

COUNCIL MEETING

ORDER PAPER

Thursday, 22 October 2020, 1.00 pm

**Council Chamber, Rangitīkei District Council
46 HIGH STREET, MARTON**

Website: www.rangitikei.govt.nz

Email: info@rangitikei.govt.nz

Telephone: 06 327-0099

Facsimile: 06 327-6970

Chair - His Worship the Mayor, Andy Watson

Deputy Chair – Councillor Nigel Belsham

Membership

Councillors Cath Ash, Brian Carter, Fi Dalgety, Gill Duncan, Jane Dunn, Angus Gordon, Tracey Hiroa, Richard Lambert, Waru Panapa and 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.

Making this place home.





Rangitikei District Council

Council Meeting

Agenda – Thursday 22 October 2020 – 1:00 p.m.

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Public excluded minutes are provided separately to Elected Members

The quorum for the Council is 6.

Council's Standing Orders (adopted 31 October 2019) 11.1 provide: The quorum for Council is 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

That the apology for absence of Councillor Duncan be received.

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 late items at this meeting.

6 Confirmation of minutes

The minutes from Council's meeting on 24 September 2020 are attached.

Recommendations:

That the minutes (and public excluded) minutes of Council's meeting held on 24 September 2020 [as amended/without amendment] 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

Recommendations:

That the 'Mayor's report and schedule' to the 22 October 2020 Council meeting be received.

8 Follow-up Items from Previous Meetings

A report is attached.

Recommendation:

That the report 'Follow-up Items from Previous Meetings' to the 22 October 2020 Council meeting be received.

9 Long Term Plan 2021-31 – October Update

A report is attached.

File ref: 1-LTP-5-5

Recommendation:

That the report 'Long Term Plan 2021-31 – October Update' to Council's meeting on 22 October 2020 be received.

10 Treasury Management Policy

A report is attached.

File ref: 5-EX-4

Recommendations:

- 1 That the report 'Treasury Management Policy' to the 22 October 2020 Council meeting be received.
- 2 That the Council [adopts/does not adopt] the Treasury Management Policy as [amended/without amendment].

11 Application - Parks Upgrade Partnership Fund

A report is attached, with an application from Marton School.

File ref: 5-EX-4

Recommendation:

- 1 That the report 'Application - Parks Upgrade Partnership Fund' to the 22 October 2020 Council meeting be received.
- 2 That Council considers the request for \$50,000 from the Park Partnership Upgrade Fund and [agrees/does not agree] to support their request.

12 Taihape Memorial Park Amenities

A report will be tabled at the meeting.

13 Costs for Investigation of Additional Building at Bulls Community Centre

A report will be provided in a supplementary paper.

14 Update on Communication Activities – October 2020

A report is attached.

Recommendation:

That the report 'Update on Communication Activities – October 2020' to the 22 October 2020 Council meeting be received.

15 Chief Executive's Report

A report is attached.

File ref: 5-EX-4

Recommendations:

- 1 That the 'Chief Executive's Report' to the 22 October 2020 Council meeting be received.
- 2 That Council [agrees/does not agree] to allocate \$1919.21 to Project Marton from the funds previously allocated to them for their Crafts Alive 2020 event.
- 3 That Council [agrees/does not agree] to carry forward \$1,300 to South Mākirikiri School for their Forest Fundraising Run event, to be used for their 2021 event. And that South Mākirikiri School be advised they [do/do not] have to reapply for this funding next year, bearing in mind that the criteria for the Event Sponsorship Scheme has now being altered to exclude fundraising events.
- 4 That Council agrees to be part of the joint Climate Action Committee, noting the Agreement and Terms of Reference for this committee, and endorsing Mayor Andy Watson as Council's designated delegate.
- 5 That in relation to the request from Door of Hope, the Council agrees to the following:

The request for financial assistance of \$58,000 + GST for relocating a house onto their church site be [approved/not approved], noting that this would be an unbudgeted expenditure

The request for rates remission be granted at a level of [50%, 75% or 100%]; or that the request for rates remission not be granted;

That consent fees be waived to a level of 50%; or that the request for consent fees to be waived not be granted.

16 Top Ten Projects

A report will be provided in a supplementary paper.

17 Minutes and recommendations from Committees

The minutes are attached.

Recommendations:

- 1 That the following minutes be received:
 - Audit Risk Committee, 24 September 2020 – *to be tabled*
 - Finance Performance Committee, 24 September 2020
 - Community Grants Sub-Committee, 29 September 2020
 - Assets Infrastructure Committee, 13 October 2020 – *to be tabled*
 - Rangitikei Youth Council, 13 October 2020 – *to be tabled*
 - Creative New Zealand Committee, 20 October 2020 – *to be tabled*
- 2 That the following recommendations from the Community Grants Sub-Committee meeting held on 29 September 2020 be received:

20/CGSC/014

That the Community Grants Sub-Committee recommend to Council that through the Long Term Plan process they increase the Events Sponsorship Scheme budget from \$25,000 to \$50,000.

18 Late items

As agreed at Item 5.

19 Public excluded

Recommendation:

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

1. Financial Overview – Animal Control Arrangement
2. Tender Recommendation
3. Property matters

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 Financial Overview – Animal Control Arrangement	To enable the local authority holding the information to protect the privacy of natural persons, including that of deceased natural persons – <i>section 7(2)(a)</i> .	Section 48(1)(a)(i)
Item 2 Tender Recommendation	To enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>section 7(2)(i)</i> .	Section 48(1)(a)(i)
Item 3 Property matters	To enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>section 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.

20 Open Meeting

21 Next Meeting

Thursday 26 November 2020, 1.00pm

22 Meeting Closed

Attachment 1



Rangitikei District Council

Council Meeting

Minutes – Thursday 24 September 2020 – 1:00 pm

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Present: His Worship the Mayor, Andy Watson
Cr Nigel Belsham
Cr Cath Ash
Cr Brian Carter
Cr Fiona Dalgety
Cr Gill Duncan
Cr Jane Dunn
Cr Angus Gordon
Cr Tracey Hiroa
Cr Richard Lambert
Cr Waru Panapa
Cr Dave Wilson

In attendance: Mr Peter Beggs, Chief Executive
Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr Arno Benadie, Principal Advisor – Infrastructure
Mr John Jones, Asset Manager - Roading
Mr Dave Tombs, Group Manager – Finance and Business Support
Mrs Carol Gordon, Manager – Executive Team
Mr Graeme Pointon, Strategic Property Advisor
Ms Nardia Gower, Strategy and Community Planning Manager
Mr George Forster, Policy Advisor
Mr Johan Cullis, Environmental Services Team Leader
Mr Jaime Reibel, Strategic Advisor – Economic Development
Ms Bonnie Clayton, Governance Administrator

Tabled Documents: **Item 12** New Amenities on Taihape Memorial Park
Item 12 Letters from Taihape Area Dressage Group and
Item 21 Hunterville Rural Water Scheme, Hunterville Community Committee, Bulls Community Committee, Youth Council minutes

Late Items: Request from Councillor Fiona Gordon, Horizons Regional Council
Proposed removal of building line restrictions
Bilingual signage at the Bulls Community Centre

1 Welcome

His Worship the Mayor opened the meeting at 1.03pm.

2 Public Forum

Mr Mark Taylor, Door of Hope Charitable Trust

Mr Taylor presented to Council about the newly established Door of Hope Charitable Trust. He explained that the Trust was set up to look at how to help community members without homes.

The Trust noted that Marton is a growing community, but there are limited houses available. Their goal is to move a four-bedroom house onto a vacant lot at the Living Hope Church site, as emergency/social housing for local community members. Market rent would be charged, with any profit being put aside for another house, however they would need to find land for future developments. Advice and education would be provided to assist people to get into their own homes.

Mr Taylor stated the house will cost \$58,000 + GST, which included relocation costs and requested Councils assistance, noting that the Trust needs to pay a deposit of \$17,000 in 30 days to secure the house.

His Worship the Mayor expressed his thanks to Mr Taylor for the presentation and advised that Council will discuss their request at a future meeting where staff will provide a report.

Mr Hemi Blake, Anti-P Ministry

Mr Blake from the Anti-P Ministry addressed Elected Members, he said methamphetamine is a huge problem within the community and schools in Rangitikei.

He said his research has shown that there is not a lot of support in the community for those struggling with meth, alcohol and other drug addictions. The support is there once you get arrested, go to jail or Oranga Tamariki get involved.

The Anti-P Ministry want to help and avoid matters getting to the point of the law being involved, by offering help and listening; by being there; and understanding and relating to those that need it. Mr Blake is working alongside the local police, who also agree the problem is concerning.

3 Apologies/Leave of Absence

Nil.

4 Members' conflict of interest

Councillor Wilson declared a conflict of interest in respect to the Late Item - Proposed removal of building line restrictions.

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, the following items will be dealt with as late items at this meeting:

- Request from Councillor Fiona Gordon, Horizons Regional Council
- Proposed removal of building line restrictions
- Bilingual signage at the Bulls Community Centre

The order of business was changed to move item 15 to follow item 12; and to commence the public excluded session following item 18.

6 Confirmation of minutes

Cr Duncan noted two amendments to the 27 August 2020 minutes:

- Item 15, to correct a typo in the first bullet point, to read "The architect has advised..."
- Item 19, to correct an incomplete sentence for bullet point 2, to be updated to "The Covid-19 Incident Management Team has resumed."

Resolved minute number

20/RDC/327

File Ref

That the minutes of Council's meeting held on 27 August 2020, as amended, be taken as read and verified as an accurate and correct record of the meeting.

Cr Wilson/Cr Carter. Carried

7 Mayor's Report

His Worship the Mayor took his report as read, noting the following additions to his schedule:

- A visit from Noa, Max and Jamie from the Mayor Taskforce (Mahi Tahi).
- Attended the meeting of the River Accord, with 50 farmers present, Cr Dalgety, Cr Gordon and previous Councillors Ruth Rainey and Cliff Heath. This was MC'd by Mr Beggs.
- Attended the unveiling of the Taihape 125th naming plaque.
- He did not attend the Marton Fire Brigade honours night, due to Covid restrictions not allowing civilians to attend.

Councillor Dalgety asked a question about the homeless group, His Worship the Mayor explained that, while there are a small number of people sleeping rough, there are significant numbers of doubling up in homes, in some instances two or three families in one house. He said that, although there are houses being built, this is not affordable for some.

Ms Gower also provided an update advising that six weeks ago she met with agencies to start initial discussions on how to tackle rough sleepers, it then became apparent that there is a significant housing crisis in the district. The problem is unseen and undocumented, data is needed to plan forward, with the potential to seek government assistance.

His Worship the Mayor reminded those in attendance that the Bulls Community Centre is due to officially open on Friday, 25 September 2020, with approximately 250 people attending, including current and past Councillors, contractors, donors, Iwi and many more.

His Worship the Mayor along with Minister Nanaia Mahuta will cut the ribbon, the lights behind the artwork will be turned on, and the blessing of the name will happen at the same time.

Resolved minute number **20/RDC/328** **File Ref** **3-EP-3-5**

That the 'Mayor's report and schedule' to the 24 September 2020 Council meeting be received.

His Worship the Mayor/Cr Carter. Carried

8 Te Maruata 2020 Report

The reports from Councillor Hiroa and Councillor Panapa were taken as read.

Councillor Hiroa apologised for the delay with the report, and expressed her gratitude for attending the Hui, noting Andrew Judd's story as both sad and empowering.

Councillor Panapa said the Hui was insightful and an eye opener as a new Councillor, the calibre of younger Maori speakers conversing in Te Reo was fantastic as he had not seen this in some time.

Resolved minute number **20/RDC/329** **File Ref**

That the 'Te Maruata 2020 Report' from Councillor Hiroa to the 24 September 2020 Council meeting be received.

Cr Panapa/Cr Hiroa. Carried

Resolved minute number **20/RDC/330** **File Ref**

That the 'Te Maruata 2020 Report' from Councillor Panapa to the 24 September 2020 Council meeting be received.

Cr Panapa/Cr Hiroa. Carried

9 Long Term Plan 2021-31 – September Update

Mrs Gordon took her report as read, noting the content reflects on the workshops held, capturing discussion and updates.

Councillor Belsham said that the Community Committee/Board, Council Committee Chairs had been invited, however uptake was low, and noted the importance of having these discussions with the community leads. Mrs Gordon advised that most Chairs could not attend the recent workshop, however moving forward, most have signalled attendance, highlighting work commitments as a reason for non-attendance.

His Worship the Mayor provided feedback to Mrs Gordon, that the report should reflect the need to adopt the assumptions, rather than what was discussed. He also advised that further engagement within communities will happen throughout the process.

Resolved minute number **20/RDC/331** **File Ref** **1-LTP-5-5**

That the report 'Long Term Plan 2021-31 – September Update' to Council's meeting on 24 September 2020 be received.

Cr Dunn/Cr Ash. Carried

10 Rangitikei District Council Report pursuant to Section 10A of the Dog Control Act 1996 for the period 1 July 2019 – 30 June 2020

Mr Cullis took the report as read, informing Elected Members that there was a statutory requirement to provide this report annually.

Resolved minute number **20/RDC/332** **File Ref**

That the 'Rangitikei District Council Report pursuant to Section 10A of the Dog Control Act 1996' to the 24 September 2020 Council meeting be received.

Cr Wilson/Cr Carter. Carried

11 Proposed Amendment to Control of Dogs Bylaw

Mr Forster gave a briefing on the following points in his report:

- The Control of Dogs Bylaw is in place, however there are no current restrictions on how many dogs can be owned on one property.
- Different bylaws / policies apply to registered dog breeders.
- Staff propose a fee of \$30 for a multi-dog permit to be consulted on.
- After consulting with Animal Control, the fee discussed takes into consideration vehicle running costs and Animal Control staff time.
- Any amendments would come into effect at the beginning of the next financial year.

Councillor Belsham recommended that if an owner wished to apply for a permit to have more than two dogs on one property, then they should be consulting with their immediate neighbours.

Resolved minute number **20/RDC/333** **File Ref** **1-DB-1-3**

That the report 'Proposed Amendment to Control of Dogs Bylaw' to the 24 September 2020 Council meeting be received.

Cr Gordon/Cr Hiroa. Carried

Resolved minute number **20/RDC/334** **File Ref**

That an amendment to include consultation of immediate neighbours be considered in the application form for the permit to own more than two dogs on one property.

Cr Belsham/Cr Carter. Carried

Resolved minute number 20/RDC/335 File Ref

That in accordance with Section 82 of the Local Government Act 2002 Council approve the consultation on amending the Control of Dogs Bylaw and supporting consultation material.

Cr Belsham/Cr Ash. Carried

12 New amenities on Taihape Memorial Park

Mr Hodder spoke to his tabled memorandum, updating Elected Members on the following:

- Taihape Heritage Trust have submitted an application to seek heritage status of the Taihape Grandstand – this application is currently pending.
- A walkthrough of the Grandstand took place with Cr Duncan and the architect, who advised there is no heritage value inside the grandstand.
- It is estimated to cost \$20,000 for an architect to provide a report to compare costings of building a new amenities block or upgrading the Taihape grandstand.

Councillor Duncan advised the architect has a vast knowledge of heritage buildings within the Rangitikei, and had noted the grandstand is rare. She also noted that the Taihape Heritage Trust would like to contribute towards some of the \$20,000, should Council take the next step to seek costings.

The Chief Executive advised that the suggested report would distinguish between the costs for providing amenities within the grandstand and the costs of bringing the building up to code (including seismic strengthening). There would be two options for Council to consider:

- Installation of new amenities on the ground floor of the grandstand and bringing the structure up to the requirements of the Building Code;
- Construct a new amenities building (as previously resolved) and bring the grandstand structure up to the requirements of the Building Code.

Resolved minute number 20/RDC/336 File Ref

That the tabled memorandum 'New amenities on Taihape Memorial Park' to the 24 September 2020 Council meeting be received.

Cr Duncan/Cr Dalgety. Carried

Resolved minute number 20/RDC/337 File Ref

That Council authorises the Chief Executive to commission architectural and engineering analysis of the Taihape Memorial Park Grandstand so that comprehensive cost estimates for providing amenities within that structure are available, as well as for the overall strengthening and refurbishment of the structure, having regard for the preservation of heritage features, and that this information is provided to Council's next meeting on 22 October 2020.

Cr Duncan/Cr Hiroa. Carried

Resolved minute number 20/RDC/338 File Ref

That the Notice of Motion to Council's meeting on 27 August 2020 to revoke Council's decision on the Taihape Amenities Build on Council's preferred tennis court site

(20/RDC/040 of 27 February 2020) lie on the table until the analysis [in the preceding recommendation] is available for Council's consideration.

Cr Duncan/Cr Hiroa. Carried 9-3

Cr Wilson/Cr Belsham/Cr Lambert requested their vote be recorded against the motion

Resolved minute number **20/RDC/339** **File Ref**

That the tabled letter from Taihape Area Dressage Group to the 24 September 2020 Council meeting be received.

Cr Gordon/Cr Dalgety. Carried

Resolved minute number **20/RDC/340** **File Ref**

That the tabled letter from Taihape Jumping Group to the 24 September 2020 Council meeting be received.

Cr Gordon/Cr Dalgety. Carried

15 Council's Procurement Strategy, 2021-24

Mr John Jones took the report as read, he briefed Elected Members on what the strategy means:

- Every three years a procurement strategy must be written and supplied to the New Zealand Transport Agency.
- If this requirement is not met, then funding will not be provided.
- The current strategy has gone to NZTA, and endorsed by Manawatu District Council, and now was presented to Council to consider.

Resolved minute number **20/RDC/341** **File Ref** **1-AS-1-3**

That the report 'Rangitikei District Council Procurement Strategy 2021-24' to the 24 September 2020 Council meeting be received.

Cr Wilson/Cr Carter. Carried

Resolved minute number **20/RDC/342** **File Ref**

That the Council endorses the Rangitikei District Council Roadway Procurement Strategy for 2021/22 to 2023/24 financial years.

Cr Wilson/Cr Dunn. Carried

Resolved minute number **20/RDC/343** **File Ref**

That the Council approves the continued use of (Rangitikei and Manawatu Shared Services) in-house professional services in accordance with s.26 of the Land Transport Management Act (LTMA).

Cr Wilson/Cr Dunn. Carried

The meeting adjourned at 3.01pm and reconvened at 3.17pm

13 Annual Residents Survey 2019/20

Mr Forster updated Elected Members on the response from the Annual Residents Survey 2019/20, noting:

- The survey had 371 respondents, an increase from the 2018/19 survey;
- A different approach was taken this year with advertising;
- Reporting will be taken back to Finance/Performance, Assets/Infrastructure and Policy/Planning summarising each specific area.

Cr Ash left the meeting between 3.34pm-3.36pm.

Resolved minute number **20/RDC/344** **File Ref** **5-FR-1-4**

That the report 'Annual Residents Survey 2019/20' to the 24 September 2020 Council meeting be received.

Cr Hiroa/Cr Belsham. Carried

14 Regulations and guidelines to govern the public use of the Tutaenui Reservoir

Ms Gower took the report as read, noting that the Tutaenui Reservoir will be opened for public use on 10 October 2020.

Resolved minute number **20/RDC/345** **File Ref** **6-RF-7; 1-CP-7-14**

That the memorandum 'Regulations and guidelines to govern the public use of the Tutaenui Reservoir' to the 24 September 2020 Council meeting be received.

Cr Ash/Cr Lambert. Carried

Resolved minute number **20/RDC/346** **File Ref**

That Council approve the following regulations and guidelines for public users of the Tutaenui Reservoir (also known as Marton B and C Dams).

The following activities are prohibited:

- Swimming
- Animals entering the water
- Non-motorised water activities i.e. kayaking, Stand up paddle board
- Motorised water activities i.e. boat
- Duck shooting
- Motorised vehicles
- Firearms
- Smoking
- Fires

The following regulations were agreed to by Council:

- Opening hours are from Dawn to Dusk
- Dogs on a leash are allowed

- Horses are allowed
- Mountain bikes

The following guidelines were agreed on by Council:

- Stick to Trails and Tracks
- Take rubbish with you
- Leave only footprints, take only photos
- Keep children close
- Bait stations present

His Worship the Mayor/Cr Duncan. Carried

16 Support for Ford Ranger Rural Games

At the Council meeting on 27 August 2020 during Public Forum, Mrs Margaret Kouvelis, Chair, and Mr James Stewart, Trustee of the Ford Ranger New Zealand Rural Games, gave a presentation on the rural games, which has previously attracted 40,000 attendees over three days and requested a contribution from Council of \$5,000.

Elected Members discussed the pros and cons on financially sponsoring the games; however, decided to decline the request as the district already holds similar events to showcase the Rangitikei District.

Resolved minute number **20/RDC/347** **File Ref**

That Council, declines the request to provide a grant to the 2021 Ford Ranger Games as they are held outside the District.

Cr Duncan/Cr Wilson. Carried

17 Bulls Township Sign

Ms Gower took the memorandum as read, providing background that the rebranding of town signage was to bring unity and to raise the identity of the Rangitikei as a district.

Resolved minute number **20/RDC/348** **File Ref** **4-ED-6-2**

That the memorandum 'Bulls Township Sign' to the 24 September 2020 Council meeting be received.

Cr Carter/Cr Belsham. Carried

Motion

That Council confirm the Bulls Community Committee recommendation:

20/BCC/028

That the Bulls Community Committee recommends to Council to endorse Option A (on the basis of the outcome of the recent pamphlet drop in Bulls in August 2020) as the new Bulls Town entrance sign.

Cr Dunn/Cr Carter.

Amended Motion

That Council endorse Option A (on the basis of the outcome of the recent pamphlet drop in Bulls in August 2020) as the new Bulls Town entrance sign and its placement as submitted by the Bulls Community Committee and agree that the font be changed to Intro Black, to be consistent with all other signs across the District.

Cr Gordon/Cr Ash. Lost

Resolved minute number **20/RDC/349** **File Ref**

That Council confirm the Bulls Community Committee recommendation:

20/BCC/028

That the Bulls Community Committee recommends to Council to endorse Option A (on the basis of the outcome of the recent pamphlet drop in Bulls in August 2020) as the new Bulls Town entrance sign.

Cr Dunn/Cr Carter. Carried

18 Whanganui Regional Heritage Awards

His Worship the Mayor updated Elected Members that the awards include a series of awards for the Rangitikei District, with several applications from Marton and Taihape. He pointed out that the group had not engaged with Council initially.

Resolved minute number **20/RDC/350** **File Ref**

That the sponsorship request for 'Whanganui Regional Heritage Awards' to the 24 September 2020 Council meeting be received.

His Worship the Mayor/Cr Dunn. Carried

Resolved minute number **20/RDC/351** **File Ref**

That Council agrees to the sponsorship of \$500 towards the Whanganui Regional Heritage Awards.

His Worship the Mayor/Cr Dunn. Carried

Amended Motion

That Council agrees to the sponsorship of \$3000 towards the Whanganui Regional Heritage Awards.

Cr Duncan/Cr Dunn. Lost

23 Public excluded

The meeting went into public excluded session at 4.16pm

Resolved minute number**20/RDC/352****File Ref**

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

1. Rates remissions
2. Taihape PRV & Watermain Renewal – C1104
3. Putorino landfill procurement recommendation
4. Property matters

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 Rates remissions	To enable the local authority holding the information to protect the privacy of natural persons, including that of deceased natural persons – <i>section 7(2)(a)</i> .	Section 48(1)(a)(i)
Item 2 Taihape PRV & Watermain Renewal – C1104	To enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>section 7(2)(i)</i> .	Section 48(1)(a)(i)
Item 3 Putorino landfill procurement recommendation	To enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>section 7(2)(i)</i> .	Section 48(1)(a)(i)
Item 4 Property matters	To enable the local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations) – <i>section 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.

Cr Gordon/Cr Carter. Carried

**20/RDC/353, 20/RDC/354, 20/RDC/355, 20/RDC/356, 20/RDC/357, 20/RDC/358,
20/RDC/359, 20/RDC/360, 20/RDC/361, 20/RDC/362**

24 Open Meeting

The meeting went into open session at 4.58pm.

Resolved minute number	20/RDC/363	File Ref
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That the public excluded meeting move into an open meeting, and the following recommendations be confirmed in the open meeting:

20/RDC/355

That, having regard for Council's rates remission policy to incentivise residential development, Council grants a remission of rates totalling \$10,000 for the two additional standalone dwellings at 7-9 Weka Street and a waiver of internal consents costs using the calculation in clause 4 of the policy in respect of the two standalone dwellings replacing the two villas, up to a maximum of \$10,000.

20/RDC/358

That Council award Contract C1104 for the replacement of Taihape PRV & Watermain Renewal to Connell Contractors Limited for a total value of \$588,396.93 excluding GST and inclusive of 10% contingency.

20/RDC/361

That the contract for the Putorino Landfill Remediation works be awarded to Central Demolition to the value of \$474,545.00 excluding any additional contingency amount.

Cr Duncan/Cr Carter. Carried

Cr Panapa left the meeting between 4.54pm-5.00pm

19 Administrative Matters – September 2020

Mr Beggs took his report as read, and briefed Elected Members on the following:

- Marton Rail Hub is moving at pace – this is funded by the Infrastructure Reference Group, which is administered by the Provincial Growth Fund.
- Council are due to receive an update on one of the PGF applications submitted.
- An update will be available on costings for a changing room at the Bulls Community Centre in approximately two months.
- Mr Benadie will be working with the Falkners to rectify the boundary issues at Poplar Grove.

His Worship the Mayor acknowledged that staff have large workloads and wants the Report on the Bulls Community Centre changing room done accurately, and would rather the report take the required time to get it right.

Resolved minute number **20/RDC/364** **File Ref** **5-EX-4**

That the report 'Administrative Matters – September 2020' to the 24 September 2020 Council meeting be received.

Cr Gordon/Cr Wilson. Carried

Resolved minute number **20/RDC/365** **File Ref**

That the Chief Executive and His Worship the Mayor negotiate stopping and transfer to Falkners of such portion of Poplar Grove, Bulls, as is required to remedy the current building encroachment, plus any extra agreed by the Principal Advisor Infrastructure; and that all actions and the transfer of land are to be at zero cost and consideration payable by the Falkners, and is to the satisfaction of the Falkners.

Cr Dunn/Cr Carter. Carried

Resolved minute number **20/RDC/366** **File Ref**

That the Chief Executive arrange for consultation with residents along Burns Ford Road on the proposed change of name to Burnes Ford Road and, if there is no objection, proceed to the formal notification to Land Information New Zealand on that change of name and to amending Council's road name blade.

Cr Wilson/Cr Duncan. Carried

20 Top Ten Projects – status, September 2020

Mr Benadie took the report as read, briefing members that the contract has been awarded for the new Mangaweka Bridge, with the sod turning held earlier in September. The project is due to be completed in June 2022.

Resolved minute number **20/RDC/367** **File Ref** **5-EX-4**

That the memorandum 'Top Ten Projects – status, September 2020' to the 24 September 2020 Council meeting be received.

Cr Carter/Cr Ash. Carried

21 Minutes and recommendations from Committees

Resolved minute number **20/RDC/368** **File Ref**

That the following minutes be received:

- Turakina Community Committee, 3 September 2020
- Hunterville Rural Water Scheme, 7 September 2020 – *tabled*
- Te Roopuu Ahi Kaa Komiti, 8 September 2020
- Ratana Community Board, 8 September 2020
- Taihape Community Board, 9 September 2020

- Santoft Domain Management Committee, 9 September 2020
- Marton Community Committee, 9 September 2020
- Assets Infrastructure Committee, 10 September 2020
- Policy Planning Committee, 10 September 2020
- Hunterville Community Committee, 14 September 2020 – *tabled*
- Rangitikei Youth Council, 15 September 2020 – *tabled*
- Bulls Community Committee, 15 September 2020 – *tabled*

Cr Ash/Cr Hiroa. Carried

Resolved minute number **20/RDC/369** **File Ref**

That the following recommendations from the Turakina Community Committee meeting held on 3 September 2020 be confirmed:

20/TCC/015

That the Turakina Community Committee recommend to Council that Council staff investigate and report back to the committee on building a Dry Vault 24-hour toilet on the preferred site (option E) and if that is not possible then second (option F) and further that Council continue the agreement with the Mobil Station for public use of their toilet facilities and engage with the Mobil Station as to the possibility of cleaning the Dry Vault.

Cr Hiroa/Cr Dunn. Carried

Resolved minute number **20/RDC/370** **File Ref**

That the following recommendations from the Taihape Community Board meeting held on 9 September 2020 be confirmed:

20/TCB/033

That the Taihape Community Board recommend to Council and request that “Keep Clear Bus Stop” road marking and signage similar to that by the Taihape railway station be installed at the Kuku Street bus shelter.

Cr Duncan/Cr Hiroa. Carried

Resolved minute number **20/RDC/371** **File Ref**

That the following recommendations from the Marton Community Committee meeting held on 9 September 2020 be confirmed:

20/MCC/022

That the Marton Community Committee recommend to Council that the Marton Township Signage image be that of the wheel with piko and barley.

Cr Belsham/Cr Wilson. Carried

Resolved minute number **20/RDC/372** **File Ref**

That the following recommendations from the Assets/Infrastructure Committee meeting held on 10 September 2020 be confirmed:

20/AIN/045

That the Assets and Infrastructure Committee recommends for Council consideration that contracts that require council approval are accompanied with a reporting schedule to be

adopted at the time of contract acceptance. The reporting schedule is to include project timeframes, budget and consenting.

His Worship the Mayor/Cr Wilson. Carried

Resolved minute number **20/RDC/373** **File Ref**

That the following recommendations from the Assets/Infrastructure Committee meeting held on 10 September 2020 be confirmed:

20/AIN/047

The Assets/Infrastructure Committee recommend to Council that Council endorse His Worship the Mayor advocating for a solution to remedy the flooding issues of Koitiata lagoon.

His Worship the Mayor/Cr Dunn. Carried

Resolved minute number **20/RDC/374** **File Ref**

That the following recommendations from the Bulls Community Committee meeting held on 15 September 2020 be confirmed:

20/BCC/027

That the Bulls Community Committee recommend to Council to work alongside the New Zealand Transport Agency to explore safe options of crossing Bridge Street in Bulls.

Cr Dunn/Cr Carter. Carried

Resolved minute number **20/RDC/375** **File Ref**

That the following recommendations from the Finance/Performance Committee meeting held on 24 September 2020:

20/FPE/021

That the Finance/Performance Committee recommend to Council that the Heating and Insulation Programme be revoked and those who enquire at Council are directed towards ECCA and Banks offering up interest free loans.

Cr Belsham/Cr Panapa. Carried

22 Late items

Request from Councillor Fiona Gordon, Horizons Regional Council

Councillor Fiona Gordon of Horizons Regional Council, wrote to His Worship the Mayor requesting consideration of hosting the Women's Refuge New Zealand "Shielded Site" on the Rangitikei District Councils website.

This emblem represents an easy and untraceable avenue for domestic violence victims to reach out for support at any time.

Resolved minute number **20/RDC/376** **File Ref**

That the letter of Request from Councillor Fiona Gordon, Horizons Regional Council be received.

Cr Ash/Cr Duncan. Carried

Resolved minute number 20/RDC/377 File Ref

That Council agree to update the Rangitikei District Council website to include the Women's Refuge New Zealand "Shielded Site" emblem as an easy and untraceable avenue for domestic violence victims to reach out for support at any time.

Cr Ash/Cr Duncan. Carried

Proposed removal of building line restrictions

Cr Wilson declared a Conflict of Interest in this item and removed himself from the room for the duration of the discussions on this item.

Mr Pointon spoke to the tabled memorandum, advising he has discussed and consulted on the approach of removing the building line restrictions with the Council Planner and Roading Manager, both have agreed to the approach and advised there were no issues with the change.

Resolved minute number 20/RDC/378 File Ref

That the memorandum 'Proposed removal of building line restrictions' tabled at Council's meeting on 24 September 2020 be received.

His Worship the Mayor/Cr Belsham. Carried

Resolved minute number 20/RDC/379 File Ref

That having regard for clause 3.5 of Council's adopted Standing Orders, Council suspends clause 26.5 of the adopted Standing Orders to allow immediate revocation of Council's resolution 20/RDC/260 of 25 June 2020 regarding the building line restriction at 76 Tutaenui Road, Marton in the light of further information provided to Council's meeting on 24 September 2020.

His Worship the Mayor/Cr Belsham. Carried

Resolved minute number 20/RDC/380 File Ref

That regarding the building line restriction at 76 Tutaenui Road, Marton, and the current building consent application for an extended garage, Council revokes resolution 20/RDC/260 of 25 June 2020 and authorises the Chief Executive to notify the Registrar-General of Land of cancellation of Building Line Restriction K36547 in accordance with Section 327A Local Government Act 1974.

His Worship the Mayor/Cr Belsham. Carried

Resolved minute number 20/RDC/381 File Ref

That Council determine that the building line restriction along the eastern side of Bowen Street, Marton, be cancelled and authorises the Chief Executive to notify the Registrar-General of Land of cancellation of the Building Line Restrictions on all titles on the eastern side of Bowen Street, Marton in accordance with Section 327A Local Government Act 1974.

His Worship the Mayor/Cr Belsham. Carried

Bilingual signage at the Bulls Community Centre

Mr Beggs advised Council that guidelines published by Te Puni Kōkiri in 2016, stated that when bilingual signage is used Maori should be placed first, either stacked, or side by side. The objective of this is to increase visibility of Te Reo Maori in public spaces within Central and

Local Government. He noted this approach differs from the recommendation from the Bulls Governance Group to Council at its 25 June 2020 meeting and there was now the need to revoke that resolution.

Resolved minute number **20/RDC/382** **File Ref**

That the memorandum 'Bilingual signage at Bulls Community Centre' tabled at Council's meeting on 24 September 2020 be received.

Cr Dunn/Cr Ash. Carried

Resolved minute number **20/RDC/383** **File Ref**

That Council affirms its commitment to giving effect to Te Tohu Reora I te Reo Māori te Reo Pākehā (He kupe ā rahi e kairangi ai ngā tikanga): Maori-English bilingual signage (A guide to best practice) meaning that Māori is placed first in the bilingual signage for the new Bulls Community Centre (and other public spaces under Council control).

Cr Dunn/Cr Ash. Carried

Resolved minute number **20/RDC/384** **File Ref**

That having regard for clause 3.5 of Council's adopted Standing Orders, Council suspends clause 26.5 of the adopted Standing Orders to allow immediate revocation of Council's resolution **20/RDC/234** of 25 June 2020 regarding the signage at the new Bulls Community Centre in the light of further information provided to Council's meeting on 24 September 2020.

Cr Hiroa/Cr Dunn. Carried by 100% of Elected Members

Resolved minute number **20/RDC/385** **File Ref**

That Council revokes resolution 20/RDC/234 of 25 June 2020.

Cr Belsham/Cr Wilson. Carried

25 Next Meeting

Thursday 22 October 2020, 1.00pm

26 Meeting Closed

His Worship the Mayor acknowledged this was Mr Hodder's last Council meeting in his current role, and thanked him for his diligence and wisdom over the years, noting he will be missed.

The meeting closed at 5.52pm.

Confirmed/Chair: _____

Date: _____

Attachment 2

Report

Subject: **Mayor's Report**

To: Council

From: Andy Watson
Mayor

Date: 15 October 2020

File: 3-EP-3-5

- 1 The Central Government election is on us now and while I am certainly not going to promote one party against another the election does have implications for us and Local Government. During the election period all Government activity stops - we are in an hiatus - and the concern is that at the same time we are trying to develop our Long Term Plans based on an anticipated Government position. The Three Waters legislation has massive effects on Councils for the future and it will now be effectively well after the start of the new year before we know more.
- 2 My last report spoke about the imminent opening of the new Bulls Centre and at that stage I could not reveal the name, which is Te Matapihi, a name gifted by both Iwi, Nga Wairiki, Ngati Apa and Parewahawaha. The opening night was magnificent accompanied by a spine-chilling waiata sung by Minister Nanaia Mahuta and a series of songs sung by opera singer Olga Shanina. Since the opening and the following public opening on Saturday the building has been well used for business meetings, private bookings and Art for Art's Sake. The interest in the use of the facility has been very high.
- 3 I would like to thank the Youth Council led by Kelly Widdowson for their community support. They have assisted us at the opening of Te Matapihi, the opening of the Marton B and C Dam Walkways and have helped with the Meet the Candidates Night. It has been a difficult year for them in coping with Covid regulations and they want to support our community wherever they can.
- 4 It is nice when projects initiated years ago and developed over time come to fruition. The opening of the walkways and public use around the B and C Dams in Marton are a classic example of this. Years ago a vision was given to us by several groups, the Tutaenui Stream Restoration Group led by Greg Carlyon and Maree Gurney, landowner David Smith and Athol Samson, Parks & Reserves Manager for the Rangitikei District Council. That vision was to replant the entire dam area, to put in walkways, to make it predator free and to open it up to the general public. Thousands of community hours have been involved, organisations such as the RSA and Rotary have assisted, private companies such as Mitre 10 and others have made this happen. Council has been brave in allowing public use of this area. A large crowd turned up for the opening with many walking the long loop. There is still more work to be done, but the community can be proud of the achievement.
- 5 I attended the inaugural Whanganui Rangitikei Ruapehu Heritage Awards held in Whanganui this month. The awards were the brainchild Councillor Helen Craig and I congratulate her. Rangitikei was represented highly especially in the restoration of heritage homes. I

congratulate Gail Laurie the winner of this category for the loving restoration of Westoe Homestead.

- 6 Community Service across our district is the strength of the Rangitikei. I have recently attended the AGM of Marton Christian Welfare whose contribution to welfare in Marton and beyond is extraordinary. In Taihape I have attended the 75th anniversary of the Taihape Rotary Club whose record in public service is amazing. Many of the facilities we have in Taihape have either been initiated by them or have been made possible by their assistance. Past Councillor Jan Byford was fittingly presented with a “sapphire pin” Paul Harris Award. That is something that is held in very high regard and I congratulate her.
- 7 Bulls as I have said had the Art for Art’s Sake exhibition. Sadly I think this is the last act for co-ordinator Heidi of the Bulls Trust. She has accepted another position, I wish her well, her smile attitude and efforts will be missed.
- 8 Finally, I was part of the farewell for long time Council employee Michael Hodder. Michael has not retired but has stepped back into a part time advisory role. His service to this Council has been immense and his institutional knowledge will be sorely missed. Michael, myself and Council wish you well.

Andy Watson
Mayor

Mayors Engagement

October 2020

1	Attended the Whanganui Regional Heritage Awards
2	Met with various Marton residents Attended the Opening of the Art For Art's Sake Exhibition – Bulls
5	Attended the MTFJ Core Group Meeting – Wellington Attended a meeting at the Ministry for Primary Industries – Wellington
6	Met with various Marton business owners Joined the Regional Transport Matters - Fortnightly Teleconference Taumata Arowai and Three Waters Reform Programme - Whanganui hui
7	Attended the Monthly Executive Leadership Team meeting Attended the Taihape Network Zoom Meeting
8	Attended the fortnightly discussion on recovery Hosted a Business meeting - Te Matapihi, Bulls Community Centre Met with various potential land owners in Bulls
9	Attended the Tutaenui Dam and walkway official opening
10	Attended site visit at the Santoft Domain
12	Hosted a site visit of Te Matapihi, Bulls Community Centre Met with a potential Marton Business owner Attended the Bonny Glenn Funding meeting
13	Attend the Assets/Infrastructure Committee meeting Attend the Youth Council Meeting - Marton
14	Was based in Taihape all day Met with the Ratana Playground Group Attended the Business Network Event Marton
15	Attended the LTP Workshop Attended the Marton Development Group meeting
16	To visit Ratana to host LTP Early Engagement – Framing Our Future
18	To attend the Taihape Museum 50 th Anniversary To attend the Kotahitanga hall – AGM
19	To attend the monthly catch-up with Mayor Helen – Feilding To attend the Waka Kotahi NZTA Stakeholder Tour - Palmerston North

20	<p>To attend the Regional Transport Matters - Fortnightly Teleconference</p> <p>To attend the Creative Communities meeting</p> <p>To host an LTP Early Engagement – Framing Our Future - Marton</p> <p>To attend the DairyNZ Rural Professionals Meeting – Palmerston North</p>
21	<p>To attend the fortnightly discussion on recovery</p> <p>To attend the John Beresford Swan Dudding Trust meeting</p> <p>To attend the Taihape Network After 5 meeting</p>
22	<p>To attend the Finance/ Performance Committee meeting</p> <p>To attend the Council meeting</p>
24	To attend the Bulls Fire Brigade Function And Ball
28	To attend the Rangitikei District Council New staff Whakatau - Marton
29	To attend the Zone 3 meeting - Ruapehu - Day 1
30	<p>To attend the Zone 3 meeting - Ruapehu - Day 2</p> <p>To attend the Breast Cancer Awareness Street Table – Marton</p> <p>To attend the Opening 'A moment in time' - Bulls Museum</p>

Attachment 3

Report

Subject: **Follow-up Items from Previous Meetings**

To: Council

From: Carol Gordon

Date: 16 October 2020

File: 3-ME-1

1 Reason for Report

- 1.1 On the list attached are items raised at previous Council meetings that staff have followed up on. All items indicate who is responsible for follow up, and a brief status comment. Once the items have been reported back to the Committee they will be removed from the list.

2 Decision Making Process

- 2.1 Staff have assessed the requirements of the Local Government Act 2002 in relation to this item and have concluded that, as this report is for information only, the decision making provisions do not apply.

3 Recommendation

That the report 'Follow-up Items from Previous Meetings' to the 22 October 2020 Council meeting be received.

Carol Gordon
Group Manager Democracy and Planning

APPENDIX 1

Follow-up Actions from Council Meeting 24 September 2020

Follow-up Actions	Person Assigned:	Status Comment:
Door of Hope - Requests for financial assistance, waiving of consent fees	George Forster / Carol Gordon	Section in CE's Admin matters report for October Council meeting. [action now closed]
Chairs of Community Boards / Community Committees to be asked to each LTP Workshop	Carol Gordon	Emails will be sent each month reminding them of the LTP Workshop date. [action now closed]
Dog Control Bylaw - Add into bylaw: Consideration of affected neighbours	George Forster	Addition made. [action now closed]
Taihape Memorial Park Amenities - Decision to be made at next Council meeting	Michael Hodder / Gaylene Prince	Report or update will be included on Agenda for October Council meeting.
Residents Survey - Improvement and action plans to go to ELT then committees	George Forster	Plans being prepared for ELT. Report will be included on Agenda for November Council meeting. [action now closed]
Rural Games - Advise request for funding was declined	Carol Gordon	Letter has been sent. [action now closed]
Bulls Sign - Option A agreed to – advise Bulls Community Committee	Nardia Gower	Committee has been advised. [action now closed]
Huntley School Dorm Project - Future report or paragraph re their request for assistant with building consent costs; assistance with Project Management; grant	Carol Gordon / Dave Tombs	Report will be included on Agenda for October Council meeting. [action now closed]
Top 10 Report – Hereford Heights - Include timeframes in next update	Arno Benadie	Report will include this for October Council meeting. [action now closed]
Request from Cr Fiona Gordon, Horizons - To Council include the Women's Refuge NZ "Shielded Site" for victims of domestic abuse	Carol Gordon	This emblem has been placed on our site and takes you directly to "The Shielded Site". [action now closed]

Installation of signage following Council's decision to approve regulations and guidelines for public users of the Tutaenui Reservoir.	Nardia Gower	Staff are working on this with Tutaenui Restoration Society. [action now closed]
Consultation with residents along Burns Ford Road on the proposed change of name to Burnes Ford Road	Graeme Pointon	Consultation has commenced.

Attachment 4

Report

Subject: **Long Term Plan 2021-31 – October Update**

To: Council

From: Carol Gordon – LTP Project Manager

Date: 16 October 2021

File Ref: 1-LTP-5-5

1 Executive Summary

- 1.1 The purpose of this report is to provide the Council an update on the development of the Council's 2021-31 Long Term Plan.

2 Progress Since Last Update

- 2.1 Staff are working through feedback and improvements on the Statement of Service Performance and also the Assumptions that will be included in the Long Term Plan. Meetings have been planned with all Activity Managers to progress this, which will then be brought back to the November LTP Workshop. Work continues on the Asset Management Plans; and Infrastructure and Financial combined strategy.

2.1.1 Outcomes from Workshop 4 – 15 October

This workshop provided a recap on outcomes from previous workshops, which included:

- Agreement to retain Council's existing approach of having Development Agreements
- Significance & Engagement Policy was signed off and an agreement to consult on this Policy as part of the formal consultation in 2021
- Capture of ideas and aspirations from Elected Members and Bulls Community Committee Chair
- Initial input on the four Well-beings – Economic, Cultural, Social and Environmental.

At Council's invitation Mr Tyrone Barker, Chair of the Bulls Community Committee also attended this workshop along with Elected Members.

An update on the current status of the 3 waters reform programme was provided.

The workshop then focussed on the draft Strategic Vision 2020 document that has been developed by the Executive Team, with contributing information from previous workshops with Elected Members. This document contains four strategies, based on the four well-beings, these and the accompanying action plans were presented.

The Strategic Vision document will form part of engagement with Te Roopuu Ahi Kaa members and Community Boards and Committees ensuring they have the opportunity to provide input before a final document is consulted on in 2021.

A high level financial position was presented by Mr Tombs, Councils Chief Finance Officer.

In early October staff held their first meeting with Audit NZ and provided the LTP timeframes and expectations from both parties.

3 Early Engagement

The early engagement process has continued over the past month, with good feedback and engagement at the Bulls Open Day and Tutaenui Walkway opening. The next engagement events are at Ratana on Friday, 16 October and then in Marton during the week of the 19th of October.

As part of the early engagement consultation on the Bulls Tower; Dog Control Amendment; and possible renaming of Marton Park, will continue.

4 Recommendation

- 4.1 That the report 'Long Term Plan 2021-31 – October Update' to Council's meeting on 22 October 2020 be received.

Carol Gordon
LTP Project Manager

Attachment 5

Report

Subject: **Treasury Management Policy**

To: Council

From: Dave Tombs

Date: 15 October 2020

File Ref: 5-EX-4

1 Executive Summary

1.1 Purpose of the report

This report provides an amended Treasury Management Policy for Finance and Performance Committee to consider and recommend to Council to approve.

1.2 Major recommendations

That Finance and Performance Committee to consider and approve the amended Treasury Management Policy.

2 Context

2.1 Background

Council's Treasury Management Policy ("TMP") comprises two policies that are required by the Local Government Act 2002:

1. Liability Management Policy
2. Investment Policy.

Council's current TMP has been reviewed with a view to making it 'more clear and succinct' (in line with recent advice issued by Audit NZ). The proposed version has seven pages: the current version has 32 pages.

The main 'substantive' change in the proposed TMP relates to the Borrowing Limit ratios. The current TMP has five ratios that relate to Borrowing Limits (\$4.2) – the source of these limits is unclear.

The proposed TMP replaces these five ratios with three similar ratios (sections 3.3 to 3.5) which have externally endorsed limits.

2.2 Long Term Plan

The TMP informs Council's Finance Strategy which is part of the Long Term Plan.

2.3 Significance

This report is essentially a rewrite of an existing policy and is considered Low with respect to Council's Significance and Engagement Policy.

2.4 Legal issues

As noted in S1 of the proposed TMP, Council is required to have a Liability Management Policy and an Investment Policy. Like many Councils, Rangitikei District Council combines these two policies in a Treasury Management Policy.

2.5 Approach

Section 102 (5(a)(b)) of the LGA 2002 stipulates that Councils do not need to consult on a Liability Management Policy or Investment Policy.

Council has previously decided to consult on a new TMP (December 2015) but this was largely due to Council becoming a net borrower of funds for the first time (no submissions were received).

Council's Long Term Plan will clearly show Council's anticipated future debt position and will be fully consulted on.

Accordingly officers do not see a need to consult on the proposed changes to the TMP.

3 Analysis

3.1 Options

Finance and Performance Committee can either:

1. Approve the amended Treasury Management Policy
2. Not approve amended Treasury Management Policy and retain the current version
3. Approve the amended Treasury Management Policy with suggested changes

3.2 Costs

No material costs are associated with these options. Retaining the current version will however result in, what officers deem to be, a version that has less clarity around various (mainly reporting and management) responsibilities. This will result in more time being required to administer the current version.

4 Conclusions

4.1 The preferred option:

That Finance and Performance Committee consider the report and recommend that Council approve the amended Treasury Management Policy.

5 Recommendations

5.1 That the report 'Treasury Management Policy' to the 22 October 2020 Council meeting be received.

5.2 That the Council [adopts/does not adopt] the Treasury Management Policy as [amended/without amendment].

Dave Tombs
Group Manager Corporate Services



TREASURY MANAGEMENT POLICY

Including Liability Management and Investment Policies

Date of adoption by Council	29 February 2016
Resolution Number	16/RDC/039
Date by which review must be completed	2018 – In conjunction with the LTP
Relevant Legislation	Local Government Act 2002
Statutory or Operational Policy	Statutory
Included in the LTP	No

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1 Introduction

1.1 Policy purpose

The purpose of the Treasury Management Policy (“Policy”) is to outline approved policies and procedures in respect of all treasury activity to be undertaken by Rangitikei District Council (“RDC”). The formalisation of such policies and procedures will enable treasury risks within RDC to be prudently managed.

As circumstances change, the policies and procedures outlined in this Policy will be modified to ensure that treasury risks within RDC continue to be well managed. In addition, regular reviews will be conducted to test the existing Policy against the following criteria:

- Industry “best practices” for a Council the size and type of RDC.
- The risk bearing ability and tolerance levels of the underlying revenue and cost drivers.
- The effectiveness and efficiency of the Policy and treasury management function to recognise, measure, control, manage and report on RDC’s financial exposure to market interest rate risks, funding risk, liquidity, investment risks, counterparty credit risks and other associated risks.
- The operations of a pro-active treasury function in an environment of control and compliance.
- The robustness of the Policy’s risk control limits and risk spreading mechanisms against normal and abnormal interest rate market movements and conditions.
- Assistance to RDC in achieving strategic objectives.

It is intended that the Policy be distributed to all personnel involved in any aspect of the RDC’s financial management. In this respect, all staff must be completely familiar with their responsibilities under the Policy at all times.

2 Scope and objectives

2.1 Scope

- This document identifies the Policy of RDC in respect of treasury management activities.
- The Policy has not been prepared to cover other aspects of RDC’s operations, particularly transactional banking management, systems of internal control and financial management. Other policies and procedures of RDC cover these matters.

2.2 Treasury management objectives

The objective of this Policy is to control and manage costs, investment returns and risks associated with treasury management activities.

Statutory objectives

- All external borrowing, investments and incidental financial arrangements (e.g. use of interest rate hedging financial instruments) will meet requirements of the Local

Government Act 2002 and incorporate the Liability Management Policy and Investment Policy.

- RDC is governed by the following relevant legislation:
 - Local Government Act 2002, in particular Part 6 including sections 101,102, 104, 105 and 113.
 - Local Government (Financial Reporting and Prudence) Regulations 2014, in particular Schedule 4.
 - Trustee Act 1956. When acting as a trustee or investing money on behalf of others, the Trustee Act highlights that trustees have a duty to invest prudently and that they shall exercise care, diligence and skill that a prudent person of business would exercise in managing the affairs of others. All projected external borrowings are to be approved by Council as part of the Annual Plan or the Long Term Planning (LTP) process, or resolution of Council before the borrowing is affected.
- All legal master documentation in respect to external borrowing and financial instruments will be approved by Council's solicitors prior to the transaction being executed.
- Council will not transact with any Council Controlled Trading Organisation (CCTO) on terms more favourable than those achievable by Council itself, without charging any rate or rates revenue as security.
- A resolution of Council is not required for hire purchase, credit or deferred purchase of goods if:
 - The period of indebtedness is less than 91 days (including rollovers); or
 - The goods or services are obtained in the ordinary course of operations on normal terms for amounts not exceeding in aggregate \$250,000.

General objectives

- Ensure that all statutory requirements of a financial nature are adhered to.
- Minimise Council's costs and risks in the management of its external borrowings.
- Minimise Council's exposure to adverse interest rate movements.
- Arrange and structure external long term funding for Council at a favourable margin and cost from debt lenders. Optimise flexibility and spread of debt maturity terms within the funding risk limits established by this Policy statement.
- Maintain appropriate liquidity levels and manage cash flows within Council to meet known and reasonable unforeseen funding requirements.
- Manage investments to optimise returns in the long term whilst balancing risk and return considerations.
- Develop and maintain relationships with financial institutions, LGFA and investors.
- Monitor and report on financing/borrowing covenants and ratios under the obligations of Council's lending/security arrangements.
- Comply with financial ratios and limits stated within this Policy.
- To minimise exposure to credit risk by dealing with and investing in credit worthy counterparties.

- Borrow funds, invest and transact risk management instruments within an environment of control and compliance under the Council approved Policy so as to protect Council's financial position and manage costs.
- Monitor, evaluate and report on treasury performance.
- Ensure the Council, management and relevant staff are kept abreast of the latest treasury products, methodologies, and accounting treatments through training and in-house presentations.
- To ensure adequate internal controls exist to protect Council's financial assets and to prevent unauthorised transactions.

In meeting the above objectives Council is, above all, a risk averse entity and does not seek risk in its treasury activities. Interest rate risk, liquidity risk, funding risk, default or credit risk, and operational risks are all risks which the Council seeks to manage, not capitalise on. Accordingly activity which may be construed as speculative in nature is expressly forbidden.

2.3 Policy setting and Management

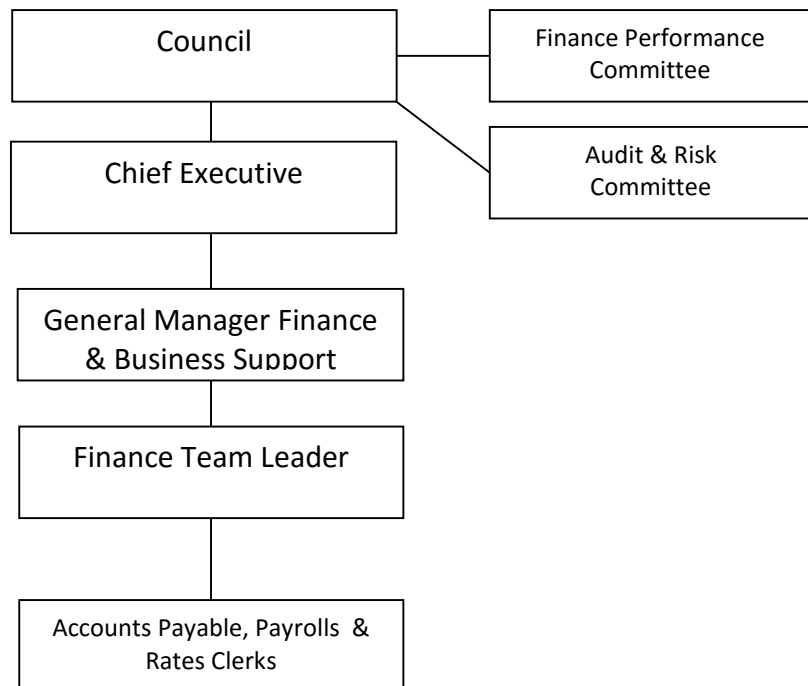
Council approves Policy parameters in relation to its treasury activities. The CE has overall financial management responsibility for the Council's borrowing and investments, and related activities.

The Council exercises ongoing governance over its subsidiary companies (CCO/CCTO), through the process of approving the Constitutions, Statements of Intent, and the appointment of Directors/Trustees of these organisations.

3 Governance and management responsibilities

3.1 Overview of management structure

The following diagram illustrates those individuals and bodies who have treasury responsibilities. Authority levels, reporting lines and treasury duties and responsibilities are outlined in the following section:



3.2 Council

The Council has ultimate responsibility for ensuring that there is an effective Policy for the management of its risks. In this respect the Council decides the level and nature of risks that are acceptable, given the underlying objectives of RDC.

The Council is responsible for approving the Policy. While the Policy can be reviewed and changes recommended by other persons, the authority to make or change Policy cannot be delegated. In this respect, the Council has responsibility for:

- Approving the long-term financial position of RDC through the Long Term Plan (LTP) and Financial Strategy along with the adopted Annual Plan.
- Approve and adopt the Liability Management and Investment Policies (the Treasury Management Policy).
- Approval for one-off transactions falling outside Policy.
- Report to the public via the Council's Annual Plan and Annual Report.

3.3 Finance Performance Committee

Under delegation from Council:

- Monitor and review treasury activity through monthly reporting, supplemented by exception reporting.

3.4 Audit & Risk Committee

Under delegation from Council:

- Review formally, on a three yearly basis, the Treasury Management Policy document.
- Evaluate and recommend amendments to the Treasury Management Policy to Council.

3.5 Chief Executive Officer (CE)

While the Council has final responsibility for the Policy governing the management of Council's risks, it delegates overall responsibility for the day-to-day management of such risks to the Chief Executive (CE).

In respect of treasury management activities, the Chief Executive's responsibilities include:

- Ensuring the policies comply with existing and new legislation.
- Managing the long-term financial position of Council as outlined in the LTP.
- Approving the list of authorised signatories.
- Approving treasury transactions in accordance with delegated authority.
- Approving new counterparties and counterparty limits.
- Approving new external borrowing undertaken within Council resolution and approved borrowing strategy.
- Approves the opening and closing of bank accounts.
- Approving all amendments to Council records arising from checks to counterparty deal confirmations.
- Receiving advice of non-compliance of Policy and significant treasury events from the General Manager Finance & Business Support.

3.6 General Manager Finance & Business Support (GMFBS)

The General Manager Finance & Business Support's responsibilities are as follows:

- Management responsibility for all external borrowing, investment and related activities as delegated by the CE.
- Approving treasury transactions in accordance with delegated authority.
- Manage Council's relationship with financial institutions, LGFA, and brokers.
- Liaise and negotiate with bankers/brokers/the LGFA for issue of debt.

- Execution of external borrowing, investment, and interest rate management transactions in accordance with set limits, including the completion of deal tickets to record transactions.
- Update treasury spreadsheets for all new, re-negotiated and maturing transactions.
- Check all settlement of external borrowing, investment, cash management, and interest rate management transactions.
- Review and monitor Council's cash flow forecasts.
- Review and approve monthly, bank reconciliations, and general ledger reconciliations.
- Ensure compliance to Policy risk control limits.
- Monitoring and reviewing the performance of the treasury function in terms of achieving the objectives.
- Monitor and report on treasury activity.
- Conducting a review, at least triennially, of the Policy.
- Reviewing and making recommendations on all aspects of the Policy to the CE and Audit & Risk Committee, including dealing limits, approved instruments, counterparties, and general guidelines for the use of financial instruments.
- Responsible for keeping the CE informed of significant treasury activity and market trends.

3.7 Finance Team Leader (FTL)

The Finance Team Leader's responsibilities are as follows:

- Complete Council's cash flow and debt forecasts, and day-to-day cash management responsibilities.
- Settlement of external borrowing, investment, cash management, and interest rate management transactions.
- Check all treasury deal confirmations against the treasury spreadsheet and report any irregularities immediately to the CE.
- Handle all administrative aspects of bank counterparty agreements and documentation such as loan agreements and ISDA documents.
- Complete monthly treasury journals.

3.8 Accounts Payable & Payrolls Clerk (APPC)

- Complete monthly bank reconciliations.
- Complete monthly reconciliation of treasury spreadsheet to general ledger.
- Prepare treasury reports.

3.9 Delegation of authority and authority limits

Treasury transactions entered into without the proper authority are difficult to cancel given the legal doctrine of "apparent authority". Also, insufficient authorities for a given bank account or facility may prevent the execution of certain transactions (or at least cause unnecessary delays). To prevent these types of situations, the following procedures must be complied with:

- All delegated authorities and signatories must be reviewed at least annually to ensure that they are still appropriate and current.
- A comprehensive letter must be sent to all bank counterparties at least annually to confirm details of all relevant current delegated authorities empowered to bind Council.

Whenever a person with delegated authority on any account or facility leaves Council, all relevant banks and other counterparties must be advised in writing in a timely manner to ensure that no unauthorised instructions are to be accepted from such persons.

Council has the following responsibilities, either directly itself, or via the following stated delegated authorities:

Activity	Delegated Authority	Limit
Approving and changing Policy	Council	Unlimited
Approve external borrowing for year as set out in the AP/LTP.	Council	Unlimited (subject to legislative and other regulatory limitations)
Acquisition and disposition of investments other than financial investments	Council	Unlimited
Approval for charging assets as security over borrowing	Council	Unlimited
Approving transactions outside Policy	Council	Unlimited
Approve new external borrowing in accordance with Council resolution.	CE	Per Council approved AP/LTP
Arranging/negotiation of new and re-financing bank facilities/debt issuance.	GMFBS	Per Council resolution Subject to Policy
Overall day-to-day treasury management	CE	Subject to Policy
Authorising list of signatories	CE	Unlimited
Opening/closing bank accounts	CE	Unlimited
Approve financial investments and activity	GMFBS	Subject to Policy Per risk control limits
Manage borrowing, investment and interest rate activity	GMFBS	N/A
Maximum daily transaction amount (borrowing, investing, interest rate risk management and cash management) excludes roll-overs on debt and interest rate swaps.	Council CE GMFBS	Unlimited \$20M \$5M
Manage cash/liquidity requirements	GMFBS	Per risk control limits
Triennial review of Policy	GMFBS	N/A

Ensuring compliance with Policy	GMFBS	N/A
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All management delegated limits are authorised by the CE.

4 Liability Management Policy

4.1 Introduction

Council's liabilities comprise of borrowings (external/internal) and various other liabilities. Council maintains external borrowings in order to:

- Raise specific debt associated with projects and capital expenditures.
- Fund the balance sheet as a whole, including working capital requirements.
- Fund assets whose useful lives extend over several generations of ratepayers.
- Borrowing provides a basis to achieve inter-generational equity by aligning long-term assets with long-term funding sources, and ensure that the cost are met by those ratepayers benefiting from the investment.

4.2 Borrowing limits

Debt will be managed within the following limits:

Item	Limit
Net External Debt / Total Revenue	<150%
Net External Debt per Capita	<\$2,500
Net Interest on External Debt / Total Revenue	<10%
Net Interest on External Debt / Annual Rates Income	<15%
External, term debt + committed bank facilities + unencumbered cash/cash equivalents to existing external debt.	>110% Cash / Cash equivalents, at least \$2.5m, but no more than \$5.0m

- Total Revenue is defined as cash earnings from rates, government capital grants and subsidies, user charges, interest, dividends, financial and other revenue and excludes non-government capital contributions (e.g. developer contributions and vested assets).
- Net external debt is defined as total external debt less unencumbered cash/cash equivalents.
- The liquidity ratio is defined as external term debt plus committed bank facilities, plus unencumbered cash/cash equivalents divided by current external debt.
- Net interest on external debt is defined as the amount equal to all interest and financing costs (on external debt) less interest income for the relevant period.

- Annual Rates Income is defined as the amount equal to the total revenue from any funding mechanism authorised by the Local Government (Rating) Act 2002 (including volumetric water charges levied) together with any revenue received from other local authorities for services provided (and for which the other local authorities rate).
- Financial covenants are measured on Council only not consolidated group.
- Disaster recovery requirements, urgent financing of emergency-related works and services are to be met through the liquidity policy and special funds.

4.3 Asset management plans

In approving new debt Council considers the impact on its external borrowing limits as well as the economic life of the asset that is being funded and its overall consistency with Council's LTP and Financial Strategy.

4.4 Borrowing mechanisms

Council is able to externally borrow through a variety of market mechanisms including issuing stock/bonds, commercial paper (CP) and debentures, direct bank borrowing, the LGFA, accessing the short and long-term wholesale/retail debt capital markets directly or indirectly, or internal borrowing of reserve and special funds. In evaluating strategies for new borrowing (in relation to source, term, size and pricing) the following is taken into account:

- Available terms from banks, the LGFA and debt capital markets.
- Council's overall debt maturity profile, to ensure concentration of debt is avoided at reissue/rollover time.
- Prevailing interest rates and margins relative to term for debt issuance, the LGFA, debt capital markets and bank borrowing.
- The market's outlook on future interest rate movements as well as its own.
- Legal documentation and financial covenants considerations.
- For internally funded projects, to ensure that finance terms for those projects are at least as equitable with those terms from external borrowing.
- Alternative funding mechanisms such as leasing should be evaluated with financial analysis in conjunction with traditional on-balance sheet funding. The evaluation should take into consideration, ownership, redemption value and effective cost of funds.

Council's ability to readily attract cost effective borrowing is largely driven by its ability to rate, maintain a strong financial standing and manage its relationships with its investors, the LGFA, and financial institutions/brokers.

4.5 Security

Council's external borrowings and interest rate management instruments will generally be secured by way of a charge over rates and rates revenue offered through a Debenture Trust Deed. Under a Debenture Trust Deed, Council's borrowing is secured by a floating charge over all Council rates levied under the Local Government Rating Act. The security offered by Council ranks equally or *pari passu* with other lenders.

From time to time, and with Council approval, security may be offered by providing a charge over one or more of Councils assets.

Any internal borrowing will be on an unsecured basis.

Physical assets will be charged only where:

- There is a direct relationship between the debt and the purchase or construction of the asset, which it funds (e.g. project finance).
- Council considers a charge over physical assets to be appropriate.
- Any pledging of physical assets must comply with the terms and conditions contained within the Debenture Trust Deed.

4.6 Debt repayment

The funds from all asset sales, operating surpluses, grants and subsidies will be applied to specific projects or the reduction of debt and/or a reduction in borrowing requirements, unless the Council specifically directs that the funds will be put to another use.

- Debt will be repaid as it falls due in accordance with the applicable borrowing arrangement. Subject to the appropriate approval and debt limits, a loan may be rolled over or re-negotiated as and when appropriate.

Council will manage debt on a net portfolio basis and will only externally borrow when it is commercially prudent to do so.

4.7 Guarantees/contingent liabilities and other financial arrangements

Council may act as guarantor to financial institutions on loans or enter into incidental arrangements for organisations, clubs, Trusts, or Business Units, when the purposes of the loan are in line with Council's strategic objectives.

Council is not allowed to guarantee loans to Council-controlled trading organisations under Section 62 of the Local Government Act.

Council will ensure that sufficient funds or lines of credit exist to meet amounts guaranteed. Guarantees given will not exceed any amount agreed by Council or an appropriate Council Committee in aggregate. The GMFBS monitors guarantees and reports quarterly to Council.

4.8 Internal borrowing

Council uses its reserves to internally fund new capital projects. The GMFBS is responsible for administering the Council's internal loan portfolio. Loans are set up within the portfolio based on planned loan funded capital projects or operational expenditure as approved by Council resolution as part of the Annual Plan and LTP.

The primary objective in funding internally is to use reserves and external borrowing effectively, by establishing a portfolio that provides funding to internal activity centres. This creates operational efficiencies through not paying fees/margins and other costs associated with raising external borrowing.

In addition to external borrowing the following specific reserves are used for internal borrowing purposes:

- Special Fund Reserves
- General Accumulated Reserves
- The following operational parameters apply to the management of Council's internal loan portfolio:

All internal borrowing activities are consistent with the principles and parameters outlined throughout the Liability Management and Investment Policies:

- Council firstly seeks to utilise internal reserve funds and if insufficient reserves are available utilises external borrowing.
- A notional internal loan is set up for all new capital or operational expenditure purposes and allocated in the internal loan portfolio to the activity centre incurring the obligation.
- Interest received is allocated into the general account and offset against general rate requirements.

For operational lending the following specific parameters apply:

- The term of the loan is limited to a maximum of one year with the loan to be fully repaid by the second anniversary of the loan.
- Interest is set based on a margin above the 90-day floating BKBM mid interest rate at the beginning of the calendar quarter. If external debt is used the weighted average cost of external borrowing plus a margin. The margin can include a credit margin and other treasury related costs.
- Interest is paid quarterly in arrears.

For capital lending the following specific parameters apply:

- The Council approves lending for capital purposes through the Annual Plan/LTP. These are ratified by the Council subsequent to the Annual Plan being approved.
- Interest on internally-funded loans is charged annually in arrears, on year-end loan balances at the agreed three-year fixed interest rate. Except where a specific rate has been approved for particular circumstances, the three-year rate is set annually at the start of the financial year, based on the three-year swap rate plus the credit margin on three-year loan stock and other related treasury costs. The margin is determined by that of the LGFA three-year credit curve for a non-credit rated non-guaranteeing Council borrower.
- If external debt is used the weighted average cost of external borrowing (including credit margin and other related costs).

4.9 New Zealand Local Government Funding Agency (LGFA) Limited

Despite anything earlier in this Policy, the Council may borrow from the New Zealand Local Government Funding Agency Limited (LGFA) and, in connection with that borrowing, may enter into the following related transactions to the extent it considers necessary or desirable:

- Contribute a portion of its borrowing back to the LGFA as an equity contribution to the LGFA. For example borrower notes.

- Provide guarantees of the indebtedness of other local authorities to the LGFA and of the indebtedness of the LGFA itself.
- Commit to contributing additional equity (or subordinated debt) to the LGFA if required.
- Secure its borrowing from the LGFA and the performance of other obligations to the LGFA or its creditors with a charge over the Council's rates and rates revenue.
- Subscribe for shares and uncalled capital in the LGFA.

5 Investment Policy

5.1 Introduction

Council generally holds investments for strategic reasons where there is some community, social, physical or economic benefit accruing from the investment activity. Generating a commercial return on strategic investments is considered a secondary objective. Investments and associated risks are monitored and managed, and reported monthly to Council. Specific purposes for maintaining investments include:

- For strategic purposes consistent with Council's LTP.
- To reduce the current ratepayer burden.
- The retention of vested land.
- Holding short term investments for working capital requirements.
- Holding investments that are necessary to carry out Council operations consistent with Annual Plans, to implement strategic initiatives, or to support inter-generational allocations.
- Holding assets (such as property and land parcels) for commercial returns.
- Provide ready cash in the event of a natural disaster. The use of which is intended to bridge the gap between the disaster and the reinstatement of normal income streams and assets.
- Invest amounts allocated to accumulated surplus, Council created restricted reserves and general reserves.
- Invest proceeds from the sale of assets.

Council recognises that as a responsible public authority all investments held, should be low risk. Council also recognises that low risk investments generally mean lower returns.

Council can internally borrow from reserve and investment funds in the first instance to meet operational and capital expenditure requirements, unless there is a compelling reason for establishing external debt.

5.2 Policy

The Council's general Policy on investments is that:

- The Council may hold financial, property, forestry, and equity investments if there are strategic, commercial, economic or other valid reasons (e.g. where it is the most appropriate way to administer a Council function).
- The Council will keep under review its approach to all major investments and the credit rating of approved financial institutions.

- The Council will review its policies on holding investments at least once every three years.

5.3 Mix of investments

The Council maintains investments in the following assets:

- Equity investments and other shareholdings.
- Property investments incorporating land, buildings and a portfolio of ground leases.
- Forestry investments.
- Community loans and advances.
- Financial investments incorporating longer term and liquidity investments.

5.4 Acquisition of new investments

With the exception of financial investments, acquisition and management of medium to long-term investments are managed in accordance with goals, objectives and provisions of the LTP and Annual Plans. However, the Council may from time to time deem it appropriate, in terms of prudent financial management, to modify its investment mix such a change would be entered into only through specific Council resolution and in compliance with the provisions of the Local Government Act 2002.

The authority to acquire financial investments is delegated to the GMFBS and reported to Council on a monthly basis.

5.5 Equity investments

It may be appropriate to have limited investment(s) in equity (shares) when Council wishes to invest for strategic, economic development or social reasons, such as Local Government Insurance Corp.

Council will approve equity investments on a case-by-case basis, if and when they arise. Generally such investments will be in (but not limited to) infrastructural companies and/or local government joint ventures (including Council Controlled Trading Organisations (CCTO)) to further District or regional economic development. Council does not invest in overseas companies. Council reviews performance of these investments as part of the annual planning process to ensure that their stated objectives are being achieved.

Any disposition of these investments if the market value exceeds \$100,000 requires approval by Council. For investments equal to or less than \$100,000, the decision is made by the Chief Executive. Acquisition of new equity investments requires Council approval. The Council decides on the allocation of proceeds from the disposition of equity investments on a case-by-case basis. All income, including dividends, from the Council's equity investments is included in general revenues in the Statement of Revenue and Expense.

Equity investments excludes those investments that are not held for strategic or economic development or social reasons.

Equity investments are reported to Council on a Annual basis.

5.5.1 New Zealand Local Government Funding Agency Limited

Despite anything earlier in this Policy, Council may invest in shares and other financial instruments of the New Zealand Local Government Funding Agency Limited (LGFA), and may borrow to fund that investment.

The Council's objective in making any such investment will be to:

- Obtain a return on the investment.
- Ensure that the LGFA has sufficient capital to remain viable, meaning that it continues as a source of debt funding for the Council.

As a borrower Council's LGFA investment includes borrower notes.

5.6 Property investments

Investments in property fall into three classes:

(i) Leased property

The types of assets that the Council invests in on a commercial basis could include residential housing, commercial /industrial property and/or farmland. Council will seek professional advice before purchasing any land for investment purposes.

(ii) Land subdivision

Council may facilitate or partake in property development or subdivision where a clear economic benefit is perceived to benefit the District Ratepayers.

(iii) Non-commercial properties

Currently Council holds buildings such as halls, libraries and administration buildings for non-commercial purposes and as such does not get a market return or make fully adequate provision for their eventual replacement.

It also holds a number of flats let out to predominantly elderly persons in the Rangitikei District on a non-profit basis sufficient to cover operational and longer-term maintenance. While Council supports the provision of social housing it continues to review its ownership and management options for these.

Through the LTP process Council reviews property ownership by assessing the benefits of continued ownership in comparison to other arrangements that could deliver the same results. This assessment is based on the most financially viable method of achieving the delivery of Council services. Surplus property in relation to this criterion is disposed of.

All Council property, which is surplus to requirements, is available for sale.

For all property disposals that have been approved by Council, the Chief Executive may accept any offer for purchase that is over the rateable value of the property if that rateable value is less than \$100,000. For property sales over \$100,000 (or for property in class (i) and (ii)) an independent valuation should be sought as a benchmark for offers and rewards. Council approval is required for property sales where the offer price is less than rateable value or (for class (i) and (ii) and class (iii) properties over \$100,000) the independent valuation.

Proceeds from the disposition of property investments form part of the Council's general funds. Any gains or losses on sale are included as general, revenues or expenditure in the Statement of Financial Performance.

All income, including rentals and ground rent from property investments, is included in property activity in the Statement of Financial Performance.

Property investments are reported to Council on a quarterly basis.

5.7 Forestry Investments

The Council has a number of small forestry holdings throughout the District. These holdings are situated on land that:

- Is used as part of other activities such as water catchment areas, landfills, and road stabilisation;
- Was used for other activities and is no longer required for the original purpose and cannot be disposed of; or
- Is purely for investment purposes (historically).

5.8 Council does not see itself as a long term investor in forestry and will be seeking to dispose of these assets. Loans, Advances and Investments in Community Projects

From time to time, the Council makes loans to other parties. All loans are secured and all loan advances are reviewed as part of the annual planning process to ensure that interest and principal repayments are made in accordance with the loan agreement.

Council does not lend to CCTO's on more favourable terms than what it can achieve itself, without charging any rate or rate revenue as security.

At various times groups within the community request loans, advances or guarantees for projects that will be of benefit to a significant proportion of the community. As these investments are with groups that the Council would not normally invest with Council needs to debate the suitability of any loan application. During this process Councillors pay particular regard to the ability of the applicant to service the debt and repay principal. Council will be responsible for authorising any such loans, advances or guarantees.

Advances to charitable trusts, and community organisations do not have to be on a fully commercial basis. Where advances are made to charitable trusts and community organisations at below Councils cost of borrowing the additional cost is treated as an annual grant to the organisation.

Council reviews performance of its loan advances on a regular basis to ensure strategic and economic objectives are being achieved. The GMFBS monitors loan advances and reports to Audit & Risk Committee quarterly.

5.9 Financial investments

Objectives

- Council's primary objectives when investing is the protection of its investment capital. Accordingly, Council may only invest in approved creditworthy counterparties. Creditworthy counterparties and investment restrictions are covered in section 6.5. Credit ratings are monitored and reported monthly.

Council may invest in approved financial instruments as set out in section 6.3. These investments are aligned with Council's objective of investing in high credit quality and liquid assets.

Council's investment portfolio will be arranged to provide sufficient funds for planned expenditures and allow for the payment of obligations as they fall due. Council prudently manages liquid financial investments as follows:

- Any liquid investments must be restricted to a term that meets future cash flow and capital expenditure projections.
- Council may choose to hold specific reserves in cash and direct what happens to that investment income. In effect the income from financial investments will be an interest income stream into treasury activity. The treasury activity pays interest on special funds and reserves.
- Internal borrowing will be used wherever possible to minimise external borrowing.
- Financial investments do not include shares.

Special funds and reserve funds

Liquid assets are not required to be held against special funds and reserve funds. Instead Council will internally borrow or utilise these funds wherever possible.

Trust funds

Where Council hold funds as a trustee, or manages funds for a Trust then such funds must be invested on the terms provided within the Trust. If the Trust's Investment Policy is not specified then this Policy should apply.

5.10 Departures from normal Policy

The Council may, in its discretion, depart from the Investment Policies where it considers that the departure would advance its broader social or other Policy objectives. Any resolution authorising an investment under this provision shall note that it departs from the Council's ordinary Policy and the reasons justifying that departure.

5.11 Investment management and reporting procedures

Council's policy for the management and reporting of investments includes:

- The legislative necessity to maintain efficient financial systems for the recording and reporting (inter alia) of:
 - All revenues and expenditures;
 - All assets and liabilities; and

- The treatment and application of special funds.
- Adherence to Council's financial processes and delegations to Council's staff to invest surplus short-term funds and negotiate reinvestments, subject to the provision of adequate cash resources to meet normal expected cash demands;
- Monthly reporting of current investments to Council, including details of investment types, maturity dates and interest rates applicable, including the current weighted average rate; and
- Monthly reporting to Council through a summary of investments, including investment amounts by type, year of maturity, total amounts, and appropriate weighted average interest rate.

6 Risk recognition / identification management

The definition and recognition of liquidity, funding, interest rate, counterparty credit, operational and legal risk of Council is detailed below and applies to both the Liability Management Policy and Investment Policy.

6.1 Interest rate risk on external borrowing

6.1.1 Risk recognition

Interest rate risk is the risk that funding costs (due to adverse movements in market wholesale interest rates) will materially exceed or fall short of projections included in the LTP or Annual Plan so as to adversely impact revenue projections, cost control and capital investment decisions/returns/feasibilities.

The primary objective of interest rate risk management is to reduce uncertainty relating to interest rate movements through fixing/hedging of interest costs. Certainty around interest costs is to be achieved through the active management of underlying interest rate exposures.

6.1.2 Interest rate risk control limits

Exposure to interest rate risk is managed and mitigated through the risk control limits below. Council's forecast core external debt should be within the following fixed/floating interest rate risk control limit, and will apply when forecast 12 month core debt exceeds \$10 million.

Core external debt is defined as gross external debt. When approved forecasts are changed, the amount of fixed rate cover in place may have to be adjusted to ensure compliance with the Policy minimums and maximums.

Master Fixed / Floating Risk Control Limits	
Minimum Fixed Rate	Maximum Fixed Rate
50%	90%

"Fixed Rate" is defined as an interest rate repricing date beyond 12 months forward on a continuous rolling basis.

"Floating Rate" is defined as an interest rate repricing within 12 months.

The percentages are calculated on the rolling 12 month projected core debt level calculated by management (signed off by the CE).

The fixed rate amount at any point in time should be within the following maturity bands:

Fixed Rate Maturity Profile Limit		
Period	Minimum Hedge %	Maximum Hedge %
1 to 3 years	15%	60%
3 to 5 years	15%	60%
5 years plus	10%	60%

A fixed rate maturity profile that is outside the above limits, however self corrects within 90-days is not in breach of this Policy. Maintaining a maturity profile beyond 90-days requires specific approval by Council.

- Floating rate debt may be spread over any maturity out to 12 months. Bank advances may be for a maximum term of 12 months.
- Any interest rate swaps with a maturity beyond 12 years must be approved by Council.
- Hedging outside the above risk parameters must be approved by Council.
- Interest rate options must not be sold outright. However, one for one collar option structures are allowable, whereby the sold option is matched precisely by amount and maturity to the simultaneously purchased option. During the term of the option, only the sold side of the collar can be closed out (i.e. repurchased) otherwise, both sides must be closed simultaneously. The sold option leg of the collar structure must not have a strike rate “in-the-money”.
- Purchased borrower swaptions mature within 12 months.
- Interest rate options with a maturity date beyond 12 months that have a strike rate (exercise rate) higher than 2.00% above the appropriate swap rate, cannot be counted as part of the fixed rate hedge percentage calculation.
- The forward start period on swap/collar strategies to be no more than 24 months, unless the forward start swap/collar starts on the expiry date of an existing swap/collar and has a notional amount which is no more than that of the existing swap/collar.

6.2 Approved financial instruments

Approved financial instruments (which do not include shares or equities) are as follows:

Category	Instrument
Cash management and borrowing	Bank overdraft
	Committed cash advance and bank accepted bill facilities
	Loan stock /bond issuance
	<ul style="list-style-type: none"> ▪ Floating Rate Note (FRN) ▪ Fixed Rate Note (Medium Term Note/Bond)
	Commercial paper (CP)/Promissory notes

Financial investments – no more than 12-month term (except for LGFA borrower notes and investments linked to debt pre-funding)	Bank call/term deposits Bank registered certificates of deposit (RCDs) Treasury bills LGFA borrower notes
Interest rate risk management	Forward rate agreements (“FRAs”) on: <ul style="list-style-type: none"> ▪ Bank bills Interest rate swaps including: <ul style="list-style-type: none"> ▪ Forward start swaps. Start date <24 months, unless linked to existing maturing swaps ▪ Swap extensions and shortenings Interest rate options on: <ul style="list-style-type: none"> ▪ Bank bills (purchased caps and one for one collars) ▪ Interest rate swaptions (purchased swaptions and one for one collars only)
Foreign exchange management	<ul style="list-style-type: none"> ▪ Spot foreign exchange ▪ Forward exchange contracts (including par forwards)

Any other financial instrument must be specifically approved by the Council on a case-by-case basis and only be applied to the one singular transaction being approved.

All unsecured investment securities must be senior in ranking.

6.3 Liquidity risk/funding risk

6.3.1 Risk recognition

Cash flow deficits in various future periods based on long term financial forecasts are reliant on the maturity structure of cash, short-term financial investments, loans and bank facilities. Liquidity risk management focuses on the ability to access committed funding at that future time to fund the gaps. Funding risk management centres on the ability to re-finance or raise new debt at a future time at acceptable pricing (fees and borrowing margins) and maturity terms of existing loans and facilities.

The management of Council’s funding risks is important as several risk factors can arise to cause an adverse movement in borrowing margins, term availability and general flexibility including:

- Local Government risk is priced to a higher fee and margin level.
- Council’s own credit standing or financial strength as a borrower deteriorates due to financial, regulatory or other reasons.
- A large individual lender to Council experiences its own financial/exposure difficulties resulting in Council not being able to manage their debt portfolio as optimally as desired.
- New Zealand investment community experiences a substantial “over supply” of Council investment assets.

- Financial market shocks from domestic or global events.

A key factor of funding risk management is to spread and control the risk to reduce the concentration of risk at one point in time so that if any of the above events occur, the overall borrowing cost is not unnecessarily increased and desired maturity profile compromised due to market conditions.

6.3.2 Liquidity/funding risk control limits

- To ensure funds are available when needed Council ensures that:
- There is sufficient available operating cash flow, liquid investments (cash/cash equivalents) and committed bank facilities to meet cash flow requirements between rates instalments as determined by the GMFBS. Cash flow management will be used to identify and manage maturity mismatches between external borrowings, internal loans and financial investments.
- For liquidity purposes Council maintains the greater of;
- Unencumbered liquid financial investments (cash/cash equivalents) not less than \$2.5m and no greater than \$5m. or,
- External term debt plus committed bank facilities, plus unencumbered cash/cash equivalents to existing external debt of at least 110%.
- Of the unencumbered cash/cash equivalent financial investments, at least \$1m must have a maturity term of no more than 30-days.
- Council has the ability to pre-fund up to 12 months forecast debt requirements including re-financings.
- The GMFBS has the discretionary authority to re-finance existing external debt.
- The maturity profile of the total committed funding in respect to all external term debt and committed bank facilities is to be controlled by the following system. The limits will apply when core debt exceeds \$10 million:

Period	Minimum %	Maximum %
0 to 3 years	15%	60%
3 to 5 years	15%	60%
5 years plus	10%	40%

A funding maturity profile that is outside the above limits, however self corrects within 90-days is not in breach of this Policy. Maintaining a maturity profile beyond 90-days requires specific approval by Council.

6.4 Counterparty credit risk

Counterparty credit risk is the risk of losses (realised or unrealised) arising from a counterparty defaulting on a financial instrument where the Council is a party. The credit risk to the Council in a default event will be weighted differently depending on the type of instrument entered into. Council will only borrow from strongly rated banks with a minimum long-term credit rating of at least "A+" (S&P, or equivalent Fitch or Moody's rating).

Credit risk will be regularly reviewed by Council. Treasury related transactions would only be entered into with approved counterparties.

Counterparties and limits are only approved on the basis of the following Standard & Poor's (S&P, or equivalent Fitch or Moody's rating) long and short-term credit ratings matrix. Limits should be spread amongst a number of counterparties to avoid concentrations of credit exposure.

Counterparty /Issuer	Minimum S&P long term / short term credit rating	Investments maximum per counterparty (\$m)	Risk management instruments maximum per counterparty (\$m)	Total maximum per counterparty (\$m)
NZ Government	N/A	Unlimited	None	Unlimited
Local Government Funding Agency (LGFA)	AA-/A-1	10.0	None	10.0
NZ Registered Bank (minimum rating)	A+ /A-1	5.0 (with the exception of Council's transactional banker* which may exceed this for up to 5 working days)	10.0	15.0

- Note: *Limit for Council's principal banker excludes balances in current and call accounts designated as funds required for operational cash management purposes.

In determining the usage of the above gross limits, the following product weightings will be used:

- Investments (e.g. Bank Deposits) – Transaction Principal × Weighting 100% (unless a legal right of set-off exists).
- Interest Rate Risk Management (e.g. swaps, FRAs) – Transaction Notional × Maturity (years) × 3%.
- Foreign Exchange - Transactional face value amount x (the square root of the Maturity (years) x 15%).

Each transaction should be entered into a treasury spreadsheet and a monthly report prepared to show assessed counterparty actual exposure versus limits.

Individual counterparty limits are kept in a spreadsheet and updated on a day to day basis. Credit ratings should be reviewed by the GMFBS on an ongoing basis and in the event of material credit downgrades should be immediately reported to the CE and assessed against exposure limits. Counterparties exceeding limits should be reported to the Council.

Risk management

To avoid undue concentration of exposures, financial instruments should be used with as wide a range of approved counterparties as possible. Maturities should be well spread. The approval process must take into account the liquidity of the market and prevailing market conditions the instrument is traded in and repriced from.

6.5 Foreign currency

Council has minor foreign exchange exposure through the occasional purchase of foreign exchange denominated services, plant and equipment.

Generally, all individual commitments over NZ\$100,000 equivalent are hedged using approved foreign exchange instruments, once expenditure is approved, legal commitment occurs and the purchase order is placed, exact timing, currency type and amount are known.

Independent external advice would be sought before the use of such instruments.

Selling foreign exchange options for the purpose of generating premium income is not permitted. Council shall not borrow or enter into incidental arrangements, within or outside New Zealand, in currency other than New Zealand currency. Council does not hold investments denominated in foreign currency.

6.6 Operational risk

Operational risk is the risk of loss as a result of human error (or fraud), system failures and inadequate procedures and controls.

Operational risk is very relevant when dealing with financial instruments given that:

- Financial instruments may not be fully understood.
- Too much reliance is often placed on the specialised skills of one or two people.
- Most treasury instruments are executed over the phone.
- Operational risk is minimised through the adoption of all requirements of this Policy.

Dealing authorities and limits

Transactions will only be executed by those persons and within limits approved by the Council.

Segregation of duties

As there are a small number of people involved in the treasury activities, adequate segregation of duties among the core functions of deal execution, confirmation, settling and accounting/reporting is not strictly achievable. The risk will be minimised by the following process:

- A 'two authorisations' process is strictly enforced for all treasury settlements.
- The Finance Team Leader reports any irregularities upon independently checking the bank deal confirmation, to the CE.
- There is a documented approval and reporting process for borrowing, interest rate and investment management activity.

Procedures

All financial instruments should be recorded and diarised within a treasury spreadsheet, with appropriate controls and checks over journal entries into the general ledger. Deal capture and reporting must be done immediately following execution/confirmation. Details of procedures

including templates of deal tickets should be compiled in an appropriate operations and procedures manual separate to this Policy. Procedures should include:

- Regular management reporting.
- Regular risk assessment, including review of procedures and controls as directed by Council or appropriate sub-committee of Council.
- Organisational, systems, procedural and reconciliation controls to ensure:
- All borrowing, investing, interest rate and cash management activity is bona fide and properly authorised.
- Checks are in place to ensure Council accounts and records are updated promptly, accurately and completely.
- All outstanding transactions are revalued regularly and independently of the execution function to ensure accurate reporting and accounting of outstanding exposures and hedging activity.

Organisational controls

- The GMFBS has responsibility for establishing appropriate structures, procedures and controls to support borrowing, investing, interest rate and cash management activity.
- All borrowing, investing, cash management and interest rate risk management activity is undertaken in accordance with approved delegations authorised by the Council.

Cheque/electronic banking signatories

- Positions approved by the CE as per register.
- Dual signatures are required for all cheques and electronic transfers.
- Authorisation of all electronic funds transfers requires two designated authorisers, one of whom must include the CE or GMFBS.
- Cheques must be in the name of the counterparty crossed "Not Negotiable, Account Payee Only" or "Not Transferable, Account Payee Only", via the Council bank account.

Authorised personnel

- All counterparties are provided with a list of personnel approved to undertake transactions, standard settlement instructions and details of personnel able to receive deal confirmations.

Recording of deals

- All deals are recorded on properly formatted deal tickets by the GMFBS and approved where required as per the schedule of delegations.
- Market quotes for deals (other than cash management transactions) are documented and considered by the GMFBS before the transaction is executed.
- Deal summary records for borrowing, investments, interest rate risk management and cash management transactions (on spreadsheets) are maintained and updated promptly following completion of transaction.

Confirmations

- All inward deal confirmations including LGFA/bank funding and registry confirmations are received and checked by the Finance Team Leader against completed deal tickets and the treasury spreadsheet records to ensure accuracy.
- All deliverable securities are held in the Council's safe.
- Deals, once confirmed, are filed (deal ticket and attached confirmation) in deal date/number order.
- The GMFBS checks all dealing activity, deal tickets and confirmations monthly, to ensure documentation is in order.
- Any discrepancies arising during deal confirmation checks which require amendment to the Council records are signed off by the CE.

Settlement

- The majority of borrowing, investing, interest rate and cash management transactions are settled by direct debit authority.
- For electronic payments, batches are set up electronically. These batches are checked by the Finance Team Leader to ensure settlement details are correct. Payment details are authorised by two approved signatories as per Council registers or by direct debit as per setup authority by Council.

Reconciliations

- Bank reconciliations are performed monthly by the Accounts Payable & Payrolls Clerk and checked and approved by the Finance Team Leader. Any unresolved un-reconciled items arising during bank statement reconciliation which require amendment to the Council's records are signed off by the CE.
- A monthly reconciliation of the treasury spreadsheet to the general ledger is carried out by the Accounts Payable & Payrolls Clerk and approved by the Finance Team Leader.

6.7 Legal risk

Legal risks relate to the unenforceability of a transaction due to an organisation not having the legal capacity or power to enter into the transaction usually because of prohibitions contained in legislation. While legal risks are more relevant for banks, RDC may be exposed to such risks.

RDC will seek to minimise this risk by adopting Policy regarding:

- The use of standing dealing and settlement instructions (including bank accounts, authorised persons, standard deal confirmations, contacts for disputed transactions) to be sent to counterparties.
- The matching of third party confirmations and the immediate follow-up of anomalies.
- The use of expert advice.

6.7.1 Agreements

Financial instruments can only be entered into with banks that have in place an executed ISDA Master Agreement with Council. All ISDA Master Agreements for financial instruments must be signed under seal by the Council.

Council's internal/appointed legal counsel must sign off on all documentation for new loan borrowings, re-financings and investment structures.

6.7.2 Financial covenants and other obligations

Council must not enter into any transactions where it would cause a breach of financial covenants under existing contractual arrangements.

Council must comply with all obligations and reporting requirements under existing bank funding facilities, LGFA, Trustee and legislative requirements.

7 Measuring treasury performance

Measuring the effectiveness of Council's treasury activities is achieved through a mixture of subjective and objective measures. The predominant subjective measure is the overall quality of treasury management information. The CE has primary responsibility for determining this overall quality.

In order to determine the success of Council's treasury management function, the following benchmarks and performance measures have been prescribed.

Those performance measures that provide a direct measure of the performance of treasury staff (operational performance and management of debt and interest rate risk) are to be reported to Council or an appropriate sub-committee of Council on a monthly basis.

Management	Performance
Operational performance	<ul style="list-style-type: none">• All Policy limits must be complied with, including (but not limited to) counterparty credit limits, control limits and exposure limits.• All treasury deadlines are to be met, including reporting deadlines.• Number and cost of processing errors (generally measured by unplanned overdraft costs).• Comparison of Council's financial ratios to financial and non-financial performance measures included within the Annual Plan.
Management of debt and interest rate risk (borrowing costs)	The actual borrowing cost (taking into consideration any costs/benefits of entering into interest rate management transactions) should be below the budgeted YTD/annual interest cost amount.

8 Cash management

The Finance Team Leader has the responsibility to carry out the day-to-day cash and short-term cash management activities. All cash inflows and outflows pass through bank accounts controlled by the finance function.

- The Finance Team Leader will calculate and maintain comprehensive rolling cash flow projections on a weekly (four weeks forward) and monthly (12 months forward) basis. These cash flow forecasts determine Council's borrowing requirements and surpluses for investment.
- On a daily basis, electronically download all Council bank account information.
- Co-ordinate Council's operating units to determine daily cash inflows and outflows with the objective of managing the cash position within approved parameters.
- In the management of financial investments, Council will maintain at least \$1 million in term bank deposits not exceeding 30-days.
- Undertake short term borrowing functions as required, minimising costs.
- Ensure efficient cash management through improvement to forecasting.
- Minimise fees and bank charges by optimising bank account/facility structures.
- Monitor Council's usage of committed bank facilities.
- Match future cash flows to smooth overall timeline.
- Provide reports detailing actual cash flows during the month compared with those budgeted.
- Maximise the return from available funds by ensuring significant payments are made within the suppliers payment terms, but no earlier than required, unless there is a financial benefit from doing so.
- Interest rate management on cash management balances is not permitted.
- Cash is invested in approved instruments and counterparties only.

9 Reporting

When budgeting interest costs and investment returns, the actual physical position of existing loans, investments, and interest rate instruments must be taken into account.

1.1. Treasury reporting

The following reports are produced:

Report Name	Frequency	Prepared by	Recipient
Daily Cash Position	Daily	FTL	GMFBS
Exceptions Report	Daily	APPC	GMFBS
Treasury Report <ul style="list-style-type: none">▪ Policy limit vs actual position▪ Cash flow forecast report▪ Borrowing limits▪ Funding Maturity and Interest Position/Profiles▪ Liquidity position▪ Financial investment risk position / Summary of investments held▪ Counterparty credit▪ New treasury transactions▪ Treasury performance	Monthly	APPC / GMFBS	Finance Performance Committee
Trustee Report	As required by the Trustee	GMFBS	Trustee company
Revaluation of financial instruments Guarantees, loan advances	Quarterly	GMFBS	CE

1.2. Accounting treatment of financial instruments

Council uses financial arrangements (“derivatives”) for the primary purpose of reducing its financial risk to fluctuations in interest rates. The purpose of this section is to articulate Council’s accounting treatment of derivatives in a broad sense. Further detail of accounting treatment is contained within the appropriate operations and procedures manual.

Under New Zealand Public Benefit Entity (PBE) International Public Sector Accounting Standards (IPSAS) changes in the fair value of derivatives go through the Statement of Comprehensive Revenue and Expense unless derivatives are designated in an effective hedge relationship.

Council’s principal objective is to actively manage the Council’s interest rate risks within approved limits and chooses not to hedge account. Council accepts that the marked-to-market gains and losses on the revaluation of derivatives can create potential volatility in Council’s annual accounts.

The GMFBS is responsible for advising the CE of any changes to relevant New Zealand Public Sector PBE Standards which may result in a change to the accounting treatment of any financial derivative instrument.

All derivative instruments must be revalued (marked-to-market) at least quarterly for reporting purposes.

10 Policy review

The Policy is to be formally reviewed on a triennial basis in conjunction with the LTP, and annually for internal purposes.

The GMFBS has the responsibility to prepare the annual review report (following the preparation of annual financial statements) that is presented to the CE. The report will include:

- Recommendation as to changes, deletions and additions to the Policy.
- Overview of the treasury function in achieving the stated treasury objectives and performance benchmarks.
- Summary of breaches of Policy and one-off approvals outside Policy.

Council receives the report, approves Policy changes and/or rejects recommendations for Policy changes. The Policy review should be completed and presented to the Council, through the Audit & Risk Committee within five months of the financial year-end.

11 Appendix – Council Equity Investments

1.3. Equity Investments

Council owns the following equity investments.

Unlisted shares in the New Zealand Local Government Insurance Corporation. These are held to allow council to participate in the Corporations collective insurance programme.

Unlisted share in the Manawatu Wanganui LASS Limited. These are held to allow council to participate in the shared services arrangements available in a Local Government collective around insurance cover and other cost saving and efficiency initiatives.



TREASURY MANAGEMENT POLICY

Date of adoption by Council/Committee	
Resolution Number	
Date by which review must be completed	September 2023
Relevant Legislation	LGA 2002
Statutory or Operational Policy	Statutory
Included in the LTP	Indirectly (via Finance Strategy)

1 Introduction

Rangitikei District Council's ("Council's") *Treasury Management Policy* consists primarily of two statutory policies:

1. Liability Management Policy and
2. Investment Policy

These statutory policies:

- form the key elements of, and provide, the framework under which Council operates its borrowing and investment activities; and
- are required under the Local Government Act 2002 ("LGA2002") (Section 102 : Sections 104 and Section 105 outline the required content of these policies).

2 Overview

The key objectives of Council's treasury activities are to protect the interests of, and ensure fairness between, Council's current and future ratepayers.

In doing so, Council will apply procedures and controls to:

- ensure funds are always available to meet both planned and unplanned (but not extreme) levels of expenditure; and
- prudently manage the borrowing costs and investment returns that impact Council's operational budgets; and
- ensure that all borrowings, investments and incidental financing arrangements comply with relevant legislation; and
- prudently manage the risk and volatility associated with Council's treasury activities; and

- safeguard Council's assets; and
- provide appropriate treasury reporting; and
- ensure the key principles of Council's Treasury Management Policy are kept current via regular reviews and reporting.

Generally, Council will:

- avoid speculative type investments; and
- avoid investments in organisations whose activities are not consistent with Council's social, environmental, ethical or cultural values; and
- maintain a 'risk averse' approach to its treasury activities.

3 Liability Management Policy

3.1 Introduction

The Liability Management Policy applies to the following liability arrangements (ie borrowing arrangements) with external parties:

- to fund Council's capital works program, especially to provide funds for new (as opposed to replacement) assets. Council views the use of debt for these purposes as an appropriate and efficient mechanism for promoting intergenerational equity between current and future ratepayers;
- for specific one-off projects, including those caused by an emergency situation, or new levels of service that may arise from time to time

All other council liabilities (eg hire purchase, credit transactions, deferred payment and lease arrangements) are managed in the course of council's day-to-day operations.

Council's borrowing requirements will be clearly identified in its Long Term Plan and Annual Plans. Amounts not included in the Long Term Plan or Annual Plan can only be borrowed if approved by council resolution.

3.2 Requirements

S104 of LGA2002 states that the Liability Management Policy must state Council's policies regarding its management of borrowings and other liabilities, including:

- interest rate exposure; and
- liquidity; and
- credit exposure; and
- debt repayment.

3.3 Borrowing Covenants

The first two of these four considerations (interest rate exposure and liquidity) are most effectively governed with the use of borrowing covenants. In determining what constitutes a prudent level of borrowings, Council will apply the Local Government Funding Agency covenants for unrated councils as at 30 June 2020. An unrated council is one whose borrowings from LGFA are below \$20m and who is not a guaranteeing member of LGFA. These covenants are more conservative than the covenants that apply for rated councils.

Council's Long Term Plan and Annual Plans show the planned future levels of Council debt. Although future cost of servicing debt is subject to future market conditions, the Long Term Plan will incorporate a reasonable estimate of these costs. Debt levels for each year within the Long Term Plan and for each Annual Plan must comply with the covenants in this Policy.

3.4 Interest Rate Exposure

Covenant	Limit
Net interest/total revenue	< 20%
Net interest/annual rates income	< 25%
Notes: Net interest is total annual interest cost and finance costs less interest earned Total revenue is cash income from rates, government grants and subsidies, user charges, interest, investment income but excludes vested assets and developer contributions	
The following examples have been provided to assist with 'giving this covenant some context'. These examples assume Interest rate at 3% Interest earned \$zero Total annual revenue \$30m Annual rates income \$24m Net interest/total revenue (maximum is 20%) Example 1 : Debt of \$3m: $[(3m \times 3\%) - 0] / 30m = 0.3\%$ Example 2 : Debt of \$40m: $[(40m \times 3\%) - 0] / 30m = 4\%$ Net interest/annual rates income (maximum is 25%) Example 1 : Debt of \$3m: $[(3m \times 3\%) - 0] / 24m = 0.4\%$ Example 2 : Debt of \$40m: $[(40m \times 3\%) - 0] / 24m = 5\%$	

Council's finance department will primarily manage the impact of interest rate risk by accessing only fixed interest rate borrowings. Council approval will be obtained should non fixed interest rate borrowings be sought.

3.5 Liquidity

Covenant	Limit
External debt plus committed loan facilities plus liquid investments divided by external debt	>110%
<p>The following examples have been provided to assist with 'giving this covenant some context'. These examples assume</p> <p>Committed Loan Facilities \$zero</p> <p>Cash at Bank \$2million</p> <p>Debtors \$4million</p> <p>Example 1 : Debt of \$3m would give a Liquidity Ratio of $(3+0+2+4)/3 = 300\%$</p> <p>Example 2 : Debt of \$40m would give a Liquidity Ratio of $(40+0+2+4)/40 = 115\%$</p>	

In addition, Council will aim to maintain a current bank balance of between \$1m and \$3m, using debt and an interest earning deposit account as required.

3.6 Credit Exposure

At the time of approving this Treasury Management Policy, Council had one parcel of debt but expected to increase this number during the next Long Term Plan.

Council will ensure that each of its first seven parcels of debt:

- matures in financial years different from other parcels of debt; and
- is likely to provide Council with sufficient finance so that no further debt will be required for at least 6 months; and
- is included in a report to Finance and Performance Committee; and
- considers the cost/benefit of being fixed or floating with regards to other existing parcels of debt and market conditions.

3.7 Debt Repayment

Council will repay borrowings when, or before, they fall due in accordance with the applicable borrowing arrangement by refinancing or from surplus general funds.

3.8 Management and Reporting

A summary of Council's debt portfolio will be provided to Finance and Performance Committee on a quarterly basis.

This quarterly reporting will include commentary regarding Council's debt position compared to the position included in the Annual Plan and Ten Year Plan.

3.9 Other Considerations

3.9.1 The New Zealand LGFA

Should Council borrow more than \$20m from LGFA and/or become a guaranteeing member of LGFA, borrowings from the LGFA may involve Council:

- contributing a portion of its borrowing back to LGFA as an equity contribution, for example as Borrower Notes; and
- providing guarantees of the indebtedness of other local authorities to LGFA and of the LGFA itself; and
- contributing additional equity or subordinated debt to LGFA if required; and
- securing its borrowings from LGFA and other obligations of the LGFA with a charge over RDC's rates and rates revenue, and
- subscribing for shares and uncalled capital in LGFA.

3.9.2 Foreign Exchange Exposure

Council will ordinarily source its borrowings from bank debt, LGFA or from domestic capital markets (fixed rate bonds, medium term notes, floating rate notes and commercial paper). It is not envisaged that Council will have any foreign exchange exposure. Council approval will be sought should such exposure, of \$1,000 or more, be identified.

3.9.3 Other Guarantees

Apart from LGFA, Council may provide financial guarantees to local organisations, groups or bodies for recreational and community purposes.

The total value of these non-LGFA guarantees will be capped as per the following covenant:

Covenant	Limit
Non-LGFA Guarantees as % of total annual rates	3%

3.9.4 Other Liabilities

Other RDC liabilities will be managed in the course of RDC's day-to-day operations.

4 Investment Policy

4.1 Introduction

Council will generally hold two types of investment:

1. commercial and
2. strategic

Commercial investments typically arise where council invests surplus funds with the primary objective of generating a commercial return whilst exposing council to an appropriate level of risk. Council, like most public authorities:

- recognises that holding commercial investments should reduce the reliance on rates, and
- has a focus on investments that have a relatively low risk, and
- recognises that lower returns are generally associated with the lower risk investments that will form part of its investment portfolio, and
- will generally not hold equity investments for purely commercial reasons.

Strategic investments typically arise where council invests funds in an opportunity where the primary objective is to generate a social, community or similar benefit or for legislative reasons. These investments are generally expected to return a lower financial return to council than commercial investments.

Council's investment plans will be clearly identified in its Long Term Plan and Annual Plans.

4.2 Requirements

S105 of LGA2002 states that the Investment Policy must state Council's policies regarding its investments, including:

- the mix of investments, and
- the acquisition of new investments, and
- an outline of the procedures by which investments are managed and reported to the local authority and
- an outline of how risks associated with investments are assessed and managed.

4.3 Mix of Investments

Council's investments will typically be in the form of:

- equity and other shareholding interests - these may include holding financial interests in LGFA, Council Controlled Organisations and other strategic investment opportunities; or
- property, including land, buildings and ground leases; or
- forestry investments; or
- financial investments.

Council will not invest in initiatives that are not consistent with its social, environmental, cultural or ethical values.

4.4 Acquisition of New Investments

New equity and forestry investments (and disposals thereof), not included in an Annual Plan or Long Term Plan, require prior council approval.

The placing of surplus cash and working capital in interest-bearing bank deposit accounts is regarded as business as usual activity and, for these purposes, is regarded as a banking activity and not an investing activity.

4.5 Management and Reporting (including Risk Management)

A summary of Council's investment portfolio and its performance will be provided to Finance and Performance Committee on a quarterly basis.

This quarterly reporting will include commentary regarding investment returns compared to the amounts included in the Annual Plan and Ten Year Plan.

Where Council holds financial investments it may use mechanisms such as interest rate swaps, interest rate options and forward rate agreements to manage interest rate risk. In doing so, Council will seek external advice as required.

5 Other

5.1 Review

The Treasury Management Policy shall be reviewed by Council at least once every three years. The Local Government Act 2002 Amendment Act 2010 states that Council does not need to go through the special consultative process to amend the Liability Management Policy and the Investment Policy.

5.2 Reporting

- Council's Long Term Plan and Annual Plans show the planned future levels of Council debt and investment (S3.3 and S4.1)
- Each new parcel of debt will be reported to Council's Finance and Performance Committee (S3.6)
- A summary of Council's investment portfolio and debt position will be provided to Finance and Performance Committee on a quarterly basis. This quarterly reporting will include commentary regarding investment returns and debt position compared to the amounts included in the Annual Plan and Ten Year Plan (S3.8 and S4.5)

- Council's Treasury function will formally report any concerns relating to Council's investment portfolio or debt position to Audit and Risk Committee and to Council.
- 5.3 All delegations exercised under this Policy need to comply with the requirements of the Delegations Register and/or any sub-delegations that may be made by the CEO. All such sub-delegations made by the CEO must be clearly recorded.

Attachment 6

Report

Subject: **Application - Parks Upgrade Partnership Fund**

To: Council

From: Carol Gordon, GM – Democracy and Planning

Date: 17 October 2020

File Ref: 5-EX-4

1. Executive Summary

This report provides a request from Marton School for funding for their Pump Track Development.

2. Application

Marton School's application is attached and details their request, which is for \$50,000 towards their project.

3. Significance

This item is not considered to be a significant decision according to the Council's Policy on Significance and Engagement.

4. Recommendations:

- 4.1 That the report 'Application – Parks Upgrade Partnership Fund' to the 22 October 2020 Council meeting be received.
- 4.2 That Council considers the request for \$50,000 from the Park Partnership Upgrade Fund and [agrees/does not agree] to support their request.

Carol Gordon

GM – Democracy and Planning



Marton School

LEARNING FOR LIFE

09 October 2020

Parks Upgrade Partnership Fund
Rangitikei District Council
Marton

To Whom It May Concern:

Application: Pump Track Development Marton School, Marton

We are writing to request the opportunity to apply for the Parks Upgrade Partnership Fund. Thank you in advance for considering our application.

Our application is for funding to build an asphalt covered, bike-pump track, such as that shown in the image below, at Marton School and to create a space that offers play and physical activity; a place for not only our school community but the wider Marton and Rangitikei district. Pump tracks provide users with a continuous loop of berms and rollers and are designed to be ridden by bicycles, scooters and skateboard riders of all ages and skill levels.



The designers from leading landscape architecture firm Boffa Miskell (who recently completed the design of the new playground development at Marton Memorial Hall and the Tutaeporoporo Action Trail) identified Marton School as the ideal location for this key element of the Trail due to its location in the center of Marton, its proximity to other Trail elements such as the skate park, playground and swim centre, and importantly the fact the school already opens its grounds to the community.

The site of the pump track is owned by the Ministry of Education (MoE), who are supportive of the build and for the track to become an asset for the entire community. Stakeholder engagement during the playground process showed a clear desire from the community for a pump track. The unique nature of the Marton Community is that we don't see this facility as belonging to one school but as a facility that will benefit the whole community and all schools and children. This is evident with the attached letters of support from the local schools in Marton, Turakina and Bulls.

We understand that the Parks Partnership Upgrade fund is for development of Council owned land, however we feel we meet the intent of the fund in developing a community facility and as part of the community Tutaeporoporo Action Trail. Further we believe a precedence has been set by the Rangitikei District Council when they awarded funds to the Ratana Playground upgrade, which is also not on Rangitikei District Council owned land but rather on private land used by the community. Council has also provided financial support to both Rangitikei College and Nga Tawa for a community recreational facility albeit not from this fund.

It is vital that together we as community, schools and Council, continue to develop these community recreational assets such as the playground, pump track, skatepark, Reservoir walkway and multi-use courts. With upcoming developments such as the bio-forestry industry, Ohakea and the rail hub we will be vying for the new workforce to become new residents, our residents, and not choose to live in another district. We already boast fantastic schools, growing retail and training opportunities but we must make sure we provide the lifestyle that families will be seeking.

The pump tracks central location makes it walkable for many – especially the new Hereford Heights development, the local schools and early childhood centers who we hope will take advantage of the new facility. Well-designed play spaces support the health and development of the whole child and the whole community.

Although this project is led by Marton School it is for the entire community and it has the support of the entire Marton Community, this is evident through the donation of the clean fill, base course and asphalt.

The total cost of the track is \$165,000 (excluding GST). Currently we have had \$35,000 of clean fill donated, J J Walters has donated \$14,875 of asphalt and \$2,200 of base course. We have also been successful with a grant through Pub Charities for \$60,000. This gives us a shortfall of \$52,925. With a Council grant from the Park Partnership Upgrade fund of \$50,000 we will raise the remaining \$2,925 and our community will see the project completed during this coming summer.

Attached is our quote from leading pump track designers Empire of Dirt.

Thank you for taking the time to consider our application.

Yours sincerely



Brya Dixon
Marton School Principal

APPENDIX 2

To Whom It May Concern

In signing this I am supporting the development of a Pump Track at Marton School and understand that they are seeking funding from Community Grants in order to develop this facility.

I understand that Marton School will use this track for the development of skills, for fitness and fun. Marton School has offered it for other South Rangitikei Kahui Ako schools to use by arrangement. I also understand that it will be available to the wider community for use out of school hours as part of the Marton Playground Development Project.

Principal Signature 

Principal Name Adrian Burn

School Clifton School

Date 7/11/19

Principal Signature 

Principal Name Tony Booker

School Rangitikei College

Date 7/11/2019

Principal Signature 

Principal Name Elizabeth Schaw

School St Matthew's


Date 7/11/2019


Principal Signature 


Principal Name Kim Gordon


School Bulls School

Date 7/11/2019

Principal Signature 
Principal Name Vanessa Tella
School Marton Junction School
Date 7/11/19

Principal Signature 
Principal Name Leigh McKay
School Turakina
Date 7/11/19.

Principal Signature 
Principal Name Timu Niwa
School James Cook School
Date 7/11/19

Principal Signature 
Principal Name Greg Allan
School South Makirikiri School
Date 7/11/19.

Principal Signature _____
Principal Name _____
School _____
Date _____

June 2020

EMPIRE OF DIRT
TRAIL LOGISTICS

Empire of Dirt Trail Logistics Ltd
23 Wharenui Rd, Rotorua
G.S.T. # 111-173-567
Ph 021 039 0607

Marton School Asphalt Pump track

Marton School Asphalt Pump track

1. Project Outline

Construct a world-class asphalt surfaced pump track at Marton School for the students and the wider community to enjoy. This will be an excellent year-round attraction for riders of all abilities while complimenting the adjoining school facilities. Empire of Dirt asphalt pump track designs are suitable for bikes, boards and scooters, making them open to a larger user group and a better use of funding.

The design of the pump track will incorporate many features which will appeal to riders of all skill levels. Key features will include a perimeter loop and the use of back to back internal corners that allow riders to ride up and over or jump into, changing the direction of flow. Being able to link up different areas of the track makes for a multitude of options, effectively being many tracks in one.

The pump track will be surfaced with asphalt over a compacted metal layer and a clean fill base. The asphalt provides a smooth yet flexible surface, substantially reducing maintenance of the track while increasing its versatility as skateboards and scooters will be able to ride it.



Kopua Park Pump track - Raglan



EMPIRE OF DIRT
TRAIL LOGISTICS

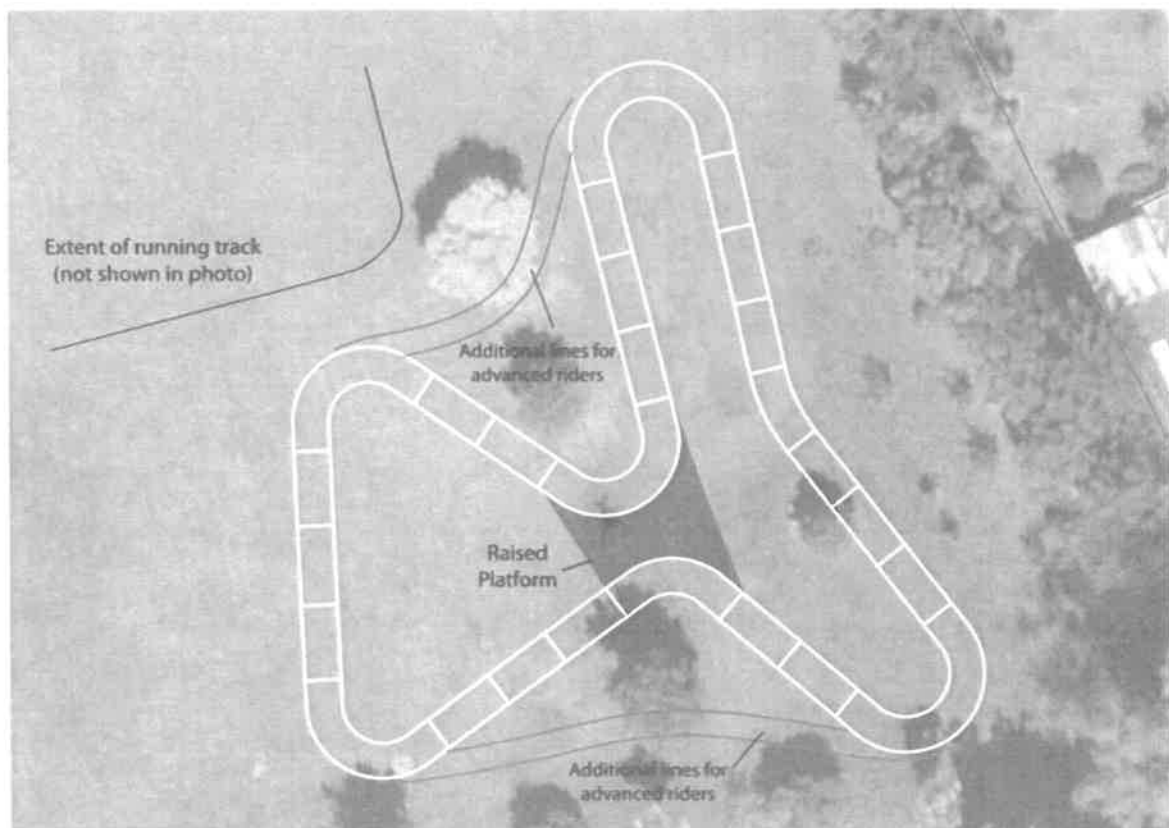
www.empireofdirt.co.nz

2. Design and Construction

We provide a turnkey service, undertaking all stages of the build, which includes:

- Concept plan & 3D track design
- Site surveying
- Track set-out surveying
- Supply of clean fill
- Drainage
- Formation of track
- Supply and laying of basecourse
- Supply and laying of asphalt
- Top soiling and hydroseeding external and internal areas

The proposed layout makes best use of the available area while avoiding significant trees and maintaining critical track design parameters. The raised central platform provides an area for riders to stop and rest as well as ride/jump over and change direction. Additional advanced lines are included which link berms together adding more variation and challenge.



Proposed layout of pump track

3. Pricing

Pricing is based on a per square metre rate over the perimeter of the track of which the proposed layout is 1100m².

Please note that all prices exclude GST

Process Breakdown

HEALTH & SAFETY

Secure site with 1.8m high temporary fencing for duration of construction, H & S plans **\$5,615.40**

DESIGN & SURVEYING

Computer design and 3d rendering of track **\$5,200.00**

Topographical survey and set out of track and drainage

MACHINERY

All machinery including delivery to site for duration of works and associated operating costs **\$24,309.60**

- 5.5t excavator,
- 1.7t excavator
- Wheel loader
- Plate compactors
- Electric wheelbarrows

LABOUR

All labour and associated costs for 5 experienced track builders for duration of works and additional labour for asphaltting. **\$51,760.00**

- 2 x experienced machine operators
- 3 x senior track builders
- 7 x labourers for application of asphalt

DRAINAGE

Supply and installation of all track drainage consisting of **\$5,490.00**

- Soak pits and grates
- Associated drainage pipe

CLEAN FILL

Supply approx. 1500m³ of clay based clean fill **\$45,000.00**

BASE COURSE

Supply approx. 55 m³ of GAP 40 metal **\$2,200.00**



EMPIRE OF DIRT
TRAIL LOGISTICS

www.empireofdirt.co.nz

ASPHALT

Prep and supply approx. 50ton AC10 asphalt	\$14,875.00
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LANDSCAPING

Supply of topsoil and hydroseeding	\$10,550.00
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SUB TOTAL	\$165,000.00
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GST	\$24,750.00
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TOTAL	\$189,750.00
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4. Variations to contract

Any variations to contract to be charged out at an hourly rate agreed upon by both parties

5. Remuneration

A deposit of 35% is to be made before start of works, with the remainder paid equally upon completion of the following milestones

- Construction of track shape with clean fill
- Laying and compaction of metal basecourse
- Laying of asphalt
- Completion of project

6. Time Lines

Construction times to be determined upon acceptance of quote.

7. Assumptions

For the purposes of this quotation, Empire of Dirt assumes the following:

- Any required resource consents to be obtained by client
- All track drainage will be supplied and installed by Empire of Dirt where required
- Site closed for duration of works with temporary fencing
- EOD Terms and conditions contract to be signed before commencement of works

9. Insurances

Empire of Dirt carries a Public Liability Insurance of \$5 million with a Forest and Rural Fires Act extension of \$1 million.

Cover is with Vero Liability. Policy number HO.BSP 4386868



EMPIRE OF DIRT
TRAIL LOGISTICS

www.empireofdirt.co.nz

10. Safety Plan

A comprehensive up to date safety plan by Peak Safety is available, if required



Hillcrest Park Pump track - Hamilton

Mission Statement

Empire of Dirt prides itself on producing trails and bike parks of the highest quality with attention to detail and maximum sustainability.

Examples of recent and previous works can be found on our Facebook, Instagram and website pages.

Thank you for considering Empire of Dirt Trail Logistics for your project.

We look forward to hearing from you.

Adam King and Chris Martin
Empire of Dirt.



EMPIRE OF DIRT
TRAIL LOGISTICS

www.empireofdirt.co.nz

APPENDIX 4

Southstar Trails
76 Hawthornden Drive
Rotorua, 3074 New Zealand
Phone 07 3456307
021619954
email: jeff@southstaradventures.com
www.southstartrails.co.nz
GST No: 76-826-790

Pump Track Development Budget



Customer Name: Marton School
Project Manager: Lucy Skou
Address: 20 Hareford Street, Marton, 4710
City: Marton
Phone: lucy.collier@gmail.com
Date: 11/06/2020, valid for 12 months
Order Ref:

Physical Works		SOUTHSTAR TRAILS			Pump Track		
Work required	Item	Description of Work	Unit Cost	Quantity	Cost	Total Option 1	Total Option 2
0.0	Design	0.1 Initial Site Visit, Preliminary Design and Prepare Budgets	\$ 110.00	4	\$ 440.00		
		0.2 Detailed Design Onsite, Includes 8hrs for Jeff Carter + Foreman onsite pegging layout	\$ 1,420.00	1	\$ 1,420.00		
						\$ 1,860.00	\$ 1,860.00
1.0	Consent Management	1.1 Resource Consent Planning and Preparation, estimate.	\$ 5,000.00	0	\$ -		
		1.2 Drainage Engineering Design, estimate	\$ 5,000.00	0	\$ -		
		1.3 Southstar Management Time to liaise with consultants	\$ 110.00	0	\$ -	\$ -	\$ -
2.0	Site Establishment	2.1 SITE FENCING, 1m High Orange Netting	\$ 150.00	3	\$ 450.00		
		2.2 Site Fencing Installation 4guys, 2hrs	\$ 45.00	8	\$ 360.00		
		2.3 Trailcrew Travel to Site	\$ 0.77	606	\$ 466.62	\$ 1,276.62	\$ 1,276.62
3.0	Physical Works	3.1 Site Preparation, strip topsoil and place on edge	\$ 110.00	40	\$ 4,400.00		
	Option 1	3.2 Fill Base Material, per m3ex Linton quarry	\$ 25.95	1400	\$ 36,330.00		
		3.3 Trucking Management Onsite	\$ 45.00	50	\$ 2,250.00		
	Multi-line	3.4 Track Construction Excavator/Digger 1.7 Tonne including fuel and maintenance	\$ 55.00	120	\$ 6,600.00		
		3.5 Experienced Excavator Operator, with T endorsement	\$ 55.00	150	\$ 8,250.00		
	Pump Track	3.6 Experienced pump track builder	\$ 45.00	300	\$ 13,500.00		
		3.7 Vibrating Roller Compactor, incl fuel per day	\$ 55.00	15	\$ 825.00		
		3.8 Plate Compactor per day	\$ 55.00	15	\$ 825.00		
		3.9 Trailcrew Accommodation 2x twin rooms	\$ 240.00	25	\$ 6,000.00		
					Total	\$ 78,980.00	
		3.9 Asphalt Hotmix, Mix 7, Palmerston North	\$202.00	122	\$ 24,644.00		
		3.10 Asphalt Trucking	\$130.00	30	\$ 3,900.00		
		3.11 EXTRA ASPHALT CONTINGENCY	\$1,000.00	1	\$ 1,000.00		
		3.12 Asphalt Hand Laying, 5 days	\$32,000.00	1	\$ 32,000.00		
					Total	\$ 61,544.00	
4.0	Physical Works	4.0 Site Preparation, strip topsoil and place on edge	\$ 110.00	20	\$ 2,200.00		
	Option 2	4.1 Base Material, per m3ex Linton quarry	\$ 25.95	600	\$ 15,570.00		
		4.2 Trucking Management Onsite	\$ 45.00	40	\$ 1,800.00		
	Simple Pump	4.3 Track Construction Excavator/Digger 1.7 Tonne including fuel and maintenance	\$ 55.00	100	\$ 5,500.00		
		4.4 Experienced Excavator Operator, with T endorsement	\$ 55.00	120	\$ 6,600.00		
	Track	4.5 Experienced pump track builder	\$ 45.00	240	\$ 10,800.00		
		4.6 Vibrating Roller Compactor, incl fuel per day	\$ 55.00	10	\$ 550.00		
		4.7 Plate Compactor per day	\$ 55.00	10	\$ 550.00		
		4.8 Trailcrew Accommodation 2x twin rooms	\$ 240.00	20	\$ 4,800.00		
					Total		\$ 48,370.00
		4.9 Asphalt Hotmix, Mix 7, Palmerston North	\$202.00	46	\$ 9,292.00		
		4.10 Asphalt Trucking	\$130.00	12	\$ 1,560.00		
		4.11 EXTRA ASPHALT CONTINGENCY	\$1,000.00	1	\$ 1,000.00		
		4.12 Asphalt Hand Laying, 3 days	\$6,400.00	3	\$ 19,200.00		
					Total		\$ 31,052.00
6.0	Optional	6.1 Signage Design, Manufacture and Installation	\$1,500.00	1	\$ 1,500.00		
	Optional	6.2 Grass Seed	\$250.00	2	\$ 500.00		
	Optional	6.3 Labour for Topsoil Raking and Grass Seeding	\$42.50	60	\$ 2,550.00		
	Optional	6.4 Bark Supply (for barking around edges if required)	\$250.00	2	\$ 500.00		
	Optional	6.5 Labour for spreading bark around track	\$42.50	32	\$ 1,360.00		

						Total	\$ 6,410.00	\$ 6,410.00
8.0	Site Supervision	8.1	Construction Site Supervision x 2, 12hrs per visit	\$ 110.00	24	\$ 2,640.00		
		8.2	Travel Ex-Rotorua	\$ 0.77	1212	\$ 933.24		
							\$ 3,573.24	\$ 3,573.24
9.0	Client Liaison	9.1	Management Time for client liaison	\$ 110.00	8	\$ 880.00		
							\$ 880.00	\$ 880.00
###	Handover	10.1	Dismantle Fences and remove from site	\$ 45.00	4	\$ 180.00		
		10.2	Attend Handover & opening	\$ 110.00	4	\$ 440.00		
							\$ 620.00	\$ 620.00

Option 1 Grand Total \$ 155,143.86

+GST

Option 2 Grand Total: \$ 94,041.86

+GST

See www.southstartrails.co.nz for recent projects

The Southstar Trails trailcrew aim to focus our efforts on top quality construction, spending the time efficiently to build you the best asset

Insurance: Southstar holds \$1m Public Liability Insurance and \$1m Road Forest Fire Insurance. Insurance cert attached

Chainsaw Operators are qualified with the appropriate NZQA units: Forestry Level 3 (6107) and Level 2 (6106),

or international equivalents

Excavator operators are qualified with Tisclo License Endorsement

All Trailcrew have a current First Aid Qualification

We will supply our own tools, hand tools, chainsaw, signage, excavators, fuel etc

If you require further information or clarification, please do not hesitate to contact me.

Jill Carter (021619856)

Acceptance of Budget and Authorisation to Proceed with Design and Construction

On Behalf of Marton School: _____

Date: _____



23rd July 2020

To whom it may concern

Letter of support for the Marton School Pump Track

On behalf of J & J Walters Limited, we are happy to provide this letter of support for the Application being submitted for funding from Marton School, to build a pump track on the grounds of Marton School.

The Pump Track will be a fantastic asset to the school, Marton township and the wider residents of the Rangitikei. We are a family owned and operated business and see the importance of keeping children active. Cycling and scootering is a popular activity amongst children in Marton and we believe the new pump track would provide a safe space for children and families to ride.

In terms of our support, we would like to supply the 55M³ of GAP 40 metal for the base course at a cost of approximately \$2200.00 and the 50 Ton AC10 asphalt at an approximate cost of \$14,875.00

We trust that you will see that the Marton community is fully supportive of the pump track development and will look at this application favorably.

Your Sincerely

Andrew Walters



Address: P.O.Box 62, Marton 4741

E-mail: office@jjwalters.co.nz

Phone: (06) 327 7051

Mobile: Andrew – (027) 289 2120

Attachment 7

Update on Communication Activities – October 2020

This report provides the Council with an update on communications and media activity.

September 2020 Media Activity

The table below outlines the media activity during September; printed media articles published during the month and website activity:

- Rangitikei Connect was published twice in September and covered Council's public notices, Message from the Mayor, project updates, updates from the Council meeting, and other relevant news articles.
- Council contributed articles to the monthly community newsletters in Taihape, Hunterville and Bulls.

Date	Media Channel	Article Heading and Topic
03/09/2020	District Monitor	Amenities Block hits another hurdle Council agreed in February to go ahead with a single-storey building to provide shower, toilet and changing facilities for users of Taihape's Memorial Park. However at July's meeting a petition of 648 signatures was presented asking RDC to halt plans and instead investigate any improvements to the existing amenities in the old grandstand.
03/09/2020	District Monitor	Anti-drug initiative for Marton At public forum Hemi Blake asked for support to establish a hub in Rangitikei.
03/09/2020	District Monitor	Debate over Bulls signage Opposing views were outlined at the Council meeting last week as representatives of two groups spoke about proposed rebranding in Bulls and the process around it. Council is planning new town signage for all towns in the district using a common template with different logos between towns.
03/09/2020	District Monitor	Mangaweka Bridge contract awarded Emmetts Civil Construction, Stringfellows Contracting and Dempsy Wood Civil were jointly awarded the contract to build the new bridge.
04/09/2020	Whanganui Chronicle	Regional group's climate action starts with public consultation Heads of Horizons regions eight councils are to form a Climate Action Committee that will work across the region. The committee will have one representative from each council: a mayor, chief executive or their delegate. The committee meetings will be publicly advertised.
03/09/2020	District Monitor	Youth Award finalists announced
10/09/2020	District Monitor	Youth awards on the road

Date	Media Channel	Article Heading and Topic
10/09/2020	Whanganui Chronicle	Special delivery: Youth Awards presented in person The Rangitikei Youth Awards show was on the road this week. Council members, along with Mayor Andy Watson awards judge and sponsor Angela Turkington and others visited schools around the district to present the winners and runners-up with trophies and prizes. There were 50 nominations received for awards.
17/09/2020 17/09/2020 24/09/2020 28/09/2020 28/09/2020	Feilding Rangitikei Herald Manawatu Standard District Monitor Manawatu Standard Whanganui Chronicle	Seven years a charm for Bulls centre build Troubled build almost finished A sneak peek inside the new Bulls Community Centre opening Friday Bulls Community centre open at last Centre opens with joyful celebrations The Bulls Community Centre will open on 25 September and there will be an open day on Saturday 26 th September at 10am to 2pm.
September	Articles on Council's Website / Facebook	Statement on concrete storage tanks at Papakai Park Control of Dogs Bylaw Amendment Marton Memorial Hall Renovation Fast-tracked Community Initiatives Fund – Open New exemptions to building consents for some works Publicity re Framing Our Future New Library cards Work being done at Hunterville Plunket Rooms Job Vacancy – Governance Administrator Te Matapihi – opening and open day Tutaenui Reservoir open day Publicity about Horizons climate change risk assessment

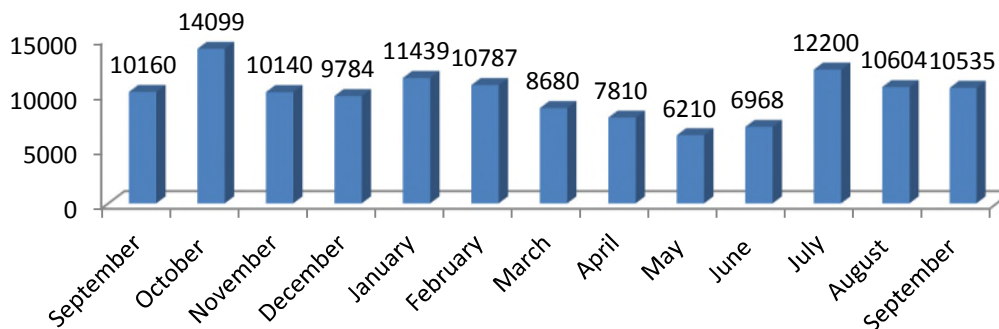
Requests under Local Government Official Information and Meetings Act (LGOIMA)

At the end of September, 50 requests for official information have been received so far this year.

Website Statistics

Activity on Council's website for 1 – 30 September 2020:

Website Visits 2020-21



In September 56% of those who visited Council's website were new visitors to the site.

Top Council Webpages Visited (September)

1. Library
2. Cemeteries
3. Meetings
4. Contact us
5. GIS
6. Transfer Stations
7. District Plan

Upcoming Activities

Early engagement on the Council's Long Term Plan (LTP) will continue during October and November, using the theme "Framing Our Future".

Two early engagement events have been undertaken so far:

1. Te Matapihi - Bulls Community Centre Open Day - 26 September 2020
 - There was very good engagement from the community at this event, a lot of children took part in the colouring picture frame competition and adults engaged on what they want to see in the future for our district. Engagement on the future of the Bulls Tower was also done at this time, this process will remain open until 23 October 2020, with a display and voting sheets at the Community Centre.
2. Tutaenui Walkway – Opening – 10 October 2020
 - As part of this engagement the public were asked whether they want Marton Park renamed to Dick Hurn Park (or part of the rugby grounds) or support Dick Hurn being remembered in another way; or keep the status quo. This engagement will continue as part of the Marton drop-in meetings being held. The public are also able to have their say at the Marton Library.
 - There was good engagement about the Long Term Plan with members of the public that attended this event.

Recommendation:

That the report 'Update on Communication Activities – October 2020' to the 22 October 2020 Council meeting be received.

Carol Gordon

Group Manager – Democracy & Planning

Attachment 8

Report

Subject: **Chief Executive's Report**

To: Council

From: Peter Beggs, Chief Executive

Date: 14 October 2020

File Ref: 5-EX-4

1. Executive Summary

This report provides Elected Members with an update on key activities across the organisation. Items requiring a specific decision are towards the end of this report.

2. People and Culture Group Update

The newly established People and Culture Group is developing a People Strategy and work programme which includes a range of activities designed to build organisational culture, develop leadership and workforce capability, and enhance the overall employee experience. The current strategic focus areas of the People and Culture Group include:

- Living our Values
- Employee Engagement
- High Performance Workforce
- Learning and Development
- Safety and Wellbeing
- Leadership Capability

In addition to the above development areas, the People and Culture Group continues to deliver services across the core functions of Human Resource Services, Health and Safety, and Payroll.

3. Project Update of Information Services Strategic Plan (ISSP) and Customer Experience Strategy

The Information Services Strategic Plan (ISSP) is a programme of work that will deliver a modern, innovative and agile Information Services environment for RDC that aligns with, and will contribute to the outcomes proposed in the Customer Experience (CX) strategy. The goal of the ISSP is to:

- Outline the direction to develop RDC's information services for the next four years.
- Link to Council's vision for a 'Thriving District' and capital expenditure plan over the next

four years.

- Describe how the technical vision for RDC will be realised.
- Be cost efficient with clear budget justification.
- Be recognised as the key guiding document for Information Systems and Services (ISS) in Council.

Status

RDC appointed a project manager (Luke Doidge-Bailey) to lead the ISSP until September 2022. The first project is a review of the customer enquiry/request for service process as this has been identified as a top priority. Recommendations from this review will be presented to the ISSP Steering Committee and Executive Leadership Team over the next month.

4. CouncilMARK assessment date

The Mayor and Chief Executive met with the Programme Manager of CouncilMARK and agreed that the onsite assessment would take place in August 2021.

5. Update on Marton Toilets at Lower High Street

A paper will be provided to the Assets and Infrastructure Committee on 12 November on the option to demolish the current toilets at Lower High Street and whether Council will retain or sell the land. Consultation is currently being undertaken with the affected bus company and the paper will include their feedback.

6. Proposed Memorandum of Understanding for Management of the Historic Mangaweka Bridge

An update will be provided at the meeting.

7. Update on 3 Waters Delivery Plan and Funding Agreement

An update with the latest information will be provided at the meeting.

8. Proposed Amendment to Control of Dogs Bylaw

As a part of formal engagement, staff were intending to send letters to residential properties that currently have more than two dogs, informing them of Council's consultation on the proposed amendment to the Control of Dogs Bylaw, and if formally adopted how it would impact them. Staff have encountered issues with its internal system not being able to produce a report that extrapolates this information.

The decision was made to not provide a letter to the affected dog owners but to ensure that other methods of consultation be used to have a wider reach as possible. We have also extended the consultation period and are using the early engagement platforms being used for the Long Term Plan to promote the consultation. A flyer will also be included in the District Monitor and distributed to those residential addressees that receive the Monitor. The extension to the consultation period does not alter the timing for deliberations at Council's December meeting.

9. Bonny Glen Annual Landfill Report 2019-20

Midwest Disposals Ltd provided their 2019/20 Annual Report for Bonny Glen in early September. A copy of this report is in the Councillor's room.

10. Road Closure

There is one new road closure to notify – on Sunday, 8 November 2020 for the purpose of permitting the Marton Rotary to host a car show. A copy of the public notice is attached as

Appendix 1.

11. Service Request Reporting

The summary report for first response and feedback, and resolutions (requests received in July 2020) is attached in **Appendix 2.**

12. Elected Members Attendance

Elected Members attendance to date of publicly notified meetings for the 2019/22 triennium is attached as **Appendix 3.**

13. Events Cancelled Due to Covid-19

Due to Covid-19, several events across the District were unable to go ahead, some of the events had been successful with their grant applications to support these events. It was resolved in Council's emergency meeting, prior to the first lockdown, funds would not be paid to Events Sponsorship applicants unless there was certainty the event would go ahead. The events that were cancelled were Bulls Junior Rugby, Sport Whanganui, Project Marton's Crafts Alive 2020 and the South Mākirikiri School Event.

Project Marton advised they have spent money on advertising before their event was cancelled and are seeking this amount from the allocated funds to cover these costs. This amount is \$1919.21; their original application was for \$2,000. *Recommendation 15.2 refers.*

South Mākirikiri School were awarded \$1,300 for their Forest Fundraising Run, which was cancelled. They are now asking Council to consider whether the awarded amount of \$1,300 could be carried forward for their 2021 event, rather than them having to reapply for the same event next year. The criteria for the Event Sponsorship Scheme has now being altered to exclude fundraising events, on that basis those changes would now make their current application ineligible. *Recommendation 17.3 refers.*

14. Joint Climate Change Committee

A joint Climate Action Committee is being formed in the Horizons Region to share information and facilitate collaborative action in response to climate change and all Councils in the region have been asked to be part of this. The Agreement and Terms of Reference for this Committee have been circulated and agreed by members of Regional Chiefs.

The Local Government Act (Schedule 7 Cl 30 & 30A) requires that each of the participating Councils agree to establishment of a Joint Committee, a copy of the 'Agreement and Terms of Reference', is attached as **Appendix 4.** Horizons have requested confirmation of Rangitikei's involvement and agreement by the end of October. A recommendation to this effect is included in this report. *Recommendation 17.4 refers.*

15. Door of Hope

Door of Hope presented to Council at its last meeting, where Mr Mark Taylor made a number of requests to Council. These were for funding for relocating a house onto their church site, (\$58,000 + GST); request for rates remission; waiving of consenting fees and advice from Council.

Council needs to consider these requests. There are no known precedents for this type of request. If Council agrees to grant the request of \$58,000 + GST for the cost to relocate a house to their church site, this would be unbudgeted expenditure from Council's funds and it would need to be considered on the basis that another project would have to be forfeited.

Also this could set a precedent for other organisations to approach Council for such funds.

In relation to the request for rates remission, Section four of Council's Rates Remission Policy 2020 'Rates remissions for Community, Sporting and other Not-For-Profit Organisations' would allow for Council to provide assistance with a remission as they are a not-for-profit organisation. The Policy outlines the following in regards to these remissions:

"The Council will grant the following rates remission:

- *100% on all rates other than rates for utility services.*
- *50% on rates for utility services (water supply, sewage disposal, and stormwater).*

Partial Remission

To those organisations in respect to which a club licence under the Sale of Liquor Act 1989 is for the time being in force the Council will grant the following rates remission.

- *A remission of 75% on all rates other than rates for utility services."*

As the dwelling would be relocated they would also be able to apply for a \$5,000 remission under Section Ten of the Rates Remission Policy 2020 'Incentivising Residential Development'.

The Chief Executive has the delegated authority to waive up to 50% of consenting fees, anything above 50% would need to be brought to Council for the fees to be waived.

Mr Taylor has also been informed of the opportunity to apply to the Community Initiatives Fund, which allows for grants up to a maximum of \$2,500.

Recommendation 17.5 refers.

16. Significance

This item is not considered to be a significant decision according to the Council's Policy on Significance and Engagement.

17. Recommendations:

- 17.1 That the 'Chief Executive's Report' to the 22 October 2020 Council meeting be received.
- 17.2 That Council [agrees/does not agree] to allocate \$1919.21 to Project Marton from the funds previously allocated to them for their Crafts Alive 2020 event.
- 17.3 That Council [agrees/does not agree] to carry forward \$1,300 to South Mākirikiri School for their Forest Fundraising Run event, to be used for their 2021 event. And that South Mākirikiri School be advised they [do/do not] have to reapply for this funding next year,

bearing in mind that the criteria for the Event Sponsorship Scheme has now being altered to exclude fundraising events.

- 17.4 That Council agrees to be part of the joint Climate Action Committee, noting the Agreement and Terms of Reference for this committee, and endorsing Mayor Andy Watson as Council's designated delegate.
- 17.5 That in relation to the request from Door of Hope, the Council agrees to the following:
 - 17.5.1 The request for financial assistance of \$58,000 + GST for relocating a house onto their church site be [approved/not approved], noting that this would be an unbudgeted expenditure
 - 17.5.2 The request for rates remission be granted at a level of [50%, 75% or 100%]; or that the request for rates remission not be granted;
 - 17.5.3 That consent fees be waived to a level of 50%; or that the request for consent fees to be waived not be granted.

Peter Beggs

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 the Marton Rotary to host a car Show to raise funds for the Marton Volunteer Fire Brigade on Sunday 8th November 2020

Roads to be closed:

Time 10.00 am to 3.00 pm

Roads: Broadway, Marton, From Ward Furniture to the Southern roundabout
Follett Street, from the roundabout to Bowen 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 on the 23 October 2020, 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.

Peter Beggs
Chief Executive

APPENDIX 2

Service Request Breakdown for August 2020 - First Response

Service Requests Department	Compliance overdue	responded in time	responded late	Grand Total
Abandoned vehicle		2	3	5
Environmental Health		2	3	5
Animal control bylaw matter		1		1
Animal Control		1		1
Animal welfare concern		2	1	3
Animal Control		2	1	3
Barking dog		5	5	10
Animal Control		5	5	10
Bins - Hunterville/Taihape			1	1
Rubbish bins			1	1
Council housing maintenance		2	1	3
Council Housing/Property		2	1	3
Council property maintenance		2		2
Council Housing/Property		2		2
Culverts, drains and non-CBD sumps			1	1
Roads			1	1
Dead animal	1			1
Environmental Health	1			1
Dog attack		1	1	2
Animal Control		1	1	2
Dog property inspection (for Good Owner status)		1	3	4
Animal Control		1	3	4
Dumped rubbish - outside town boundary (road corridor only)		4		4
Environmental Health		4		4
Footpath maintenance	1	4	3	8
Footpaths	1	4	3	8
Found dog		4	1	5
Animal Control		4	1	5
General enquiry	2	9	3	14
Animal Control		1		1
Parks and Reserves	2	1		3
Roads		2	2	4
Roadside Trees, Vegetation and Weeds		1		1
Street Lighting			1	1
Wastewater		1		1
Water		3		3
Graffiti/vandalism			1	1
Council Housing/Property			1	1
Lost animal		12	2	14
Animal Control		12	2	14
Maintenance (parks and reserves)		1	2	3
Parks and Reserves		1	2	3
Maintenance (public toilets)	1		1	2
Public Toilets	1		1	2
Noise		8	11	19
Environmental Health		8	11	19
Playground equipment			2	2
Parks and Reserves			2	2
Potholes	1		1	2
Roads	1		1	2
Property inspection			1	1
Building Control			1	1
RAPID Number		1		1
Roads		1		1
Replace meter, toby or lid		4		4
Water		4		4
Road maintenance - not potholes	1	1	5	7
Roads	1	1	5	7
Road signs (except state highway)		2		2
Roads		2		2
Roaming dog		9	8	17
Animal Control		9	8	17
Rural trees, vegetation and weeds		1		1
Roadside Trees, Vegetation and Weeds		1		1

Rushing dog		2	1	3
Animal Control		2	1	3
Stormwater blocked drain (non urgent)	1			1
Stormwater	1			1
Street lighting maintenance	4	10		14
Street Lighting	4	10		14
Urban trees, vegetation and weeds			1	1
Roadside Trees, Vegetation and Weeds			1	1
Vehicle crossings		1		1
Roads		1		1
Vermin		1		1
Environmental Health		1		1
Wandering stock		8	9	17
Animal Control		8	9	17
Waste transfer station	1	1		2
Solid Waste	1	1		2
Wastewater blocked drain		1	1	2
Wastewater		1	1	2
Wastewater network failure		1		1
Wastewater		1		1
Water leak - council-owned network, not parks or cemeteries	1	7		8
Water	1	7		8
Water leak at meter/toby		5		5
Water		5		5
Grand Total	14	113	69	196

Service Request Breakdown for August 2020 - Feedback

Feedback Required (All)

Service Requests	Feedback					
Department	Email	In Person	Not able to contact	Telephone	Not provided	Grand Total
Animal Control		6		23	48	77
Building Control		1				1
Council Housing/Property				1	5	6
Environmental Health				1	1	27
Footpaths		1		2	1	4
Parks and Reserves					3	5
Public Toilets						2
Roads	2			4	2	10
Roadside Trees, Vegetation and Weeds				1	1	1
Rubbish bins				1		
Solid Waste	1					1
Stormwater						1
Street Lighting				1	5	9
Wastewater		2				2
Water		5			3	12
Grand Total		3	15	10	40	127
						195

Service request Breakdown for August 2020 - Resolutions

Service Request Department	Compliance completed in time	completed late	current	overdue	Grand Total
Animal Control	26	50		1	77
Animal control bylaw matter	1				1
Animal welfare concern	2	1			3
Barking dog	3	7			10
Dog attack	1	1			2
Dog property inspection (for Good Owner status)		4			4
Found dog		5			5
General enquiry	1				1
Lost animal	11	3			14
Roaming dog	7	10			17
Rushing dog		2		1	3
Wandering stock		17			17
Building Control		1			1
Property inspection		1			1
Council Housing/Property	4	2			6
Council housing maintenance	2	1			3
Council property maintenance	2				2
Graffiti/vandalism		1			1
Environmental Health	11	14	1	4	30
Abandoned vehicle	2	1	1	1	5
Dead animal				1	1
Dumped rubbish - outside town boundary (road corridor only)	4				4
Noise	5	13		1	19
Vermin				1	1
Footpaths	5	2		1	8
Footpath maintenance	5	2		1	8
Parks and Reserves	2	4		2	8
General enquiry	1			2	3
Maintenance (parks and reserves)	1	2			3
Playground equipment		2			2
Public Toilets		1		1	2
Maintenance (public toilets)		1		1	2
Roads	10	4		4	18
Culverts, drains and non-CBD sumps				1	1
General enquiry	2	2			4
Potholes				1	1
RAPID Number	1				1
Road maintenance - not potholes	4	2		2	8
Road signs (except state highway)	2				2
Vehicle crossings	1				1
Roadside Trees, Vegetation and Weeds	2	1			3
General enquiry	1				1
Rural trees, vegetation and weeds	1				1
Urban trees, vegetation and weeds		1			1
Rubbish bins		1			1
Bins - Hunterville/Taihape		1			1
Solid Waste	1			1	2
Waste transfer station	1			1	2
Stormwater				1	1
Stormwater blocked drain (non urgent)				1	1
Street Lighting	10	1		4	15
General enquiry		1			1
Street lighting maintenance	10			4	14
Wastewater	2	2			4
General enquiry	1				1
Wastewater blocked drain	1	1			2
Wastewater network failure		1			1
Water	18	1		1	20
General enquiry	3				3
Replace meter, toby or lid	4				4
Water leak - council-owned network, not parks or cemeteries	7			1	8
Water leak at meter/toby	4	1			5
Grand Total	91	84	1	20	196

APPENDIX 3

Date	Meeting	HWTM	Belsham	Ash	Carter	Dalgety	Duncan	Dunn	Gordon	Hiroa	Lambert	Panapa	Wilson
NEW TRIENNIUM 2019-2022													
24/10/2019	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
31/10/2019	Council	PR	PR	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR
5/12/2019	Audit/Risk	PR	PR		AT	AT	AT		PR	AT	AT	AT	PR
12/12/2019	Assets/Infrastructure	PR	PR	AP	PR	PR	PR	PR	PR	AT	PR	PR	PR
12/12/2019	Finance/Performance	PR	PR	AP	PR	PR	AT	AT	PR	PR	AT	PR	PR
12/12/2019	Policy/Planning	PR	PR	AP	AT	PR	PR	PR	PR	PR	PR	PR	PR
12/12/2019	Council	PR	PR	AP	PR	PR	PR	PR	PR	PR	PR	PR	PR
30/01/2020	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
13/02/2020	Assets/Infrastructure	PR	PR	PR	PR	PR	PR	PR	PR	AT	PR	AP	PR
13/02/2020	Policy/Planning	PR	PR	PR	AT	PR	PR	PR	PR	PR	PR	AP	PR
27/02/2020	Audit/Risk	PR	PR		AT	AT			PR				PR
27/02/2020	Finance/Performance	PA	PR	PR	PR	PR			PR	PR		AP	PR
27/02/2020	Council	PR	PR	PR	PR	PR	AP	PR	PR	PR	PR	AP	PR
19/03/2020	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
19/03/2020	Assets/Infrastructure	PR	PR	PR	PR	PR	PR	PR	PR		PR	PR	PR
19/03/2020	Policy/Planning	PR	PR	PR		PR	PR	PR	PR	PR	PR	PR	PR
24/03/2020	Council - Emergency meeting	PR	PR	ZM	ZM	PR	ZM	PR	PR	ZM	ZM	ZM	PR
23/04/2020	Council - Extraordinary meeting	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM	AP	ZM	ZM	ZM
30/04/2020	Council	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM
8/05/2020	Council - Extraordinary meeting	ZM	ZM	ZM	ZM	ZM	ZM	AP	ZM	ZM	ZM	ZM	ZM
28/05/2020	Council	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM	ZM
25/06/2020	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
9/07/2020	Assets/Infrastructure	PR	PR	PR	PR	PR	PR	AP	PR		PR	PR	PR
9/07/2020	Policy/Planning	PR	PR	PR		PR	PR	PR	PR	PR	PR	PR	PR
30/07/2020	Finance/Performance	PR	PR	PR	PR	PR			PR	PR		AP	PR
30/07/2020	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
31/07/2020	Audit/Risk	PR	PR						AP				PR
6/08/2020	Assets/Infrastructure	PR	PR	AB	PR	PR	PR	PR	PR		PR	PR	AP
6/08/2020	Policy/Planning	PR	AP	AB		PR	PR	PR	PR	AP	PR	PR	AP
20/08/2020	Audit/Risk - Extraordinary meeting	PR	PR		AT	AT			PR			AT	PR
27/08/2020	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
10/09/2020	Assets/Infrastructure	PR	PR	PR	PR	PR	PR	AP	PR		PR	AP	PR
10/09/2020	Policy/Planning	PR	PR	PR		PR	PR	AP	PR	PR	PR	AP	PR
24/09/2020	Audit/Risk	PR	PR						PR			AT	PR
24/09/2020	Finance/Performance	PR	PR	PR	PR	PR			PR	PR		PR	PR
24/09/2020	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
13/10/2020	Assets/Infrastructure	PR	PR	PR	PR	PR	PR	PR	PR		PR	AB	PR

PR	Present - is a member of the committee
AT	Attendance, not on committee but in attendance
AP	Apology
	Indicates is not a member of the Committee
AB	Absent - no apology received
CB	Not present as on Council business
ZM	Attended via Zoom

Climate Action Committee

Manawatū-Whanganui Region

AGREEMENT AND TERMS OF REFERENCE

September 2020

Statement of Purpose

The purpose of the Climate Action Committee is as follows:

- To receive scientific evidence and Mātauranga Māori to inform strategic leadership on how the Manawatū-Whanganui Region could achieve climate change mitigation and adaptation; and
- To inform the development of climate change adaptation and mitigation objectives, share information, and facilitate collaborative action to reduce greenhouse gas emissions and prepare for climate change impacts.

Committee Membership

The Committee consists of the following members:

- The Mayor/Chair or designated delegate of each local authority within the Manawatū-Whanganui Region (total 8 members); and
- Three non-Councillor members, to represent the views of Tangata Whenua. These appointments will be made by Horizons on the recommendation of iwi leaders, taking into consideration their skills, attributes or knowledge that will assist the work of the Committee.

This Committee may invite advisers to attend relevant portions of the Committee's business.

Election of the Chair and Deputy Chair

The committee will elect a Chair and Deputy Chair by the system described in clause 25(4) Schedule 7 of the Local Government Act 2002.

Meetings

The Committee will sit at least twice each year.

Quorum

A quorum will consist of at least six members.

Meetings may be held in person or by other means (such as audiovisual link) as the Committee agrees where permissible under New Zealand law and the standing orders of the parties.

TERMS OF REFERENCE

Objectives

The operating objectives are:

- Collaborate on action to build organisational, community, and regional resilience in the face of climate change;
- Oversee a comprehensive climate change risk assessment for the region;
- Make use of available environmental, social, cultural and economic research, skills and capabilities to leverage opportunities and mitigate the impacts of climate change;
- Advise on strategies to reduce greenhouse gas emissions (mitigation) and prepare for climate change (adaptation) to inform the development of a regional climate action plan for adoption by the member councils, and to monitor and report annually on achievement of the plan;
- Work collectively as a region to engage with Central Government, including any actions to deliver on responsibilities under the Climate Change National Adaptation Plan;
- Promote consistent and effective leadership, advocacy, communication and engagement on climate change issues to enable individual and collaborative action;
- Champion the integration of partner strategies, programmes, and plans and encourage partnerships with iwi and others in central and local government, health, education, youth, NGOs and business; and
- Share climate change evidence and guidance to inform council work programmes and support explicit consideration of climate change impacts in decisions.

Power to Act

- To receive regular monitoring reports and presentations on the matters set out in the objectives above.

Power to Recommend

- To provide recommendations for member Councils' action and partnership in respect of climate change actions; and
- To recommend an appropriate response/course of action in respect of policy effectiveness reports and monitoring outcomes.

Variations to this Agreement

Amendments to this agreement will be made by resolution of the Regional Chiefs on an as required basis.

Terms of this agreement will also be reviewed annually by Regional Chiefs.

Delegations

The Committee has no general decision-making or financial delegations but from time to time may be given such delegations by Regional Chiefs for specific matters.

Attachment 9



Rangitikei District Council

Finance and Performance Committee Meeting

Minutes – Thursday 24 September 2020 – 10:30 am

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3	Apologies/Leave of Absence	3
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5	Confirmation of order of business	3
6	Confirmation of minutes	3
7	Chair's Report	3
8	Draft 2019/20 Annual Financial Statements.....	3
9	Draft 2019/20 Annual Non-financial Statements	4
10	Draft Financial Snapshot – August 2020	4
11	Heating and Insulation Programme	5
12	Floating Funds for Santoft Domain Management Committee.....	5
13	Late Items.....	5
14	Future Items for the Agenda.....	6
15	Next Meeting	6
16	Meeting Closed	6

Present:

- Cr Nigel Belsham
- Cr Fi Dalgety
- Cr Cath Ash
- Cr Brian Carter
- Cr Angus Gordon
- Cr Tracey Hiroa
- Cr Waru Panapa
- Cr Dave Wilson
- His Worship the Mayor, Andy Watson

In attendance:

- Mr Peter Beggs, Chief Executive
- Mr Michael Hodder, Community & Regulatory Services Group Manager
- Mr Dave Tombs, GM – Finance and Business Support
- Ms Kathryn McDonald, Accountant
- Mr George Forster, Policy Advisor
- Ms Bonnie Clayton, Governance Administrator

Tabled Documents:

- Item 7** - Chair's Report
- Item 9** - Draft 2019/20 Annual Non-financial Statements

1 Welcome

The chair opened the meeting at 10.40am.

2 Public Forum

Nil

3 Apologies/Leave of Absence

Nil

4 Members' Conflict of Interest

There were no conflicts of interest declared.

5 Confirmation of order of business

There were no changes to the order of business.

6 Confirmation of minutes

The Committee agreed the commentary regarding Councils debt collection process to be amended to:

"Ms Devine advised that Council officers take the first step for debt collection, such as phone calls or payment plans and then decides when to pass the debt on to Debt Management Central, the debt management agency created by MW LASS for its members, in accordance with the Delegations Manual."

Resolved minute number	20/FPE/015	File Ref
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That the Minutes of the Finance/Performance Committee meeting held on 30 July 2020 as amended be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham/Cr Ash. Carried

7 Chair's Report

Councillor Belsham spoke to his tabled report, with verbal additions:

- Pleasure to have Dave Tombs, the new General Manager for Finance and Business Support at the table.
- He is aware of the huge workload the Long Term Plan is for staff, along with the financial impact, and requested committee members to please be mindful of this when making requests to staff.

Resolved minute number	20/FPE/016	File Ref	3-CT-14-1
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That the tabled 'Chair's Report' to the 24 September 2020 Finance/Performance Committee meeting be received.

Cr Belsham/Cr Carter. Carried

8 Draft 2019/20 Annual Financial Statements

Mr Tombs spoke to the report, noting:

- The document is still in draft form.
- The report format is specified by Audit, it is not an internal template.
- Depreciation is going up, once it goes up – it does not come down.
- Depreciation starts from the day you use the asset and it must meet audit standards.

His Worship the Mayor queried Councils spending on forestry, noting it is a significant expense with no return.

Resolved minute number **20/FPE/017** **File Ref**

That the report 'Draft 2019/20 Annual Financial Statements' to the 24 September 2020 Finance/Performance Committee be received.

Cr Carter/Cr Gordon. Carried

9 Draft 2019/20 Annual Non-financial Statements

Mr Hodder briefed the committee on the following:

- The reporting is based on actions set from Council in the Long Term Plan performance framework.
- It is Councils decision during the current LTP planning, to remove or adopt performance measures.
- Improvements are needed in reflecting the Annual Plan budget for a project for that current financial year, rather than entire project i.e in the current financial year land to be purchased, consultant fees etc.
- Drinking water – if it is not 100%, then compliance will not be met, therefore not achieved.

Mr Beggs noted that through the ISSP that the Request for Service system will be getting an upgrade.

Resolved minute number **20/FPE/018** **File Ref**

That the Draft 2019/20 Annual Non-financial Statements to the 24 September 2020 Finance/Performance meeting be received.

Cr Wilson/Cr Dalgety. Carried

10 Draft Financial Snapshot – August 2020

Mr Tombs spoke to the report, highlighting that it can be expanded to report on all assets, rather than just new.

In response to a question, Mr Tombs advised that the Council Animal Control staff working within the shared service assigned to Manawatu District Council are allocated a vehicle from Manawatu District Council, therefore no costs to Council.

Resolved minute number **20/FPE/019** **File Ref**

That the memorandum 'Draft Financial Snapshot – August 2020' to the 24 September 2020 Finance/Performance Committee meeting be received.

His Worship the Mayor/Cr Carter. Carried

11 Heating and Insulation Programme

Mr Forster provided the Committee members history of the programme:

- The programme was extensively advertised, with only three applicants across the district.
- There were further enquiries, however these people were able to apply via the ECCA as they cover 90% of the costs.
- Legally you cannot add to rates, it is effectively a loan – which Council cannot secure against a property.

Resolved minute number **20/FPE/020** **File Ref** **4-EN-5-3**

That the memorandum 'Heating and Insulation Programme' to the 24 September 2020 Finance/Performance Committee be received.

His Worship the Mayor/Cr Wilson. Carried

Resolved minute number **20/FPE/021** **File Ref**

That the Finance/Performance Committee recommend to Council that the Heating and Insulation Programme be revoked and those who enquire at Council are directed towards ECCA and Banks offering up interest free loans.

His Worship the Mayor/Cr Wilson. Carried

12 Floating Funds for Santoft Domain Management Committee

Mr Forster briefed Committee members that the Santoft Domain Management Committee have requested a floating fund up to \$5,000 to pay for any expenses arising from the Domain upgrade. This option was suggested by the Santoft Domain Management Committee as they believe it would be a quicker process than having to request a quote / invoice and staff create a purchase order to get the work done. The fund would be a "float", which would be topped up as money is spent.

His Worship the Mayor suggested this be an update to the delegations register rather than a float as the Committee have their own budget, which is designated for the Santoft Domain.

Resolved minute number **20/FPE/022** **File Ref** **3-CT-18-4**

That the memorandum 'Floating Funds for Santoft Domain Management Committee' to the 24 September 2020 Finance/Performance Committee be received.

Cr Gordon/Cr Hiroa. Carried

Resolved minute number **20/FPE/023** **File Ref**

That the Floating Funds for Santoft Domain Management Committee item lie on the table, and that staff investigate an alternative fund option for the Santoft Domain Management Committee and bring a report back to a subsequent Finance/Performance meeting.

Cr Gordon/Cr Hiroa. Carried

13 Late Items

Nil.

14 Future Items for the Agenda

Options for depreciation on new / existing assets

Policy or process on internal procedures on when debt collection is triggered

Revaluation impact across the sector

15 Next Meeting

Thursday 22 October 2020, 9.30am

16 Meeting Closed

Cr Belsham thanked Mr Hodder as this is his last committee meeting he will attend in his current role. His extensive knowledge and advice has been appreciated.

The meeting closed at 12.14pm.

Confirmed/Chair: _____

Date: _____



Rangitikei District Council

Community Grants Sub-Committee Meeting

Minutes – Tuesday 29 September 2020 – 10:00 a.m.

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1	Welcome	1
2	Apologies.....	2
3	Members Conflicts of interest	2
4	Confirmation of minutes.....	2
5	Consideration of Applications for the Event Sponsorship Scheme Round One – 2020/21	2
6	Next Meeting	5
7	Meeting Closed	5

Present:

Cr Nigel Belsham (Chair)
Cr Fi Dalgety
Ms Carolyn Bates
Ms Michelle Fannin – *via Zoom*
Ms Karen Kennedy
Ms Laurel Mauchline Campbell
Mr Lequan Meihana
Ms Raewyn Turner

In attendance: Bonnie Clayton, Governance Administrator
His Worship the Mayor, Andy Watson

1 Welcome

Councillor Belsham opened the meeting at 10.03am.

2 Apologies

Nil.

3 Members Conflicts 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 Fannin declared a Conflict of Interest in regards to the application from Taihape and District Agricultural and Pastoral Association.

4 Confirmation of minutes

Resolved minute number **20/CGSC/010** **File Ref**

That the minutes of the Community Grants Sub-Committee meeting held on 15 April 2020 without amendment be taken as read and verified as an accurate and correct record of the meeting.

Ms Mauchline Campbell/Ms Bates. Carried

5 Consideration of Applications for the Event Sponsorship Scheme Round One – 2020/21

The report was taken as read.

Resolved minute number **20/CGSC/011** **File Ref** **3-GF-11-3**

That the report 'Consideration of applications for the Events Sponsorship Scheme Round One - 2020/21' to the 29 September 2020 Community Grants Sub-Committee be received.

Cr Dalgety/Ms Bates. Carried

Resolved minute number **20/CGSC/012** **File Ref**

That the following Project report forms be received:

- Taihape Community Development Trust – 2019 Taihape Christmas Parade
- Hunterville Huntaway Festival – Hunterville Huntaway Festival
- Marton and District Historical Society – 150th Anniversary of the naming of Marton
- Turakina Caledonian Society Inc – 156th Turakina Highland Games
- Marton Country Music Festival Inc – Marton Country Music Festival
- Taihape Older and Bolder – What Matters To You Day
- Rangitikei Shearing Sports Inc – Rangitikei Shearing Sports – Marton Show

- Taihape and District Agricultural and Pastoral Association Inc – Taihape A and P Show
- Project Marton Inc – Marton Christmas Parade – *tabled*

Ms Kennedy/Mr Meihana. Carried

The Committee discussed the merits of each application and individual funding recommendations.

Hunterville Huntaway Festival – Hunterville Huntaway Festival

The Committee were in support of this event and how it show cases the very best of the Rangitikei, bringing a diverse range of people. There was discussion around whether it should be self-funded by now.

Ms Mauchline Campbell expressed that it is impossible for some events to become self-sufficient, as costs would then be passed onto attendees, which would then become inaccessible for some.

Bulls and District Community Trust – Bulls Christmas Parade/Market Day/Whanau Day

The Committee were in favour of this event, noting that the extended activities of the Market Day and Whanau Day are great for bringing the community together. However did suggest that more funding be sought from local businesses.

River Valley Lodge – A Taste of the Rangitikei

The Committee were all in support of the new event, expressing that it is a fantastic idea to showcase the district and locally grown fare.

Turakina Caledonian Society Inc. – 157th Turakina Highland Games

The Committee were in support of the event, noting it is one of the oldest events in the district, which attracts attendees from all over New Zealand.

Taihape and District Agricultural and Pastoral Association – Taihape A & P Show

Ms Fannin declared a Conflict of Interest in this item, she had no part in assessing the application and was removed from zoom for the duration of the discussions on this item.

The Committee were all in favour of this event, expressing it is one of the traditional events still being held in the district and is the only surviving A & P Show in the Rangitikei, now in its 110th year. They did note that the advertising costs were high.

Doors Open Marton – Merry Night In Marton

The Committee were all in favour of this new event, noting it is great that the local schools are invited to be involved.

Marton Country Music Festival – Marton Country Music Festival

The Committee acknowledged the festival promotes the district by bringing many visitors from all around New Zealand to Marton, some who even go on to purchase homes in the town.

Taihape Community Development Trust – 2020 Taihape Christmas Parade

The Committee were all in favour of this event, noting it is great family day out that hosts people from around the district.

Rangitikei Shearing Sports Inc – Marton Show - Rangitikei Shearing Sports - Marton Show

The Committee were in favour of this long running event, noting the sport is losing profile and Council need to support it. The event brings the rural community together from around the district and further afield.

Project Marton Incorporated – Marton Christmas Parade

The Committee were in favour of this event, and noted the diversity it brings having the Christmas Carols. Committee members did question the need to pay a photographer and the need for an event co-ordinator, noting the organisation has staff and several volunteers.

Saint Joseph's Taihape PTA – Taihape Gumboot Gallop

The Committee were not in favour of approving funding for this application, on the basis of it being a fundraiser, which is an exclusion in the criteria.

The overall financial decisions were made either by an average of each assessors recommendation or the maximum of 50% of eligible costs.

Resolved minute number**20/CGSC/013****File Ref**

That the Community Grants Sub-Committee approve the sponsorship of events listed below, and disperse the Events Sponsorship Scheme as outlined to successful applicants:

• Hunterville Huntaway Festival	\$2,800
• Bulls and District Community Trust	\$694
• River Valley Lodge	\$1,300
• Turakina Caledonian Society Inc.	\$2,500
• Taihape and District Agricultural and Pastoral Association	\$1,750
• Doors Open Marton	\$824
• Marton Country Music Festival	\$2,450
• Taihape Community Development Trust	\$457
• Rangitikei Shearing Sports Inc – Marton Show	\$1,500
• Project Marton Incorporated	\$1,400

That the Community Grants Sub-Committee decline sponsorship of the following event listed below, and update the applicant:

- Saint Joseph's Taihape PTA

Ms Turner/Ms Kennedy. Carried

His Worship the Mayor updated Committee members that Elected Members and staff have started work on the Long Term Plan, and that community pre-engagement will be happening over the next few months, with the Framing our Future promotion by attending community events to hear from the people.

The Committee agreed that more funding could be put into the Events Sponsorship Scheme, which would support current and new events.

Resolved minute number**20/CGSC/014****File Ref**

That the Community Grants Sub-Committee recommend to Council that through the Long Term Plan process they increase the Events Sponsorship Scheme budget from \$25,000 to \$50,000.

Ms Fannin/Ms Mauchline Campbell. Carried

The Committee provided feedback on how the scheme needs to be further promoted in future to attract new events, and that there appears to be a grey area with GST and clarification on this for both applicants and assessors is required.

6 Next Meeting

Tuesday 24 November 2020, 10.00am

7 Meeting Closed

11.27am

Confirmed/Chair: _____

Date: