



Council Meeting Order Paper

Thursday 27 September, 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

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 27 September 2018 – 1:00 p.m.

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The quorum for the Council is 6.

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

1 Welcome

2 Public Forum

3 Apologies/Leave of Absence

4 Members' conflict of interest

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

5 Confirmation of order of business

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

6 Confirmation of minutes

The minutes from the Council meeting on 30 August 2018 are attached.

Recommendation:

That the minutes of the Council meeting 30 August 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 27 September 2018 be received.

8 Representation Review – Oral hearings

Twelve submissions were received on Council's initial proposal for the representation review for the 2019 elections. One submitter requested to speak to their submission at the oral hearing.

1.30pm - Laurel Mauchline Campbell – Chair, Turakina Community Committee .

All submissions are attached. One submitter, Laurel Mauchline Campbell, has asked to speak. Consideration of all submissions and Council's final representation proposal is scheduled for Council's meeting on 18 October 2018.

9 Portfolio Updates

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

Recommendation:

That the portfolio updates to the 27 September 2018 Council meeting be received.

10 Administrative Matters – September 2018

A report is attached

File: 5-EX-4

Recommendations:

- 1 That the report 'Administrative matters – September 2018' to the 27 September 2018 Council meeting be received.
- 2 That Council give approval in principle to the Chief Executive giving consideration to entering into a licence to occupy from the Ministry of Education for the now closed Santoft School buildings or part of them to provide supporting facilities for the Santoft Domain, and to the possible use of these facilities being discussed with the Santoft Domain Management Committee at its meeting on 2 October 2018, with a report on progress to Council's meeting on 25 October 2018
- 3 That the Chief Executive be authorised to take all actions required to formalise redefinition of the 1985 Right of Way Survey to best provide maximum availability of the Bulls Library site for public use; and execute all plans, deeds and other documents required to complete the matter.
- 4 That Council delegates to the Policy/Planning Committee at its meeting on 11 October 2018 to authorise His Worship the Mayor to sign (on behalf of Council) a submission on the proposed healthy homes standards, with the approved submission included in the Council Order Paper for 25 October 2018.
- 5 That Council approves/does not approve extending the scope of the Community Initiatives Fund to cover (a) facility development or funding for capital works and/or (b) the purchase or long-term lease of equipment or facilities.
- 6 That, regarding the application from Royal Forest and Bird Protection Society (Rangitikei Branch) for financial assistance of \$790 from the Community Initiatives Fund for salaries for community educators to function within the Rangitikei,

EITHER

declines the application.

OR

agrees that the application be considered by each Community Committee/Board proportionately to the allocation of funds each has.

OR

approves a grant of \$....., with the allocation to each Community Committee/ Board reduced proportionately.

- 7 That, regarding the application from the Brain Injury Association for financial assistance of \$3,000 from the Community Initiatives Fund for salaries for community educators to function within the Rangitikei,

EITHER

declines the application.

OR

agrees that the application be considered by each Community Committee/Board proportionately to the allocation of funds each has.

OR

approves a grant of \$....., with the allocation to each Community Committee/ Board reduced proportionately.

- 8 That, regarding the application from Parkinsons New Zealand Community Educator Service for financial assistance of \$2,500 from the Community Initiatives Fund for salaries for community educators to function within the Rangitikei,

EITHER

declines the application.

OR

agrees that the application be considered by each Community Committee/Board proportionately to the allocation of funds each has.

OR

approves a grant of \$....., with the allocation to each Community Committee/ Board reduced proportionately.

- 9 That Council does/does not adjust the sums available to each Community Committee/Board for the first round in 2018/19 of the Community Initiatives Fund to reflect the sums sought from each.

- 10 That Council approve applications being submitted to the Wanganui Community Foundation (Quick Response Grant) and Kiwi Sport for funding for the Swim 4 All programme.
- 11 That the determination of objections to the proposed road closures for Marton Market Day on 24 November 2018 and the Christmas Parades in Bulls, Marton and Taihape on 1 September 2018 be delegated to His Worship the Mayor, the Deputy Mayor and the Chief Executive, with decisions reported to Council's meeting on 29 November 2018.
- 12 That the appointment by Council's Electoral Officer, Warwick Lampp, of Blair Jamieson, Strategy and Planning Manager, as Deputy Electoral Officer, be confirmed, effective 4 October 2018.

11 Top 10 Projects - status, September 2018

A memorandum is attached.

File ref: 5-EX-4

Recommendation:

That the memorandum 'Top Ten Projects – status, September 2018' to the 27 September 2018 Council meeting be received.

12 Kerbside Recycling and Rubbish Engagement

Council is undertaking further consultation with urban residents as to whether they should implement a recycling or kerbside rubbish and recycling service. The proposed Engagement Plan for this consultation is attached. The FAQ sheet and postcard will be tabled at the meeting (and circulated electronically beforehand).

Recommendations:

- 1 That the Engagement Plan, Postcard and FAQ sheet be received.
- 2 That Council adopts the Engagement Plan, Postcard and FAQ sheet as the basis for engagement with the community for kerbside rubbish and recycling.

13 Adoption – Communications Strategy

In accordance with Council's discussion at the 30 August meeting, and subsequent feedback from elected members, amendments have been made to the draft Communications Strategy.

The revised Communications Strategy is attached.

Recommendations:

- 1 That the 'Rangitikei District Council Communications Strategy 2018-2020' be received.
- 2 That Council adopts the 'Rangitikei District Council Communications Strategy 2018-2020' [as amended/without amended].

14 Consultation on Control of Liquor Bylaw

The Control of Liquor in a Public Place Bylaw 2018 is due for review (it will expire on 18 December 2018 if not reviewed by this point). The Policy/Planning Committee has considered the Bylaw and recommended it to Council for adoption for consultation. The Policy/Planning Committee has recommended no changes from the previous bylaw. Given the required timeframe for review, it is recommended that the Policy/Planning Committee are delegated authority to hear oral submissions at their 08 November 2018 meeting.

The engagement plan, summary of information, submission form and draft Bylaw are attached.

File ref: 1-DB-1-4

Recommendations:

- 1 That the engagement plan, summary of information, submission form and draft Liquor Control in a Public Place Bylaw 2018 be received.
- 2 That in accordance with Section 147A(2) of the Local Government Act 2002, Council considers the Control of Liquor in a Public Place Bylaw is required as it is likely that the level of crime or disorder is likely to return to the liquor control areas if the bylaw does not continue.
- 3 That in accordance with section 155 of the Local Government Act 2002, a bylaw is the most appropriate way of dealing with crime associated with the consumption of liquor in public places, the draft Control of Liquor in a Public Place Bylaw 2018 is the most appropriate form of a bylaw and there are no implications under the New Zealand Bill of Rights Act 1990.
- 4 That the Control of Liquor in a Public Place Bylaw 2018, is adopted for consultation, in accordance with the engagement plan, statement of proposal, summary of information and submission form and that the hearing of oral submissions is delegated to the Policy/Planning Committee's 08 November 2018 meeting.

15 Consultation on proposed rates remission policy to incentivise residential development

At its meeting on 13 September 2018, the Policy/Planning Committee considered a draft addition to the rates remission policy to incentivise residential development, recommending that it be adopted for consultation, coinciding with consultation on the revised Animal Control Bylaw, and developing an engagement plan which includes a public meetings and sessions with interested parties. Section 102(3) of the Local Government Act 2002 does not require

use of the special consultative procedure but regard is needed for Council's significance and engagement policy.

The engagement plan, summary of information, submission form and draft policy are attached.

File: 3-PY-1-20

Recommendations:

- 1 That the engagement plan, summary of information, submission form and draft Rates remission policy to incentivise residential development be received.
- 2 That the draft Rates remission policy to incentivise residential development is adopted for consultation in accordance with the engagement plan, summary of information and submission form, at a time to be set by the Policy/Planning Committee

16 Annual report on Council's administration of its dog control policy and practice

Section 10A of the Dog Control Act 1996 requires Council to prepare a report on its dog control policy and practices each financial year. The report for the year ending 30 June 2018 is attached. Once adopted, Council is required to give public notice (in a newspaper circulating within the District) of the report and send a copy to the Secretary for Local Government (in the Department of Internal Affairs).

File: 2-RE-1-7

Recommendation:

That the 'Rangitikei District Council Report pursuant to Section 10A of the Dog Control Act 1996 for the period 1 July 2017 – 20 June 2018' to the 27 September 2018 Council meeting be received.

17 Sale of Bulls Information centre, Bulls Town Hall and Bulls Plunket site – determination on non-price attributes

A report will be tabled.

18 Rātana gym (and former fire station)

A report will be tabled at the meeting.

File: 6-CF-4-6

Recommendations:

- 1 That the report 'Rātana gym' (and former fire station) be received.
- 2 That....

19 Receipt of Committee minutes and resolutions to be confirmed

The minutes are attached.

Recommendations:

- 1 That the minutes of the following meetings be received:
 - Audit/Risk Committee, 30 August 2018
 - Finance/Performance Committee, 30 August 2018
 - Erehwon Rural Water Scheme, 5 September 2018
 - Rātana Community Board, 11 September 2018
 - Assets/Infrastructure Committee, 13 September 2018
 - Policy/Planning Committee, 13 September 2018
- 2 That the following recommendations from the Audit/Risk Committee held on 30 August 2018, be confirmed:

18/ARK/014

That the Audit/Risk Committee recommends to Council that it adopts the 'Audit Risk Committee terms of reference', as amended.

**the revised terms of reference are attached as appendix 1 to this item*

- 3 That the following recommendations from the Rātana Community Board, held on 11 September 2018, be confirmed:

18/RCB/025

That the Rātana Community Board recommend to Council that drainage of the Rātana Rugby field be undertaken in January-March 2019.

- 4 That the following recommendations from the Assets/Infrastructure Committee, held on 13 September 2018, be confirmed:

18/AIN/078

~~That Assets/Infrastructure Committee recommend to Council that the Rātana Gym / Fire station is reroofed following a report from staff.~~

Dealt with in item 18

18/AIN/084

That Assets/Infrastructure recommend to Council that Council proceed with installing a 24/7 public toilet in Follett Street, as suggested by Marton Community Committee.

- 5 That the following recommendations from the Policy/Planning Committee, held on 13 September 2018 be confirmed:

~~18/PPL/107~~

~~The Policy/Planning Committee recommends to Council that in accordance with Section 147A(2) of the Local Government Act, the Control of Liquor in a Public Place Bylaw is required as it is likely that the level of crime or disorder is likely to return to the liquor control areas if the bylaw does not continue.~~

~~18/PPL/108~~

~~The Policy/Planning Committee recommends to Council that in accordance with section 155 of the Local Government Act, a bylaw is the most appropriate way of dealing with crime associated with the consumption of liquor in public places, the draft Control of Liquor in a Public Place Bylaw 2018 is the most appropriate form of a bylaw and there are no implications under the New Zealand Bill of Rights Act 1990.~~

~~18/PPL/109~~

~~That the Policy/Planning Committee recommends to Council that the Control of Liquor in a Public Place Bylaw 2018, is adopted for consultation, in accordance with the engagement plan, statement of proposal, summary of information and submission form and that the hearing of oral submissions is delegated to the Policy/Planning Committee's 8 November 2018 meeting.~~

Dealt with in item 14

~~18/PPL/111~~

~~That, regarding the proposed policy on incentivising residential development, the Policy/Planning Committee recommends to Council that it be adopted as amended for consultation coinciding with consultation on the revised Animal Control Bylaw, including an engagement plan which includes a public meetings and sessions with interested parties~~

Dealt with in item 15

20 Late items

21 Future Items for the Agenda

22 Public Excluded – session 1

Recommendation:

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

Proposed new electricity supply contract for Council from October 2018

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

General subject of the matter to be considered	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for passing of this resolution
Item 1 Proposed new electricity supply contract for Council from October 2018	To enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>sections 7(2)(i)</i> .	Section 48(1)(a)(i)

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

23 Open meeting

[Resolutions from Public excluded to be confirmed in open meeting]

24 Public Excluded – session 2

Recommendation:

I move that the public (except for Mr Dennis O’Callaghan) be excluded from the following parts of the proceedings of this meeting, namely:

Annual review of the Chief Executive’s performance

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

General subject of the matter to be considered	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for passing of this resolution

Item 2 Annual review of the Chief Executive's performance	Briefing contains information which needs to be withheld to protect the privacy of natural persons – section 7(2)(a).	Section 48(1)(a)(i)
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This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding or the whole or the relevant part of the proceedings of the meeting in public as specified above.

25 Open meeting

[Resolutions from Public excluded to be confirmed in open meeting]

26 Meeting adjourned

11 October 2018, 1.00 pm

27 Adoption of 2017/18 Annual Report

File ref: 5-FR-1

Once oral clearance has been provided, the final drafts of the Annual Report and of the Summary Annual Report will be distributed to Elected Members.

The Audit Director will be present at the meeting to present her opinion.

Section 98(4) of the Local Government Act 2002 requires the Annual Report and Summary Annual Report to be publicly available within one month of adoption, and a copy must be sent to the Secretary for Internal Affairs, the Auditor General and the Parliamentary Library. In addition, two copies are required by the Legal Deposit Office in the National Library. Both documents will be uploaded to the Council's website and printed copies placed in the District libraries.

Recommendations

- 1 That the Mayor and Chief Executive be authorised to sign the letters of representation addressed to the Council's auditor for the year ended 30 June 2018.
- 2 That the Annual Report 2017/18 (and the Summary Annual Report 2017/18) be amended by adding the final Audit opinion and that both be adopted as amended.

28 Public Excluded – session 3

Recommendation:

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

Evaluation of tenders for the proposed Bulls Community Centre (C1084)

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

General subject of the matter to be considered	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for passing of this resolution
Item 3 Negotiations with preferred tenderer for the proposed Bulls Community Centre (C1084)	To enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>sections 7(2)(i)</i> .	Section 48(1)(a)(i)

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

29 Open meeting

[Resolutions from Public excluded to be confirmed in open meeting]

30 Next Meeting

Thursday 18 October 2018, 9.30 am

Attachment 1



Rangitikei District Council

Council Meeting

Minutes – Thursday 30 August 2018 – 1:04 p.m.

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

In attendance: Mr Ross McNeil, Chief Executive
Mr Michael Hodder, Community & Regulatory Services Group Manager
Ms Gaylene Prince, Community & Leisure Assets Team Leader
Ms Carol Downs, Communications and Customer Services Team Leader
Ms Jo Priestley, Communications Website Officer
Ms Katrina Gray, Senior Policy Analyst/Planner
Mr Aldo Fehr, Building Officer
Ms Nardia Gower, Governance Administrator
Ms Selena Anderson, Governance Administrator

Tabled Documents

Item 9	Portfolio updates
Item 10	Administration matters
Item 12	Communications strategy

1 Welcome

The Mayor welcomed everyone to the meeting.

2 Public Forum

Nil

3 Apologies/Leave of Absence

Nil

4 Members' conflict of interest

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

There were no declared conflicts of interest.

5 Confirmation of order of business

There were no late items and no scheduled change to the order of business. However, during the meeting item 15 was taken before item 14.

6 Confirmation of minutes

Amendment to item 1:

- The Mayor sought ~~two~~ one minute's silence
- To include George McIrvine's family

Resolved minute number

18/RDC/303

File Ref

That the amended minutes of the Council meeting 26 July 2018 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Aslett. Carried

7 Mayor's Report

The Mayor took his report as read. There were no questions from elected members.

Resolved minute number**18/RDC/304****File Ref****3-EP-3-5**

That the 'Mayor's report and schedule' to Council's meeting on 30 August 2018 be received.

His Worship the Mayor / Cr Wilson. Carried

8 Appointment of Deputy Chair for the Audit/Risk Committee

Resolved minute number**18/RDC/305****File Ref**

That Cr Nigel Belsham be appointed Deputy Chair of the Audit/Risk Committee for the balance of the 2016/19 triennium.

His Worship the Mayor / Cr McManaway. Carried

9 Portfolio Updates

Ohakea – Cr Platt *Tabled*

The Mayor flagged an upcoming meeting with the Singapore ambassador.

Heritage and Tourism – Cr Aslett *Tabled*

Cr Aslett mentioned the World War I DVD Project, Heritage Weekend and the increase in web hits on Rangitikei.com following a drop reported last month. Elected members discussed Armistice Day and queried what other events were being held in the District. Cr Aslett suggested more could be known at next month's Council meeting. His Worship the Mayor noted that grant applications are available to commemorate Armistice Day.

Iwi Interests – Cr Peke-Mason *Tabled*

In addition to what was noted in the tabled document Cr Peke-Mason and His Worship the Mayor acknowledged Deputy Mayor Cr Belsham for attending the official ceremony for Dame Tariana Turia at Putiki marae.

Criterion Site – Cr Dunn

Cr Dunn expressed the excitement of the community with regard to the potential notice of a successful tenderer for the construction of the Bulls Community Centre. His Worship the Mayor noted that the Central House Movers house is now on location ready for further renovation.

Southern Sport – Cr Sheridan

Cr Sheridan noted the \$10,000 external grant awarded to Skate-park Extension Committee.

Marton Building (Civic Centre) – Cr Wilson

Cr Wilson highlighted the TV and radio interviews featuring both His Worship the Mayor and Deputy Mayor Cr Belsham with regard to the legislative timeframes and strengthening

requirements of earthquake prone buildings, and the effect it will have on many New Zealand towns.

Undertaking

Subject

That invitation to attend Armistice Day are forwarded to Councillors

Resolved minute number

18/RDC/306

File Ref

That the portfolio updates to the Council meeting on 30 August 2018 be received.

His Worship the Mayor / Cr Gordon. Carried

10 Administrative Matters – August 2018

Mr McNeil spoke to his report. Discussions on each matter are noted:

Adoption of the 2017/2018 Annual Report

- The adoption of the Annual Report would be on 11 October 2018, the delay due in part to the passing of the Chief Financial Officer George McIrvine. The later date suited Audit.
- The Long Term Plan for 2018/28 was with the printers at the time of the meeting, and expected to be available by the end of September.

Vertical evacuation of tsunami-prone areas

Council agreed to submit on the matter due to the number of coastal properties this would effect in the Rangitikei district.

Marton A Dam site

Horizons Regional Council is currently assessing the structural integrity of the dam.

Subdivision of Kensington Road

Tabled documents were provided to the meeting. Elected members discussed the process of valuing the property and the merits of negotiating the sale price with either both or preferred tenderer.

Resolved minute number

18/RDC/307

File Ref

5-EX-4

That the report 'Administrative matters – August 2018' be received.

Cr Sheridan / Cr Gordon. Carried

Resolved minute number **18/RDC/308** **File Ref** **5-EX-4**

That Council meets at 9.30 am on 11 October 2018 to adopt the audited 2017/18 Annual Report (with the Assets/Infrastructure Committee meeting after that).

Cr Sheridan / Cr Belsham. Carried

Resolved minute number **18/RDC/309** **File Ref** **5-EX-4**

That, having regard to section 7 of the Local Government Act 2002, the Rangitikei District Council confirms the exemption granted to the MW Regional Disaster Relief Fund Trust from being a council-controlled organisation for 2018/19, 2019/20 and 2020/21; and that, in making this resolution, the Rangitikei District Council notes that the Trust is a small organisation, that the nature and scope of its activities is limited and does, in the main, take place only after significant adverse events; and that there would be significant additional costs if the Trust were to be required to meet all the obligations of a council-controlled organisation.

His Worship the Mayor / Cr Ash. Carried

Resolved minute number **18/RDC/310** **File Ref** **5-EX-4**

That the memorandum 'Kensington Road – Proposed subdivision and sale' be received.

Cr McManaway / Cr Sheridan. Carried

Motion

That, regarding the proposed subdivision and sale of property at 37 Kensington Road, Marton, Council resolves to proceed with the sale of the site to GK Skou Transport.

Cr Belsham / Cr Sheridan.

Amendment

That, regarding the proposed subdivision and sale of part of Council's property at 37 Kensington Road, Marton, Council resolves to approach GK Skou Transport and negotiate the tender offer

Cr Wilson / Cr Aslett. Carried

Substantive motion

Resolved minute number **18/RDC/311** **File Ref** **5-EX-4**

That, regarding the proposed subdivision and sale of part of Council's property at 37 Kensington Road, Marton, Council resolves to approach GK Skou Transport and negotiate the tender offer.

Cr Belsham / Cr Sheridan. Carried

Resolved minute number **18/RDC/312** **File Ref** **5-EX-4**

That Council delegate authority to His Worship the Mayor and the Chief Executive to negotiate with GK Skou Transport and accept a tender for part of Council's property at 37 Kensington Road, Marton.

Cr Wilson / Cr Belsham. Carried

Resolved minute number **18/RDC/313** **File Ref** **5-EX-4**

That Council endorses the submission made by His Worship the Mayor (on behalf of the Council) on the National Planning Standards issued by the Ministry for the Environment.

Cr Peke-Mason / Cr Rainey. Carried

Resolved minute number **18/RDC/314** **File Ref** **5-EX-4**

That Council authorises His Worship the Mayor to sign the submission (without amendment) to the Parliamentary Māori Affairs Committee on the Ngāti Rangi Claims Settlement Bill.

Cr Peke-Mason / Cr Rainey. Carried

Motion

That Council approves remitting 100% of the internal building consent costs of up to \$4,000 for the proposed extension of the Marton Christian Welfare Opportunity Shop in Follett Street, Marton.

Cr Sheridan / Cr Ash. Carried

Amendment:

That Council approves remitting 50% of the internal building consent costs of up to \$4,000 for the proposed extension of the Marton Christian Welfare Opportunity Shop in Follett Street, Marton.

Cr Wilson / Cr Belsham. Lost

Substantive motion:

Resolved minute number	18/RDC/315	File Ref	5-EX-4
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That Council approves remitting 50% of the internal building consent costs of up to \$4,000 for the proposed extension of the Marton Christian Welfare Opportunity Shop in Follett Street, Marton, and requests that they be informed of Council's rates remission policy for businesses expanding their premises

Cr Sheridan / Cr Ash. Carried

Resolved minute number	18/RDC/316	File Ref	5-EX-4
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That Council approves remitting 100% of the \$10.40 facilities hireage fee for use of the Bulls Town Hall Supper Room for the official launch of the Scotts Ferry Restoration on 29 September 2018.

Cr Belsham / Cr Sheridan. Carried

11 Top Ten Projects – status, August 2018

His Worship the Mayor invited question from elected members to the Chief Executive on each matter within the memorandum. The following comments were noted:

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

The Chief Executive stated that he requested a proposal from Opus on the cost of the principal options for the redevelopment of the site. Because a significant part of the cost relates to retaining the heritage value of the site, Council will collaborate with the heritage precinct group in an application the Provincial Growth Fund.

9. Taihape Memorial Park development

The Chief Executive had written to Clubs Taihape. The Chief Executive noted that conversations have begun with Colspec Construction with regard to investigating the viability and cost of earthquake strengthening and renovating the existing grandstand.

Resolved minute number **18/RDC/317** **File Ref** **5-EX-4**

That the memorandum 'Top Ten Projects – status, August 2018' to the 30 August 2018 Council meeting be received.

Cr Aslett / Cr Gordon. Carried

Cr Platt left at 2.01 – 2.01

12 Review of Communications Strategy

Ms Downs spoke to the tabled presentation and documents. Elected members were receptive of the strategy and were invited to email any suggestions or amendments to Ms Downs by Monday 10 September 2018.

Resolved minute number **18/RDC/318** **File Ref** **5-EX-8-1**

That the presentation reviewing the Communications Strategy to the 30 August 2018 Council meeting be received.

Cr Dunn / Cr Wilson. Carried

13 Annual report of the District Licensing Committee for the year ending 30 June 2018

Mr McNeil provided an overview noting that that the report is a summary of the past year's activities, license applications and renewals and the revenue that is collected for the Alcohol Licensing Regulatory Authority.

Resolved minute number **18/RDC/319** **File Ref** **3-CT-16-3**

That the 'Annual report of the District Licensing Committee for the year ending 30 June 2018' be approved.

Cr Belsham / Cr Wilson. Carried

15 Receipt of Committee minutes and resolutions to be confirmed

Points raised were:

- Councillors discussed the various avenues that Council and the Taihape Community Board have explored to communicate with absentee Taihape CBD building owners with regard to renting and maintaining empty buildings.

- An extensive discussion took place on the funding of the potential Marton to Bulls Wastewater Treatment pipe and plant. It was noted that:
 - External funding would be sought
 - Central Governments three water review could impact on Council's level of investment
 - Any change to rate payers investment in the Long Term Plan 2018/2028 would trigger a large scale consultative procedure
- Demolition of the old Hunterville Fire Station would be funded out of the asbestos management budget.

Undertaking Subject

That Council's roading department is informed of the upcoming tree harvest Otairi Line forestry block in Hunterville.

Resolved minute number 18/RDC/320 File Ref

That the minutes of the following meetings be received:

- Finance/Performance Committee, 26 July 2018
- Santoft Domain Management Committee, 31 July 2018
- Turakina Community Committee, 2 August 2018
- Hunterville Rural Water Supply Committee, 6 August 2018
- Māori Land Rates Remission Committee, 7 August 2018*
- Te Roopu Ahi Kaa Committee, 7 August 2018
- Erehwon Rural Water Supply, 8 August 2018, *postponed until 5 September*
- Marton Community Committee, 8 August, *Not held - Inquorate*
- Taihape Community Board, 8 August 2018
- Assets/Infrastructure Committee, 9 August 2018
- Policy/Planning Committee, 9 August 2018
- Bulls Community Committee, 14 August 2018
- Rātana Community Board, 14 August, *Not held - Inquorate*
- Hunterville Community Committee, 20 August 2018

**Public excluded – available to Elected Members only.*

Cr McManaway / Cr Rainey. Carried

Resolved minute number 18/RDC/321 File Ref

That the following recommendations from the Turakina Community Committee held on 2 August 2018, be confirmed:

18/TCC/030

That the Turakina Community Committee recommend to Council that the neighbouring landowner be permitted to use the designated area of the Turakina Cemetery for grazing, where there is no evidence of historic graves, on the following conditions:

- A stock proof fence must be provided – e.g. waratahs and mesh netting.
- No electric fencing.
- If any animals escape into the cemetery, the grazing licence is revoked immediately.
- Any damage caused by escaped stock is funded by the leasee.

Cr Peke-Mason / Cr Sheridan. Carried

Resolved minute number **18/RDC/322** **File Ref**

That the following recommendations from the Taihape Community Board held on 8 August 2018, be confirmed:

18/TCB/053

That the Taihape Community Board ask that Council investigate policy options around the poor state of the unoccupied CBD properties in Taihape.

Cr Gordon / Cr Aslett. Carried

Resolved minute number **18/RDC/323** **File Ref**

That the following recommendations from the Assets/Infrastructure Committee held on 9 August 2018, be confirmed:

18/AIN/056

That the Assets/Infrastructure Committee, having considered the detailed business case on options to address wastewater disposal from Bulls and Marton, recommends to Council that:

- Establishing a land-based disposal system for the combined Marton and Bulls wastewater flows is confirmed as Council's preferred option;
- The process to procure the appropriate land disposal area(s) for Marton and Bulls treated wastewater is commenced;
- The pipeline design and progress with scoping the other elements of the proposed project continue to be advanced;
- Further engagement/consultation with Iwi and the Bulls/Marton communities is undertaken prior to the lodging of the resource consent application with Horizons by the end of October 2018;
- Reports on progress are provided to the Assets/Infrastructure Committee, and the advisory group ahead of any requirement for a final Council decision prior to the lodging of the resource consent application in October 2018.

Cr McManaway / Cr Platt. Carried

Resolved minute number 18/RDC/324 File Ref

That the following recommendations from the Assets/Infrastructure Committee held on 9 August 2018, be confirmed:

18/AIN/070

That the Assets/Infrastructure Committee recommends to Council that a variation to Contract 1046 Broadway, Marton be issued to I.D. Loader for

Stage 2 \$302,720 and

Stage 3 \$250,130,

Totalling \$552,850 (GST excl.)

Cr Belsham / Cr Sheridan. Carried

- 1 That the following recommendations from the Policy/Planning Committee held on 9 August 2018, be confirmed:

18/PPL/093

~~That the Policy/Planning Committee recommends to Council that, in accordance with section 155 of the Local Government Act, a bylaw is the most appropriate way of dealing with the management of nuisances created from animals, the draft Animal Control Bylaw 2018 is the most appropriate form of a bylaw and there are no implications under the New Zealand Bill of Rights Act 1990.~~

18/PPL/094

~~That the Policy/Planning Committee recommends to Council that the draft Animal Control Bylaw as amended, engagement plan, summary of information and submission form be adopted for consultation, with the specific consultation dates to be approved at the 13 September 2018 Policy/Planning Committee meeting.~~

Dealt with in item 14

Resolved minute number 18/RDC/325 File Ref

That the following recommendations from the Hunterville Community Committee held on 20 August 2018, be confirmed:

18/HCC/028

That the Hunterville Community Committee recommend to Council that Council demolish the Old Fire Station.

Cr McManaway / Cr Wilson. Carried

14 Animal Control Bylaw 2018

Ms Gray spoke to draft bylaw and engagement plan and sought final amendments.

Amendment to the proposed bylaw:

With regard to bees, 'allergy' to be amended to 'serious or dangerous allergy'.

Resolved minute number	18/RDC/326	File Ref	1-DB-1-9
-------------------------------	-------------------	-----------------	-----------------

That the engagement plan, summary of information, submission form and draft Animal Control Bylaw 2018 be received.

Resolved minute number	18/RDC/327	File Ref	1-DB-1-9
-------------------------------	-------------------	-----------------	-----------------

That in accordance with section 155 of the Local Government Act, a bylaw is the most appropriate way of dealing with the management of nuisances created from animals, the draft Animal Control Bylaw 2018 is the most appropriate form of a bylaw and there are no implications under the New Zealand Bill of Rights Act 1990.

Resolved minute number	18/RDC/328	File Ref	1-DB-1-9
-------------------------------	-------------------	-----------------	-----------------

The draft Animal Control Bylaw (as amended), engagement plan, summary of information and submission form be adopted for consultation, with the specific consultation dates to be approved at a later stage by the Policy/Planning Committee meeting.

Cr Ash / Cr Gordon. Carried

Meeting adjourned at 2.43 pm reconvened at 2.59 pm

15 Public Excluded

3.00 pm

Resolved minute number	18/RDC/329	File Ref
-------------------------------	-------------------	-----------------

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

Evaluation of tenders for the proposed Bulls Community Centre (C1084)

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to this matter, and the specific grounds under Section

48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of the matter to be considered	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for passing of this resolution
Item 1 Evaluation of tenders for the proposed Bulls Community Centre (C1084)	To enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>sections 7(2)(i)</i> .	Section 48(1)(a)(i)

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

Cr Belsham / Cr Dunn. Carried

16 Open Meeting

3.58 pm

18/RDC/330

18/RDC/331

18/RDC/332

18/RDC/333

18/RDC/334

Resolved minute number

18/RDC/335

File Ref

That Contract 1084 Bulls Community Centre Construction be awarded to W & W Construction 2010 Ltd, subject to final contract negotiations.

Cr Gordon / Cr Dunn. Carried

17 Late items

18 Future Items for the Agenda

Old Mangaweka Bridge

19 Next Meeting

Thursday 27 September 2018, 1.00 pm.

20 Meeting Closed

4:10pm

Confirmed/Chair: _____

Date:

Attachment 2

Report to Council September 2018.

Last Saturday I attended an open day combined with a planting operation at the B and C dams in Marton which provides our town water supply. The turnout of helpers was great but I want to comment on the staff assistance. Normally I do not comment on the staffing but on this occasion I will. There were several members of the parks and reserves team there but Michael Shaw, Athol Sanson, Nardia Gower and Katrina Gray always seem to be there to support our community. Katrina is leaving our staff to advance her career and we wish her well; however, she will be really missed.

The district is certainly growing. I have just officiated at another citizenship ceremony where we had to use a local hall to accommodate numbers. Several businesses locally are looking to expand with other businesses looking to potentially set up here; the workforce that we will need will put further pressure on the housing needs. This is not unique, of course, to us; all of our neighbouring districts are struggling to accommodate internal growth and the expansion of Ohakea and the build of the Manawatu Gorge replacement road will compound these issues. The time is certainly right for us to take a more active stance on the provision of housing we need to look for joint venture partners for subdivisions, consider acting alone and put in place incentives for building new homes. I am hopeful that we will have policies in the public arena shortly for consideration.

On Council's agenda is the Bulls centre contract which still may need some refinement, but essentially I believe the go button has been pushed. We will look to set up a way that the community can regularly view the construction process.

Shortly we will be going back to our urban communities seeking feedback on the rubbish and recycling options. I know that many of you may say "not again"; however, it is a big deal, there are significant rating impacts and potential savings to the community and we did not get a clear understanding from the community. This time we will send postcards to each home, set up FAQs on websites and arrange street tables. It is important that we reply and that we know which community your reply represents.

Having adopted our Council long term plans staff have been working hard with audit on the Annual report and I would like to thank Horizons and the Horowhenua Council for their assistance with this process.

Andy Watson

Mayor Rangitikei District Council

Mayor's Engagement

September 2018

3	Spoke with residents over the phone and in person in both Bulls and Marton
4	Attended the following meetings at Horizons Regional Council: EM Joint Standing Committee Meeting Regional Transport Committee Regional Chiefs meeting MW Disaster Relief Fund AGM
5	Met with various Marton residents and business owners
6	Presented of Certificate to Taihape Engineering with St John Taihape Hosted a Citizenship Ceremony for 28 candidates from around the district Met with potential Business owner
7	LGNZ Climate Change Symposium 2018 – Wellington
10	Met with various local Marton residents
11	Met with Manawatu Mayor Helen Worboys Met with Contractor for the Bulls Community Centre Attended the Ratana Community Board meeting
12	Met and spoke with the various Marton residents Attended Talent Central meeting re youth – Rangitikei College Was interviewed in Broadway, Marton re Earthquake Prone Building Was based in Taihape for the remainder of the day
13	Attended Assets/Infrastructure Committee meeting Met with Bulls business owners Attended Policy/Planning Committee meeting
14	Attended the Mayors Taskforce for Jobs Core Group Meeting - Wellington
15	Attended the Marton B & C Dams Planting Day Attended the Taihape Community Development Trust Barbeque
17	Met with Bayley's Real-estate re potential development Attended the Bulls fundraising committee meeting
18	Met with Taihape resident Attended the Motorhome Presentation Morning Tea – Taihape
19	Attended the Regional Territorial Authorities' Forum – Whanganui
20	Met with Marton resident Attended the Council Workshop
21	Met with Marton Police Met with potential business owner in Marton Met with potential developer in Bulls Attended Marton Junction School's Duffy assembly Met with local business owner
24	To meet with various local residents
25	To attend SLUI Advisory Group meeting – Palmerston North
26	To attend JBS Dudding Charitable Trust - Advisory Board Meeting
27	To attend Finance/Performance Committee To attend Council meeting
29	To attend Bulls and Districts Historical Society Barge Opening – Scott's Ferry

Attachment 3

005

12 SEP 2018

BY:

To:

KG

File

3-OR-3-8

ew

C- Initial Proposal

005

Representation Review ~~Doc~~: Initial Proposal

RANGITIKEI
DISTRICT COUNCIL

For small communities in a district as large as the Rangitikei there can often be a feeling of disempowerment whereby the smaller villages disappear into a larger structure and almost cease to exist. The history and unique needs of these small communities can so easily be overlooked as the focus of local government goes on larger communities and roading corridors.

In consideration of the Representation Review the proposal to move to three large wards will inevitably mean that the focus of attention will even more be on the larger urban areas. The proposal centres wards around the major towns in the district.

Council is required to 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

The Turakina Community Committee considers that the proposed three ward structure fails to consider the effects on the population of the present Turakina Ward as follows;

The fairness of the proposed structure

- The present Turakina Ward has 1,280 residents
- Under the three ward proposal these 1,280 residents would be amalgamated with over 2,500 residents in the present Bulls Ward. Considering that Bulls township alone has 1,700 residents this means that the former Turakina Ward residents are vastly outnumbered.
- This will make it very difficult for residents of the diverse western areas to make themselves heard.

Effectiveness of the proposed representation

- For a person standing for election who resides in the current Turakina Ward the chances of election are considerably reduced as there will inevitably be a larger number of candidates from the Bulls area. People tend to vote for those they know within their community so are less likely to vote for an unknown person from a community that could be over an hour away.
- The present Turakina Ward is distinctly rural. Rural communities have different needs to urban communities and the Turakina Ward has some local issues around topography and distance.
- The way of living in very small rural communities differs to larger towns. This was demonstrated by the changes to zoning and the Animal Control Bylaw that impacted severely on the residents of Turakina Village and other small communities. Suddenly a way of life that had been in place for decades was no longer possible. Whilst this has been resolved it is an example of how easily the needs of these small communities can be overlooked.
- It is vital that there is representation by someone who understands the needs of the widely spread communities in the present Turakina Ward and there is no way to guarantee that under the proposed three ward structure.

Distinct communities of interest

- The RDC report notes that the Bulls community looks to Fielding and Palmerston North while the Turakina Ward communities look to Wanganui. Many in the southern part of the Turakina ward look equally to Marton and Wanganui for shopping, schooling and

recreational activities as both areas are easily accessible. It also notes that there would be a few residents in the present Marton Ward who look to Marton township who would be moved to the Turakina Ward under the amended status quo proposal.

- TCC cannot understand how it is an issue for 150 residents in the Marton Ward to be moved to the Turakina Ward but it is appropriate for 1,280 residents in the Turakina Ward to be amalgamated with the Bulls Ward, a community that looks in completely the opposite direction to that of Turakina Ward residents. Council's own report notes that the Bulls and Turakina Communities do not relate to each other on a functional basis. The Bulls community even has their phone numbers listed in the Manawatu Telephone Book rather than the Wanganui / Rangitikei Book as Turakina residents do. The few common issues noted are not sufficient to bond these two very different communities.
- The rural residents of the Marton Ward who may be moved to the Turakina Ward under the amended status quo option will share commonalities regarding rural issues with residents of the Turakina Ward.

The Turakina Ward may only have one elected member but we have proudly been able to say that our representative has always been able to make their voice heard and understands our unique and spread out ward.

We have a Community Committee who have worked to ensure the issues in our area are dealt with and to enhance our townships. These have ranged from being missed out of Long Term Plans to changes to Zoning and Bylaws, problems with the Bonny Glen Landfill and other issues important to our community. It has been slow progress but we feel pride at the changes we have been able to make. We will lose our Community Committee under an amalgamation with Bulls and so the progress we are making will be lost. Our chances of continuing to provide seating, murals and other enhancements will be greatly reduced.

The western side of the Rangitikei is so often overlooked. We do not feature in the history of the District on the RDC website despite the Lethbridge Town Board being established around 1876 (all towns featured are on the SH 1 Corridor) and the ward being home to the oldest cultural event in the district. The unique situation of the Turakina Ward as being the western entrance to the Rangitikei is rarely acknowledged.

If the Turakina Ward is withdrawn and we are amalgamated into a large Southern Ward it is inevitable that the voice of this diverse community will be diluted if not lost.



Representation Review – Initial Proposal

All submissions will be public.

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

Attach additional information or pages if necessary



Representation Review – Initial Proposal

- 6 SEP 2018

To: KG
Proposal 3-OR-3-8
File:

Doc: 0396

RANGITIKEI
DISTRICT COUNCIL

Name	Carol Lewis
Organisation (if applicable)	Team Lewis RE/MAX
Postal Address	RD 1 Bulls 4894
Phone	027 444 4845
Email	carol.lewis@remax.net.nz
Do you agree/disagree with Council's initial proposal?	
<input checked="" type="checkbox"/> Agree <input type="checkbox"/> Disagree	
Please tell us why you agree/disagree:	
Bulls is a very community-minded and progressive Rangitikei town being near Sanson, Feilding & Palmerston North. Also with first home buyers, and Feilding couples looking to purchase + downsize, Bulls is ^{now} a preferred choice to live in. Genuine & caring community and growing so I support 3 elected members.	
Attach additional information or pages if necessary	
Signed	CLewis
Date	6-9-18

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RECEIVED
12 SEP 2018
BY: _____

RANGITIKEI
DISTRICT COUNCIL

Submission Form

12 SEP 2018

To: 3-A-3-8

File: Initial Proposal

Doc: 003

Representation Review **File:** Initial Proposal

**Submissions close at 9am
on 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

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.

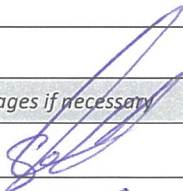
You are allowed ten minutes to speak, including questions from Elected Members.

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*) ☐

Name	Alastair Campbell
Organisation (if applicable)	
Postal Address	1174 Wanganui Road
Phone	0274107045
Email	arcady1174@gmail.com
Do you agree/disagree with Council's initial proposal?	
<input type="checkbox"/> Agree <input checked="" type="checkbox"/> Disagree	
Please tell us why you agree/disagree:	
<p>The the change to 3 wards will put voting power in the hands of larger concentrations of population.</p> <p>This will decrease or remove the representation of smaller centres.</p> <p>The change will be detrimental as smaller centres are fighting to move ahead with success at the moment. I can see this ending.</p>	
Attach additional information or pages if necessary	
Signed	
Date	11-9-18

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12 SEP 2018

RECEIVED
12 SEP 2018
BY:

004



RANGITIKEI
DISTRICT COUNCIL

Submission Form

To: KA
File: 3-OR-3-8
Doc: Initial Proposal
004

Representation Review

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on Monday 17 September 2018**

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☐ I wish to speak to my submission.

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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) ☐

Name	Laurel Mauchline Campbell
Organisation (if applicable)	
Postal Address	1174 Wanganui Rd, RD 2, Marton 4788
Phone	027 441 8859
Email	arcody1174@gmail.com
Do you agree/disagree with Council's initial proposal?	
<input type="checkbox"/> Agree <input checked="" type="checkbox"/> Disagree	
Please tell us why you agree/disagree:	
The proposed 3 ward structure means the residents of the current Turakina Ward will be amalgamated with a much larger community with whom they have no commonality.	
We will lose our rural rep who understands our tiny communities as the chances of someone from the western side of the new ward being elected are much reduced.	
The proposed amalgamation will mean small communities will have little say as they are overwhelmed by a larger urban area	
Attach additional information or pages if necessary	
Signed	<i>Laurel Mauchline Campbell</i>
Date	11/9/18

Submission Form

Representation Review – Initial Proposal

13 SEP 2018

To: RA
File: 3-OR-3-8
Doc: 006

RANGITIKEI
DISTRICT COUNCIL

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Monday 17 September 2018**

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Marton 4741

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☐ I wish to speak to my submission.

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Privacy

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

Name	Andre Mason
Organisation (if applicable)	
Postal Address	c/- P.O. Ratana
Phone	
Email	
Do you agree/disagree with Council's initial proposal?	
<input type="checkbox"/> Agree <input checked="" type="checkbox"/> Disagree	
Please tell us why you agree/disagree:	
The current S Ward division allows a better chance of someone getting a seat at the table from our community and or immediate surrounding area.	
It is also important for us to have representation that from someone who can see things from a Maori World view.	
Attach additional information or pages if necessary	
Signed	A. Mason
Date	12.9.18

Submission Form

Representation Review – Initial Proposal

12 SEP 2018

To: RA
sal 3-OR-3-8
File: 007
Doc: 0

RANGITIKEI
DISTRICT COUNCIL

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☐ 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*) ☐

[illegible]

Submission Form

12 SEP 2018

To:

KG

File

3-OR-3-8

Doc: 008

RANGITIKEI
DISTRICT COUNCIL

Representation Review – Initial Proposal

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☐ 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*) ☐

Name	Merata Thompson
Organisation (if applicable)	Ratana Community Board
Postal Address	P.O. Box 45
Phone	027 3724247
Email	potaka.cindy@hotmail.com
Do you agree/disagree with Council's initial proposal?	
<input checked="" type="checkbox"/> Agree	<input checked="" type="checkbox"/> Disagree
Please tell us why you agree/disagree:	
<p>The Ratana Community Board wishes to remain as we are with the five wards, so that the Ratana community is fairly represented to the R.A.C. by having our own Rep. i.e. Status Quo to Remain.</p>	
Attach additional information or pages if necessary	
Signed	mt Thompson
Date	11/9/18

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RANGITIKEI
DISTRICT COUNCIL

Submission Form

Representation Review – Initial Proposal

12 SEP 2018

To: K4
File: 3-OR-3-8
Doc: 010

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on Monday 17 September 2018**

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Marton 4741

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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*) ☐

Name	Steve Nelson
Organisation (if applicable)	
Postal Address	20 Ratanui Road
Phone	022 416 9713
Email	
Do you agree/disagree with Council's initial proposal?	
<input type="checkbox"/> Agree <input checked="" type="checkbox"/> Disagree	
Please tell us why you agree/disagree:	
we need our own rep some one local and and	
Attach additional information or pages if necessary	
Signed	
Date	11/9/18

Attachment 4

OHAKEA REPORT 19 September 2018.

Once again there is very little to report from Ohakea.

I have spoken with the Ohakea spokesperson. This lady advises me that there is nothing unusual happening during September.

It is business as usual and no exercise are planned.

Further she was not able to provide me with any further information on the possibility of the Singaporean Airforce sending a squadron to train at Ohakea.

Graeme Platt

Attachment 5

REPORT

SUBJECT: **Administrative matters – September 2018**

TO: Council

FROM: Ross McNeil, Chief Executive

DATE: 19 September 2018

FILE: 5-EX-4

1 Interested party status for the Taihape: Rangitikei ki Rangipo District Inquiry (Wai 2180)

- 1.1 Judge Harvey, Presiding Officer of the Waitangi Tribunal, has granted leave for the Council to participate as an interested party to this inquiry going forward. This recognises the Council's strong interest in seeing a resolution to the land-locked Maori-owned lands in the north of the District.

2 Stray cats

- 2.1 In August 2018, His Worship the Mayor wrote to the Minister of Local Government, Hon Nanaia Mahuta, about legislation and funding solutions for stray cats. The Minister's reply is attached as Appendix 1. While interested in Council's suggestions, the Minister advises that further legislation relating to the management of stray cats is not being considered at this time. However, she acknowledges the resolution from Local Government New Zealand in July 2017 for such action.

3 GoShift rebranded to Simpli

- 3.1 The GoShift programme has been a collaboration by a large number of local authorities (including Rangitikei) and the Ministry of Business, Innovation and Employment (MBIE) to implement standardised forms, templates and checklists for building consent applications, which set the scene for the launch of a fully digital application portal in 2017. Council will be moving towards providing a digital service during 2018/19.
- 3.2 However, there has been a perception that GoShift is a software system and available only to certain local authorities. So, Simpli is the new name, signifying building consistency through collaboration.

4 Marton A Dam site

- 4.1 Horizons is still continuing its investigations on the dam structure. Work on potential for sale has been postponed for the time being.

5 Subdivision of 37 Kensington Road, Marton

- 5.1 Following the negotiations undertaken by His Worship the Mayor and the Chief Executive, a sale and purchase agreement has been signed with Graeme Skou.
- 5.2 An application for funding support to develop a remediation plan for the Kensington Road block has been lodged with the Provincial Growth Fund. A decision is expected in October.

6 Centennial Park – application to Pub Charity

- 6.1 During the month a \$10,000 donation was received from the Arthur Wheeler Leedstown Trust. As noted in last month's report, the decision on the application to Pub Charity for \$80,000 for the skatepark redevelopment is expected by early October 2018.

7 Facilities for Santoft Domain

- 7.1 The application to the Tourism Infrastructure Fund for a grant to build new ablution facilities at Santoft Domain was declined. The stumbling block seems to have been the lack of statistical data on visitors passing through the area from Te Araroa.
- 7.2 There may be an alternative, at least in the short term. On the other side of Santoft Road is the site of the Santoft School, closed in April 2001, and held in the Treaty settlement landbank (as are a few other properties in the Ngati Apa area). Informal conversation with the Ministry of Education confirms that the school is not occupied, although there is an informal arrangement for storage with an adjoining landowner. The Ministry would consider an application from Council for a licence to occupy, potentially on the same basis as that granted for the former Taihape College buildings on Rauma Road.
- 7.3 An aerial of the site is attached as Appendix 2.
- 7.4 As the Santoft Domain Management Committee meets on 2 October 2018, it is recommended that Council give approval in principle to the Chief Executive giving consideration to entering into a licence to occupy from the Ministry of Education for the Santoft School buildings or part of them. This would provide a mandate for two key investigations. First, the buildings need to be inspected to determine their safety and suitability. Secondly, there needs to be interest from designated members of the Santoft Management Committee to enter into a Memorandum of Understanding with the Council for day-to-day responsibility

for the facilities (or that part to be covered by the licence) in a similar way as at Rauma Road. If this recommendation is agreed to, a report on progress with the two suggested actions will be provided to the Council's meeting on 25 October 2018

8 Bulls Library – future development of site

- 8.1 With the Bulls Community Centre development now under way, consideration turns to the Bulls Library's future.
- 8.2 The land is held on trust for "a public library and reading room.....and.....for the benefit of the public for such other purpose as (Council)...may in its absolute discretion determine and declare". Council must complete a Deed of Variation which must then be registered against the Title to the land.
- 8.3 The proposed green space development, together with retention of (at least) the façade incorporating the War Memorial panels, is a purpose for the benefit of the public. This proposal has been signalled in the Bulls Town Centre Plan. A recommendation will be put to Council for execution of an appropriate Deed of Variation when the redevelopment of the Library site is imminent. It is suggested that a local steering group be established to assist with the design for the redevelopment of the Library site.
- 8.4 As a preliminary action a Right of Way across the rear of the Library site to the Medical Centre requires action to ensure it will not compromise redevelopment potential. The carpark site recently purchased could not provide that access without substantial work as it lower than the Medical Centre by about a metre. Access to the rear of the Centre is crucial for ambulances and other emergencies. The Right of Way as surveyed, effectively cuts the Library site in two; however, it is possible to redefine the corridor along the South-West boundary.
- 8.5 The Medical Centre owners have acknowledged the desirability of action. A recommendation is included to authorise proceeding in this way. A plan of the site is attached as Appendix 3.

9 Submission on proposed healthy homes standards

- 9.1 On 4 September 2018, the Minister of Housing and Urban Development released a discussion document on proposed standard to create warmer, drier homes following the passing of the Healthy Homes Guarantee Act in December 2017. These standards will set minimum requirements for all rental homes, so includes Council's community housing.
- 9.2 Submissions close on 22 October 2018, which is before the next full Council meeting. It is recommended that the Policy/Planning Committee be given delegation to authorise a submission at its meeting on 11 October 2018, with the approved submission included in the Council Order Paper for 25 October 2018.

10 Issues with the Community Initiatives Fund

10.1 Applications closed for this first round for 2018/19 on 13 September 2018 and raise three questions which will require a Council decision:

- a. Can the scope of the Fund be extended to cover what are currently considered ineligible - (i) facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility) and (ii) purchase or long-term lease of equipment or facilities? A number of applicants are seeking assistance with such costs. 11 such grants were approved by the Finance/Performance Committee last year without formalising the change in funding criteria. It is important that all Community Committees/Boards take the same approach.
- b. Three applications are from organisations which look for support from the Fund to provide services across the main town or whole District. These are Royal Forest and Board Protection Society (Rangitikei Branch), the Brain Injury Association and Parkinsons New Zealand Community Educator Service. A consistent decision from all Community Committees/Boards is improbable, but one option would be allocate the applications to each Committee/Board in proportion to the division of funds. Alternatively, these application could be considered by Council and, whatever grants are approved, the funds available to the Committees/Boards would be reduced in proportion to their allocations. The three applications are attached as Appendix 4.
- c. Can the allocated funds to the community committee/boards be adjusted to reflect the sums sought from each? If Council made such a determination on 27 September, these sums would be what each Community Committee/Board worked with at their meetings in October. Otherwise, those Community Committees/Boards which faced a shortfall could make a case to Council, either indicating how they saw the additional funds being allocated or reviewing their funding decisions at their December meetings.

10.2 Recommendations are included.

11 Funding for Swim 4 All

11.1 Approval is sought for the following applications to support the 'Swim 4 All' programme

- Quick Response Grant from Whanganui Community Foundation for \$10,000. The application is due on 5 October 2018. This is possible even though Council has secured a High Investment-High Community Engagement Grant for the new Bulls centre.
- Kiwi Sport for \$5000. The application is due on 31 October 2018.

12 Proposed road closures

- 12.1 Project Marton has requested the closure of parts of Broadway and Follett Street on Saturday 24 November 2018, between 7.00 am and 5.00 pm, for Market Day. The closures will be advertised in the District Monitor on 27 September 2018, with objections closing on 19 October 2018. Any objections will be brought to Council's meeting on 25 October 2018
- 12.2 The Hunterville RSA has requested closure of High Street (Hunterville) from State Highway 1 to Kotukutuku Road on 11 November 2018 between 10.45 am to 11.30 am for the 2018 Armistice Day 100th Commemoration Service. The closures will be advertised in the District Monitor on 27 September 2018, with objections closing on 19 October 2018. Any objections will be brought to Council's meeting on 25 October 2018
- 12.3 Applications have been received for road closures for the Christmas Parades in Bulls, Marton and Taihape on Saturday 1 December 2018. Because objections close on 2 November 2018, it is recommended that determining these is delegated to the Mayor, Deputy Mayor and Chief Executive and advised to Council's meeting on 29 November 2018.
- 12.4 Copies of the three advertisements are attached as [Appendix 5](#).

13 Service request reporting

The summary reports for first response and feedback and for resolution (requests received in July 2018) are attached as [Appendix 6](#).

14 Health and Safety update

- 14.1 The code of practice for the District's cemeteries is complete. Pre-qualification for Council's contractors is now being reviewed – this is a biennial requirement. A good response is being received.
- 14.2 On 17 September 2018, during a routine check of a fire hydrant in Taihape, it sheared off at the base and was forced upwards by the pressure of the water. This presented a significant hazard for the staff member undertaking the work. As this was one of the older hydrants, and an urgent replacement programme is now in place.

15 Staffing

- 15.1 Arno Benadie commenced in the new role of Principal Advisor Infrastructure on 3 September 2018
- 15.2 Katie Brenkley started a six-month contract as Library/Information Officer on 10 September 2018.

- 15.3 John Bergeson started as a permanent part-time cleaner on 18 September 2018.
- 15.4 Janice Yaipari and Debbie Bel have joined the Customer Services team on a casual basis to help provide cover at the Marton office front desk during sickness and annual leave.
- 15.5 Katrina Gray has resigned from her role as Senior Policy/Analyst/Planner to take up a role at Horowhenua District Council. Her last day at Rangitikei will be 3 October 2018. The vacancy will be advertised shortly. A new Deputy Electoral Officer needs to be appointed; Warwick Lampp has advised his willingness to appoint Blair Jamieson, Strategy and Planning Manager, to that role, and it is appropriate that Council confirms that appointment.
- 15.6 Applications close for the Strategic Advisor – Economic Development close on 21 September 2018. Interviews have been held for the additional Parks Assistant role.
- 15.7 The vacancy for Group Manager, Finance and Business Support has been advertised.

16 Recommendations

- 16.1 That the report 'Administrative matters – September 2018' to the 27 September 2018 Council meeting be received.
- 16.2 That Council give approval in principle to the Chief Executive giving consideration to entering into a licence to occupy from the Ministry of Education for the now closed Santoft School buildings or part of them to provide supporting facilities for the Santoft Domain, and to the possible use of these facilities being discussed with the Santoft Domain Management Committee at its meeting on 2 October 2018, with a report on progress to Council's meeting on 25 October 2018
- 16.3 That the Chief Executive be authorised to take all actions required to formalise redefinition of the 1985 Right of Way Survey to best provide maximum availability of the Bulls Library site for public use; and execute all plans, deeds and other documents required to complete the matter.
- 16.4 That Council delegates to the Policy/Planning Committee at its meeting on 11 October 2018 to authorise His Worship the Mayor to sign (on behalf of Council) a submission on the proposed healthy homes standards, with the approved submission included in the Council Order Paper for 25 October 2018.
- 16.5 That Council approves/does not approve extending the scope of the Community Initiatives Fund to cover (a) facility development or funding for capital works and/or (b) the purchase or long-term lease of equipment or facilities.
- 16.6 That, regarding the application from Royal Forest and Bird Protection Society (Rangitikei Branch) for financial assistance of \$790 from the Community

Initiatives Fund for salaries for community educators to function within the Rangitikei,

EITHER

declines the application.

OR

agrees that the application be considered by each Community Committee/Board proportionately to the allocation of funds each has.

OR

approves a grant of \$....., with the allocation to each Community Committee/Board reduced proportionately.

- 16.7 That, regarding the application from the Brain Injury Association for financial assistance of \$3,000 from the Community Initiatives Fund for salaries for community educators to function within the Rangitikei,

EITHER

declines the application.

OR

agrees that the application be considered by each Community Committee/Board proportionately to the allocation of funds each has.

OR

approves a grant of \$....., with the allocation to each Community Committee/Board reduced proportionately.

- 16.8 That, regarding the application from Parkinsons New Zealand Community Educator Service for financial assistance of \$2,500 from the Community Initiatives Fund for salaries for community educators to function within the Rangitikei,

EITHER

declines the application.

OR

agrees that the application be considered by each Community Committee/Board proportionately to the allocation of funds each has.

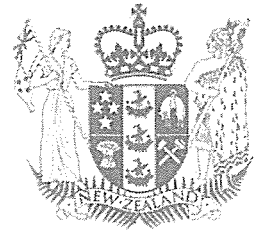
OR

approves a grant of \$....., with the allocation to each Community Committee/ Board reduced proportionately.

- 16.9 That Council does/does not adjust the sums available to each Community Committee/Board for the first round in 2018/19 of the Community Initiatives Fund to reflect the sums sought from each.
- 16.10 That Council approve applications being submitted to the Wanganui Community Foundation (Quick Response Grant) and Kiwi Sport for funding for the Swim 4 All programme.
- 16.11 That the determination of objections to the proposed road closures for Marton Market Day on 24 November 2018 and the Christmas Parades in Bulls, Marton and Taihape on 1 September 2018 be delegated to His Worship the Mayor, the Deputy Mayor and the Chief Executive, with decisions reported to Council's meeting on 29 November 2018.
- 16.12 That the appointment by Council's Electoral Officer, Warwick Lampp, of Blair Jamieson, Strategy and Planning Manager, as Deputy Electoral Officer, be confirmed, effective 4 October 2018.

Ross McNeil
Chief Executive

Appendix 1



14 SEP 2018

Andy Watson
Mayor of Rangitikei
Private Bag 1102
MARTON 4741
andy.watson@rangitikei.govt.nz

Tēnā koe Andy

Thank you for your letter dated 16 August 2018 about legislation and funding solutions to the issue of stray cats. I acknowledge the difficult position for councils in balancing competing interests regarding companion and stray cats, and the effects of cats on ecosystems.

I note that the Department of Conservation (DOC) and the Ministry for Primary Industries have been involved as observers of the National Cat Management Strategy Group during the development of the National Cat Management Strategy. The ecological knowledge that both these agencies hold places them in a strong position to participate in this work. DOC's work managing feral cats on public conservation land has, for example, spill-over benefits and useful knowledge for the management of stray cats in urban areas.

I read your suggestions for action to address this issue with interest. Programmes for the de-sexing and microchipping of cats are undoubtedly an effective strategy for managing populations of stray cats. Education programmes are also important and an integral part of promoting responsible cat ownership.

I can advise that further legislation relating to the management of feral cats is not being considered by the Government at this time. However, I note that in July 2017 Local Government New Zealand (LGNZ) passed a remit to promote national legislation to manage cats, including cost recovery. This is a useful vehicle for initiating the conversation with central government and exploring options for cat management. I encourage you to engage with LGNZ to ensure this work remains a priority for the sector.

Thank you again for writing.

Heoi anō

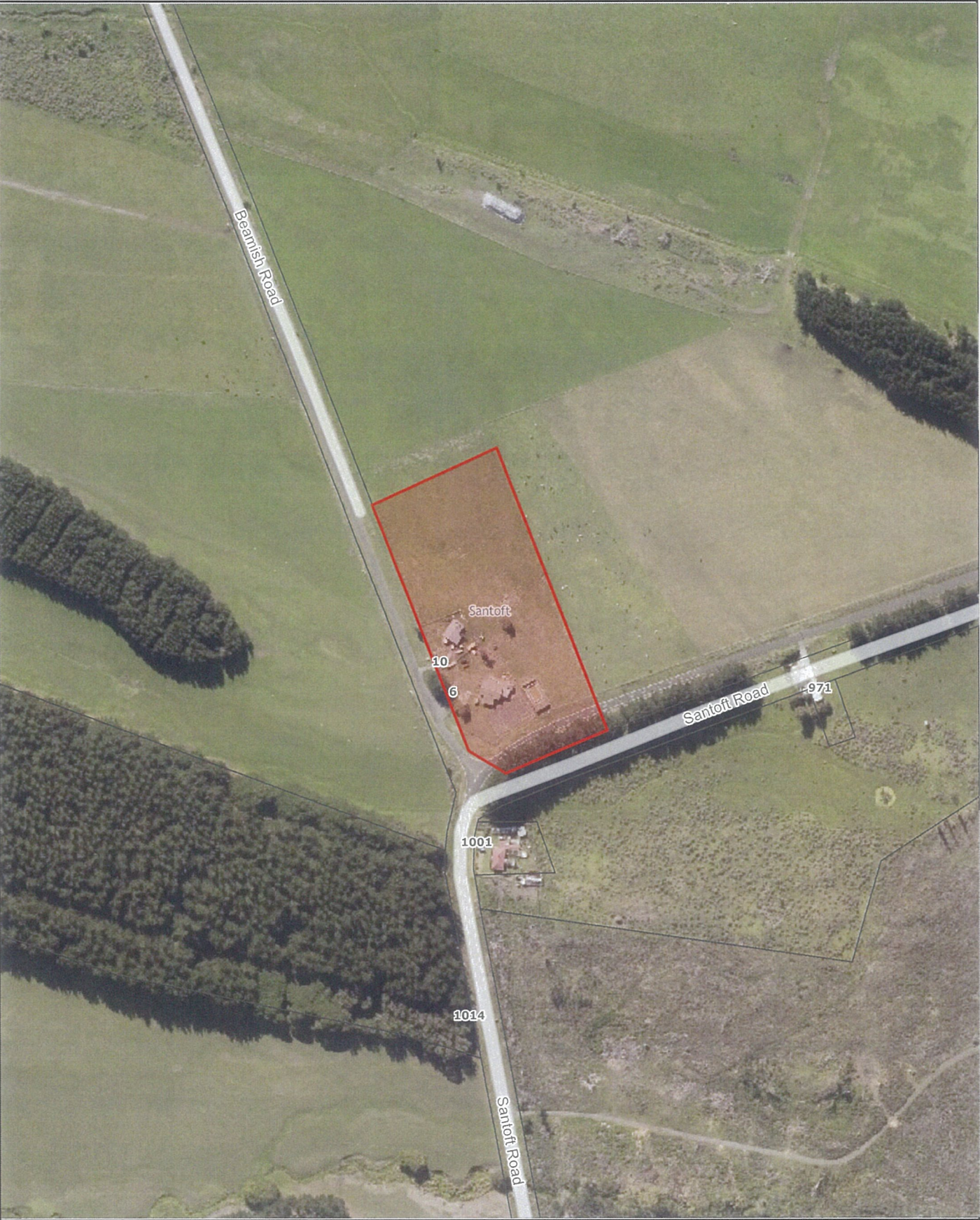
A handwritten signature in black ink, appearing to read 'Nanaia Mahuta'.

Hon Nanaia Mahuta
Minister of Local Government

Appendix 2

10 Beamish Road, Bulls - site of closed Santoft School

Print Date: 27/08/2018
Print Time: 9:19 AM



Scale: 1:3854
Original Sheet Size A4

Projection: NZGD2000 / New Zealand Transverse Mercator 2000
Bounds: 1789714.69363584,5553590.94481207
1790427.49636416,5554474.04518793

Digital map data sourced from Land Information New Zealand. CROWN COPYRIGHT RESERVED.
The information displayed in the GIS has been taken from Rangitikei District Council's databases and maps.
It is made available in good faith but its accuracy or completeness is not guaranteed.
All excavations near council assets to be undertaken with due care. Contractors will be liable for damages.
If the information is relied on in support of Resource Consent it should be verified by independent survey.

Appendix 3

Appendix 4



Rangitikei District Council

Community Initiatives Fund Application Form 2017/18

RECEIVED

13 SEP 2018

To: CR
File: 3-CIF-8-1
Doc: 18-0419



PLEASE NOTE

Applications close 12.00 pm (noon), Friday 30 June 2017. The Finance/Performance Committee will consider the applications at its meeting on 27 July 2017.

PURPOSE

The purpose of the Community Initiatives Fund is to support community based projects in the Rangitikei District that help to develop community cohesion and community resilience.

The Fund is open to all initiatives and opportunities which have potential to benefit the District's communities in one of the following areas:

- Community service and support (programmes/services to support local communities and groups);
- Leisure promotion (projects or programmes that promote participation in leisure within our communities. These can include activities and programmes to increase participation in leisure activities and increased participation in programmes that improve cultural well-being);
- Heritage and environment (projects or programmes which preserve and/or enhance heritage and/or environmental sites, including displays, open days etc.)

Because the characteristics of applications will vary from year to year, there are no fixed allocations for particular categories.

Preference is given to community organisations based in the Rangitikei, but applications will be considered from other organisations (both within and outside the District). Applicants from outside the Rangitikei District will need to provide quantifiable proof of their benefit to the Community.

Please complete this application form in conjunction with the associated notes.

CLOSING DATE FOR APPLICATIONS: 12.00 pm (noon) Friday 30 June 2017. Late applications will NOT be considered.

All sponsorship applications are copied into the Finance/Performance Committee Order Paper and are therefore available to the general public.

SEND YOUR APPLICATION TO:

Postal address: Grants Administrator, Rangitikei District Council,
Private Bag 1102, Marton 4741

Hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or
Taihape Service Centre, Town Hall, Hautapu Street, Taihape

Email: linda.holman@rangitikei.govt.nz

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines.

Applicant/organisation must be:

- Incorporated Society (certificate or documentation of proof must be supplied);
- Trust or Association (please supply documentation);
- Unincorporated community group
- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of Rangitikei Branch
Organisation: Royal Forest and Bird Protection Society

Street address: C/- 96 Jefferson Line

Postal address: R.D 2

Marion

Post Code: 4788

Contact 1 Name Jane Russell Bowen

Telephone (day) 06 3220937

Email: russell.bowen@farmside.co.nz

Contact 2 Name Kate Williams

Telephone (day): 327 8697

Email: ikwilliams@inspire.net.nz

Legal Status (see Applicant eligibility criteria)

Incorporated Society + Charity CC26943
Branch is unincorporated.

IS YOUR ORGANISATION ACTING AS
AN UMBRELLA ORGANISATION?

☐

Yes

☒

No

IS YOUR ORGANISATION GST
REGISTERED?

☐

Yes

☒

No

Not the Branch

If so, please provide
your GST Number:

Bank account:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

To protect and restore nature in
Aotearoa New Zealand for the
benefit of all.

Project eligibility criteria

All projects eligible for funding must:

- * Take place within Rangitikei;
- * Demonstrate consideration of how they see their proposal would benefit the community
- * Provide 3 targets that will be used to monitor the outcome of the project
- * Provide a realistic and balanced budget;
- * Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;

* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? Encourage greater use of our five reserves

3.2 When will it take place? over the summer months 18/19

3.3 Where will it take place? Rangitikei F&B Reserves

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that **best** describes your project. (See Community Initiatives Fund Purpose definitions)

☐ Community service and support, or

☐ Leisure promotion, or

☒ Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

Encourage the use of our reserves
by the community - attached document

3.6 How will the project enhance community health and wellbeing?
(Please select at least two of the following if relevant)

☐ Smoke-free

☐ Sugar-sweetened-beverage-free

☐ Water only

☐ Healthy food options:

(Please select one) Some / Mostly / Only healthy options

☐ Alcohol safety / harm minimisation

*Fresh air walking
- connecting with
natural world*

Council is working with Healthy Families
Whanganui/Rangitikei/Ruapehu to build healthier
communities. Your support is appreciated.


Whanganui Rangitikei Ruapehu
He oranga whānau

Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project? By purchasing
seats / tables we intend to attract
the public to visit and use our precious
native bush and tree reserves.

Attached document

3.7 How will the people who will benefit from your project know

that it is happening? We will include the project in
our monthly reporting in the District Monitor
submit photos and have an occasion later
in summer when, hopefully, the tables
are installed.

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See Promoting Rangitikei District Council's support)

In an article we submit of the occasion -
the same to the R.D.C. website.

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.

Target 1: Purchase two picnic style
tables / seats

Target 2: Install tables / seats

Target 3: Hold an occasion to celebrate
progress of wider project to date.

Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

Ineligible costs

- * Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- * Grants to individuals;
- * Purchase or long-term lease of equipment or facilities;
- * Food and beverage costs;
- * Retrospective project costs;
- * Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

4. FINANCIAL INFORMATION (See Funding Guide) Please provide all costs and all sources of income for the project you are planning. Attach additional sheets if necessary

4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount	
	\$	
Picnic table / seat x 2	\$	
@ 395.00 each	\$	790.00
	\$	
Build + install styles	\$	/
Sign 2 boxes	\$	/
Gate hardware	\$	/
	\$	
	\$	
	\$	
	\$	
Total Cost (GST inclusive / exclusive. Please delete one)	\$	

4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount	
Donated material	\$	8
Cash in hand towards project	\$	
Intended fundraising (provide an estimate)	\$	
Ticket sales	\$	
Other sponsorship/grants (please specify source/s below)	\$	
	\$	
Donated tools + labour for installing (ie borrowed)	\$	
	\$	
	\$	
Total funds available (GST inclusive / exclusive. Please delete one)	\$	

Amount of funding you are requesting

from Rangitikei District Council:

\$ 790.00

See attached document.

Please provide a pre-printed bank account deposit slip (or a statement header) for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding. Recurring events also need to provide a balance sheet.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

<input type="checkbox"/>	Answered all of the questions?
<input type="checkbox"/>	Does your financial information add up? Please check!
<input type="checkbox"/>	Provided daytime phone numbers?
<input type="checkbox"/>	Provided full details of your event and included extra pages as appropriate?
<input type="checkbox"/>	Provide quotes for all appropriate items?
<input type="checkbox"/>	Provided a pre-printed deposit slip or statement header?
<input type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

4.4 Please name two referees for your organisation and your project

Name: Annabel Sidey (Bulls Community Trust)

Telephone (day): 06 322 1293

Name: _____

Telephone (day): _____

5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Jane Russell Bowen

Signature: Mare Russell Bowen

Position in organisation: Committee

Date: 6.9.2018

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 July 2017. The Grants Administrator will contact you with more details.

Rangitikei Branch of the Royal Forest and Bird Protection Society Inc.
Application to Rangitikei District Council Community Initiatives Fund

National Organisation is Charity CC 26943
Rangitikei Branch is not registered for GST
Bank Account no: 03 0683 0143974 00

Our National purpose is to protect and restore nature in Aotearoa/ NZ.

Locally, we:

- Provide an organisation that encourages appreciation of our natural surroundings - our forests, wetlands, seashore, birds and creatures.
- Provide a venue where folk can meet monthly to hear and see stories from here and abroad that have a nature focus. We invite scientists and nature advocates to speak of their knowledge and activities.
- We organise regular trips to reserves and walks both in Rangitikei and further away to appreciate bird life and all the various trees and plants.
- We maintain and protect our five Reserves: Pryce's, Sutherland Turakina, Sutherland Mangahoe, McPherson's and Laird's. Our Reserves are precious remnants, quite unique, of forests nearly lost, providing a place where nature before farming can be experienced and enjoyed.
- We have organised outings for our junior members through KCC, or Kiwi Conservation Club

Our Project

Long term - to **encourage greater use of our five Reserves.**

We have produced pamphlets with descriptions and maps

We are on the National website

We have worked with Horizons to put up new signs at Reserve road side entrances.

There are excellent large signs now within the Reserves showing the colour-coded walks of various lengths.

Now - Over this summer 2018/9 we will **up-grade the entrances** to our Reserves by:

Building easy use styles, keeping in mind young and old legs.

Improving gate swing - hinges and latches

Building/buying picnic tables for two of the Reserves and installing them.

We will install sign-in boxes near the entrances that visitors can use. This will give us some idea who is visiting and allow some feed back from them.

By providing picnic tables, somewhere to rest, within the Reserves we hope that more people will come and visit them and appreciate what this part of NZ was like before man came. Our regular visitors will be more comfortable.

To let people know what we are doing we will include the project in our monthly reporting in the District Monitor, submit photos and have an occasion later in summer when the tables are installed. We will acknowledge the funding by RDC in the article we submit of the occasion to both the local paper and the National news site -the same can be submitted to the RDC website.

4-0 Finance

Rangitikei Forest and Bird is a voluntary organisation and as such we volunteer our time and effort. Any funds we have come from plant sales, raffles, and donations.

Our reserved funds are separated (ear- marked and invested) to cover the substantial costs that are incurred after floods and storms, ie major capital works; fencing, broadwalk repair, drain clearances etc.

Members give generous use of their machinery and equipment. We do receive some of our annual subscriptions back from National Headquarters (Capitation on Annual Balance Sheet)

For our project we will need some substantial timber, raw or finished, for the styles and tables.

Several members have indicated they should be able to provide all timber and any nails and wire for the styles but **the tables are too much for both timber and safe/adequate construction.**

We ask for \$ 790.00 to buy two picnic tables from local firm, ITM Central. Discovery on-line clearly shows their 1.8m table with attached pew seating is not only finished to a high standard but is highly competitive in price - even compared with national ITM price.

We found one other being advertised - it is on special, in Auckland, and is unfinished at \$360 + GST, excl shipping.

Rangitikei Branch does have unwritten policy of supporting local people and businesses wherever reasonable.

4-3

To the present Treasurers knowledge and discovery we have received no money from the RDC in the last 5 years at least.

Jane

6th Sept 2018

Jane Russell Bow

6.9.2018

BBQ TABLES

1.8m - \$395 GST INC
3m - \$580 GST INC

DEPT. 111

Docket
11154

10:00 AM

Authorized by

×
PLEASE NOTE:
Spring has come early! Most of our range is made to order and there is currently a 3 week minimum turn around on larger items. Thanks, Team Breswa.

YOUR ACCOUNT LOG IN
USER SHOPPING CART
(EMPTY)



Call Us: 09 948-6480

HOME TABLES SEATS PLANTERS OTHER

Home > TABLES > ADULTS > "Kiwi Classic - HEAVY DUTY - 1.8m Long" - Adults Picnic / BBQ Table

"KIWI CLASSIC - HEAVY DUTY - 1.8M LONG" - ADULTS PICNIC / BBQ TABLE

\$360.00

On sale!

The HEAVY DUTY SERIES of our traditional Adults Kiwi Classic BBQ Table / Picnic Table to provide even more piece of mind with a level of strength above the rest. Materials: Structure/leg-frames - 150x40 H3 MG with double bolts, Table/seat top boards - 150x40 Premium H3 MG, Fasteners - Galvanised Ring-Shank Nails

[Read more »](#)

Quantity: 1

Reference:
TABLEPICNICHVY18

ADD TO CART



[View full size](#)

More info

Accessories

The HEAVY DUTY Adults Kiwi Classic BBQ Table / Picnic Table to enjoy summer, timber outdoor furniture at is simplest, and at its best! But with over-kill loading ability, for that extra piece of mind! Having an event? Need seating and a table in the garden? Or simply somewhere for outdoor dining? The Kiwi Classic is a quality wooden table and is on sale all year round, it is a table which has been tried and tested over the years, it is made to suit the outdoors, comfortable, and of course... designed not to tip over - which is very important in outdoor furniture! A great value for money, wooden outdoor furniture solution, suited for all uses - from commercial to residential, schools to parks and reserves.

Materials:

Structure/leg-frames - 150x40 H3 MG with double bolts
Table/seat top boards - 150x40 Premium H3 MG
Fasteners - Galvanised Ring-Shank Nails
*All timber is sourced from a Renewable Resource, with a SMOOTH finish.

Approximate Dimensions:

Overall: 1800mm L x 1600mm W x 700mm H
Table: 1800mm L x 720mm W (700mm Height)
Seats: 1800mm L x 290mm D (each seat)
Seat Height: 450mm

Note: All BBQ Tables include an umbrella hole, they can be excluded by request (see accessories for this table).

RRP: \$450 inc. GST

22 other products in the same category:

ROYAL FOREST AND BIRD PROTECTION SOCIETY RANGITIKEI BRANCH

UNAUDITED BALANCE SHEET

01.03.2017 - 28.02.2018

Income

2017		
	Westpac Bank 1.03.2016	4010.18
282	Donations - Monthly Meetings	130.10
243	Reimbursement Bank Audit Fees 17	50.00
315	Interest	2.71
256	Calendars & Diaries	239.00
316	Capitation	308.00
25	EHW Trust	11,831.30
175	F&B Sutherland	21,031.76

Expenditure

2017		
33	Bank Audit Fee	50.00
248	Calendars & Diaries	158.54
175	Advertising AGM	17.50
282	Hall Hire Meetings	85.00
197	Donation Speaker	25.00
175	TermDeposit	35,000.00

Westpac Bank 28.02.2018 2267.01



\$37,603.05

\$37,603.05

Term Investments and Bank Balances as at 28.02.18

Westpac Current Account	\$2267.01	
Westpac Term Deposit Reynolds Bequest - (McPhersons Reserve)	\$5805.43	(Interest Included 141.22)
Sutherlands Laird Reserves combined term investment	\$35,860.14	(Interest Included 860.14)
Both term deposits have been reinvested for 6mths @ 3.3%pa		

Rangitikei Branch of Forest & Bird

Minutes of the extraordinary meeting held in the Milne Room on Wednesday 12th September 2018 at 7.30pm.

Present: Anne & Graeme Smith, Kate & Ian Williams, Diana & Hugh Stewart, Barbara & David Smissen, Chris & Andy Corser, Dot & Richard Mattocks, Lyn Sheridan, Jim Howard, Gill Burne, Jane Russell Bowen, Nigel Bowen, Dot & Bill Simpson, Linda & Stuart Welch.

Apologies: Colin Burne

Finance: August Income: \$286.40 Calendars & Diaries
Expences: \$178.32 Calendars & Diaries

Balance: \$2,705.75

Business: To progress our project to upgrade the entrances to our Reserves as part of encouraging greater use of our five Reserves

it was moved that:

We apply to Rangitikei District Council for funding to buy two tables with seats. [picnic tables]

Moved: J Russell Bowen Seconded: I Williams

Passed unanimously.

A reminder was given about the North Island Forest & Bird Gathering being held in Tauranga at the end of September.

Meeting closed: 7.50pm

Chairman



Date: 13 September 2018



Rural Timber and Hardware Ltd
T/A Central ITM Marton
40 Racecourse Avenue

Marton
Phone: FDG:06 3233400 MTN:06 3275458
Email: admin@centralitm.co.nz

Quote 4188256

To:
CSALE ACCOUNT
Rangitikei Branch of Forrest & Bird
c/- Jane
06 322 0937

Order Number : 4188256
Quote Date : 13/09/2018
Customer Code : CSALE
GST : 069-739-891

Customer Ref: BBQ Table

Salesperson: Paula Hingley

Description	Qty	Retail	Net	Extended
=====				
BBQ TABLE HEAVYWEIGHT 1.8m (SHORT) STAINED	2.00		343.48	686.96
QUANTITIES ARE ESTIMATES ONLY.	1.00			
QUOTE IS VALID FOR 15 DAYS.	1.00			
			=====	
	Subtotal			686.96
	Tax (GST)			103.04
			=====	
	Total			790.00

Special Instructions As per ex stock

McPherson's Bush Reserve

Getting there: The reserve is located on Turakina Valley Road, off SH3, south of Wanganui or can be accessed via Mangahoe Road.

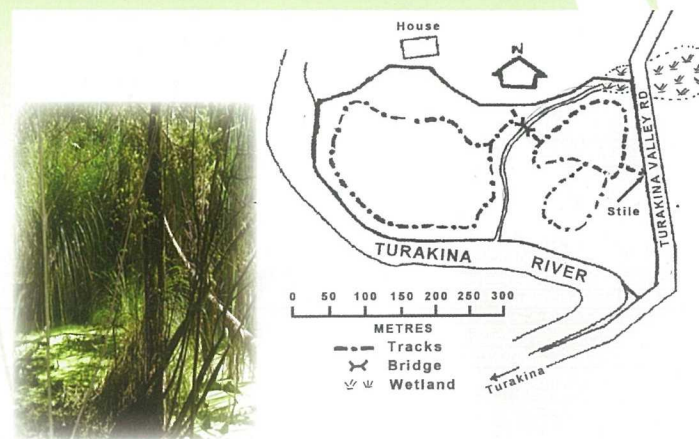
GPS Co-ordinates: 2709359, 6137913

Walking tracks: There are three tracks offering various walking times: 10mins, 30mins, and 1hr.

Facilities: Just inside the entrance there is a small picnic area consisting of an old power cable reel and rustic benches.

The locals: Common native bird species in the reserve include bellbird, tui, grey warbler, North Island fantail, silvereye, NZ kingfisher and NZ pigeon.

Gifted to Forest & Bird in 1962, McPherson's Bush is home to large swathes of tawa forest and emergent kahikatea. In 2004, the nine-hectare reserve suffered considerable damage from floods that killed large areas of tawa forest. A bridge 3m above the stream was carried away intact by the flood, and has been rebuilt 1m higher on the banks. Since the flood, the area has been replanted with various pioneering plants as cover for emergent species. In the north-eastern corner lies a small wetland that has become home to waterfowl.



Laird's Reserve

Getting there: The reserve is located on the Mangahoe Road, in the Turakina Valley.

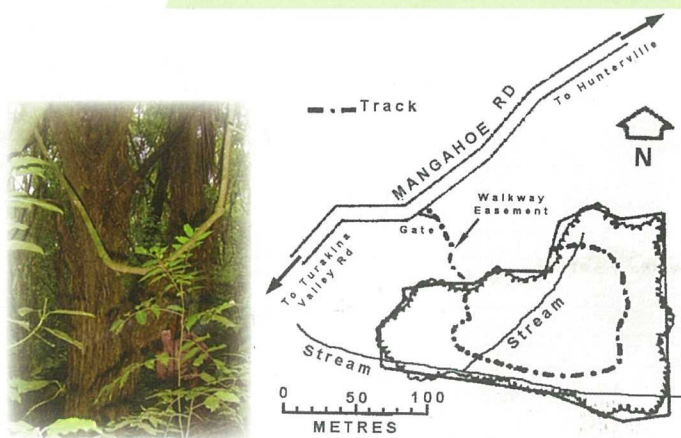
GPS Co-ordinates: 2721818, 6140273

Walking tracks: The reserve has one circular track that takes an hour to complete.

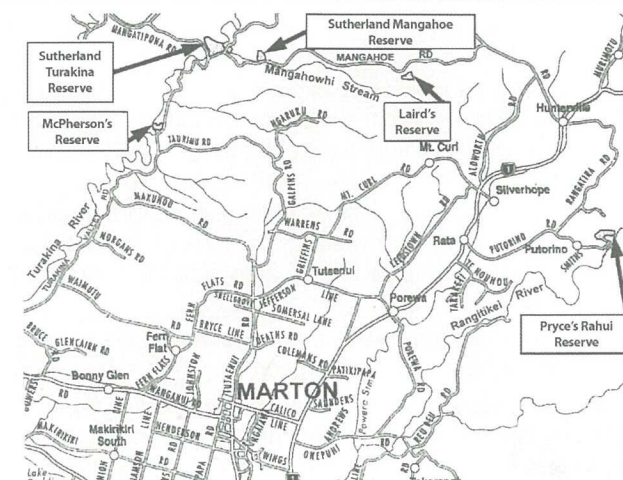
It is not visible from the road, but it is well signposted, with a climb up a hill to the entrance.

The locals: Tui, Grey Warbler, North Island Fantail, Silvereye, NZ pigeon

Blanketed in matai, lemonwood, miro and pokaka and some magnificent examples of totara, rimu and kahikatea, Laird's reserve contains a mix of vegetation and birdlife. Sulphur-crested cockatoo, which were introduced in the area in the 1900s, pose a threat to many of the podocarp trees because they eat out the growing tips, strip bark and dig into the trees they roost on. The Rangitikei Branch undertakes regular track maintenance and planting projects in this seven-hectare reserve.

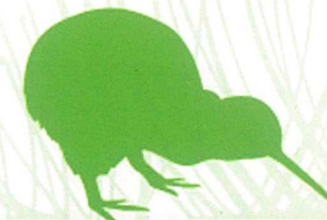


Forest & Bird
GIVING NATURE A VOICE



RANGITIKEI RESERVES

Pryce's Rahui
Sutherland Turakina/Puriri
Sutherland Mangahoe
McPherson's Bush
Laird's



Pryce's Rahui Reserve

Getting there: The reserve is signposted on SH1 at Rata, proceed on to the end of Putorino Road.

GPS Co-ordinates: 2721818, 6140273

The Rangitikei River can be glimpsed as travellers turn into the gateway onto the grass area leading to the Reserve entrance.

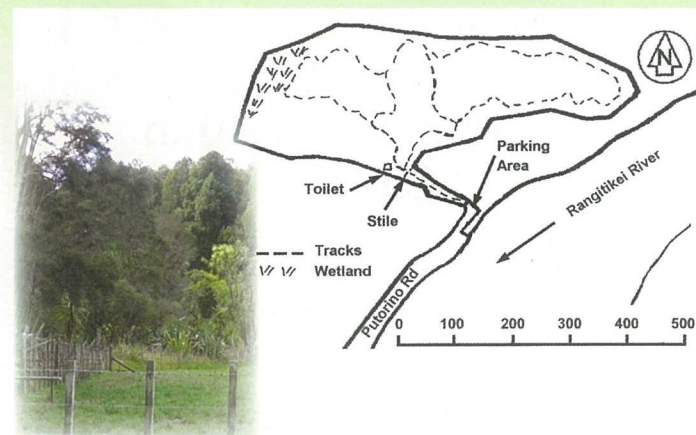
Tracks: There are three walking tracks within the reserve, varying in length from 20 minutes to 1 hour.

Facilities: Plantings surround 3 picnic tables and benches overlooking the entrance to the reserve. Just inside the inner gate is a long-drop toilet and a sign indicating the track network in the reserve.

By combining the different walks a walking time of 1.5-2 hours is possible. Board walks provide access through the wetlands, and on the blue track a large swamp area is visible surrounded by raupo.

The locals: Pukeko, grey warbler, North Island fantail, shining cuckoo, paradise shelduck, N.Z. pigeon

Throughout the reserve there is a range of vegetation from kahikatea-matai forest to grasslands and flax. Kauri and beech trees can also be found in this area growing well beyond their naturally occurring range. A choir of birds keep this reserve set to the sound of continuous birdsong throughout the day.



Sutherland Turakina/Puriri Reserve

Getting there: The reserve is located in the Turakina Valley, near the junction of Mangahoe and Turakina Valley Roads.

GPS Co-ordinates: 2712078, 6141909

Access to the main part of the reserve is over a stile at its southern-most point off Turakina Valley Rd.

Tracks: There are three tracks that vary in length from 20 minutes to an hour and fifteen minutes.

The longest track (the blue track) circuits the whole reserve. Just inside the forest at the first track intersection a sign has been erected indicating the track network in the reserve.

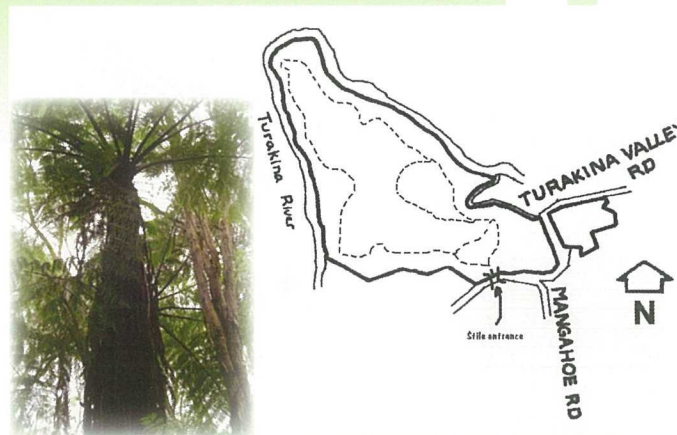
Facilities: Just inside the entrance there is a small picnic area consisting of three old power cable reels and rustic benches.

The locals: tui, shining cuckoo, NZ kingfisher, NZ pigeon.

The Sutherland Puriri Reserve is home to five Maori food storage pits found on the forested part of the north-facing cliff of this reserve. Maori stored food in these pits for use in their pa sites in the Whangaehu Valley – 10 km away. It is believed that Maori would use the food from the pits when supplies ran short in the winter. The yellow track goes past the storage pits.

A nearby property had large numbers of Puriri trees prior to being cleared, and the area was known as Puriri by Maori.

The reserve is now blanketed in a combination of kahikatea, tawa, kanuka and mapou forest. It is believed the kanuka forest and associated regeneration could have developed after a fire swept through the forest, around the 1900's. Bird populations have been boosted in recent years because of intensive pest control in the area.



Sutherland Mangahoe Reserve

Getting there: The reserve is on Mangahoe Rd, off the Turakina Valley. From State Highway 3 at Turakina, the Reserve can be accessed by travelling 26km up the Turakina Valley Road, turning right and then continuing a further 5km along Mangahoe Road. It can also be accessed from SH1 at Huntville by turning west and following Onga Road and then turning left onto Mangahoe Road.

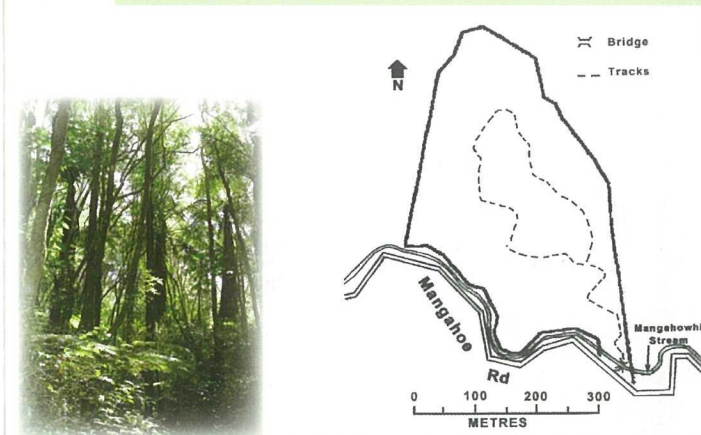
A bridge over the Mangahoe Stream leads into the reserve.

GPS Co-ordinates: 2715265, 6141081

Tracks: There is one track in the Reserve that takes around 50 minutes to complete

The locals: Common native bird species in the reserve include bellbird, tui, grey warbler, North Island fantail, silvereye and NZ pigeon.

The Sutherland Mangahoe Reserve is made up primarily of Kahikatea podocarp forest - Kahikatea forest with rimu, totara, rewarewa, and occasional matai and miro, over an understorey of tawa. The North West corner of the reserve contains an area of immature Kahikatea forest 20m tall, which is so dense that the tops bang together in wind. The thinking is that the area was a large subsidence which destroyed the original forest and this new stand is fighting for dominance. Maybe it was a similar subsidence that formed nearby Lake Ngaururu, which contains buried tree trunks that have been carbon dated to the same time as Lake Waikaremoana was formed. Re-planting, fencing and pest control in the past 20 years has helped this forested area back to its former glory and now many magnificent totara can be found in the area.





Deposit

Westpac New Zealand Limited

Marton
262 Broadway, Marton, Manawatu-Wanganui

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

ROYAL FOREST AND BIRD PROTECTION SOCIET
RANGITIKEI BRANCH

DATE

NOTES \$

COINS \$

TOTAL CASH \$

CHEQUES \$

AS REVERSE \$

TRANSFER FROM ACCOUNT No. \$

TOTAL \$

⑈030683⑈ 0143974⑈00 ⑈ 50

Rangitikei District Council



Community Initiatives Fund Application Form 2017/18

PLEASE NOTE

Applications close 12.00 pm (noon), Thursday 13 September 2018. The respective Community Committees/Boards will meet early-mid October 2018 to consider applications.

PURPOSE

The purpose of the Community Initiatives Fund is to support community based projects in the Rangitikei District that help to develop community cohesion and community resilience.

The Fund is open to all initiatives and opportunities which have potential to benefit the District's communities in one of the following areas:

- Community service and support (programmes/services to support local communities and groups);
- Leisure promotion (projects or programmes that promote participation in leisure within our communities. These can include activities and programmes to increase participation in leisure activities and increased participation in programmes that improve cultural well-being);
- Heritage and environment (projects or programmes which preserve and/or enhance heritage and/or environmental sites, including displays, open days etc.)

Because the characteristics of applications will vary from year to year, there are no fixed allocations for particular categories.

Preference is given to community organisations based in the Rangitikei, but applications will be considered from other organisations (both within and outside the District). Applicants from outside the Rangitikei District will need to provide quantifiable proof of their benefit to the Community.

Please complete this application form in conjunction with the associated notes.

CLOSING DATE FOR APPLICATIONS: 12.00 pm (noon) Thursday 13 September 2018. Late applications will NOT be considered.

All sponsorship applications are copied into the relevant Community Committee/Board Order Papers and are therefore available to the general public.

SEND YOUR APPLICATION TO:

Postal address: Grants Administrator, Rangitikei District Council,
Private Bag 1102, Marton 4741

Hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or
Taihape Service Centre, Town Hall, Hautapu Street, Taihape

Email: info@rangitikei.govt.nz

RECEIVED

13 SEP 2018

To: CR
File: 3-QF-8-1
Doc: 12 0414

Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines.

Applicant/organisation must be:

- Incorporated Society (certificate or documentation of proof must be supplied);
- Trust or Association (please supply documentation);
- Unincorporated community group
- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

1. APPLICANT DETAILS

Full Name of Organisation:

Brain Injury Association Whanganui Inc

Street address: 60 Ridgway Street, Whanganui

Postal address: P O Box 102,

Whanganui

Post Code: 4541

Contact 1 Name Jan Dunphy

Telephone (day) 06 347 1084

Email: manager@communityhouse.org.nz

Contact 2 Name Vivienne Stevenson

Telephone (day): 06 347 9721

Email: liaison.whanganui@brain-injury.org.nz

Legal Status (see Applicant eligibility criteria)

Incorporated Society 926376 , Registered Charity CC28955

Is your organisation acting as an Umbrella Organisation?

☐

Yes

☒

No

Is your organisation GST registered?

☐

Yes

☒

No

If so, please provide your GST Number:

Bank account:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

To support those with acquired brain injury, their family/whanau and carers in the WDHB region, which includes Whanganui and Rangitikei. This support is done through advocacy, education, moral support, socialization through support groups and one on one visits, practical assistance and liaising with other provided where needed, information sharing - especially following appointments with doctors and specialists and government agencies.

3. YOUR PROJECT:

3.1 What is the name of your project? Brain Injury Liaison Officer Service - Rangitikei

3.2 When will it take place? In the Rangitikei region

3.3 Where will it take place? in people's home, Rangitikei Health Centre

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that best describes your project. (See Community Initiatives Fund Purpose definitions)

☒ Community service and support, or

☐ Leisure promotion, or

☐ Heritage and environment

PROJECT ELIGIBILITY CRITERIA

All projects eligible for funding must:

- Take place within Rangitikei;
- Demonstrate consideration of how they see their proposal would benefit the community
- Provide 3 targets that will be used to monitor the outcome of the project
- Provide a realistic and balanced budget;
- Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

- Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/ Committees, Annual Plan etc.;
- Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;
- Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.
- If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

Hints and tips:

- Describe your project in full.
- In this section we want to know about the complete project, not just the portion you are seeking funding for.
- Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.
- Be sure to fully describe your target group or those who will benefit from your activity.
- Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

Describe your project in full:

Attach additional sheets if you need to.

Brain Injury Whanganui employs a Liaison Officer to provide advocacy, support, awareness and education for people living with a brain injury and also the significant people in their lives that care for them.

Our organisation assists around 15 clients, family/whānau, and carers in the Whanganui and Rangitikei regions per annum.

Approximately 25% of these reside in the Rangitikei district council area, therefore we are asking for funding to assist with covering the costs associated with this part of the service eg, mileage reimbursement (65c per km) to meeting with clients, in their own homes, travel to the Support Group and Agency meetings, a prorate contribution to the administrative costs associated with providing our service, including the Liaison Officer's wages.

Bulls, Marton and Taihape are visited most months, sometimes weekly depending on the needs of the client. An Agency meeting is attended in Marton and Taihape, where attendees update those present on their services in the area, and the changes that have happened and what for of support is available.

Clients and families are also visited on these days and support offered where needed.

The Association holds a support group meeting in Marton on the 2nd Tuesday of each month February to December. This meeting provides an environment where attendees talk and share freely with each other without fear of being judged. Members of this group have also supported one another outside of the group meeting and is also attended by a Bulls client.

The Liaison Officer is available to do presentations on the causes and effects of Brain Injury and What the Liaison Officer's Role looks like.

Quarterly newsletters are sent out to clients, members, carers and professionals. 23 are sent to clients in Marton, 7 in Taihape and 4 in Bulls.

Who will benefit from your project?

Adults and younger people living with a brain injury or caring/supporting some who has received a brain injury.

How will the people who will benefit from your project know that this is happening?

The Rangitikei area is visited most months - Marton twice a month - where clients are visited and the Liaison Officer is able to ascertain if the client would benefit from support from other agencies.

How will you acknowledge the funding provided by Rangitikei District Council?

We acknowledge all funders in our newsletters and brochure. We also acknowledge this at any opportunity given during our work.

List three targets that will demonstrate the success of your project and benefit the Rangitikei District:

Target 1: The monthly support group in Marton has a regular and consistent number attend each month. This group provides an environment where clients and their support people can talk openly and freely where they don't feel judged.

Target 2: Attendance at the monthly Agency meetings allows opportunity to raise awareness of the Associations involvement in the local communities and information on the referral process

Target3: Clients and their support people have access to information about the effects of Brain Injury and support and understanding as they share their story and the difficulties they experience.

FUNDING GUIDE

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a **maximum of \$2,500** for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the total cost of your project. In the income section list the funding from all sources. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

Please provide a pre-printed bank account deposit slip (or a statement header) for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding. Recurring events also need to provide a balance sheet.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

Ineligible costs

- Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- Grants to individuals;
- Purchase or long-term lease of equipment or facilities;
- Food and beverage costs;
- Retrospective project costs;
- Costs of bonds or making good any damage done to venues that are hired;

Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
No funding received	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

4.4 Please name two referees for your organisation and your project

Name: Cliff Adams

Telephone (day): 06 322 0065

Name: Steve Treloar - Prisoners Aid & Rehabilitation Society Whanganui

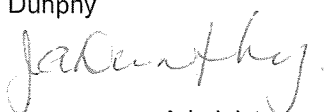
Telephone (day): 06 345 5969

5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Jan Dunphy

Signature:



Position in organisation: Administrator

Date: 11 September 2019

☒ Please tick here if you would like to speak with the Committee about your project. The Committees will meet early-mid October 2018. The Grants Administrator will contact you with more details.

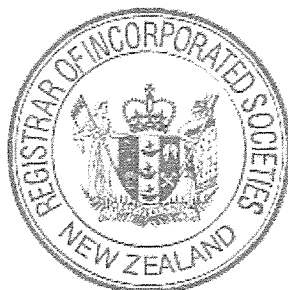
CERTIFICATE OF INCORPORATION

BRAIN INJURY ASSOCIATION WHANGANUI INCORPORATED 926376

This is to certify that BRAIN INJURY ASSOCIATION WHANGANUI INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 16th day of September 1998.

Neville Harris

Registrar of Incorporated Societies
8th day of June 2010



For further details visit www.societies.govt.nz

Certificate printed 8 Jun 2010 15:11:27 NZT

Certificate of Registration

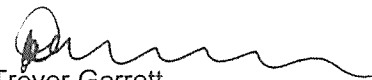
Brain Injury Association Whanganui Incorporated

Registration number: CC28955

This is to certify that Brain Injury Association Whanganui Incorporated was registered as a charitable entity under the Charities Act 2005 on 30 June 2008.



Sid Ashton
Chair



Trevor Garrett
Chief Executive

LIAISON OFFICER ANNUAL REPORT JUNE 2018

It is once again with pleasure that I present this, my seventeenth report on the year that was.

Once again I have been happy to be your Liaison Officer, putting in support, awareness and education where appropriate or just being that listening ear, sometimes on the end of the phone and many times as a guest in your homes. I have had another busy year with many new referrals. An interesting aspect has been an increase in the number of clients and visits I have made to Kaitoke Prison. Some clients I have been able to give BIA contact details to as they have been released to other cities, others I have been able to support as they move back into the Whanganui community.

I have enjoyed running the three support groups per month, two here in Whanganui and one in Marton. These groups have remained fairly consistent in their numbers and I always welcome any new ideas or suggestions for speakers you may have. Please get in touch if you can help.

I take this opportunity to thank our hard working Board for the time and effort they have put into raising extra funds and keeping me resourced throughout the year and I will miss the current members who have not sought re-election.

Lastly I would like to thank Jan Dunphy for the many hours she has spent wading through pages of on-line application forms applying for grants and funding from the many agencies and benefactors who make funds available for our use. Thank you Jan.

God willing, I hope I am standing here again this time next year bringing you my eighteenth annual report.

Take care all of you and keep the phone calls and queries coming.

Thank you.



TAIT PEARCE
CHARTERED ACCOUNTANTS

2018 Performance Report

**Brain Injury Association (Whanganui)
Inc**



Contents of Performance Report

For the Year Ended 31 March 2018

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Entity Information

As at 31 March 2018

Brain Injury Association (Whanganui) Inc is a charitable trust, registered under the Incorporated Societies Act 1908 and registered under the Charities Act 2005.

Entity's Purpose or Mission

Brain Injury Whanganui gives support and assistance to an identified community group dealing with the effects of their own or a family member's acquired brain injury.

Nature of Business

The entity conducts the business of support, advocacy, awareness and education.

Entity Structure

As an Incorporated Society Brain Injury Whanganui has an elected board of up to nine members tasked with its overall operation. The board includes a President, Vice President, Treasurer, Secretary and up to five board members. The board employs a full time Liaison Officer.

Main Sources of Cash and Resources

Brain Injury Whanganui relies on grants from philanthropic trusts, donations and membership fees to primarily cover the Liaison Officer's role and other incidental costs. The Liaison Officer's role is a full time role of 35 hours per week.

Main Methods Used to Raise Funds

The main fundraising activity is a raffle/s organised by the organisation. The money raised from this event is used to support the provision of the Liaison Officer service. Other fundraising events include quiz nights, social evenings, garage sales, produce sales, etc. Fundraising activity makes up a large portion of annual income.

Entity's Reliance on Volunteers and Donated Goods or Services

Brain Injury Whanganui relies solely on volunteers for the organisation's activities. The board members volunteer their time to set strategies, attend meetings, assist with promotional resources (eg Facebook & website) and provide newsletters and support within the community. Members volunteer to assist with fundraising activities. Volunteers gift accumulatively up to 30 hours per week, 52 weeks of the year.

Accountants

Lyndsay Tait & Associates Ltd
Chartered Accountants
39 Victoria Avenue
Whanganui

Auditor

Silks Audit
Chartered Accountants
156 Guyton Street
Whanganui

Bankers

Westpac Bank
Wanganui

Registered Charity Number

CC28955



Statement of Service Performance

For the Year Ended 31 March 2018

Description of the Entity's Outcomes

Provision of a Liaison Officer throughout the year for Brain Injury Whanganui is key to our service. The provision of support and information ensures our clients are able to obtain services that are required for them. Coffee mornings and support groups are integral in providing social support and opportunities to meet and network with others with similar issues.

Additional Information

The information below does not include the numerous hours spent fundraising and managing Brain Injury Whanganui. As we do not have an Office Administrator or Manager assigned purely to Brain Injury Whanganui this is done largely using volunteer hours which are very difficult to quantify.

Some comments from recent conversations at monthly support group meetings

"Clients and carers have felt better understood and listened to when in the company of others living with the same difficulties, whether living with or looking after someone living with a brain injury. Being able to share ideas and strategies has been helpful. The groups are perceived as being non-judgemental, hence attendees feel safe to share. This in turn helps ease the stress a lot are experiencing from day to day. A friendly environment for new comers."

	Actual 2018	Actual 2017
Description and Quantification (to the extent practicable) of		
Total number of clients on active caseload (Active caseload = clients that we have had involvement with during the last 6 months)	69	71
Total number of client contacts	2054	2,150
Total number of group sessions held for Carer Support and Client Support (Whanganui * 2, Marton * 1 - meeting per month)	33	30
Total number of clients, spouse and other support persons	368	414
Total newsletters distributed (Distributed 3 * per year)	975	1,160
Seminars and other presentations undertaken	4	11

These financial statements are to be read in conjunction with the accompanying Notes. These financial statements have been reviewed.



Statement of Receipts and Payments

For the Year Ended 31 March 2018

	Note	Actual 2018 \$	Actual 2017 \$
Operating Receipts			
Donations, fundraising and other similar receipts	2	67,175	67,079
Fees, subscriptions and other receipts from members	3	730	535
Interest, dividends and other investment income receipts	4	24	64
Other operating receipts	5	538	134
Total Operating Receipts		68,468	67,812
Less Operating Payments			
Payments related to public fundraising	6	2,679	2,094
Volunteer and employee related payments	7	37,801	39,572
Payments related to providing goods or services	8	22,618	21,779
Other operating payments	9	1,266	1,725
Total Operating Payments		64,364	65,170
Operating Surplus		4,104	2,643
Increase in Bank Accounts and Cash		4,104	2,643
Bank Accounts and Cash at the beginning of the financial year		20,852	18,209
Bank Accounts and Cash at the end of the financial year		24,956	20,852
Represented by:			
Westpac Cheque Account		24,931	20,652
Westpac Petty Cash Account		25	200
Total Bank Accounts and Cash at the end of the financial year		24,956	20,852

These financial statements are to be read in conjunction with the accompanying Notes. These financial statements have been reviewed.




Statement of Financial Position

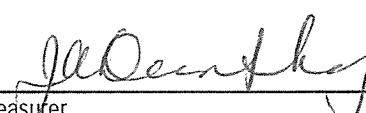
As at 31 March 2018

	Note	2018 \$	2017 \$
Schedule of Resources			
Bank Account and Cash	10	24,956	20,852
Money Owed to the Entity	11	512	-
Property, Plant and Equipment	12	542	1,046
Schedule of Commitments			
Money payable by the entity	13	4,403	13,122
Schedule of Other Information			
There is no significant other information.			

Performance Report Authorised By:


 Chairperson

Date: 19 June 2018


 Treasurer

Date: 19 June 2018

These financial statements are to be read in conjunction with the accompanying Notes. These financial statements have been reviewed.


Depreciation Schedule
For the Year Ended 31 March 2018

	% PVT USE	Cost on HAND	OPENING WDV	ADJ & ADD	SALE PRICE	PROFIT (LOSS)	DISPOSAL DATE	RATE & TYPE	DEPN	ACC DEPN	CLOSING WDV
Fixed Assets											
Computer		2,175	2	-	-	-		40.00D	1	2,174	1
Cupboards/Furniture		2,533	93	-	-	-		26.00D	24	2,464	69
Floor Mats		147	5	-	-	-		26.00D	1	143	4
Laptop, Projector and Screen		4,995	1	-	-	-		60.00D	1	4,995	-
HP Computer		971	465	-	-	-		50.00D	232	738	233
Lenovo Screen		895	429	-	-	-		50.00D	214	680	215
Sony Xperia E4		134	51	-	-	-		60.00D	31	114	20
		11,850	1,046	-	-	-			504	11,308	542
TOTAL		11,850	1,046	-	-	-			504	11,308	542

Fixed Asset Summary

Opening Value	1,046
Depreciation	(504)
Closing Value	542

These financial statements are to be read in conjunction with the accompanying Notes. These financial statements have been reviewed.



Notes to and forming part of the Performance Report

For the Year Ended 31 March 2018

1 Statement of Accounting Policies

Reporting Entity

Brain Injury Association (Wanganui) Incorporated is a charitable trust, registered under the Charities Act 2005, and is an Incorporated Society registered under the Incorporated Society Act 1908.

Brain Injury Association (Wanganui) Incorporated has elected to apply Tier 4 PBE Accounting Standards: PBE SFR - C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not for Profit) as established by the External Reporting Board for Registered Charities, on the basis that it does not have public accountability and has total annual expenditure of equal to or less than \$125,000. All transactions in the Performance Report are reported using the cash basis of accounting.

The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Statement of Compliance and Basis of Preparation

The information is presented in New Zealand dollars. All values are rounded to the nearest \$.

Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of the Statement of Receipts and Payments and Statement of Financial Position have been applied:

(a) Revenue Recognition

Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, to the extent it is probable that the economic benefits will flow to the charitable trust and revenue can be reliably measured.

(b) Expenses

Expenses have been classified by their business function.

(c) Property, Plant & Equipment and Investment Property

Property, plant and equipment is recognised at cost less aggregate depreciation. Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacements that are eligible for capitalisation when these are incurred.

All other repairs and maintenance are recognised as expenses in the Statement of Receipts and Payments in the financial period in which they are incurred.

Depreciation has been calculated using the maximum rates permitted by the Income Tax Act 2007.

Gains and losses on disposal of fixed assets are taken into account in determining the net result for the year.

(d) Income Tax

As a registered charity the entity has an exemption from income tax per section CW41 & CW 42 of the Income Tax Act 2007.

(e) Goods and Services Taxation (GST)

As the entity is not registered for GST, these financial statements are prepared inclusive of GST.


Notes to and forming part of the Performance Report (continued)
For the Year Ended 31 March 2018

(f) Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on a basis consistent with those from previous performance report.

2 Donations, fundraising and other similar receipts

	2018	2017
	\$	\$
J B S Duddings Trust	4,000	6,000
Ministry of Health	7,247	7,536
NZ Community Trust	5,000	5,000
NZ Lottery Grants Board	15,000	15,000
Powerco Wanganui Trust	-	2,000
Whanganui Community Foundation	2,000	2,000
Wanganui District Council	2,000	2,000
T G McCarthy (ex Community House)	39	390
COGS	3,493	4,000
Lion Foundation	9,103	5,825
Sundry Donations	2,497	4,362
Infinity Foundation	2,000	1,838
5c Collection Can Proceeds	163	257
Fundraising	14,633	10,871
Total Donations, fundraising and other similar receipts	67,175	67,079

3 Fees, subscriptions and other receipts from members

	2018	2017
	\$	\$
Subscriptions	730	535
Total Fees, subscriptions and other receipts from members	730	535

4 Interest, dividends and other investment income receipts

	2018	2017
	\$	\$
Interest Received	24	64
Total Interest, dividends and other investment income receipts	24	64

5 Other operating receipts

	2018	2017
	\$	\$
Sundry Income	538	134
Total Other operating receipts	538	134

6 Payments related to public fundraising

	2018	2017
	\$	\$
Fundraising Expenses	2,679	2,094
Total Payments related to public fundraising	2,679	2,094

These financial statements are to be read in conjunction with the accompanying Notes. These financial statements have been reviewed.



Brain Injury Association (Whanganui) Inc

Notes to and forming part of the Performance Report (continued)

For the Year Ended 31 March 2018

7 Volunteer and employee related payments

ACC Levies

Wages - Liason Officer

Total Volunteer and employee related payments

2018	2017
\$	\$
130	145
37,671	39,427
37,801	39,572

8 Payments related to providing goods or services

Administration

Advertising & Promotion

Computer/Photocopier Expenses

General Expenses

Insurance

Mileage

Postage & Freight

Printing & Stationery

Professional Development

Rent & Associated Costs

Sundry Expenses

Support Group Meeting Expenses

Telecommunications

Total Payments related to providing goods or services

2018	2017
\$	\$
4,132	3,905
495	531
432	332
2,195	359
1,173	1,133
4,687	4,460
100	827
892	870
225	425
5,181	6,052
340	50
772	1,108
1,994	1,727
22,618	21,779

9 Other operating payments

Audit Fee

Bank Fees & Charges

Total Other operating payments

2018	2017
\$	\$
1,265	1,725
1	-
1,266	1,725

10 Bank and Cash

Westpac Cheque Account

Westpac Petty Cash Account

Total Bank and Cash

2018	2017
\$	\$
24,931	20,652
25	200
24,956	20,852

11 Money held on behalf of others

Accounts Receivable

Total Money held on behalf of others

2018	2017
\$	\$
512	-
512	-

These financial statements are to be read in conjunction with the accompanying Notes. These financial statements have been reviewed.



Notes to and forming part of the Performance Report (continued)

For the Year Ended 31 March 2018

12 Property, Plant & Equipment

	Cost	Depreciation Charged	Accumulated Depreciation	Closing Book Value
	\$	\$	\$	\$
Property, Plant & Equipment 2018				
Fixed Assets				
Computer	2,175	1	2,174	1
Cupboards/Furniture	2,533	24	2,464	69
Floor Mats	147	1	143	4
Laptop, Projector and Screen	4,995	1	4,995	-
HP Computer	971	232	738	233
Lenovo Screen	895	214	680	215
Sony Xperia E4	134	31	114	20
	11,850	504	11,308	542
Total Property, Plant & Equipment	11,850	504	11,308	542

	Cost	Depreciation Charged	Accumulated Depreciation	Closing Book Value
	\$	\$	\$	\$
Property, Plant & Equipment 2017				
Fixed Assets				
Computer	2,175	1	2,173	2
Cupboards/Furniture	2,533	32	2,440	93
Floor Mats	147	2	142	5
Laptop, Projector and Screen	4,995	2	4,994	1
HP Computer	971	465	506	465
Lenovo Screen	895	428	466	429
Sony Xperia E4	134	76	83	51
	11,850	1,006	10,804	1,046
Total Property, Plant & Equipment	11,850	1,006	10,804	1,046

13 Money Payable by the Entity

	2018	2017
	\$	\$
Money payable by the entity		
Grant Received in Advance	-	10,532
Accrued Holiday Pay		
Accounts Payable	1,847	681
Holiday Pay Accrued	1,699	1,102
PAYE payable	857	807
Total Accrued Holiday Pay	4,403	2,590
Total Money Payable by the Entity	4,403	13,122

These financial statements are to be read in conjunction with the accompanying Notes. These financial statements have been reviewed.



Notes to and forming part of the Performance Report (continued)

For the Year Ended 31 March 2018

14 Related Parties

There were no significant transactions or transactions that were on terms and conditions that are likely to be different from the terms and conditions of transactions in similar circumstances, involving related parties during the financial year. (Last year - Nil)

15 Capital Commitments

The charitable trust has no capital commitments as at 31 March 2018, (2017 Nil).

16 Contingent Liabilities

The charitable trust has no contingent liabilities and no guarantees as at 31 March 2018. (2017: Contingent Liabilities Nil. Guarantees Nil.)

17 Events Occurring After Balance Date

There were no events that have occurred after the balance date that would have a significant impact on the Performance Report. (Last Year - Nil).

18 Grants or Donations with Conditions Attached

During the year, the charitable trust received \$9,103 from the Lion Foundation towards rent, landline phone, administration fees room hire and insurance for the period December 2017 to November 2018. The grant is required to be used for the stated purpose. As at year end, the remaining amount is \$6,068. The trust also received a grant of \$15,000 from the Lotteries Grants Board to be used towards wages and other costs for the period of October 2017 to September 2018. This is required to be used in the 12 month period. As at year end, the remaining amount is \$5,196.

These financial statements are to be read in conjunction with the accompanying Notes. These financial statements have been reviewed.

Effect on others

When someone has a brain injury, it can affect others close to them as well.

It can be hard emotionally watching someone close to you experience the physical, mental and emotional difficulties that often follow a brain injury. Also, at times it may seem as if the injured person's personality has changed, and this can put stress on relationships.

The important thing is to know that help is available to deal with issues such as these - see the details on 'Where to go for help'.

Where to go for help

If you think you or someone close to you has a brain injury, get medical advice as soon as possible. In the first instance, see your GP. Your GP can also help you make a claim with ACC.

Other help and information about brain injury is available from Brain Injury New Zealand. The association has branches throughout New Zealand and can help with:

- support for you and your family
- education and information
- help to find appropriate professional assistance and services
- advocacy and liaison with ACC, insurers, the healthcare system and other agencies.

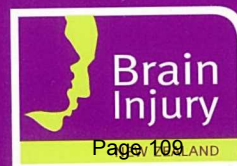
Liaison Service

The regional Brain Injury Associations, through the liaison service, provide a range of practical assistance:

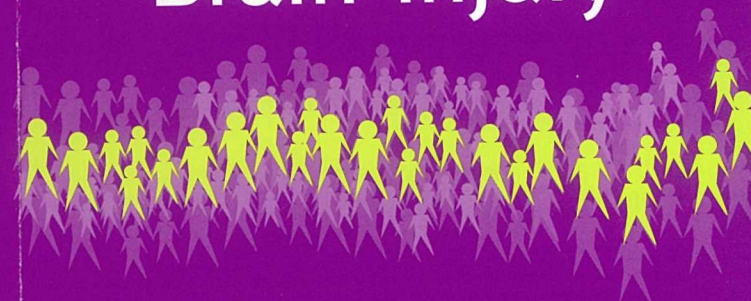
- Information and education for people with brain injury and their families so they can better understand the implications of the injury
- Support groups – check the times with your local association
- Specialist support groups that cater specifically for the needs of men, women or spouses and carers
- Assistance and advocacy support in liaising with ACC, Ministry of Health, Work & Income and other government or associated agencies
- Information or assistance to obtain the appropriate professional help or service
- Various social activities are run throughout the year, for example, picnics, pot luck dinners and games evenings
- Through your regional association you may be able to access Outward Bound courses, camps and sponsored holiday accommodation

For further information, contact your local association:

Brain Injury Association
Room 121, Community House,
60 Ridgway St,
PO Box 102,
Wanganui
Ph. (06) 3479721
E: liaison.whanganui@brain-injury.org.nz



Understanding Brain Injury



Every day **90**
New Zealanders
sustain a brain injury

Understanding brain injury

- In New Zealand, around 90 people sustain a brain injury every day.
- The impact of this can be significant – not just on the person with the injury, but on friends, family and loved ones too.
- This brochure explains a bit more about brain injury – how it happens, what the effects can be, and what support is available.
- If you have sustained a brain injury, it's important to know that you're not alone and help is at hand if you need it.

The brain is the control centre of the body. Different parts of the brain control different functions such as emotions, thinking, sensations, alertness, movement and breathing.

What is brain injury?

A brain injury occurs when brain cells or the pathways that connect them become damaged or die. This can cause many kinds of physical, mental and emotional problems. As different parts of the brain control different functions, the effect of a brain injury will depend on which area of the brain has been affected.

Brain injuries can range from mild to severe, depending on how many cells are affected, and how badly damaged they are. A mild brain injury is commonly known as a concussion.

How do brain injuries happen?

A traumatic brain injury results from a sudden knock or bump to the head.

Common causes include motor vehicle crashes, falls, sporting injuries and assaults. "Traumatic" relates to how the injury happened, and doesn't refer to the severity of the injury.

Brain injury can also result from strokes, infections such as meningitis, brain tumours and 'neurotoxic disorders' (which include poisoning by drugs, alcohol, gases, solvents and pesticides).

What is the effect of a brain injury?

Brain injury is often called a 'hidden injury' because often there are no visible changes to a person after a brain injury. Despite this, a brain injury can result in any of the following:

- **Fatigue (tiredness):** this is the most common effect of a brain injury. Often the fatigue is connected more with mental tasks than physical tasks, a 'tired mind rather than a tired body'.
- **Physical problems:** headaches, dizziness and nausea (feeling sick) are common physical effects, as is difficulty moving and walking, and sensitivity to light and noise.
- **Problems with memory and thinking:** all mental tasks can be affected, but in particular trouble with concentrating, organising, planning and making decisions.

- **Emotional and behavioural problems:** anxiety, depression, anger and irritability are common following a traumatic brain injury. A person with a brain injury may also start being impulsive and say or do inappropriate things, such as swearing, talking too loudly or standing too close to someone.
- **Job impacts:** this might range from disruption of work habits to job loss.
- **Social interaction:** there may be difficulty relating with family and friends.

What's the outlook?

The effects of a mild injury may disappear over time. A severe injury can result in a permanent disability that requires life-long care and rehabilitation.

Often, it's hard to predict what the outcome will be at the time of injury. This is because the impact of the injury, and the time it takes to recover, are usually different for each person.

One reason for this is the way the brain responds to injury. Damaged brain cells are unlikely to recover - but other parts of the brain may be able to carry out some of the functions of the damaged area. Whether this happens, though, and how quickly, is very much a matter of time.

6 September 2018

Grants Administrator
Rangitikei District Council
Private Bag 1102
Marton 4741

Tēnā koutou,

Thank you for considering the accompanying funding application for the following:

\$2,500.00	Assistance with salary costs for our Parkinson's Community Educators who work with people with Parkinson's in the Rangitikei District
-------------------	--

Please find the following supporting documents accompanying this letter:

1. Our completed application form
2. Our Whanganui and Manawatū branches' independently audited accounts
3. Our Whanganui and Manawatū branches' Parkinson's Community Educators' Individual Employment Agreements
4. Bank deposit slip

Our Community Educators

Parkinson's New Zealand employs two professional Community Educators who support people living with Parkinson's, their carers and families throughout the Rangitikei District. They provide a wide range of services, including:

- *Home visits:* Advice based on an individualised assessment, providing support to a personalised plan and promoting optimal health and lifestyle.
- *Exercise, social and support activities:* Finding the best exercises to suit people's skills and abilities and organising coffee mornings, lunches and dinners that help people to share information and experiences.
- *Advice, advocacy and referrals:* Helping people to manage their medication, side effects, sleeping problems and depression, liaising with health professionals, rest homes and hospitals on people's behalf.

- *Educational seminars:* Informing people about upcoming seminars and presentations about Parkinson's-related topics given by health professionals.

How the community will benefit from your support

A grant from the Rangitikei District Council will have an immediate and positive impact, improving the lives of people with Parkinson's throughout the district. With your help, our Community Educators can continue delivering the right information at the right time to more people.

About us

Parkinson's New Zealand is committed to making sure that people living with Parkinson's have ongoing access to education, information and support. We are the only organisation providing professional in-home visits for people with Parkinson's in the Rangitikei District.

Key Parkinson's facts

- Parkinson's is a progressive neurodegenerative condition with no cure
- Approximately 10,000 people live with Parkinson's in New Zealand - that's around 1 in 500 Kiwis
- Parkinson's can affect anyone at any age
- Between 800 and 1,000 people are newly diagnosed each year

Recognition

Parkinson's New Zealand is very happy to recognise the Rangitikei District Council as a valued supporter in our publications and on our website. We are also happy to acknowledge your support in other ways, if you prefer.

Thank you very much for considering our request for support. Please contact me on (04) 801 8850 or email grants@parkinsons.org.nz if you would like further information.

Ngā mihi nui ki a koutou,



Sherilee Kahui
Grant Applications Officer

Rangitikei District Council

Community Initiatives Fund Application Form 2017/18

PLEASE NOTE

Applications close 12.00 pm (noon), Thursday 13 September 2018. The respective Community Committees/Boards will meet early-mid October 2018 to consider applications.

PURPOSE

The purpose of the Community Initiatives Fund is to support community based projects in the Rangitikei District that help to develop community cohesion and community resilience.

The Fund is open to all initiatives and opportunities which have potential to benefit the District's communities in one of the following areas:

- Community service and support (programmes/services to support local communities and groups);
- Leisure promotion (projects or programmes that promote participation in leisure within our communities. These can include activities and programmes to increase participation in leisure activities and increased participation in programmes that improve cultural well-being);
- Heritage and environment (projects or programmes which preserve and/or enhance heritage and/or environmental sites, including displays, open days etc.)

Because the characteristics of applications will vary from year to year, there are no fixed allocations for particular categories.

Preference is given to community organisations based in the Rangitikei, but applications will be considered from other organisations (both within and outside the District). Applicants from outside the Rangitikei District will need to provide quantifiable proof of their benefit to the Community.

Please complete this application form in conjunction with the associated notes.

CLOSING DATE FOR APPLICATIONS: 12.00 pm (noon) Thursday 13 September 2018. Late applications will NOT be considered.

All sponsorship applications are copied into the relevant Community Committee/Board Order Papers and are therefore available to the general public.

SEND YOUR APPLICATION TO:

Postal address: Grants Administrator, Rangitikei District Council,
Private Bag 1102, Marton 4741

Hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or
Taihape Service Centre, Town Hall, Hautapu Street, Taihape

Email: info@rangitikei.govt.nz

PROJECT ELIGIBILITY CRITERIA

All projects eligible for funding must:

- Take place within Rangitikei;
- Demonstrate consideration of how they see their proposal would benefit the community
- Provide 3 targets that will be used to monitor the outcome of the project
- Provide a realistic and balanced budget;
- Be able to contribute a significant proportion to the cost of the project (see Section 4).

Please note:

- Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/ Committees, Annual Plan etc.;
- Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;
- Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.
- If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

Hints and tips:

- Describe your project in full.
- In this section we want to know about the complete project, not just the portion you are seeking funding for.
- Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.
- Be sure to fully describe your target group or those who will benefit from your activity.
- Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

Describe your project in full:

Attach additional sheets if you need to.

Parkinson's New Zealand's Community Educator service provides support, education and information to people living with Parkinson's, their carers, whānau and health professionals.

We have two Parkinson's Community Educators that serve the Rangitikei District; one based in Whanganui and one based in the Manawatū. We are seeking support in the form of a contribution to their salaries.

Our Community Educators provide:

1. Home visits;
2. Support groups for people with similar needs or issues;
3. Referrals;
4. Advice;
5. Advocacy;
6. Access to Parkinson's New Zealand's publications and resources;
7. Access to social activities; and
8. Access to targeted exercise and other therapies.

Parkinson's is a progressive neurodegenerative condition with no cure. More than 10,000 people have Parkinson's in New Zealand, with between 800 and 1,000 people newly diagnosed each year.

The most common symptoms of Parkinson's are tremor, stiffness and slowness of movement. Parkinson's also impacts on people's thought patterns and emotions and can affect their ability to communicate. Today someone with Parkinson's may struggle with mowing the lawn. In years to come, as their condition progresses, they could struggle with bathing and getting dressed, walking, or swallowing. Parkinson's can affect anyone regardless of age and our clients reflect this; they are aged from their twenties to nineties. We are the only organisation offering support and information about Parkinson's.

People with access to targeted education, clear information and regular support have better health outcomes than those without. The benefits of our services include:

- Enhanced community participation by people living with Parkinson's through increased involvement in a growing range of peer support groups;
- People with Parkinson's are able to stay in their homes longer, aligning our services with the New Zealand Positive Ageing Strategy;
- Increased capacity for paid employment, enabling increased contribution to the local economy; and
- Improved health and well-being for both people with Parkinson's and their carers.

Parkinson's New Zealand is recognised by the Parkinson's community and by medical experts to be the primary source of information and support for people living with this lifelong and life-altering condition. We work closely with a Medical Advisory panel made up by experts in the field of Parkinson's including neurologists and Parkinson's and aged care specialists, ensuring our staff and publications offer only the most accurate and up-to-date information and advice.

The Parkinson's Community Educator service not only serves the Parkinson's Community, but also benefits the wider community through helping to increase awareness of the condition and training health professionals on best practice with regards to caring for people with Parkinson's.

Who will benefit from your project?

The beneficiaries of the Parkinson's Community Educator service in the Rangitikei District are:

- people with Parkinson's living in the Rangitikei District;
- their carers (often spouses);
- their whānau; and
- the health professional who care for people with Parkinson's.

How will the people who will benefit from your project know that this is happening?

When people are diagnosed with Parkinson's their doctors should recommend that they contact our organisation for support. Part of our work is to make sure that we continue to develop positive relationships with other health providers, such as District Health Boards, Hospitals and GPs.

Our Community Educators have existing clients in the Rangitikei; 1% of our Manawatū Educator's clients and 5% of our Whanganui Educator's clients.

How will you acknowledge the funding provided by Rangitikei District Council?

Parkinson's New Zealand is very happy to recognise the Rangitikei District Council as a valued supporter in our publications and on our website. We are also happy to acknowledge your support in other ways, if you prefer.

List three targets that will demonstrate the success of your project and benefit the Rangitikei District:

Target 1: receive positive feedback from clients who have engaged with our service

Target 2: show an increase in engagement with our service by reporting on demand for our publications and on-line resources, including engagement with our social media platforms

Target3: show that the reach of our message has grown by reporting an increase in referrals to our service – self or by health professionals

FUNDING GUIDE

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the total cost of your project. In the income section list the funding from all sources. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

Groups registered for GST must provide figures that are GST exclusive.

Please provide a pre-printed bank account deposit slip (or a statement header) for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding. Recurring events also need to provide a balance sheet.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

Ineligible costs

- Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- Grants to individuals;
- Purchase or long-term lease of equipment or facilities;
- Food and beverage costs;
- Retrospective project costs;
- Costs of bonds or making good any damage done to venues that are hired;

FINANCIAL INFORMATION

Project Costs

Outline how much the project will cost to put on:

Item	Amount	
Community Educator Salaries	\$	61,620.00 61,620.00
Support Group Costs	\$	5,042.00
CE Conference & travel expenses	\$	9,468.00
ACC levy & insurance	\$	964.00
Admin. & other expenses	\$	9,020.00
Educator Home Office costs	\$	480.00
Accounting & auditing	\$	983.00
Bank fees	\$	120.00
Telecommunication	\$	2,105.00
PCs and software	\$	1,552.00
Copying, Stationery & Subscriptions	\$	2,061.00
Total Cost (GST inclusive / exclusive. Please delete one)	\$	94,415.00

Project Income

Outline how the costs of the project will be met:

Item	Amount	
Donated material (Donations)	\$	11,765.00
Cash in hand towards project	\$	3,000.00
Intended fundraising (provide an estimate)	\$	6,417.00
Ticket sales	\$	n/a
Other sponsorship/grants (please specify source/s below)	\$	
Subscriptions	\$	4,075.00
Interest	\$	564.00
Grants (Whanganui; successful and pending)	\$	31,000.00
Grants (Manawatū; projected)	\$	35,000.00
Total funds available (GST inclusive / exclusive. Please delete one)	\$	91,821.00

Amount of funding you are requesting

from Rangitikei District Council:

\$ 2,500.00

Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below. *N/A*

Event/Project/Activity	Amount	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

4.4 Please name two referees for your organisation and your project

Name: Grant Applications Officer

Telephone (day): 04 801 8850


Name: Julianne Ryan

Telephone (day): 04 801 8850

5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Sherilee Kahui

Signature: 

Position in organisation: Grant Applications Officer

Date: 6/09/2018

☐ Please tick here if you would like to speak with the Committee about your project. The Committees will meet early-mid October 2018. The Grants Administrator will contact you with more details.

Appendix 5



Intention to Close Road to Vehicular Traffic

PURSUANT to Transport (Vehicular Traffic Road Closure) Regulations 1965, Notice is hereby given that, the Rangitikei District Council intends to consider closing the roads as listed below for the purpose of permitting The Hunterville RSA to hold the 2018 Armistice Day 100th Commemoration Service on the 11th of November 2018.

Roads to be closed:

10:45am to 11.30am

High Street- from State Highway 1 to Kotukutuku Road

Any person objecting to the proposals is called upon to lodge notice of his/her objection and grounds thereof in writing, before 4.00 pm, (Friday the 19th October 2018, at the office of the Rangitikei District Council, Private Bag 1102, Marton 4741.

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

Ross McNeil
Chief Executive



INTENTION TO CLOSE ROAD TO VEHICULAR TRAFFIC

PURSUANT to Traffic (Vehicular Traffic Road Closure) Regulations 1965, NOTICE IS HEREBY GIVEN that, the Rangitikei District Council intends to consider closing the roads as listed below for the purpose of permitting the respective Christmas Parades for the Bulls and District Community Trust, Project Marton, Taihape Community Development Trust on Saturday 01 December 2018.

Roads to be closed:

Bulls Christmas Parade

9.30am – 1.00pm

High Street - from Hammond Street to Daniell Street

Daniell Street – from High Street to Wilson Street

Wilson Street – one lane from Daniell Street to Bull Street

Bull Street – entirety

Marton Christmas Parade

1.30pm – 4.30pm

Follet Street – Broadway to William Street

Broadway – Follet Street to High Street

Taihape Christmas Parade

12.00pm – 1.00pm

Hautapu Street – between Kuku Street and Huia Street

Tui Street – between Robin Street and Kokako Street

Kokako Street – North bound lane between Kuku Street and Huia Street

Kuku Street – East bound lane between Kokako Street and Hautapu Street

Huia Street – West bound lane between Kokako Street and Hautapu Street

Any person objecting to the proposals is called upon to lodge notice of his/her objection and grounds thereof in writing, before 4.00 pm, 02 November 2018, at the office of the Rangitikei District Council, Private Bag 1102, Marton 4741.

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

Ross McNeil
Chief Executive



INTENTION TO CLOSE ROAD TO VEHICULAR TRAFFIC

PURSUANT to Section 342 (b) and the Tenth Schedule of the Local Government Act 1974, NOTICE IS HEREBY GIVEN that, the Rangitikei District Council intends to consider closing the roads as listed below for the purpose of permitting Project Marton to run the annual Marton Market Day on Saturday 24 November 2018.

Roads to be closed
7am -5pm

Broadway – from High Street to Hopping Electrical on Broadway
Follett Street - from Stewart Street to Broadway.

Any person objecting to the proposals is called upon to lodge notice of his/her objection and grounds thereof in writing, before 4.00 pm, Friday 19th October 2018, at the office of the Rangitikei District Council, Private Bag 1102, Marton 4741.

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

Ross McNeil
Chief Executive

Appendix 6

Service Request Breakdown for the month of July 2018 - First Reponse

Service Request Department	Compliance current	overdue	responded in time	responded late	Grand Total
Animal Control	12	12	83	10	117
Animal welfare concern			2		2
Barking dog	2	3	13	1	19
Dog attack			3		3
Dog property inspection (for Good Owner status)	9	4	14	8	35
Found dog			5		5
General Enquiry			1		1
Lost animal			5		5
Microchip dog		3			3
Property investigation - animal control problem			1		1
Roaming dog	1	1	18		20
Rushing dog		1	6		7
Wandering stock			15	1	16
Council Housing/Property	3		10	1	14
Council housing maintenance	1		7		8
Council property maintenance	1		3	1	5
Graffiti/vandalism	1				1
Environmental Health	3	22	25	1	51
Abandoned vehicle			9	1	10
Dumped rubbish - outside town boundary (road corridor only)			1		1
General Enquiry			1		1
Livestock (not normally impounded)	1				1
Noise		22	13		35
Untidy/overgrown section	2				2
Vermin			1		1
Footpaths	1		2		3
Footpath maintenance	1		2		3
General enquiry		4	2		6
Abandoned vehicle			1		1
General Enquiry		4	1		5
Parks and Reserves	1		4		5
Maintenance (parks and reserves)	1		4		5
Public Toilets			1	1	2
Maintenance (public toilets)			1	1	2
Roads	13	1	18		32
Culverts, drains and non-CBD sumps		1	3		4
Potholes	2		3		5
Road maintenance - not potholes	8		12		20
Road signs (except state highway)	1				1
Road surface flooding - danger to traffic	1				1
Vehicle crossings	1				1
Roadside Trees, Vegetation and Weeds	4		3		7
Rural trees, vegetation and weeds	3		2		5
Urban trees, vegetation and weeds	1		1		2
Solid Waste		1			1
Waste transfer station		1			1
Stormwater			3		3
General Enquiry			1		1
Stormwater blocked drain (non urgent)			2		2
Street Cleaning				1	1
CBD cleaning (gutters/sumps) - Hunterville/Taihape				1	1
Street Lighting			1		1
Street lighting maintenance			1		1
Wastewater			1		1
Wastewater blocked drain			1		1
Water	3	2	17		22
Dirty drinking water			1		1
HRWS maintenance required	1		1		2
Location of meter, toby, other utility			2		2
No drinking water supply		1	1		2
Replace meter, toby or lid			4		4
Water leak - council-owned network, not parks or cemeteries			3		3
Water leak at meter/toby	2	1	5		8
Grand Total	40	42	170	14	266

Feedback Required (Multiple Items)

Service requests	Feedback					Grand Total
	Email	In Person	Not able to contact	Telephone	Not provided	
Animal Control		6	2	20	18	46
Council Housing/Property	1			1	4	6
Environmental Health		1	1		17	19
Footpaths					1	1
General enquiry				1	4	5
Parks and Reserves				1		1
Roads		1		1	11	13
Roadside Trees, Vegetation and Weeds				1	1	2
Solid Waste					1	1
Stormwater		2			1	3
Street Cleaning					1	1
Street Lighting					1	1
Wastewater					1	1
Water		2		2	2	6
Grand Total	1	12	3	27	63	106

Service Request Breakdown for July 2018 - Resolutions

Service requests Department	Compliance completed in time	completed late	current	overdue	Grand Total
Animal Control	80	37			117
Animal welfare concern	2				2
Barking dog	10	9			19
Dog attack	3				3
Dog property inspection (for Good Owner status)	17	18			35
Found dog	3	2			5
General Enquiry	1				1
Lost animal	5				5
Microchip dog	1	2			3
Property investigation - animal control problem	1				1
Roaming dog	19	1			20
Rushing dog	5	2			7
Wandering stock	13	3			16
Council Housing/Property	11	3			14
Council housing maintenance	8				8
Council property maintenance	3	2			5
Graffiti/vandalism		1			1
Environmental Health	48	2	1		51
Abandoned vehicle	8	2			10
Dumped rubbish - outside town boundary (road corridor only)	1				1
General Enquiry	1				1
Livestock (not normally impounded)	1				1
Noise	35				35
Vermin	1				1
(blank)	1		1		2
Footpaths	2			1	3
Footpath maintenance	2			1	3
General enquiry	3			3	6
Abandoned vehicle	1				1
General Enquiry	2			3	5
Parks and Reserves	5				5
Maintenance (parks and reserves)	5				5
Public Toilets	1	1			2
Maintenance (public toilets)	1	1			2
Roads	23		2	7	32
Culverts, drains and non-CBD sumps	2			2	4
Potholes	5				5
Road maintenance - not potholes	15		2	3	20
Road signs (except state highway)	1				1
Road surface flooding - danger to traffic				1	1
Vehicle crossings				1	1
Roadside Trees, Vegetation and Weeds	3	2		2	7
Rural trees, vegetation and weeds	3			2	5
Urban trees, vegetation and weeds		2			2
Solid Waste				1	1
Waste transfer station				1	1
Stormwater	3				3
General Enquiry	1				1
Stormwater blocked drain (non urgent)	2				2
Street Cleaning		1			1
CBD cleaning (gutters/sumps) - Hunterville/Taihape		1			1
Street Lighting				1	1
Street lighting maintenance				1	1
Wastewater		1			1
Wastewater blocked drain		1			1
Water	19			3	22
Dirty drinking water	1				1
HRWS maintenance required	2				2
Location of meter, toby, other utility	2				2
No drinking water supply	1			1	2
Replace meter, toby or lid	4				4
Water leak - council-owned network, not parks or cemeteries	3				3
Water leak at meter/toby	6			2	8
Grand Total	198	47	3	18	266

Attachment 6

Memorandum

To: Council

From: Ross McNeil

Date: 20 September 2018

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

File: 5-EX-4

This memorandum updates the information presented to the August 2018 Council meeting. New text is *italicised*.

1. Mangaweka Bridge replacement

The detailed business case has been completed and submitted to the New Zealand Transport Agency. The Agency's approval to fund the pre-implementation phase is expected by the end of this month.

The business case included consideration of the existing bridge. The most economic option is to demolish it but deciding on that will be managed during the consultation and consenting process that runs in parallel with the preimplantation phase. The two councils will have the final say.

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 was provided for the Assets/Infrastructure Committee's meeting on 9 August 2018, together with a District-wide strategy towards consenting. Prior to that a meeting of the Advisory Group was convened to allow a full update to be provided and discussed with them.

Subsequent to that a briefing for members of Ngati Parewahawaha was undertaken, and, a similar briefing/hui offered to Ngati Apa as a pre-cursor to the preparation of the resource consent application.

The Committee recommended to Council that it confirms as its preferred option establishing a land-based disposal system for the combined Marton and Bulls wastewater flows. An updated consent application, incorporating consideration of the Marton wastewater treatment upgrade, will be lodged with Horizons before the end of October 2018.

Before then, the Committee has recommended that Council agrees to commence the process to procure land, to continue advancing the design and other elements and undertake further consultation with iwi and the Bulls/Marton communities, with progress being reported to the Assets/Infrastructure Committee.

Discussions are currently underway with the NZ Defence Force regarding the possibility of wastewater from NZDF Base Ohakea being dealt with as part of an upgraded Bulls/Marton wastewater land disposal arrangement.

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, which was considered by Council at its July meeting and approved.

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).

Tender proposals have been received and are currently being evaluated, with the award of the contract expected by the end of September.

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 were arranged in Taihape, Marton and Bulls at which a Work & Income representative was invited to attend (and did so).

The proposed upgrade programme was presented to the Assets/Infrastructure Committee's meeting in August. At its August meeting, the Policy/Planning Committee adopted a slightly amended community housing policy.

Consideration is currently being given to options/opportunities for the further development/enhancement of Council's community housing portfolio.

7. Bulls multi-purpose community centre

The detailed design has been finished and an application for a building consent has been submitted. The closing date for tenders was extended to 10 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. In July, the Whanganui Community Foundation 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 were 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.

Council *considered* the evaluation undertaken of the tenders at its meeting on 30 August 2018 *and identified a preferred contractor for subsequent negotiation by the Mayor and the Chief Executive. A formal update will be provided to Council's meeting on 11 October 2018, with the expectation that a construction contract will be confirmed at that time. There have also been discussions with the site owners to finalise the footprint of the development. An application for the required archaeological authority is with Heritage New Zealand and expected to be process by mid-October 2018.*

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 submitted a draft proposal for developing the concepts designs to support the next phase of this project, which will involve community engagement. This will be the basis of an application to the Provincial Growth Fund, linking the Civic Centre project to the Heritage Precinct proposal.

This project has featured in the recent media stories fronted by the Mayor on the likely impacts of the provisions of the Building (Earthquake-prone buildings) Amendment Act on rural towns like Marton. Following the meeting of Council representatives with Minister Salesa, a profile of Rangitikei's commercial building stock, including the likely extent of earthquake-prone buildings, has been provided to MBIE staff, who are evaluating the policy/regulatory impacts on rural/provincial communities of the recently enacted earthquake-prone building provisions of the Building Act. A response from the Minister/MBIE is expected in the next few months.

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.

That meeting was held on 3 August 2018 and the outcome considered by the Assets/Infrastructure Committee at its meeting on 10 August 2018. The proposed new amenities building project is on hold pending an estimate to renovate both the facilities under the Taihape grandstand as well as the grandstand itself. Colspec have been engaged to undertake this assessment. *An initial scoping assessment has been undertaken by Colspec, and a rough order cost for renovating/upgrading the grandstand is expected in early October.*

Clarification is being sought from Clubs Taihape on their proposed project for Memorial Park. *A meeting with representatives of Clubs Taihape is currently being arranged.*

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, September 2018' to the 27 September 2018 Council meeting be received.

Ross McNeil
Chief Executive

Attachment 7



Engagement Plan Kerbside Recycling / Rubbish Collection

Project description and background

Council is committed to waste minimisation. As part of this consultation occurred during the Long Term Plan process on whether a kerbside recycling or recycling and rubbish collection service should be implemented for urban areas throughout the District. There was significant confusion in the messages out in the community and (apart from Scotts Ferry), a low response rate.

Therefore, Council is undertaking a much more robust consultation process to gain an understanding of whether residents in the District's residential areas want Council to implement services for kerbside recycling and rubbish collection.

There is a communications plan to support this engagement process.

Engagement objectives

The purpose of the engagement is to obtain the views of the community that will be affected:

- Which option they prefer – recycling only, rubbish and recycling or status quo.

Timeframe and completion date

The period of community engagement will be approximately 4 weeks. This will be followed by analysis and reporting back to Council, subsequent amendment (if required) and a Council decision.

Key project stages	Completion date
Campaign approved by Council	27 September 2018
Media campaign	1 – 19 October 2018
Street tables/meetings	8 – 12 October 2018
Postcards delivered	Week starting 17 October 2018
Postcard return date	Friday 2 November 2018
Workshop	15 November 2018
Analysis of postcards circulated	23 November 2018

Key project stages	Completion date
Results considered by Council	29 November 2018
Feedback of decision to the public	December 2018

Communities to be engaged with

- The entire Rangitikei District community (urban residents)
- Marton
- Bulls
- Taihape
- Turakina
- Koitiata
- Scotts Ferry
- Ratana
- Hunterville
- Community Boards and Community Committees
- Te Roopu Ahi Kaa

Engagement tools and techniques to be used

Engagement Spectrum position desired: Discussion and involvement

Community group or stakeholder	How this group will be engaged	Timeframes
Rangitikei District community (urban residents)	Website Rangitikei Line Printed media Social media Radio 1 page info sheet to cafes/local business/local networks.	Start 1 October 2018
Marton	Street table – Elected members, community committee members, staff. Display in corner site	6 October 2018
Bulls	Street table - Elected members, community committee members, staff. Display in library	Wednesday 10 October 9.30am – 11am.

Taihape	Street table - Elected members, community board members, staff. Display in service centre	Friday 12 October 1pm – 3pm (TBC).
Turakina	Turakina Community Committee meeting.	4 October 2018
Koitiata	Meeting – engagement through Koitiata Residents Committee	TBC
Scotts Ferry	Local meeting – Mayor, elected members, staff (if needed).	TBC
Ratana	Ratana Community Board meeting.	9 October 2018
Hunternville	Hunternville Community Committee meeting.	15 October 2018
Community Committees and Community Boards	Agenda note/officer report - October meeting Presentation by Mayor&EM's / advertised as a chance to discuss the consultation.	October 2018
Te Roopu Ahi Kaa	Agenda note/ Officer report - October meeting.	9 October 2018

Resources needed to complete the engagement

- Staff time
- Adverts in the newspapers
- Printing costs
- Radio
- Postcard – creation, printing, delivery
- Accessories for consultation – e.g. t-shirts.
- Prize

Communication planning

Key messages

- Scotts Ferry - key message to explain while they provided comment during the LTP, the rest of the District did not and Council needs to have a mandate to implement such a significant new service.
- Council is committed to waste minimisation and increasing recycling is important.

- Council does not currently provide waste disposal services.
- Everyone's opinion is important.

Reputation risks

- Lack of understanding of issues.
- Decisions becoming controversial.

Basis of assessment and feedback to the communities involved

Following the close of receiving postcards back, staff will prepare an analysis of the communities' views. Council will consider this report and decide whether to implement a service.

Project team roles and responsibilities

Team member	Role and responsibilities
Michael Hodder	Project sponsor
Carol Downs	Project leader
Carol Downs	Engagement campaign
Policy Team	Assessment of responses

Attachment 8

Rangitikei District Council – Communications Strategy 2018 – 2020

Introduction

Rangitikei District Council affects the lives of thousands of people every day through our activities and services, and the way we communicate is central to this. Fundamentally, we want to help make the District thrive, and we know we need to work together, both within the Council and with our communities and stakeholders, if we are to make Rangitikei a better place.

We are committed to delivering quality, value for money services and want to be recognised as an open, engaging, positive and pro-active organisation. Good communication with our communities is essential if we are to live up to this goal.

We also consider it essential to engage in the most appropriate ways during times of emergency to reach people across our District.

This strategy provides focus for our communications activities over the next three years, and covers:

- The purpose of a communications strategy.
- What we aim to achieve through our communications.
- The principles we will follow in our communications.
- The key messages we want to deliver.
- The means by which we will communicate.
- The Action Plan and reporting on status of actions.
- How we measure the effectiveness of our communications.
- When and how this communications strategy will be reviewed.

Purpose

To ensure Council's communication and engagement activities are aligned with and support our goals, priorities and responsibilities.

Aims and Objectives

We listen to and understand what our communities/customers want and expect from us.

We involve and inform residents and other stakeholders about the work of Council, the services we provide and how they can influence decisions.

We promote, uphold and manage Council's identity as a community leader and provider of quality services.

We encourage an effective flow of information between staff and elected members, and other community representatives.

We have staff that are well-informed and engaged, who understand Council's goals and priorities and perform to a high standard.

Communication Principles

Communication is undertaken by Council through a variety of channels and formats. Irrespective of the nature of the communication approach, the following principles will guide all our communications:

1. Open, honest and accurate
2. Clear, simple, consistent, regular and timely
3. Accessible to, and visible in our communities
4. Relevant, innovative and legitimate
5. Cost effective

Key Messages

The essence of this communications strategy is best defined by the following key messages:

	Cost (Financially Responsible)	Accountable (Driven by Performance)	Appropriate (Good Practice)	Innovative (Future-Focused)	Accessible (Receptive)
Key Messages	<ul style="list-style-type: none"> - Affordability is fundamental, best value is essential - We spend the right amount of money on the right things - Appropriate debt is good business - We focus on increasing efficiency 	<ul style="list-style-type: none"> - Our performance tells the story - Our business plan is clear - We are responsible for our decisions - We are one part of Government - We work for our communities 	<ul style="list-style-type: none"> - Our decisions are for today and tomorrow - Our systems and processes are robust and easy to understand - We have an improvement focus 	<ul style="list-style-type: none"> - We want our community to thrive - We have a responsibility to foster success - We seek new ways and tools for doing things - We learn from others and our own experience and share these learnings 	<ul style="list-style-type: none"> - We collaborate and build relationships - We seek an informed conversation with our community - We listen and respond in a timely manner

Communication Approaches

The following table sets out the techniques and tools we will use to give effect to our communication aims and objectives. This is in addition to minimum statutory communication and consultation requirements, such as public notices in newspapers, which Council will continue to meet.

External Communications	Communication Tools									
<i>Audience</i>	<i>Council Website(s)¹</i>	<i>Meetings/ Briefings²</i>	<i>Rangitikei Line & Bulletin</i>	<i>Media Statements</i>	Shop window displays	<i>Targeted Newsletters</i>	<i>Community newspapers</i>	<i>Social Media³</i>	Street tables	<i>Radio/TV⁴</i>
<i>Residents</i>	✓	✓	✓		✓	✓	✓	✓	✓	Limit use to emergency comms only
<i>Ratepayers</i>	✓	✓	✓		✓	✓	✓	✓	✓	
<i>Businesses</i>	✓	✓	✓		✓		✓		✓	
<i>Community Groups</i>	✓	✓	✓				✓			
<i>General Public⁵</i>	✓	✓	✓		✓	✓	✓	✓	✓	
<i>Government Agencies</i>	✓	✓	✓							
<i>Media</i>	✓	✓	✓	✓			✓	✓		
<i>Community Boards & Committees</i>	✓	✓	✓				✓			

¹ Will contain information included as part of other tools e.g. Rangitikei Line Newsletter and Service Information

² Covers formal and informal meetings

³ Covers Facebook, Twitter

⁴ For mass messaging e.g. broadcasting emergency information

⁵ Includes workers, visitors and prospective residents/ratepayers

Internal Communications	Council Website(s)	Meetings/ Briefings	Intranet	CE Blog	Email	Media Releases
Council Members	✓	✓	✓		✓	✓
Staff	✓	✓	✓	✓	✓	✓

Action Plan

Category	Action	Status / Progress
Statutory Communications		
- Annual Plan	Consult in accordance with section 93A of the Local Government (LG) Act	
- Long Term Plan	Consult in accordance with section 93A of the LG Act	
- Bylaw Reviews	SCP, when applicable or Significance & Engagement Policy and Section 82 of LG Act. Council will approve an engagement plan	
- Policy creation / reviews	In accordance with Significance & Engagement Policy and Section 82 of LG Act. Council will approve an engagement plan	
- Public Consultation about changes to services	Publicised as appropriate	

Category	Action	Status / Progress
Proactive Communications		
- Rangitikei Line	Effectiveness and cost of this e-newsletter to be reviewed Investigate Mail Chimp and other digital options	
- Rangitikei Bulletin	Continue to publish the key outcomes from Council meetings in local papers	
- Explore other innovative channels and seek ideas from other councils	Consider using drones / Go Pro and other technology Publicise Council activities (events, planting days, etc) on	

	website and facebook.	
- Opportunities for communication students to assist in specific public campaigns	Approach local schools to see if they are keen to assist in specific areas of communication	
- Address 'areas of concern' raised through residents survey and feedback from social media	Areas of concern are considered and promoted as appropriate	
- Ensure the website is the primary source of information for customers, staff and residents	Information is correct and up-to-date Information is available on all Council's services Explore what other Councils are doing in the comms area	
- Social Media	Facebook, Twitter is used as appropriate Explore online polling for specific projects i.e. how the public like being communicated with/other requirements or preferences Use video interviews whenever possible to engage audience	

Category	Action	Status / Progress
Project and Event Communications		
- Infrastructure projects	One-page comms plans are put in place for key projects, or projects where the public is affected to ensure regular comms to directly affected parties and councillors. This information is then used to update website and made available via social media and on public notice boards	
- Council projects - Bulls Community Centre - Marton Civic Centre - Taihape Memorial Park -	As per the Comms Plan for each project.	
- Public campaign on rubbish and recycling options	As per the Comms Plan	
- Promote Council funded and community	Widely share information, on all available channels, to	

events	promote and raise awareness	
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Category	Action	Status / Progress
Emergency Response		

Key Measures

The effectiveness of our communications is measured as part of our annual Residents Survey. Since 2014 this survey has included questions to residents about the level of satisfaction of Council's communications. Where areas of concern are highlighted these will be addressed and monitored for improvement in the next year's survey results.

Reporting

Actions in this strategy will be reported monthly to Council, through the Policy and Planning Committee.

Review

The 2018 resident's survey results will also inform reviews/updates of our Comms activities. In line with the Council election cycle, this Strategy will be reviewed every three years. The key messages, approaches and action plan will be updated as appropriate.

Attachment 9



Engagement Plan

Liquor Control in a Public Place Bylaw 2018

Project description and background

Council is able to have a bylaw to control the consumption of alcohol in public places. New regulations came into effect in 2013 which require Council to review its bylaw by 18 December 2018. These regulations provide stricter requirements for councils to consider when reviewing its bylaw.

Council's bylaw has liquor restrictions in CBD and Parks in Ratana, Bulls, Marton, Hunterville and Taihape. These are the areas which are most likely to experience alcohol related crime. The existing bylaw is proposed to continue with only minor amendment.

Engagement objectives

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

- Whether the restrictions proposed are supported.
- Whether the community thinks there needs to be any amendments.

Timeframe and completion date

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

Key project stages	Completion date
Draft bylaw recommended to Council by the Policy/Planning Committee	13 September 2018
Draft bylaw approved by Council for community engagement	27 September 2018
Community engagement (written submissions)	29 September 2018 – 31 October 2018
Community engagement (oral submissions)	8 November 2018 (Policy/Planning Committee meeting)
Analysis of written and oral submissions circulated	23 November 2018
Oral and written submissions considered by Council, final amendments made, bylaw adopted.	28 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
Community Committees and Community Boards	Officer report
Te Roopu Ahi Kaa	Officer report
Interested parties <ul style="list-style-type: none">• NZ Police• Ratana Communal Board• Medical Officer of Health• Community Patrol – Marton and Bulls• Neighbourhood support - Taihape	Letter

Resources needed to complete the engagement

- Staff time
- Adverts in the newspapers
- Printing costs

Communication planning

Key messages

- There are potential issues related to the consumption of alcohol in public places throughout the Rangitikei District which can be effectively addressed through the use of a bylaw.

Reputation risks

- That the community does not think their submission will make a difference.
- Decisions becoming controversial.

Basis of assessment and feedback to the communities involved

Following the close of written submissions and the completion of oral hearings, staff will prepare an analysis of the communities' views. Council will consider this report and decide whether any changes should be made to the bylaw.

Every submitter will receive a response notifying them of Council's decision.

Project team roles and responsibilities

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



SUMMARY OF INFORMATION

Liquor Control in a Public Place Bylaw 2018

Reason for the proposal

Council is able to have a bylaw which controls the consumption of liquor in public places. A bylaw may regulate, or control the consumption, transport or possession of alcohol in public places.

Council's current bylaw has been in place since 2010. Discussion with key stakeholders has indicated this bylaw is working well and should continue. *Council has not proposed any changes from the previous bylaw.*

Key aspects of the proposal

Permanent liquor control areas

The bylaw includes liquor control areas for the following locations:

- Bulls – CBD and Bulls Domain and Haylock Park
- Marton – CBD and Marton Park and Centennial Park
- Taihape – CBD and Memorial Park and Robin Street park
- Hunterville – CBD and Queens Park

People are not able to either consume, bring into or possess alcohol in a liquor control area, or consume, bring into or possess alcohol in a vehicle in a liquor control area.

The liquor control areas do not apply to places where a liquor licence has been issued or for the transport of unopened alcohol between premises that adjoin a public place.

A waiver can be issued by the Chief Executive for an organised event

Temporary liquor control areas

In addition to the permanent liquor control areas, Council may also put in place temporary liquor control areas for specified periods of time is considered necessary to regulate liquor within an area.

Submissions

Written submissions from the community are open until **31 October 2018**.

Parties who make a written submission may also make an oral submission. Oral submissions are scheduled for *8 November 2018* at the Council Chambers in Marton. You need to indicate on your submission form if you wish to speak to your submission.

Further information

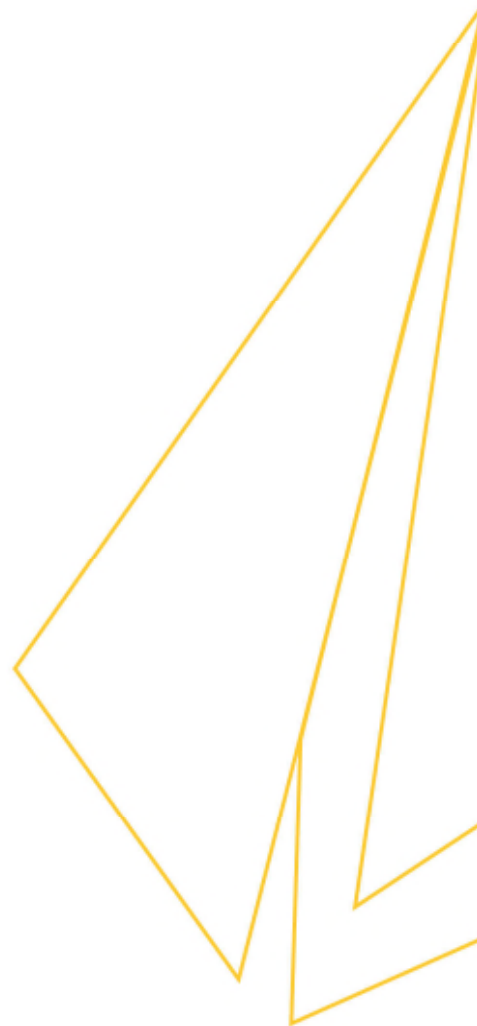
Further information, including the proposed bylaw and a submission form, is available at the following places:



RANGITIKEI
DISTRICT COUNCIL

- Council's website www.rangitikei.govt.nz
- Council's libraries in Marton, Bulls and Taihape
- Council's Main Office in Marton
- By calling 0800 422 522

If you have any questions please contact Katrina Gray, Senior Policy Analyst/Planner.



Submission Form

Liquor Control in a Public Place Bylaw 2018



RANGITIKEI
DISTRICT COUNCIL

**Submissions close at 4pm
on Wednesday 31 October 2018**

Return this form, or send your written submission to:

Liquor Control in a Public Place Bylaw
consultation
Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Oral submissions

Oral submissions will be held at the Marton
Council Chambers on
Thursday 8 November 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*) ☐

[illegible]

LIQUOR CONTROL IN A PUBLIC PLACE BYLAW 2018

Date of adoption by Council	
Resolution Number	
Date by which review must be completed	

1 SCOPE

- 1.1 This Bylaw is made under the authority of Section 147 of the Local Government Act 2002. The purpose of the Bylaw is to enhance public safety and to minimise potential for offensive alcohol-related behaviour in public places, by providing for liquor control in specified public places.

2 COMMENCEMENT

- 2.1 This Bylaw comes into force on [insert date].

3 DEFINITIONS AND INTERPRETATION

In this Bylaw unless the context otherwise requires:

THIS BYLAW means the Rangitikei District Council Liquor Control in a Public Place Bylaw.

COUNCIL means the Rangitikei District Council.

OFFENCE means an offence against a bylaw and shall include the omission, failure, or neglect to comply with any part of a bylaw.

PUBLIC PLACE means:

- a) any place that is –
 - i. under the control of the Council; and
 - ii. open to, or being used by, the public, whether or not there is a charge for admission; and
- b) includes –

- i. a road, whether or not the road is under the control of the Council; and
 - ii. any part of a public place; but
- c) does not include –
 - i. any part of a place for which a liquor license has been issued in accordance with the Sale of Alcohol Act 2012, and
 - ii. “cafe style” outdoor seating located on public footpaths where patrons are using the area for the purposes of dining at a licensed premise up to 12.00 midnight. After that time, this Bylaw will again take effect and the acts prohibited in public place by this Bylaw will again be prohibited.

VEHICLE means:

- a) a contrivance equipped with wheels, tracks, or revolving runners on which it moves or is moved; and
- b) includes:
 - i. a hovercraft, a skateboard, in-line skates, and roller skates; but
- c) Does not include—
 - i. a perambulator or pushchair:
 - ii. a shopping or sporting trundler not propelled by mechanical power:
 - iii. a wheelbarrow or hand-trolley:
 - iv. a child's toy, including a tricycle and a bicycle, provided, in either case, no road wheel (including a tyre) has a diameter exceeding 355 mm:
 - v. a pedestrian-controlled lawnmower:
 - vi. a pedestrian-controlled agricultural machine not propelled by mechanical power:
 - vii. an article of furniture:
 - viii. an invalid wheel-chair not propelled by mechanical power:
 - ix. any other contrivance in accordance with the provisions of the rules as provided for in the Land Transport Act 1998.

4 LIQUOR CONTROL

- 4.1 The following acts are prohibited at all times in all public places identified as being liquor control areas in Schedules 1A to 1C, 2A and 2B:
 - a) to consume, bring into or possess liquor in a liquor control area;
 - b) to consume, bring into or possess liquor in a vehicle in a liquor control area.
- 4.2 For the purposes of clarity, this Bylaw does not prohibit the activities described in section 147 (3) of the Local Government Act 2002, nor does it prohibit the consumption or possession of liquor in a place for which a liquor license has been issued under the Sale and Supply of Alcohol Act 2012, nor does it prohibit, in the case of liquor in an unopened bottle or other unopened container, the transport of that liquor between

premises that adjoin a public place provided the liquor is promptly removed from the public place.

- 4.3 Council may, through authorisation by the Chief Executive, grant a waiver or suspension of the Bylaw in respect of an organised event during a specific time period at a specific location where necessary to enable better enjoyment of the event by members of the public.
- 4.4 Every person who desires a waiver or suspension of the Bylaw to be considered by Council shall make an application in writing using the form prescribed by the Council, clearly identifying the public area, time period and reason for the application.
- 4.5 Where a waiver or suspension of the Bylaw has been granted for an organised event, a minimum of 14 days public notice must be given prior to the event, specifying the area, and the period of time the for which the dispensation applies. The applicant will be required to cover the costs of processing the application and any signage relating to dispensation for the organised event.

5 LIQUOR CONTROL AREAS

- 5.1 The liquor control areas are shown in Schedules 1A to 1C, 2A and 2B, attached to this Bylaw. Any roads that form a boundary are included in the liquor control areas.

6 TEMPORARY LIQUOR CONTROL AREAS

- 6.1 Temporary Liquor Control areas may be put in place by the Council as specified public areas for particular periods of time, to a maximum of 14 consecutive days in a 12 month period for any single temporary liquor control area.
- 6.2 Where an application for a temporary liquor control area is granted, a minimum of 14 days public notice must be given specifying these areas, and the period of time the for which the control applies. In the case of an application from the public, the applicant will cover the cost of signage and erection of the signage for the temporary control area.
- 6.3 Every person who desires a temporary liquor control area to be put in place by the Council, shall make an application in writing using the form prescribed by the Council, clearly identifying the public area, time period and reason for the application.
- 6.4 The Chief Executive will consider all applications from the public where the request does not exceed a time period of 24 hours, and will exercise their discretion in the approval of such applications in consultation with the Police.
- 6.5 The Council will consider applications from the public for a temporary liquor control area in all other cases, and will approve temporary liquor control areas if the Council is satisfied that a temporary liquor control area is necessary, and is an appropriate means of regulation of liquor within the area.

7 PENALTY FOR BREACH OF BYLAW

- 7.1 Any person who acts in breach of this Bylaw commits an offence and is liable on summary conviction to a fine of up to \$20,000.

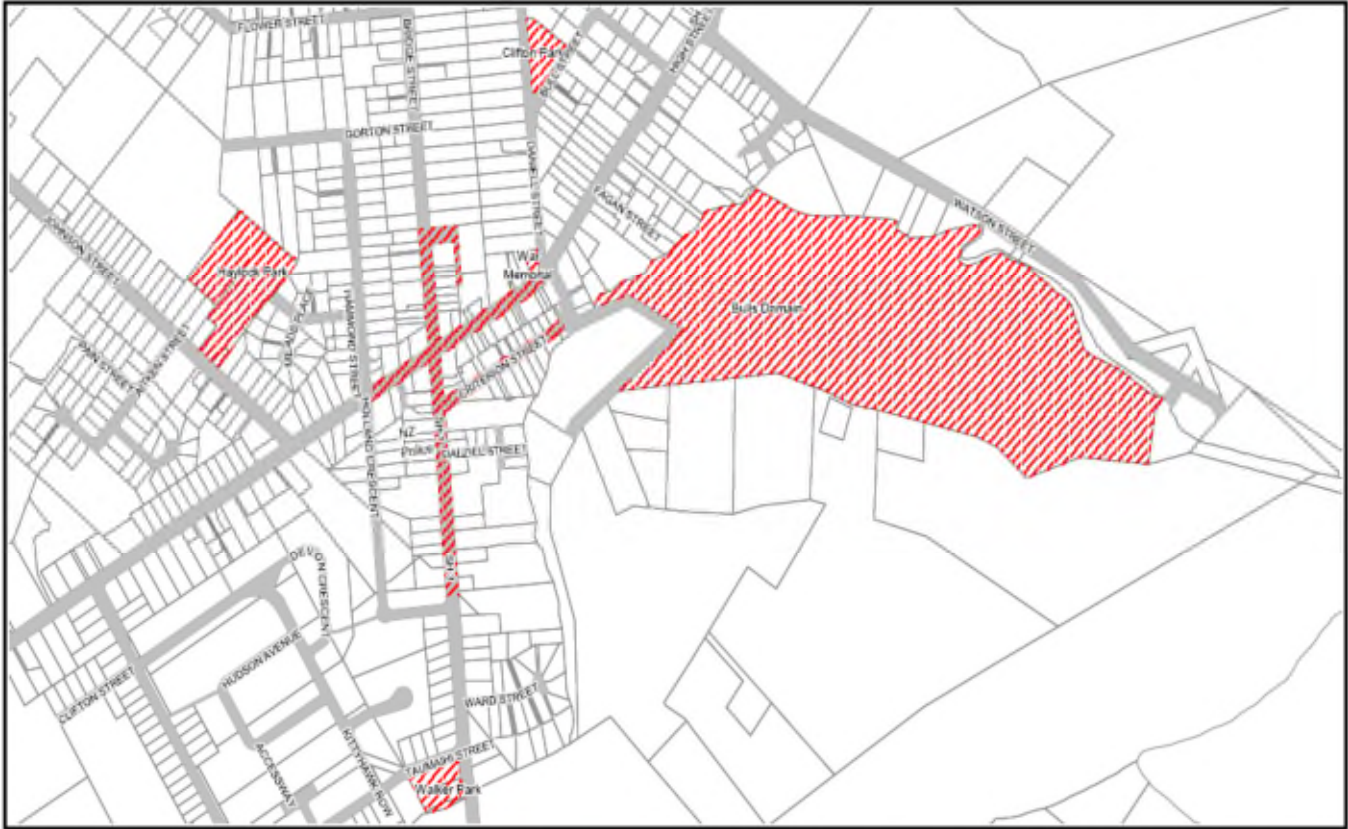
8 ENFORCEMENT OF BYLAW AND POLICE POWERS

- 8.1 The Police will enforce this Bylaw under the powers of arrest, search and seizure found in sections 169 and 170 of the Local Government Act 2002.
- 8.2 No warrant is required for the police to conduct a search to ascertain whether liquor is present in a container or vehicle that is in or entering the public area. However, prior to exercising the power of search, a person must be informed that they have the opportunity to promptly remove the container or vehicle from the specified public area, and be given a reasonable opportunity to do so.
- 8.3 In circumstances where a person so informed has removed liquor from a public area, and subsequently returns with liquor to that public area within a period when it could reasonably be deemed that the person has been informed prior to search, the police shall not be required to provide the person with a further opportunity to remove that liquor from the specified public area prior to search.

9 DATE BYLAW MADE

- 9.1 This Bylaw was adopted by the Rangitikei District Council on [INSERT DATE].

SCHEDULE 1A BULLS



All prohibited areas are shown as shaded in red on map.

Liquor control areas:

Bridge St from Holland St to 160 Bridge St
 Criterion St from Bridge St to Domain Rd
 High St from Hammond St to Daniell St
 Bulls Domain
 Haylock Park
 Walker Park
 Clifton Park

SCHEDULE 1B

MARTON



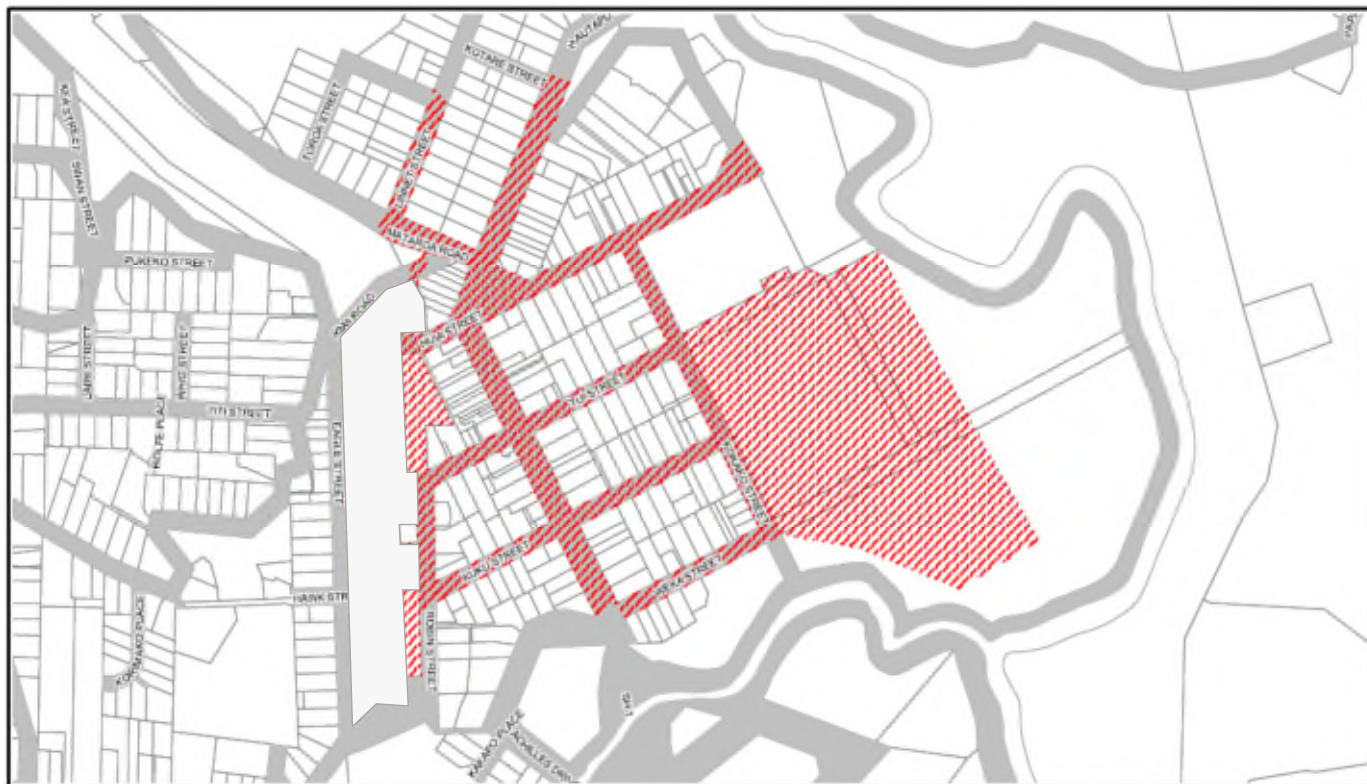
All prohibited areas are shown as shaded in red on map.

Liquor control areas:

Broadway from Signal Street to Morris Street.
Follett St from Stewart Street to Broadway.
Hammond St from Broadway to Hair St
Stewart St from High St to Morris St
Centennial Park
Marton Park

SCHEDULE 1C

TAIHAPE



All prohibited areas are shown as shaded in red on map.

Liquor control area:

Hautapu Street from Weka St to the intersection of Hautapu St and Mataroa Rd

Mataroa Rd from the intersection of Hautapu St and Mataroa Rd to Linnet St

Kuku Stt from Robin Street to Kokako Street.

Tui Street from Robin Street to Kokako Street.

Huia St (including the Service Lane) from the area known as the "Outback" to Kokako Street.

The area known as "The Outback" and the area bordered by:

Robin St, the service lane accessed from Huia St and Kiwirail land.

The area known as the Robin Street Dog Exercise area bordered by: Robin Street and Kiwirail land

Linnet St from Mataroa Rd to Kotare St

Hautapu St from Mataroa Rd to Kotare St

Robin St from Tui St to Kuku St

Kokako Street from Huia Street to Weka Street

Taihape Memorial Park, including the parking area and shearing pavilion

SCHEDULE 2A HUNTERVILLE



All prohibited areas are shown as shaded in red on map.

Liquor control area:

Milne Street from the Reserve on Pourewa Road to the end of the Commercial Zone on Milne Street.

Bruce Street from Paraekaretu Street to the intersection of Milne Street, Pourewa Road, Bruce Street, and High Street.

High Street from the intersection of Milne Street, Pourewa Road, Bruce Street, and High Street to Main Street (including any railways)

The reserve area on Pourewa Rd

SCHEDULE 2B

RATANA



All prohibited areas are shown as shaded in red on map.

Liquor control area:

Ratana Rd from State Highway 3 to Rangitahi Rd

The entire length of the following Roads and Streets:

- Rangitahi Rd
- Seamer St
- Taihauauru St
- Waipounamu St
- Ihipera-Koria St
- Tamariki Lane
- Kiatere St
- Taitokerau St
- Wharekauri St

The Park Reserves fronting Rangitahi, Seamer, Waipounamu and Taihauauru Streets

Ratana Temepara Grounds

Attachment 10



Engagement Plan

INCENTIVISING RESIDENTIAL DEVELOPMENT

Project description and background

Council is committed to incentivising residential development so that more houses were available in the District. This will provide benefits to the community by increasing the number of people using local services and to Council by providing a greater rating base.

Cheaper land than in neighbouring districts offers a competitive advantage.

The proposed option is a rates remission for:

- New dwellings, either constructed or relocated into the District (\$5,000).
- New residential lots created via subdivision (minimum of three lots). The rates on the parent property will be charged for three years following the issue of the new titles until sold.

Engagement objectives

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

- Whether they agree/disagree with the proposal.

Timeframe and completion date

The consultation will occur in conjunction with the review of the Animal Control Bylaw (following engagement on kerbside rubbish and recycling).

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

Key project stages	Completion date
Draft policy recommended to Council by the Policy/Planning Committee	13 September 2018
Draft policy approved by Council for community engagement	27 September 2018
Engagement dates set by Policy/Planning Committee	TBC
Community engagement (written submissions)	TBC
Community engagement (oral submissions)	TBC

Key project stages	Completion date
Analysis of written and oral submissions circulated	TBC
Oral and written submissions considered by Council, final amendments made, policy adopted.	TBC
Policy published	TBC

Communities to be engaged with

- The entire Rangitikei District community
- Community Boards and Community Committees
- Te Roopu Ahi Kaa
- Real estate agents, property developers.

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
Community Committees and Community Boards	Officer report
Te Roopu Ahi Kaa	Officer report
Real estate agents, property developers.	Public meetings in Marton, Bulls and Taihape, with specific invites sent to local real estate agents and property developers.

Resources needed to complete the engagement

- Staff time
- Adverts in the newspapers
- Printing costs

Communication planning

Key messages

- Council is committed to incentivising residential development in the Rangitikei District.

- Increasing residential development will provide benefits for the Rangitikei District.

Reputation risks

- The community cannot see the benefit of the policy.
- That the community does not think their submission will make a difference.
- Decisions becoming controversial.

Basis of assessment and feedback to the communities involved

Following the close of written submissions and the completion of oral hearings, staff will prepare an analysis of the communities' views. Council will consider this report and decide whether any changes should be made to the policy.

Every submitter will receive a response notifying them of Council's decision.

Project team roles and responsibilities

Team member	Role and responsibilities
Michael Hodder	Project sponsor
TBC	Project leader



SUMMARY OF INFORMATION

Incentivising Residential Development

Reason for the proposal

Council is committed to incentivising residential development so that more houses are available in the District. Currently, there is high demand for residential housing in particular in Marton and Bulls and a lack of supply.

Cheaper land than in neighbouring districts and no requirement for development contributions offers a competitive advantage.

Key aspects of the proposal

Two rates remissions are proposed to encourage residential development throughout the District:

- New dwellings, either constructed or relocated into the District (\$5,000 one-off remission).
- New residential lots created via subdivision (minimum of three lots). The rates on the parent property will be charged for up to three years following the issue of the resource consent; obtaining separate titles will not affect this remission.

Submissions

Written submissions from the community are open until **[insert date and time]**.

Parties who make a written submission may also make an oral submission. Oral submissions are scheduled for **[insert date and time]** at the Council Chambers in Marton. You need to indicate on your submission form if you wish to speak to your submission.

Further information

Further information, including the proposal and a submission form, is available at the following places:

- Council's website www.rangitikei.govt.nz
- Council's libraries in Marton, Bulls and Taihape
- Council's Main Office in Marton
- By calling 0800 422 522

If you have any questions please contact Michael Hodder, Community and Regulatory Services Group Manager.

Submission Form

Incentivising Residential Development



RANGITIKEI
DISTRICT COUNCIL

**Submissions close at 12 noon
on [Select date](#)**

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

Incentivising Residential Development
Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Oral submissions

Oral submissions will be held at the Marton
Council Chambers on [Select date](#)

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*) ☐

Name	
Organisation (if applicable)	
Postal Address	
Phone	
Email	
Do you agree/disagree with the proposed rates remission for new or relocated dwellings?	
<input type="radio"/> Agree <input type="radio"/> Disagree	
Comments	
Do you agree/disagree with the proposed rates remission for residential subdivision?	
<input type="radio"/> Agree <input type="radio"/> Disagree	
Comments	
<i>Attach additional information or pages if necessary</i>	
Signed	
Date	

Incentivising residential development in the Rangitikei

Objective

To increase the amount of housing stock in the Rangitikei.

Conditions and criteria

Rates remission on new or relocated dwellings

1. Council may grant a rates remission on a new residential building constructed anywhere in the Rangitikei District or a relocated dwelling if brought from outside the District and so certified by the agency undertaking the relocation
2. The remission will be for a total of \$5,000 (GST inclusive), and available after the Council has issued a building code compliance certificate for the dwelling. The remission will end once \$5,000 of rates has been remitted. The remission applies to the property and is transferable to a subsequent owner.
3. If more than one qualifying new or relocated dwelling is constructed on a single rating unit, the remission is increased proportionate to the number of dwellings.
4. The remission is not available if the otherwise qualifying new or relocated dwelling is replacing an existing dwelling. However, Council will consider an application to waive internal building consent costs for such a dwelling.
5. The remission is not available retrospectively for otherwise qualifying new or relocated dwellings which have been completed before the commencement date of this policy.
6. Rates remissions date from the start of a financial year.

Rates remission on subdivisions for residential purposes

1. If a subdivision for residential purposes receives resource consent approval *after* the commencement date of this policy, Council will continue to charge the subdivided property the rates last charged before subdivision for up to three years. When sections are sold, the rates will be reduced proportionately on the area not yet sold.
2. Where a subdivision for residential purposes received resource consent approval *before* the commencement date of this policy, Council will continue to charge the subdivided property the most recent rates charged for up to three years. When sections are sold, the rates will be reduced proportionately on the area not yet sold.
3. Any section sold from a subdivision for residential purposes during the three year period when a remission is being granted over the whole site, will be rated for one year at the pre-subdivision rate (proportionately to the total area of the approved subdivision). Full rates will apply after that year.
4. A qualifying subdivision for residential purposes must have a minimum of three sections.
5. A qualifying subdivision for residential purposes may be anywhere in the District.
6. Rates remissions date from the start of a financial year.

Attachment 11

Rangitikei District Council Report pursuant to Section 10A of the Dog Control Act 1996

for the period 1 July 2017 – 30 June 2018

PART 1 – Dog Control Policy and Practices

1. Dog Control in the District

- Number of dog owners in District – 2229
- Number of registered dogs in District – 4886 comprising, 2469 working dogs, 2103 Good Dog Owners and 314 non working dogs.
- The Council employs five Animal Control Officers and one Senior Animal Control Officer.
- A shared service agreement for animal control has continued with the Manawatu District Council. Two Animal Control Officers are based in the Rangitikei, and two in the Manawatu and one is a permanent floater. Throughout the month a weekly roster provides an Animal Control Officer for afterhour on call cover for both Districts with regards to animal control complaints. The Senior Animal Control Officer supervises activities in both districts.
- Animal Control Officers respond to priority one calls after hours. Priority one calls include dog attacks, secured dogs and stock on roads.

The number of infringements has decreased compared to last year. This is primarily from owners complying sooner to avoid being issued an infringement. We also took a more active role in following up unregistered dogs and visiting these properties.

The number (and proportion) of infringements sent to Court for also decreased considerably, Court action is permitted once the infringement fine is 56 days overdue.

Wandering dogs relate to nearly 30% percent of all requests for service (this is a increase of 6% from last year. While some wandering dogs are identified during patrols, we are largely dependent on people reporting them, although extra patrols are regulary undertaken. It is vital that those who report an incident have confidence to speak up and know that they will be listened to and appropriate action taken.

2. Dog Control Enforcement Practices

- Animal Control Officers responded to 1097 service requests/complaints during the reporting period in response to the following:
 - 69 attacks (human and animal – includes rushing)
 - 146 barking

- 354 wandering/stray
- 63 Animal Welfare/Property Investigation
- 114 Found
- 160 Lost
- 191 Other (e.g. microchipping, Good Dog Owner status/Bylaw/General
- 78 infringement notices were issued.

3. Dogs Prohibited, Leash Only and Exercise Areas

The problem of dogs in public places or otherwise prohibited areas is not one that is common within this District. When dogs are reported as wandering unaccompanied within such areas, the Animal Control Officers respond promptly.

4. Dog Control Registration and Other Fees

- Non working dogs registration increased from \$122 to \$127
- Non working neutered/spayed increased from \$82 to \$86.
- Good Dog Owner non neutered/spayed increased from \$57 to \$60.
- Working Dogs increased from \$40 to \$42.

The dog registration fees reflect the respective levels of service required by each category of dog owner. The good dog owner system aims to provide an incentive within the registration fee structure that promotes responsible dog ownership. The fee structure will reward dog owners who:

- adequately fence their section,
- de-sex their dog,
- have a good record of dog ownership,
- register their dog on time, and
- care for their dogs properly, i.e. provide them with a secure yard and a kennel that is weatherproof, of sufficient size, clean and sanitary.

Council's approach to dogs that remained unregistered after the usual warnings and penalties etc. is for the Animal Control Officers to visit all known properties previously recorded as housing a registered dog. Checks are made to ascertain whether a dog was still housed at that property. If such a visit verifies that a dog is still owned, infringements are sent to owners, and in some cases, dogs have been impounded.

5. Dog Education and Dog Obedience courses

The Council contracts an instructor to deliver its quality dog education programme targeted at schools within the Rangitikei District. Positive feedback has been received from schools in response to the education programme to date. The service provider uses her own dogs to enforce the message during her presentations.

6. Disqualified and Probationary Dog Owners

No owners were classified as disqualified or probationary during the year.

7. Menacing and Dangerous Dogs

- The Rangitikei District Council received funding from DIA as part of the central governments initiative to reduce dog attacks by assisting in the de-sexing of new dogs to the Local Government Dog Register belonging to the breeds or type listed in the 4th Schedule of the Dog Control Act 1996. This resulted in 40 dogs being brought on to the register and being classified as menacing by breed/type. The programme ended on 31 July 2017. Funds remaining from the programme are available for Animal Control to assist future dog owners to desex their dogs that meet the criteria.
- The Council has not had any issues with owners of menacing dogs not complying with the requirements relating to their classification.
- There are 3 dogs classified as dangerous in the District.

PART 2 – Statistical Information		
Category	As at 30 June 2017	As at 30 June 2018
1) Total Registered Dogs	4895	4886
2) Total Probationary Owners	Nil	Nil
3) Total Disqualified Owners	Nil	Nil
4) Total Dangerous Dogs	3	3
Dangerous by Owner Conviction Under s31(1)(a)	Nil	Nil
Dangerous by Sworn Evidence s31(1)(b)	1	1
Dangerous by Owner Admittance in Writing s31(1)(c)	2	2
5) Total Menacing Dogs	70	73
Menacing under s33A(1)(b)(i) – i.e. by behavior	8	14
Menacing under s33A(1)(b)(ii) by Breed Characteristics	19	15
Menacing under s33C(1) by Schedule 4 Breed	43	44
6) Total Infringement Notices	162	78
7) Total Complaints Received	1117	1097
8) Total Prosecutions Taken	Nil	Nil
9) Infringements Sent to Court	95	15

Attachment 12



Rangitikei District Council

Audit and Risk Committee Meeting

Minutes – Thursday 30 August 2018 – 9:00 am

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4	Members' conflict of interest	3
5	Confirmation of order of business	3
6	Confirmation of minutes	3
7	Chair's report	3
8	Questions put at previous meeting for advice or action.....	4
9	Review of terms of reference and objectives for the committee.....	4
10	Draft Annual Report for 2017/18.....	5
11	Update on the Government's review of the 3 waters infrastructure	5
12	Informing members about material matters between meetings	5
13	Management report from Audit New Zealand on the 2018-28 Long Term Plan	5
14	Work Programme Matrix – Progress update	6
15	Internal Audit programme – status report	6
16	Late items.....	6
17	Future items for the agenda	6
18	Next meeting.....	6
19	Meeting closed.....	7

The quorum for the Audit and Risk Committee is 3.

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: Mr Craig O'Connell (Chair)
His Worship the Mayor, Andy Watson
Cr Nigel Belsham
Cr Angus Gordon
Cr Dean McManaway

Also Present: Cr David Wilson

In attendance: Mr Ross McNeil, Chief Executive
Mr Michael Hodder, Community & Regulatory Services Group Manager
Ms Debbie Perera, Audit Director
Ms Nardia Gower, Governance Administrator
Ms Selena Anderson, Governance Administrator
Mr David Kelly, Cotton Kelly
Mr Michael Smit, Cotton Kelly

Tabled Documents Nil

1 Welcome

The meeting started at 9.04am. The Chair welcomed everyone to the meeting including Debbie Perera, Michael Smit and David Kelly.

2 Council prayer

The Chair read the Council prayer.

3 Apologies

That the apology for the late arrival of Cr McManaway was received.

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 were no declared conflicts of interest.

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,

37 Kensington Rd, Marton

be dealt with as a late item at this meeting.

There was no scheduled change to the order of business.

6 Confirmation of minutes

Resolved minute number

18/ARK/013

File Ref

3-CT-17-2

That the Minutes of the Audit/Risk Committee meeting held on 11 June 2018 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / His Worship the Mayor. Carried

7 Chair's report

The Chair did not provide a report.

8 Questions put at previous meeting for advice or action

Addressed in items 9, 11 and 12.

9 Review of terms of reference and objectives for the Committee

The Chair led the Committee's discussion.

Cr McManaway arrived at 9.13am. The Chair checked that Cr McManaway had no conflicts of interest to declare

The following points were raised:

- The Committee's role is to ensure the process and monitoring of the framework that supports and service/project delivery is sound and mitigates risk. This includes information received by Council for projects, and what learnings are gained during and post service and project delivery.
- The Committee's role is to ensure the process and system of deciding to outsource or insource work is sound and the decision appropriate.
- Other Council committees should consider the Audit/Risk Committee as an avenue to provide a level of scrutiny should Council have concerns over a project or service.
- Council management should consider the Audit Risk Committee as an avenue to act as a sounding board on technical issues or as a support for potential disagreements between external audit and council that have escalated to a governing body level either prior or post an Audit Report.

The following amendments to draft were noted:

- | | |
|--------|--|
| Item 2 | Appetite for Risk (words from page 28 – LGNZ, <i>Audit and risk management</i> , page 2: 'Areas of focus...') |
| Item 5 | Oversight of Shared Services – revised wording to be drafted by the Chief Executive from a risk perspective, likewise business cases |
| Item 6 | The Committee to act as a sounding board for relevant issues that arise between management and External Audit. |

Resolved minute number

18/ARK/014

File Ref

3-OR-3-4

That the memorandum 'Review of the terms of reference for the Audit/Risk Committee' be received.

and

That the Audit/Risk Committee recommends to Council that it adopts the 'Audit Risk Committee terms of reference', as amended.

Cr Belsham / Cr McManaway. Carried

Cr Wilson arrived at 9.45am

10 Draft Annual Report for 2017/18

The Committee noted the commentary in the agenda.

11 Update on the Government's review of the 3 waters infrastructure

Mr McNeil gave a verbal update with the following key points:

Central Government has been clear about their desire to review the Three Waters. This has been driven in part by the Havelock North drinking water incident. Central government are considering whether the country will be divided on to a five entity framework or by regional council boundaries. The first report is due before Cabinet in October 2018, following which will be the establishment of a regulatory agency and detail on the new frame work.

Resolved minute number	18/ARK/015	File Ref	3-OR-3
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That the verbal update on the Government's review of the 3 waters infrastructure is received.

Cr Gordon / Chair. Carried

12 Informing members about material matters between meetings

The Chair noted that he will ensure raised issues and conversation occurring between meetings will be shared with committee members.

13 Management report from Audit New Zealand on the 2018-28 Long Term Plan

Ms Perera spoke to the report noting that the Audit NZ issued an unmodified audit opinion. This meant the LTP meets the statutory purpose and provides a reasonable basis for long-term integrated decision-making and co-ordination of the Council's resources and accountability of the Council to the community.

The misstatements were not derived from a system or process point of view and were explained by Ms Perera not material to adjust but are obliged to be reported.

Resolved minute number	18/ARK/016	File Ref	1-LTP-4-1
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That the Management report from Audit New Zealand on the 2018-28 Long Term Plan be received.

HWTM / MM. Carried

14 Work Programme Matrix – Progress update

Mr Hodder took the matrix as read. It was noted that Central Government has currently halted the Risk Agency, who would have been helpful in guiding the committee.

The committee discussed the risks associated with natural disasters and council continue to work alongside the regional council on gaining information on liquefaction prone areas of the district. It was noted that the insurance underwriter at Lloyd's states information in New Zealand is second to none.

Resolved minute number	18/ARK/017	File Ref	3-CT-17-5
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That the Audit/Risk Committee's work programme matrix (outlining progress to 20 August 2018) report be received.

MM / NB. Carried

15 Internal Audit programme – status report

David Kelly and Michael Smit (from Cotton Kelly) were in attendance and explained their current process of identifying key projects and getting synergy between councils, preparing a matrix for three member councils. They listed the top 6 elements as:

- 1 Procurement procedure
- 2 Cyber Security
- 3 Cash handling
- 4 Payroll process control
- 5 Conflicts of interest
- 6 Fraud

16 Late items

The Committee discussed the matter of 37 Kensington Road, Marton in the upcoming Council meeting later that day.

17 Future items for the agenda

Update from Cotton Kelly on internal audit matrix.

Revised Term of reference

18 Next meeting

To be determined.

19 Meeting closed

10.32am

Confirmed/Chair: _____

Date:

Unconfirmed

Appendix 1

	Audit/Risk Committee
Chair	Craig O'Connell (Independent Member)
Purpose	To ensure probity in the management of Council's operations and its assets and a close regard for minimising risk
Outcomes <i>The Council and the community are confident that.....</i>	<ul style="list-style-type: none"> the Council's financial operations and the delivery of Council services – <ul style="list-style-type: none"> (i) comply with all relevant legislation, regulations and standards; and (ii) comply with Council's own policy. the relationship with Council's auditors and other external agencies undertaking monitoring of Council's performance is meaningful and open the risks to Council's effective management and its reputation are well understood and addressed.
Terms of reference	<ol style="list-style-type: none"> Review of financial and non-financial reporting, including <ul style="list-style-type: none"> quarterly internal reports; appropriateness of accounting policies ; financial and infrastructure strategies ; oversight of periodic valuation of Council's assets; and oversight of treasury function. Risk management and system of internal controls, including <ul style="list-style-type: none"> setting the Council's appetite for risk; understanding the key risk areas including likelihood and consequences; evaluating the effectiveness of internal controls; and assessing fraud risk and procurement risk; reviewing how risk has been considered in <ul style="list-style-type: none"> the processes used to determine whether or not to enter into, continue or withdraw from shared services with one or more councils¹ and the Council's business case methodology and the instances where it is applied reviewing assurance reports from management on regulatory compliance, business resilience and other contentious matters including (for example); <ul style="list-style-type: none"> periodic audits conducted by the New Zealand Transport Agency; assessment reports on Council's role as a Building Consent Authority; reporting to external agencies required by statutory instruments²;

¹ This process *may* include reviews under section 17A of the Local Government Act 2002.

² For example, reporting to the Ministry for the Environment under the National Monitoring System or to Archives New Zealand under the Public Records Act.

	<ul style="list-style-type: none">• undertakings made in response to the exercise of any Ministerial assistance or intervention³;• project management;• joint venture proposals;• hazard management; and• corporate policies addressing unethical, questionable or illegal activities. <p>3. External audit, including</p> <ul style="list-style-type: none">• understanding the scope of agreements made with Council;• reviewing of management reports provided by Council's auditors;• reviewing progress with Audit recommendations; and• being a sounding board for issue arising between Council management and external auditors. <p>4. Internal audit, including</p> <ul style="list-style-type: none">• contributing to appointment of internal auditor(s);• determining and monitoring the internal audit programme;• undertaking more intensive reviews of significant risks where the Committee considers further scrutiny is required <p>5. Annual review of the terms of reference.</p>
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³ Part 10, Local Government Act 2002.



Rangitikei District Council

Finance and Performance Committee Meeting

Minutes– Thursday 30 August 2018 – 10:30 am

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2	Public forum.....	3
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4	Members' Conflict of Interest.....	3
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6	Minutes of Previous Meeting.....	3
7	Chair's Report	3
8	Progress with strategic issues	4
9	Progress with 2017/18 Annual report.....	4
10	Update from Subdivision Group	5
11	Late Items.....	6
12	Future Items for the Agenda.....	6
13	Next Meeting	6
14	Meeting Closed	6

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

Also Present: Cr Jane Dunn
Cr Angus Gordon

In attendance: Mr Ross McNeil, Chief Executive
Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr Ashley Dahl, Financial Services Team Leader
Ms Nardia Gower, Governance Administrator
Ms Selena Anderson, Governance Administration

Tabled Documents **Item 7** Chair's Report
 Item 10 Progress with 2017/2018 Annual Report

1 Welcome

The meeting started at 10.40am. The Chair welcomed everyone to the meeting.

2 Public forum

Nil

3 Apologies/Leave of Absence

Nil

4 Members' Conflict of Interest

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

There were no declared conflicts of interest.

5 Confirmation of order of business

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

6 Minutes of Previous Meeting

Resolved minute number	18/FPE/118	File Ref
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That the Minutes of the Finance/Performance Committee meeting held on 26 July 2018 be taken as read and verified as an accurate and correct record of the meeting.

Cr Ash / Cr Sheridan. Carried

7 Chair's Report

The Chair took his tabled report as read.

The Chief Executive informed the Committee that the recruitment for the Finance General Manager is underway and likely to take 2-3 months. Mr Ashley Dahl currently has delegated authority and is performing the Chief Finance Officer (CFO) function.

Special mention was made of the support from Horizons Regional Council and the Horowhenua District Council who have assisted with preparing the annual report and the associated audit process, in particular Horowhenua CFO, Doug Law, and Horizons' CFO, Leanne McDonald.

The Chief Executive noted he has thanked both organisation's chief executives

Resolved minute number **18/FPE/119** **File Ref**

That the Mayor signs letters of thanks to Horizons Regional Council and the Horowhenua District Council's Mayors and Chief Executives

His Worship the Mayor / Cr Belsham. Carried

Resolved minute number **18/FPE/120** **File Ref** **3-CT-14-1**

That the Chair's Report to the Finance/Performance Committee meeting on 30 August 2018 be received.

Cr Belsham / Cr Ash. Carried

8 Event Sponsorship Scheme Report

The Committee discussed the merits of requiring receipts from grant recipients in submitting their reports about the events which Council supported. It was agreed that the status quo is sufficient

Resolved minute number **18/FPE/121** **File Ref** **3-GF-11-3**

That the following Project report forms be received:

- Marton Rotary
- Samoan Community
- Te Reanga Morehu O Rātana Trust
- A & P Show

His Worship the Mayor / Cr Ash. Carried

9 Progress with strategic issues

The Committee noted the commentary in the agenda.

10 Progress with 2017/18 Annual report

The Draft full-year financial results and the statement of service performance was be tabled at the meeting.

The final audit starts on 10 September 2018. Adoption will be on 11 October 2018.

Mr Dahl spoke to the Draft Statement of Comprehensive Revenue and Expense and the Draft Statement of financial Position, explaining the meaning of each line.

Mr Hodder spoke to extracts from the preliminary Statement of Service Performance noting the following key results from the recent residents' survey

- Customer satisfaction on roading has reduced which staff found surprising given the positive findings in the recent New Zealand Transport Agency Investment Audit.
- The main concerns from survey respondents about roading were the Marton Broadway project and the extent of patching across the network
- All areas in Community & Leisure Assets achieved 'better than last year' results.
- The mandatory measures set by Government for responsiveness to complaints (i.e. requests for service) in the 3 Waters require the calculation of the median time rather than the average time.
- Results of the survey and the verbatim comments have gone to the relevant activity managers to reflect in improvement plans.

Full reports will be presented to the next meetings of the Assets/Infrastructure and Policy/Planning Committees.

Some Committee members expressed hearing dissatisfaction with the response to requests for service.

Undertaking

Subject

Mr Dahl to write up notes of his report to be emailed to elected members along with the tabled documents.

Resolved minute number

18/FPE/122

File Ref

That the Draft full-year financial results and the statement of service performance provided to the 30 August 2018 Finance/Performance Committee meeting be received.

Cr Rainey / Cr McManaway. Carried

Cr Dunn arrived at 11.07am

Cr Gordon arrived at 11.17am

11 Update from Subdivision Group

His Worship the Mayor reported that consent is underway for the subdivision on Bredins Line, Marton and that the Central House Movers house has been moved onto the property signalling Council's initiated subdivision in Bulls.

The Chief Executive is in discussion with developers interested in the Walton St and Haylock Park sites

12 Late Items

None

13 Future Items for the Agenda

Future subdivision at Koitiata

14 Next Meeting

Thursday, 27 September 2018, 9.30 am

15 Meeting Closed

11.29am

Confirmed/Chair: _____

Date:



Rangitikei District Council

Erewhon Rural Water Supply Sub-Committee Meeting

Minutes – Wednesday 5 September 2018 – 4:05 pm

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1	Welcome	2
2	Apologies.....	2
3	Members' conflict of interest	2
4	Confirmation of order of business	2
5	Confirmation of Minutes.....	2
6	Matters Arising.....	2
7	Erewhon Rural Water Supply – Financial Report	3
8	Erewhon Rural Water Supply – Operations Report	3
9	Members questions/reports	4
10	Meeting Closed	4

Present:

Mr J Gilbert (Chairperson)
Mr P Batley
Mr J Bird
Mr G Duncan
Mr G Melville

In Attendance:

Cr A Gordon
Mr A van Bussel, Operations Manager
Mr A Dahl, Financial Services Team Leader
Mr D Smith, Taihape Plumbing
Mrs S Srhoj, Administration

1 Welcome

The Chair welcomed everyone to the meeting.

2 Apologies

Resolved minute number	18/ERWS/62	File Ref
------------------------	------------	----------

That the apology from Mr B Thomas for absence be received.

Mr P Batley/Mr J Bird. Carried.

3 Members' conflict of interest

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

4 Confirmation of order of business

There were no late items

5 Confirmation of Minutes

Resolved minute number	18/ERWS/63	File Ref
------------------------	------------	----------

That the Minutes of the Erewhon Rural Water Supply Sub-Committee meeting held on 9 May 2018 be taken as read and verified as an accurate and correct record of the meeting.

Mr P Batley/Mr J Bird. Carried.

6 Matters Arising

Mr van Bussel reported that to date he had received no feedback from Mr Steedman. Mr Duncan was keen for the Committee to be part of this process. It was agreed that the Chair contact Council's Chief Executive to open up further discussions.

There was a brief discussion on water testing. Mr van Bussel reported that this was not undertaken by Council as the water was non potable. He was unsure whether or not Horizons tested it.

Mr Bird wished to acknowledge the recent passing of Mr George McIrvine. The Committee welcomed Mr Dahl who was in attendance to discuss the financial reports.

7 Erewhon Rural Water Supply – Financial Report

Mr Dahl spoke to the tabled Financial Statements. These included the Commentary Update for the 12 months ending 30 June 2018 along with the Budget for 2018-2019.

He undertook to answer member's queries in regards why there were no reserve funds. Any surplus funds had gone into building up equity.

Mr Dahl was happy to provide the Committee with a single page financial summary to give members a better understanding the budgets etc.

All in all the scheme was doing well due to it being well maintained and there was no necessity to increase the rates.

Resolved minute number	18/ERWS/64	File Ref
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That the 'Erewhon Rural Water Supply – Financial report' dated June 2018 be received.

Mr G Duncan/Mr G Melville. Carried.

8 Erewhon Rural Water Supply – Operations Report

Mr van Bussel spoke to his report.

He advised that the Big Hill Tee pressure and flow transmitter had been installed however it had a faulty sim card which was presently being remediated.

Pricing for Mangaohane Face

There was a brief discussion on the work required to replace the Mangaohane line. This would involve 12mtr pipe lengths to be carted in along with welding work. Mr van Bussel advised that he had received a quote from Taihape Plumbing; however, due to the significant costs involved, he was keen to discuss this further with Councils Chief Executive and other senior staff.

It was thought that if the work was done over two years it would be more costly.

Mr van Bussel was very happy with the methodology to which Mr Smith had supplied in order to undertake this job. It was thought that the scheme would only be down twice over two days.

Once the quote was evaluated, Mr van Bussel to contact the Committee by email or call a special meeting for further discussions.

Resolved minute number	18/ERWS/65	File Ref
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That the 'Operations report – August 2018' be received.

Mr P Batley/Mr G Duncan. Carried.

9 Members questions/reports

Remuneration for Mr D Smith (Taihape Plumbing)

Mr Smith left the meeting.

Mr van Bussel advised that he was currently in discussions with Mr Smith on measures to cut down the amount of scheme checks needed. In the past due to a number of leaks and unmaintained pressures there had been a need for regular checks. However, as the scheme was now being properly managed, some members felt that yearly checks would be sufficient.

Going forward the Committee were keen to engage the farmer/and or fencer if any fencing work etc. was required.

Mr van Bussel had sought hourly rates from other plumbing contractors and reported that Mr Smith's rates were \$10 less. He was in the process of finalising a formal contract with Taihape Plumbing.

He had arranged for Matthew Richardson who is Council's Reticulation Service person to learn a bit about the scheme. He would be going out with Mr Smith to undertake some of the checks. This would provide back up for when Mr Smith was unavailable with no charge to the committee.

There was a brief discussion on the Alone Worker Policy which Council was introducing. This would apply to all Council contractors.

Resolved minute number	18/ERWS/66	File Ref
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That Mr Smith's hourly rate be increased to \$59.00 and that a contract with Taihape Plumbing be formalised and that this include a policy for maintenance checks.

Mr P Batley/Mr J Bird. Carried

Mr Gilbert to arrange for Taihape Council staff to update the ERWS phone tree. It was agreed that a recruitment drive be undertaken in order to get other scheme members along to the meetings.

10 Meeting Closed

The meeting closed at 5.45pm.

Confirmed/Chair: _____

Date:



Rangitikei District Council

Rātana Community Board Meeting

Minutes – Tuesday 11 September 2018 – 6:30 pm

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1	Whakamoemiti.....	3
2	Public Forum	3
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6	Confirmation of Minutes.....	3
7	Chair's report	3
8	Rātana centenary.....	3
9	Council decisions on recommendations from the Board.....	3
10	Council's plans and process for town and District signage	4
11	Update from Te Roopu Ahi Kaa	4
12	Representation Review results of pre-consultation and Council's initial proposal	4
13	Update on water supply upgrade	4
14	Update on wastewater treatment plant (and meetings of reference advisory group)	4
15	Upgrading work required for Rātana Gym.....	5
16	Liquor Control in a Public Place Bylaw – local effectiveness and concerns	5
17	Animal Control Bylaw.....	5
18	Rātana rugby field remediation	5
19	Rubbish collection change	5
20	Other matters raised at previous meeting.....	5
21	Cemetery register alignment	5
22	Current infrastructure projects/upgrades and other Council activities within the ward	5
23	Late Items.....	6
24	Future Items for the Agenda.....	6
25	Next meeting.....	6

Present: Ms Maata Kare Thompson (Acting Chair)
Mr Charlie Rourangi
Mr Thomas Tataurangi
Cr Soraya Peke-Mason

Also Present: His Worship the Mayor, Andy Watson
Ross McNeil, Chief Executive
Three members of the Rātana community

Unconfirmed

1 Whakamoemiti

The Chair welcomed everyone to the meeting.

2 Public Forum

Nil

3 Apologies

That the apology for the absence of Mr Charlie Mete be received

Cr Peke-Mason / Mr Tataurangi. 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 were no declared conflicts of interest.

5 Confirmation of Order of Business and Late Items

There were no late items at this meeting.

6 Confirmation of Minutes

Resolved minute number	18/RCB/020	File Ref	3-CB-1-1
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That the Minutes of the Rātana Community Board meeting held on 12 June 2018 be taken as read and verified as an accurate and correct record of the meeting.

Cr Peke-Mason / Mr Rourangi. Carried

7 Chair's report

There was no report from the Chair

8 Rātana centenary

There was no presentation at this hui.

9 Council decisions on recommendations from the Board

There were no recommendations made to Council.

10 Council's plans and process for town and District signage

The Board noted the commentary in the agenda.

11 Update from Te Roopu Ahi Kaa

Resolved minute number 18/RCB/021 **File Ref** 3-CT-8-1

That the unconfirmed Minutes of the Te Roopu Ahi Kaa meeting held on 7 August 2018 be received.

Ms Thompson / Mr Rourangi. Carried

12 Representation Review results of pre-consultation and Council's initial proposal

Resolved minute number 18/RCB/022 **File Ref**

That the 'Consultation information for Council's initial proposal for representation for the 2019 local election' be received.

Resolved minute number 18/RCB/023 **File Ref**

That the Rātana Community Board supports the retention of a Community Board for Rātana and that be reflected in a submission on the Representation Review for the 2019 election.

Mr Rourangi / Mr Tataurangi. Carried

13 Update on water supply upgrade

The Board have a desire to have a community open day involving school and kohanga reo. Details for this will be agreed on by the Board members in conjunction with Council staff.

14 Update on wastewater treatment plant (and meetings of reference advisory group)

The Board noted the commentary in the agenda.

15 Upgrading work required for Rātana Gym

An update will be provided at the next meeting.

16 Liquor Control in a Public Place Bylaw – local effectiveness and concerns

Resolved minute number

18/RCB/024

File Ref

That the Rātana Community Board recommend to the Policy/Planning Committee that the liquor control areas which apply to Rātana continue to be included under the Liquor Control in a Public Place Bylaw.

Ms Thompson / Mr Rourangi. Carried

17 Animal Control Bylaw

The Board noted the commentary in the agenda.

18 Rātana rugby field remediation

Resolved minute number

18/RCB/025

File Ref

That the Rātana Community Board recommend to Council that drainage of the Rātana Rugby field be undertaken in January-March 2019.

Mr Rourangi / Ms Thompson. Carried

19 Rubbish collection change

The Board noted the commentary in the agenda.

20 Other matters raised at previous meeting

The Board noted the commentary in the agenda.

21 Cemetery register alignment

The Board noted the commentary in the agenda.

22 Current infrastructure projects/upgrades and other Council activities within the ward

Resolved minute number

18/RCB/026

File Ref

3-CB-1-1

That the memorandum 'Extract for Rātana from activity reports to Assets/Infrastructure Committee, May - June 2018' be received.

Mr Rourangi / Mr Tataurangi. Carried

23 Late Items

There were no late items

24 Future Items for the Agenda

25 Next meeting

9 October 2018, 6.30 pm

26 Whakamoemiti/Meeting Closed

The Chair thanked those present for their attendance and Mr Tataurangi closed the meeting with whakamoemiti at 7.50pm

Confirmed/Chair: _____

Date:



Rangitikei District Council

Assets and Infrastructure Committee Meeting

Minutes – Thursday 13 September 2018 – 9:30 a.m.

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Present: Cr Dean McManaway (Chair)
Cr Ruth Rainey
Cr Richard Aslett
Cr Nigel Belsham
Cr Angus Gordon
Cr Lynne Sheridan
Cr David Wilson
Cr Cath Ash
His Worship the Mayor, Andy Watson

Also Present Cr Graeme Platt

In attendance: Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr Blair Jamieson, Strategy and Community Planning Manager
Mr Andrew van Bussel, Operations Manager
Mr Wiremu Greening, Utilities Projects Team Leader
Mr Chris Pepper, Senior Projects Manager
Mr John Jones, Asset Manager – Roothing
Mr Robert Rose, Assets and Compliance Team Leader
Mr Reuben Pokiha, Roothing Advisor
Mr Graeme Pointon, Strategic Property Advisor
Mr Arno Benadie – Principal Advisor Infrastructure
Ms Selena Anderson, Governance Administrator
Ms Nardia Gower, Governance Administrator

Tabled Documents **Item 8** Chair's Report
 Item 11 Options and costs of retaining the existing Mangaweka Bridge

1 Welcome

The meeting started at 9.32am. The Chair welcomed everyone to the meeting.

2 Council Prayer

Mr Lequan Meihana, Council's Strategic Advisor for Iwi/Hapu, read the Council Prayer

3 Public Forum

Nil

4 Apologies/leave of Absence

That the apology for the absence of Ms Coral Raukawa-Manuel and the late arrival of Cr Sheridan be received.

Cr Gordon / Cr Belsham. 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.

The Chair, Cr McManaway, declared a conflict of interest in relation to future discussions and negotiations with the Duncan family of Rātana for the wastewater treatment plant land acquisition, having recently developed a friendship.

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,

There was no scheduled change to the order of business.

7 Confirmation of minutes

Resolved minute number

18/AIN/072

File Ref

3-CT-13-2

That the Minutes of the Assets/Infrastructure Committee meeting held on 9 August 2018 be taken as read and verified as an accurate and correct record of the meeting.

Cr Aslett / Cr Belsham. Carried

8 Chair's Report

The Chair took his tabled report as read.

Resolved minute number **18/AIN/073** **File Ref** **3-CT-13-4**

That the Chair's Report to the Assets/Infrastructure Committee meeting on 13 September 2018 be received.

Cr McManaway / Cr Wilson. Carried

9 Progress with strategic issues

The Committee noted the commentary in the agenda. It was noted that Papa Cliffs Café owners and the Chief Executive have signed the license to occupy documents for public toilets to be located on the café's property. The toilets have been ordered and are expected to arrive prior to Christmas 2018.

10 Update on Infrastructure Protection Matters – September 2018

Mr Pointon took the report as read. Main points discussed were:

- No easement was put in place of the Hunterville Wastewater Treatment Plant at the time of construction. Legal advice is to obtain a written agreement or an easement with preference for the later.
- Concern was raised with the location of the electrical cables to the Taihape wastewater plant and the potential of power loss during storm events. Staff will investigate options with Power Co.
- A report regarding securing the land to the water reservoirs at Trickers site in Bulls is before the Chief Executive.

Resolved minute number **18/AIN/074** **File Ref** **6-CF-4**

That the 'Update on Infrastructure Protection Matters – September 2018' to the 13 September 2018 Assets/Infrastructure Committee meeting be received.

Cr Belsham / Cr Rainey. Carried

11 Options and costs of retaining the existing Mangaweka Bridge

Mr Jones spoke to the tabled document noting the cost implication of the maintenance in retaining the bridge has been estimated at \$3.8 million spread over 50 years, with an initial investment of \$700k.

The main points raised were:

- A decision on the future of the existing Mangaweka Bridge would not need to be formalised until post public consultation. However, elected members discussed the benefits of consulting on a preferred option.
- If the existing bridge was to be demolished the cost would become part of the contractual base with a cost split between the Rangitikei and Manawātū District Councils along with a Financial Assistance Rate contribution from the New Zealand Transport Agency.
- Ongoing maintenance costs of retaining the bridge would be negotiated between the two district councils and subject to either council's desire for retention or demolition.
- Manawatu District Council, Rangitikei District Council, and Heritage New Zealand do not have Mangaweka Bridge listed as a historic site.
- Any gifting or selling of the existing bridge would transfer liability to the new owners.
- The new bridge is a single lane design with a 50 max weight limit.

Undertaking

Subject

To provide the full report on the Mangaweka Bridge Replacement project to elected members.

Resolved minute number

18/AIN/075

File Ref

6-RT-1

That the report on the Mangaweka Bridge Replacement Detailed Business Case be received.

Cr Aslett / Cr Gordon. Carried

Resolved minute number

18/AIN/076

File Ref

6-RT-1

That Rangitikei and Manawātū District Councils proceed with the Pre-Implementation Phase for the construction of a new 132m long steel plate girder bridge, 30m downstream of the existing bridge.

Cr McManaway / Cr Aslett. Carried

Resolved minute number**18/AIN/077****File Ref****6-RT-1**

That Rangitikei and Manawātū District Councils make the final decision on the future of the existing Mangaweka bridge after receiving feedback from affected parties during the pre-implementation phase

Cr Aslett / Cr Gordon. Carried

Cr Sheridan arrived at 9:54am

12 Upgrading work required for Rātana gym

The Committee noted the commentary in the agenda and discussed the requirement of Council to maintain Council owned property, confirming that the Rātana Gym is a council owned building.

Undertaking**Subject**

Staff to complete a report on the reroofing of the Rātana Gym / Fire station for Council meeting 27 September 2018

Resolved minute number**18/AIN/078****File Ref**

That Assets/Infrastructure Committee recommend to Council that the Rātana Gym / Fire station is reroofed following a report from staff.

His Worship the Mayor / Cr Rainey. Carried

13 Extending the management contract for the swim centres for a further year

The Committee noted the commentary in the agenda.

The Committee had mixed views and debated the merit of inviting members of the public to address elected members within a council workshop forum.

Undertaking**Subject**

That relevant reports on the management contract for the swim centres are provided to elected members for the 20 September 2018 Workshop.

Cr Ash left at 10.14-10.16am

14 Feasibility and co of eco-burial area at Taihape Cemetery

The Committee noted the commentary in the agenda questioning the wider community support and staff time investment for one person's long term plan submission.

15 Questions put at previous meeting for Council advice or action

None

16 Annual Residents Survey 2018 and activity improvement plans

Mr Jamieson spoke to the report making special thanks to the survey respondents, Stuart Hylton and council manager contributions which include proposals for actions against concerns. Mr Jamieson further noted staff commitment to produce a six month update on progress.

Main points of discussion were:

- It was noted that the survey questions regarding roading could have benefited from more detail but agreed that balance was needed with too many questions resulting in lower survey completion.
- With a number of survey respondents highlighting concerns with road patch quality to State Highways, the responsibility of New Zealand Transport Agency (NZTA) not the Rangitikei District Council, a public awareness campaign was suggested. It was noted that NZTA have inadequate avenues to report a request for service. As Council has the ability sits to address these concerns with the Regional Transport Committee.

Resolved minute number 18/AIN/079 **File Ref** 5-FR-1-2

That the report '2018 Annual Residents Survey – Improvement Plan' to the Assets/Infrastructure Committee on 13 September 2018 be received.

Cr Belsham / Cr Gordon. Carried

Resolved minute number 18/AIN/080 **File Ref**

That Ross l'Anson is invited to an Assets/Infrastructure committee meeting to address the roading concerns of State Highways in the District.

Cr McManaway / Cr Sheridan. Carried

Resolved minute number**18/AIN/081****File Ref****5-FR-1-2**

That a report on progress with the activity improvement actions in response to the Annual Residents' Survey 2018 be provided to the March 2019 meeting of the Assets/Infrastructure Committee.

Cr Belsham / Cr Rainey. Carried

Cr Ash left at 10.40-10.42am

17 Infrastructure Group Report

Mr Van Bussel, Mr Jones, Mr Pokiha, Mr Greening, ~~Mr Smith~~, Mr Rose and Mr Pepper were available to answer the committee's questions.

Key points to the item were:

- Otara Bridge is currently undergoing strengthening following a delay due to the contractor having a substantial quantity of equipment stolen,
- Kakariki Bridge is on this year's works programme with detailed inspection scheduled for September to December 2018
- Lower Swan St slip (Taihape)– staff have been in discussion with NZTA and a multi criteria analysis on a preferred option resulted in an emergency works approval on 13 September 2018. Concern by residents regarding slips on private property is a civil issue.
- The Rātana Water Treatment Plant has experienced a fault with one item in the filter failing. The supplier is working to remedy the issue and the manufacturer is standing by the product. Staff anticipate the plant to be restored within four weeks.
- His Worship the Mayor thanked Mr Greening and Mr Van Bussel for their role in the process of completing the Rātana Treatment Plant.
- Staff spoke through the actions undertaken in Hunterville to secure potable water during the flooding event earlier in the month. The increase in recent times of the turbidity of the Rangitikei River effects the infiltration systems of the Hunterville Water Treatment Plant. This will be mitigated should the exploratory bore be successful. The tender closed the day following the meeting. Turbidity of the Rangitikei River has also affected the water treatment in Mangaweka however it was noted that the large reservoir has a capacity for three days of water reserve.
- Elected members discussed the issue of slips entering the river raising sediment levels.
- .

It was noted that Horizon Regional Council's SLUI programme was established to mitigate such issues.

- New Zealand Defence Forces' signalled desire for Council to consider accepting wastewater from Ohakea will need to be formalised and cost contributions and logistics negotiated. The issue will be discussed with the steering group and come before Council. Consideration will include potential of contaminated waste.

Undertaking	Subject
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That staff produce a report on the priority of stormwater hotspots for the October 2018 Assets/Infrastructure Committee.

Resolved minute number	18/AIN/082	File Ref	5-EX-3-2
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That the 'Infrastructure Group Report' to the Assets/Infrastructure Committee meeting 13 September 2018 be received.

Cr Aslett / Cr Rainey. Carried

18 Community and Leisure Report

Mr Hodder took the report as read, noting that the application for public toilets at Santoft Domain through the Tourism Infrastructure Fund was not successful, due in part to the lack of statistical information of user numbers. Elected members discussed the potential for the Santoft Domain Management Committee to work with residents on gathering such statistical information.

Resolved minute number	18/AIN/083	File Ref	5-EX-3-2
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That the 'Community and Leisure report' to the Assets/Infrastructure Committee meeting 13 September 2018 be received.

Resolved minute number	18/AIN/084	File Ref	5-EX-3-2
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That Assets/Infrastructure recommend to Council that Council proceed with installing a 24/7 public toilet in Follett Street, as suggested by Marton Community Committee.

Cr Belsham / Cr Sheridan. Carried

19 Late Items

20 Future Items for the agenda

Report from staff on cost implication issues of sediment ingress in to Council water systems.

21 Next meeting

Thursday 11 October 2018, 9.30 am

22 Meeting closed

11:45am

Confirmed/Chair: _____

Date:

Unconfirmed



Rangitikei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 13 September 2018 – 1:00 pm

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

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
Ms Selena Anderson, Governance Administrator

Tabled Documents

Item 7	Chair's Report
Item 13	Incentivising residential development

1 Welcome

The meeting opened at 1.05pm. The Chair welcomed everyone to the meeting.

2 Public Forum

Nil

3 Apologies/Leave of Absence

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

Cr Gordon / Cr Belsham. Carried

4 Members' conflict of interest

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

Ms Hiroa declared that her conflict would be with the Youth Space Taihape as Mōkai Pātea Services holds the contract for this.

5 Confirmation of order of business

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

6 Confirmation of Minutes

Resolved minute number	18/PPL/100	File Ref	3-CT-15-2
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That the Minutes of the Policy/Planning Committee meeting held on 9 August 2018 be taken as read and verified as an accurate and correct record of the meeting.

Cr Ash / Cr Aslett. Carried

7 Chair's Report

The Chair's tabled report was taken as read.

Resolved minute number	18/PPL/101	File Ref	3-CT-15-1
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That the 'Chair's report' to the Policy/Planning Committee meeting on 13 September 2018 be received.

Cr Gordon / Ms Hiroa. Carried

8 Progress with strategic issues – Update

The Committee noted the commentary in the agenda.

9 Update on Communications Strategy

Ms Downs took the report as read.

Key points that were discussed were:

- Media attention around the construction phase of the Bulls Community Centre has been positive.
- Rubbish and recycling public consultation is due to go out in October-November 2018 following minor points of clarification in Council workshop.
- Website traffic has increased due to constant updating of Social media which links back to the website
- The Mayor and deputy Mayor have taken part in media interviews highlighting the government earthquake strengthening regulation and the impact on the regions
- Ms Downs encouraged Councillors to take photos of events they attend in the district so they can be used in public communication

Undertaking

Subject

Staff to send the media links of the earthquake strengthening interviews with the Mayor and Deputy Mayor to elected members.

Resolved minute number

18/PPL/102

File Ref

3-CT-15-1

That the 'Communications Strategy Update' to the Policy/Planning Committee meeting on 13 September 2018 be received.

Cr Sheridan / Cr Ash. Carried

10 Legislation and Governance Update – September 2018

Ms Webb-Moore took the report as read.

Discussion took place regarding the Healthy Homes standard and the impact it will have to Council as a landlord. It was suggested that the Survey by Statistics New Zealand "The Measuring our wellbeing" be shared through Council's communications team to the public. While much of the submissions from councils (including Rangitikei) to Productivity Commission's discussion paper on the Transition to a low emissions economy was included in their final report however no mention was made of aquaculture, suggested for consideration by Rangitikei. The reason for this will be investigated.

Resolved minute number **18/PPL/103** **File Ref** **3-OR-3-5**

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

Cr Ash / Cr Sheridan. Carried

11 Annual residents' and stakeholder surveys

Mr Jamieson took the report as read and thanked the respondents, managers, staff and Stuart Hylton for their work. He highlighted that there were around 850 respondents to the survey with the most respondents being in the 65+ age range. The cost benefit of the annual survey was raised and discussion was had on alternative options to capture a wider resident audience and perspective. Also of note were talks around how Council is following up with the comments that are being made in the survey.

Undertaking **Subject**

That staff undertake the viability analysis of alternative options for the residential survey.

Resolved minute number **18/PPL/104** **File Ref** **5-FR-1-2**

That the report '2018 Annual Residents Survey – Improvement Plan' to the Policy/Planning Committee on 13 September 2018 be received.

Cr Sheridan / Cr Belsham. Carried

Resolved minute number **18/PPL/105** **File Ref** **5-FR-1-2**

That a report on progress with the activity improvement actions in response to the Annual Residents' Survey and Stakeholders 2018 be provided to the March 2019 meeting of the Policy/Planning Committee

Cr Belsham / Cr Aslett. Carried

12 Review of Liquor Control in a Public Place Bylaw

Ms Gray took the report as read, highlighting the consultation that had taken place with key stakeholders including local police, community patrol and community boards/committees.

The Taihape community support group has committed to sending the public consultation to their members

Resolved minute number 18/PPL/106 File Ref

That the report 'Review – Liquor Control in a Public Place Bylaw' be received.

His Worship the Mayor / Cr Belsham. Carried

Resolved minute number 18/PPL/107 File Ref

The Policy/Planning Committee recommends to Council that in accordance with Section 147A(2) of the Local Government Act, the Control of Liquor in a Public Place Bylaw is required as it is likely that the level of crime or disorder is likely to return to the liquor control areas if the bylaw does not continue.

His Worship the Mayor / Cr Belsham. Carried

Resolved minute number 18/PPL/108 File Ref

The Policy/Planning Committee recommends to Council that in accordance with section 155 of the Local Government Act, a bylaw is the most appropriate way of dealing with crime associated with the consumption of liquor in public places, the draft Control of Liquor in a Public Place Bylaw 2018 is the most appropriate form of a bylaw and there are no implications under the New Zealand Bill of Rights Act 1990.

His Worship the Mayor / Cr Belsham. Carried

Resolved minute number 18/PPL/109 File Ref

That the Policy/Planning Committee recommends to Council that the Control of Liquor in a Public Place Bylaw 2018, is adopted for consultation, in accordance with the engagement plan, statement of proposal, summary of information and submission form and that the hearing of oral submissions is delegated to the Policy/Planning Committee's 8 November 2018 meeting.

His Worship the Mayor / Cr Belsham. Carried

Cr Sheridan left at 2.01-2.03pm

Cr Sheridan left at 2.04-2.06pm

13 Incentivising residential development

Mr Hodder talked through the tabled document and invited input from elected members.

Discussion points were:

- Rates remissions on new or relocated dwellings
- Rates remission on residential subdivisions
- That the engagement plan includes public meetings and an invitation to Real Estate Managers, Property Developers and other interested parties to discuss the proposal.

Resolved minute number **18/PPL/110** **File Ref** **3-PY-1-29**

That the tabled memorandum 'Incentivising residential development' to the Policy/Planning Committee meeting on 13 September 2018 be received.

Cr Aslett / Cr Gordon. Carried

Resolved minute number **18/PPL/111** **File Ref** **3-PY-1-29**

That, regarding the proposed policy on incentivising residential development, the Policy/Planning Committee recommends to Council that it be adopted as amended for consultation coinciding with consultation on the revised Animal Control Bylaw, including an engagement plan which includes a public meetings and sessions with interested parties

Cr Belsham / Cr Ash. Carried

14 Update on Community Engagement and Development Programmes/Activities – August 2018

Mr Jamieson took the report as read.

Discussion was had over the various services which address the issue of suicide. Mr Jamieson stated that staff involvement is as support and facilitation when appropriate. The meeting with Solarcity indicated an appetite from them to train 10 Rangatahi in basic health and safety training relating to electrical work with the aim of taking two through a full electrical apprenticeship.

Resolved minute number **18/PPL/112** **File Ref** **1-CO-4-8**

That the memorandum 'Update on Community Engagement and Development Programmes/Activities – August 2018' to the Policy/Planning committee on 13 September 2018 be received.

Cr Ash/ Ms Hiroa. Carried

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

The Committee noted the commentary in the agenda.

Resolved minute number **18/PPL/113** **File Ref**

That the 'Draft Maori land rates remission form' to the 13 September Policy/Planning be received.

Cr Belsham / Ms Hiroa. Carried

Resolved minute number **18/PPL/114** **File Ref**

That the Policy/Planning Committee adopt (without amendment) the 'Draft Maori land rates remission form'.

Cr Belsham / Ms Hiroa. Carried

16 Activity management

Mr Hodder took the report taken as read.

Elected members discussed economic development, district promotion and the current status of the Swim for All programme.

Resolved minute number **18/PPL/115** **File Ref**

That the activity management templates for August 2018 for Community Leadership, Environmental and Regulatory Services and Community Well-Being be received.

Ms Hiroa / Cr Ash. Carried

17 Late items

None

18 Future items for the agenda

None

19 Next meeting

Thursday 11 October 2018, to follow Council.

20 Meeting closed

2.46 pm

Confirmed/Chair: _____

Date: