



**RANGITIKEI**

DISTRICT COUNCIL

*Making this place home.*

# Council Meeting Order Paper

**Thursday 26 July 2018, 1.00 pm**

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

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**Chair**

His Worship the Mayor, Andy Watson

**Deputy Chair**

Councillor Nigel Belsham

**Membership**

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

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



# Rangitikei District Council

## Council Meeting

Agenda – Thursday 26 July 2018 – 1:00 pm

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The quorum for the Council is 6.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, 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**

Lucy Skou to present on the Marton Memorial Hall Playground redevelopment.

## **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 the Council meeting on 28 June are attached.

### **Recommendation:**

That the minutes of the Council meeting 28 June 2018 be taken as read and verified as an accurate and correct record of the meeting.

## **7 Mayor's Report**

The Mayor's report and schedule are attached.

File ref: 3-EP-3-5

### **Recommendation:**

That the 'Mayor's report and schedule' to Council's meeting on 26 July 2018 be received.

## **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 26 July 2018 be received.

## **9 Administrative Matters – July 2018**

A report is attached.

File ref: 5-EX-4

**Recommendations:**

- 1 That the report 'Administrative matters – July 2018' be received.
- 2 That Council approves an application being made in its name to Pub Charity for an \$80,000 grant for the Marton skatepark extension project.
- 3 That Council approves the amended trade waste agreement with Mid-West Disposals Ltd regarding leachate acceptance at the Marton wastewater treatment plant. The amendments being:
  - BOD<sub>5</sub> limit increased from 20 g/m<sup>3</sup> to 200 g/m<sup>3</sup>
  - Suspended Solids (SS) limit increased from 1 g/m<sup>3</sup> to 50 g/m<sup>3</sup>
- 4 That Council endorses the submission made by His Worship the Mayor (on behalf of the Council) to the Government's proposal for an International Visitor Conservation and Tourism Levy.
- 5 That Council delegates to the Policy/Planning Committee, at its meeting on 9 August 2018, to authorise the Mayor to sign submissions to the National Planning Standards issued by the Ministry for the Environment with a copy of any submission so authorised included in the Order Paper for Council's meeting on 26 July 2018.

## **10 Top Ten Projects – status, July 2018**

A memorandum is attached.

File ref: 5-EX-4

**Recommendation:**

That the memorandum 'Top Ten Projects – status, July 2018' be received.



## 11 Health & Safety Quarterly Update (April-June 2018)

A report is attached.

File ref: 5-HR-8-3

### **Recommendation:**

That the report 'Health & Safety Quarterly Update (April-June 2018)' for the period ending 30 June 2018 be received.

## 12 Sale of Marton A Dam

A memorandum is attached.

File ref: 6-CF-4-4

### **Recommendations:**

- 1 That the memorandum 'Sale of Marton A Dam' to Council meeting 26 July 2018 be received
- 2 That a firm estimate be obtained of the cost of preparing the Marton A Dam site for sale in terms of the basis of scenario 2 (including securing boundary fences, clearing waste from forestry operations, oversowing in pasture and upgrading the access from Tutaenui Road) and a report commissioned on the integrity of the earth dam wall.

## 13 Representation Review – Initial Proposal

A report is attached.

File ref: 3-OR-3-8

### **Recommendations:**

- 1 That the report 'Representation Review – Initial Proposal' to Council meeting 26 July 2018 be received.
- 2 That the communities of interest relevant to the 2018 Representation Review are as follows:
  - Marton
  - Bulls including Scotts Ferry
  - Taihape
  - Hunterville
  - Western Villages - Koitiata, Rātana, Turakina, Kauangaroa, Whangaehu
  - Northern Villages - Mangaweka, Moawhango, Mataroa, Pukeokahu, Utiku
- 3 That Council adopt the following arrangements as its initial proposal for the 2018 Representation Review for the Rangitīkei District:

- Continuing the Council comprising 11 Councillors and the Mayor;
- Having all Councillors elected by a ward through –

EITHER

A three ward structure – Southern (3 Councillors), Central (5 Councillors) and Northern (3 Councillors);

the population of each Ward represented will be as follows:

Ward	Population 2017 Estimates <sup>1</sup>	Members	Population per member	Deviation from district average population per councillor	% deviation from district average population per councillor
Southern	3,890	3	1,297	-67	4.91%
Central	7,410	5	1,482	118	8.65%
Northern	3,700	3	1,233	-131	9.60%
Total	15,000	11	1,364		

OR

A modified status quo ward structure – Turakina (1 Councillor), Bulls (2 Councillors), Marton (4 Councillors), Hunterville (1 Councillor) and Taihape (3 Councillors);

the population of each Ward represented will be as follows:

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<sup>1</sup> Based on the Statistics NZ 2017 estimates in the 2018 meshblock data

Ward	Population 2017 Estimates <sup>2</sup>	Members	Population per member	Deviation from district average population per councillor	% deviation from district average population per councillor
Bulls	2,670	2	1,335	-29	-2.13%
Marton	5,950	4	1,488	124	9.09%
Turakina	1,400	1	1,400	36	2.64%
Hunternville	1,280	1	1,280	-84	-6.16%
Taihapa	3,700	3	1,233	-131	-9.6%
Total	15,000	11	1,364		

OR

.....;

- Continuing the Community Boards at Rātana and Taihapa retaining the same Board names as present, with –

Rātana Community Board, retaining the same boundaries as at present, having four members elected by the whole Rātana Community Board area and one appointed member (the Turakina Ward Councillor/one of the Southern Ward Councillors [delete one]); and

Taihapa Community Board, retaining the same boundaries as at present, having four members elected by the whole Taihapa Ward and two appointed members (rotated annually around the three Taihapa Ward Councillors/Northern Ward Councillors [delete one])

EITHER

without adding any further Community Boards in the District;

OR

and adding the following new Community Boards.....

- That Council endorse the Engagement Plan as the consultation process for the 2018 Representation Review initial proposal.

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<sup>2</sup> Based on the Statistics NZ 2017 estimates in the 2018 meshblock data

## **14 Parks Upgrade Partnership Scheme – financial history**

To be tabled.

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

The minutes are attached.

### **Recommendations:**

- 1 That the minutes of the following meetings be received:
  - Finance/Performance Committee 28 June 2018
  - Assets/Infrastructure Committee, 12 July 2018
  - Policy/Planning Committee, 12 July 2018
- 2 That the following recommendations from the Assets/Infrastructure Committee held on 12 July 2018, be confirmed:

### **18/AIN/050**

That the Assets/Infrastructure Committee recommends to Council that Council award Contract C1038 for the Otara Bridge Strengthening physical works (Rangitikei District Council share) to Riverside Construction Ltd for contract value of 50% of the tender price, which will be Two Hundred Seventy-Four Thousand, Six Hundred and Seventy-Nine Dollars, and Forty-Eight Cents \$274,679.48 excl GST.

### **18/AIN/051**

That the Assets/Infrastructure Committee recommend to Council that Council endorse the Manawatū -Whanganui regional Sport Facility Plan as a tool to guide the future planning development, management and operation of sports facilities in the Rangitikei and wider Manawatū -Whanganui region.

## **16 Late items**

## **17 Future Items for the Agenda**

## **18 Next Meeting**

Thursday 30 August 2018, 1.00 pm.

## **19 Meeting Closed**

# Attachment 1



# Rangitikei District Council

## Council Meeting

Minutes – Thursday 28 June 2018 – 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 Graeme Platt  
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  
Mr Hamish Waugh, Infrastructure Group Management  
Ms Katrina Gray, Senior Policy Analyst/Planner  
Ms Coral Raukawa-Manuel, Ngā Ariki Turakina  
Ms Tracey Hiroa, Ngāti Whitikaupeka  
Mr Mike Paki, Ngati Apa  
Ms Alyssa Takimoana, Executive Assistant  
Mr Lequan Meihana, Strategic Advisor – Iwi/Hapū  
Ms Jo Priestley, Communications/Website Officer  
Ms Nardia Gower, Governance Administrator

**Tabled Documents**

<b>Item 9</b>	Portfolio Updates
<b>Item 10</b>	Matters for decision before adopting the 2018-28 Long Term Plan
<b>Item 11</b>	Final carry-forwards proposed from 2017/18 to 2018/19
<b>Item 13</b>	Adoption of the 2018-28 Long Term Plan
<b>Item 14</b>	Adoption of rates resolution for 2018/19
<b>Item 16</b>	Administrative Matters – June 2018
<b>Item 19</b>	Adoption of work plans for 2018/19 from the MoU partnering organisations in Bulls, Marton and Taihape

## 1 Welcome

His Worship the Mayor welcomed everyone to the meeting.

## 2 Pōwhiri for Lequan Meihana

A pōwhiri was held for Lequan Meihana, the first appointment in the newly formed Council role of Strategic Advisor for Iwi-Hapū.

## 3 Public Forum

Nil

## 4 Apologies/Leave of Absence

### Resolved minute number

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

Cr Gordon/ Cr Sheridan. Carried

### Resolved minute number

That the apology for the absence of Cr Peke-Mason be received.

His Worship the Mayor /Cr Gordon. Carried

## 5 Members' conflict of interest

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

There was no declared conflict of interest.

## 6 Confirmation of order of business

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting,

*Disposal of part of Council's land at 37 Kensington Road, Marton*

be dealt with as a late item at this meeting.

Item 13 to be taken when the Council's Audit Director arrives (anticipated 2.30 pm).



Accepted by the Mayor.

## 7 Confirmation of minutes

**Resolved minute number**                      **18/RDC/225**                      **File Ref**

That the draft minutes of the Council meeting held on 31 May 2018 are amended to remove the following undertaking:

*“That an amendment to the analysis state that Federated Farmers consulted with local Federated Farmers members”*

and to add reference to Dudding Lake in the following sentence on page 11 of the draft minutes:

*“Staff informed Councillors that the bringing forward amount of \$31,000 identified in the 2019/20 budget had been included in the draft budget”*

Cr Sheridan / Cr Aslett. Carried

**Resolved minute number**                      **18/RDC/226**                      **File Ref**

That resolution 18/RDC/195 is amended to specify the relevant report as follows:

*“That the report ‘Analysis of submissions to “Unfolding the Plan... Rangitikei 2018-28” Draft 2018/28 Long Term Plan’, as amended, is included in the final draft 2018-28 Long Term Plan as the response to submitters”.*

Cr Sheridan /Cr Ash. Carried

**Resolved minute number**                      **18/RDC/227**                      **File Ref**

That the Minutes of the Council meeting 31 May 2018, as amended, be taken as read and verified as an accurate and correct record of the meeting.

Cr McManaway / Cr Sheridan. Carried

## 8 Mayor's Report

The Mayor's report took his report and schedule as read, adding the following not included in his schedule:

- Four work days were spent on the Bulls house generously provided by Central House Movers, priming it for relocation.
- Attended the funeral of Mr Renata Apatu (co-owner of Ngamatea Station) in Hawkes Bay.

**Resolved minute number**                      **18/RDC/228**                      **File Ref**                      **3-EP-3-5**

That the Mayor's report to Council's meeting on 28 June 2018 be received.

His Worship the Mayor / Cr Sheridan. Carried

**Resolved minute number**                      **18/RDC/229**                      **File Ref**                      **3-EP-3-5**

That Council approves expenditure of \$1,000 for the 2018 Youth Awards ceremony.

His Worship the Mayor / Cr Wilson. Carried

**Resolved minute number**                      **18/RDC/230**                      **File Ref**

That Council approve Just Rewards as the company to facilitate the annual performance review of the Chief Executive.

Cr Belsham / Cr Gordon. Carried

**Resolved minute number**                      **18/RDC/231**                      **File Ref**

That Rangitikei District Council's votes at the 2018 Local Government New Zealand Annual General Meeting for the remits be as follows:

	Remit	Support	Oppose	Abstain	
1	Drug testing in the community	*			His Worship the Mayor / Cr Belsham. Carried
2	HCV – Rural roads policy	*			His Worship the Mayor / Cr McManaway. Carried
3	Heritage buildings	*			Cr Wilson / Cr Aslett. Carried
4	Climate change – advocacy to banks		*		Cr Wilson / Cr McManaway. Lost
5	Climate change – adaptation fund	*			Cr Gordon / Cr Ash. Carried

6	Local Alcohol Policies	*			His Worship the Mayor / Cr Wilson. Carried
7	Biofuels	*			Cr Belsham / Cr Ash. Carried
8	Walking the talk – single use plastics	*			Cr Ash / Cr Gordon. Carried
9	Mandatory register of cooling towers	*			Cr Platt / Cr Aslett. Carried
10	Copper in brake pads		*		Cr Belsham / Cr Wilson. Carried
11	Reducing the waste stream	*			Cr Gordon / Cr Ash. Carried
12	Tyres stewardship	*			Cr Belsham / Cr Dunn. Carried

## 9 Portfolio Updates

### Southern Sport - Cr Sheridan *attached*

Taken as read.

### Heritage and Tourism - Cr Aslett – Tabled

Thanked Mayor Andy for attending the closing of the Heritage Weekend 2018.

Next big project coming up is the Rangitikei Heritage Trail, all avenues such as town coordinators will be used to advertise the event.

Noted rangitikei.com hits are down, as expected for this time of the year.

### Northern Sport and Taihape Building - Cr Gordon / Cr Rainey – Tabled

Taken as read. Noting the closure and vacation of premise of the Taihape Bowling Club. It is in the club's constitution that the vacated asset is returned back to Council

### **Resolved minute number**

**18/RDC/232**

### **File Ref**

That the portfolio updates to the Council meeting of 28 June 2018 be received.

Cr Aslett / Cr McManaway. Carried

## 10 Matters for decision before adopting the 2018-28 Long Term Plan

### **Resolved minute number**

**18/RDC/233**

### **File Ref**

**1-LTP-4-4**

That the memorandum 'Matters for decision before adopting the 2018-28 Long Term Plan' be received

Cr Belsham / Cr McManaway. Carried

**Resolved minute number**                      **18/RDC/234**                      **File Ref**                      **1-LTP-4-4**

That in terms of section 101A(1) and 101B(1) of the Local Government Act, Council adopts the financial and infrastructure strategy as included in the 2018-28 Long Term Plan proposed for adoption.

Cr Belsham / Cr Gordon. Carried

**Resolved minute number**                      **18/RDC/235**                      **File Ref**

That in terms of clause 10, Schedule 10 and section 102(1) and section 102(1) of the Local Government Act 2002, Council adopts the amended revenue and financing policy as included in the 2018-28 Long Term Plan proposed for adoption.

Cr Belsham / Cr Gordon. Carried

**Resolved minute number**                      **18/RDC/236**                      **File Ref**

That Council adopts the final version of the Rooding Activity Management Plan 2018-48 (including the 2018-21 Programme Business Case) which is aligned to changes made by the New Zealand Transport Agency following the new Government Policy Statement on Transport.

Cr McManaway / Cr Aslett. Carried

**Resolved minute number**                      **18/RDC/237**                      **File Ref**

That the following the unspent portion of the following special funds and external; grants be carried forward to 2018/19:

- |  |             |
|--|-------------|
| • Road legalisation (New Zealand Transport Agency) | \$35,216.00 |
| • Swim for All                                     | \$10,425.66 |

Cr McManaway / Cr Ash. Carried

## 12 Confirming discount for early payment of rates in full

Councillors discussed the merits of offering early payment fees with the following comments made:

- The discount percentage will be made up in interest accrued on money in the bank.

- There is cost incurred in chasing rate debtors.
- The discount may not entice late payers to pay on time; however, Council loses funds from people that would pay on time regardless of incentives.

**Resolved minute number**                      **18/RDC/238**                      **File Ref**

That Council continues the availability of a 2.5% discount when the year's rates are paid in full on or before the date of the first instalment.

His Worship the Mayor / Cr Belsham. Carried

## 15 Adoption of Waste Management and Minimisation Plan

Ms Gray spoke to the report, noting the amended resolution to the agenda. Councillors commented on the potential high cost of servicing the smaller remote areas of the District.

**Resolved minute number**                      **18/RDC/239**                      **File Ref**

That the 'Rangitikei Waste Management and Minimisation Plan 2018' be received.

Cr Gordon / Cr Dunn. Carried

**Resolved minute number**                      **18/RDC/240**                      **File Ref**

That Council adopt the 'Rangitikei Waste Management and Minimisation Plan 2018' adding (at the end of the last sentence on page 20 "Interested communities can request consideration of this at any time."

Cr Sheridan / Cr Gordon. Carried

## 23 Late items

**Resolved minute number**                      **18/RDC/241**                      **File Ref**

That the Chief Executive proceed with subdivision and sale of up to 1.5 hectares of the balance of land held at 37 Kensington Road, Marton (Valuation 13620 16106) on the following basis:

- the balance area remaining be no less than 4.9 hectares;
- the sale to be by open tender in accordance with Council Policy on sale of surplus land; and
- the sale price to reflect the pro rata costs of the land acquisition in 2011 (inflation adjusted), the pro rata costs in developing the site remediation plan, the pro rata costs incurred in providing services to the initial subdivision, and

the costs of the new survey, subdivision and issue of title.

His Worship the Mayor / Cr Belsham. Carried

## 16 Administrative Matters – June 2018

Mr McNeil took the report as read, and acknowledged Ms Priestley as the new staff member of the Communications Team. Points raised were:

- Increasing the number of community facilities such as playgrounds and skate-parks will have a flow on effect for the maintenance budget.
- Councillors discussed the merits of delegating the Chief Executive the authority to waive internal consenting costs for local non-profit organisations, with views expressed that Councillors would prefer to continue building relationships with local groups and can apply local knowledge.

<b>Resolved minute number</b>	<b>18/RDC/242</b>	<b>File Ref</b>	<b>5-EX-4</b>
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That the report 'Administrative matters – June 2018' be received.

Cr Sheridan / Cr Ash. Carried

<b>Resolved minute number</b>	<b>18/RDC/243</b>	<b>File Ref</b>	<b>5-EX-4</b>
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That regarding recommendation 18/AIN/037 from the Assets/Infrastructure Committee's meeting on 14 July 2018, Council agrees to allocate (from the Parks Upgrade Partnership budget for 2017/18) a further \$60,000 towards the Marton Skate-park extension project on the basis that the remaining funds are met by the community.

Cr McManaway / Cr Wilson. Carried

<b>Resolved minute number</b>	<b>18/RDC/244</b>	<b>File Ref</b>	<b>5-EX-4</b>
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That regarding recommendation 18/AIN/038 from the Assets/Infrastructure Committee's meeting on 14 July 2018, Council agrees that the repairs and enhanced surface to the existing Marton Skatepark are sourced from Council budget.

Cr Sheridan / Cr Platt. Carried

<b>Resolved minute number</b>	<b>18/RDC/245</b>	<b>File Ref</b>	<b>5-EX-4</b>
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That Council endorses the submission made by His Worship the Mayor (on behalf of the

Council) to the Parliamentary Environment Committee on the Litter (Increased Infringement Fee) Amendment Bill.

His Worship the Mayor / Cr Gordon. Carried

**Resolved minute number**                      **18/RDC/246**                      **File Ref**                      **5-EX-4**

That Council endorses the submission made by His Worship the Mayor (on behalf of the Council) to the Parliamentary Justice Committee on the Local Electoral Matters Bill.

His Worship the Mayor / Cr Sheridan. Carried

**Resolved minute number**                      **18/RDC/247**                      **File Ref**                      **5-EX-4**

That Council grants a certificate of exemption (under clause 14(3) of the Camping-Ground Regulations 1985) to the current operator of the Scotts Ferry Camping Ground (being a remote camping ground) for the requirements of the Schedule to those regulations for a period of four years from 1 July 2018 subject to the Community & Leisure Services Team Leader being satisfied that the camping ground provides a safe and hygienic environment.

Cr McManaway / Cr Platt. Carried

**Resolved minute number**                      **18/RDC/248**                      **File Ref**                      **5-EX-4**

That Council resolves that the Turakina Reserve be designated as a dog exercise area under the Control of Dogs Bylaw, except for the days on which the annual Caledonian Games are held or other events requiring exclusive use of the Reserve – such exclusions being publicly notified beforehand.

Cr Sheridan / Cr Ash. Carried

**Resolved minute number**                      **18/RDC/249**                      **File Ref**                      **5-EX-4**

That Council delegates to the Policy/Planning Committee, at its meeting on 12 July 2018, to authorise the Mayor to sign submissions to the Government's proposal for an International Visitor Conservation and Tourism Levy (so that it is made by the due date), with a copy of any submission so authorised included in the Order Paper for Council's meeting on 26 July 2018.

Cr Gordon / Cr Ash. Carried

**Resolved minute number**                      **18/RDC/250**                      **File Ref**                      **5-EX-4**

That Council does not appeal against the final representation proposal from Horizons Regional Council.

Cr Belsham / Cr Sheridan. Carried

**Resolved minute number**                      **18/RDC/251**                      **File Ref**                      **5-EX-4**

That Council approve the wave of internal consenting costs to Hunterville Sports and Recreation Trust for the rebuilding of the shed.

Cr McManaway / His Worship the Mayor. Carried

**Resolved minute number**                      **18/RDC/252**                      **File Ref**                      **5-EX-4**

That Council write a letter of appreciation to the Chair of the Hunterville Hall Committee and the Hunterville Sports and Recreation Trust.

Cr McManaway / Cr Gordon. Carried

**Resolved minute number**                      **18/RDC/253**                      **File Ref**                      **5-EX-4**

That Council delegates to the Chief Executive authority to waive any or all internal consenting costs for local non-profit organisations and that these actions be reported to Council at the following Council meeting.

Cr Gordon / Cr Sheridan. Lost

**Resolved minute number**                      **18/RDC/254**                      **File Ref**                      **5-EX-4**

That Council confirms the approved subsidised roading budget for 2017/18 is \$11,820,000 (because of the significant damage caused in the north of the District by the snow storm in July 2017), with an additional local share requirement of \$472,204 to be funded from the flood damage roading reserve.

Cr McManaway / Cr Aslett. Carried

**Resolved minute number**                      **18/RDC/255**                      **File Ref**                      **5-EX-4**

That Council are provided a more detailed implementation explanation of the Parks Upgrade Fund from its conception, and the projects funded to date.

Cr Belsham / Cr Sheridan. Carried



Adjourned at 3.13pm reconvened at 3.30pm

## 11 Final carry-forwards proposed from 2017/18 to 2018/19

Council requested the total cost of carry-forwards which staff provided during the course of the meeting.

<b>Resolved minute number</b>	<b>18/RDC/256</b>	<b>File Ref</b>	<b>1-LTP-4-3</b>
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That the 'Final carry-forwards proposed from 2017/18 to 2018/19' as amended be approved, being \$14,650,839.00 already in the budgets for the proposed Long Term Plan and \$177,779.67 not in the Long Term Plan budgets.

Cr McManaway / Cr Gordon. Carried

## 13 Adoption of the 2018-28 Long Term Plan

Ms Perera, the Audit Director, addressed Council, acknowledging the hard work in getting the stage of adopting the Long Term Plan.

Ms Perera issued an unmodified opinion. It was noted that the adopted Long Term Plan document will be used to report against in a year's time.

His Worship the Mayor stated that several years ago there were concerns with the Long Term Plans asset management plans. Ms Perera acknowledged that history and informed Council that this year the auditors had a specialist look at the Assets Management Plans who reported no concerns.

Thanks were given to the two Group Managers and their teams.

<b>Resolved minute number</b>	<b>18/RDC/257</b>	<b>File Ref</b>	<b>1-LTP-4-4</b>
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That the memorandum on Adoption of the 2018-28 Long Term Plan be received;

Cr Aslett / Cr McManaway. Carried

<b>Resolved minute number</b>	<b>18/RDC/258</b>	<b>File Ref</b>
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That the 2018-28 Long Term Plan including the report from the Council's auditor, be adopted in compliance with section 93 of the Local Government Act 2002; subject to minor editorial changes in consultation with the Council auditor.

AND

The Mayor and the Chief Executive sign the letter of representation for the audit of the 2018-28 Long Term Plan as requested by Audit New Zealand.

His Worship the Mayor / Cr McManaway. Carried

## 14 Adoption of rates resolution for 2018/19

**Resolved minute number** 18/RDC/259 **File Ref** 5-RA-1-13

That Council adopts the rates resolution for 2018/19, noting the continuation of the discount for early payment of the year's rates in full.

Cr Belsham / His Worship the Mayor. Carried

## 17 Top Ten Projects – status, June 2018

Mr Hodder was available to answer questions of the report.

His Worship the Mayor noted the generous commitment by Mike O'Byrne of Central House Movers, who had further donated a garage and decking, along with externally painting the house at this own costs with paint donated by Whanganui Guthrie Bowron.

**Undertaking** **Subject**

A current copy of the trade waste agreement between Midwest Disposal and Rangitikei District Council be supplied to Councillors

**Undertaking** **Subject**

To write thank you letters to Mike O'Byrne and Whanganui Guthrie Bowron for their investment in the Bulls House fundraising for the Bulls community Centre.

**Undertaking** **Subject**

That Councillors be provided timeline dates on the Top Ten Projects

**Resolved minute number** 18/RDC/260 **File Ref** 5-EX-4

That the memorandum 'Top Ten Projects – status, June 2018' be received.

Cr Ash / Cr Wilson. Carried

## 18 Analysis of results of representation review survey on community boards

Ms Gray gave a verbal update on the analysis results, to date, of representation review survey on community boards. The highlights are as follows:

- 56 responses (from 300 surveys sent) were received from Ratana. 80% are in favour of retaining the Community Board.
- 427 responses (from 2,000 surveys sent) were received from Taihape. 74% are in favour of retaining the Community Board.
- The question regarding an urban rural split has resulted a 50/50 response.
- A formal tally will be provided to the July Council meeting.

## 19 Adoption of work plans for 2018/19 from the MoU partnering organisations in Bulls, Marton and Taihape

Cr Ash declared a conflict of interest with this item.

Mr Jamieson spoke to the memorandum and tabled documents, noting that (following the Policy/Planning Committee meeting on 14 June 2018) the objectives and outcomes of work plan had been clarified. Points raised through discussion were:

- Council has discretion to make variations to the workplans on a year by year basis.
- There is a process to consider non-delivery of outcomes and the monetary value can be withdrawn and/or reallocated at Councils discretion.
- MoU organisation partners are utilised by various Council teams such as the Communications Team to broaden communication scope.
- Mr Jamieson noted he has scheduled to meet with MoU organisation partners four times a year.
- An external company is used to evaluate bank card transactions during events and is then compared to a relevant weekend for analysis of community benefit.

<b>Resolved minute number</b>	<b>18/RDC/261</b>	<b>File Ref</b>	<b>4-EN-10-2</b>
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That the report on 'Proposed work plans for the prospective partnering organisations under the Memorandum of Understanding (MoU) 2018/19 – 2021/22' be received.

Cr Gordon / Cr McManaway. Carried

<b>Resolved minute number</b>	<b>18/RDC/262</b>	<b>File Ref</b>	<b>4-EN-10-2</b>
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That Council approves the draft proposed work plans as amended for adoption on 1 July 2018 (for the 2018/19 financial year).

His Worship the Mayor / Cr Dunn. Carried

**Resolved minute number**                      **18/RDC/263**                      **File Ref**                      **4-EN-10-2**

That Council approves the following payment schedule for the MoU partnering organisations, from 1 July 2018 (for the 2018/19 financial year).:

Taihape	Taihape Community Development Trust Mokai Patea Services	One-year trial: \$20,000 One-year trial: \$6,500
Marton	Project Marton	Three-year contract: \$30,500 in 2018/19
Bulls	Bulls and District Community Trust	Three-year contract: \$26,500 in 2018/19

Cr Aslett / Cr Gordon. Carried

## 20 Community Housing – future development

Mr Jamieson took the memorandum as read.

Clarification was given on the power subsidy: with the tenant's permission, Council will contact the tenant's power suppliers and transfer to Council's provider (which has a better rate), with the Council contribution being paid directly to the power supplier.

**Resolved minute number**                      **18/RDC/264**                      **File Ref**                      **6-CF-1-14**

That the memorandum 'Community housing – future development' be received.

Cr Belsham / Cr Gordon. Carried

**Resolved minute number**                      **18/RDC/265**                      **File Ref**                      **6-CF-1-14**

That the recommendation from the Policy/Planning Committee's meeting on 14 June 2018 be confirmed:

**18/PPL/070**

That the Policy/Planning Committee recommends to Council that a market rate rent should be set for Community Housing; doing so for 2018/19 at the Property Brokers figure of \$150, by way of:

- absorbing (on a reducing scale) the additional rental through a subsidy of power to tenants, after allowing for supplementation from Ministry of Social Development.

Cr Belsham / Cr Dunn. Carried

**Resolved minute number****18/RDC/266****File Ref**

That the recommendation from the Policy/Planning Committee's meeting on 14 June 2018 be confirmed:

**18/PPL/071**

That the Policy/Planning Committee recommends to Council that:

- a rental limit of 33% of gross National Superannuation should be set for Community Housing tenanted by those receiving National Superannuation.

His Worship the Mayor / Cr Wilson. Carried

## **21 Papa Cliff Public Toilet and Rubbish Issue**

Comments made were:

- His Worship the Mayor noted the high facility use by passers-by, often not making a purchase.
- Mr Hodder informed Councillors that the café owners had previously been offered to enter a contract with Council to provide their toilet facilities to the public, which they declined.

**Resolved minute number****18/RDC/267****File Ref**

That the letter and invoice from Papa Cliff Café owner Sharon Grayson be received

His Worship the Mayor / Cr Gordon. Carried

**Motion**

That, regarding the invoice for public toilet services at Mangaweka Papa Cliffs cafe, Council meet the invoice costs on a one off basis for past provision of toilet facilities

His Worship the Mayor / Cr Aslett.

**Amendment**

That, regarding the invoice for public toilet services at Mangaweka Papa Cliffs cafe, Council meet the invoice costs for past provision and enter into negotiation for ongoing provisions until the Council owned public toilets are open.

Cr Ash / Cr Gordon. Carried

Substantive motion

**Resolved minute number**                      **18/RDC/268**                      **File Ref**

That, regarding the invoice for public toilet services at Mangaweka Papa Cliffs cafe, Council meet the invoice costs for past provision and enter into negotiation for ongoing provisions until the Council owned public toilets are open.

His Worship the Mayor / Cr Aslett. Carried

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

**Resolved minute number**                      **18/RDC/269**                      **File Ref**

That the minutes of the following meetings be received:

- Hunterville Rural Water Supply Committee 28 May 2018
- Santoft Domain Management Committee, 30 May 2018
- Finance/Performance Committee 31 May 2018
- Turakina Reserve Management Committee 7 June 2018
- Turakina Community Committee 7 June 2018
- Audit/Risk Committee 11 June 2018
- Te Roopu Ahi Kaa Committee 12 June 2018
- Bulls Community Committee 12 June 2018
- Rātana Community Board 12 June 2018
- Taihape Community Board 13 June 2018
- Marton Community Committee 13 June 2018
- Assets/Infrastructure Committee, 14 June 2018
- Policy/Planning Committee, 14 June 2018
- Hunterville Community Committee 18 June 2018

Cr Gordon / Cr Belsham. Carried

That the following recommendations from the Turakina Reserve Management Committee held on 7 June 2018, be confirmed:

**18/TRMC/006**

~~That the letter 'Proposal to designate the Turakina Reserve as a designated dog exercise area' be received.~~

~~That the Turakina Reserve Management Committee recommends that the Turakina Reserve become a dog exercise area under the Control of Dogs Bylaw.~~

Dealt with in Item 16

That the following recommendations from the Turakina Community Committee held on 7 June 2018, be confirmed:

**18/TCC/019**

~~That the memorandum 'Small Projects Grant Scheme Update - June 2018' be received.~~

~~That the Turakina Community Committee recommends to Council that the unspent balance of the Small Projects Grant Scheme (\$570.00) be carried forward to the 2018/19 Financial year.~~

Dealt with in item 11.

That the following recommendations from the Bulls Community Committee held on 12 June 2018, be confirmed:

**18/BCC/018**

~~That the Bulls Community Committee recommends to Council that the unspent balance of \$1,254.00 the Small Projects Grant Scheme be carried forward to the 2018/19 Financial year.~~

Dealt with in item 11.

**Resolved minute number**

**18/RDC/270**

**File Ref**

That the following recommendation from the Taihape Community Board held on 13 June 2018, be confirmed:

**18/TCB/026**

That the Taihape Community Board support the trial of recycling bins in Taihape and recommend to Council that they be given the opportunity to look at a more suitable site.

Cr Aslett / Cr Dunn. Carried  
Against: Cr McManaway

**18/TCB/035**

~~That the Taihape Community Board recommends to Council that \$5,379.00 of the unspent balance of the Small Projects Grant Scheme be carried forward to the 2018/19 Financial year.~~

Dealt with in item 11.

**Resolved minute number****18/RDC/271****File Ref**

That the following recommendation from the Taihape Community Board held on 13 June 2018, be confirmed:

**18/TCB/038**

That the Taihape Community Board recommends to Council that an amendment to the Speed Limit Bylaw be made as to reduce the speed limit from 100 km/h to 50 km/h along the whole length of Dixon Way and the short sections of Otaihape Valley and Mangaone Valley Roads which link Dixon Way with State Highway One.

Cr Gordon / Cr Aslett. Carried

**Resolved minute number****18/RDC/272****File Ref**

That the following recommendation from the Taihape Community Board held on 13 June 2018, be confirmed:

**18/TCB/039**

That, assuming Council accept the amendment to the Speed Limit Bylaw regarding Dixon Way, Otaihape Valley and Mangaone Valley Roads, then Council enter into discussions with NZTA about lowering the speed limit from Rauma Road to the start of the 50 km/h section.

Cr Aslett / Cr Gordon. Carried

That the following recommendations from the Marton Community Committee held on 12 June 2018, be confirmed:

**18/MCC/018**

~~That the Marton Community Committee recommends to Council that the unspent balance of the Small Projects Grant Scheme of \$154.00 be carried forward to the 2018/19 Financial year.~~

Dealt with in item 11.

That the following recommendations from the Assets/Infrastructure Committee held on 14 June 2018, be confirmed:

**18/AIN/037**

~~That Assets and Infrastructure Committee recommend to Council that Council allocate a further \$60,000 towards the Marton Skate park extension project on the basis that the remaining funds are met by the community.~~

Dealt with in Item 16



**18/AIN/038**

~~That Assets and Infrastructure Committee recommend to Council that Council consider the \$24,000 of remedial work be met by the Park maintenance fund.~~

Dealt with in Item 16

**Resolved minute number****18/RDC/273****File Ref**

That the following recommendation from the Policy Planning Committee held on 18 June 2018, be confirmed:

**18/PPL/063**

In light of the three waters report at the Policy/Planning Committee meeting on 14 June 2018 and the Government's stance on the changes that will occur within the three waters, the Policy Planning Committee recommends to Council that it endorses a wider regional conversation that Rangitikei District Council convene with regional Mayors.

His Worship the Mayor / Cr Belsham. Carried

**18/PPL/065**

~~That the Policy/Planning Committee request retrospective approval from Council for making a submission to the Parliamentary Environment Committee on the Litter (Increased Infringement Fees) Amendment Bill and, on this basis, authorise His Worship the Mayor to sign, on behalf of the Council, such a submission so that it is received by the closing time.~~

Dealt with in Item 16

**18/PPL/067**

~~That the Policy/Planning Committee endorses the draft proposed work plans amended to Council for consideration on 28 June, 2018.~~

Dealt with in Item 16

**18/PPL/068**

~~That the Policy/Planning Committee endorses the following payment schedule for the partnering organisations to Council for consideration on 28 June, 2018:~~

**Taihape**

~~Taihape Community Development Trust      One-year trial:      \$20,000~~

~~Mokai Patea Services      One-year trial:      \$6,500~~

**Marton**

~~Project Marton~~ ~~Three-year contract: \$30,500 in 2018/19~~

### Bulls

~~Bulls and District Community Trust~~ ~~Three-year contract: \$26,500 in 2018/19~~

Dealt with in Item 19

### **18/PPL/070**

~~That the Policy/Planning Committee recommends to Council that a market rate rent should be set for Community Housing; doing so for 2018/19 at the Property Brokers figure of \$150, by way of:~~

- ~~• absorbing (on a reducing scale) the additional rental through a subsidy of power to tenants.~~

Dealt with in Item 20

### **18/PPL/071**

~~That the Policy/Planning Committee recommends to Council that:~~

- ~~• a rental limit of 33% of gross National Superannuation should be set for Community Housing tenanted by those receiving National Superannuation.~~

Dealt with in Item 20

**Resolved minute number**      **18/RDC/274**      **File Ref**

That the following recommendation from the Policy Planning Committee held on 18 June 2018, be confirmed:

### **18/PPL/074**

That the Policy Planning Committee recommend to Council that Council agree that those sponsoring \$500 to the new Bulls Community Centre get their name on both a brick and a chair.

Cr Dunn / His Worship the Mayor. Carried

**Resolved minute number**      **18/RDC/275**      **File Ref**

That the following recommendation from the Hunterville Community Committee held on 18 June 2018, be confirmed:

### **18/HCC/016**

The Hunterville Community Committee, being mindful of costs, recommends to

Council that Council install an economic water fountain in the Hunterville Domain, while the A280 water fountain is installed near the Hunterville Dog statue and playground.

Cr McManaway / Cr Aslett. Carried

**18/HCC/022**

~~That the Hunterville Community Committee recommends to Council that the unspent balance of the Small Projects Grant Scheme of \$359.00 be carried forward to the 2018/19 Financial year.~~

Dealt with in item 11.

**Undertaking**

**F**

That the following recommendation from the Hunterville Community Committee held on 18 June 2018, be referred to the Chief Executive and the Assets/Infrastructure Committee for action:

**18/HCC/023**

Hunterville Community Committee recommend to Council that immediate attention be given to the old Fire station with regard to the atrocious condition of the southern wall and storm water issues. Of particular concern is the spouting lacking a down pipe causing surface flooding. These hazards are of particular concern due to the proximity to the Hunterville Playcentre.

**Undertaking**

That the following recommendation from the Hunterville Community Committee held on 18 June 2018, be referred to the Chief Executive for action :

**18/HCC/024**

That the Hunterville Community Committee recommend to Council that Council investigate the quality of cleaning service given the Hunterville Public Toilets following negative feedback given by the community.

**Undertaking**

That the following recommendation from the Hunterville Community Committee held on 18 June 2018, be referred to the Chief Executive for action

**18/HCC/026**

That the Hunterville Community Committee recommend to Council that Keep NZ

Beautiful groups registered with Council have a waived dump fee at their local waste transfer stations for the week of Keep NZ beautiful.

## **24 Future Items for the Agenda**

None noted

## **25 Next Meeting**

Thursday 26 July 2018, 1.00 pm.

## **26 Meeting Closed**

5:10 pm

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

Date:

# Attachment 2

## Mayor's Report to Council July 2018.

During the last month George McIrvine sadly and unexpectedly passed away. George was head of the finance department and the man with the responsibility of doing the financial work on the recently completed long term plan. George will be missed by us all as a colleague and a friend. Our thoughts are with his family, friends and the many people that enjoyed his company and professional support.

You will see from the accompanying lists of meetings that Councillor Cath Ash, Chief Executive Ross and I have just returned from the local government conference in Christchurch. While I have previously visited Christchurch since the earthquakes, the shock of the work that still needs to be done and the reality of the devastation still hits hard. I understand that the city puts in \$2million annually on a one-for-one basis to private business rebuild. That probably allows for one high rise office block to be done per year. My thanks go to the city for hosting us.

I will leave a lot of the description of the individual speakers and remits to Cr Ash to describe and focus my comments on one aspect. The three waters featured many times throughout the conference in addresses by both government ministers and local government officials. The three waters refers to the provision of potable or drinking water, waste water i.e. sewerage provision, and storm water management in towns. Provision of these services has historically sat with councils; they have built the plants, operated them and rated the communities to fund them. Many years ago there was significant funding assistance from central government. The government has strongly indicated that that will change in the future to an aggregated supply and some form of service similar to the way electricity is supplied throughout the country, with ownership still being in the public space. Why does government wish to make such a drastic overall of the sector? Their view is formed post Christchurch and post Havelock North that they do not have the confidence in local government to address the safety of supply and manage the infrastructural upgrades that are necessary.

The question will be, firstly, does local government want to challenge that concept and, secondly, how can we be at least part of the conversations around what is an uncertain and changing future. We as a council also need to engage with our neighbours to see if we can regionally offer an alternative.

Andy Watson  
Mayor

## Mayors Engagement

July 2018

1	Met with Tuia project candidate
2	Attended the U.S Independence Day 2018 as a special guest - Wellington
4	Was based in Taihape all day
5	Presented on the Bulls Community Centre to the Whanganui Community Foundation Met with local residents about potential development in Marton
9	With staff attended the funeral of George McIrvine, Finance & Business Support Group Manager at Rangitikei District Council
10	Attended the Bulls fundraising committee meeting for the Bulls Community Centre - Bulls
11	Attended meeting with Gloria Campbell - Regional Commissioner of MSD Was based in Taihape for the rest of the day
12	Attended the Assets/Infrastructure Committee meeting Attended the Policy/Planning Committee meeting Met with local business owner
15-17	Attended the LGNZ conference and AGM – Christchurch Attended the Mayor’s Taskforce for Jobs AGM
18	Was interviewed by the Taihape Older and Bolder - Marton Met with Te Puni Kokiri – Central Proposal
19	Attended Council workshop Met with National Party member regarding Health – Feilding
20	Attended Matariki Breakfast at Marton Childcare Centre Met with Acting Base Commander at Ohakea Attended Mill Street Early Learning Open Day
22	To host drop-in Clinic at Bulls Library To meet with WDHBC Chief Executive Russell Simpson
25	To be based in Taihape all day To attend the Rangitikei Youth Awards Celebration – Bulls
26	To attend Finance/Performance Committee meeting To attend Council meeting To meet with Minister Ron Mark - Wellington

# Attachment 3



# REPORT

SUBJECT: **Administrative matters – July 2018**

TO: Council

FROM: Ross McNeil, Chief Executive

DATE: 17 July 2018

FILE: 5-EX-4

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## **1 George McIrvine**

- 1.1 George's sudden and unexpected passing has created a significant gap in Council's management and operations. In particular, there will be additional demands on Ashley Dahl, Team Leader, Financial Services and Damian Turner-Steele, IT Support Officer, who were both direct reports to George. We are currently reviewing activities and projects across the Finance and Business Support group to ensure we can continue to deliver on the agreed priorities.
- 1.2 Without asking, I received immediate offers of assistance from the Chief Executives of other councils. In particular, the Chief Financial Officers from Horizons Regional Council and Horowhenua District Council will provide direct assistance, which will enable the annual report process now underway to be undertaken in full compliance with the statutory requirements.
- 1.3 George had the major input into the Australasian Local Government Performance Excellence Programme, for which we had committed to participate for a further year, and which starts this month. Given this is a lesser priority, I have advised the Programme of our withdrawal.

## **2 Quarterly update on Civil Defence Improvement Plan**

- 2.1 The update for the period April-June 2018 is attached as Appendix 1. Changes from the last report are shown by shading in the issues and action columns as well as progress to date.

## **3 Marton A Dam site**

- 3.1 At its meeting on 13 July 2018, the Assets/Infrastructure Committee requested a detailed analysis of the estimated costs and revenue for various options discussed for this surplus land – from selling it as a single block without any further work to creating a multi-lot serviced development connected to Marton's

water/wastewater reticulation. That analysis is provided elsewhere in the agenda.

#### **4 Subdivision of 37 Kensington Road, Marton**

- 4.1 Arrangements have been made to survey off the agreed portion (approximately 1.5 ha) of the site. However, it will be advertised for sale by open tender subject to survey and title within the next fortnight.
- 4.2 As the sale price will be less than \$250,000 the determination of the non-financial considerations in the policy on Disposal of Surplus Land and Buildings is delegated to the Chief Executive: that determination is that no non-financial considerations will apply in this instance – i.e. the sole criteria being price. This is consistent the 28 June 2018 Council resolution to proceed with the land sale.
- 4.3 Tonkin and Taylor (who prepared the Site Management Plan in 2013) are providing estimates for the development of a remediation plan, which will be the basis of an application to the Provincial Growth Fund. Addressing the remaining contamination in the site will reduce what has proved a barrier to the intended sale and development of the site.

#### **5 Centennial Park – application to Pub Charity**

- 5.1 The Centennial Park Development – Skate-park Extension Committee asked Pub Charity to allow Rotary Club of Marton to apply for funding. However, this has not been agreed to as Rotary is not the end beneficiary; with Council being the land and asset owners; the application must be made directly by Council. An application has been prepared requesting a grant of \$80,000.
- 5.2 A recommendation for approval of this application is included.

#### **6 Bonny Glen – amendment to trade waste agreement**

- 6.1 Mid-West Disposal Ltd have flagged a point of concern around the trade waste agreement limits that have been set for Biochemical Oxygen Demand (BOD<sub>5</sub>) and Suspended Solids (SS). These have been inadvertently set at a level which is too stringent, and while Mid-West Disposal Ltd are targeting these levels of BOD<sub>5</sub> and SS in their treated leachate, they cannot guarantee that they will be able to achieve these all of the time. Officers are confident that the requested increased limits for BOD<sub>5</sub> and SS will not affect the operation or performance of the Marton WWTP (in relation to the conditions of resource consent) given the concern to date has been in relation to the Ammonia levels in the leachate. An amendment is proposed to the trade waste agreement with Mid-West Disposal Ltd to reflect the following:
  - BOD<sub>5</sub> limit increased from 20 g/m<sup>3</sup> to 200 g/m<sup>3</sup>
  - Suspended Solids (SS) limit increased from 1 g/m<sup>3</sup> to 50 g/m<sup>3</sup>

- 6.2 A recommendation to approve an amendment to the trade waste agreement is included. No change to the charging arrangements is proposed.

## **7 Submission for endorsement**

- 7.1 At its meeting on 13 July 2018, the Policy/Planning Committee considered points for a submission to the Government's proposed International Visitor Conservation and Tourism Levy. It was agreed that a draft submission be emailed to Elected Members for comment so that it could be finalised on 20 July. The due date is 22 July 2018.
- 7.2 The submission is attached as [Appendix 2](#) for endorsement.

## **8 Submission to the proposed National Planning Standards**

- 8.1 The key points in these proposed standards issued by the Ministry for the Environment were considered by the Policy/Planning Committee at its meeting on 13 July 2018. The Committee requested clarification be provided to its next meeting (9 August 2018) on two matters:
- the benefits of introducing the standards earlier than required by the Government, and
  - the implications and costs of giving effect to the e-Plan requirements.
- 8.2 Since the submission is due on 17 August 2018, it is recommended that the approval of any submission from Council be delegated to the Policy/Planning Committee which next meets on 9 August 2018.

## **9 Application for remission or waiver of internal consent or facilities hireage fees**

- 9.1 There are no new applications requiring Council's consideration.

## **10 Proposed road closures**

- 10.1 There are no new applications requiring Council's consideration.

## **11 Service request reporting**

The summary reports for first response and feedback and for resolution (requests received in May 2018) are attached as [Appendix 3](#).

## **12 Health and Safety update**

- 12.1 A separate quarterly report is included elsewhere in the Order Paper

### **13 Staffing**

- 13.1 The interviews on 27 June 2018 for the new role of Principal Advisor Infrastructure has identified a suitable applicant who is considering an offer.
- 13.2 Eniko Hodos will start as part-time Governance Administrator on 13 August 2018 (for the first fortnight on a full-time basis to gain familiarity with the role).
- 13.3 The vacancy in a Finance Officer role just vacated by Esther Taylor will be advertised shortly.
- 13.4 Dayton Raukawa has resigned from his part-time cleaning position. Other staff have opted to work additional hours to cover his duties for the time being.
- 13.5 Interviews for the new position of Handyperson are scheduled for 20 July 2018.
- 13.6 Dan Yakas, Reticulation Serviceperson in the Shared Services Infrastructure Group, has resigned for employment elsewhere.

### **14 Recommendations**

- 14.1 That the report 'Administrative matters – July 2018' be received.
- 14.2 That Council approves an application being made in its name to Pub Charity for an \$80,000 grant for the Marton skatepark extension project.
- 14.3 That Council approves the amended trade waste agreement with Mid-West Disposals Ltd regarding leachate acceptance at the Marton wastewater treatment plant. The amendments being:
  - BOD<sub>5</sub> limit increased from 20 g/m<sup>3</sup> to 200 g/m<sup>3</sup>
  - Suspended Solids (SS) limit increased from 1 g/m<sup>3</sup> to 50 g/m<sup>3</sup>
- 14.4 That Council endorses the submission made by His Worship the Mayor (on behalf of the Council) to the Government's proposal for an International Visitor Conservation and Tourism Levy.
- 14.5 That Council delegates to the Policy/Planning Committee, at its meeting on 9 August 2018, to authorise the Mayor to sign submissions to the National Planning Standards issued by the Ministry for the Environment with a copy of any submission so authorised included in the Order Paper for Council's meeting on 26 July 2018.

Ross McNeil  
Chief Executive

# *Appendix 1*

### CDEM Improvement Plan – 2017/18 – progress: April-June 2018

Following the adverse weather events of April 2017 (flooding) and July 2017 (snow), a series of debriefs have taken place. A similar process was undertaken following the 2015 floods. The purpose of these debriefs was to learn from the events and, where appropriate/necessary, improve Rangitikei District Council's Readiness, Response and Recovery capacity/capability. This Improvement Plan represents the current suite of improvement actions/projects.

Area	Issue	Action	Progress to date
Communications	Limited Access to/Use of CD Radio Telephones	Install CD RT capability in Marton EOC (Council Chambers / Committee Room)	Completed
	Limited Access to/Use of CD Radio Telephones	Install CD RT capability in Taihape CDC (expected to be Taihape Hospital)	Proceeding
	Limited Access to/Use of CD Radio Telephones	Investigate (cost) CD RT installation in Council vehicles (currently only in Rural Fire vehicles)	Quotes received. Have received 9 hand held radios back from FENZ which could be used for Community response groups.
	RT transmission limitations	Investigate (cost) of an additional transmission tower in the lower Rangitikei and work with neighbouring Councils regarding benefit optimisation	Investigation/Discussions underway
	Brian FM unable to secure radio transmission capability in lower half of District	Engage with Government (RSM Service) to secure a solution	Brian FM working with MBIE to secure a solution – no further progress
	Significant numbers of residents not adequately prepared for emergency events	Develop District-wide awareness programme (explore possible coordination on a region-wide basis)	CDEM preparedness items given out at key community events. Social media used to raise awareness.
		Develop/print/circulate location-specific household emergency plan templates	CDEM info letter drops in Taihape and Koitiata (November 2017)
	Lack of dedicated (CDEM specific) mobile phones	Purchase zero account mobile phones (e.g. Controller) for inclusion in EOC equipment store	Completed

As at 17 July 2018

	Prompt activation/alerting of after-hours call centre service	Protocols developed/implemented for activating/alerting after-hours call centre (e.g. retain in-house capacity for emergency call management)	Completed
Emergency Operations Centre (EOC)	Access to up-to-date support information/procedures/etc.	Collate all relevant information into a single folder to be located at EOC facilities so available/followed when activation required	Completed
	Access to local resilient incident/ coordination centre facilities in Taihape	Secure arrangement with Whanganui DHB for use of Taihape Hospital Building for use as an EOC/Welfare Centre	Agreement reached with Whanganui DHB – awaiting signing of MoU
	Access to local resilient incident/ coordination centre facilities in Taihape	Scope/cost fit-out Taihape Hospital Building for use as an EOC/Welfare Centre	Under discussion
	People resourcing insufficient beyond 36 hours	Review EOC structure and staff appointments to roles/response areas with associated training programmes in place	Completed
	Ensure a minimum of 2-3 trained local controllers	Designated controllers to complete MCDEM training programme	1 Controller fully trained. The Government has cancelled existing training course, although a new Programme yet to be finalised
	Access to appropriate equipment during emergency response/recovery	Fit out Marton EOC facility (council chambers/committee room) – whiteboards, place names, jerkins, laminated maps of key vulnerable areas, desk top phones, printing capability, GIS operation, etc.	Fit out proceeding
	Standardised/real time data capture during an event	EMIS activation/use training provided to relevant EOC/CDEM staff functions	Participating in training programmes scheduled at other Councils
	Horizons public river level monitoring system prone to ‘crashing’ due to extent of general use	Investigate direct access systems/arrangement with Horizons	Under discussion
Community	Community CD groups resourced with basic	Community CD groups (where response Plans in place) issued	Proceeding

As at 17 July 2018

Response	equipment	with basic response kits (ID vests, torches, portable RTs, first aid kits, etc.)	
	Rangitikei CD Response Team resourced with basic equipment	Rangitikei CD response team issued with basic response kits (ID vests, torches, portable RTs, first aid kits, etc.)	Proceeding
	Activation/Response levels unclear	Review/confirm the appropriate activation/response trigger levels for each community/area and update CRPs accordingly	Not yet started
	Lack of Community Response Plan for Marton	Develop Marton CRP	Agenda item for Marton Community Committee, August 2018
	Limited flow/water level information for the Tutaenui Stream (currently only gauge is at Hammond Street)	Investigate, with Horizons RC, installation of flow/water level gauge on upper Tutaenui Stream	Raised with HRC but no progress to report
Response (Operations)	Availability of adequate number of clean/dry sandbags	Purchase/store 2000 sandbags in Marton and 500 in Taihape, with processes/arrangements in place to access/fill as required and empty/store.	Completed
	Lack of standardised cordon establishment/management plan	Develop standard procedure for establishing/managing cordons based on standard/expected scenarios (e.g. Marton flooding)	Cordon management plan included in Marton Flood Action Plan.
	Need to adequately brief/train volunteers	Dedicated volunteer training/support programme developed Casual Volunteer briefing/training checklist developed	Not yet started Not yet started
	Need to capture/relay data from field operations to EOC	Investigate options for real-time data capture/relay to EOC	Investigating 'Survey 123' tool
	Consistent approach needed for door-to-door operations	Develop training/checklist/standard procedure approach – to cover welfare and property inspection/assessment elements	Not yet started
	Lack of ready staff/volunteer Identification	Organise CDEM specific hi-viz vests – generic ID cards	Resources Ordered
Welfare	Lack of a local community welfare response	Support establishment of Marton/Bulls welfare response	To be considered by the Marton and Bulls Community Committees



	group	group	at their August 2018 meetings.
	Lack of welfare support resources	Purchase welfare cache – stretchers, mats, sleeping bags, blankets, etc.	Resources Ordered
Business Continuity	Ability for Council to continue delivering services during/following an emergency event	Develop/update business continuity plans for all operational areas of Council	(June 2018)

Whangaehu Resilience Project Recommendations	Establish a Whangaehu Valley Community Advisory Group (WVCAG)	Community-led process underway
	Review/Update Community Response Plan	Awaiting establishment of WVCAG
	Develop Community Recovery Plan	Awaiting establishment of WVCAG
	Review District Plan provisions to prevent new development	DP provision are already robust in this regard, but further review will be undertaken
	Review national legislative, policy, funding and capability building framework to prevent rebuilding homes in high risk locations and facilitate planned relocation of at-risk communities	This responsibility sits with central Government

## *Appendix 2*

FROM THE  
OFFICE OF THE MAYOR



**RANGITIKEI**  
DISTRICT COUNCIL

20 July 2018

File: 3-EP3-7

Hon Kelvin Davis  
Minister of Tourism  
Parliament Buildings  
**WELLINGTON**

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

Dear Kelvin

**Consultation on the proposed International Visitor Conservation and Tourism Levy**

The Rangitikei District Council appreciates the opportunity to comment on the proposed International Visitor Conservation and Tourism Levy.

We consider that the levy is a valid and useful approach to underwrite, on an ongoing basis, some of the costs associated with increasing visitors from overseas. We think it is preferable to set it at the maximum proposed – i.e. \$35 – this is a very minor addition to the costs incurred by visitors coming from beyond Australia and the Pacific Islands but increases the funding available. This is modest by comparison with many other countries: a substantially higher rate, say \$70.00, could be justified. If a higher rate is considered inexpedient at this time, we suggest that the Government is explicit that it will increase over time, having regard to comparative levies overseas as well as inflation.

Council considers the larger part (say 50%) of the revenue should be used for landscape and scenery preservation and biodiversity enhancement. Investment in this is critical to ensuring that New Zealand remains a highly prized destination, despite our distance from the rest of the world. It is also critical for New Zealanders to see the value placed on these characteristics. While there are existing programmes to assist local government upgrade infrastructure to cope with increasing visitor numbers and to assist tourism businesses, we consider that part of the revenue should be assigned to these purposes (say 25% for local government infrastructure and 25% for tourism business support and promotion) as this allows a longer-term view to be taken than is currently the case.

Allocating the revenue from the levy should be efficient, effective and transparent. We suggest that the revenue is not administered centrally, but rather by the three relevant sector groups – i.e. the Department of Conservation, Local Government New Zealand and Tourism New Zealand. Each group would be required to develop their own criteria, to be signed off at the appropriate level within Government so that there is confidence about the balance between immediate needs and longer-term developments. Each group would appoint a selection panel on which the Ministry of Business, Innovation and Employment would have a representative. The panels would call for applications relevant to those criteria, evaluate proposals, allocate funds, and monitor progress.

*Making this place home.*

In the case of the Department of Conservation, it would be open to external suggestions as well as those made from Departmental staff. Each group would report annually to the Ministry on the projects considered, approved and funded, together with any suggestions for modifying the agreed criteria.

We hope these comments are useful.

Yours sincerely

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

Andy Watson  
**Mayor of Rangitikei**

## *Appendix 3*

## Service Requests May 2018 First Response

Service Requests Department	Compliance Current	Overdue	Responded in time	Responded late	Grand Total
<b>Animal Control</b>			<b>90</b>	<b>14</b>	<b>104</b>
Animal control bylaw matter			2		2
Animal welfare concern			6		6
Barking dog			10	2	12
Dog attack			3		3
Dog property inspection (for Good Owner status)			6		6
Found dog			14	2	16
General Enquiry			3		3
Lost animal			17	9	26
Microchip dog			1		1
Roaming dog			12		12
Rushing dog			1		1
Wandering stock			15	1	16
<b>Building Control</b>				<b>2</b>	<b>2</b>
Dangerous or unsanitary building				1	1
General Enquiry				1	1
<b>Council Housing/Property</b>		<b>4</b>	<b>24</b>	<b>12</b>	<b>40</b>
Council housing maintenance		4	13	7	24
Council property maintenance			6	4	10
Graffiti/vandalism			1		1
Halls maintenance			4	1	5
<b>Environmental Health</b>	<b>1</b>	<b>8</b>	<b>30</b>	<b>1</b>	<b>40</b>
Abandoned vehicle			4		4
Dead animal			3		3
Dumped rubbish - outside town boundary (road corridor only)		1	3		4
Dumped rubbish - under bridges, beaches, rivers, etc			2	1	3
Dumped rubbish - within town boundary			1		1
Food premises health issue			1		1
General Enquiry		1			1
Livestock (not normally impounded)		1			1
Noise		5	15		20
Untidy/overgrown section	1		1		2
<b>Footpaths</b>	<b>1</b>		<b>3</b>		<b>4</b>
Footpath maintenance	1		3		4
<b>General enquiry</b>		<b>2</b>	<b>4</b>		<b>6</b>
General Enquiry		2	4		6
<b>Parks and Reserves</b>			<b>3</b>		<b>3</b>
Maintenance (parks and reserves)			2		2
Playground equipment			1		1
<b>Public Toilets</b>		<b>1</b>	<b>5</b>	<b>2</b>	<b>8</b>
Maintenance (public toilets)		1	4	2	7
Toilet cleaning issues			1		1
<b>Roads</b>	<b>13</b>		<b>27</b>		<b>40</b>
Bridges			1		1
Culverts, drains and non-CBD sumps			3		3
Potholes	1		1		2
Road maintenance - not potholes	12		14		26
Road signs (except state highway)			3		3
Road surface flooding - danger to traffic			4		4
Vehicle crossings			1		1
<b>Roadside Trees, Vegetation and Weeds</b>	<b>6</b>		<b>7</b>		<b>13</b>
Rural trees, vegetation and weeds			2		2
Urban trees, vegetation and weeds	6		5		11
<b>Stormwater</b>			<b>1</b>		<b>1</b>
Stormwater blocked drain (non urgent)			1		1
<b>Street Lighting</b>		<b>5</b>	<b>5</b>	<b>2</b>	<b>12</b>
Street lighting maintenance		5	5	2	12
<b>Wastewater</b>			<b>2</b>		<b>2</b>
Wastewater blocked drain			1		1
Wastewater overflow (wet weather)			1		1
<b>Water</b>			<b>27</b>		<b>27</b>
Dirty drinking water			2		2

Service Requests		Compliance			
Department		Current	Overdue	Responded in time	Responded late
	Location of meter, toby, other utility			2	2
	Low drinking water pressure			3	3
	Replace meter, toby or lid			7	7
	Water leak - council-owned network, not parks or cemeteries			7	7
	Water leak at meter/toby			6	6
Grand Total		21	20	228	33
					302

Feedback Required (Multiple Items)

Service Requests

Feedback

Department	Email	In			Not	Grand	
		Person	Letter	Telephone	Provided	Total	
Animal Control		1	7	1	25	4	38
Building Control			2				2
Council Housing/Property						8	8
Environmental Health						11	11
Footpaths						2	2
General enquiry						3	3
Parks and Reserves					2		2
Public Toilets						2	2
Roads		1			4	11	16
Roadside Trees, Vegetation and Weeds						5	5
Stormwater					1		1
Street Lighting					2		2
Water			5		4		9
Grand Total		2	14	1	38	46	101



## Service Request Breakdown for May 2018 - Resolution

Service Requests Department	Compliance Completed in time	Completed late	Current	Overdue	Grand Total
<b>Animal Control</b>	<b>98</b>	<b>6</b>			<b>104</b>
Animal control bylaw matter	2				2
Animal welfare concern	6				6
Barking dog	9	3			12
Dog attack	2	1			3
Dog property inspection (for Good Owner status)	6				6
Found dog	14	2			16
General enquiry	3				3
Lost animal	26				26
Microchip dog	1				1
Roaming dog	12				12
Rushing dog	1				1
Wandering stock	16				16
<b>Building Control</b>		<b>2</b>			<b>2</b>
Dangerous or unsanitary building		1			1
General enquiry		1			1
<b>Council Housing/Property</b>	<b>22</b>	<b>12</b>		<b>6</b>	<b>40</b>
Council housing maintenance	11	8		5	24
Council property maintenance	6	3		1	10
Graffiti/vandalism	1				1
Halls maintenance	4	1			5
<b>Environmental Health</b>	<b>14</b>	<b>2</b>	<b>2</b>	<b>21</b>	<b>39</b>
Abandoned vehicle	3	1			4
Dead animal	3				3
Dumped rubbish - outside town boundary (road corridor only)	3			1	4
Dumped rubbish - under bridges, beaches, rivers, etc		1		1	2
Dumped rubbish - within town boundary	1				1
Food premises health issue	1				1
General enquiry				1	1
Livestock (not normally impounded)				1	1
Noise	3			17	20
Untidy/overgrown section			2		2
<b>Footpaths</b>	<b>1</b>			<b>3</b>	<b>4</b>
Footpath maintenance	1			3	4
<b>General enquiry</b>	<b>6</b>			<b>1</b>	<b>7</b>
Dumped rubbish - under bridges, beaches, rivers, etc	1				1
General enquiry	5			1	6
<b>Parks and Reserves</b>	<b>3</b>				<b>3</b>
Maintenance (parks and reserves)	2				2
Playground equipment	1				1
<b>Public Toilets</b>	<b>5</b>	<b>2</b>		<b>1</b>	<b>8</b>
Maintenance (public toilets)	4	2		1	7
Toilet cleaning issues	1				1
<b>Roads</b>	<b>28</b>	<b>3</b>	<b>2</b>	<b>7</b>	<b>40</b>
Bridges	1				1
Culverts, drains and non-CBD sumps	2			1	3
Potholes	1			1	2
Road maintenance - not potholes	18	3	2	3	26
Road signs (except state highway)	2			1	3
Road surface flooding - danger to traffic	4				4
Vehicle crossings				1	1
<b>Roadside Trees, Vegetation and Weeds</b>	<b>6</b>		<b>2</b>	<b>5</b>	<b>13</b>
Rural trees, vegetation and weeds	1		1		2
Urban trees, vegetation and weeds	5		1	5	11
<b>Stormwater</b>	<b>1</b>				<b>1</b>
Stormwater blocked drain (non urgent)	1				1
<b>Street Lighting</b>	<b>8</b>	<b>5</b>			<b>13</b>

Service Requests Department	Compliance				
	Completed in time	Completed late	Current	Overdue	Grand Total
Street lighting maintenance	8	5			13
<b>Wastewater</b>	<b>2</b>				<b>2</b>
Wastewater blocked drain	1				1
Wastewater overflow (wet weather)	1				1
<b>Water</b>	<b>26</b>	<b>1</b>			<b>27</b>
Dirty drinking water	2				2
Location of meter, toby, other utility	2				2
Low drinking water pressure	3				3
Replace meter, toby or lid	7				7
Water leak - council-owned network, not parks or cemeteries	6	1			7
Water leak at meter/toby	6				6
<b>Grand Total</b>	<b>220</b>	<b>33</b>	<b>6</b>	<b>44</b>	<b>303</b>

# Attachment 4

# Memorandum

**To:** Council

**From:** Ross McNeil

**Date:** 19 July 2018

**Subject:** **Top Ten Projects – status, July 2018**

**File:** 5-EX-4

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This memorandum updates the information presented to the June 2018 Council meeting.

## **1. Mangaweka Bridge replacement**

As noted last month, the preparation of the required detailed business case is underway. Feedback from the New Zealand Transport Agency points to completion in August 2018 (as the question of options for the existing bridge need to be addressed in the business case).

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

As noted in the March report, the application for a new resource consent lodged with Horizons has been placed 'on-hold' pending the outcome of the business case process for the upgrade of the Marton wastewater plant. A meeting involving Infrastructure staff, Council's consent advisors and Horizons compliance staff has been held to progress the consenting strategy for Bulls/Marton. However, Horizons needs clear commitment from the Council about the proposed upgrade to be confident that any interim (short term) consent is a genuine stepping stone to new long-term consent with associated plant upgrades. A full briefing is planned for the Assets/Infrastructure Committee's meeting in August 2018, together with a District-wide strategy towards consenting. Prior to that a meeting of the Advisory Group will be convened to allow a full update to be provided and discussed with them. An updated consent application, incorporating consideration of the Marton wastewater treatment upgrade, will be lodged before the end of October 2018.

## **3. Upgrade of the Marton wastewater treatment plant to meet new consent conditions**

The trade waste agreement with MidWest Disposal for acceptance of treated leachate at the Marton wastewater treatment plant is now in place. MidWest Disposal has sought an amendment to the agreement, to be considered separately by Council at its July meeting.

Horizons has made it clear that lodgement of a new consent application by October 2018 will allow the current consent arrangements to apply until a new consent is issued.

## **4. Upgrade of the Ratana wastewater treatment plant**

The proposed programme to enable the installation of a land-based disposal of treated effluent (i.e. removal of discharge to Lake Waipu) starts from 1 July 2018 (as per the

agreement with the Ministry for the Environment). Consideration is now being given to identifying the most suitable land for this disposal, following which purchase will be negotiated with the owner.

As noted in previous reports, an application for a new consent was lodged by 30 April 2018 (the extended timeframe agreed to by Horizons), which means the existing consent continues to apply until a new consent is issued.

#### **5. Sustainable provision of stock and irrigation water within the area now serviced by the Hunterville Rural Water Scheme, extended south to Marton, and provision of a safe, potable and affordable supply to Hunterville town**

As previously noted, a site has been identified in the Hunterville Domain for a test bore for a new water source for the Hunterville township. There is a cost efficiency to expand the scope of the work to include drilling the test bore and getting that bore to production status. A yield of between 200 and 400 cubic metres per day would be needed for a production bore to be viable. A new request for tender has been issued to allow for the progression with a production bore should the test bore process verify good water (volume and quality).

#### **6. Future management of community housing**

The future options and opportunities, including funding, for Council's continued management of community housing has been informed by the Government's policy position on community housing. At its meeting on 14 June 2018, the Policy/Planning Committee considered the question of moving to market rentals and its recommendations were approved at Council's meeting on 28 June 2018. All tenants have been advised (in writing) of the change, to take effect from 1 November 2018, and meetings are being arranged in Taihape, Marton and Bulls at which a Work & Income representative is being invited to attend.

The proposed upgrade programme will be presented to the Assets/Infrastructure Committee's meeting in August.

#### **7. Bulls multi-purpose community centre**

The detailed design has been finished and an application for a building consent has been submitted. Tenders have been called, with a closing date of 6 August 2018, a milestone which attracted local media interest. This means the contract should be let before the end of August 2018. The target completion time remains December 2019.

There have been discussions with Heritage New Zealand to gain an archaeological authority before the tender is awarded and estimates of costs have been provided: these could affect the price of the tendered work. This authority is needed because the site was in human occupation before 1900.

Work continues on sourcing further external funding for the project. Since the last report, the Whanganui Community Foundation has approved a grant of \$300,000 for the project. His Worship the Mayor has met with representatives of Te Puni Kokiri concerning funding to highlight Ngati Apa within the development. Arrangements have been finalised to relocate the house made available by Central House Movers – the makeover will be a significant

community project. The additional resource contribution to this project by Central House Movers has been significant

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

The Lottery and Heritage Fund Committee declined the Council's application for a grant for a heritage feasibility precinct study for Marton's CBD. An application will shortly be made for this study to be accepted as a project to the Provincial Growth Fund. A decision is expected by the end of October.

A business case is being prepared on the principal options for the redevelopment of the proposed civic centre site. These are the status quo (i.e. not moving from the current Administration and Library sites), demolition of all buildings on the Cobbler/Davenport/Abraham & Williams site and erecting an entirely new facility; retaining all structures on the Cobbler/Davenport/Abraham & Williams site and refurbishing; retaining facades only on the Cobbler/Davenport/Abraham & Williams site and building behind.

WSP-Opus have been invited to submit a proposal for developing the concepts designs to support the next phase of this project, which will involve community engagement. A draft proposal is expected by the end of July.

Outline project plans for the Marton heritage precinct project and the Broadway/High Street Council building project are attached as [Appendix 1](#).

#### **9. Taihape Memorial Park development**

While Council set out its position on the initial stage of development on Memorial Park in the draft Long Term Plan consultation document, subsequent deliberations and discussions led to a request for a further report outlining various options and their costs. That was provided to the Assets/Infrastructure Committee's meeting on 12 July 2018. Further information was requested for consideration at the Committee's August meeting, before which a public meeting (including the Park User Group) will be held to gain clearer insights into community views and preferences.

#### **10. Taihape civic centre.**

As previously noted, further engagement with the Taihape community to determine a preferred option for the development of the Taihape Civic Centre is planned for 2018/19. This engagement will be better informed following a final decision on the nature and scope of the development of community facilities on Memorial Park.




















#### **Recommendation**

That the memorandum 'Top Ten Projects – status, July 2018' be received.

Ross McNeil  
Chief Executive




















# *Appendix 1*

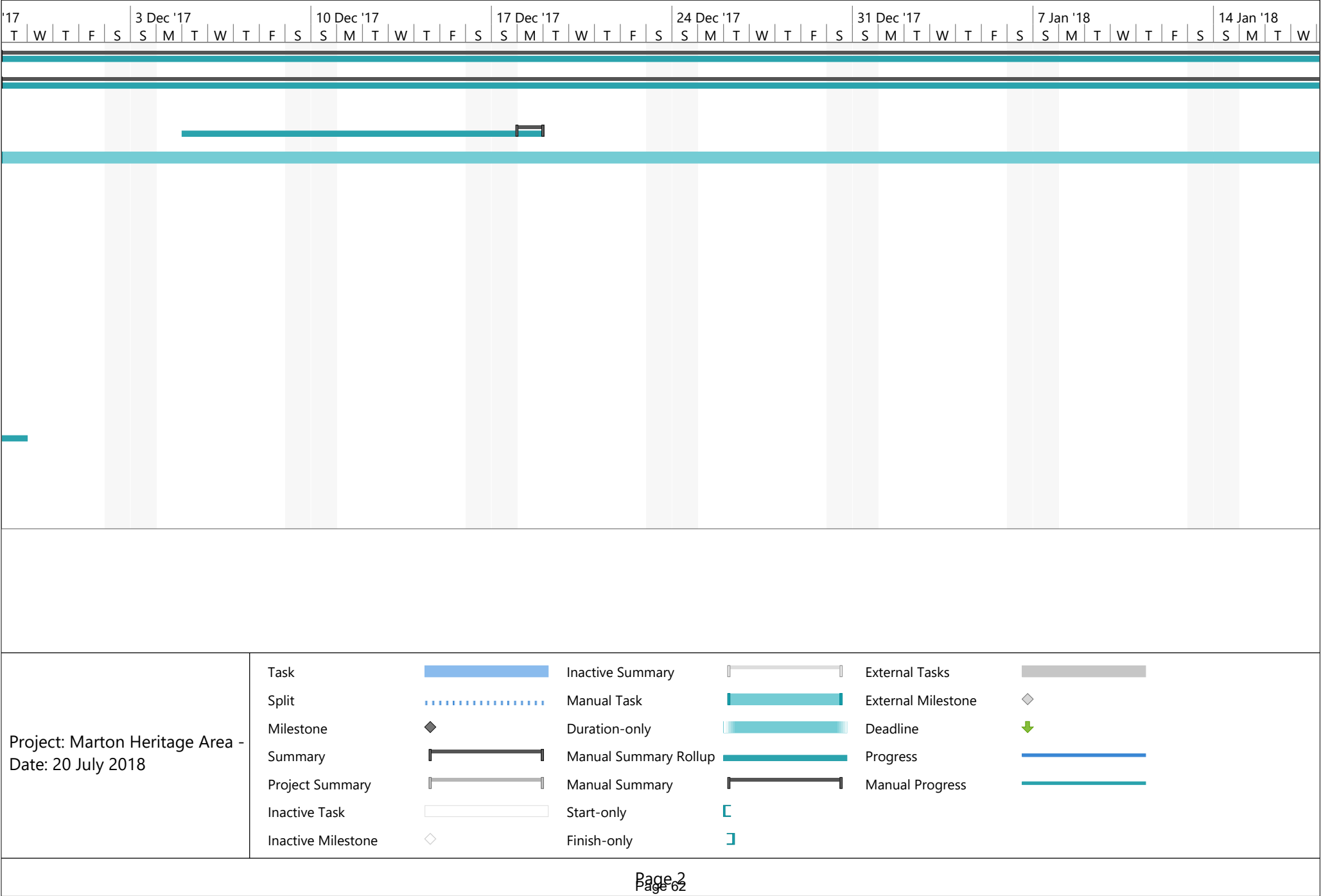
ID	Task Name	Start	Finish	Resource Names																												
					M	Half 2, 2018				Half 1, 2019			Half 2, 2019			Half 1, 2020			Half 2, 2020			Half 1, 2021			Half 2, 2021							
1	Marton Civic Centre	Thu 31 May '18	Thu 30 Dec '21																													
2	Develop Business Case	Thu 31 May '18	Fri 31 Aug '18																													
5	Concept designs for consultation	Mon 4 Jun '18	Fri 28 Sep '18																													
12	Heritage Precinct (simultaneous process)	Fri 1 Jun '18	Wed 31 Jul '19	Katrina																												
14	Detailed Design	Thu 15 Nov '18	Thu 28 Mar '19	Architect																												
19	Resource Consent Process	Mon 1 Apr '19	Thu 31 Oct '19																													
23	Procurement	Wed 6 May '20	Mon 31 Aug '20	Project Manager																												
31	Funding	Mon 29 Oct '18	Thu 28 May '20																													
45	Build	Mon 4 May '20	Thu 16 Dec '21																													
55	Implementation/Move In	Mon 20 Dec '21	Thu 23 Dec '21	Project Manager																												
61	Closing	Fri 24 Dec '21	Fri 24 Dec '21	Project Manager																												

Project: Marton C C Project Plan Date: Fri 20 Jul '18	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			



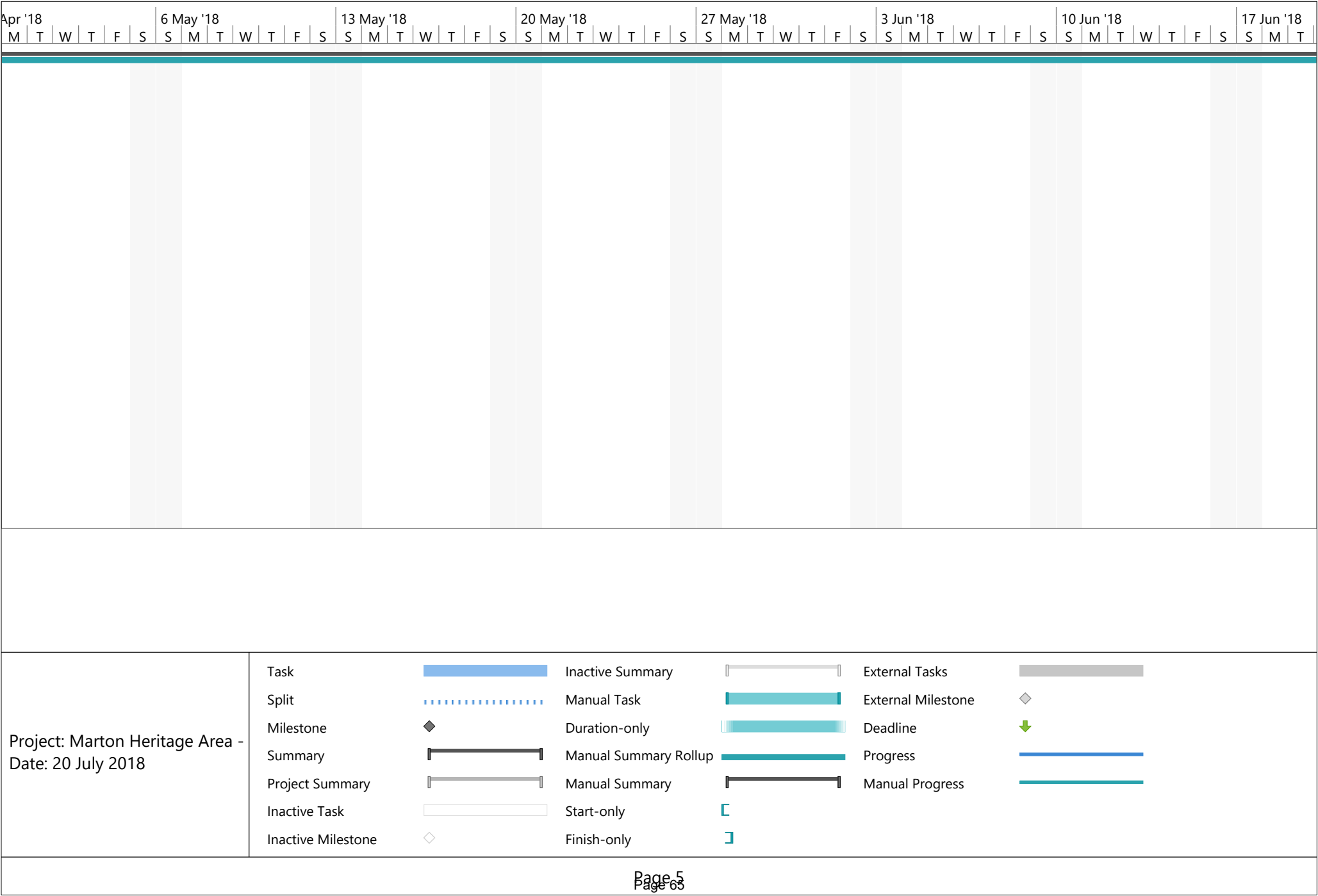
ID	Task Name	Duration	Start	Finish	Resource Names	Predecessors	26 Nov '17	S	M	T
1	<b>Marton Heritage Precinct</b>	<b>437 days</b>	<b>28 November 2017</b>	<b>31 July 2019</b>						
2	<b>Application to Lotteries Environment and Heritage Fund</b>	<b>62 days</b>	<b>28 November 2017</b>	<b>21 February 2018</b>						
3	Meeting with building owners	<b>1 day</b>	<b>18 December 2017</b>	<b>18 December 2017</b>	<b>Katrina,Ross</b>					
6	Draft application completed for review	59 days	28 November 2017	16 February 2018	Blair					
7	Application submitted	0 days	19 February 2018	19 February 2018	Blair					
8	<b>Application to Provincial Growth Fund</b>	93 days	27 June 2018	2 November 2018						
9	Lodge draft application	1 day	27 June 2018	27 June 2018	Ross					
10	Lodge final application	26 days	27 July 2018	31 August 2018						
11	Decision on application			2 November 2018						
12	<b>Undertake Feasibility Assessment</b>	<b>80 days</b>	<b>12 November 2018</b>	<b>1 March 2019</b>	<b>Opus</b>					
13	<Add in tasks once receive proposal from Opus>									
14	<b>Application to Heritage Equip fund</b>		<b>TBC</b>	<b>TBC</b>	<b>Blair</b>					
15	<b>Meeting with building owners</b>									
16	Draft application completed for review				Blair					
17	Application submitted				Blair					

Project: Marton Heritage Area - Date: 20 July 2018	Task		Inactive Summary		External Tasks	
	Split		Manual Task		External Milestone	
	Milestone		Duration-only		Deadline	
	Summary		Manual Summary Rollup		Progress	
	Project Summary		Manual Summary		Manual Progress	
	Inactive Task		Start-only			
	Inactive Milestone		Finish-only			



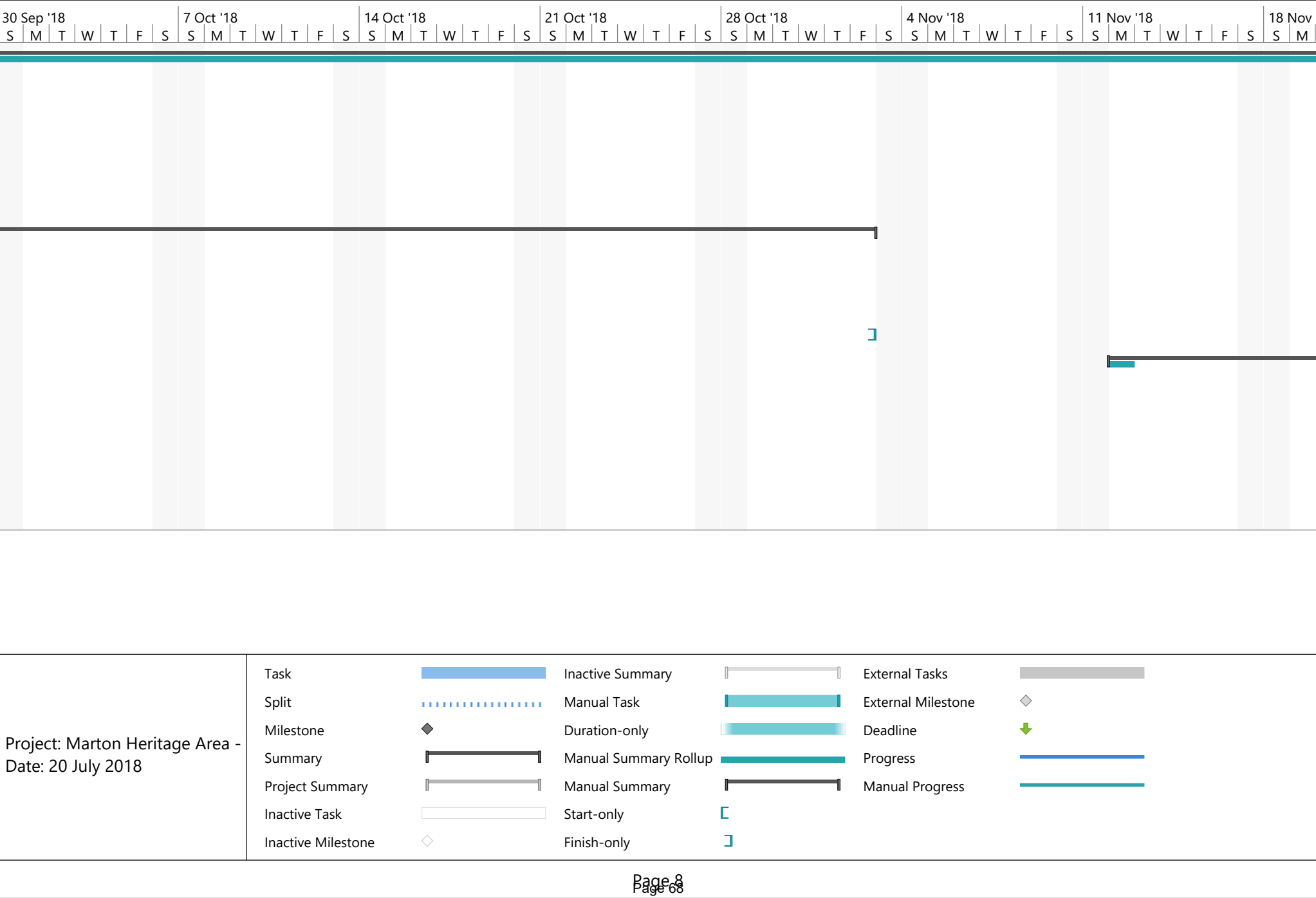






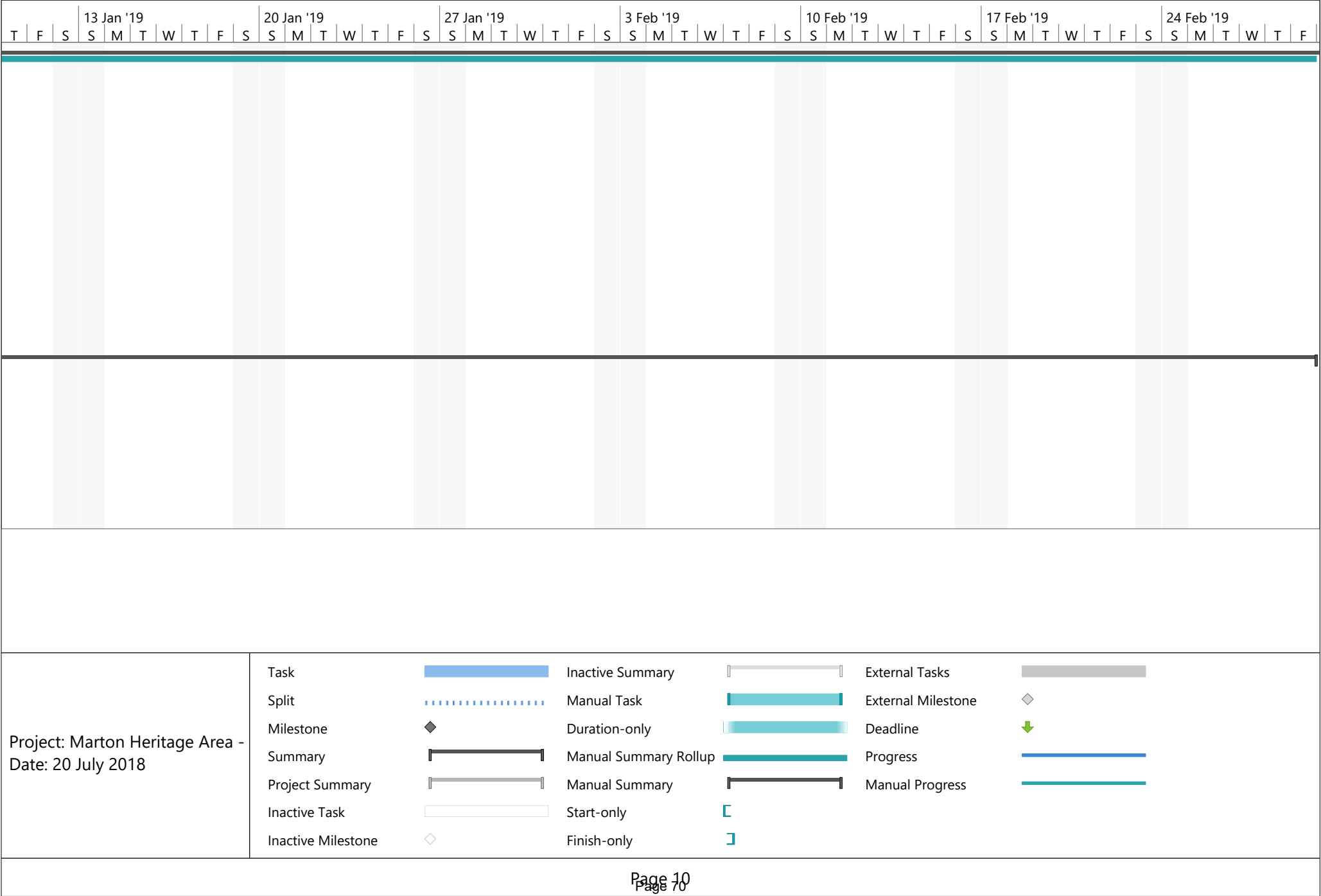


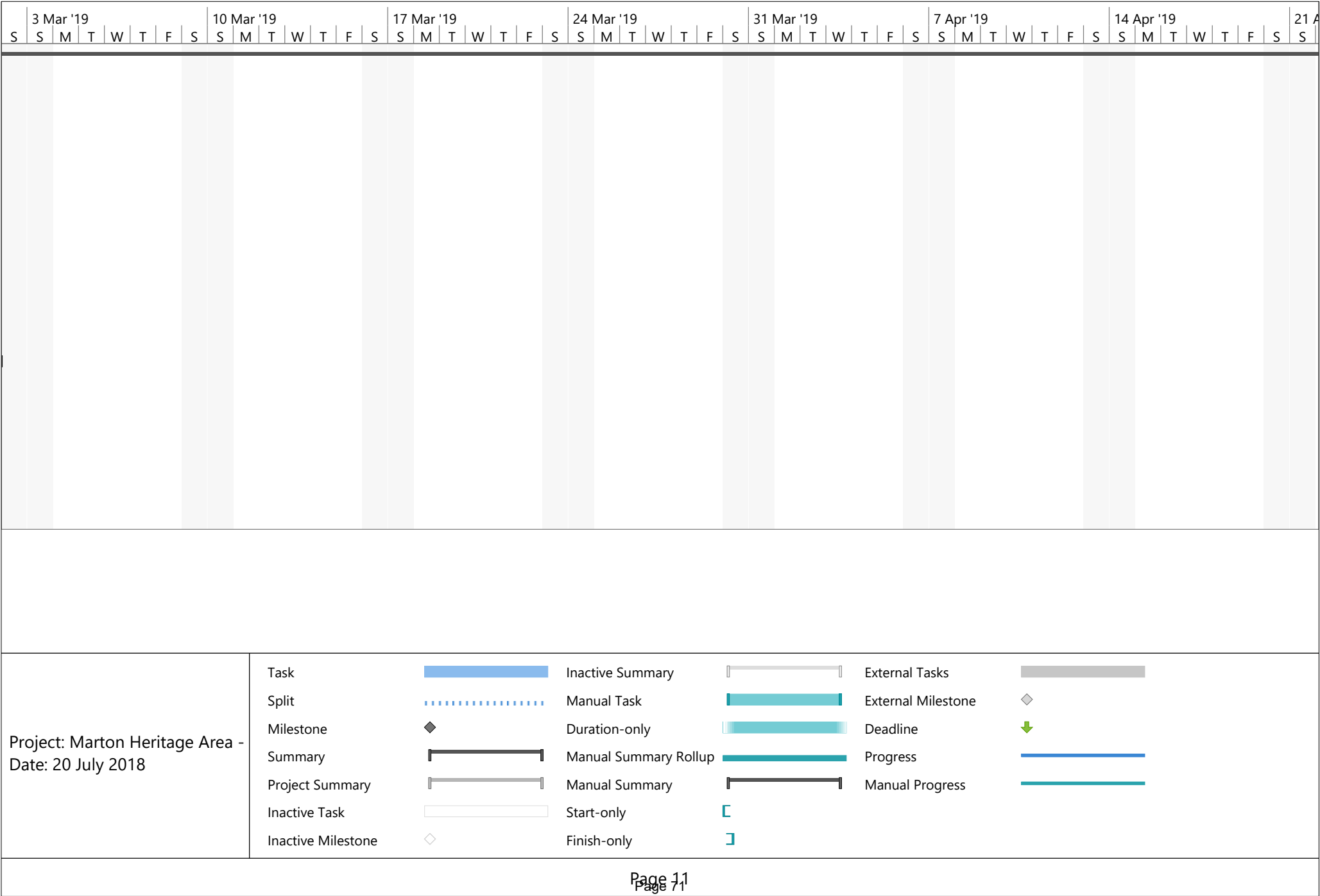
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Project: Marton Heritage Area -  
Date: 20 July 2018

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

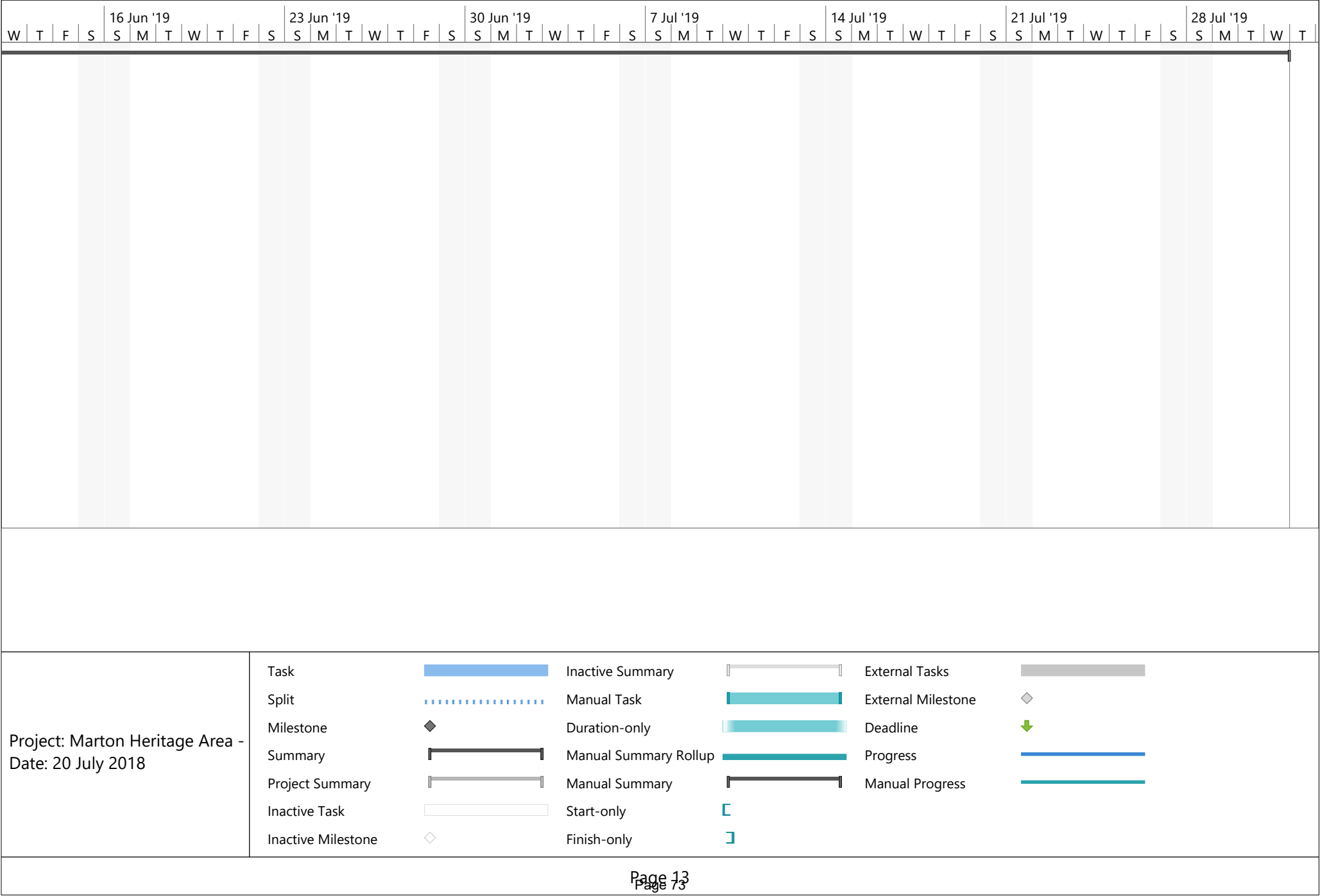
Deadline

Progress

Manual Progress

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# Attachment 5



# Report

**Subject:** Health & Safety Quarterly Update (April-June 2018)

**To:** Council

**From:** Sue Bligh, HR /Health & Safety Coordinator

**Date:** 17 July 2018

**File:** 5-HR-8-3

## 1 Health & Safety Report for period ending end of June 2018

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

Task	Month	Progress	Comment
Objectives 2017-2018		Completed	See below
Hazard management – link incident reporting & near misses to hazard register	ongoing	All newly identified hazards will be added to RDC Hazard registers as required	Due September 2018
Up skilling of Senior Managers			Ongoing
Contract Management	Contracts to be reviewed during tenure of contract to check for changes in contract delivery		Pre-qualification for contractors is ongoing

1.2 Training completed for period

STMS training / Playground auditing	Parks & Reserves staff
ICAM (Incident cause analysis method)	S Bligh
Stage 3 H&S training Stage 1 H&S training	R Peterson, A Geerkens, A Walker G Prince, S Shroj
Auditing of H&S systems	S Bligh

### 1.3 Notifiable Events to Work safe

nil

### 1.4 Notification of Particular Hazardous Work to Work safe

nil

### 1.5 Health monitoring for period

- Vitae Counselling services available to staff
- Ergonomic assessments available to staff
- Hearing tests
- Flu vaccination available to all staff

## 2 Rangitikei District Council Health & Safety Objectives 2017-2018

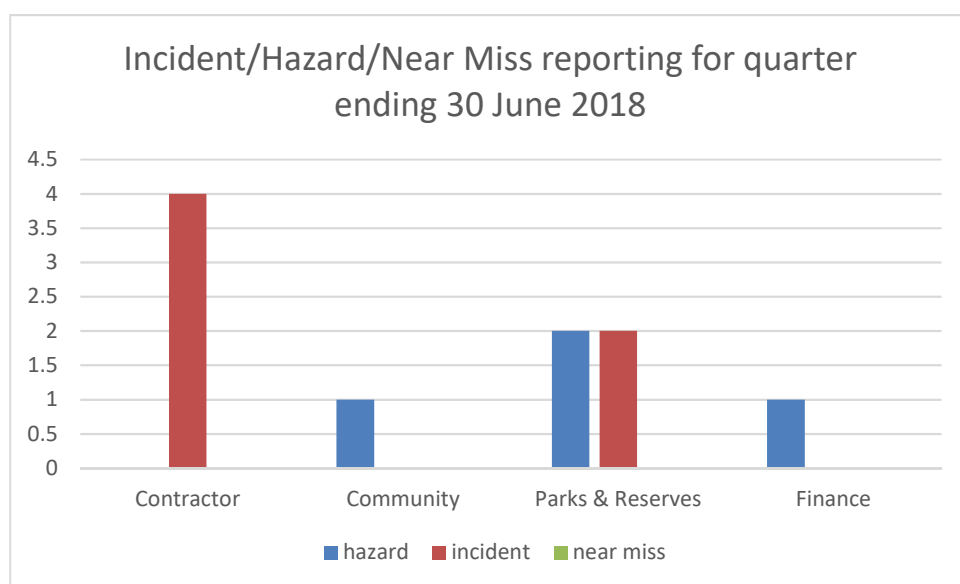
- Continue to look for opportunities and provide further evidence of up skilling the senior leadership team in health & safety governance
- Continue to look for health & safety objectives that are project based and based on continuous health & safety improvement
- Consider a time frame for contractors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

## 3 Quick Updates

- 3.1 Asbestos update - RDC sites are continuing to be surveyed as per the criteria set out in the Overarching Asbestos Management Plan. Bins have been purchased to manage asbestos waste in accordance with the regulations. Asbestos awareness training for Managers is due in July.



- 3.2 Shared services – The MDC H&S Advisor and the RDC H&S Co-ordinator meet 6 weekly to improve Health & Safety coordination/communication and identify risks to staff and contractors under the shared service agreement.
- 3.3 Hall committees have been requested to sign a memorandum of understanding with RDC to manage H&S activities in their halls.
- 3.4 Chemical registers for our water & wastewater sites have been provided to Fire and Emergency NZ Palmerston North branch.



#### 4 Recommendation

That the report 'Health & Safety Quarterly Update (April-June 2018)' for the period ending 30 June 2018 be received.

Sue Bligh  
HR /Health & Safety Coordinator

# Attachment 6



# Memorandum

To: Council

From: Graeme Pointon, Strategic Property Advisor

Date: 17 July 2018

Subject: **Sale of Marton A Dam**

File: 6-CF-4-4

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- 1 Asset / Infrastructure Committee's 12 July 2018 meeting requested a recommendation be put to Council from work done on potential development and sale of the A Dam.
- 2 Enquiries of and discussions with possible partners, contractors, suppliers, and land agents have provided insight and indicative costings that would apply to disposal of this property. Possible disposals have been considered in terms of whether there is any benefit to be had from pre-sale development by Council.
- 3 Analysis of indicative costings and potential returns for the different propositions reviewed, are summarised:

<u>Potential Offering Scenario</u>	<u>Reasonable Total Sale Price (\$)</u>	<u>Anticipated Pre-Sale Costs (\$)</u>	<u>Potential Developed Sale Price (\$)</u>
1 One Block, As is	200,000	-	200,000
2 One Block - limited preparation	700,000	200,000	500,000
3 Develop as 5 Lots (Limited services)	900,000	300,000	600,000
4 Develop as 5 Lots (Fully serviced)	1,200,000	1,356,000	(156,000)

- 4 Reasonable Total Sale Price expectations are as recommended by Property Brokers Ltd, Marton.
- 5 Developed Sale Price does not incorporate any deductions for GST or legal costs on sales (Anticipated Pre-Sale Costs do include allowance for legal services on subdivision for scenarios 3 and 4).
- 6 The access presents serious surface water and soft ground issues which have been costed on a best endeavours basis. Detailed soil testing and drainage assessment will

be required to plan any remedial or upgrade work. There is real risk the estimates prepared with the limited data available, will be less than actual were the work to be done.

Costs for access work have been developed for Scenario 1 at zero, Scenario 2 at basic work level, Scenario 3 at (basic) passenger vehicle level, and for Scenario 4 at sealed surface, “town car” level.

- 7 Scenario 1 works on the basis that Council would do no work whatever prior to offering for sale. The expectation for this scenario would be an adjoining owner would be the likely successful purchaser. Multiple adjoining owners may also purchase for subdivision and amalgamation of parts with their own landholdings.
- 8 Scenario 2 assumes Council would undertake pre-market tidying of the land – follow-up where necessary on the Autumn gorse eradication spray, ensure boundary fences are secure, possibly undertake minimal earthworks and clearance of general waste from forestry operations etc., oversow in pasture grasses. This proposition also allows for reasonable upgrade work to the access from Tutaenui Road (approx. 700 metres). This will include review of any effects from reservoir drainage.
- 9 Scenario 3 anticipates subdivision into 5 separate allotments with shared ownership of the access strip. This proposal would require less planning and development cost, and probably a lesser standard of “finish” for access work than the fully-serviced Scenario 4. No services would be provided, beyond the access upgrade. Potential purchasers could be developers or “off-grid” homestylers.
- 10 Scenario 4 provides for a “gold-plated” development, looking for sales of 5 fully-serviced, high value residential allotments. Calculations display this proposition is not feasible for Council.
- 11 A high level assessment of risk has raised questions on how readily Scenarios 3 or 4 might sell, and what consequent exposure to non-recovered development expenditure might come from that. Access development costs may be greater in practice than the best estimate figures quoted; to what extent there might also be need for Stormwater drainage work has not been tested.
- 12 No records have been sighted to indicate any assessment or thought has been given to the structural integrity of the earth dam sited approximately 400 metres beyond the end of the access. No costings can be estimated for this potential risk. Sale of the land would take that risk with the land and purchasers may well factor that into setting a reduced offer price.
- 13 Council’s Policy on Disposal of Surplus Land and Buildings (26 February 2015) applies to this land. Which, if any, non-financial considerations will apply must be considered, as must how, and at what value/s, those will apply.
- 14 A copy of the Policy is appended. Table 1 to that attachment has been expanded to incorporate recommendations following officer discussions.

## **Recommendations**

- 1        That the memorandum 'Sale of Marton A Dam' to Council meeting 26 July 2018 be received
- 2        That a firm estimate be obtained of the cost of preparing the Marton A Dam site for sale in terms of the basis of scenario 2 (including securing boundary fences, clearing waste from forestry operations, oversowing in pasture and upgrading the access from Tutaenui Road) and a report commissioned on the integrity of the earth dam wall.

Graeme Pointon  
Strategic Property Advisor

# *Appendix 1*

# RANGITIKEI DISTRICT COUNCIL

## POLICY ON DISPOSAL OF SURPLUS LANDS AND BUILDINGS<sup>1</sup>

### 1 Background

- 1.1 Council has previously undertaken a survey of its non-infrastructure assets to identify those which were surplus and potentially best disposed of by sale. The costs (and in some cases legislation) associated with disposal has also impeded the process. Council envisages that there will be instances where the best value proposition for the ratepayer is to sell such sites.<sup>2</sup>

### 2 Purpose

- 2.1 The purpose of this policy is to ensure:
- the best value and long term benefit have been obtained for the community; and,
  - that the disposal process has been open and fair.
- 2.2 Council recognises that best value does not necessarily mean the highest financial offer and will include non-financial considerations.

### 3 Application

- 3.1 This policy applies only to a site where Council has decided that it can be disposed of on the open market. The Council will also take into account the following issues where applicable:
- consideration of the current tenants or users of the asset;
  - the ability of other assets to provide the same service;
  - frequency of use;
  - cultural significance to hapū and Iwi;
  - how the land was originally acquired;
  - the ongoing maintenance costs to the community;
  - community views on whether it should be considered as surplus;
  - income generated from the asset;
  - cost of disposal;
  - statutory processes; and
  - levels of service desired in the Long Term Plan.
- 3.2 'Surplus site' means Council owned land and building(s) on a particular Certificate of Title which Council has resolved is no longer required by the community/District.

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<sup>1</sup> Adopted by Council 26 February 2015 15/RDC/041

<sup>2</sup> Changes announced in August 2014 to government policy applying to disposal of Crown reserve land means greater opportunity for Council to rationalise its holdings of land and buildings.

This excludes buildings where Council retains ownership of the land and land which is leased (and not for sale), and where Council is involved in the sale of a property only to recoup rates arrears.

- 3.3 Unless Council resolves otherwise, the policy only applies to a site which has a market value exceeding \$50,000.

#### **4 Disposal Process**

- 4.1 Council will resolve prior to tenders being sought, how much weight is to be given to non-financial considerations.
- 4.2 An open tender process will be used when disposing of all surplus sites.
- 4.3 Tenders will be required to address the non-financial considerations specified in Table 1.
- 4.4 Consideration of tenders will involve both the price and non-financial considerations.
- 4.5 Tenders will be initially evaluated and ranked on non-financial considerations. This ranking will then be compared with the prices offered.
- 4.6 A tender scoring less than 35% in the non-financial considerations will be excluded from the process.
- 4.7 The highest financial offer will not necessarily be accepted.
- 4.8 The successful tender (if any) will be that which provides the best value proposition for the District, taking into account financial and non-financial considerations. Council and tenderers will be advised of the outcome, showing the range in the non-financial considerations, and in the price, together with the name of the successful tenderer.
- 4.9 The administration of this policy is delegated to the Chief Executive unless the market value of the site exceeds \$250,000.



*Table 1. Non-financial considerations.*

<b>ATTRIBUTE</b>	<b>EXPLANATION</b>	<b>SIGNIFICANCE</b>
<b>Use of the site</b>	Preference will be given to tenders that have a proposed use that will be complementary to existing activities, and/or will provide a valuable community service and/or will provide local employment opportunities and/or cultural facility.	High (25%)
<b>Ownership structure</b>	Preference will be given to tenders that are from local businesses, residents, groups, or Iwi within the Rangitikei	Medium (15%)
<b>Sustainability of investment</b>	Preference will be given to tenders that are more likely to use the asset over the long term.	Medium (15%)
<b>Financial viability</b>	Preference will be given to tenders which provide evidence of being able to access the financial resources required to achieve the intended use and projected benefit.	Medium (15%)
<b>Track records</b>	Preference will be given to tenders which provide evidence of delivering services/facilities to a specified level.	Low/Medium (10%)
<b>Stability of investment</b>	Preference will be given to tenders that have a stable investment and/or business structure supporting them.	Low/Medium (10%)
<b>Historical connection with the asset</b>	Preference will be given to tenders that show they have a historical/ cultural connection with the asset and/or a commitment to demonstrate an element of the site's history.	Low/Medium (10%)

Attribute	Explanation	Significance	Comment	Recommendation
<b>Use of the site</b>	Preference will be given to tenders that have a proposed use that will be complementary to existing activities, and/or will provide a valuable community service and/or will provide local employment opportunities and/or cultural facility.	High (25%)	Rural Zone; There is no potential for community or employment creation. Cultural potential unknown. Some interest expressed by Ngati Apa re drainage impact on Tutaenui Stream.	0%
<b>Ownership structure</b>	Preference will be given to tenders that are from local businesses, residents, groups, or Iwi within the Rangitikei	Medium (15%)	Open Market should be tested to seek best sale price regardless of source	0%
<b>Sustainability of investment</b>	Preference will be given to tenders that are more likely to use the asset over the long term.	Medium (15%)	Not applicable to this small rural block with its zoning constraints on use	0%
<b>Financial viability</b>	Preference will be given to tenders which provide evidence of being able to access the financial resources required to achieve the intended use and projected benefit.	Medium (15%)	N.A.	0%
<b>Track records</b>	Preference will be given to tenders which provide evidence of delivering services/facilities to a specified level.	Low/Medium (10%)	N.A.	0%
<b>Stability of investment</b>	Preference will be given to tenders that have a stable investment and/or business structure supporting them.	Low/Medium (10%)	N.A.	0%
<b>Historical connection with the asset</b>	Preference will be given to tenders that show they have a historical/ cultural connection with the asset and/or a commitment to demonstrate an element of the site's history.	Low/Medium (10%)	N.A. The potential for cultural / historic values has been considered; no heritage listing is involved.	0%

# Attachment 7

# Report

Subject: **Representation Review – Initial Proposal**

To: Council

From: Katrina Gray, Senior Policy Analyst/Planner

Date: 20 July 2018

File Ref: 3-OR-3-8

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## Executive Summary

The statutory requirements for undertaking representation reviews are set out in the Local Electoral Act 2001. This requires Council to undertake a review of its representation arrangements every 6 years. The last review was in 2012.

Throughout the review Council must consider:

- The number of elected members
- The basis of election – wards, at-large, mixed
- The fairness of the proposed structure
- Effectiveness of the proposed representation
- Distinct communities of interest
- Community boards

### Pre-consultation

Council undertook two rounds of pre-consultation with the community regarding the Ratana and Taihape community boards, and one round of pre-consultation on two options for a ward structure (3 ward or amended status quo).

The results of the more extensive pre-consultation process showed support for retaining the community boards (Ratana 80%, Taihape 75%).

There were mixed views on the two options provided for a potential ward structure (50% each).

### Communities of interest

Council has previously discussed its communities of interest and informally agreed with the following communities of interest:

- Marton
- Bulls including Scotts Ferry
- Taihape
- Hunterville
- Western Villages - Koitiata, Ratana, Turakina, Kauangaroa, Whangaehu

- Northern Villages - Mangaweka, Moawhango, Mataroa, Pukeokahu, Utiku

#### Number of elected members

Council considered various options for the number of elected members to best represent the District. Given the diversity of the District, elected members preference was to retain the status quo – 11 elected members (plus the Mayor).

#### Ward structure options

Council considered that a ward structure would be the most effective given the size and the diversity of the communities within the District. Council considered a wide range of options and agreed on two shortlisted options:

- Amended status quo
- 3 ward structure

Council is required to decide on one option for its initial proposal.

#### Community Boards

Council is required to decide whether to retain the existing community boards and/or add additional community boards.

#### Next steps

Council is recommended to adopt its initial proposal for consultation. Following the consultation process Council will adopt a final proposal (with or without amendment to the initial proposal) which will be subject to appeal/objection with the Local Government Commission.

## **1 Electoral System and Maori Wards**

- 1.1 Council considered both issues of which electoral system to use and whether to establish Maori Wards, but did not make a decision on either issue. This means that for the 2019 election the First Past the Post electoral system will continue to be used<sup>1</sup> and Council will not establish Maori Wards.
- 1.2 No request for a poll was received for either issue.
- 1.3 These are related issues that are not formally part of representation reviews and are matters for local discretion with no right of appeal to the Local Government Commission.

## **2 Statutory Requirements**

- 2.1 The statutory requirements for undertaking representation reviews are set out in the Local Electoral Act 2001. This requires Council to undertake a review of its representation arrangements every 6 years. The last review was in 2012.
- 2.2 The purpose of the representation review is to ensure effective and fair representation of communities.
- 2.3 Throughout the review Council must consider:
- The number of elected members
  - The basis of election – wards, at-large, mixed
  - The fairness of the proposed structure
  - Effectiveness of the proposed representation
  - Distinct communities of interest
  - Community boards

## **3 Pre-consultation**

- 3.1 Council undertook two sets of pre-consultation in developing its initial proposal.

### **Pre-consultation 1 – Community Boards and Structure Options**

- 3.2 During early 2018, Council chose to undertake consultation with the community to help inform their initial proposal. The following questions were asked:
- Whether the Taihape community wanted to retain the Taihape Community Board.
  - Whether the Ratana community wanted to retain the Ratana Community Board.
  - Which option – out of the amended status quo, and a new three ward structure the community preferred.

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<sup>1</sup> 17/RDC/281

- 3.3 The survey was open from 18 April 2018 to 8am 9 May 2018 and received a total of 47 responses. A full analysis of the results which was provided to the Policy/Planning Committee is attached as Appendix 1 and summarised below.

*Ratana Community Board*

- 3.4 A total of 7 responses on this issue were received with 71% indicating a preference of retaining the Ratana Community Board. However, it is unclear whether any of the respondents were from the Ratana Community.

*Taihape Community Board*

- 3.5 A total of 19 responses on this issue were received with 58% indicating a preference of retaining the Taihape Community Board. Of the 19 responses, 16 respondents indicated they were part of the Taihape Ward.

*Structure options*

- 3.6 This question asked which option respondents preferred:

- Option 1 – Amended Status Quo
- Option 2 – Three Ward Structure

- 3.7 A total of 46 responses on this issue were received, with responses split 50% each. The theme of comments in support of the status quo identified that they believed having more wards provided more effective representation for local communities, particularly given the diversity and size of the District. The comments in support of the three ward structure identified the simplicity of the proposal.

## **Pre-consultation 2 – Community Boards**

- 3.8 Due to the low response rate from the initial survey, Council undertook an additional survey of electors from the Ratana and Taihape Community Board areas. A survey was posted to each registered elector relevant to the board areas providing them with information on the difference between community boards and committees and asking them to indicate whether they wished to retain their board, or move to a community committee.
- 3.9 There was an issue with the distribution of surveys in Taihape which resulted in a number of electors receiving two voting papers which could have had a minor effect on the results.

*Ratana Community Board*

- 3.10 A total of 56 responses were received as follows:

Response	Number	Percent
Retain Community Board	45	80%
Dis-establish Community Board and establish a community committee	11	20%
Total	56	

### *Taihape Community Board*

3.11 A total of 523 responses were received as follows:

Retain Taihape Community Board – 75%

Replace with a Taihape Community Committee – 25%

Response		Number	Percent	Total percent
<b>Retain Community Board</b>	Urban	192	49%	
	Rural	188	48%	
	Not specified	11	3%	
	<b>Total</b>	<b>391</b>		<b>75%</b>
<b>Replace with a Taihape Community Committee</b>	Urban	53	40%	
	Rural	64	48%	
	Not specified	15	11%	
	<b>Total</b>	<b>132</b>		<b>25%</b>

## **Effective and Fair Representation**

### **4 Communities of Interest**

4.1 Council considered what communities were ‘communities of interest’ through a workshop process following the guidance set out by the Local Government Commission. The key matters considered in determining the communities of interest for the Rangitikei District were:

- Perceptual – sense of belonging
- Functional – services
- Political – representation of interests

4.2 The results were that elected members considered that the District has many similar small communities which are self-sufficient, have a high sense of local pride, have few Council services and some local organisations but relate to different places:

- Koitiata, Ratana, Turakina, Kauangaroa, Whangaehu → Whanganui
- Mangaweka, Moawhango, Mataroa, Pukeokahu, Utiku → Taihape
- Scotts Ferry → Bulls, Palmerston North, Feilding

4.3 The District also has larger communities, which are distinct and have a larger range of services, however, still rely on larger places such as Palmerston North or Whanganui:

- Marton, Bulls, Taihape.
- Hunterville is smaller, yet is distinct, but some services are drawn from Marton (doctor).



## 5 Number of Elected Members

- 5.1 Effective representation must be achieved with between 5 and 29 members (excluding the Mayor).
- 5.2 The Rangitikei District Council currently has 11 elected members (excluding the Mayor).
- 5.3 The following considerations were undertaken by elected members for deciding the appropriate number of elected members to represent the Rangitikei District:
- The size, nature and diversity of the District.
  - A range of different option, and the advantages and disadvantages of each.
  - Structure considerations for fair representation.

### Size, nature and diversity of the District

- 5.4 The Rangitikei District has a land area of approximately 4,500 km<sup>2</sup>. This land area is incredibly diverse, ranging from sand plains on the south coast, highly versatile soils through the lower half of the District, to remote hill country in the north of the District. The District has a number of small settlements spread throughout.
- 5.5 While the land area is large, the population is small and diverse, a total population of 15,000<sup>2</sup>, with the largest settlement of Marton containing 6,170<sup>3</sup> residents.
- 5.6 The size and diversity of the District makes it important for the number of elected members to be able to be at a number which can provide representation for all communities and their diverse interests.

### Options considered

- 5.7 Council considered three options for providing the most effective representation given the size, nature and diversity of the District. These considerations are provided in the table below.

	Advantages	Disadvantages
<b>9 elected members</b>	Higher salary = more opportunity to attract a wider range of candidates.	Less diversity of views Could reduce connection with smaller communities Higher workload Travel distance increases Could risk urban dominance
<b>Status Quo 11 elected members</b>	Has worked in the past Provides good representation throughout the District given the geographical size.	Low ratio of elected members to residents Concern with distortion of communities of interest with current model.
<b>13 elected members</b>	Greatest range of interests represented around the table Spread of workload greatest	Lower salary = less opportunity to attract a wider range of candidates Lowest ratio of elected members to residents

<sup>2</sup> Estimated Resident Population 2017 – 2018 Meshblock data Statistics New Zealand

<sup>3</sup> Estimated Resident Population 2017 – Statistics New Zealand

- 5.8 Council also compared the ratio of elected members with neighbouring local authorities and those which have similar characteristics. This analysis, provided below and shows a range in the ratio of elected members to population.

Council	Number of elected representatives	Population*	Ratio (population per elected member)
Horowhenua	10 + Mayor	32,460	3,246
Manawatu	10 + Mayor	30,240	3,024
South Taranaki	12 + Mayor	28,000	2,333
Tararua	8 + Mayor	17,830	2,229
Grey	8 + Mayor	13,510	1,689
<i>Rangitikei</i>	<i>9 + Mayor</i>	<i>15,020</i>	<i>1,669</i>
Central Hawkes Bay	8 + Mayor	13,870	1,734
Waitomo	6 + Mayor	9,730	1,622
<i>Rangitikei</i>	<i>11 + Mayor</i>	<i>15,020</i>	<i>1,365</i>
<i>Rangitikei</i>	<i>13 + Mayor</i>	<i>15,020</i>	<i>1,155</i>
Ruapehu	11 + Mayor	12,730	1,157
South Wairarapa	9 + Mayor	10,240	1,138
Carterton	8 + Mayor	9,050	1,131
Stratford	10 + Mayor	9,420	942

\* Population figures are those supplied by the Government Statistician and are estimates as at 30 June 2017. Note the numbers for the Rangitikei District differ from the 2017 estimates associated with the 2018 meshblock figure of 15,000.

### Preferred option

- 5.9 Given the size and diversity of the District, the preference of the elected members was to retain the status quo - 11 elected members. This number has provided effective representation in the past and was considered the most effective number to provide representation for the diverse range of communities of interest. Elected members did not consider that additional elected members would increase Council's ability to effectively represent its communities. Likewise there was a concern that reducing the number of elected members could adversely affect the representation of the District's smaller communities.

### Consideration of structure/fair representation constraints

- 5.10 The consideration of the number of elected members was also an iterative process conducted alongside the consideration of fair representation, to examine whether there was a structure option with a different number of elected members which met the criteria

of fair representation which provided more effective representation for the District's communities of interest. All structure options considered are discussed below.

## **6 Basis of election**

- 6.1 Council also considered whether the basis of election should be at large, by ward or a combination of both.

### At large

- 6.2 Given the size of the District and the distribution of the population, election of candidates at large was not considered an option which would provide effective representation for the Rangitikei District. This option was considered to be at risk of southern and urban dominance and was not considered to be a reasonable option for fairly representing the District's communities of interest.

### Combination

- 6.3 Given the vast diversity of the District, a combination of at large and ward elections was not considered to give benefits to the District, or the District's communities of interest over a ward-only structure.

### Ward

- 6.4 Council's existing structure is a ward structure with five wards. A ward structure was considered as being the most effective way to ensure the District's distinct communities of interest would be most effectively represented by elected members who could understand the unique traits of each ward.

## **7 Ward structure options**

- 7.1 Elected members considered a wide number of ward options through workshop sessions (See Appendix 2 for the maps of each option). The majority view of these discussions on their effectiveness of representing communities of interest are provided below. All options discussed below were designed meet the criteria of 'fair' representation.

### Option 1 - Amended status quo

- 7.2 Five ward structure with amended boundaries to provide for fair representation. Eleven elected members.

### *Comment*

- 7.3 This option was short-listed and is discussed further below.

### Option 2 - Urban/Rural

- 7.4 Eight ward structure, with eleven elected members split into the following areas:

- Bulls Rural – 1 elected member

- Bulls Urban – 1 elected member
- Marton Urban – 3 elected members
- Marton Rural – 1 elected member
- Turakina Rural – 1 elected member
- Taihape Rural South – 1 elected member
- Taihape Rural North – 1 elected member
- Taihape Urban – 1 elected member

*Comment*

- 7.5 This option split the District into as many one-member wards as possible. This option was not considered favourably because it would disconnect communities of interest e.g. the Marton community of interest encompasses not just the Marton township, but also the surrounding rural environment. This option also splits the Hunterville community of interest.

Option 3 – Four ward/nine elected members

- 7.6 Four ward structure, with nine elected members split as follows:

- Bulls – 2 elected members
- Marton – 4 elected members
- Hunterville – 1 elected member
- Taihape – 2 elected members

*Comment*

- 7.7 This option had issues with the split between the Marton and Hunterville Wards, where communities that associate with the Marton Ward were located in the Hunterville Ward. There was also a lack of distinction for communities of interest in the west of the District. The Hunterville Ward proposed is very large and too diverse to be effectively represented by one elected member. There were not sufficient benefits with this model to offset the reduced number of elected members.

Option 4 – Thirteen elected members

- 7.8 Seven ward structure, with thirteen elected members split as follows:

- Bulls – 2 elected members
- Marton Rural – 1 elected member
- Marton Urban – 5 elected members
- Turakina – 1 elected member
- Taihape Rural South – 1 elected member
- Taihape Rural North – 1 elected member
- Taihape Urban – 2 elected members

*Comment*

- 7.9 This option provided a separate ward for the western portion of the District and a distinct area for Bulls which represent communities of interest. However, the Taihape Rural South ward put a number of different communities of interest with few commonalities into one

ward – Hunterville relates more to Marton, and this ward puts these communities with those rural areas which relate to Taihape.

Option 5 – Nine elected members/three wards

7.10 Three ward structure, with nine elected members split as follows:

- Southern - 2 elected members
- Central - 5 elected members
- Northern – 2 elected members

*Comment*

7.11 This option provided a relatively good structure for communities of interest. However, communities within the western portion of the District with commonalities were split between two wards which does not provide for effective representation.

Option 6a - 5 ward/nine elected members

7.12 Five ward structure, with nine elected members split as follows:

- Southern – 2 elected members
- Western – 1 elected member
- Lower Central – 3 elected members
- Upper Central – 1 elected member
- Northern – 2 elected members

*Comment*

7.13 This option was not effective at providing effective representation for any of the District's communities of interest. The Southern, Western, Lower Central and Upper Central wards all split communities of interest. For example, the rural communities which associate with Marton and have similar issues/ interests were split between three different wards.

Option 6b – 5 ward/nine elected members

7.14 Five ward structure, with nine elected members split as follows:

- Southern – 2 elected members
- Western – 1 elected member
- Lower Central – 3 elected members
- Upper Central – 1 elected member
- Northern – 2 elected members

*Comment*

7.15 Option 6b is a variation of option 6a which reduced the extent of the western ward. This improved the western ward, but then grouped distinct communities of interest into the Upper Central Ward which would not provide effective representation.

#### Option 7 – 3 ward, nine elected members

7.16 Three ward structure with nine elected members split as follows:

- Southern – 3 elected members
- Central – 4 elected members
- Northern – 2 elected members

#### *Comment*

7.17 This option is a variation of option 5, which sought to provide better representation for the western communities of the District. However, this resulted in a number of rural areas which associate with the Marton community of interest being split into the Southern Ward.

#### Option 8 – 8 elected members

7.18 Three ward structure with eight elected members split as follows:

- Southern – 3 elected members
- Central – 3 elected members
- Northern – 2 elected members

#### *Comment*

7.19 This option joins a number of communities of interest with few commonalities – e.g. Hunterville with Bulls and the western communities. The areas which would need to be covered by the elected members were considered to be too great to provide effective representation.

#### Option 9 – 10 elected members

7.20 Five ward structure with ten elected members split as follows:

- Southern – 2 elected members
- Central – 4 elected members
- Western – 1 elected member
- Eastern – 1 elected member
- Northern – 2 elected members

#### *Comment*

7.21 This option provided relatively good representation of communities of interest for the Southern, Western and Central wards. However, there were some rural areas where their community of interest is the Central Ward contained within the Southern Ward and some rural areas which related more with the Hunterville area which were incorporated into the Western Ward. The biggest issue with this arrangement was the Eastern Ward which combined communities of interest with few commonalities (e.g. Colliers Junction and Hunterville).

#### Option 10 – 7 elected members

7.22 Three ward structure with seven elected members split as follows:

- Southern – 2 elected members
- Central – 3 elected members
- Northern 2 elected members

*Comment*

- 7.23 This option was considered to be effective for the Southern Ward, while Bulls and Scotts Ferry relate well, and the western communities relate with each other, but more with Whanganui, the issues faced by these communities are similar as their topography is similar (e.g. sand country, experiencing flooding issues). The Northern Ward in this scenario was the most problematic, as the Hunterville community was incorporated with the Taihape community where these two communities of interest have few commonalities.

Option 11 – 3 ward / 11 elected members

- 7.24 Three ward structure with eleven elected members split as follows:

- Southern – 3 elected members
- Central – 5 elected members
- Northern – 3 elected members

*Comment*

- 7.25 This option was shortlisted and is discussed further below.

## 8 Short listed options

- 8.1 Two options ([Appendix 3](#)) were short-listed by elected members through workshop processes and consulted on with the community through a pre-consultation process. The results were low (47 responses) with a divided view (50% in favour of each).

- Amended Status Quo
- North, Central, South – 11 elected members.

- 8.2 Analysis of these options is provided below to help inform Council's decision on its initial proposal.

	Amended Status Quo 5 Wards 11 elected members	North, central, south 11 elected members
<b>Avoiding arrangements which create barriers to participation</b>	<p>This arrangement has the potential to create barriers to participation for the rural areas that associate with the Marton community of interest which are located in the Hunterville or Turakina wards.</p> <p>An example of this was during the 2016 elections where a candidate from the north of Marton stood in the Marton Ward, however, a number of their supporters, who associate with the Marton community of interest, were</p>	<p>This arrangement could potentially create barriers to participation if those elected in the Southern and Central wards are people who do not have knowledge of the western and Hunterville communities. E.g. all elected representatives for the Central ward are from the Marton area.</p>

	Amended Status Quo 5 Wards 11 elected members	North, central, south 11 elected members
	unable to vote for this candidate as they were located within the Hunterville Ward.	
<b>Not splitting communities of interest</b>	<p>This option splits the Marton community of interest, particularly the rural areas which relate to Marton.</p> <p>This is an existing issue (for the rural areas of Marton which are currently in the Hunterville Ward) and given the requirements for fair representation will be further exacerbated with additional rural communities which are part of the Marton community of interest being included in both the Turakina and Hunterville wards.</p> <p>The result of this is quite a large area of the Marton community of interest being associated with either the Turakina or Hunterville wards.</p>	This arrangement does not split communities of interest.
<b>Not grouping together two or more communities of interest with few common interests</b>	This option does not group together two or more communities of interest with few common interests.	<p>This option groups together the Marton and Hunterville communities of interest which are currently distinct.</p> <p>These communities of interest have a number of commonalities. The Hunterville community relates to the Marton community for services not provided in the Hunterville town (e.g. doctor). The number of elected members representing this ward (5) will enable rural-based representatives with an understanding of the Hunterville community to be elected.</p> <p>This option also groups together the Bulls community of interest and the group of communities of interest in the western portion of the District. These communities do not relate to each other from a functional perspective. However, these communities have a range of common features and issues (sand country, flooding issues, are on the edge of the District and relate more with larger areas outside the District).</p>
<b>Accessibility, size, configuration</b>	<p>This option provides five wards with a mix of one member and multi members.</p> <p>The Hunterville and Turakina wards are relatively large for one elected member to cover, but this has worked effectively in the past.</p>	This option provides three larger wards which have a big area for elected members to cover. However, as they are multi-member wards, there will be a number of elected members to cover the area. Advances in technology assist elected members in covering a larger area.



## Fairness

- 8.3 Both options can address the fairness requirement as outlined below.

### *Amended Status Quo*

- 8.4 Range for +/- 10% = 1,228 -> 1,500

Ward	Population 2017 Estimates	Members	Population per member
Bulls	2,670	2	1,335
Marton	5,950	4	1,488
Turakina	1,400	1	1,400
Hunterville	1,280	1	1,280
Taihape	3,700	3	1,233
Total	15,000	11	1,364

### *3 ward structure*

- 8.5 Range for +/- 10% = 1,228 -> 1,500

Ward	Population (ADD SOURCE)	Members	Population per member
South	3,890	3	1,297
Central	7,410	5	1,482
North	3,700	3	1,233
Total	15,000	11	1,364

## 9 Community Boards

### Statutory requirements

- 9.1 Council is required to decide whether it should have community boards, the number of members, and the number of members elected and the number to be appointed (note at least 4 members must be elected), whether the members are elected as a whole or by subdivisions.

### Existing arrangement

- 9.2 Since the Rangitikei District Council was established (in 1989) it has had community boards for Ratana and Taihape.

- 9.3 Taihape Community Board
- Four members elected by the whole Taihape Ward
  - Two members appointed (rotated annually around the three Taihape Ward Councillors)
- 9.4 Ratana Community Board
- Four members elected by the Ratana Community Board area
  - One member appointed (the Turakina Ward Councillor)
- 9.5 Council undertook – pre-consultation with both of these communities to gain an understanding if the communities wished to retain them.
- 9.6 The results were in favour of retaining the community boards for these areas (Ratana 80%, Taihape 75%).
- 9.7 There has not been interest in establishing community boards for the communities which currently have a community committee. Currently, Council has community committees which are established by Council for Bulls, Turakina, Marton and Hunterville.

## 10 Next Steps

### Timeframes for consultation final proposal

- 10.1 The proposed Engagement Plan is provided as [Appendix 4](#).
- 10.2 The following timeframes apply:
- Public notice of initial proposal – within 14 days of resolution of initial proposal
  - Consultation – at least one month
  - Public notice of final proposal – within 6 weeks of submissions closing
  - Appeals and objections – at least 1 month
- 10.3 Based on these constraints the following consultation process is suggested:
- Adoption of initial proposal – 26 July 2018
  - Consultation – 02 August 2018 – 12 noon Monday 17 September 2018
  - Oral Hearings – 27 September 2018 Council meeting
  - Adoption of final proposal – 18 October 2018 (a scheduled Council workshop day).
  - Public notice of final proposal – 25 October 2018
  - Appeals/objections close – 26 November 2018

### Appeals/objections

#### Appeal

- 10.4 Any person or organisation who has made a submission on the initial proposal can make an [appeal](#) to the Local Government Commission on any matters raised in their submission.

## Objection

- 10.5 If Council makes amendment to the initial proposal, any interested person or organisation (including those who made submissions) can lodge an objection on the amendment to the Local Government Commission.

## Local Government Commission

- 10.6 Where any appeal/objection is lodged with the Local Government Commission, the Commission can consider Council's whole proposal, not just the matters raised in the appeal/objection.
- 10.7 The Local Government Commission must make a determination by 10 April 2019. The Commission's determination is final.

## **11 Recommendations**

- 11.1 That the report 'Representation Review – Initial Proposal' to Council meeting 26 July 2018 be received.
- 11.2 That the communities of interest relevant to the 2018 Representation Review are as follows:
- Marton
  - Bulls including Scotts Ferry
  - Taihape
  - Hunterville
  - Western Villages - Koitiata, Ratana, Turakina, Kauangaroa, Whangaehu
  - Northern Villages - Mangaweka, Moawhango, Mataroa, Pukeokahu, Utiku
- 11.3 That Council adopt the following arrangements as its initial proposal for the 2018 Representation Review for the Rangitikei District:
- Continuing the Council comprising 11 Councillors and the Mayor;
  - Having all Councillors elected by a ward through –
- EITHER
- A three ward structure – Southern (3 Councillors), Central (5 Councillors) and Northern (3 Councillors);
- the population of each Ward represented will be as follows:

Ward	Population 2017 Estimates <sup>4</sup>	Members	Population per member	Deviation from district average population per councillor	% deviation from district average population per councillor
Southern	3,890	3	1,297	-67	4.91%
Central	7,410	5	1,482	118	8.65%
Northern	3,700	3	1,233	-131	9.60%
Total	15,000	11	1,364		

OR

A modified status quo ward structure – Turakina (1 Councillor), Bulls (2 Councillors), Marton (4 Councillors), Hunterville (1 Councillor) and Taihape (3 Councillors);

the population of each Ward represented will be as follows:

Ward	Population 2017 Estimates <sup>5</sup>	Members	Population per member	Deviation from district average population per councillor	% deviation from district average population per councillor
Bulls	2,670	2	1,335	-29	-2.13%
Marton	5,950	4	1,488	124	9.09%
Turakina	1,400	1	1,400	36	2.64%
Hunterville	1,280	1	1,280	-84	-6.16%
Taihape	3,700	3	1,233	-131	-9.6%
Total	15,000	11	1,364		

OR

.....;

- Continuing the Community Boards at Ratana and Taihape retaining the same Board names as present, with –

Ratana Community Board, retaining the same boundaries as at present, having four members elected by the whole Ratana Community Board area and one appointed member (the Turakina Ward Councillor/one of the Southern Ward Councillors [delete one]); and

Taihape Community Board, retaining the same boundaries as at present, having four members elected by the whole Taihape Ward and two appointed members (rotated annually around the three Taihape Ward Councillors/Northern Ward Councillors [delete one])

EITHER

without adding any further Community Boards in the District;

<sup>4</sup> Based on the Statistics NZ 2017 estimates in the 2018 meshblock data

<sup>5</sup> Based on the Statistics NZ 2017 estimates in the 2018 meshblock data

OR

and adding the following new Community Boards.....

- 11.4 That Council endorse the Engagement Plan as the consultation process for the 2018 Representation Review initial proposal.

Katrina Gray  
Senior Policy Analyst/Planner

# *Appendix 1*

# Report

**Subject:** Representation Review Survey - May 2018

**To:** Policy/Planning Committee

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

**Date:** 9 May 2018

**File:** 3-OR-3-8

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## 1 Background

- 1.1 Council is required to review its representation arrangements at least once every six years. It is an important process for ensuring electoral arrangements are fair and democratic.
- 1.2 Council has decided on the electoral system (first past the post) and had discussions regarding Maori wards. Council still needs to develop a proposal for the number of elected members, a ward structure (based on communities of interest), and community boards.
- 1.3 During early 2018 Council held two workshops to discuss these issues. The outcome was a commitment to undertaking a pre-consultation survey on the following issues:
- Whether the Taihape community wishes to retain the Taihape Community Board.
  - Whether the Ratana community wishes to retain the Ratana Community Board.
  - Which option – out of the amended status quo, and a new three ward structure the community preferred.

## 2 Consultation

- 2.1 The survey was open from 18 April 2018 to 8am 9 May 2018. During this time the following channels were used to attract responses: Council's website, Council's facebook page, engagement with community committees and boards, engagement with the town co-ordinators, notification by the Mayor through Long Term Plan meetings, display information in the Cobbler building in Marton, information in Council service centres and, public notices in the District Monitor, Wanganui Chronicle, Feilding-Rangitikei Herald.

### 3 Survey Responses

- 3.1 A total of 47 responses were received ([Appendix 1](#)). The breakdown of the responses by ward is provided below.

Ward	Number of responses
Taihape	17
Hunternville	1
Turakina	2
Marton	19
Bulls	7
Not sure	0
Not answered	1
Total	47

### 4 Ratana Community board

- 4.1 The question asking whether the residents of Ratana wished to retain the Ratana Community Board received responses as follows:

Response	Number of responses	Percent
Yes	5	71%
No	2	40%

- 4.2 However, of those respondents, two identified as being part of the Taihape Ward, four from the Marton ward and one did not specify a ward. The further breakdown of responses by ward is given below.

Ward	Response		Percent	
	Yes	No	Yes	No
Taihape	2	0	100%	0%
Marton	2	2	50%	50%
Not specified	1	0	100%	0%

#### Comments

- 4.3 Two comments were received in relation to this question:

*“We are an entity unto ourselves with our own unique issues”* Note: This comment was received from a respondent who did not identify which ward they associated with.

*“Under a 3 ward system a Ratana Community Committee would be sufficient”* Note: This comment was received from a respondent who identified as being from the Hunternville ward and did not respond to the yes/no question.



## 5 Taihape Community Board

- 5.1 The question asking whether the residents of the Taihape ward wished to retain the Taihape Community Board received 19 responses as follows:

Response	Number of responses	Percent
Yes	11	58%
No	8	42%

- 5.2 Of those respondents, 16 identified as being part of the Taihape ward, 2 from the Marton ward and 1 from the Bulls ward. Removing the responses by respondents outside the Taihape ward the results are as follows:

Response	Number of responses	Percent
Yes	10	63%
No	6	38%

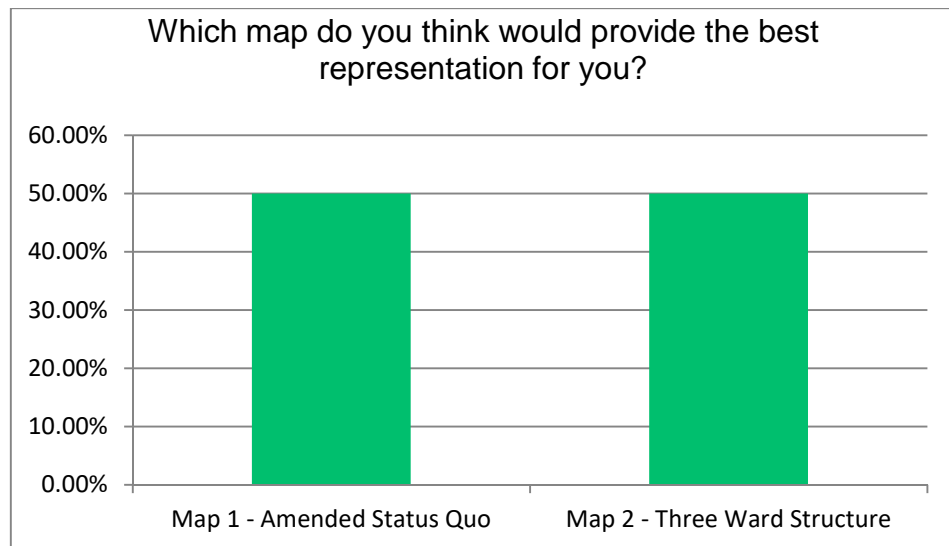
### Comments

- 5.3 The comments in favour of retaining or not retaining the Taihape Community Board received from people that identify as being part of the Taihape ward are summarised below.

Retain Taihape Community Board	Do not retain Taihape Community
A board has more significance than a community committee. Community committees have less power and are not elected. Community boards cannot be disestablished by Council. It is useful for Taihape's development. Good advocate for Taihape residents with the Council. Needs to be more focused on rural issues. A key mechanism for increasing local issues are addressed with Council. Need local meaningful representation.	Community committees work in other areas. Cost of the Board is a concern. Community committees could increase opportunities for new ideas and more people. Concern about representation on the current board being shoulder tapped people. Concern about the urban focus of the board, given half the funding is from rural ratepayers.

## 6 Ward Structure

- 6.1 Council provided two options for the community to consider – 1. Amended status quo, 2. A three ward structure ([Appendix 2](#)). Of the 47 respondents, 46 answered this question. The results are as follows:



Option	Number of responses	Percent
Map 1 - Amended Status Quo	23	50%
Map 2 - Three Ward Structure	23	50%

6.2 The responses analysed by ward are as follows:

Ward	Map 1		Map 2		Total responses
Taihape	7	41%	10	59%	17
Huntermville	0	0%	1	100%	1
Marton	9	47%	10	53%	19
Turakina	2	100%	0	0%	2
Bulls	5	71%	2	29%	7
Not specified	0	N/A	0	N/A	0

### Comments

6.3 The comments received on both of the options are summarised below by ward.

Ward	Option 1 – Status Quo	Option 2 – 3 ward structure
<b>Taihape</b>	<p>It represents the diversity of our very large district better.</p> <p>Areas will be better represented from more specific wards.</p> <p>Current system works well and this is minor adjustment so would still work well.</p> <p>Concern about the geographic size of the three ward option and whether it would be able to be successfully represented.</p>	<p>Resource would be more fairly spread over a three ward system.</p> <p>Simpler.</p> <p>It is inclusive of the connection between the rural and urban.</p> <p>Fair representation of population distribution.</p>

<b>Huntermville</b>	N/A.	Increased number of councillors per ward.  Currently the Huntermville councillor has to cover a very large area.  Split between urban and rural councillors needs to be fair.
<b>Marton</b>	Each ward should have a representative from their area who understands their requirements.  Diverse district, with a range of communities with differences.  More localised representation is beneficial for the smaller communities.  A three ward structure would reduce connection between councillors and their residents.  More wards gives a greater chance to be heard.	Increase unity.  Simple.  Reduction in costs – staff, administration.  Fairer.  Better representation.  Increased balance across the wards.
<b>Turakina</b>	Provides more localised governance.  Concern about representation being dominated by larger population centres.  Concern about loss of the voices of small communities if the District is divided into 3 areas.	N/A
<b>Bulls</b>	Minor change preferable.  Concern about loss of local representation.  Councillors representing smaller areas can become a better champion.	Logical.

## 7 Other comments

### 7.1 Respondents were also given the option to provide Council with generic comments about the proposal. These comments are summarised below:

Supportive of total number of councillors should remain as is.

Concern raised that all residents in the District should have been able to respond to all questions. People may be in the process of relocating to the area.

Concern that Council is not interested in what the Taihape ward wants.

Marton ward resident – suggestion that there should just be community committees. Concern that at previous Ratana Community Board meetings all members were not present.

Concerns about comments in the consultation material about the Taihape population decreasing.

## **8 Comment**

### Ratana Community Board

- 8.1 There were no identifiable responses received from the Ratana community on the question of whether to retain the Ratana Community Board. It is possible that some of the submitters that indicated they were from Marton or did not specify their ward are in fact from the Ratana community, however, there is no way to confirm this. Regardless, the number of responses received on the matter is low (8), compared with the population of the community (327).

### Taihape Community Board

- 8.2 Few responses were also received on the question of the Taihape Community Board (16 from people living in the Taihape ward). The responses received from the community provide mixed views, but with a majority of support (63%) for retaining the Taihape Community Board.

The comments received highlighted the longevity of community boards compared with community committees. The Community Board was also considered as a useful mechanism for ensuring a local voice is heard. However, the cost of the Board was noted as a concern. It is important to note that Council has never abolished a community committee (but has the powers to do so).

### Ward Structure

- 8.3 Community views on the two ward options provided were evenly split. The theme of comments in support of the status quo identified that they believed having more wards provided more effective representation for local communities, particularly given the diversity and size of the District. The comments in support of the three ward structure identified the simplicity of the proposal.
- 8.4 When Council is deciding on its proposal a key aspect it needs to consider is how effectively the proposal represents the District's communities of interest.

## **9 Next Steps**

- 9.1 It is suggested that the next steps for the representation review are considered at a Council workshop. The afternoon following the hearing in Marton of oral submissions to the Long Term Plan (17 May) would avoid having another meeting day this month.
- 9.2 Council still has (limited) time to undertake additional pre-consultation before deciding on its initial proposal. It is suggested that Council adopt its initial proposal at their 28 June 2018 meeting.
- 9.3 Once Council adopts an initial proposal, there is a mandatory consultation period of one month for community members to put in submissions and (if they wish) to speak to their submission at an oral hearing. Council will then have the opportunity to refine its proposal before notifying the final proposal.

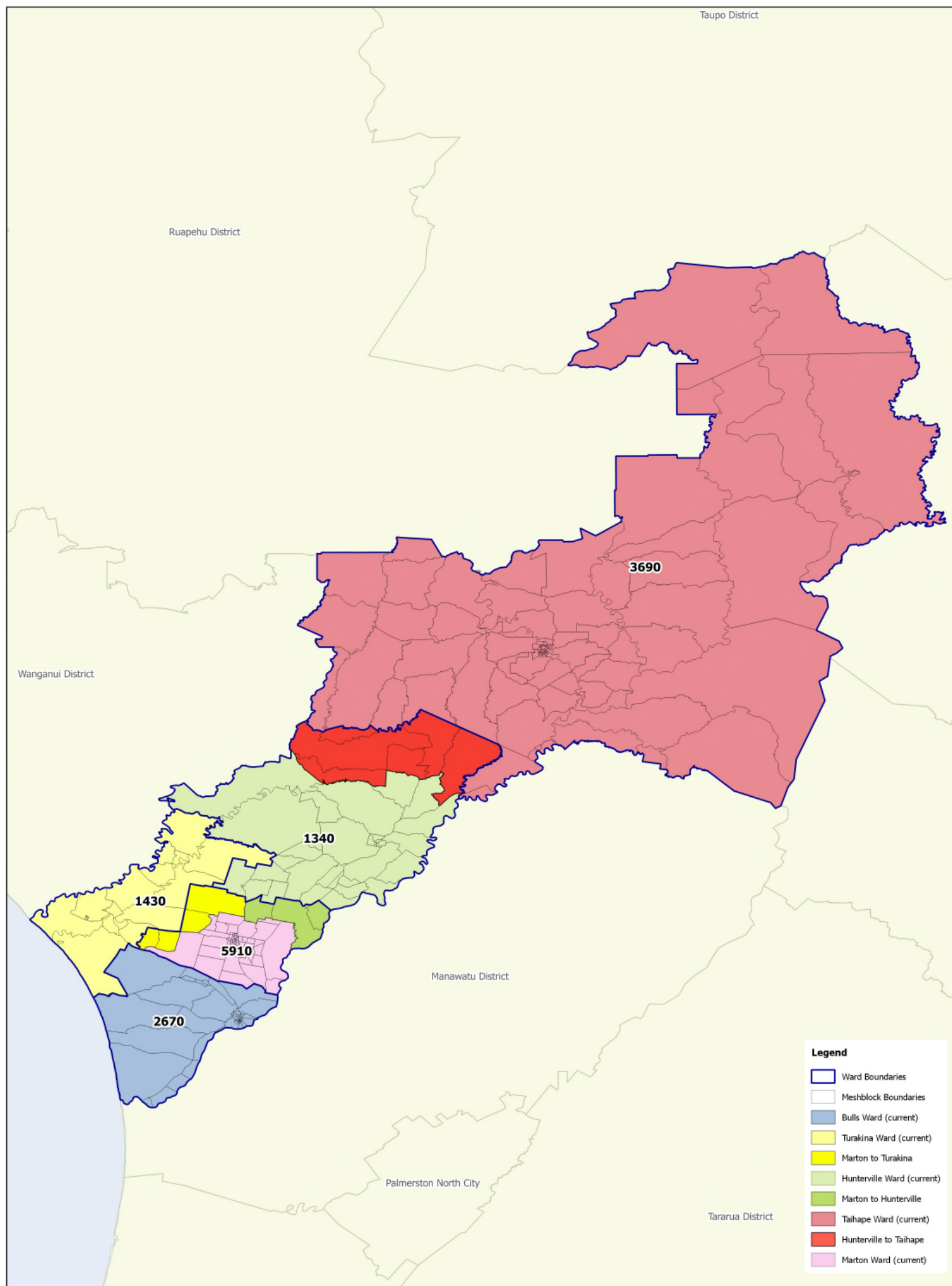
- 9.4 Appeals to the Local Government Commission can be lodged from people who made a submission to the initial proposal, or any other person if Council made changes to its initial proposal.

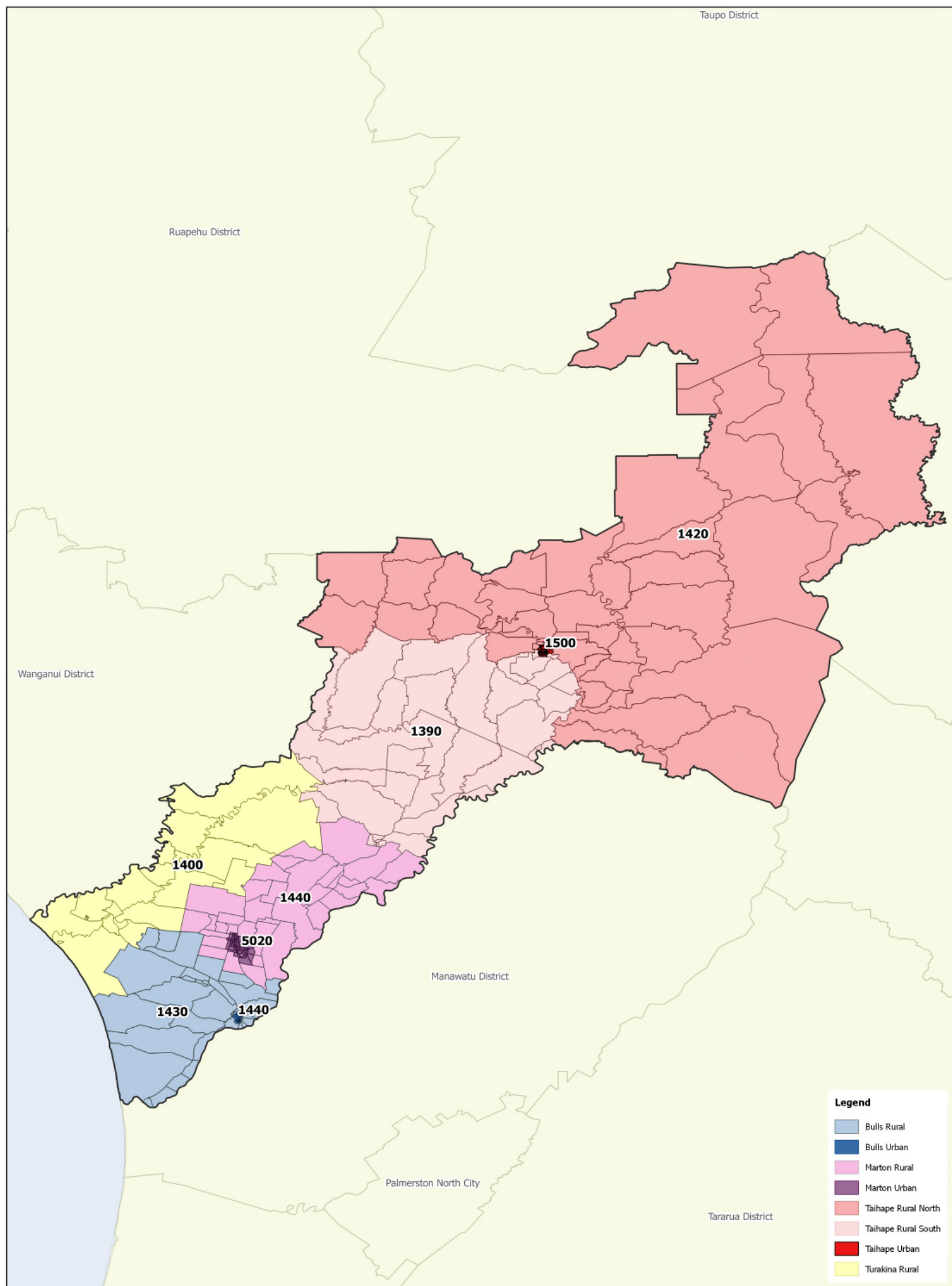
## **10 Recommendations**

- 10.1 That the report "Representation Review Survey - May 2018" tabled at the 10 May 2018 Policy/Planning Committee meeting be received.
- 10.2 That the Representation Review is further considered through a Council workshop on 17 May 2018, with all elected members being notified.

Katrina Gray  
Senior Policy Analyst/Planner

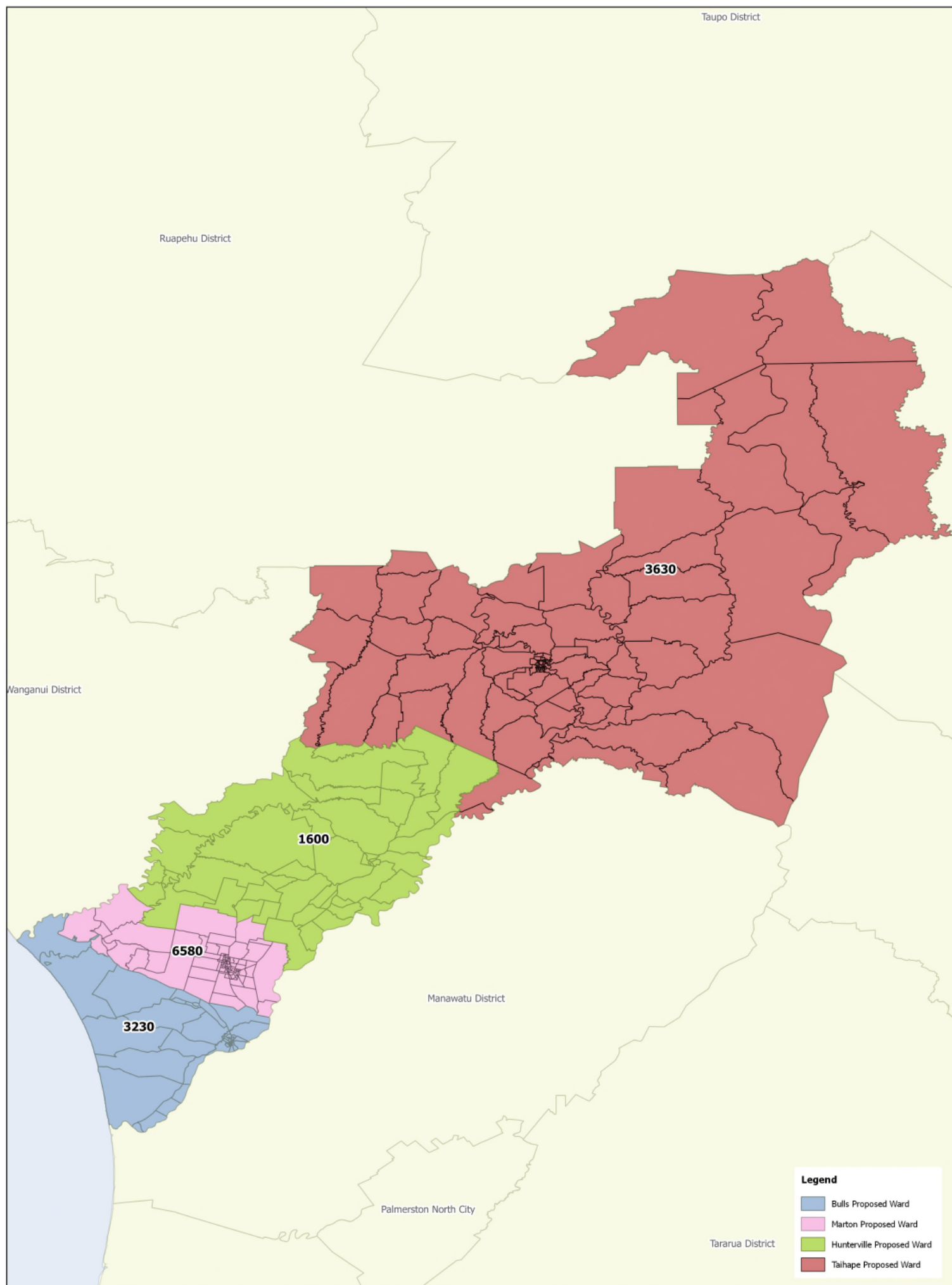
## *Appendix 2*





- Legend**
- Bulls Rural
  - Bulls Urban
  - Marton Rural
  - Marton Urban
  - Taihape Rural North
  - Taihape Rural South
  - Taihape Urban
  - Turakina Rural

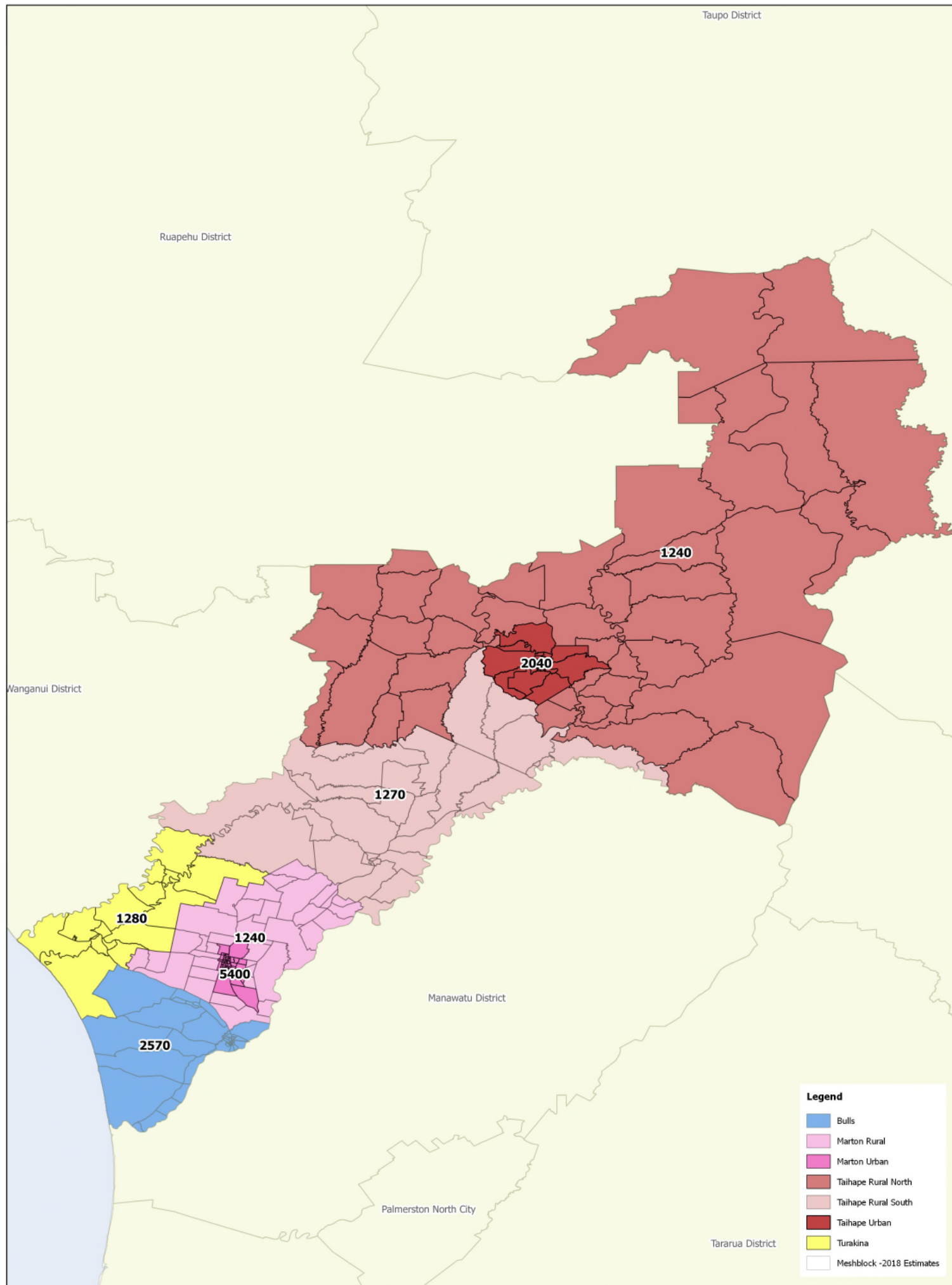


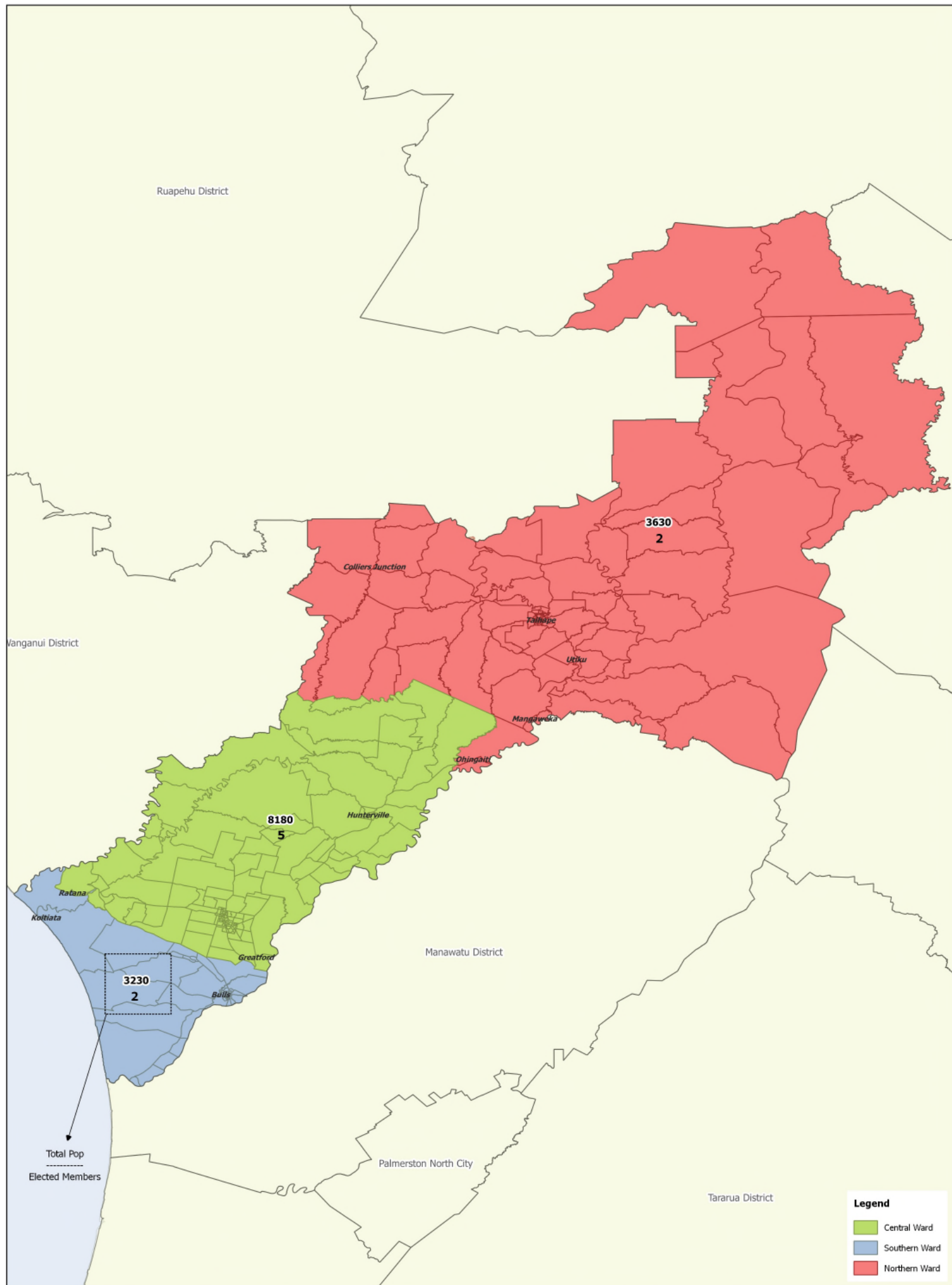


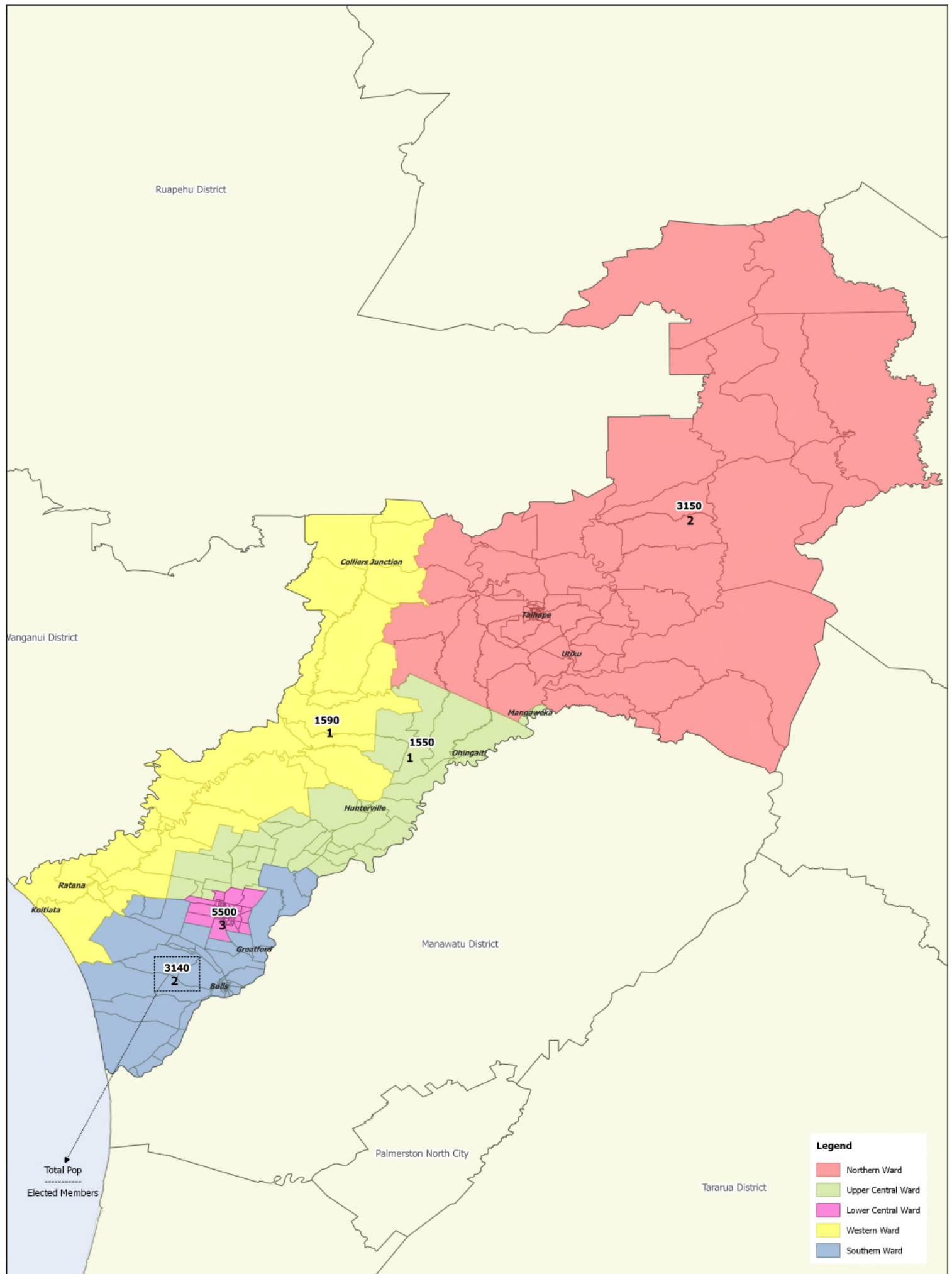
**Legend**

- Bulls Proposed Ward
- Marton Proposed Ward
- Hunterville Proposed Ward
- Taihape Proposed Ward

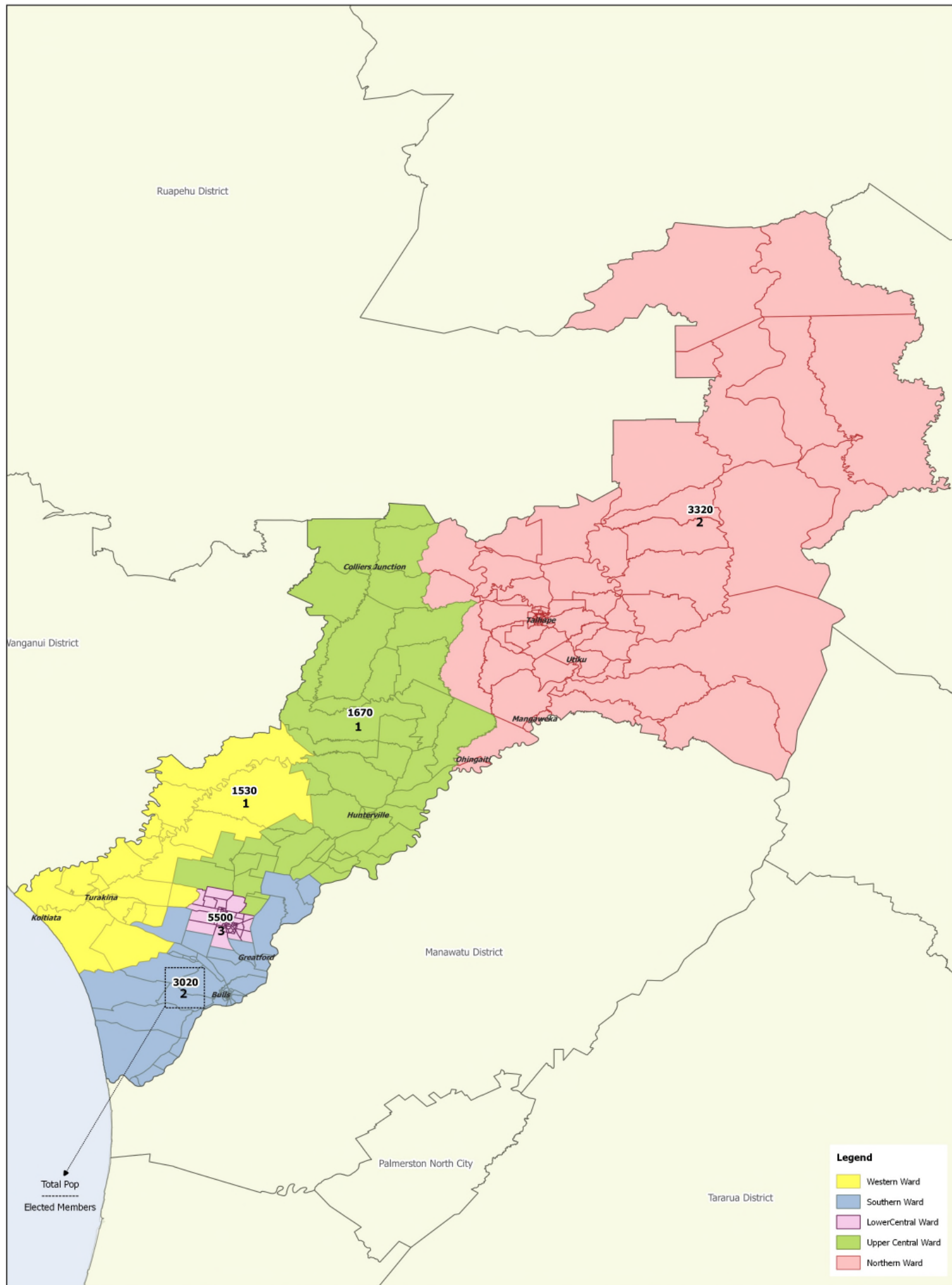


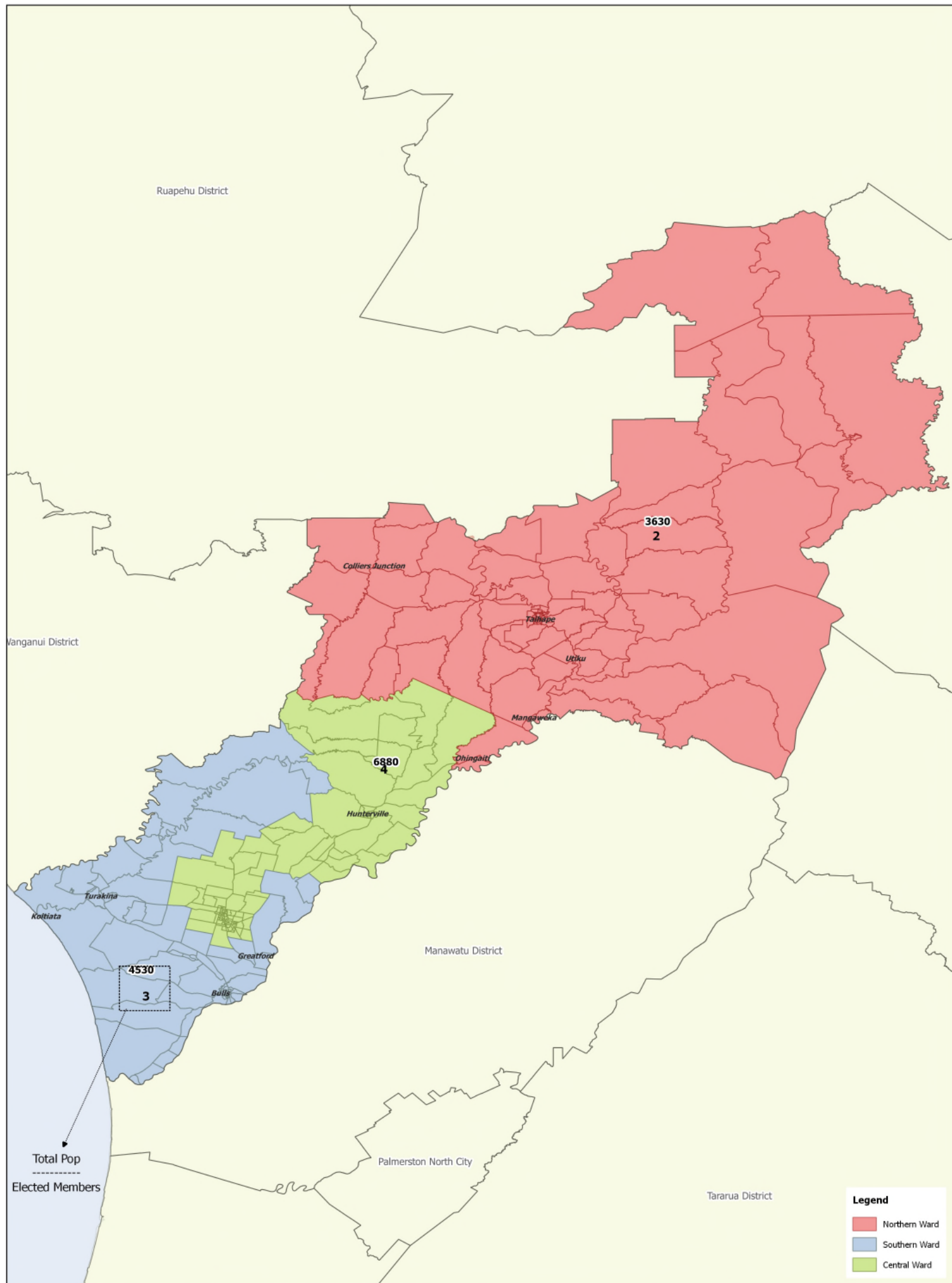








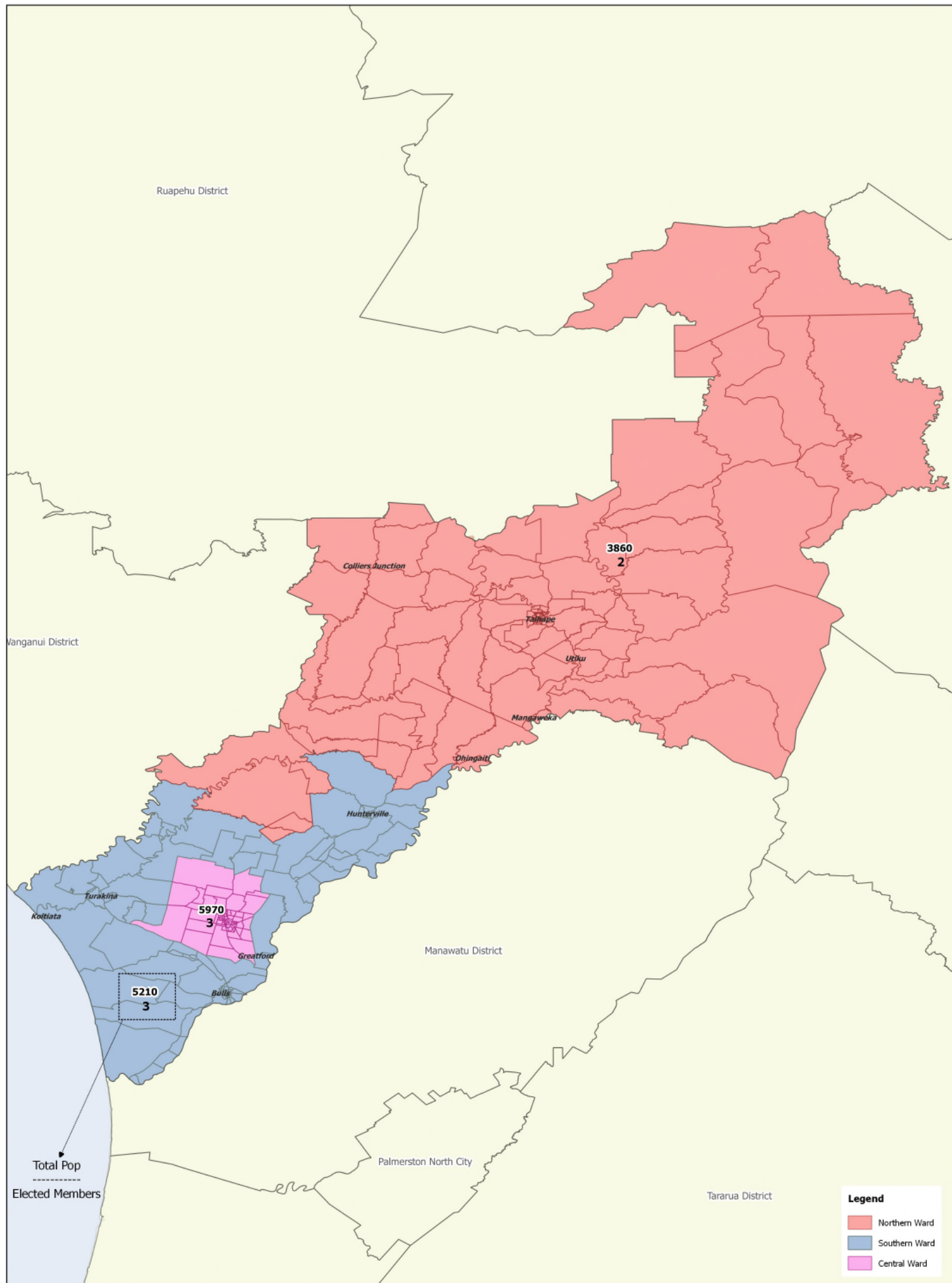




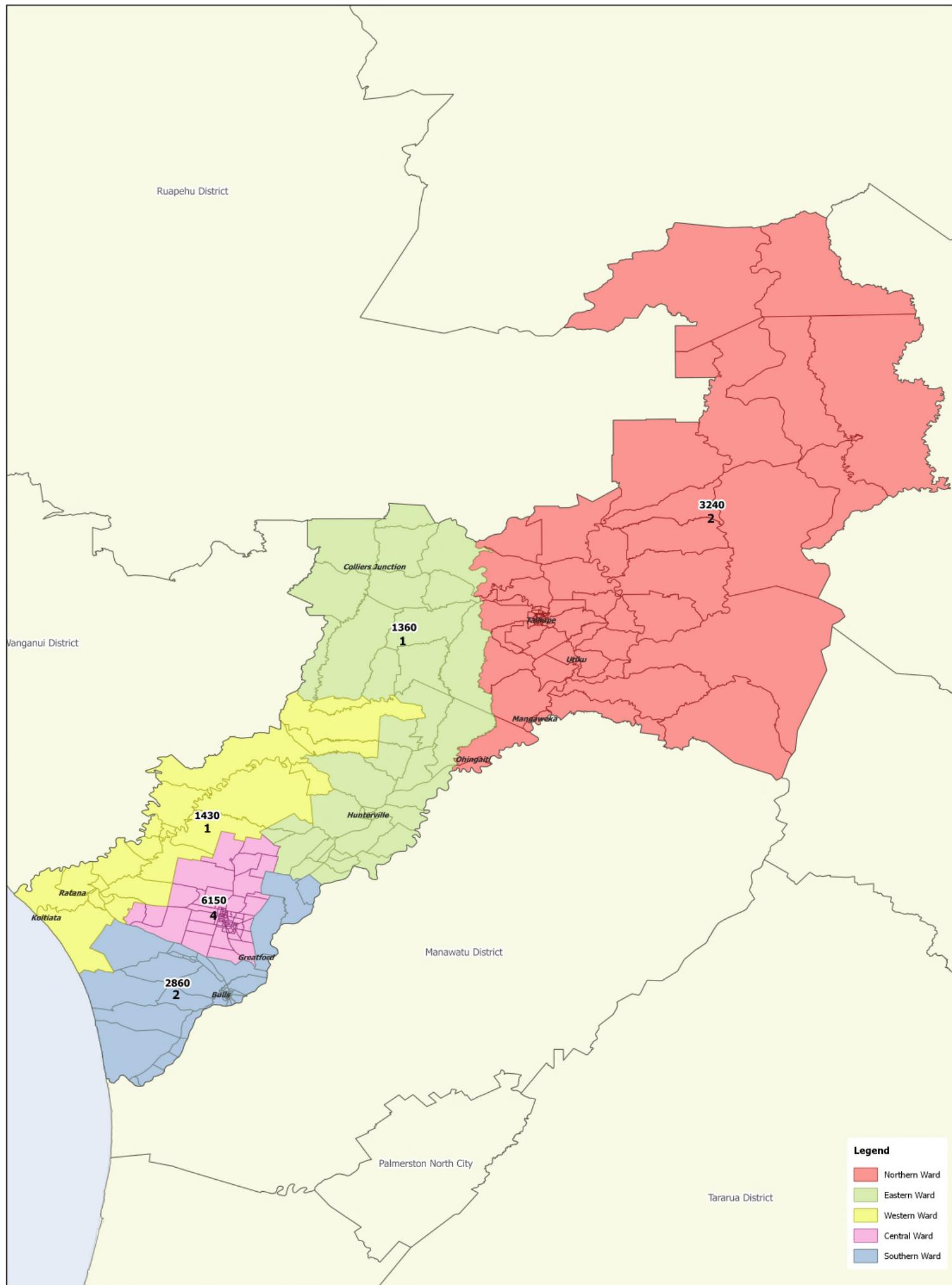
**Legend**

- Northern Ward
- Southern Ward
- Central Ward

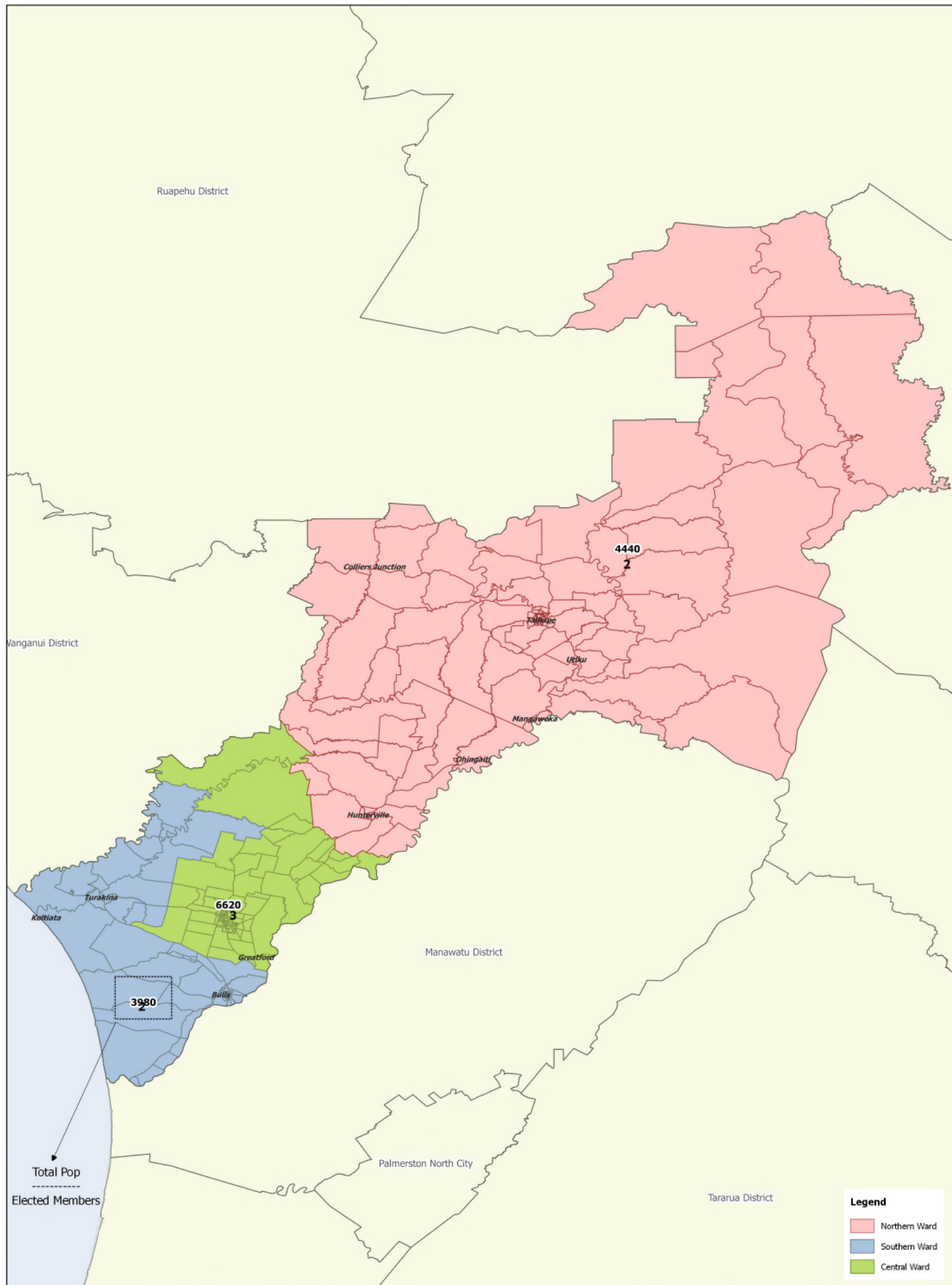


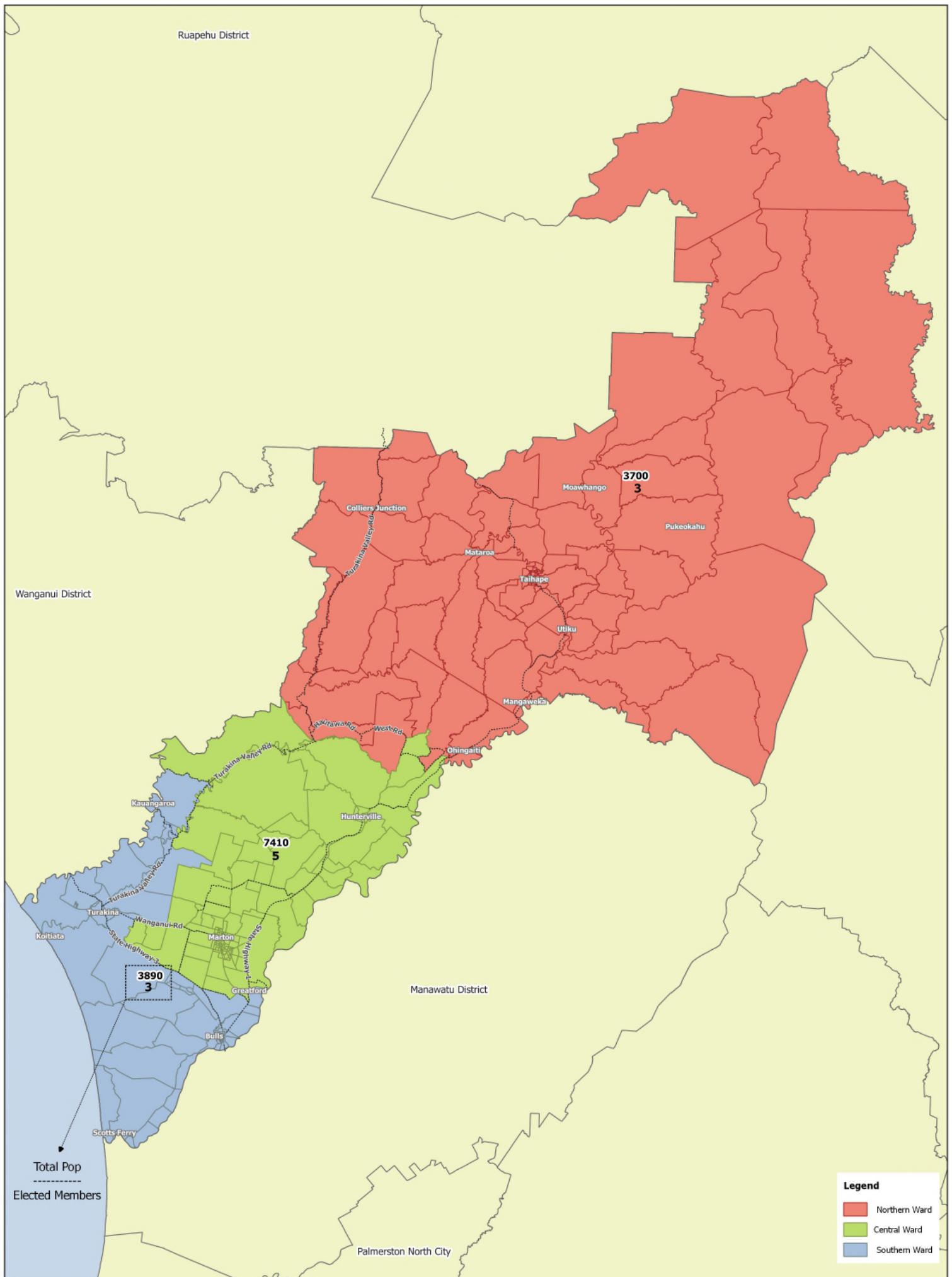


Total Pop  
Elected Members









## *Appendix 3*







## *Appendix 4*

## Engagement Plan

### Representation Review Initial Proposal - 2018

#### Project description and background

Council is required to undertake a representation review once every six years. The review is important for ensuring effective and fair representation of the District's communities. The electoral system and Maori wards have previously been considered. This consultation process focuses on:

- The number of elected members
- The ward structure
- Community boards

#### Engagement objectives

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

- Whether they agree/disagree with the initial proposal
- Whether they think the initial proposal reflects their community of interest

#### Timeframes

Key project stages	Completion date
Initial proposal adopted by Council	26 July 2018
Community engagement (written submissions)	02 August - 17 September 2018
Community engagement (oral submissions)	27 September 2018
Analysis of written and oral submissions circulated	12 October 2018
Oral and written submissions considered by Council, final proposal adopted.	18 October 2018
Public notice of final proposal	25 October 2018
Objections/appeals close	9am 26 November 2018

#### Communities to be engaged with

- The entire Rangitikei District community
- Community boards and community committees
- Te Roopu Ahi Kaa

## Engagement tools and techniques to be used

Engagement Spectrum position desired: **Council seeks opinions**

Community group or stakeholder	How this group will be engaged
Rangitikei District community	Website Rangitikei Line Printed media Social media
Community committees and community boards	Officer report
Te Roopu Ahi Kaa	Officer report

## Resources needed to complete the engagement

- Staff time
- Adverts in the newspapers
- Printing costs

## Communication planning

### Key messages

- Council has considered a wide range of proposals in developing the initial proposal.
- Council believes the proposal is the best option for effectively representing the District's communities of interest but is open to considering alternatives before issuing its final proposal.
- The Local Government Commission makes a binding determination if there are appeals or objections to the Council's final proposal.

### Reputation risks

- That the community does not think their submission will make a difference.
- The community does not understand the constraints that 'fair' representation places on the proposal.
- The community does not understand the role of the Local Government Commission.

## Basis of assessment and feedback to the communities involved

Following the close of written submissions and the completion of oral hearings, the project leader will prepare an analysis of the communities' views. Council will consider this report and decide whether any changes should be made to the initial proposal. The final proposal will then be publicly notified for appeals/objections. Every submitter will receive a response notifying them of Council's final proposal and the appeal mechanisms available to them.



## Project team roles and responsibilities

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

# Submission Form

## Representation Review – Initial Proposal



**RANGITIKEI**  
DISTRICT COUNCIL

**Submissions close at 9am  
Monday 17 September 2018**

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

Representation Review – Initial Proposal  
Rangitikei District Council  
Private Bag 1102  
Marton 4741

Email: [info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)

## Oral submissions

Oral submissions will be held at the Marton  
Council Chambers on  
**Thursday 27 September 2018**

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

☐ I wish to speak to my submission.

You are allowed ten minutes to speak,  
including questions from Elected Members.

If you have any special requirements, such as those related to visual or hearing impairments, please note them here.

## Privacy

All submissions will be public.

Please tick this box if you would like your personal details withheld (*note: your name will remain public*) ☐

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# Attachment 8



# Rangitikei District Council

## Finance and Performance Committee Meeting

Notes – Thursday 28 June 2018 – 9:30 AM

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**Present:** Cr Nigel Belsham  
Cr Cath Ash  
Cr Dean McManaway  
Cr Graeme Platt  
Cr Lynne Sheridan  
Cr David Wilson  
His Worship the Mayor, Andy Watson

**In attendance:** Mr Ross McNeil, Chief Executive  
Mr George McIrvine, Finance & Business Support Group Manager  
Mr Ashley Dahl, Financial Services Team Leader  
Ms Sheryl Bright, Rates and Revenue Officer  
Ms Nardia Gower, Governance Administrator

**Tabled Documents**

<b>Item 6</b>	Chair's Report
<b>Item 9</b>	Monthly Financial Report

## 1 Welcome

The meeting started at 9:32 am. The Chair welcomed everyone to the meeting.

## 2 Council Prayer

Cr McManaway read the Council Prayer.

## 3 Apologies/Leave of Absence

That the apology for the leave of absence of Cr Ruth Rainey be received.

Cr Ash / Cr Wilson. Carried

## 4 Members' Conflict of Interest

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

There was no declared conflict of interest.

## 5 Confirmation of order of business

There was no scheduled change to the order of business.

## 6 Chair's Report

Cr Belsham tabled his report, there were no questions put.

<b>Resolved minute number</b>	<b>18/FPE/107</b>	<b>File Ref</b>	<b>3-CT-14-1</b>
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That the Chair's Report to the Finance/Performance Committee meeting on 28 June 2018 be received.

Cr Belsham / Cr Sheridan. Carried

## 7 Minutes of Previous Meeting

<b>Resolved minute number</b>	<b>18/FPE/108</b>	<b>File Ref</b>
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That the Minutes of the Finance/Performance Committee meeting held on 31 May 2018 be taken as read and verified as an accurate and correct record of the meeting.

His Worship the Mayor / Cr McManaway. Carried

## 8 Progress with strategic issues

The Committee noted the commentary in the agenda.

## 9 Monthly financial report

Mr McIrvine spoke to the report. Comments raised by the Committee are highlighted:

- Elected members agreed that the budgets for the operational side and a capital side of major projects should be identified separately against the Community & Leisure Services budget, with options including line listing or through detailed commentary in the Top Ten Project report.
- The Ministry of Health subsidy for Rātana will be accrued in this year's revenue, but won't be received until the plant is fully commissioned next year. It was noted that this would not skew accounts for next year.
- Parcels of abandoned land are scheduled to be advertised for sale in local newspapers. The 25 properties are old parcels of land and are being dealt with by Debt Management Central. It is expected that some property sales will cover Council costs accrued. If the revenue from the sale is more than the debt owed, the profit is given to the Public Trust. Council is not allowed to profit from such sales; however, staff input time over the period of rate debt can be recovered.
- Past year's property sales in the Rangitikei District:

2013/14- 337

2014/15- 329

2015/16- 384

2016/17- 499

2017/18- 512 + - not counting family sales.

It was noted that figures reflect residential and aggregation sales.

- The line for Community Housing on page 21 of the Order Paper reflects the overall operating budget. The line on page 32 shows the Capital Renewals for the upgrading expenditure for Community Housing.
- It was suggested that for comparison purposes the graph-data be captured at a set standardised time such as 25 or 30 days after due date for rates, with further potential of a graph that is comparable to the same period last year.
- His Worship the Mayor commended on the high level of customer service by the Rates Finance Team.

### Undertaking

### Subject

A breakdown of sales by property types to be supplied to the Finance Performance Committee.

**Resolved minute number****18/FPE/109****File Ref****5 FR-4-1**

That the 'Financial Highlights and Commentary – May 2018' to the Finance/Performance Committee on 28 June 2018, be received.

Cr Belsham / Cr McManaway. Carried

Cr Ash left at 10:14 – 10:16

## 10 EECA audit of power use

Mr McIrvine spoke to the report. Comments raised through discussion are highlighted:

- Cr McManaway spoke of the Hunterville Rural Water Supply Sub Committee's surprise that the report demonstrates that the power expenditure will remain high, as they expected suggestions of significant savings. However, the Committee is satisfied that the scheme is running as economically possible, noting the need to be conscious of water leaks. One potential improvement suggested was investigating technology that could better identify leak locations.
- It was noted the report suggests that a re-roof of Marton pool could save a potential \$25K - \$30K. Staff noted the suggestion of slowing the pumps down at night, to reduce energy usage, may result in lower water quality and is being investigated.
- Staff noted that Council receive a special power rate, and identified that the EECA report highlighted potential assets that could be receiving the wrong tariff. Staff are investigating lower rate options where possible.
- The report stated significant water use and loss through leakage at the Marton Pool. Staff commented that the report showed historical issues believed to have been rectified. Mr Nicholls, due to present to the Assets/Infrastructure Committee on 12 July, will be briefed to update the Committee on the current state of leakage issues of both Marton and Taihape pools.

**Undertaking****Subject**

Ms Prince to inform Mr Nicholls to update the Assets/Infrastructure Committee on the current state of leakage issues of both Marton and Taihape pools, during his presentation to the Committee on 12 July 2018.

**Resolved minute number****18/FPE/110****File Ref**

That the report 'EECA Energy Audits Hunterville Rural Water Supply, Marton Swim Centre, Marton Wastewater Treatment Plant and Taihape Wastewater Treatment Plant' be received.

Cr Ash / Cr Sheridan. Carried

Cr McManaway left at 10:32: 10:34

## **11 Update from Subdivision Group**

The subdivision Group has not met again. However, the Chief Executive and His Worship the Mayor have met with the principals of a real estate company to discuss options on working together.

The Chief Executive informed the Committee that conversation has been initiated with developers from Whanganui who are interested in two Bulls properties, in particular the Walton Street site. However, at this stage the capital requirement to front end is not yet available. Another potential developer, with previous experience, has also shown interest.

## **12 Late Items**

Nil

## **13 Future Items for the Agenda**

Nil

## **14 Next Meeting**

Thursday, 26 July 2018, 9.30 am

## **15 Meeting Closed**

10:44 am

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

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





# Rangitikei District Council

## Assets and Infrastructure Committee Meeting

Minutes – Thursday 12 July 2018 – 9:30 AM

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**Also Present** Cr Graeme Platt

Tabled Documents	Item 7	Chair's Report
	Item 17	Late items

## 17 Welcome

The meeting started at 9:33am. The Chair welcomed everyone to the meeting.

A moment of silence was observed for the passing of George McIrvine, Group Manager, Finance and Business Support.

## 18 Council Prayer

Cr Dunn read the Council prayer.

## 19 Apologies/leave of Absence

That the absence of Cr McManaway, Cr Aslett, Cr Sheridan and Ms Coral Raukawa-Manuel be received.

Cr Gordon / His Worship the Mayor. Carried

## 20 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.

There were no declared conflict of interest.

## 21 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,

*C1038 Otara Road Bridge Strengthening*

be dealt with as a late item at this meeting.

Cr Rainey / His Worship the Mayor. Carried

## 22 Confirmation of minutes

**Resolved minute number**

**18/AIN/041**

**File Ref**

**3-CT-13-2**

That the Minutes of the Assets/Infrastructure Committee meeting held on 14 June 2018 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Dunn. Carried

## 23 Chair's Report

The Deputy Chair took her tabled report as read

**Resolved minute number**

**18/AIN/042**

**File Ref**

**3-CT-13-4**

That the Chair's Report to the Assets/Infrastructure Committee meeting on 12 July 2018 be received.

Cr Rainey / Cr Wilson. Carried

## 24 Progress with strategic issues

The Committee noted the commentary in the agenda.

## 25 Legal access to Council's strategic sites - Progress update – June

Mr Pointon spoke to the update. The key points were:

- Staff noted that the commissioning of the Rātana Bore will be complete by the end of next week. It will be with a discussion with the Chief Executive as to when to hold the opening day of the Rātana bore with consideration to later in the year as the weather improves.
- Mr Pointon noted that in the update for Bulls (#2.2) the easement rings the external boundary of Walton Street development.
- The roading team has looked at the cost to provide adequate access into the Marton A Dam site with current estimates (without in-ground inspection) of \$185K. This would be only to provide a metal track to carry residential traffic.

Other comments on the Marton A Dam site included:

- The quotable value for the site is \$255K
- There is currently no wastewater capacity.
- The dam is not part of the Tutaenui flood scheme.
- The gorse has been sprayed.

The Committee requested a report on costings prior to making a decision on selling the site as is or making improvements

- The Taihape Rail-land holds Council wastewater and stormwater infrastructure items. Officers are currently investigating the land purchase costs verses easement cost, required to secure access to the assets.

<b>Undertaking</b>	<b>Subject</b>
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That a report be provided to the Assets/Infrastructure Committee on the Marton A Dam site that includes:

- Cost analysis on selling the site as is or potential financial gain by investing in improvements.
- Whether there is a drain through the wall for water

<b>Resolved minute number</b>	<b>18/AIN/043</b>	<b>File Ref</b>	<b>6-CF-4</b>
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That the update 'Legal access to Council's strategic sites - Progress update – June' to the 12 July Assets/Infrastructure Committee meeting be received.

Cr Ash / Cr Gordon. Carried

## 26 Taihape and Marton Swim Centre operations

Mr Trevor Nicolls gave a verbal presentation to the Committee with the following highlights:

### Marton Pool:

- Season went as per normal. Growth was seen in aqua aerobics and the Green Prescription programme.
- The Triathlon, normally run from Rangitikei College, was run out of the facility with 250 participants.
- School programmes running as per normal.
- Visiting clubs training during January dropped off due to lack of accommodation with Arahina closing. Need to address in future.
- Progress with Poolsafe has been accomplished with the chemical storage shed complete.
- Initiatives to encourage the younger generation in include the negotiation of a lease with the Flipper Ball franchise, this will roll out through Taihape and Marton. A demonstration will take place on opening day.
- Swimming instructors and lifeguards are receiving training over winter

Committee discussion included:

- 100 people have utilised the Green prescription, this is only available in Marton.
- Ngati Apa may have potential for accommodating visiting clubs.
- Year-round opening of Marton Pool has been estimated at 25k per month. The EECA audit report noted the current state of the roof means a large amount of energy is

being used to retain the temperature of the water. This would need to be addressed to ascertain the true operational costs of the pool opening all year.

- Splash pad development has had no further development to date.
- The EECA audit reports of water leakage was based on figures taken prior to pool leaks being repaired. Any current leaks will be auxiliary piping, and are minor. Mr Nicolls explained that there is an issue with the volume of the balance pool in Marton with the tank being 75% too small. This results in water overflow, and heating of new water during busy periods.

#### Taihape Pool:

- The facility was unable to open until November, this resulted in a short season and schools unable to do a swim season at the end of 2017.
- Opening hours have been extended an hour, now closing at 6pm allowing adults finishing work at 5.00 pm the opportunity to swim afterwards.
- Have received great buy-in from schools.
- Offered no charge for pool hireage for school cluster sports days, 2018-2019 plan is to extend the same offer to Marton school clusters.
- Preschool and baby groups proved difficult to engage not knowing the landscape.
- Granted free entry for groups like Greenlight, A&P and Gumboot Day.
- Currently painting, changing rooms new flooring. Marking out lines in pool will be done.

Next season plans include:

- Building the preschool swim lesson numbers
- Building the adult programme
- Introducing Flipperball
- Starting Aqua aerobics classes
- Bringing forward opening day to the first Saturday of last school holidays of the year, holding an Opening Day Grand Gala.

Further discussion was:

- Nicholls Swim Academy subsidises the free pool hireage for cluster school sports days.
- 6-7 local staff are employed for the season and a local prospective manager is in training.
- Mr Nicolls suggested the Council would benefit from both the Marton and Taihape pool management contracts being extended for one more season in order to obtain a clear set of data collection over a full operational season.

#### **Undertaking**

#### **Subject**

That a cost analysis on installing an adequate balance tank for the Marton teaching pool is provided to the Assets/Infrastructure Committee.

## 27 Report on Taihape Memorial Park ablution facilities (to include discussion with Taihape Netball)

Ms Prince spoke to the report, noting that cost estimates for trenching and getting 3 waters to each site are:

- Option 1: \$35- 44k
- Option 2: \$58 – 96k

These estimates do not include power.

The following comments were made with regard to each option.

### Option 1:

- Boundary issues only apply to street frontage.
- Incurs less costs without the need of resource consents and in getting utilities to the site.

### Option 2:

- A resource consent would be sought by an independent planner who would run the process. This would incur a cost.
- The netball club have stated they use part of the site earmarked for option 2 as a warmup site.
- Incurs setback requirements.
- If Field 3 was extended a resource consent would be required to remove redwood trees. The estimate for the consent is in excess of \$20k.
- A Taihape Community Group has offered to financially contribute towards option 2.
- Previous community consultation has indicated a preference for option 2.

The Committee agreed to let the item lie on the table until its August meeting, following key stakeholder meetings and a full understanding of costs for each option, based on option 2 involving Field 3 remaining as is, and instead encroaching on the tennis court site.

**Resolved minute number**

**18/AIN/044**

**File Ref**

**6-RF-1-12**

That the report 'Proposed ablution block, Memorial Park, Taihape' be received.

Cr Rainey / Cr Dunn. Carried

Motion

That the location of the proposed Taihape Memorial Park Ablution Block be confirmed as:

Between the Grandstand and Utiku Old Boys Rugby Clubrooms

His Worship the Mayor / Cr Belsham. Withdrawn

**Resolved minute number**                      **18/AIN/045**                      **File Ref**                      **6-RF-1-12**

That the item 'Report on Taihape Memorial Park ablution facilities (to include discussion with Taihape Netball)' lie on the table until the Assets/Infrastructure Committee meeting on 9 August 2018.

Cr Rainey / Cr Belsham. Carried

## **28 Concept plan for development of Papakai and Taihape Memorial Park**

**Resolved minute number**                      **18/AIN/046**                      **File Ref**                      **6-RF-1-12**

That the 'Concept plan for development of Papakai and Taihape Memorial Park' to the Assets/Infrastructure Committee meeting 12 July 2018 be received.

Cr Rainey / Cr Gordon. Carried

## **14 3 Water Compliance Update**

Mr Waugh introduced new staff member Mr Robert Rose.

Mr Rose stated that with regard to the non-compliance reported in both Mangaweka and Hunterville is a technical non-compliance and not a water quality con-compliance. Staff are currently in discussion with water assessors as to options of excluding such administrative issues that do not affect water supply quality. It was noted that in Government see all non-compliance as the same.

**Resolved minute number**                      **18/AIN/047**                      **File Ref**                      **5-EX-3-2**

That the report '3 Waters Compliance – June 2018' be received.

Cr Rainey / Cr Dunn. Carried

## **15 Questions put at previous meeting for Council's advice or action**

The Committee noted the commentary in the agenda.



## 16 Activity management

The Activity Management Templates for the following asset-based groups of activities are attached:

### Roading and footpaths (including roading contractor performance)

Mr Pokiha spoke to the report.

- Committee members noted that the Broadway High road and kerbside project is currently going through an underground settling process prior to an additional layer bringing the road level to kerb lip. Staff stated that Broadway retailers have been informed on full process and is communicated on the website.
- Signs have recently been enhanced on Kakariki Rd and staff are investigating the upgrade of the passing lane.

### Utilities

Mr Young spoke to the report, highlighting that the project scope of the Taihape Reservoir seismic strengthening will analysis comparative costs of a temporary reservoir verses a replacement. Mr Young further noted that not all of the year's stormwater budget has been spent.

Comments made were:

- There has been no water capacity issues out of Bulls in the past three years.
- Providing a wastewater pipe sits below a water pipe they are permitted to sit in same trench
- Central Government's report is due in November following the 3 water amalgamation review. It was noted that at the last Council meeting it was agreed to a wider regional discussion with regard to the provision of water seeking potential for a regional solution.

### Community and leisure assets (including parks)

Ms Prince took report as read. Comments made were:

- Councillors favourably noted the new Marton library sign.
- It is Horizons Regional Council that is required to manage the skid sites following tree harvest with a Sediment Control Plan; it is landowners' responsibility to put that to the regional council.

### **Undertaking**

### **Subject**

Ms Prince to check with Mr Sanson on who pays for fence repair around Marton B and C Dams following the tree harvest.

**Resolved minute number**                      **18/AIN/048**                      **File Ref**

That the activity management templates for June 2018 for Roading, Water (including rural water supplies), Sewerage and the treatment and disposal of sewage, Stormwater drainage, Community and leisure assets, and Rubbish and recycling be received.

Cr Belsham / Cr Ash. Carried

## **17 Late Items**

C1038 Otara Road Bridge Strengthening

**Resolved minute number**                      **18/AIN/049**                      **File Ref**

That the report Otara Bridge Strengthening Physical Works' to the AIN committee meeting on 12 July 2018 be received.

Cr Dunn / Cr Gordon. Carried

**Resolved minute number**                      **18/AIN/050**                      **File Ref**

That the Assets/Infrastructure Committee recommends to Council that Council award Contract C1038 for the Otara Bridge Strengthening physical works (Rangitikei District Council share) to Riverside Construction Ltd for contract value of 50% of the tender price, which will be Two Hundred Seventy-Four Thousand, Six Hundred and Seventy-Nine Dollars, and Forty-Eight Cents \$274,679.48 excl GST.

His Worship the Mayor / Cr Gordon. Carried

Adjourned at 11:38 reconvened at 11:43

## **13 The Manawatū – Whanganui Regional Sport Facility Plan**

A presentation was provided by the Chief Executive.

Elected members discussed the Sport Manawatū-Whanganui regional plan and how that may or may not benefit further development of facilities within the District.

**Resolved minute number**                      **18/AIN/051**                      **File Ref**

That the Assets/Infrastructure Committee recommend to Council that Council endorse the Manawatū -Whanganui regional Sport Facility Plan as a tool to guide the future planning development, management and operation of sports facilities in the Rangitikei and wider Manawatū -Whanganui region.

Cr Wilson / Cr Dunn. Carried

## **18 Future Items for the agenda**

Marton/Bulls wastewater proposals

Dudding Lake lease agreement

Amenities Block on Taihape Memorial Hall

## **19 Next meeting**

9 August 2018, 9.30 am

## **20 Meeting closed**

12:19pm

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

Date:



# Rangitikei District Council

## Policy and Planning Committee Meeting

Minutes – Thursday 12 July 2018 – 1:00 PM

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The quorum for the Policy/Planning Committee is 5.

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

**Present:** Cr Angus Gordon (Chair)  
Cr Cath Ash  
Cr Nigel Belsham  
Cr Jane Dunn  
Cr Graeme Platt  
Ms Tracey Hiroa (Te Roopu Ahi Kaa representative)  
His Worship the Mayor, Andy Watson

**Also Present:** Cr Ruth Rainey

**In attendance:** Mr Michael Hodder, Community & Regulatory Services Group Manager  
Mr Blair Jamieson, Strategy and Community Planning Manager  
Ms Carol Downs, Executive Officer  
Ms Katrina Gray, Senior Policy Analyst/Planner  
Mr Johan Cullis, Environmental Services Team Leader  
Ms Ellen Webb-Moore, Policy Analyst/Planner  
Ms Nardia Gower, Governance Administrator

<b>Tabled Documents</b>	<b>Item 6</b>	Chair's Report
	<b>Item 10</b>	Review of Liquor Control Bylaw
	<b>Item 11</b>	Consultation on First set of National Planning Standards
	<b>Item 15</b>	International Visitor Conservation and Tourism Levy

## 1 Welcome

The meeting started at 1:05. The Chair welcomed everyone to the meeting.

## 2 Apologies/Leave of Absence

That the apology for the absence of Cr Aslett and Cr Sheridan and the early departure of His Worship the Mayor and Cr Dunn be received.

Cr Gordon / His Worship the Mayor. Carried

## 3 Members' conflict of interest

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

There was declared conflict of interest.

## 4 Confirmation of order of business

There were no late items or scheduled change to the order of business.

## 5 Confirmation of Minutes

<b>Resolved minute number</b>	<b>18/PPL/075</b>	<b>File Ref</b>	<b>3-CT-15-2</b>
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That the Minutes of the Policy/Planning Committee meeting held on 14 June 2018 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Dunn. Carried

## 6 Chair's Report

The Chair took his tabled report as read.

<b>Resolved minute number</b>	<b>18/PPL/076</b>	<b>File Ref</b>	<b>3-CT-15-1</b>
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That the Chair's report to the Policy/Planning Committee meeting on 12 July 2018 be received.

Cr Gordon / His Worship the Mayor. Carried

## 7 Progress with strategic issues – Update

The Committee noted the commentary in the agenda.

## 8 Update on Communications Strategy

Ms Downs spoke to the update noting the use of Facebook in promoting positive features and stories. Comments by Elected Members are noted:

- A correction to an article published on 28 June is that Central House Movers have not donated, but supplied at cost, the house for resale for a Bulls Community Centre fundraiser.
- Headlines can be misrepresentative of the article and used as an attention grabbing tool, which can be damaging if the reader doesn't read the associated text.
- Every month the Council website has approximately 30-40 % new visitors.

**Resolved minute number**

**18/PPL/077**

**File Ref**

**3-CT-15-1**

That the 'Communications Strategy Update' to the Policy/Planning Committee meeting on 12 July 2018 be received.

His Worship the Mayor / Cr Belsham. Carried

## 9 Legislation and Governance Update

Miss Webb-Moore took the report as read and took questions. The Committee agreed that the Local Government Regulatory Systems Amendment Bill was of an administrative nature and not something the Council would wish to submit on.

**Resolved minute number**

**18/PPL/078**

**File Ref**

**3-OR-3-5**

That the report 'Legislation and Governance Update, July 2018 be received.

Cr Dunn / Ms Hiroa. Carried

## 10 Review of Liquor Control Bylaw

Ms Gray spoke to the tabled presentation. Comments discussed were:

- It was noted that the Bulls liquor ban area may not be commonly known or advertised.
- Statistics on minor ban infringements are not likely to be held by Police.
- Temporary Liquor Control areas are an additional liquor ban area (not an exemption).
- Committee members were in favour of retaining the existing Bylaw without amendment.
- It was suggested that within the bylaw consultation it is made known that parties can apply for an exemption to the liquor ban areas.

- Outside the scope of the Bylaw - discussion was held on what reminders Council provides for Liquor Permit holders. It was noted that reminders far enough in advance of the expiry are important to ensure continuity of licencing.

## 11 Consultation on First set of National Planning Standards

Ms Webb- Moore spoke to the tabled presentation. Comments from discussions were:

- 2023 is when the next full District plan review is due; this coincides with the effective date of the National Planning Standards.
- Carrying out a rolling plan change would have the advantage of spreading work load.
- E-plans are hugely beneficial, but uncertain whether the Government would create a nation-wide platform that each local authority would use.

The Ministry for the Environment has stated that 109 definitions have been created to be used nationally and indicated that more will be added; however, no timeframe was given. The mechanism for adding new definitions into Council plans without the requirement of a formal change of plan process was discussed.

The Committee requested the following be included in the submission to Government:

- that colour differentiation should take into account the colour impaired – and when one colour overlaps another i.e. residential and flood that it is clear.
- that Central Government provide funding to local authority toward the costs of implementing e-plans

### Undertaking

### Subject

That a report is presented to the Policy/Planning Committee's next meeting analysing the benefits of introducing the National Plan standards earlier than required by Central Government.

### Undertaking

### Subject

That the Policy/Planning Committee be provided at its next meeting with information pertaining to the Governments plans to have a nation-wide e-plan system.

### Undertaking

### Subject

That information be circulated to the Policy/Planning Committee about the cost of New Plymouth District Council's e-plan

His Worship the Mayor left at 2.19 to 2:26



## 12 Review of the Animal Control Bylaw

Ms Gray spoke to the report and draft bylaw. Discussion highlighted following points:

- Specific consultation should occur with small communities rural communities on retaining their urban status and what each option would mean.
- The merits of requiring a Council permit for keeping beehives in urban areas was discussed, with mixed views. The majority view was in favour of consulting on the options of a permit system for all beehives, or an exemption for two beehives. A setback for beehives in rural areas of five metres should be put into the Bylaw for consultation.
- Discussion was held about the powers Council has available to address stray cats. Committee members were supportive of
  - a possible Council programme (in conjunction with local vets) to subsidise the de-sexing of cats, and
  - lobbying Central Government to address the issue of stray cats – including financial support and legislation.
- The potential to charge for a permit was discussed. It was agreed that this cost should be \$50, but a question should be asked in the consultation about whether permits associated with beehives should be exempted.

### Undertaking

### Subject

**Predator Free 2050**

Provide elected members with information about what Central Government is doing to achieve its goal of Predator Free 2050.

### Resolved minute number

**18/PPL/079**

### File Ref

**1-DB-1-9**

That the report 'Animal Control Bylaw - Review 2018' be received.

Cr Dunn / Cr Ash. Carried

Adjourned at 2:47 reconvened at 2:55

His Worship the Mayor left at 2:55 – 2:59

## 13 Survey on strengthening New Zealand's protection system for heritage buildings

Ms Gray spoke to the item. Minor amendments to the suggested responses were made as follows:

- Q6 – local people understand local issues, but there still needs to be a national backstop.
- Q9 – strongly disagree – note that this a separate process.
- Q23 – strongly disagree
- Q25 – existing non-financial methods are unknown.

- Q26 – local government should be responsible for providing funding if they list buildings additional to the Heritage NZ listed buildings.
- Q27 – do not need additional monitoring mechanisms.
- Q32 – switch economic benefits and understanding of the past.
- Q33 – note differences between brick and wooden construction
- Q36 – note that heritage sites have not been addressed.

His Worship the Mayor left at 3:36 – 4:08

Cr Dunn left at 3:43.

## 14 Food Act audit

Mr Hodder spoke to the item. It was noted that Council does not pay for the audit, but does bear the cost of staff time involved in the process.

## 15 International Visitor Conservation and Tourism Levy

Mr Hodder spoke to his presentation and stated a draft submission will be circulated to Elected Members for comment prior to submission due date later in month. Committee discussion highlights were:

- \$35 as the proposed levy for tourists.
- Spending of levy proceeds on 'Conservation and Biodiversity activity' is important.
- Dividing the allocation could have benefits – Conservation, LGNZ and the Tourism Industry Association would have a good idea how to spend money in their specific areas and be best able to specify criteria.

## 16 Update on the Path to Well-being Initiative

Mr Jamieson took the report as read.

<b>Resolved minute number</b>	<b>18/PPL/080</b>	<b>File Ref</b>	<b>1-CO-4-8</b>
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That the memorandum 'Update on the Path to Well-Being initiative and other community development programmes – June 2018' be received.

Cr Gordon / Cr Ash. Carried

<b>Resolved minute number</b>	<b>18/PPL/081</b>	<b>File Ref</b>	<b>1-CO-4-8</b>
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That the Policy/Planning Committee endorse the funding application to the Whanganui Community Foundation of \$8,000 for the publishing of Les Vincent's Memoirs.

That the Policy/Planning Committee endorse the funding application to the Ministry of Youth Development of \$99,500 for the 'Kiritau – Helping Others' mentoring programme.

That the Policy/Planning Committee endorse the funding application to the Ministry of Youth Development of \$14,320 for the youth-led social enterprise for an event business.

Cr Belsham / Cr Ash. Carried

## 17 Youth Development Programme Update

Ms Gower spoke to the report with following updates:

- The TRYB Facebook page is live.
- The 'Kiritau-Helping others' mentoring programme that an MYD application has been made to assist in funding will is in draft form. The programme would be aimed towards 20 at risk youth between the ages of 12 – 18 and includes one-one and group mentoring. Further development of the programme will follow a successful application result.

Committee members discussed the role that local government plays in social services of the community and how that fits with the upcoming 4 Wellbeings being reintroduced by Central Government.

<b>Resolved minute number</b>	<b>18/PPL/082</b>	<b>File Ref</b>	<b>1-CO-4-8</b>
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That the memorandum 'Youth Development Programme Update – July2018' to the Policy/Planning Committee 12 July 2018 be received.

Cr Belsham / Ms Hiroa. Carried

## 18 Questions put at previous meetings for Council advice or action:

The Committee noted the commentary in the agenda.

## 19 Activity management

Mr Hodder took the reports as read.

<b>Resolved minute number</b>	<b>18/PPL/083</b>	<b>File Ref</b>
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That the activity management templates for June 2018 for Community Leadership, Environmental and Regulatory Services and Community Well-Being be received.

Cr Gordon / Cr Platt. Carried

## **20 Late items**

## **21 Future items for the agenda**

Results of annual residents' survey

Procurement Policy and Contract Management Policy

## **22 Next meeting**

Thursday 9 August 2018, 1.00 pm.

## **23 Meeting closed**

4:50pm

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

Date: