te Kahui Maunga Regional Kapahaka Competition

The Committee saw this was a special and one off event, but saw a need for wider conversation for a regional perspective and buy-in. While only a small number of people from Rangitikei were expected to attend, the event would provide high exposure for the District, with value from the number of people travelling through the District to attend.

Resolved minute number	17/FPE/161	File Ref	3-GF-11-3
1	That the report 'Consideration of applications for the Events Sponsorship Scheme 2017-2018 – Round Two be received.		
2	That the following Project Report Forms be received:		
	<ul style="list-style-type: none"> • Marton Jaycees – Marton Christmas Parade 2016 • Shane Bird - Hunterville Bullride • Mangaweka Community Committee – Mangaweka French Twilight Dinner 		

Cr Sheridan / Cr Peke-Mason. Carried

Resolved minute number	17/FPE/162	File Ref	3-GF-11-3
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That the Finance / Performance Committee approve the sponsorship of events listed below, and disperse the Events Sponsorship Scheme as outlined to successful applicants:

- | | |
|---|---------|
| • Taihape Dressage Christmas Championships | \$ 1900 |
| • Annual Bulls Christmas Parade | \$525 |
| • Taihape A & P Show | \$ 1000 |
| • Te Kahui Maunga Regional Kapahaka Competition | \$ 5600 |

Cr Sheridan / Cr Ash. Carried

Motion

That the remaining funds for Events Sponsorship Scheme of \$825 be allocated to the Te Kahui Maunga Regional Kapahaka Competition

Cr Peke-Mason. *Lapsed - No seconder*

Resolved minute number	17/FPE/163	File Ref	3-GF-11-3
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That the Finance/Performance Committee agree that the unspent portion of the Events Sponsorship Scheme remains unspent

Cr Rainey / Cr Sheridan. Carried
Cr Peke-Mason against

Cr Peke-Mason left at 12:01-12:02

13 Update from Subdivision Group

There was no verbal update.

14 Statement of Service Performance 1 July 2017 – 30 September 2017

Mr Hodder spoke to the 3 month Statement of Performance noting that some information was not available in that timeframe. While there would be more detail in the six-month Statement, the residents' survey (typically done during April) would not be noted until the 9 month Statement of Performance.

Timeliness of responses to roading requests for service is less than desired.

The Committee raised with staff a recent incidence of the Council phones experiencing an outage during out-of-hour service times, understanding that service request breakdowns would be slightly skewed during such incidences.

The Committee discussed strategic analysis of future works programmes and reprioritising and reallocation of surplus funds into such areas.

Resolved minute number

17/FPE/164

File Ref

That the 'Statement of Service Performance 1 July 2017 – 30 September 2017' be received.

Cr McManaway / Cr Sheridan. Carried

15 Late Items

None

16 Future Items for the Agenda

None

17 Next Meeting

Thursday, 22 February 2018, 9.30 am

18 Meeting Closed

12.11 pm.

Confirmed/Chair: _____

Date:

Rangitikei District Council

Te Roopu Ahi Kaa Komiti Meeting

Minutes – Tuesday 5 December 2017 – 11:00 am

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Present:

- Mr Pahia Turia (Chair)
- Ms Tracey Hiroa
- Mr Robert Gray
- Ms Kim Savage
- Mr Thomas Curtis
- Ms Carol Raukawa-Manuel
- Mr Charlie Mete
- Mr Chris Shenton
- Ms Hari Benevides
- Mr Terry Steedman
- Ms Katarina Hina
- Ms Naumai Wipaki
- Cr Cath Ash

In attendance:

- Mr Michael Hodder, Community & Regulatory Services Group Manager
- Ms Ellen Webb-Moore, Policy Analyst/Planner
- Ms Christin Ritchie, Governance Administrator
- Mr Blair Jamieson, Strategy and Planning Community Manager

1 Karakia/Welcome

The meeting was opened at 11.00 am. The Chair welcomed everyone to the meeting.

2 Apologies

That the apologies from His Worship the Mayor, Cr Peke-Mason and the Chief Executive, Mr McNeil, be received as they were both attending the Regional Chiefs Meeting.

3 Members' conflict of interest

The Chair reminded 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 and late items

There were no changes to the order of business or late items submitted.

5 Whakatau Nga Tuhinga Korero / Confirmation of minutes

Resolved minute number	17/IWI/035	File Ref	3-CT-8-2
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That the Minutes of the Te Roopu Ahi Kaa Komiti meeting held on 10 October 2017 be taken as read and verified as an accurate and correct record of the meeting.

Ms Savage / Mr Shenton. Carried

6 Chair's report

The Chair wished to thank all those who attended the 2 November hui with Council. He felt it was worthwhile to have such face-to-face meetings (a view also expressed to him by His Worship the Mayor) and he hoped they would happen more often. The Chair observed that the Komiti did not have to be in agreement on everything but would strive to achieve a consensus.

The Chair also mentioned the new government which has come into force since the last meeting. Even though it was not expected, he thought it was potentially advantageous for Crown-Iwi relationships.

7 Feedback on Komiti's workshop

The Komiti had varying views about separate Maori representation. Members had discussed the Council's proposed job description for a Maori/Iwi Liaison Officer, agreeing to continue discussions with their respective runanga/hapu and discussions, and come back to the April 2018 meeting

A letter from the Winiata Marae (Ngāti Hinemanu/Ngāti Paki) was read by the Chair and submitted as a tabled document. It supported having two Maori Wards within the Rangitikei and no diminution of the role of Te Roopu Ahi Kaa.

8 Council decisions on recommendations from the Komiti

There were no recommendations from the Komiti presented to the Council meeting on 26 October 2017.

9 Council responses to queries raised at previous hui.

There were no queries for Council staff raised at the previous hui on 10 October 2017.

10 Update from Council's meetings from October - November 2017

Mr Hodder spoke to the report, highlighting the following:

- The findings of the Local Government Excellence Programme were announced in October 2017, noting the Council has well-considered strategies, careful financial management and a commitment to service improvement. Council will be considering the recommended areas of improvement very soon.
- Traffic and Parking bylaw – this has been adopted including (after further consideration by Council on 30 November) the section on heavy vehicles.
- Council has completed the required consultation on whether to define priority areas for earthquake-prone buildings within the District. Most submitters opposed doing this, and Council has decided against having any such areas. Council will be lobbying the Government for funding support for owners of earthquake-prone buildings in small rural towns. The costs of strengthening may mean some owners simply walk away.
- Wastewater – The Council has extended the current arrangement to accept treated leachate from Bonny Gen landfill at the Marton wastewater treatment plant for three months, to allow preparation and consideration of a business case (and an associated trade waste bylaw). The Council is considering piping Marton's wastewater to Bulls for discharge to land instead of (as now) into the Tutaenui Stream. An advisory group has been established and now includes members from Bulls.

Resolved minute number

17/IWI/036

File Ref

3-CT-8-1

That the memorandum 'Update from Council's meetings in October - November 2017' be received.

Ms Hina / Mr Curtis

11 Update from the representative to Council's Assets/Infrastructure Committee

Ms Hiroa provided a verbal update from the Assets/Infrastructure meeting held on 9 November 2017, noting the following

- Predominantly a listening role – business is more operational than governance.
- Looking to establish a northern representatives group consisting of Te Roopu Ahi Kaa and council members. This would look at issues and commonalities.
- Keen to have more Te Roopu Ahi Kaa representatives at Council committee meetings. Currently just Ms Hiroa with the Assets/Infrastructure meeting and Mr Shenton involved with the wastewater. Ideally the Komiti would have representation on the Policy/Planning and the Finance/Performance meetings.

The Chair suggested that a decision matrix be established in order to ensure the same messages are being conveyed by all of the representatives.

12 Te Roopu Ahi Kaa and Council Combined Workshop 2 November 2017 - Notes

Ms Webb-Moore spoke to her report, noting that the statement about 'Development of Maori capacity to contribute to council decision making policy' (a requirement under the Local Government Act) is included within the Long Term Plan. Changes have been made to reflect current practice and recent developments in the area.

Resolved minute number 17/IWI/037 **File Ref** 3-CT-8-1

That the memorandum 'Te Roopu Ahi Kaa and Council Combined Workshop 2 November 2017 - Notes' be received.

Mr Curtis / Ms Hiroa

Resolved minute number 17/IWI/039 **File Ref** 3-CT-8-1

That the revised Rates remission policy on Maori freehold land without amendment be referred to Council for consideration and public consultation at the same time as the Consultation Document for the 2018-28 Long Term Plan

Mr Curtis / Mr Steedman

The Komiti agreed to carry forward to the next meeting consideration of the revised statement on Maori Capacity to contribute to decision making, so that a recommendation could be made to Council's meeting later that month.

13 Update on landlocked land

No update was provided.

14 Update on Te Pae Tawhiti

A verbal update was provided by the Chair:

Te Pae Tawhiti is looking to employ an Economic Development Manager. A job description has gone out to market, and two applicants have applied.

15 Update on the 'Path to Well-Being' initiative – December 2017

Mr Jamieson spoke to the report:

Council has focussed on reviewing and redeveloping its Youth Programme and offerings across the District. Budget has been allocated across three spaces (Bulls, Marton and Taihape). Marton has already opened a facility on Broadway Ave called 'The Lobby'. It not only offers space for youth to relax but also offers a private area for counselling services.

Mr Hodder mentioned the new Bulls Community Centre is due to be completed in 2019. The outcome of two funding applications is expected this month.

Resolved minute number	17/IWI/039	File Ref	3-CT-8-1
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That the memorandum 'Update on the Path to Well-Being initiative – December 2017' be received.

Ms Wipaki / Ms Hina. Carried

16 Panui/Announcements

Mr Turia noted the Ngati Apa AGM on 9 December at Kauangaroa.

Mr Steedman noted the opening of the new dining room at Winiata Marae, also on December (from 10.00 am).

17 Late items

Mr Shenton suggested that Rangitikei look for representation on the Nga Wai Ora o te Whangaehu Awa (which is not just concerned with the upper reaches of that river).

18 Future Items for the Agenda

No new items were proposed.

19 Next meeting

13 February 2017, 11.00 am

20 Meeting closed/Karakia

Mr Turia provided the closing karakia.

Confirmed/Chair: _____

Date:

Rangitikei District Council

Turakina Community Committee Meeting

Minutes – Thursday 7 December 2017 – 7:30 pm

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Present: Ms Laurel Mauchline Campbell (Chair)
Mr Duran Benton
Mr Alastair Campbell
Ms Carol Neilson
Cr Soraya Peke-Mason

In attendance: Ms Katrina Gray (Senior Policy Analyst/Planner)

1 Welcome

The Chair welcomed everyone to the meeting.

2 Public Forum

Nil

3 Apologies

That the apologies from Tina Duxfield, Hayley Grant, Anita Oliver and Mayor Andy Watson be received.

Ms Mauchline Campbell / Ms Neilson. 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 and Late Items

Nil

6 Confirmation of Minutes

An amendment is required for item 10 to change 'member of the community' to 'Mr Moore from Whanganui'.

Resolved minute number	17/TCC/035	File Ref	3-CC-1-4
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That the Minutes of the Turakina Community Committee meeting held on 5 October 2017 as amended be taken as read and verified as an accurate and correct record of the meeting.

Mr Benton / Mr Campbell. Carried

7 Chair's Report

The lack of rain is set to create significant issues for farmers very soon.

Concerns have been raised by the community for the grazing of the cemetery, in particular that there are paupers' graves in the area being grazed. This is an issue that is currently being investigated. Additional concerns were raised by the Committee about the adequacy of the electric fence for the animals. The Chair will email Mr Athol Sanson to discuss.

Resolved minute number **17/TCC/036** **File Ref**

That the Chair's report to the 7 December 2017 Turakina Community Committee meeting be received.

Ms Mauchline Campbell / Mr Neilson. Carried

8 Council Decisions on Recommendations from the Committee

Nil

9 Council Response to Queries Raised at Previous Meetings

Nil

10 Proposed changes to delegations

The Committee discussed the suggested changes to delegations. There were a number of items that would not be relevant to the Committee – e.g. MoU groups, parks, place-making. However, the Committee were in agreement with the suggested delegations.

Clarification was sought and provided to the Committee that Koitiata is within their ward and residents from Koitiata are able to be representatives on the Turakina Community Committee.

Resolved minute number **17/TCC/037** **File Ref** 3-PY-1-1

That the report 'Increasing Delegations to Community Committees/Boards, 20 November 2017' be received.

Ms Mauchline Campbell / Mr Campbell. Carried

Resolved minute number **17/TCC/038** **File Ref** 3-PY-1-1

That the Turakina Community Committee recommends to Council that they are supportive of all of the suggested delegations.

Ms Mauchline Campbell / Mr Campbell. Carried

11 Validation of current local parking enforcements (and suggestions for new ones)

The Committee agreed that the current situation, no parking restrictions, is still appropriate for the Ward.

Resolved minute number	17/TCC/039	File Ref	1-DB-1-14
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That the Turakina Community Committee recommends to Council that no changes are made to parking restrictions.

Mr Benton / Ms Neilson. Carried

12 Update on Place-Making Initiatives

Mr Campbell has been looking at options for creating bases for the seat tops he currently has. The option for welding a base on seemed expensive, so he is looking at alternative solutions.

Ms Mauchline Campbell sought costs for painting the bus shelter. The Turakina tartan requires 7 colours and is likely to cost around \$130. Painting will occur after Christmas.

Ms Neilson is watering the plantings near the tables; shelters have been installed to protect them from the wind.

The seats are well used by both the local community and visitors. There is an increased number of people stopping, eating and taking photos of the community. Apart from the one incident, there has been little vandalism to the table.

The potential for a Facebook page to get messages out to the community was discussed.

13 Small Projects Grant Scheme Update – December 2017

The Committee agreed that the Small Projects Grant should be used to purchase the paint for the bus shelter.

Resolved minute number	17/TCC/040	File Ref	3-CC-1-4
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That the memorandum 'Small Projects Grant Scheme Update – December 2017' be received

Mr Benton / Mr Campbell. Carried

Resolved minute number	17/TCC/042	File Ref	3-CC-1-4
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That the Turakina Community Committee approves up to \$200 to fund the painting of the bus shelter in Turakina tartan.

Ms Mauchline Campbell / Ms Neilson. Carried

14 Current Infrastructure Projects/Updates and Other Council Activities within the Ward

Information about the Ratana Waste Transfer Station will be put in the local newsletter to remind people that there is a waste transfer station closer than Marton.

Resolved minute number

17/TCC/042

File Ref

3-CC-1-4

That the report 'Extract from activity report to Assets and Infrastructure, September/October 2017' be received.

Mr Campbell / Cr Peke-Mason. Carried

15 Late Items

Nil

16 Next meeting

Thursday, 1 February 2018, 7.30 pm

17 Meeting Closed

8.03 pm

Confirmed/Chair: _____

Date: