

ORDER PAPER

ORDINARY COUNCIL MEETING

Date: Thursday, 30 September 2021
Time: 1.00 pm
Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Chair: HWTM, Andy Watson

Deputy Chair: Cr Nigel Belsham

Membership: Cr Brian Carter
Cr Fi Dalgety
Cr Gill Duncan
Cr Angus Gordon
Cr Richard Lambert
Cr Tracey Hiroa
Cr Waru Panapa
Cr Dave Wilson
Cr Cath Ash
Cr Coral Raukawa

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Notice is hereby given that an Ordinary Meeting of Council of the Rangitikei District Council will be held in the Council Chamber, Rangitikei District Council, 46 High Street, Marton on Thursday, 30 September 2021 at 1.00 pm.

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AGENDA

1 Welcome

2 Apologies

3 Public Forum

1 pm: Paul Sharland, from the Bulls and District Historical Trust, will speak to Council about the Old Library Building in Bulls.

1.15 pm: Delwyn Hakaria, from Ngāti Parewahawaha, will speak to Council on the Te Matapihi green space design.

4 Conflict of Interest Declarations

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

Mr Michael McCartney and Dr. Nic Peet will be in attendance, at 2.00pm, to provide an update on Accelerate 25.

6 Confirmation of Minutes

6.1 Confirmation of Council Minutes

Author: Ash Garstang, Governance Administrator

1. Reason for Report

- 1.1 The minutes from the Ordinary Council meeting held on 26 August 2021 are attached.
- 1.2 The minutes from the Ordinary Council meeting held on 09 September 2021 are attached.

Attachments

1. Council 26 Aug 21 - Minutes
2. Council 09 Sep 21 - Minutes

Recommendation 1

That the minutes of the Ordinary Council meeting held on 26 August 2021, **[as amended/without amendment]**, be taken as read and verified as an accurate and correct record of the meeting, and that the Mayor's electronic signature be added to the official minutes document as a formal record.

Recommendation 2

That the minutes of the Ordinary Council meeting held on 09 September 2021, **[as amended/without amendment]**, be taken as read and verified as an accurate and correct record of the meeting, and that the Mayor's electronic signature be added to the official minutes document as a formal record.

MINUTES

UNCONFIRMED: ORDINARY COUNCIL MEETING (VIA ZOOM)

Date: Thursday, 26 August 2021

Time: 1.00 pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

HWTM, Andy Watson
Cr Nigel Belsham
Cr Brian Carter
Cr Fi Dalgety
Cr Gill Duncan
Cr Angus Gordon
Cr Richard Lambert
Cr Tracey Hiroa
Cr Waru Panapa
Cr Dave Wilson
Cr Cath Ash

In attendance

Mr Peter Beggs, Chief Executive
Mr Arno Benadie, Chief Operating Officer
Mrs Carol Gordon, Group Manager - Democracy and Planning
Ms Gaylene Prince, Group Manager - Community Services
Mr Dave Tombs, Group Manager - Corporate Services
Mrs Sharon Grant, Group Manager - People and Culture
Ms Katrina Gray, Senior Strategic Planner
Mrs Jess Mcilroy, Operations Manager
Ms Adina Foley, Project Manager
Mr George Forster, Policy Advisor
Mr Ash Garstang, Governance Administrator

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1 Welcome

The Mayor opened the meeting at 1.04 pm.

2 Apologies

Resolved minute number 21/RDC/233

That the apology for Cr Raukawa be received.

HWTM/Cr T Hiroa. Carried

3 Public Forum

Nil.

4 Conflict of Interest Declarations

Cr Hiroa declared a conflict of interest in relation to the Mokai Patea Services recommendation in the Chief Executive's report, as she is the general manager of that organisation. The Mayor advised that she could remain in the meeting when this item was discussed.

5 Confirmation of Order of Business

Nil changes.

6 Confirmation of Minutes

6.1 Confirmation of Council Minutes

Resolved minute number 21/RDC/234

That the minutes of the Council meeting held on 29 July 2021, without amendment, be taken as read and verified as an accurate and correct record of the meeting.

Cr N Belsham/Cr B Carter. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Council Meetings

Cr Carter: Bulls Domain Upgrade item (09 Jun 21) can he be included on these comms. Arno confirmed yes (update line item).

Resolved minute number 21/RDC/235

That the report 'Follow-up Action Items from Council Meetings' be received.

Cr T Hiroa/Cr B Carter. Carried

8 Mayor's Report

8.1 Mayor's Report – August 2021

The Mayor advised that he is one of six mayors that have been asked to be involved with the ongoing Entity B discussions, alongside the Chief Executive and representatives from iwi. There is another five weeks to go before negotiations begin with central government and local councils are unable to formally consult during this time period.

The Mayor congratulated the Rangitikei Rivers Catchment Collective on their work. Council requested that a letter be sent to Mr Rankin, acknowledging and congratulating him.

Cr Duncan thanked Council on behalf of the Hautapu River Park Collective for the participation of staff and elected members at the native planting day on 07 August 2021.

Resolved minute number 21/RDC/236

That the Mayor's Report – August 2021 be received.

Cr B Carter/HWTM Carried

9 Chief Executive's Report

9.1 Chief Executive's Report – August 2021

Bulls Traffic Mirror

Council requested that staff investigate having yellow broken lines at the intersection of Holland Crescent and Bridge Street for no parking either side of the intersection to inhibit vehicles parking there.

Bulls & Districts Historical Society – Request to Lease the Old Bulls Library

In response to a query, Mr Beggs confirmed that the Bulls & Districts Historical Society would be responsible for continuing maintenance if the lease is granted to them.

In response to a query, the Mayor advised that this building was not one of the buildings earmarked for potential sale for cost recovery of Te Matapihi.

Council agreed that it would be useful to have more information about the history of the building – whether there were any previous Council resolutions relating to its usage and what the Bulls & Districts Society's vision for it is. Mr Beggs noted that there was meant to be a public forum representation on this request that would have provided more information, but this was unfortunately cancelled due to COVID-19 lockdown restrictions.

In response to a query, Mr Beggs advised that the greenspace at Te Matapihi is not currently available for the erection of the Chris Amon statue, as artwork is going to be installed by Ngati Parewahawaha.

Cr Panapa advised that himself, Cr Carter and Cr Raukawa had met with Mr Paul Sharland (via Zoom) and saw a preview of the presentation that Mr Sharland was going to present. Cr Panapa felt that the group had very positive aspirations for the venue, and that they were doing their due diligence regarding the structural integrity of the building.

Council requested that staff gather more information about this request and present it back to Council at the next Council meeting.

Mokai Patea Services – Application for Concession

In response to a query, Mr Beggs advised that this application was for the duration of the national COVID-19 vaccination programme, as this is the reason that they are unable to use their regular venue.

Civil Defence and Emergency Management (CDEM) Covid-19 Alert Level 4 Response

Mrs Grant updated Council on staffs response to the recent COVID-19 outbreak and civil restrictions. A written version of this update is attached to these minutes as an annex.

Mr Beggs advised Council that he had authorised a sum of \$5,000 to be used at the discretion of on-duty incident controllers, for the purpose of meeting immediate food security needs for Food Pantry's. In response to a query about equally dispersing these funds across town centres in the district, Mr Beggs advised that he had not formulated any rules or conditions for this fund, and that it could be used by the on-duty incident controllers at their discretion and where most needed.

Resolved minute number**21/RDC/237**

That the Chief Executive's Report – August 2021 be received.

Cr N Belsham/Cr C Ash. Carried

Resolved minute number 21/RDC/238

That Council approves the request from the Marton Arts & Crafts Centre for waiving 100% of the cost of their building consent fee, which is \$772.

Cr C Ash/Cr F Dalgety. Carried

Resolved minute number 21/RDC/239

With respect to the request from the Bulls & Districts Historical Society to lease the Old Bulls Library for \$1 per year, for the next 99 years, that this be left to lie on the table until we have more information and the Bulls and District Museum can present to Council at public forum.

Cr C Ash/Cr B Carter. Carried

Resolved minute number 21/RDC/240

That Council, in considering the concession application from Mokai Patea Services for usage of the Kokako St Hall for the duration of the COVID-19 vaccination rollout, utilising the hospital site, agrees to reduce the hireage fee to zero.

Cr G Duncan/Cr A Gordon. Carried

Resolved minute number 21/RDC/241

That Council commends and recognises both Mokai Patea and Ngati Wairiki Ngati Apa for their contribution to the vaccination programme and their assistance with the COVID response.

HWTM/Cr G Duncan. Carried

10 Reports for Decision

10.1 Representation Review - Adoption of Initial Proposal

Representation Review - background

Ms Gray provided some context to this process. The review was triggered by Council's decision to adopt Māori wards, although it was noted that this does not reduce the need for the Te Roopuu Ahi Kaa Komiti, who will continue to take the lead in representing iwi and hapu within the Rangitikei District. All four options being presented to Council include two Māori wards. The Te Roopuu Ahi Kaa Komiti and Ratana Community Board both endorsed Option B.

Staff would seek guidance from the Te Roopuu Ahi Kaa Komiti about naming the wards during the consultation period.

An error in the report was noted: Para 2 of Recommendation 2 originally stated "... elected by the whole *Taihape Ward*". This part of the recommendation has been corrected in the minutes document to "... elected by the whole *Taihape Community Board area*".

In response to a query, Ms Gray confirmed that the endorsed option will go out for formal consultation, and that the three remaining options will still be available for consideration depending on public feedback.

Community Boards

Cr Panapa advised that the local community at Ratana Pa had a long history of engagement with the Ratana Community Board, and that the Board provided the community with an important voice.

Four options for future Wards structure

It was generally felt by elected members that Option B provided the best ward structure moving forwards. It was noted that the district is a very diverse one, geographically spread out and would benefit from having 12 elected members, rather than a smaller number. There were a couple of dissenting views to this, and a concern expressed that 12 was a high number for the districts population size.

Resolved minute number 21/RDC/242

That the report 'Representation Review – Adoption of Initial Proposal' be received.

Cr A Gordon/Cr N Belsham. Carried

Resolved minute number 21/RDC/243

That Council has the following arrangements as its Initial Proposal for the 2021 Representation Review of the Rangitikei District:

- A Community Board for Ratana, retaining the same boundaries as at present, having four members elected by the whole Ratana Community Board area and one appointed member (one of the Southern Ward Councillors).
- A Community Board for Taihape, retaining the same boundaries as at present, having four members elected by the whole Taihape Community Board area and two appointed members (rotated annually around the Northern Ward Councillors).

Cr W Panapa/Cr C Ash. Carried

Resolved minute number 21/RDC/244

That Council adopt Option B as the initial proposal:

Ward	Population	No. of Councillors per Ward	Population per Councillor	Deviation from average	% deviation
General Wards					
Northern	2,800	2	1,400	-33	-2.33%
Central	6,960	5	1,392	-41	-2.88%
Southern	3,140	2	1,570	137	9.54%
Total General	12,900	9	1,433	-	-
Māori Wards					
Northern	1,450	1	1,450	15	1.05%
Southern	1,420	1	1,420	-15	-1.05%
Total Māori	2,870	2	1,435	-	-
District Total	15,770	11	-	-	-

Cr B Carter/Cr A Gordon. Carried
Cr Duncan, Cr Panapa and Cr Wilson voted against the motion.

Resolved minute number 21/RDC/245

That Council delegate the hearing of submissions on the Initial Proposal for the 2021 Representation Review to the Policy/Planning Committee's 14 October 2021 meeting.

Cr N Belsham/Cr G Duncan. Carried

Resolved minute number 21/RDC/246

That Council note the intention to retain the Te Roopuu Ahi Kaa Komiti, and further that it will continue to be our principle engagement process with iwi.

Cr T Hiroa/Cr C Ash. Carried

10.2 Food Business Grading Bylaw Review

Mr Forster advised that the purpose of this report is to adopt the bylaw for public consultation.

An error in the Draft Food Business Grading Bylaw attachment was noted: the grade score distributions under para 5.1 should be updated to reflect the removal of assessment of training.

Resolved minute number 21/RDC/247

That the report 'Food Business Grading Bylaw Review' be received.

Cr T Hiroa/Cr A Gordon. Carried

Resolved minute number 21/RDC/248

Council confirm that, in accordance with section 155 of the Local Government Act, a bylaw is the most appropriate way to provide information to the public on food premises practices; and the draft Bylaw is the most appropriate form of a bylaw and there are no implications under the New Zealand Bill of Rights Act 1990.

Cr N Belsham/Cr C Ash. Carried

Resolved minute number 21/RDC/249

That Council adopt the amended Food Business Grading Bylaw and supporting information for public consultation in accordance with the Special Consultative Procedure.

Cr A Gordon/Cr F Dalgety. Carried

Resolved minute number 21/RDC/250

That Council delegate the hearing of any submissions to the Policy/Planning Committee.

Cr C Ash/Cr T Hiroa. Carried

10.3 Due Date for Instalment 1 of 2021/22 Rates

Mr Tombs advised that the due date for rates will not change, but that any ratepayers who are unable to pay their rates due to the current COVID-19 lockdown restrictions will have their rate penalties remitted. This will be a procedural process at Council's end, and ratepayers will not be advised of the penalty and subsequent remission.

Resolved minute number **21/RDC/251**

That Council receives the report 'Due Date of Instalment 1 for 2021/22 Rates'.

Cr T Hiroa/Cr R Lambert. Carried

Resolved minute number **21/RDC/252**

That, following legal advice, Council notes the due date for instalment 1 of the 2021/22 rates will be retained and also notes that anyone that was unable to pay their rates by that date (due to COVID restrictions) will have any penalties remitted, by the Chief Executive, under delegated authority.

Cr N Belsham/Cr D Wilson. Carried

10.4 Options for Changing Rooms - Te Matapihi, Bulls Community Centre

Ms Foley advised that public feedback around the previous option (under the stage with modifications) had been quite negative, particularly with regards to the height of the under-stage spacing. Staff have therefore asked an architect to advise of other options. Council agreed that this option should be disregarded, and an alternative option explored instead.

Council acknowledged the work and input that former councillor Jane Dunn has had with Te Matapihi. Unfortunately former councillor Dunn was unable to present at the public forum, due to the current Covid restrictions.

Council agreed that the lift options had several drawbacks and that this issue required a more permanent solution.

Resolved minute number **21/RDC/253**

That the report 'Options for Changing Rooms - Te Matapihi, Bulls Community Centre' be received.

Cr B Carter/Cr G Duncan. Carried

Resolved minute number **21/RDC/254**

That Option 2 endorsed in the 24 June 2021 Council meeting not be considered any further.

Cr N Belsham/Cr A Gordon. Carried

Resolved minute number **21/RDC/255**

That Council endorse Option 3 or the option presented by members of the Bulls community, and request staff to complete more detailed engineering and cost analysis and report back at the October 2021 Council meeting.

Cr D Wilson/Cr B Carter. Carried

The meeting was adjourned at 3.09 pm and re-convened at 3.25 pm.

10.5 Taihape Grandstand - Options for Restoration and Seismic Strengthening

Mr Benadie advised that the advice given to staff by external consultants had resulted in two proposals; the first is to strengthen the grandstand at a cost of around \$800,000, and the second is to strengthen the grandstand and complete renovations to the utility spaces at the bottom of the building at a cost closer to \$1.3M.

In response to a query, Mr Benadie advised that if Council decided to approve Option 1 (strengthening work only), this would not hinder potential renovation work being completed at a later date.

The Mayor noted that the Long-Term Plan 2021-31 committed up to \$1M to the grandstand, and that in effect this was a financial limit on what work Council could agree to.

Council agreed to endorse Option 1, but noted that this was only a starting point and that there may be external and community funding in the future that will enable further renovation work to be investigated.

Resolved minute number **21/RDC/256**

That the report 'Taihape Grandstand - Options for Restoration and Seismic Strengthening' be received.

Cr D Wilson/Cr B Carter. Carried

Resolved minute number **21/RDC/257**

That Council endorse Option 1, and request staff complete further cost analysis and report back to the next Council meeting.

Cr D Wilson/Cr B Carter. Carried

11 Reports for Information

11.1 Taihape Amenities Building Update

In response to a query, Ms Foley advised that the project is around 60% of the way through the detailed design process and that this would be a good time for staff to seek feedback from park users. Once the detailed design is completed, it will be run past Council.

Ms Foley advised that staff have sought quotes from contractors and that a tender will be sent out once shortlisting has been completed.

Ms Foley advised that staff investigations have confirmed that the land is owned by the crown. Staff have received three name suggestions so far from the community. Cr Hiroa will engage with local

iwi in Taihape and staff will liaise with the Taihape Community Board, about further name suggestions.

Resolved minute number 21/RDC/258

That the report 'Taihape Amenities Building Update' be received.

Cr T Hiroa/Cr B Carter. Carried

11.2 Project Management Office Report - August 2021

Mrs Mcilroy advised that the Chief Executive is going to write to Horizons Regional Council about the additional costs that are being incurred by Council due to the requirement to retain the sheet piling at the historic landfill on Putorino Road.

Resolved minute number 21/RDC/259

That the Project Management Office Report - August 2021 be received.

Cr G Duncan/Cr N Belsham. Carried

11.3 Annual Report to the Alcohol and Regulatory Licensing Authority for the year ending 30 June 2021

Taken as read.

Resolved minute number 21/RDC/260

That the report 'Annual Report to the Alcohol and Regulatory Licensing Authority for the year ending 30 June 2021' be received.

Cr B Carter/Cr T Hiroa. Carried

11.4 Report to Council on LGNZ 2021 Conference (Blenheim)

Cr Duncan stated that she gained a lot of value out of her attendance at the conference, especially with regards to being able to network with mayors, councillors and chief executives from other councils.

Resolved minute number 21/RDC/261

That the Report to Council on LGNZ 2021 Conference (Blenheim) be received.

Cr G Duncan/Cr F Dalgety. Carried

12 Minutes from Committees

12.1 Minutes from Committees

Mr Beggs noted that although the Turakina Community Committee minutes are a correct reflection of what was stated at the meeting, their sentiments regarding his unwillingness to meet with them was incorrect and he had agreed to meet with them.

Resolved minute number **21/RDC/262**

That the following Minutes are received:

- Ratana Community Board, 10 August 2021
- Sport NZ Rural Travel Fund, 29 April 2021 (adjourned and re-convened 08 July 2021)
- Te Roopuu Ahi Kaa Komiti, 10 August 2021
- Turakina Community Committee, 05 August 2021

Cr C Ash/Cr N Belsham. Carried

13 Recommendations from Committees

13.1 Recommendation from the Te Roopuu Ahi Kaa Komiti 10 Aug 21

Mrs Mcilroy confirmed that leftover funds would be able to be used for minor upgrades. Additionally, this would open the door for iwi groups to prepare funding applications for more significant upgrades.

Resolved minute number **21/RDC/263**

That Council approves the below recommendation from the Te Roopuu Ahi Kaa Komiti meeting on 10 Aug 21.

- a. That the Te Roopuu Ahi Kaa Komiti recommends to Council that any surplus funds for Marae water testing is directed towards any required water infrastructure remediation.

HWTM/Cr G Duncan. Carried

13.2 Recommendations from the Rātana Community Board 10 Aug 21

Cr Panapa advised that the intent of the first recommendation was for the Ratana Community Board to have access to a discretionary fund that was not rated against Ratana Pa ratepayers. He further stated that the Chair of the Ratana Community Board had advised that other councils had similar funds. The Mayor noted that this decision, if approved, would establish a precedent. Council agreed not to approve the recommendation and to let it lie on the table to look at this request in more detail.

Recommendation

That Council approves / declines [**delete one**] the below recommendation from the Rātana Community Board meeting on 10 Aug 21, as [**explanation, if required**]...

- a. The Rātana Community Board recommends to Council that Council gives consideration to the establishment of a discretionary fund for the Boards use, similar to the Small Projects Fund but through a different rating mechanism so that the cost is not placed on Rātana ratepayers.

Left to lie on the table.

Resolved minute number**21/RDC/264**

That Council receives the below recommendation from the Rātana Community Board meeting on 10 Aug 21, noting that it could be part of the re-negotiation with Council.

- a. The Rātana Community Board recommends to Council that Council include a clause on opening hours of the toilets, in the upcoming contract re-negotiation with the Rātana Communal Board.

HWTM/Cr W Panapa. Carried

14 Public Excluded

The meeting went into public excluded session 4.30 pm.

Resolution to Exclude the Public**Resolved minute number****21/RDC/265**

That the public be excluded from the following parts of the proceedings of this meeting.

1. Land Purchase for Ratana Wastewater Irrigation
2. Follow-up Actions from Council Meetings (Public Excluded)

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
1.1 – Land Purchase for Ratana Wastewater Irrigation	s7(2)(i) - Negotiations s7(2)(h) - Commercial Activities	S48(1)(a)
1.2 – Follow-up Action Items from Council Meetings (Public Excluded)	s7(2)(b)(ii) - Commercial Position s7(2)(h) - Commercial Activities	S48(1)(a)

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

Cr N Belsham/Cr B Carter. Carried

15 Open Meeting

The meeting went into open session 4.50 pm.

Resolved minute number **21/RDC/266**

That the public excluded meeting move into an open meeting, and the following recommendations be confirmed in the open meeting:

21/RDC/266 – 21/RDC/268

Cr G Duncan/Cr R Lambert. Carried

The meeting closed at 4.51 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 30 September 2021.

.....
Chairperson

MINUTES

UNCONFIRMED: ORDINARY COUNCIL MEETING

Date: Thursday, 9 September 2021

Time: 1.00 pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

HWTM, Andy Watson
Cr Nigel Belsham
Cr Brian Carter (*via Zoom*)
Cr Fi Dalgety (*via Zoom*)
Cr Gill Duncan (*via Zoom*)
Cr Angus Gordon (*via Zoom*)
Cr Richard Lambert (*via Zoom*)
Cr Tracey Hiroa (*via Zoom*)
Cr Waru Panapa (*via Zoom*)
Cr Dave Wilson
Cr Cath Ash (*via Zoom*)

In attendance

Mr Peter Beggs, Chief Executive (*via Zoom*)
Mr Arno Benadie, Chief Operating Officer
Mr Dave Tombs, Group Manager – Corporate Services
Mrs Carol Gordon, Group Manager - Democracy and Planning
Ms Gaylene Prince, Group Manager - Community Services (*via Zoom*)
Mr Dave Tombs, Group Manager - Corporate Services
Mrs Sharon Grant, Group Manager - People and Culture (*via Zoom*)
Mr Ash Garstang, Governance Advisor
Mr Daniel O'Regan, Communications Contractor

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7	Meeting Closed	8

1 Welcome

His Worship the Mayor opened the meeting at 1.02 pm.

2 Apologies

Resolved minute number 21/RDC/270

That the apology for Cr Raukawa be received.

Cr B Carter/Cr R Lambert. Carried

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

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

5 Confirmation of Order of Business

The Mayor tabled a report (Mayor's Report to Council on Three Waters).

Mr Beggs summarised three key points of feedback from the Te Roopuu Ahi Kaa Komiti in relation to Three Waters:

1. The proposed reforms have been progressed at a rapid pace and this has not allowed iwi enough time to properly consider the implications of the possible changes.
2. There needs to be a genuine partnership between iwi and central government on this issue.
3. The Three Waters reforms should not be seen in isolation, but instead should be considered in connection to other reforms (such as the Resource Management Act reform).

Cr Panapa noted that the Te Roopuu Ahi Kaa workshop was very positive and the Komiti was appreciative of Council's approach.

6 Reports for Decision

6.1 Report to Council on Central Government Proposed Reform of Three Waters (Drinking Water, Wastewater and Storm Water) Service Delivery

Council agreed that elected members would flag any significant issues for later in-depth discussion. Mr Beggs and Mr Benadie proceeded to go through the report section by section, and noted elected members' concerns as they were raised.

Summary, and Background and context (sections 1 and 2)

Mr Beggs explained that Option A would have Council earmarked to become a part of Entity B. Option B is status quo. Option C means that Taumata Arowai would apply more stringent standards to local councils, and Option D would be an aggregated model with neighbour councils (including Taranaki councils).

Cr Belsham asked if Option B (status quo) is essentially the same as Option C. Mr Beggs agreed, but noted that under Option C he would anticipate Taumata Arowai taking a more active role in the enforcement of water standards.

Cr Dalgety questioned para 1.12 and asked if this means that Council is unable to consult with our communities. The Mayor advised that Council is allowed to pass on information about Three Waters, but not formally consult. He acknowledged that the line between 'communication' and 'consultation' was grey.

Government's June and July 2021 announcements, and Council specific information and analysis (sections 3 and 4)

Cr Hiroa noted that iwi and hapu within the Rangitikei District would predominately be most comfortable in Entity B (the proposed entity for RDC).

The Mayor asked for confirmation that the significant amount of money placed into the Long Term Plan 2021-31 would bring Council into compliance with *existing* water standards. Mr Benadie confirmed that this was correct.

In relation to para 4.8, Mr Tombs clarified that Council currently has a net external debt of around \$3 m and reserves of around \$7 m.

Cr Belsham sought more advice on Council's financial position under a new water entity, taking into account the \$13,317,834 of funding from central government that is intended to fulfil the "better off" provision. He noted that under a new water entity there would obviously be a loss in revenue, assets and staff. Mr Tombs advised that in the 2024/25 financial year, Council would lose \$10 m worth of rates, lose direct costs of around \$8.6 m, and therefore Council would have \$1.3 - \$1.4 m of stranded overheads. Roughly 20% of Council's water plant equipment would disappear. If Council received the \$13 m of funding from central government, and our existing 3 waters debt was paid out, we could end up with \$30 m worth of cash, but there is uncertainty about what conditions would be attached to this, or whether all of Council's 3 waters debt would be paid out.

Options available to Council for three waters service delivery, and Options analysis (sections 5 and 6)

Mr Beggs explained that communications from central government had originally centred on an “opt-in or opt-out” approach, but that in recent months this had changed and central government now seemed more committed to the idea of negotiating with councils until there was widespread participation in the reforms. Mr Beggs also noted that the new reforms were dependant on an argument of “economy of scale”, and that if a sufficient number of councils opted-out, this would negate any expected benefits from the new water entities structure.

Regarding the proposed governance structure of Entity B, Mr Benadie explained that part of the reason for the complexity of the structure is that the Department of Internal Affairs would like to maintain a separation between new water entities and local councils, in order that the new water entities can borrow at higher debt limits to local councils.

Transition (section 7)

Taken as read.

Council decision making and consultation (section 8)

The Mayor stated that if central government mandates participation within the Three Waters reforms, then Council should consider fighting this, as the public should have a say in some shape or form.

There was confusion around para 8.4, as it states that Council must consider community views, but that this consideration does not require consultation. The Mayor stated that this paragraph seems to relate to Council’s ability to make non-significant decisions without consultation, but that decisions of significance do require consultation. Three Waters is a significant decision.

The meeting was adjourned at 2.29 pm and re-convened at 2.41 pm.

Flags of Concern

1. Several sentences in the report seem to be overly ambitious or vague. For example, 1.6 Option A states “... likely to be of significant value if they can be realised”. And 3.2 states “It also estimated these average household costs could be reduced...” (Cr Duncan).
2. There is a concern about Council’s ability to consult with the public (Cr Dalgety).
3. Although oversight by a new economic regulator would be present, new water entities would still be able to charge different prices across the various councils that they cover (The Mayor).

4. How will Council's status in Entity B affect our MW LASS relationships, several of whom would be in Entity C (Cr Duncan).
5. Noting that there will be further expenditure in the next Long Term Plan (2024-34), there is a concern that para 4.8 does not provide much information in terms of what Councils future financial position is likely to be (in the latter years of the 2021-31 period, for example) (Cr Belsham).
6. Council needs clarification around what the future of our rural water schemes would be within the new Entity B (The Mayor).
7. There is a lack of information around the management of Council's existing 3 waters assets and associated debt, in the event that we joined the new water entity (Cr Belsham).
8. There is a concern around the ability for Council and iwi to have a 'seat at the table' in the proposed governance structure, especially considering that the RDC will be a relatively small council compared to other councils within Entity B.

Resolved minute number **21/RDC/271**

That the Report to Council on Central Government Proposed Reform of Three Waters (Drinking Water, Wastewater and Storm Water) Service delivery, be received.

Cr T Hiroa/Cr N Belsham. Carried

Resolved minute number **21/RDC/272**

That Council **notes** that Government's 30 June and 15 July 2021 Three Waters Reform announcements.

HWTM/Cr R Lambert. Carried

Resolved minute number **21/RDC/273**

That Council **notes** officer's advice on the accuracy of the information provided to Council in June and July 2021 as a result of the RFI and Water Industry Commission for Scotland (WICS) modelling processes

HWTM/Cr B Carter. Carried

Resolved minute number **21/RDC/274**

That Council **notes** officer's analysis of the impacts of the Government's proposed three water service delivery model on the Rangitikei community and its wellbeing, including the impacts on the delivery of water services and water related outcomes, capability and capacity, on Rangitikei District Council's sustainability (including rating impact, debt impact, and efficiency) and

- a) Council staff will create a Communications plan to manage the distribution of relevant information to the community
- b) Council will contribute to working group activities regarding the establishment of Entity B during this 8-week period
- c) Council will compile a list of questions and concerns that will form the basis of a submission to Central Government at the end of the 8-week period ending 30 September 2021.

Cr N Belsham/Cr D Wilson. Carried

Resolved minute number **21/RDC/275**

That Council **notes** the analysis of three waters service delivery options available to Council at this time provided in the report "Three Waters Reform Update" presented at the 29 July 2021 Council meeting as well as the information supplied and discussed at the 25 August 2021 Council Workshop on Three Waters Reform.

HWTM/Cr W Panapa. Carried

Resolved minute number **21/RDC/276**

That Council **notes** that a decision to support the Government's preferred three waters service delivery option is not lawful (would be ultra vires) at present due to section 130 of the Local Government Act 2002 (LGA), which prohibits Council from divesting its ownership or interest in a water service except to another local government organisation, and what we currently know (and don't know) about the Government's preferred option

Cr N Belsham/Cr D Wilson. Carried

Resolved minute number **21/RDC/277**

That Council **notes** that Council cannot make a formal decision on a regional option for three waters service delivery without doing a Long Term Plan (LTP) amendment and ensuring it meets section 130 of the LGA

Cr N Belsham/Cr D Wilson. Carried

Resolved minute number **21/RDC/278**

That Council **notes** that the Government intends to make further decisions about the three waters service delivery model after 30 September 2021

Cr N Belsham/Cr D Wilson. Carried

Resolved minute number **21/RDC/279**

That Council **notes** that it would be desirable to gain an understanding of the community's views once Council has further information from the Government on the next steps in the reform process.

Cr N Belsham/Cr D Wilson. Carried

Resolved minute number **21/RDC/280**

That Council **requests** the CEO and Mayor to seek guidance on and/or give feedback to the Government on the following areas of the Government's proposal that Council needs more information on:

- a) *The flags of concern raised in the Council meeting held 09 September 2021.*
- b) *The following changes to the Government's proposal/process that are areas of interest to Councillors.*
- c) *Areas as defined in the Council workshop.*

Cr N Belsham/Cr D Wilson. Carried

Resolved minute number **21/RDC/281**

That Council **notes** that the CEO will report back further once they have received further information and guidance from Government, LGNZ and Taituarā on what the next steps look like and how these should be managed.

HWTM/Cr D Wilson. Carried

Resolved minute number 21/RDC/282

That Council in noting the above, agrees it has given consideration to sections 76, 77, 78, and 79 of the Local Government Act 2002 and in its judgment considers it has complied with the decision-making process that those sections require (including, but not limited to, having sufficient information and analysis that is proportionate to the decisions being made).

HWTM/Cr N Belsham. Carried

7 Meeting Closed

The meeting closed at 2.51 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 30 September 2021.

.....
Chairperson

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Council Meetings

Author: Ash Garstang, Governance Administrator

1. Reason for Report

- 1.1 On the list attached are items raised at previous Council meetings. Items indicate who is responsible for each follow up, and a brief status comment.

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.

Attachments

1. Follow-up Actions Register

Recommendation

That the report 'Follow-up Action Items from Council Meetings' be received.

Current Follow-up Actions

From Meeting Date	Details	Person Assigned	Status Comments	Status
26-Aug-21	Council requested staff to investigate having yellow broken lines at the intersection of Holland Crescent and Bridge Street for no parking either side of the intersection to inhibit vehicles parking there.	Arno Benadie	The Roothing Team have sent a request to Waka Kotahi on this matter.	In progress
26-Aug-21	The Mayor congratulated the Rangitikei Rivers Catchment Collective on their work. Council requested that a letter be sent to Mr Rankin, acknowledging and congratulating him.	HWTM / Karen Cowper	In progress.	In progress
26-Aug-21	Regarding the request from Bulls & Historical Society to lease the Old Bulls Library - staff to gather more information about their request (including history of the building, previous resolutions, and the vision of the Society) and present this item back to Council at their next meeting.	CE / Gaylene Prince	This is being presented to the 30 September meeting.	Closed
26-Aug-21	As per resolution 21/RDC/264 - staff to <i>consider</i> including a clause on opening hours of the Ratana toilets, in the upcoming contract re-negotiation with the Rātana Communal Board.	Murray Phillips / Carol Gordon	Will form part of the contract review with the Ratana Communal Board.	In progress
26-Aug-21	Staff to notify the Ratana Community Board that their recommendation to Council to establish a discretionary fund (without the rating mechanism of the Small Projects Fund) has not been approved.	Ash Garstang	Emailed the Ratana Community Board members 02 Sep 21	Closed
26-Aug-21	As per resolution 21/RDC/240 - staff to notify Mokai Patea Services that their request to use the Kokako St Hall with no costs are approved.	Sheryl Srhoj	Mokai Patea have been notified.	Closed
26-Aug-21	As per resolution 21/RDC/238 - staff to notify the Marton Arts & Crafts Centre that their request for the waiver of the building consent fee has been approved.	Janette O'Leary	Letter sent to Marton Arts and Crafts on 8/9/21	Closed
26-Aug-21	Regarding the Draft Food Business Grading Bylaw - staff to update the the grade score distributions under para 5.1 to reflect the removal of assessment of training.	George Forster	Completed.	Closed
26-Aug-21	Commence consultation on the Food Business Grading Bylaw.	George Forster	Consultation period opened 30 August 2021 and closes 30 September 2021.	Closed
26-Aug-21	Commence consultation on the Representation Review.	Katrina Gray	Consultation period opened 30 August 2021 and closes 30 September 2021.	Closed
26-Aug-21	The Chief Executive will write to Horizons Regional Council about the additional costs that are being incurred by Council due to the requirement to retain the sheet piling at the historic landfill on Putorino Road.	CE / Jess Mcilroy	A letter from the CE was sent to Horizons.	Closed

26-Aug-21	Regarding the Changing Rooms at Te Matapihi - that Council endorse Option 3 or the option presented by members of the Bulls community, and request staff to complete more detailed engineering and cost analysis and report back at the October 2021 Council meeting.	Adina Foley	Due to go to the October meeting.	In progress
26-Aug-21	Regarding the Amenities Building - staff to liaise with the Taihape Community Board about possible name suggestions for the building.	Adina Foley	Due to Covid lockdown restrictions, the Taihape Community Board was unable to meet. This will be on the agenda for the next meeting.	In progress
26-Aug-21	Regarding the Taihape Grandstand - that Council endorse Option 1, and request staff complete further cost analysis and report back to the next Council meeting.	Arno Benadie	A detailed report is included in the Council 30 Sep agenda.	Closed
24-Jun-21	Regarding the Fencing of the Tutaenui Stream: The Chief Executive to inform Cr Dalgety of the MOU and put her in touch with the Tutaenui River Restoration Society.	Arno Benadie	Ongoing.	In progress
24-Jun-21	Regarding the Taihape Amenities building: Staff to liaise with the project management team for this build and explore options for a cultural component (an example given was a Mauri stone).	Jess Mcilroy	This is underway, a planting day with community consultation is happening on 7 August 2021 with themeing and naming questions to be asked of the community. Cultural components will develop from the themes and name ideas.	In progress
24-Jun-21	Staff to investigate where the land for Memorial Park came from, e.g. was it gifted to Council by private owners at some point in the past? The Mayor advised that he would like this to be investigated prior to the naming of the new building, in case there are family with links to the land who wish to be consulted.	Jess Mcilroy	This investigation is underway.	In progress
9-Jun-21	Staff to email the Bulls Domain Upgrade Volunteers Group regarding their request for the Bulls Domain Upgrade (item 7.14, recommendation 4). The Mayor noted that Council has already agreed to the group being a party to a formation plan. Update 26 Aug 21: Cr Carter requested that he be included in this email.	Arno Benadie	In progress. Staff confirming all contact details for interested parties to be included in the email.	In progress
27-May-21	At the meeting on 27 May 21, Council resolved that the Parks and Reserves Team work with the Marton Rugby Club to install a seat and plaque at an appropriate location in Marton Park, provided the maximum cost does not exceed \$2,000 and noting that this is an unbudgeted expense.	Murray Phillips	Have met with a representative from Marton Rugby Club and determined a location for the seat. We are now working towards confirming an appropriate bench seat type.	In progress
29-Apr-21	Organise field trip for Elected Members to the Manawatu District Council Wastewater Plant	Arno Benadie / Karen Cowper	The site visit is planned for October or November this year. Council will be updated once we have more details and dates.	In progress
25-Mar-21	That regular surveying of Te Matapihi users continues through 2021 and significant feedback themes be presented back to Council.	Gaylene Prince	Noted. Surveys will continue and significant feedback themes feedback to Council.	In progress

25-Mar-21	Staff continue to investigate costings for a new changing room with adequate space to cater to all user groups at the back of the new Bulls Community Centre, joining on to the back door of the stage with ramp access - for changing and preparing for events. External unbudgeted costs may be required and any investigation is likely to take between 3-4 months.	Gaylene Prince / Jess Mcilroy	Noted. Will report back to Council in 3- 4 Months from the March meeting. A report was provided to Council in June 2021, and a resolution reached. The next report will be lodged in August 2021.	In progress
25-Mar-21	Staff to further investigate the cost of signage for the renaming of the Marton Memorial Hall and Playground. The RSA had not been approached about whether they are able to contribute to the cost. Council advised that they will not approve the recommendation to pay for signage until more information regarding costs are provided.	Jess Mcilroy	Discussions with RSA continues. The Council and RSA have agreed on a design, but are still to determine the location of the new signage. Refer to the Chief Executive's report to Council in July 2021.	In progress
25-Mar-21	Staff to advise the Hunterville Community Committee on costings and requirements to create disability access to the Hunterville town hall.	Arno Benadie / Jess Mcilroy	Costings will be sought and provided back to the Committee and Council.	In progress
25-Feb-21	Options for greenspace areas at Te Matapihi: - Working group of Elected Members and staff to be organised by Chief Executive to look at the next stage for proposals for this area. Follow up with Mr Sharland re Chris Amon Statue.	CE	The first meeting of this working group was held on 10 March 2021. Update: CE & Mayor met with Ngati Parewahawaha on 20 April to discuss feedback from Green Space Council Working Party and the next steps.	In progress
2020	Mokai Bridge.	Graeme Pointon	The building owner is working with its Lawyer to develop a suitable proposal. Council can take no action until the owner and potential purchaser have developed their agreement further.	In progress

8 Mayor's Report

8.1 Mayor's Report - September 2021

Author: Andy Watson, His Worship the Mayor

- 1.1 Finally we have moved down the dreaded Covid levels which I am sure is a huge relief to most of Auckland and everyone else too. The communities are crying out for a resumption of life as normal however to maintain a drop in levels we need to do the fundamentals well. Please follow the rules and make sure that you scan in, wear a mask in public spaces and if you are feeling even the suggestion that you could be affected by Covid please self-isolate and get tested. I would like to thank the number of people turning out for covid vaccinations and for the support that Iwi have provided along with the DHB's in making this possible in our communities. Because I haven't been able to get to Taihape first-hand, I don't fully understand the process there but certainly Ngā Wairiki Ngāti Apa have provided an incredible service in terms of the vaccination process here in Marton. There are still some people in our communities who haven't been vaccinated and while I understand some of their concerns around reactions, I think in the future there is quite likely to be a limitation on who can do what and go where and travel without effectively having some form of "vaccination passport". I would encourage people to consider this in their decision making.
- 1.2 Now that we have dropped in levels I am able for the first time really to go back into communities to meet with ratepayers, as are our Councillors. I have started that process by resuming spending time in Taihape and I will continue to do so in Bulls and other community spaces. Many thanks to Councillors for attending the numerous Zoom meetings over lockdown as we worked on rescheduling the many in-person meetings to online versions. There is now a thing known as "Zoom fatigue" and I recognise that the demand was quite onerous some days with back to back meetings. However, it has demonstrated that we can actually continue to operate quite efficiently this way and continue to do so in some cases where we are limited by numbers of attendees permitted on-site under Level 2.
- 1.3 We know that there are very serious community concerns around principal issues especially the Three Waters. Councillors and myself are only too happy to engage with you – we have asked that people fill out survey forms (we have had a good response to this so far) and we have said that as soon as we are able to, from the end of September onwards, we will be engaging in some form of letter drops with more information. We are still unsure of Government's position with regard Three Waters – I have publicly said that I suspect Government will mandate this and by mandate I mean that Government will make law to say these entities will come into force. Without all of the Councils being involved one would have to question the model seriously as to whether it could gain the efficiencies that are proposed. Sorry guys it's a case of watching this space while more continues to unravel in front of us.
- 1.4 Hopefully in the next fortnight we will be able to talk about such things as Bio Forestry Boards. With regards that we are awaiting a final decision to come out of mediation.
- 1.5 One of the items before Council today is an update on the Pae Tawhiti Rangitīkei Beyond spatial planning project. The Advisory Group is meeting monthly and there have been

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two meetings so far. I am enjoying being part of the development of this project and support the Chair of our Policy/Planning Committee, Councillor Gordon to be the Elected Member Project Lead. The initial Advisory Group meetings have been focused on the purpose, vision, values and the outcomes. It has been great to see the passion of the Advisory Group members who have the wellbeing of our people and communities at heart. While the project is currently in the background research and development phase, a key part of this project will be ensuring we understand the future land use and growth aspirations of our communities. The community engagement phase will begin in early 2022. The development of the Pae Tawhiti Rangitikei Beyond project shows the proactive approach Council is taking in response to the recent (and projected future) growth our district has experienced or will experience. Our communities will continue to change, and as Council, we will have to be courageous in our decision-making.

- 1.6 As part of the being able to get back out into the community I have been able to attend the next cycle of Junior Neighbourhood Support Awards amongst the local schools. I recently attended the Marton Junction School awards yesterday and will attend other local schools and kura during Term 4. The Junior Neighbourhood Support Program is about keeping our children safe and empowering them with some basic tools to help them stay safe at home, school and in the community. Students whose activities support community spirit and safety are recognised by receiving awards.
- 1.7 I have received a joint letter from Wairoa District Council and Tararua District Council (see Attachment 1) that has gone to all Rural Provincial Councils around the increase of forestry planting and the desire to develop a collaborative approach to the impact of those plantings on communities. Consultants have commenced work and this will be funded through a contribution of \$5,000 per Council. LGNZ has also committed to funding the project and will be a partner in this process. My recommendation is that Rangitikei District Council needs to be part of this work, noting our contribution will be \$5,000. Officers will look to see what democracy budget could be repurposed for this or it will show as an unbudgeted expense.

Attachments

1. **Forestry Letter to all Rural Provincial Councils**

Recommendation 1

That the Mayor's Report – September 2021 be received.

Recommendation 2

That Council agrees / does not agree **[delete one]** to be part of the collaborative approach to increase forestry planting throughout New Zealand and advises the Mayors of Tararua District and Wairoa District of our agreement, noting there will be a funding contribution of \$5,000.

Mayors Engagement - September 2021

1	<p>Attended monthly ELT meeting for Mayoral Q&A session (Zoom)</p> <p>Attended Regional Leadership Group Zoom Meeting</p> <p>Attended online Hui regarding landlocked land in Te Tai Hauauru</p> <p>Attended MTFJ-MSD Community Recovery Programme Zoom Meeting</p>
2	<p>Attended Ngā Wairiki - Ngāti Apa Covid Vaccination Clinic to assist</p> <p>Attended MTFJ Core Group Zoom Meeting</p>
3	Attended Three Waters Entity B Working Group Zoom Hui
6	<p>Attended Pae Tawihiti Rangitikei Beyond Advisory Group Zoom Meeting</p> <p>Attended Regional Leadership Group Zoom Meeting</p> <p>Attended Three Waters Entity B Working Group Zoom Hui</p> <p>Attended Regional Chief's Zoom Meeting</p> <p>Attended Taihape Amenities Building User Group Project Zoom Meeting</p>
7	<p>Attended EM Joint Standing Committee Zoom Meeting</p> <p>Attended Regional Transport Committee Zoom Meeting</p> <p>Attended Microsoft Teams Online Training</p> <p>Attended weekly meeting with Deputy Mayor</p>
8	<p>Attended fortnightly discussion on Economic Development</p> <p>Attended fortnightly discussion – Pae Tawhiti Rangitikei Beyond 2050</p> <p>Attended Three Waters Survey Questions meeting with Chief Executive</p> <p>Attended 4 Weekly RDC/Police Zoom meeting</p> <p>Attended Centennial Hall Covid Vaccination Clinic to assist</p>
9	<p>Attended Audit & Risk Committee Meeting</p> <p>Attended Te Roopuu Ahi Kaa Three Waters Workshop</p> <p>Attended Council Meeting</p> <p>Attended Council Destination Management Plan Workshop</p> <p>Attended Council Rates Remission Workshop</p>
10	<p>Attended Regional Leadership Group Zoom Meeting</p> <p>Attended Whangaehu Marae – Turia Bereavement</p> <p>Attended Te Runanga o Ngati Hinemanu Me Ngati Paki Ki Mokai Patea Hui</p>
12	Attended Ngā Wairiki - Ngāti Apa Covid Vaccination Clinic to assist
13	Attended Three Waters Entity B Working Group Zoom Hui
14	<p>Attended Bulls Covid Vaccination Clinic to assist</p> <p>Attended Three Waters Reform Proposals Refresher and Q&A Webinar</p>

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	Attended weekly meeting with Deputy Mayor
15	Attended Better Business Case Meeting with CE and PMO Attended Three Waters meeting with Cr Duncan and CE Attended Destination Management Stakeholder Engagement Meeting
16	Worked from Taihape office Attended Three Waters Zoom Update for Mayors, Chairs & CEs Attended Destination Management Plan engagement meeting with Iwi
17	Attended Three Waters Facebook Live Session with Chief Executive
20	Attended Breakfast Meeting with Mayor Helen Worboys Attended weekly catchup with Chief Executive Attended Junior Neighbourhood Support Awards – Marton Junction School Attended Three Waters – Entity B Working Group Zoom Hui Attended Hunterville Rural Water Supply Management Committee Meeting Attended Marton Historical Society Meeting
21	Attended Regional Transport Matters/Regional Chiefs Fortnightly Zoom Meeting Attended Marton Rail Hub Project Board Meeting #9
22	Attended Three Waters Entity B Hui in Taupo
23	Attended Whanganui Community Foundation Annual Public Zoom Meeting
27	To attend Three Waters Entity B Working Group Zoom Meeting To attend Marton Christian Welfare Council AGM
28	To attend CEO Performance Assessment with Deputy Mayor To attend Cultural Popup – Marae/Hapu/Iwi boundaries and locations To attend weekly meeting with Deputy Mayor To attend Bonny Glenn Community Trust Meeting
29	To attend Junior Neighbourhood Support Awards – Ratana School To attend Erewhon Rural Water Supply Management Committee
30	To attend Finance & Performance Committee Meeting To attend Councillor Only Session prior to Council Meeting To attend Council Meeting To attend Three Waters Zoom Update – Mayors, Chairs & CEs



2 September 2021

To Our Fellow Mayors

At the last Rural Provincial meeting a discussion was initiated by Tracey Collis, Mayor of the Tararua District Council and Mayor of the Wairoa District Council, Craig Little around the increase of forestry planting throughout New Zealand and the impacts on communities.

This discussion resulted in a letter being sent by the two of us to Rural Provincial Councils regarding developing a collaborative approach to the impact of forestry plantings.

Please accept our apologies as this letter was not in fact sent out as advised.

As a result, a group of likeminded Councils committed to work collaboratively on the similar issues we are facing around increased planting of forestry and wanting to ensure future sustainable land use in their districts.

Following our initial discussion, more Councils have indicated they would like to be involved and it has become apparent there is a need to offer the opportunity to other likeminded Councils in New Zealand.

Councils are currently doing a lot of good work individually, but we need to work together for the greater good of future land use. Forming a collaborative group gives us a strong voice to present a high-level document that the Government can use moving forward.

We already have Councils that have committed to this approach, and the two of us recognised the need to begin the process and have made a financial commitment by engaging Lawrence Yule and Malcolm Alexander of Yule Alexander. By starting the necessary work now, we hope to have the study complete by the end of the year which will fit in with the timing of the Government's legislation. LGNZ has also committed funding to this project and will be a partner in this process.

Key points and topics we need to work on collaboratively are:

- That the National Environmental Standards for Plantation Forestry (NESPf) regulations override powers district councils have.
- The work promised by the government around NESPf (pre-election) regarding classes of land use has not been carried out
- The negative impact of forestry plantations on our rural communities



- The impact of forestry on the four wellbeing's – social, cultural, economic, and environmental
- We need to be able to compare our current rating models in relation to different land uses
- The effects of forestry on soil quality, especially after forestry rotations
- The short-sighted vision around planting land in trees with no long-term plan.
- The future of carbon farming, especially once the carbon has been absorbed - what will happen to the land and trees - who will be responsible for the payment of rates?
- The environmental damage caused by forestry blocks, eg: waterways and water quality, slash, silting and pollen, pest control, fire risk
- The damage caused to our roading network
- The fact the Overseas Investment Office streamlines processes which make it easy for overseas investors to buy land in New Zealand to plant in forestry
- Impacts to other industries
- Looking at Capital Valuation on Forestry, i.e. trees aren't included in capital valuation, where orchard's trees are part of their capital valuation

It is reassuring to know we can work collaboratively on these land use issues to lobby the government and hopefully make change.

The commencement of this work has already been started by Yule Alexander Consulting and is being presently funded through a contribution of \$5000 per Council paid by the Councils which have already committed to this collaborative approach.

The Wairoa District Council is collating the data base for Councils involved and will be responsible for the administration of this group. All Councils involved in this initiative will receive regular reporting on how the funds are being spent.

If you would like to be part of this work that is being carried out, please contact Makere Jones on 027 349 0861 or by return email with your details and we will issue an invoice.

Yours sincerely

Craig Little
Mayor Wairoa District Council

Tracey Collis
Mayor Tararua District Council

9 Chief Executive's Report

9.1 Chief Executive's Report - September 2021

Author: Peter Beggs, Chief Executive

Authoriser: Peter Beggs, Chief Executive

Reason for Report

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.

1. Health and Safety Dashboard

- 1.1 The dashboard for August is attached (Attachment 1).

2. Staff Movements

- 2.1 Information on new staff and those that have left the organisation will be provided to Council each month in this report. In August we welcomed two new staff to our workplace:

- David Perkins, EDRMS / Information Management Specialist
- Steph Courtney, Building Compliance Officer

Also, in August we farewelled:

- Millie Dewar, Library Cadet

3. Engagement and Consultation Schedule – 2021/22

- 3.1 An updated Engagement and Consultation schedule is attached (Attachment 2).

4. Compliance Officer – New Role

- 4.1 Ashley Takimoana started in the Regulatory Team on 28 June 2021 as the Council's Compliance Officer and has dealt with various aspects of compliance which includes:

- abandoned vehicles (at various locations in the district)
- District Plan breaches
- bylaw breaches
- noise complaints
- dispensation for keeping bees

- assisting the planning team with a District Plan breach relating to intensive farming with dogs.

4.2 Covid has meant that some investigations had to be placed on hold, but these are now being progressed.

5. Update on Taihape Tennis

5.1 Mrs Adina Foley, Project Manager, and Ms Gaylene Prince, Group Manager – Community Services, recently met with representatives of the Taihape Netball and Tennis Clubs to discuss stormwater drainage and resurfacing of the courts located at Memorial Park, Taihape. A camera investigation recently carried out on the stormwater line beneath the court surface showed that some repair is required. Further investigation into options and costs is being undertaken, including impacts on former Council resolutions. At the same time, options are being considered for a new court surface.

6. CouncilMARK

6.1 Council was scheduled to undertake its CouncilMARK assessment on 23/24 August but due to Covid lockdown restrictions this could not take place. The assessment has been rescheduled for 30 November and 01 December 2021. A revised agenda is being drafted and invitations will shortly be sent to all those that will be part of the assessment.

7. Audit NZ – Fee Proposal and Finalised Audit Plan

- 7.1 A fee proposal and audit plan has been submitted by Audit NZ for signing (Attachments 3 and 4).
- 7.2 The June 2020 processes for compiling the Annual Report were quite manual. Not only did this require more time to audit the initial workpapers, it also required more time to audit the amendments to the Annual Report that were inevitably made during the course of the audit. We have since appointed a new Financial Accountant who has already started increasing the degree of automation involved with the preparation of the Annual Report and, as he is an ex-auditor, will result in workpapers being prepared that better satisfy the needs of the auditors. The impact of Covid has resulted in our audit being deferred until later this year, which should enable the Annual Report, and its associated workpapers, to be more advanced when the audit commences which will naturally enable a more efficient audit to be conducted.

8. Application to Pub Charity

8.1 On 20 June 2021, paid members of Project Marton voted in a public meeting to terminate the Incorporated Society. His Worship the Mayor, Cr Wilson, Cr Duncan and Council's Community Development Manager, Nardia Gower, attended the meeting. Council staff, in conversation with Mayor Andy, recognising the economic, social and cultural wellbeing impact of the three main events Project Marton delivered (being Marton Market Day, Harvest Fair and the Christmas Parade), have agreed to ensure their

continuation for the next twelve months while a new group is established. To achieve this Council will use 50-100% of the allocated Marton Memorandum of Understanding (MoU) funding, dependant on when a new group is established and agreements confirmed, and will apply to Pub Charity for costs relating to Market Day and Harvest Fair. Pub Charity have previously been the primary external funder of these events. Staff are also keeping a watching brief on Covid Alert Levels and restrictions in case these events may be impacted.

9. Funding Request - Hunterville Sport and Recreation Trust

- 9.1 A request has been received from the Hunterville Sport and Recreation Trust for funding assistance for the upgrade of the Hunterville Pool (Attachments 5 and 6). The request is for up to \$120,000 to complete the project work that has begun on this pool. As this request has been received after the Long Term Plan process, more work needs to be undertaken by staff to look at all options, including, if Council agreed to this request, where the funds could come from. No recommendation is therefore included; a full report will be provided to Council for their consideration at the October Council meeting.

10. Statement of Service Performance – Full Year Report

- 10.1 The Statement of Service Performance – 2020/21 full year results have been presented to the 30 September Finance / Performance Committee meeting. Any comments or recommendations from discussion at that meeting will be noted and conveyed to Council at this meeting.

11. Annual Residents Survey Results

- 11.1 The 2020/21 Annual Residents Survey results have been presented to the 30 September Finance / Performance Committee meeting. Any comments or recommendations from discussion at that meeting will be noted and conveyed to Council during this meeting.

12. Request for Continuation of Rating Remission – 85 Hendersons Line

- 12.1 A request has been received from Ngā Wairiki Ngāti Apa (Attachment 7) asking Council to continue the rate remission on their facility at 85 Hendersons Line, and that this site continue to be classified as an 'education facility'.
- 12.2 In 2018 when Ngā Wairiki Ngāti Apa purchased the old Turakina Māori Girls College site, Council agreed to classify the site as an 'education facility' and made the following resolution:
- a. *"That Council approves a rates remission to Te Runanga o Ngā Wairiki – Ngāti Apa to the level that applied to the former Turakina Māori Girls College which they will own from 6 April 2018, for a period of two years."*
- 12.3 Mr Pahia Turia, Chairman Ngā Wairiki Ngāti Apa, has requested the current rate remission continue for a further three years. In his letter he provides an explanation for this request.

ITEM 9.1

12.4 Under Council's Rates Remission Policy (Attachment 8) – section 4 has the ability for full remission for land that qualifies under the criteria *“must be owned and occupied by an organisation, whose object or principal object is to promote generally the arts or any purpose of recreation, cultural, health, **education**, or instruction for the benefit of all the residents or group or groups of residents of the District, and who are responsible for the rates”*.

12.5 Council has the ability to grant the following remissions:

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

12.6 Recommendation 2 is included below.

13. Hereford Heights – Road Names

13.1 Council has delegated road naming authority only to the Ratana and Taihape Community Boards. All other naming of roads in the district are subject to full Council endorsement.

13.2 Following presentation to the Marton Community Committee by the developers of the Hereford Heights subdivision in mid-2019, the continuation of road from the (then) end of Hereford Street was named Hereford Street and the new road in Stage 1 of the subdivision was named Oldfield Way.

13.3 The developers now seek approval of names for roads in the next stages of their development. Referring to the attached plan (Attachment 9), the preferred names are:

- a. The large cul-de-sac shown as Road C: **Rayner Lane**
- b. The small cul-de-sac off Road B: **Kereru Court**

13.4 Rayner Lane has been selected to recognise a long standing and respected family in Marton and Kereru Court is named after the prominent native bird within the Rangitikei District.

13.5 Council is invited to endorse these names, subject to any comment from Marton Community Committee at its next meeting on 13 October 2021.

13.6 Recommendation 3 is included below.

14. Kiwi Road, Taihape – Proposed Road Stopping

14.1 The landowners of 66 Kiwi Road, Taihape have requested Council stop the unformed part of the road at the front of their land and to amalgamate that with their title.

14.2 66 Kiwi Road is a vacant residential section. The contour of the land is unsatisfactory for construction of a home at reasonable cost. Amalgamation of the stopped road with the existing title will provide a viable building site without the need for substantial earthworks and drainage. The landowners are aware of the limitations of the Taihape West Zone.

14.3 This proposal will provide a site for construction of a new residence in Taihape. The adjoining land is currently rated as bare land only.

- 14.4 The area of unformed road under review is outlined on the attached (Attachment 10) aerial overlay plan. Actual boundaries and area will be determined by Land Survey.
- 14.5 A registered valuer has assessed the market value of the land fronting 66 Kiwi Road to be \$25,000 after all actions to stop the road and create fee simple title. Costs of stopping the road and producing a Land Title are estimated at \$8,000. Net value to Council would be approximately \$17,000.
- 14.6 The owners of 64 Kiwi Road have advised they do not wish to purchase the small area fronting their property.
- 14.7 Council's Roding Team supports the proposal on the basis there is no prospect of this part of the legal road being required for road development. The Parks Team estimate annual savings of \$750 a year if this area was to be deleted from the maintenance programme.
- 14.8 Council is authorised to stop roads in situations such as this, after public notification. Following the required public notice period of six weeks (and subject to no objections) a resolution confirming the road stopping will be required.
- 14.9 Council's 2015 Policy on Disposal of Surplus Land and Buildings does not apply to this matter (value under \$50,000).
- 14.10 Officers recommend the agreement for sale of the land should commit the purchasers to meeting costs of the road stopping process by way of deposit against the purchase price. The Landowners of 66 Kiwi Road have verbally agreed to the purchase, at the valuation figure of \$25,000, and for their deposit to be forfeited if for any reason the road stopping cannot proceed.
- 14.11 Recommendations 4 and 5 are included below.

15. Marton Civic Centre

- 15.1 This section of my report is intended to update Elected Members on progress relating to the development of a replacement Civic Centre for Marton.
- 15.2 Council's Long Term Plan 2021-31 outlined a scenario for the construction of a new multi-purpose Civic Centre in Marton to incorporate a library, information centre and Council administration in the period 2021-2025.
- 15.3 Council's Long Term Plan 2021-31 also outlined a scenario to build a new Civic Centre development (new or strengthening existing building) on the current site of the Taihape Town Hall starting in 2023/24 financial year.
- 15.4 A site in Broadway, Marton, has been purchased and will be considered as one of the options. This site, and the option of upgrading the current buildings in High Street, will be part of a separate public consultation exercise to be undertaken in Year 1 of the Long Term Plan. At this stage the project has a projected capital cost of \$19 million.
- 15.5 Funding for the Marton development has been included in the 2021-31 Long Term Plan for years one to three of the Plan but will depend on the outcome of the public consultation.
- 15.6 A Business Case is to be developed to support Elected Member decision making and public consultation. I have approved using the "Better Business Case" (BBC) model,

ITEM 9.1

frequently used by Central and Local Government to aid best practice decision making and engagement. Council have engaged Business Case Consulting Limited to assist with this work.

15.7 Our consultant has recommended the Chair of audit and risk committee and/or finance and performance committee and/or assets and infrastructure committee be appointed to assist the development of the Business Case using the BBC model.

15.8 Recommendations 6, 7 and 8 are included below.

16. Decision Making Process

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

Attachments

1. **Health and Safety Dashboard - August 2021**
2. **Engagement and Consultation Timeline 2021/22**
3. **Audit Fee Proposal Letter 2021/22**
4. **Audit Plan**
5. **Letter from the Hunterville Sport and Recreation Trust**
6. **Quotes for Work at the Hunterville Pool**
7. **Letter from Ngā Wairiki Ngāti Apa**
8. **Rates Remission Policy 2020**
9. **Road Naming Plan**
10. **Kiwi Road - Map**

Recommendation 1

That the Chief Executive's Report – September 2021 be received.

Recommendation 2 (Rating Remission – 85 Hendersons Line)

That Council approves / does not approve [**delete one**] a rates remission to Te Runanga o Ngā Wairiki – Ngāti Apa of in respect of their property at 85 Hendersons Line, Marton, for a period of three years.

Recommendation 3 (Road Names)

Subject to comment from Marton Community Committee at its meeting on 13 October 2021, Council approves the names Rayner Lane for the larger cul de sac and Kereru Court for the smaller cul de sac in Hereford Heights, Marton.

Recommendation 4 (Kiwi Road)

That Council **approves** the stopping of the portions of Kiwi Road shown on the attached aerial overlay plan

Recommendation 5 (Kiwi Road)

That Council **instructs** the Chief Executive to progress the sale of the stopped road at the front boundary of 66 Kiwi Road, Taihape, noting that Council's costs of road stopping are to be paid by the purchasers through a non-refundable deposit.

Recommendation 6 (Marton Civic Centre)

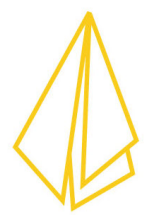
That Council **notes** the Better Business Case methodology has been selected by the Chief Executive to deliver the Business Case for a proposed multi-purpose Civic Centre in Marton, and that this process has started with an expected completion of December 31, 2021.

Recommendation 7 (Marton Civic Centre)

That Council **confirms** that the Chair of Audit and Risk committee and/or Finance and Performance committee and/or Assets and Infrastructure committee [delete one] be appointed to assist the development of the Marton Civic Centre Business Case, using the BBC model.

Recommendation 8 (Marton Civic Centre)

That Council **confirms** the sequencing of Marton and Taihape Civic Centre developments is consistent with Council's Long Term Plan 2021-31, i.e. Marton 2021-25 and Taihape 2023-26.

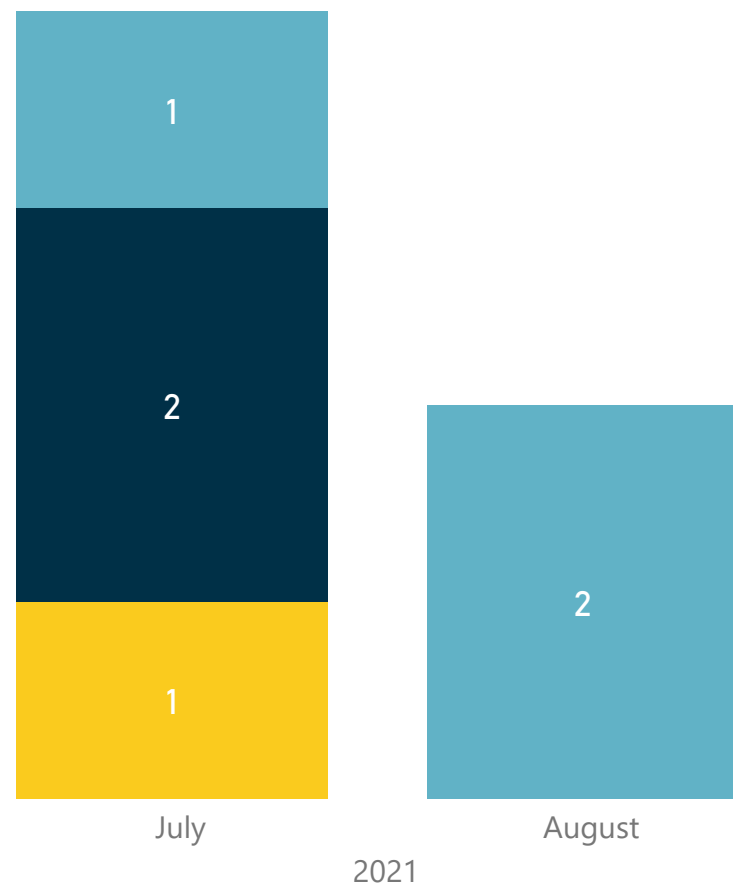


Rangitikei District Council Health & Safety

Events, Hazards and Near Misses

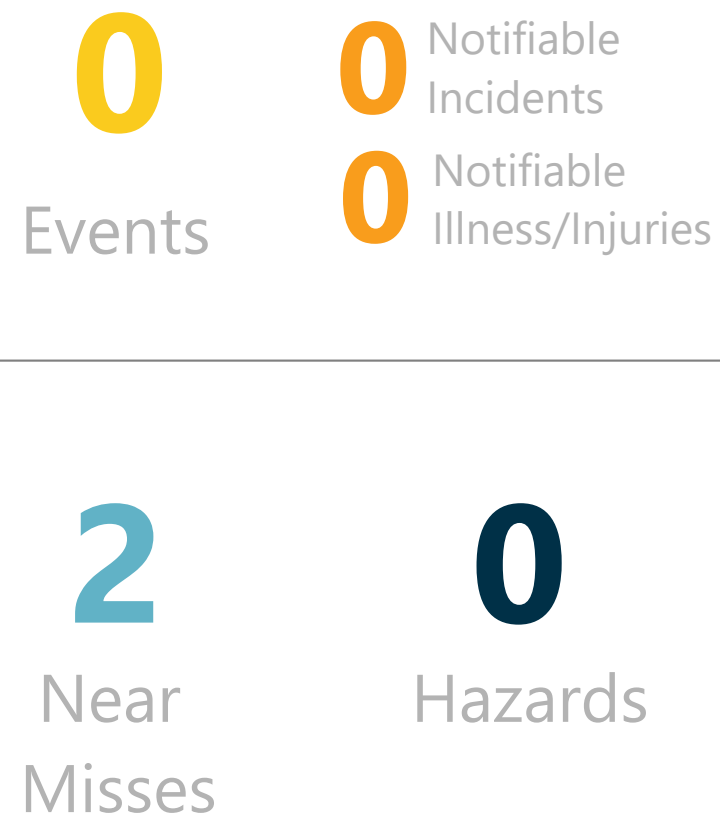
01 July 2021 to date

- Event
- Hazard
- Near Miss
- Notifiable Incident



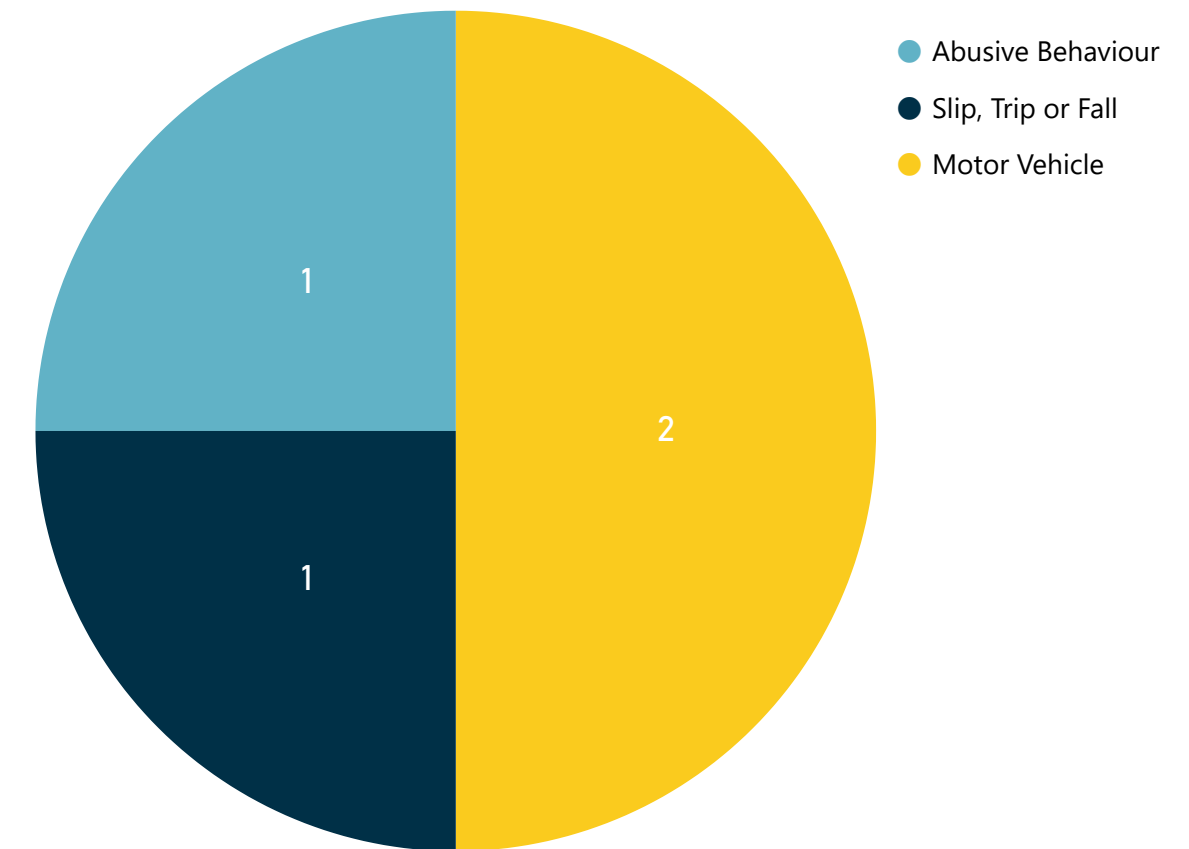
This month

August 2021



Event/Near Miss Category

01 July 2021 to date



Wellbeing News

Look after your physical and mental wellbeing!

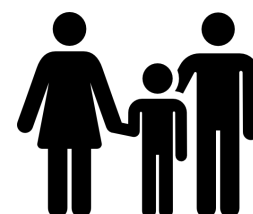
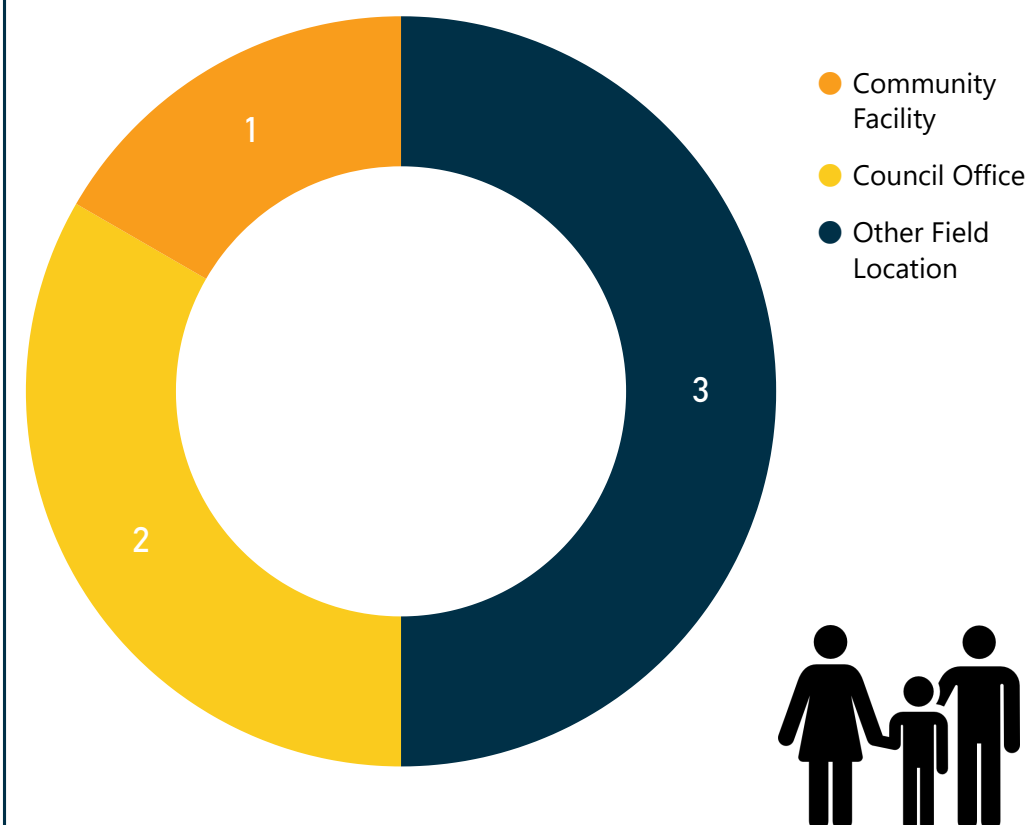
Managing your mental health and psychosocial well-being during this time is as important as managing your physical health. Take care of yourself, ensure you take regular breaks while working at home, eat sufficient and healthy food, engage in physical activity, and stay in contact with family and friends. Remember you can also talk to your manager, or a member of the people and culture team if you have any welfare concerns. The COVID-19 outbreak is a unique and unprecedented scenario, using strategies that have worked for you in the past to manage times of stress can benefit you now. You are the person most likely to know how you can de-stress and you should not be hesitant in keeping yourself psychologically well. This is not a sprint; it's a marathon.

Employee Assistance Programme (Vitae)

If you are feeling extra pressure and stress, Under the Wellbeing Programme Vitae counselling services are available to all staff and your immediate family (household members). Vitae provides confidential counselling services at no cost to you and are available face-to-face, by telephone or by video conference (Zoom). You can access Vitae by phoning their 24/7 helpline on 0508 664 981, or by emailing assistance@vitae.co.nz. You can also complete the on-line request form at www.vitae.co.nz/referral or download the Vitae app by searching Vitae NZ at the apps store.

Location

Events, Hazards and Near Misses



Driver Ratings

	Jun	Jul	Aug
★★★★★	4	8	6
★★★★	5	8	7
★★★	13	11	10
★★	14	10	10
★	NOTE: Star ratings for August 2021 are for 33 vehicles only.		

Coming Up

Full body Molemaps which are available to all staff, are being held on-site 16 and 23 September. Vouchers will be available for staff who prefer to go to Wanganui or Palmerston North. Appointments scheduled for 18 August that were cancelled due to Covid lockdown will be rescheduled.

Full First Aid and Refresher Training Friday 24 September 2021. The First Aid training session for Monday 30 August was cancelled due to Covid lockdown and will be rescheduled.


Driver Safety Awareness Seminars are being held on Wednesday 15 September in Chambers and on Tuesday 21 September at the King St Depot. Please advise Marcelle Williams if you would like to attend as certificates of attendance will be issued to attendees.

Health and Safety Committee Meeting scheduled on Friday 20 August 2021 was postponed due to Covid lockdown and will be rescheduled as soon as possible.



Engagement / Consultations - 2021/22

RANGITĪKEI DISTRICT COUNCIL

TOPIC	Staff (Lead)	Elected Member (Lead)	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT
Representation Review	Carol				Public Consultation													
Marton Buildings	Adina	Cr Wilson							Public Consultation									
Pae Tawhiti Rangitikei Beyond - Spatial Plan	Katrina	Cr Gordon								Public Engagement				Public Consultation				
Future of Local Government	Peter	Cr Dalgety	Stakeholder Engagement															Public Consultation
Three Waters	Arno				Stakeholder Engagement													
2022/23 Annual Plan	Carol											Public Consultation						
Forestry Differentials	Dave	Cr Belsham					Stakeholder Engagement											
Destination Management Plan	Gaylene				Public Engagement					Public Consultation								
RMA Reforms			Stakeholder Engagement															
Bylaws/Policies	George																	
• Annual Residents Survey			Public Consultation															
• Local Easter Sunday Trading Policy							Public Consultation											
• Rates Remission For Māori Freehold Land Policy						Stakeholder Engagement				Public Consultation								
• Traffic and Parking Bylaw														Public Consultation				
• TAB Policy													Stakeholder Engagement			Public Consultation		
• Gambling Venue (Class 4) Policy													Stakeholder Engagement			Public Consultation		
• Control of Advertising Signage Bylaw																		Public Consultation
• Public Places Bylaw																		Public Consultation
• Trading in Public Places Bylaw																		Public Consultation
• Food Business Grading Bylaw					Public Consultation													
Local Body Elections	Carol	N/A											Local and National Campaign					

Key

Stakeholder Engagement (by other orgs)


Stakeholder engagement (RDC)

Public Consultation

Public Engagement

Anticipated public engagement will be required

Local and national campaign - Enrolment, Standing for Council, Voting

 Election Day

10 September 2021

31 Amesbury Street
PO Box 149, Palmerston North 4440

Andy Watson
Mayor
Rangitikei District Council
Private Bag 1102
Marton 4741

Dear Andy

Proposed audit fees for the 30 June 2021 and 30 June 2022 financial years

Our audit proposal letter dated 22 July 2020 for the three financial years ending 30 June 2022 only included audit fees for the 30 June 2020 financial year and said we would agree the fees for the 30 June 2021 and 30 June 2022 audits at a future date.

The purpose of this letter is to provide information on:

- the hours we plan to spend on the audits and the reasons for any change in hours; and
- our proposed audit fee for each financial year, and the reasons for the proposed change in fee.

Please read this letter in conjunction with our audit proposal letter dated 22 July 2020.

1 Background to the fee increases

In our audit proposal letter dated 22 July 2020, we set out the statutory basis for our audit and how fees are set.

We also referred to a letter that the Auditor-General had sent to Councils in April 2020 setting out his thoughts on the matter of Council audit fees. He reflected that for a number of years there has been a significant and growing under recovery of audit fees across much of the local government sector, for a range of reasons. He advised that audit fees will, in the future, need to be increased to reflect the real costs.

The Auditor-General has now agreed to allow us to discuss with you an approach to increasing audit fees to better reflect those real costs.

2 Team mix and hours for the year ending 30 June 2021 and 30 June 2022

Audit team member	2020 budget	2020 actual	2021 proposed	2022 proposed
Appointed Auditor	85	99	85	85
EQR Director	14	14	14	14
Audit Manager	115	107	115	115
Other CA qualified staff	220	326	220	220
Non CA qualified staff	400	381	400	400
Other specialists:				
Sector specialist support	7	7	7	7
Information systems	20	8	20	20
Tax	1	-	1	1
Total audit hours	862	942	862	862

3 Proposed audit fee for the year ending 30 June 2021 and 30 June 2022

Our proposed fee for your audits (compared to budgeted and actual data from the previous financial year) are:

Structure of audit fees	2020 budget \$	2020 actual \$	2021 proposed \$	2022 proposed \$
Net audit fee (excluding OAG ASQS fee and disbursements)	113,160	161,138	123,345	134,446
OAG Audit Standards and Quality Support (ASQS) fee	10,398	10,398	11,333	12,353
Costs not recovered		(32,978)		
Total audit fee (excluding disbursements)	123,558	138,558	134,678	146,799
Estimated disbursements	5,500	4,034	5,500	5,500
Total billable audit fees and charges (excluding GST)	129,058	142,592	140,178	152,299

Note – The 2020 actual net audit fee included an additional audit fee of \$15,000 charged to partially recover cost overruns.

The audit fees allow for the audit team to carry out specific tasks identified in the OAG Sector Brief and for the OAG Audit Standards and Quality Support fee.

We have also estimated the reasonable cost of disbursements (including travel and accommodation where necessary). Disbursement costs are indicative only and will be charged on an actual and reasonable basis.

Reasons for increase in audit fee

The main changes in cost components for future audits are:

Reasons for increased audit fee compared to previous period <i>budgeted fees:</i>	2021	2022
Staff salary cost movements	3,395	3,700
Other changes – to move the fee to match the hours required for the job over time as noted in the audit proposal letter dated 22 July 2020	6,790	7,401
Total increase in audit fees	10,185	11,101

4 Assumptions relating to our audit fee

Our proposed audit fee is based on the assumptions included in our audit proposal letter dated 22 July 2020.

5 Conclusion

As the Appointed Auditor, I am committed to providing you and the Auditor-General with the highest level of professional service. I intend to work with you, the OAG, and the Auditor-General in a partnership environment to resolve any issues that may arise.

If you require any further information, please contact me.

Please counter-sign this letter (below) to confirm that you, and the governing body of Rangitikei District Council, agree with its contents. This letter will then form the basis for a recommendation to the Auditor-General on the audit fee that should be set. The schedules of audit hours and fees will also be incorporated into my contract with the Auditor-General to carry out the audit of Rangitikei District Council as the agent of the Auditor-General.

Yours sincerely



Chris Webby
Appointed Auditor
Audit New Zealand

I accept the audit fees for the audit of the financial years as stated above.

Full name:	<u>Andy Watson</u>	Position:	<u>Mayor</u>
Authorised signature:	<u></u>	Date:	<u></u>
Entity name:	<u>Rangitikei District Council</u>		

- 1 Make a copy of this signed proposal and keep it for your file.
- 2 Send the original to: Chris Webby
 Audit New Zealand
 PO Box 149
 Palmerston North 4440

Audit plan

Rangitikei District Council

For the year ended 30 June 2021

Audit plan

I am pleased to present our audit plan for the audit of Rangitikei District Council (the District Council) for the year ended 30 June 2021. The purpose of this audit plan is to discuss:

Audit risks and issues.....	2
Our audit process	7
Reporting protocols	12
Audit logistics.....	13
Expectations	15

The contents of this plan should provide a good basis for discussion when we meet with you.

We will be happy to elaborate further on the matters raised in this plan.

Our work improves the performance of, and the public's trust in, the public sector. Our role as your auditor is to give an independent opinion on the financial statements and performance information. We also recommend improvements to the internal controls relevant to the audit.

If there are additional matters that you think we should include, or any matters requiring clarification, please discuss these with me.

Nāku noa, nā



Chris Webby
Appointed Auditor
10 September 2021

Audit risks and issues

Focus areas



Based on the planning work and discussions that we have completed to date, we set out in the table below the main audit risks and issues. These will be the main focus areas during the audit.

Audit risk/issue	Our audit response
Bulls Community Centre	
<p>Development of the Bulls Community Centre commenced during the 2019 financial year and was completed in September 2020.</p> <p>Due to the significance of the project, we have undertaken reviews of the project management practices being used by the District Council over the last two financial years, noting a number of opportunities for the District Council to improve its project management practices.</p> <p>The District Council continued to fundraise for the cost of the project through grants and donations. There is judgement required to determine when to recognise a grants as revenue and the amount to be recognised. The accounting treatment of each grant is dependent on the conditions or milestones included in the grant agreement.</p>	<p>We will:</p> <ul style="list-style-type: none"> ensure the costs relating to the project have been correctly accounted for; ensure the grants and donations received have been correctly accounted for; and obtain an update on the progress made by Management to implement our recommendations on project management.
Performance reporting – recording of complaints	
<p>The District Council reports on a number of complaints related performance measures included in its long-term plan in accordance with the Non-Financial Performance Measures Rules 2013 made by the Secretary for Local Government.</p> <p>The significant performance measures, mandated by legislation, and impacted for the year ended 30 June 2020 and the comparative year were:</p> <ul style="list-style-type: none"> The total number of complaints (per 1000 connections) received about any of the following: <ul style="list-style-type: none"> Drinking water clarity, taste, or odour. Drinking water pressure or flow. Continuity of supply. 	<p>Our audit response to this risk involves:</p> <ul style="list-style-type: none"> gaining an understanding of any changes to the processes of the District Council since the 30 June 2020 final audit; and determining if changes were made then when were these effective from. We will need to assess the impact on the audit opinion. <p>Our understanding from completing the 2020 audit was that the issues for recording all complaints was not resolved. If this is the case then there is likely to be completeness issue which would likely result in a modified opinion unless changes can be made retrospectively.</p>

Audit risk/issue	Our audit response
<ul style="list-style-type: none"> ○ The District Council's response to any of these issues. • The total number of complaints received about sewerage odour, system faults or blockages, or the Council's response to issues with the sewerage system (per 1000 connected properties). • The number of complaints received by a territorial authority about the performance of its stormwater system, expressed per 1000 properties connected to the territorial authority's stormwater system. <p>The District Council did not keep a record of all calls which meant the District Council were not able to review all calls to identify any additional complaints that should have been recorded. As a result, the District Council was unable to report completely on the complaints performance measures and the number of complaints reported was understated, resulting in a modification to the audit opinion for the year ended 30 June 2020. As part of this year's audit we will need to review whether the District Council is able to report completely on the complaints for the entire financial year.</p>	
Accounting for Shovel Ready funding	
<p>We understand that the District Council has received Shovel Ready funding from central government.</p> <p>It is important that this funding is clearly and appropriately accounted for in accordance with the PBE accounting standards, and that the District Council is transparent with its community and meeting any obligations.</p>	<p>Our audit response to this risk involves reviewing the appropriateness of the accounting treatment for any Shovel Ready funding received by the District Council.</p>
Impact of three waters reform	
<p>During 2020/21, the District Council signed a non-binding Memorandum of Understanding (MoU) with Crown. By signing this MoU, the District Council agreed to participate in the exploration of future service delivery options for the three waters services and to collaborate with agencies involved in the reform.</p>	<p>We will continue to monitor developments related to the three waters reform. If any substantive announcements are made before the financial statements are authorised for issue, we will discuss the implications of these on the District Council and on our audit report with management and the Council.</p>

Audit risk/issue	Our audit response
<p>On signing of the MoU, the District Council subsequently received \$4.8 million of the share of \$761 million Crown stimulus funding. It is important that the District Council is appropriately accounting for its share of the funding and is meeting the obligations of the funding agreement.</p> <p>The Government is proposing to establish four publicly owned entities to take responsibility of drinking water, wastewater and stormwater infrastructure across New Zealand.</p> <p>The District Council will need to decide whether to opt out of the proposed new service delivery model. There is still considerable information to come as to what these reforms may mean for the District Council before this decision will be made.</p> <p>We would expect the District Council has taken steps to:</p> <ul style="list-style-type: none"> consider the implications of any government announcements about three waters reform up to the date of authorisation of the financial statements. This includes the impact on financial statements and disclosures, including subsequent events disclosures; and ensure any Crown stimulus funding resulting from the three waters reform programme received by the District Council has been appropriately accounted for in accordance with PBE accounting standards and the terms of the agreement. 	<p>We will gain an understanding of the water stimulus funding agreements signed by the District Council. Water stimulus funding is material to the financial statements, so we will review this to ensure that revenue recognition is in line with PBE accounting standards.</p>
Ongoing impact of Covid-19 pandemic	
<p>The long-term impact of Covid-19 in New Zealand, and how it might affect public entities, is unknown. However, it is likely that the uncertainties in the economic environment will increase the risk of material misstatement in financial statements. These effects might include uncertainties relating to revenue and asset valuations.</p> <p>We would expect the District Council has taken steps to:</p> <ul style="list-style-type: none"> reconsider the risks that the District Council faces; and 	<p>As part of our audit response, we will:</p> <ul style="list-style-type: none"> gain an updated understanding of the impact of Covid-19 on the District Council's operations, financial statements, and performance story; establish if management has identified and recorded any additional Covid-19 related revenue, receivables, and costs, including as a result of shovel ready or recovery funding, and whether these are recognised in line with PBE accounting standards; and

Audit risk/issue	Our audit response
<ul style="list-style-type: none"> reconfirm that reporting and internal control systems are in place and functioning effectively. 	<ul style="list-style-type: none"> assess the completeness and reasonableness of disclosures contained within the annual report relating to the impact of Covid-19. <p>If we identify additional Covid-19 related audit risks or issues, we will advise you of these separately.</p>
Fair value of Property, Plant and Equipment	
<p>PBE IPSAS 17 Property, Plant and Equipment requires that valuations are carried out with sufficient regularity to ensure that the carrying amount does not differ materially from fair value.</p> <ul style="list-style-type: none"> Land and buildings – 1 July 2019 Infrastructure assets – 30 June 2019 <p>In a non-revaluation year the District Council must consider whether there has been any significant movement in the fair value of the assets.</p> <p>We expect that the District Council will have done a comprehensive analysis to determine whether there is a significant variance between the fair value as at 30 June 2021 and the carrying value. If the variance is significant it would trigger the need for the District Council to revalue the assets.</p>	<p>We will reviewing the District Council's assessment of whether there is any significant difference between the carrying amount and fair value of its Property, Plant and Equipment.</p>
Impairment of Property, Plant and Equipment	
<p>PBE IPSAS 21 Impairment of Non-Cash Generating Assets and PBE IPSAS 26 Impairment of Cash Generating Assets require the District Council to assess assets held at cost for indicators of impairment on an annual basis.</p> <p>We expect that the value of work in progress (WIP) on projects that span an extended period of time to be assessed for impairment regularly over the period of the project.</p>	<p>We will review the District Council's impairment assessments of its Property, Plant and Equipment held at cost and WIP.</p>
The risk of management override of internal controls	
<p>There is an inherent risk in every organisation of fraud resulting from management override of internal controls. Management are in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Auditing standards require us to treat this as a risk on every audit.</p>	<p>Our audit response to this risk includes:</p> <ul style="list-style-type: none"> testing the appropriateness of selected journal entries; reviewing accounting estimates for indications of bias; and evaluating any unusual or one-off transactions, including those with related parties.

Please tell us about any additional matters we should consider, or any specific risks that we have not covered. Additional risks may also emerge during the audit. These risks will be factored into our audit response and our reporting to you.

Fraud risk

Misstatements in the financial statements and performance information can arise from either fraud or error. The distinguishing factor between fraud and error is whether the underlying action is intentional or unintentional. In considering fraud risk, two types of intentional misstatements are relevant – misstatements resulting from fraudulent reporting, and misstatements resulting from misappropriation of assets.

The primary responsibility for the prevention and detection of fraud and error rests with the Council, with assistance from management. Following our discussions with the Mayor Watson, we noted the following:

- The Council remains abreast of fraud-related matters through reporting from the ARC as part of the Internal Audit Programme.
- A fraud risk assessment has been undertaken, and the Council deems that this was a robust process.
- The Council is not aware of any actual, suspected, or alleged fraud during the current financial year.

Our responsibility

Our responsibility is to obtain reasonable, but not absolute, assurance that the financial statements and performance information are free from material misstatement resulting from fraud. Our approach to obtaining this assurance is to:

- identify fraud risk factors and evaluate areas of potential risk of material misstatement;
- evaluate the effectiveness of internal controls in mitigating the risks;
- perform substantive audit procedures; and
- remain alert for indications of potential fraud in evaluating audit evidence.

The Auditor-General has published useful information on fraud that can be found at oag.parliament.nz/reports/fraud-reports.

Our audit process

Initial planning

Initial planning activities include verifying compliance with independence requirements and building the audit team.

Understand your business and environment

We use our extensive sector and business knowledge to make sure we have a broad and deep understanding of the District Council, your business, and the environment you operate in.

Assess audit risk

We use our knowledge of the business, the sector and the environment to identify and assess the risks that could lead to a material misstatement in the financial statements and performance information.

Evaluate internal controls

We update our understanding of internal controls relevant to the audit. This includes reviewing the control environment, risk assessment process, and relevant aspects of information systems controls. Most of this work is done during the initial audit visits. We evaluate internal controls relevant to the audit for the whole financial year, so we consider internal controls relevant to the audit at all visits.

Finalise the audit approach

We use the results of the internal control evaluation to determine how much we can rely on the information produced from your systems during our final audit.

Gather audit evidence

During the final audit we audit the balances, disclosures, and other information included in the District Council's financial statements and performance information.

Conclude and report

We will issue our audit report on the financial statements and performance information. We will also report to the Council covering any relevant matters that come to our attention.

Materiality

In performing our audit, we apply materiality. In the public sector, materiality refers to information that if omitted, misstated, or obscured could reasonably be expected to:

- influence readers' overall understanding of the financial statements and service performance information; and
- influence readers in making decisions about the stewardship and allocation of resources, or assessing your performance.

This definition of materiality is broader than the one used in the private sector.

It is a matter of judgement whether information is material. We consider the nature (qualitative) and amount (quantitative) of each item judged in the surrounding circumstances and its impact. In the public sector qualitative considerations are of equal significance as quantitative considerations. Qualitative considerations are of primary importance in our assessment of materiality in the context of disclosures for transparency and accountability reasons, and in evaluating any non-compliance with laws and regulations.

The Council and management need to consider materiality in preparing the financial statements and service performance information and make their own assessment of materiality from a preparer's perspective. IFRS Practice Statement 2, *Making Materiality Judgements*, provides guidance on how to make materiality judgements from a financial statements preparer's perspective. Although this guidance is primarily aimed at for-profit entities, the same principles can be applied by public benefit entities. Management and the Council should not rely on our materiality assessment as a basis for owning and making judgements about the integrity of the financial statements and service performance information.

Financial statements materiality

For planning purposes we have set **overall materiality** for the financial statements at \$50,700,000 based on budgeted total assets. This is subject to change once the actual results for the current year are available. For this audit we are only applying this overall materiality to the fair value of Property, Plant and Equipment and associated movements in other comprehensive revenue and expense.

Overall materiality	\$50,700,000
Specific materiality	\$1,050,000
Clearly trivial threshold	\$52,500

For this audit we have set a lower **specific materiality** of \$1,050,000 for all items not related to the fair value of Property, Plant and Equipment. A lower specific materiality is also determined separately for some items due to their sensitive nature. For example, a lower specific materiality is determined and applied for related party and key management personnel disclosures.

We design our audit procedures to detect misstatements at a lower level than overall materiality. This takes account of the risk of cumulative misstatements and provides a safety net against the risk of undetected misstatements.

We will report all uncorrected misstatements to the District Council other than those that are **clearly trivial**. We consider misstatements of less than \$52,500 to be clearly trivial unless there are qualitative considerations that heighten its significance. We will ask for each misstatement to be corrected, other than those that are clearly trivial. Where management does not wish to correct a misstatement we will seek written representations from management and the Council on the reasons why the corrections will not be made.

Misstatements

Misstatements are differences in, or omissions of, amounts and disclosures that may affect a reader's overall understanding of your financial statements and service performance information. The effects of any detected and uncorrected misstatements, individually and in aggregate, are assessed against overall materiality and qualitative considerations.

Overall financial statement materiality does not apply to any matters of effectiveness and efficiency, waste, or a lack of probity or financial prudence.

Materiality for service performance information

At an overall level, we assess whether the service performance information is suitable, given your purpose and the nature of your activities, and whether the reporting allows for an informed assessment of the District Council's performance. In doing this we consider whether the information is relevant, complete, reliable, neutral, and understandable.

We set materiality for service performance information at an individual measure level based on what we expect would influence readers' overall understanding, decision-making, or assessment of District Council's performance. We consider a variety of factors including the level of public interest and potential public risk. Because of the variety of measurement bases applied, we normally express this materiality as a percentage of the reported result.

We have identified the following measures as material and assessed materiality for planning purposes. We will reassess this during the audit.

Material measure	Materiality
Safety of Drinking water (Water Supply) The extent to which the local authority's drinking water supply complies with: (a) part 4 of the drinking-water standards (bacteria compliance criteria); and (b) part 5 of the drinking-water standards (protozoa compliance criteria).	0% of result
Compliance with resource consents (Water Supply)	5% of result
Customer Satisfaction (Water Supply) The total number of complaints (expressed per 1000 connections to the reticulated networks) received by the Council about: (a) drinking water clarity; (b) drinking water taste; (c) drinking water pressure or flow; (d) continuity of supply; and (e) the Council's response to any of these issues.	8% of result

Material measure	Materiality
System and Adequacy (Sewerage) The number of dry weather sewerage overflows from the Council's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	5% of result
Customer Satisfaction (Sewerage) The total number of complaints received by the Council about any of the following: (a) sewage odour; (b) sewerage system faults; (c) sewerage system blockages; and (d) the Council's response to issues with its sewerage systems expressed per 1000 connections to the Councils sewerage system.	8% of result
Discharge Compliance (Sewerage) Compliance with the Council's resource consents for discharge from its sewerage system measured by the number of: (a) abatement notices; (b) infringement notices; (c) enforcement orders; and (d) convictions received by the Council in relation to those resource consents.	5% of result
Road safety The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number.	5% of result
Road condition The average quality of ride on a sealed local road network, measured by smooth travel exposure.	8% of result

Professional judgement and professional scepticism

Many of the issues that arise in an audit, particularly those involving valuations or assumptions about the future, involve estimates. Estimates are inevitably based on imperfect knowledge or dependent on future events. Many financial statement items involve subjective decisions or a degree of uncertainty. There is an inherent level of uncertainty which cannot be eliminated. These are areas where we must use our experience and skill to reach an opinion on the financial statements and performance information.

The term "opinion" reflects the fact that professional judgement is involved. Our audit report is not a guarantee but rather reflects our professional judgement based on work performed in accordance with established standards.

Auditing standards require us to maintain professional scepticism throughout the audit. Professional scepticism is an attitude that includes a questioning mind and a critical assessment of audit evidence.

Professional scepticism is fundamentally a mind-set. A sceptical mind-set drives us to adopt a questioning approach when considering information and in forming conclusions.

Exercising professional scepticism means that we will not accept everything we are told at face value. We will ask you and management to provide evidence to support what you tell us. We will also challenge your judgements and assumptions and weigh them against alternative possibilities.

How we consider compliance with laws and regulations

As part of the Auditor-General's mandate, we consider compliance with laws and regulations that directly affect your financial statements or general accountability. Our audit does not cover all of your requirements to comply with laws and regulations.

Our approach involves first assessing the systems and procedures that you have in place to monitor and manage compliance with laws and regulations relevant to the audit. We may also complete our own checklists. In addition, we will ask you about any non-compliance with laws and regulations that you are aware of. We will evaluate the effect of any such non-compliance on our audit.

Wider public sector considerations

A public sector audit also examines whether:

- the District Council carries out its activities effectively and efficiently;
- waste is occurring or likely to occur as a result of any act or failure to act by the District Council;
- there is any sign or appearance of a lack of probity as a result of any act or omission by the District Council or by one or more of its members, office holders, or employees; and
- there is any sign or appearance of a lack of financial prudence as a result of any act or omission by the District Council or by one or more of its members, office holders, or employees.

Reporting protocols

Communication with management and the Council



We will meet with management and the Council throughout the audit. We will maintain ongoing, proactive discussion of issues as and when they arise to ensure there are “no surprises”.

Reports to the Council



We will provide a draft of all reports to management (and the Council) for discussion/clearance purposes. In the interests of timely reporting, we ask management to provide their comments on the draft within 10 working days. Once management comments are received the report will be finalised and provided to the Council.

We will also follow up on your progress in responding to our previous recommendations.

Audit logistics

Our team



Our engagement team is selected to ensure that we have the right subject matter expertise and sector knowledge. Each member of the audit team has received tailored training to develop their expertise.

Our senior audit team members are:

Chris Webby	Appointed Auditor
Scott Tobin	Engagement Quality Review Director
Alistair Love	Audit Manager
Chandani Vallabh	Audit Supervisor

The Engagement Quality Review (EQR) Director forms an important part of our internal quality assurance process to maintain and enhance the quality of your audit. The EQR Director is an experienced Audit Director who has sufficient and appropriate experience to objectively evaluate the judgements made by the audit team. They are independent from the day to day audit field work, and so can provide an independent challenge to the audit team on their judgements. The EQR will work with your Appointed Auditor and the audit team, but will not have direct contact with you.

Timetable



Our proposed timetable is:

Interim audit	31 May 2021
Draft financial statements available for audit (including notes to the financial statements) with actual year-end figures	26 October 2021
Final audit begins	1 November 2021
Annual report available, including any Chair and Chief Executive's overview or reports	15 November 2021
Final financial statements available, incorporating all the amendments agreed to between us	17 November 2021
Verbal audit clearance given	9 December 2021
Audit opinion issued	16 December 2021
Draft report to the Council issued	23 December 2021

There is the possibility that, due to Covid-19 and the auditor shortage in New Zealand, there may be disruptions that will require changes to the timetable proposed above. Where this arises, we will discuss a revised timetable with you.

AuditDashboard

During the audit, your staff provide us with a significant number of files. These files contain information that we have asked for about your internal controls or financial and non-financial information to support the contents of your annual report. When all of this information is available in a timely manner, it helps the audit process to run as smoothly and effectively as possible for both you and us.

During 2021 we implemented a new online portal called AuditDashboard. AuditDashboard allows for easier collaboration and file sharing between the District Council and your audit team. It is a robust, secure digital platform that is specifically designed to streamline the process of sharing information with us. More information on this new tool can be found at: [Information about AuditDashboard](#).

The benefits of AuditDashboard

Your team will be invited to collaborate on one central request list in a shared space. The ability to drag and drop files makes it easy to fulfill requests. Real-time status updates provide greater visibility to everyone and helps to keep everyone organised and on the same page. It will be easy to:

- see what has been asked for;
- assign specific tasks to your own people and see who each request is assigned to;
- see when each request is due and track the progress of requests;
- exchange information securely; and
- see what has been uploaded.

There will be no change to the information that the audit team asks for. Rather than emailing an Excel spreadsheet, we will request information using AuditDashboard, which your team will then use to upload files.

We intend to start using AuditDashboard at our final audit stage. We have provided the Group Manager – Corporate Services with an overview and agreement to use AuditDashboard. We expect compliance with this agreement will already be covered by your computer-use policy. We have received the signed agreement back and will use AuditDashboard on your audit.

We will work with your team to onboard them to AuditDashboard, answer any questions you might have, and ensure your team understand how to use it.

Expectations



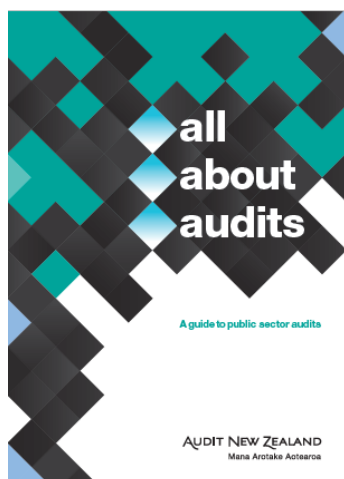
For the audit process to go smoothly for both you and us, there are expectations that each of us need to meet.

Our respective responsibilities are set out in our audit engagement letter.

We expect that:

- you will provide us with access to all relevant records and provide information in a timely manner;
- staff will provide an appropriate level of assistance;
- the draft financial statements, including all relevant disclosures, will be available in accordance with the agreed timetable;
- management will make available a detailed workpaper file supporting the information in the financial statements; and
- the annual report, financial statements and performance information will be subjected to appropriate levels of quality review before being provided to us.

To help you prepare for the audit, we will liaise with management and provide them with a detailed list of the information we will need for the audit. We have also published information to help explain the audit process:



Health and safety



The Auditor-General and Audit New Zealand take seriously their responsibility to provide a safe working environment for audit staff.

Under the Health and Safety at Work Act 2015, we need to make arrangements with management to keep our audit staff safe while they are working at your premises.

We expect you to provide a work environment for our audit staff that minimises or, where possible, eliminates risks to their health and safety. This includes providing adequate lighting and ventilation, suitable desks and chairs, and safety equipment where required. We also expect management to provide them with all information or training necessary to protect them from any risks they may be exposed to at your premises. This includes advising them of emergency evacuation procedures and how to report any health and safety issues.

AUDIT NEW ZEALAND

Mana Arotake Aotearoa

www.auditnz.parliament.nz

PO Box 149
31 Amesbury Street
Palmerston North 4440
Phone: 04 496 3099



15th September 2021

Good morning, Andy & Peter

As you both know the Hunterville Sport and Recreation Trust is very active in managing and maintaining the community assets under their care.

There are two major projects currently underway, being the Hunterville Ambulance station, and also the refurbishment of the community swimming pools.

I am contacting you both on this occasion in relation to the latter.

Up to 31 March 2021 our redevelopment spend was \$53,595.24, which was funded by a grant of \$50,000.00 from the Four Regions Trust. This included the removal of the concrete and resurfacing, sculpting a bullnose edge around the shallow end of the pool (including pipework as identified).

This project has dragged a little over the past couple of years due to various setbacks, with Covid being one of the major factors, together with delays in obtaining our building consents. Despite these delays we are determined to get this project fully completed with a little assistance.

Work that needs to be done to FULLY complete this project include:

- 1- Cut & remove old concrete from edge and pool surrounds
- 2- Fix and modify pipework as identified
- 3- Re concrete surrounds and bullnose edge of pool
- 4- While pool is empty identify any cracks and fix
- 5- Blast and paint main pool and learner's pool
- 6- Rebuild Changing Rooms and Office

Next week our builders will be starting on the rebuild of the changing rooms, office and front façade. This will also coincide with the removal of the old concrete (that wasn't done last year), sorting out and making compliant the pipework, then re-concreting the pool edge and surrounds. As part of this the pool needs to be completely emptied to enable cutting of the concrete along the inside edge of the pool. While the pool is empty it is an ideal time to repair cracks and complete the blasting and painting (to save draining the pool next year at a cost of \$2500 to refill).

We are in a position now that our funding options are limited, due to the grants we have received up to now. But also most of these trusts only provide part of the funding requested, or want to see funding partners involved.

I have attached a spreadsheet showing the quotes to completely finish this project together with the external grants that we have received, which unfortunately leaves us in a position of being \$120,000.00 short.

This shortfall can in part be attributed to the increased costs of building materials. Since obtaining the initial quote to rebuild the changing rooms the price has increased by roughly \$31,000.00.

Ultimately this pool is a council owned asset, however we as a community have banded together and fundraised a significant amount of money (\$222,793.00 in total) to get this project started and mostly completed. We now really want to see this through without letting it drag out two or three more years. As we have already experienced costs are escalating at a rapid rate, thus our push to get this project completed this year.

To this effect we ask that the council assist us in completion of this project.

We do have some funds available out of our operating balance, but we need to be careful that we have sufficient funds to enable us to cover our overheads and lifeguard training etc until we receive our next instalment of operating funding, due in November/December.

The best-case scenario would be to complete the project totally this year, which would require an investment by council of \$120,000.00. We can delay the painting of the pools by a season which would then mean we require \$70,000.00 to complete to that stage. However, there is a huge cost for draining and refilling the pool every time we do this.

I ask that you put this to council as soon as you are able, so that we can move forward with certainty.

I would also like to personally invite yourselves and all councillors to come and inspect the work that we have completed and let us show you in person the magnificent asset that the Hunterville community will have once this is completed.

Kind Regards
Sam Weston

A handwritten signature in black ink, appearing to be 'Sam Weston', with a long horizontal stroke extending to the right.

Committee member
Hunterville Sport & Recreation Trust

Huntermville Sport & Rec Trust
Swimming Pools redevelopment Project

The quotes to complete the above and finish the project are (all figures are GST exclusive):

To rebuild changing rooms and office	145,200.00	
Plumbing for changing rooms	13,710.00	
Pool surrounds, fix cracks & pipework	86,220.00	
Blast and resurface learners pool	9,100.00	Could be delayed a season
Blast & paint large pool	<u>39,875.00</u>	Could be delayed a season
	294,105.00	
Funding Received		
Pub Charity	16,450.00	for Plumbing
Duddings Trust	106,343.00	for building work
Four Regions Trust	<u>50,000.00</u>	for Pool surrounds & concrete
	172,793.00	
Current Funding Shortfall	<u><u>121,312.00</u></u>	



Meurk Building & Ag
129 Rangatira Road
RD 6
Hunternville 4786
New Zealand
Phone: 0212110282/0211373766

meurks@outlook.com
GST No.: 121-538-210

Quote: 32

Quote

Quote date: 10/08/2021

Bill to:
Hunternville swimming pool

Expiry:
09/09/2021

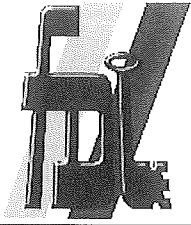
ITEM	DESCRIPTION		UNITS	UNIT PRICE (ex GST)	TAX TYPE	AMOUNT (ex GST)
	Revised quote for altered pool plans	Qty	1	145,200.00	GST	145,200.00
				Sub-Total (ex GST):		\$145,200.00
				GST:		\$21,780.00
				TOTAL (inc GST):		\$166,980.00

Notes

Thank you for letting us quote this job for you.

This quote is based from the last quote priced on 27/06/2019, to rebuild the changing rooms at Hunternville Swimming Pools. Included is the materials, labour and project work insurance for the duration of the build.

The new quote reflects the increase in supply and build costs and also the design changes of the building, which now include a new roof line and the parapet upstand along the front of the building.



Fibreglass Developments LTD

"The Key to Quality Composites"



Hunternville Sports & Recreational Trust
Attn Charissa Christie
Tris Ruracla

6/7/21

The Trustees,
Re Hunternville Town Pool - Small Pool Re Gelling

Our price to erect a Marquee, sand blast and regel the small pool only in Pool blue Gelcoat
\$9100.00

Excl GST

This price holds for 30 days only.

Regards

Steve Bond
General Manger



Supreme Blast & Paint Ltd

Quotation

FOR: Hunterville Sport & Recreational Trust

To Abrasive Blast Clean,

To Remove Spent Abrasive,

To Supply & Apply 3x Coats of Epoxy Pool Paint,

To Reapply Black Lane Lines

To Sandblast & Paint Balance Tank

\$39,875.00 + GST

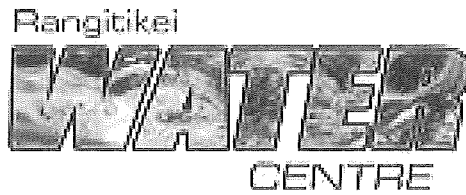
DATED: 9 July 2021

Darryl Lucas

Supreme Blast & Paint Ltd

P.O Box 5324 | 29 Midhurst Street Palmerston North, New Zealand | +64 6 353 2216

office@supremeblastandpaint.co.nz



Rangitikei Water Centre
300 Broadway Marton
Phone: 063270141

07/07/2021

Hunterville Sports & Recreation Trust

Estimate for pool upgrade

Prep pool for painting & cut out cracks & fill with water crete
\$ 10450.00 including gst

To replace pipe between pool to balance tank

To replace pipe work from balance tank to pump

To install pipe from new return on pool to balance tank
\$ 18342.00 including gst

To remove failed concrete top & surround of pool

To form new bullnose & end over flow

To pour new bullnose & surround
\$ 70354.00 including gst

Total

\$ 99146.00 including gst

Yours faithfully
Simon Hughes

Prices quoted are subject to market fluctuations beyond our control. All errors and omissions exempt.



Hunterville Plumbing & Gas
PO BOX 580
Whanganui, 4500
pellery@hpglimited.net
Peter 0275073344 | Greg 0211788476

Hunterville Sport & Recreation Trust
PO BOX 25
Hunterville

Site Address
Po Box 25
Hunterville

Job Number: CEN-1979
GST Number: 120984179
Quote Date: 24th Sep 2020
Valid Until: 23rd Nov 2020

Quote

Name	Quantity	Price	Total
Plumbing work for Changing rooms			
note: This quote is for same plans but removing the hand basins in the changing rooms and urinal Also changing disabled bathroom layout onto external wall as discussed.			
Plumbing fixtures	1.00	\$3,810.00	\$3,810.00
Plumbing work for both changing rooms with small H.W.C	1.00	\$5,800.00	\$5,800.00
New Drainage work and altering existing drain to suite	1.00	\$4,100.00	\$4,100.00
			\$13,710.00

Subtotal	\$13,710.00
GST Amount	\$2,056.50
Total	\$15,766.50

Thank you for your Business.

Owned by Central Services 2017 ltd



**NGĀ WAIRIKI
NGĀTI APA**

16 September 2021

Rangitikei District Council
Private Bag 1102
MARTON 4741

Rating on 85 Henderson's Line

Tēnā koe Andy,

I am writing on behalf of Te Rūnanga o Ngā Wairiki – Ngāti Apa regarding the rating arrangement for 85 Henderson's Line in Marton. Upon our purchase of the property in 2018, Council kindly agreed to continue to rate the property as an education facility. This afforded to us a significant discount on what the rates otherwise would have been.

This has assisted us to focus our efforts and resources into deferred maintenance and site improvements. We would like this rating arrangement to continue as the site is not profitable and the Rūnanga has significant challenges ahead replacing roofs, developing safe and adequate access and parking, addressing seismic strengthening issues, generally modernizing facilities and building new facilities for the provision of high quality trades and technology training.

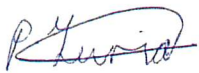
Our value proposition for the District from day one was that we would not only provide opportunities for our iwi members from this site, but we would provide opportunities for our communities in southern Rangitikei. We believe we are delivering this. We refer to the plethora of community aca training we have provided in Māori language, Samoan language and computing. We are now welcoming our second cohort onto our UCOL construction programme, with many of the first cohort graduating and moving straight into employment. We have also run a civil engineering course and we are hosting a Land Based Training pest control programme. We are also working to bring forestry and horticulture training to our site to integrate with our growing iwi horticulture and forestry portfolios.

Linked to this, we have also partnered with Council to deliver the Mayor's Taskforce for Jobs which facilitated 171 people into employment between the pilot in May-June 2020 through to 30 June 2021. A significant proportion of these numbers were introduced to this employment programme through our iwi services and programmes, highlighting the fact that this is a real partnership that has been highly successful.

Additionally this site has played a role in the Covid 19 pandemic, firstly as a base for the provision of information, hygiene packs and food parcels to communities in the southern Rangitikei. More recently, the site has been utilized by the community for the roll out of vaccinations. Also in recent times, we have discussed the value of this site as a refuge if we experience large scale flooding again, providing a site outside of flooding zones with substantial sleeping and catering capacity.

Bearing all of this in mind, and acknowledging that this site is not yet sustaining itself financially, we ask that Council consider extending the current rating arrangement for a further three years. We are happy to answer any questions and provide proof regarding the profitability of this property since its purchase.

Heoi anō

A handwritten signature in blue ink, appearing to read 'P. Turia', with a stylized flourish at the end.

Pahia Turia
Tumu Whakarae - Chairman

REGULATORY SERVICES

RATES REMISSION POLICY 2020

Date of adoption: 15/07/2020

Resolution number: 04/RDC/154

Review Date: June 2027

Statutory reference for adoption:
Local Government Act 2002 s102(3)(a)

Statutory reference for review:
Local Government Act 2002 s.109(2A)

Included in the LTP: No

RATES REMISSION POLICY

Policy Title: RATES REMISSION POLICY Date of Adoption: 15 July 2004 Review Date: June 2027 Statutory reference for adoption: Local Government Act 2002 s102(3)(a) Statutory reference for review: Local Government Act 2002 s.109(2A) Included in the LTP: No	
Date Amended or Reviewed	Resolution
Included in the LTCCP draft 2006: 24 November 2005	05/RDC/426
Adopted in the LTCCP 2006: 29 June 2006	06/RDC/193
Included in the LTCCP draft 2009: 9 March 2009	09/RDC/098
Adopted in the LTCCP 2009: 25 June 2009	09/RDC/233
Reviewed in the LTP draft 2012: 27 October 2011	11/SPP/103
Adopted by Council 28 June 2012	12/RDC/112
Reviewed for Annual Plan 2013/14 Adopted by Council 2 May 2013	13/RDC/109
Amendment to include incentives for addressing earthquake prone buildings 30 October 2014	14/RDC/233
Amendment to include incentives for business development 29 October 2015	15/RDC/307
Amendment for financial hardship, disproportionate rates compared to the value of the property, or other extenuating circumstances 26 May 2016	16/RDC/117
Amendment for incentivising residential development 31 January 2019	19/RDC/019
Amendment to incentivising residential development 31 October 2019	19/RDC/395
Amendment to incentivising residential development 12 December 2019	19/RDC/427
Adopted by Council 25 June 2020	20/RDC/209

This policy remits rates under ten specific objectives and criteria:

1. Development
2. Incentives for business expansion

3. Incentives to address earthquake-prone buildings
4. Community, sporting and other not-for-profit organisations
5. Contiguous rating units owned or leased by a single ratepayer
6. Multiple toilet pans
7. Penalties
8. Land affected by natural calamity
9. Land protected for natural conservation purposes
10. Financial hardship, disproportionate rates compared to the value of the property, or other extenuating circumstances
11. Incentivising residential development

This policy is in addition to the statutory provisions for fully non-rateable land provided in Schedule 1 of the Local Government (Rating) Act 2002.

1 Rates Relief for development

1.1 Objective

To assist the economic development of the Rangitikei and to increase the variety of goods and services able to be obtained in the Rangitikei.

1.2 Conditions and criteria

As provided by section 85 of the Local Government (Rating) Act 2002, the Council will consider the remission of rates (other than Uniform Annual Charges) to any business or businesses that wish to establish and operate as a business which in the view of the Council:

- is a new type of business or a type of business which does not compete with any existing business within a recognised zone or area; and
- operates from premises, which are regarded as commercial, i.e. as distinct from residential.

2 Incentives for business expansion

2.1 Introduction

Council recognises the value that the District's businesses provide in terms of local employment and services. Some businesses play an important part in attracting non-residents to visit and spend money in the District; others have a significant regional or national presence and (particularly farming businesses) may be significant exporters. Some businesses have been operating within the District for many years, and that plays a part in building the community's cohesiveness and resilience.

Continuity for many businesses requires growth and expansion. Council has some ability to encourage this, not only by ensuring that the appropriate infrastructure (roading, water, wastewater and stormwater services) are available, but also through reducing rates for a while and the user-pays component of building and resource consent fees.

This policy applies to all businesses in the District which are

- a. extending their buildings;
- b. increasing their permanent staff count; and/or
- c. investing in technology or equipment to increase their efficiency and/or market reach.

This policy does not distinguish between types of business enterprise – expansion of a farming enterprise is potentially as eligible for consideration as expansion of clothing retailer.

Local ownership and management is not a pre-requisite for eligibility (but it is an attribute taken into account when Council considers an application for remission).

2.2 Scope of remission

A full or part remission of rates over the property where the expansion is occurring may be granted for up to five years.

Remission may be calculated on the difference between the new and previous valuation of the property following completion of the building expansion.

Remission may be for the full extent of rates or over a specified portion (e.g. over the general rate but still requiring payment of the uniform annual general charge and any targeted rates).

Any remission granted is to the ratepayer of the property. It is transferable to a successive owner of the property provided the extent of the business is not reduced.

Any remission granted will take effect from the next rates instalment but will always end at the end of Council's financial year (i.e. 30 June).

2.3 Consideration of applications

Applications for a remission of rates may be made at any time to the Council's Chief Executive.

Council will consider the application having regard for the six attributes in the table below. Each attribute will be scored on a five point scale (1 being the lowest and 5 the highest) and weighted according to the specified significance.

No rates remission will be granted to an application which scores fewer than 5 unweighted points for the two attributes of high significance.

The score evaluation will be conducted in open meeting. However, as section 38(1)(e) of the Local Government (Rating) Act prohibits public disclosure of remissions, the determination of the basis for a remission and setting of the actual amount and term of the remission will be determined by Council in a public excluded session.

2.4 Administration

During March of each year, Council will review whether the basis of granting the remission remains valid. The ratepayer of the property will be required to provide evidence of this to Council's Chief Executive. If the evidence is not sufficiently conclusive, Council will be informed and, having considered the matter, may vary or terminate the remission.

2.5 Considerations in remission of rates as an incentive for business expansion

ATTRIBUTE	EXPLANATION	SIGNIFICANCE
Employment opportunities	Regard will be given to the number of new jobs created by the expansion, their characteristics (seasonal/skill etc.) and the likelihood that they will be filled by people who live locally	High (25%)
Previous impact of the business on the local economy	Regard will be given for the significance of the business in the local (or district) economy, and how the business has complemented, supported or developed other enterprises	High (25%)
Previous impact of the business on the local community	Regard will be had for how the business has engaged with the community, e.g. by way of sponsorship, involvement with volunteer groups etc.	Medium (15%)
Stability of investment	Regard will be had for likelihood of the expansion being sustained over the longer term	Medium (15%)
Technological leadership	Regard will be had for the extent to which the business applies/develops technology to improve the quality of its	Low/Medium (10%)

	product, extend market reach etc.	
Ownership structure	Regard will be had for the extent to which the business is owned and managed locally	Low/Medium (10%)

3 Incentives to address earthquake-prone buildings

3.1 Introduction

Council recognises the value of addressing earthquake-prone buildings, either by strengthening them or by rebuilding following demolition. While there will be varying views over the respective value of preserving heritage compared with creating a new structure, Council's concern is that such sites remain viable business entities. Council recognises that strengthening all or part of heritage buildings or retaining the street façade as part of a replacement building helps retain townscape character.

This policy applies to

- a) all buildings originally constructed prior to 1945 in the commercial zones of the District where the businesses operating within them (currently or projected) depend on the presence of a significant number of public customers or employees to be viable; and
- b) any other commercial or industrial building where the businesses operating within it (currently or projected) depends on the presence of a significant number of public customers or employees to be viable, for which the owner provides evidence of a professional assessment that the building is earthquake prone (i.e. below the 33% threshold of the New Building Standard).

This policy does not apply to any earthquake-prone building for which the Council has provided grants and/or waiver of fees equivalent to (or exceeding) financial assistance available within this policy. Where that assistance is less, the policy will be applied on a pro rata basis.

This policy does not apply to any demolition, strengthening or rebuilding for which building consents were issued prior to this policy being adopted.

3.2 Remission during building work

A full remission of rates will be granted for up to six months during the period when

- a) the building is strengthened; or
- b) the building is demolished, and a new building is erected on the site; or

- c) the building is demolished, the site is cleared and (in consultation with the Council) set out for passive public use, and a new building is erected on another site within the commercial area of that town

The site must be unoccupied other than by contractors undertaking the building work.

Application for this remission must be made no later than three months before the intended strengthening and demolition. The application must include documentation which gives evidence of

- a) *either* the proposed strengthening work and the time envisaged for that work to be done,
- b) *or* the proposed demolition and rebuilding and the time envisaged for that work to be done.

Approval of this remission will be associated with a waiver of all District Council consent costs up to a maximum of \$5,000 (plus GST). This excludes any government levies and charges, which will remain the responsibility of the property owner.

If the proposed strengthening or demolition/rebuilding is not achieved within the time noted in the application, or as otherwise mutually agreed, Council will reverse the remission and may recover part or all of the waived fees.

3.3 Remission following completion of building work

A full remission of rates will be granted for a maximum of three years for a property containing one or more earthquake-prone buildings once a Code Compliance Certificate has been issued for *either* the strengthening of such earthquake-prone buildings *or* the erection of a new building on a site previously occupied by one or more earthquake-prone buildings *or* the erection of a new building on another site in the commercial zone of that town provided that the use of the former site is consistent with the provisions of the District Plan, irrespective of whether the owner retains the site, transfers it to another entity or (at no cost) vests that site in Council.

Application for this remission must be made no later than three months after the issue of the Code Compliance Certificate.

This remission is available only to the owner of the site when the strengthening or new building work was undertaken.

4 Rates remissions for Community, Sporting and other Not-For-Profit Organisations

4.1 Objective

To facilitate the ongoing provision of non-commercial community services and non-commercial recreational opportunities for the residents of the Rangitikei District.

4.2 Conditions and criteria

This part of the policy applies to land owned or occupied by a charitable organisation, (by or in trust for any society or association of persons, whether incorporated or not) which is used exclusively for the free maintenance and relief¹ of persons in need², or provides welfare, sporting, recreation, or community services. The policy does not apply to organisations operated for private pecuniary profit.

Full Remission

To qualify, land –

- must be owned and occupied by an organisation, whose object or principal object is to promote generally the arts or any purpose of recreation, cultural, health, education, or instruction for the benefit of all the residents or any group or groups of residents of the District, and who are responsible for the rates; and
- does not fit within the definition of non-rateable land under schedule 1 of the Local Government (Rating) Act 2002; but
- is not leased to a third party and the terms of the lease provide for rates to be paid by the Lessor.
- excludes land 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:

- 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.

4.3 Application Information

Organisations making application for the first time must include the following in their application:

- statement of objectives or charter document; and

¹An Institution will be treated as carried on for the free maintenance and relief of the persons to whom this clause applies if;

(a), those persons are admitted to the institution regardless of their ability to pay for the maintenance or relief; and
(b) no charge is made to those persons or any other persons if payment of the charge would cause those persons to suffer hardship.

²Persons in need are defined as persons in New Zealand, who need care, support, or assistance because they are orphaned, aged, infirm, disabled, sick or needy.

- financial accounts; and
- information on activities and programmes; and
- details of membership or clients; and
- any other information that supports the application in relation to the eligibility criteria

Council requires that organisations receiving the remission under this specific objective must confirm their eligibility on an annual basis. Council will remind organisations of this requirement prior to the first rates instalment in any rates year.

5 Contiguous rating units owned or leased by a single ratepayer

5.1 Objective

To enable the Council to act fairly and reasonably in its consideration of rates where two or more rating units fail to meet the requirements of section 20 of The Local Government (Rating) Act 2002, to be treated as one unit for setting a rate **ONLY** because the units are NOT owned by the same person or persons.

5.2 Conditions and Criteria

Two or more rating units may be treated as 1 unit for setting a rate if those units are—

(a) used jointly as a single unit; and

(b) contiguous or separated only by a road, railway, drain, water race, river, or stream, and

(c) leased so as to meet all the requirements of Section 11 of the Local Government (Rating) Act 2002 such that the lessee is entered into the rating information database and district valuation roll as the ratepayer in respect of a rating unit.

Section 11 of the Local Government (Rating) Act 2002 states:

Entry of ratepayer in rating information database and district valuation roll

(1) The name of the following persons must be entered in the rating information database and district valuation roll as the ratepayer in respect of a rating unit:

(a) the owner of the rating unit; or

(b) the lessee of the rating unit under a lease that—

(i) is registered, after the commencement of this section, under section 115 of the Land Transfer Act 1952; and

(ii) is for a term (including renewals) of not less than 10 years; and

(iii) provides that the lessee must be entered in the rating information database and the district valuation roll as the ratepayer in respect of the unit.

(2) The name of a person who is a lessee of a rating unit must be entered in the rating information database and district valuation roll as the ratepayer in respect of the unit if—

(a) the name of the person was, immediately before the commencement of this section, entered in the district valuation roll as the occupier of a separately rateable property under the Rating Powers Act 1988 that substantially corresponds with the rating unit entered in the rating information database; and

(b) the person is a party to a lease or licence with the owner—

(i) that was entered into by the owner and the person before 8 August 2001; and

(ii) remains in force; and

(iii) either—

(A) precludes the renegotiation of rent or any other payments that would allow the owner to be reimbursed if the owner were directly liable to pay the rates due on the unit; or

(B) is a lease registered under section 115 of the Land Transfer Act 1952.

(3) Subsection (1) is subject to subsection (2).

(4) For the purposes of subsection (2), it is sufficient evidence, unless the contrary is proved, that the person referred to in that subsection must be named in the rating information database and the district valuation roll if,—

(a) in the case of a lease under subsection (2)(b)(iii)(A), the owner has provided a statutory declaration to the local authority that those provisions apply:

(b) in the case of a lease under subsection (2)(b)(iii)(B), the owner has provided a certified copy of the certificate of title in relation to the unit that shows the lease has been registered.

(5) For the purposes of subsection (2)(b)(ii), a lease must be treated as remaining in force if the lessee has exercised a right to renew the lease on the same terms and conditions.

(6) In this section, lessee includes a person to whom the lessee transfers or assigns the lessee's interest in the lease.

5.3 Application Information

The applicant must apply in writing to the Group Manager Finance and Business Support of Rangitikei District Council providing details of the lease agreement, including a copy of the lease, which qualifies the applicant for this remission.

The applicant must advise Council of any change in circumstances or the terms of the lease and will, in all events, confirm eligibility on an annual basis.

6 Remission of rates set on Multiple Toilet Pans

6.1 Objective

To recognise that many properties with multiple toilet pans are not fully utilised and offer some relief to those rating units so affected.

6.2 Conditions and criteria

Where the Council has set a rate per number of water closet and urinals (toilet pans) within the rating unit or part of the rating unit the Council will remit the rate according to the following formula:

- The first two pans will receive only one charge
- 3-10 toilet pans: 50% of the value of the Fixed Annual Charge for each pan
- 11+ toilet pans: 75% of the value of the Uniform Annual Charge for each pan

7 Remission of penalties

7.1 Objective

To enable the Council to act fairly and reasonably in its consideration of rates that have not been received by the Council by the Penalty date.

7.2 Conditions and criteria

- Unless there is an element of error on the part of the Council or the Council staff, then any application for penalty remission is declined unless remitted as part of a payment plan.
- The Group Manager Finance and Business Support is delegated the authority to remit one instalment penalty in cases where the rate payment history of the property occupier over the last five years (or back to purchase date where property has been occupied/owned for less than five years) shows no evidence of previous late payment and the instalment was received within 10 working days of the penalty date.
- The Group Manager Finance and Business Support is delegated the authority to remit one instalment penalty if the owner/occupier of the property enters into a Direct Debit payment plan for the next instalment.

8 Remission of rates on Land Affected by Natural Calamity

8.1 Objective

To assist ratepayers experiencing extreme financial hardship due to a natural calamity that affects their ability to pay rates.

8.2 Conditions and criteria

This part of the policy applies to a single event where erosion, subsidence, submersion, or other natural calamity has affected the use or occupation of any rating unit. The

policy does not apply to erosion, subsidence, submersion, etc that may have occurred without a recognised major event.

The Council may, at its discretion, remit all or part of any rate assessed on any rating unit so affected by natural calamity.

The Council will set the criteria for remission with each event. Criteria may change depending on the severity of the event and available funding at the time. The Council may require financial or other records to be provided as part of the remission approval process.

Remissions approved under this policy do not set a precedent and will be applied only for each specific event and only to properties affected by the event.

9 Rates remission on Land Protected for Natural Conservation Purposes

9.1 Objective

To provide rates relief to property owners who have voluntarily protected land of natural conservation purposes; to protect and promote significant natural areas; and to support the District Plan where a number of these features have been identified.

9.2 Conditions and Criteria

Ratepayers who own rating units which include significant natural areas, including those identified in the District Plan, and who have voluntarily protected these features, may qualify for remission of rates under this part of the policy.

Land that is non rateable under section 8 of the Local Government (Rating) Act and is liable only for rates for water supply, wastewater or refuse collection will not qualify for remission under this part of the policy.

Applications must be made in writing. Applications should be supported by documentary evidence of the protected status of the rating unit, e.g. a copy of the covenant or other legal mechanism.

Applications for the remission will be considered by officers of the Council acting under delegated authority from the Council.

In consideration of any application for rates remission under this part of the policy, Council will consider the following criteria:

- The extent to which the protection of significant natural areas will be promoted by granting remission of rates on the rating unit;
- The degree to which the significant natural areas are present on the land, and
- The degree to which the significant natural areas inhibit the economic utilisation of the land.

In granting the submissions for land protected for natural conservation purposes, the Council may specify conditions that must be met before remission is granted. Applicants will agree in writing to these conditions and agree to repay the remission if the conditions are violated.

Council will decide remissions on a case-by-case basis; remissions will usually be applied to the value of the rating unit or proportion of a rating unit that contains the areas of significant natural flora.

The Council may agree to an on-going remission in perpetuity provided the terms and conditions of the voluntary legal mechanism applying to the feature are not altered.

10 Financial hardship, disproportionate rates compared to the value of the property or other extenuating circumstances

Council may, on application of a ratepayer, remit all or part of a rates assessment for one or more years if satisfied there are sufficient grounds of financial hardship by the ratepayer, or where the size of the annual rates assessment compared with the rateable value of the property is deemed disproportionately high, or where there are other extenuating circumstances to do so.

Council's threshold for 'disproportionately high' is where the annual rates assessment exceeds 10% of the rateable value of the property.

Council is also able to reduce or waive rates only in those circumstances which it has identified in policies. This addition allows Council to consider individual circumstances, but it does not compel Council to reduce or waive rates.

11 Incentivising residential development

Objective

To increase the amount of housing stock in the Rangitikei.

Conditions and criteria

Rates remission on new or relocated dwellings

1. Council may grant a rates remission on a new residential building constructed anywhere in the Rangitikei District or a relocated dwelling if brought from outside the District and so certified by the agency undertaking the relocation
2. The remission will be for a total of \$5,000 (GST inclusive), and available after the Council has issued a building code compliance certificate for the dwelling. The remission will end once \$5,000 of rates has been remitted. The remission applies to the property and if sold will be transferred to the subsequent owner.
3. If more than one qualifying new or relocated dwelling is constructed on a single rating unit, the remission is increased proportionate to the number of dwellings.
4. A remission will be considered, by way of waiver of internal building consent costs, if the otherwise qualifying new or relocated dwelling is replacing an existing dwelling. Waiving of internal building consent costs for a new dwelling

replacing an existing dwelling be calculated by taking the percentage increase in ratable value between the new house and the existing house and applying this percentage to the \$5,000 ratable value, with the proviso that \$5,000 would be the maximum amount waived.

5. The remission is not available retrospectively for otherwise qualifying new or relocated dwellings which have been completed before the commencement date of this policy.
6. If approved the remission will be allocated against the rate account pertaining to that property.

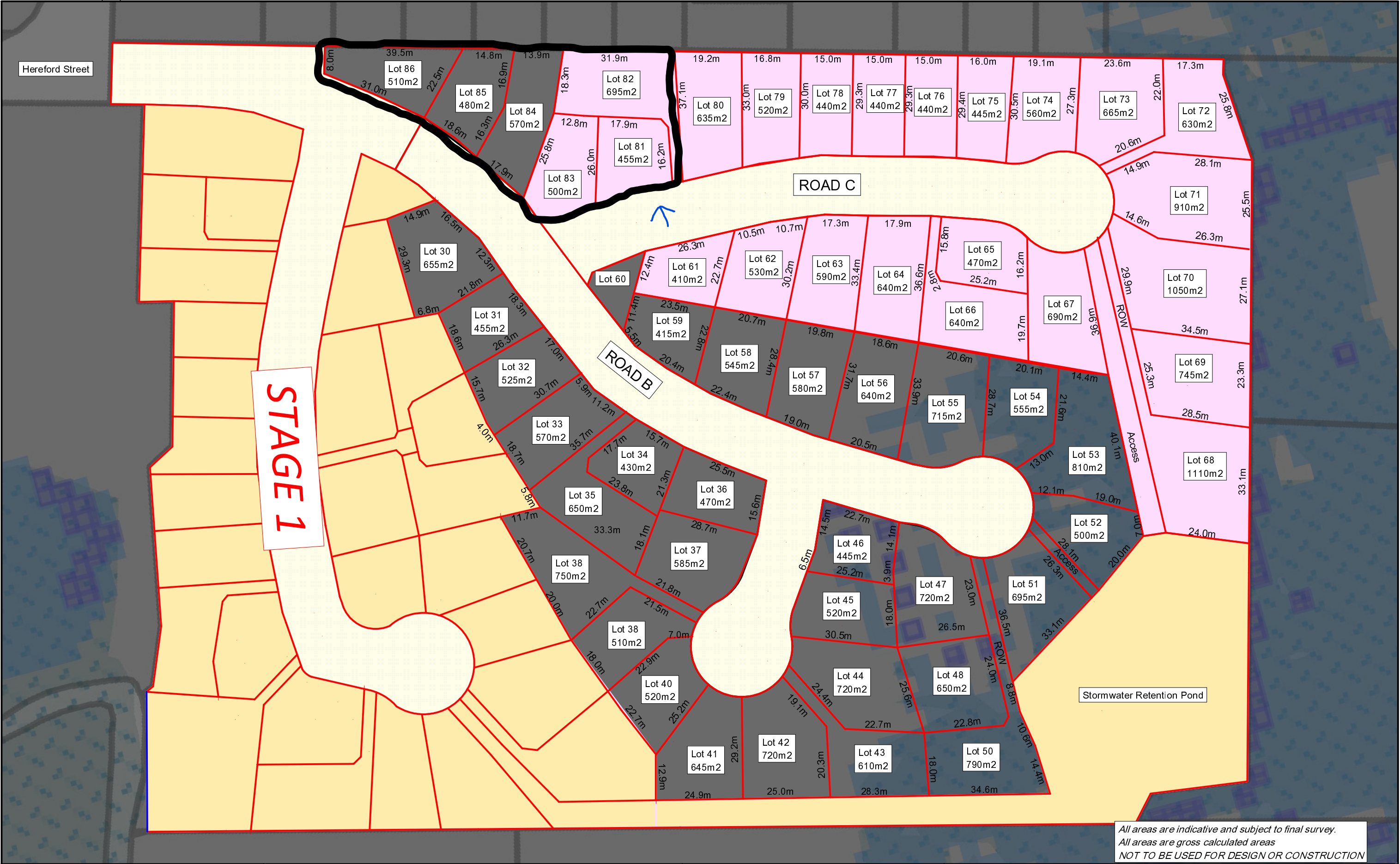
Rates remission on subdivisions for residential purposes

1. Council may grant a rates remission on a residential subdivision with a minimum of three sections anywhere in the Rangitikei District.
2. If a subdivision for residential purposes receives resource consent approval *after* the commencement date of this policy, Council will remit all rates which are fixed amounts* for up to three years (commencing from 1 July) on that portion of the subdivision which is unsold during that time provided at least one section has been sold. This includes sections to be used for roading (but this is not deemed to be sold).
3. If a subdivision for residential purposes receives resource consent approval *no earlier than two years before* the commencement date of this policy, Council will credit all rates which are fixed amounts and paid from 1 July following the date of resource consent approval for up to three years.
4. Any section sold from a subdivision for residential purposes during the three-year period when a remission has been granted over the whole site will be remitted 75% of all rates which are fixed amounts for one year. The remission available for new or relocated homes will apply after that year, if eligible.
5. New rates are calculated and applied at 1 July, being the start date for Council's financial year.
6. If approved, the remission will be credited against the rate account pertaining to that property.

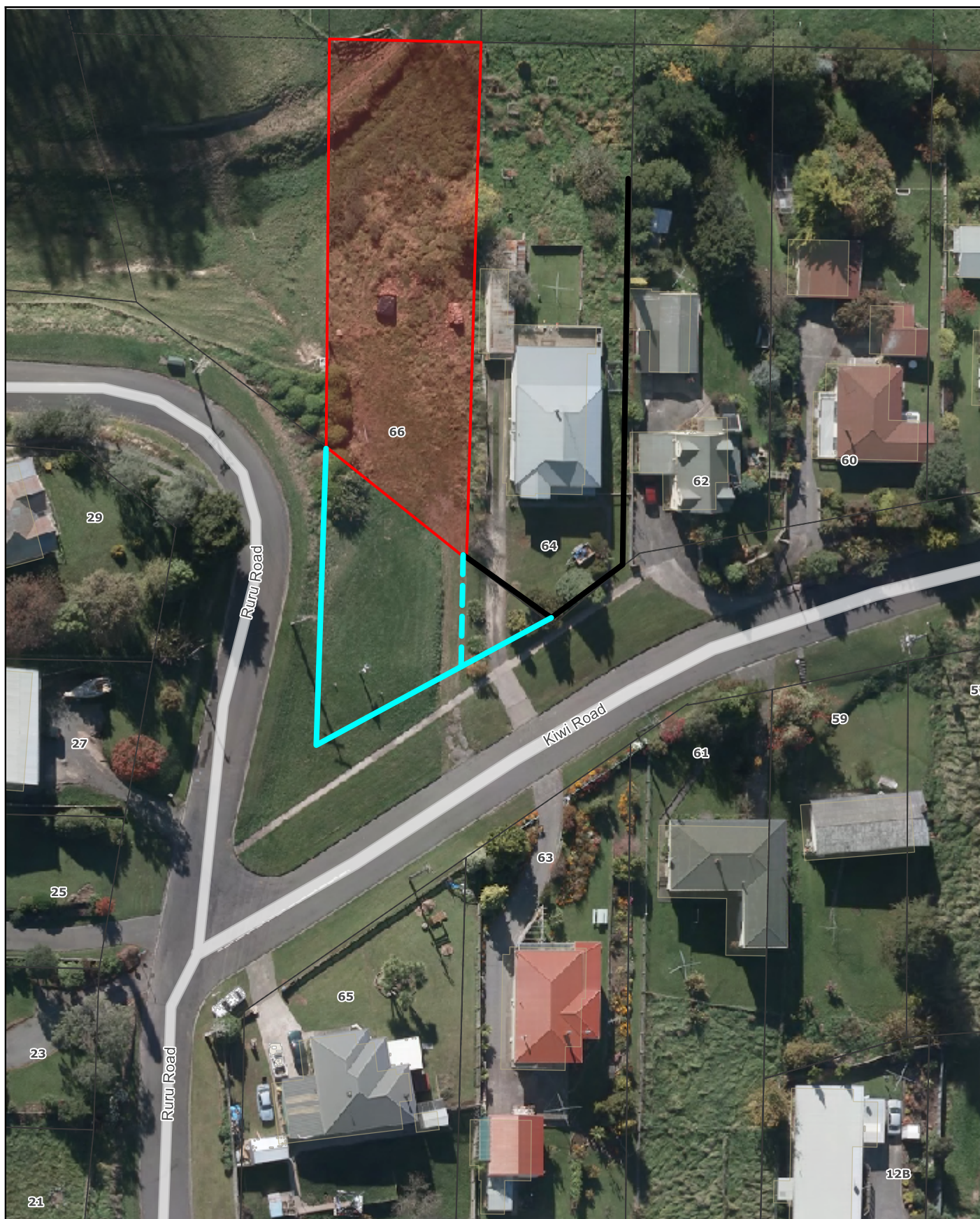
*Rates which are fixed amounts are: the Uniform Annual General Charge; connected and public good charges for water, wastewater and stormwater; and solid waste disposal.

**Where sections are contiguous, only one of those sections can be rated for rates which are fixed amounts.

9 July 2020



Print Date: 7/04/2021
Print Time: 1:01 PM



Scale: 1:690
Original Sheet Size A4

Projection: NZGD2000 / New Zealand Transverse Mercator 2000
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1839246.79111297,5604228.9197421

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

10 Reports for Decision

10.1 Submission to Central Government on 3 Waters Reform

Author: Carol Gordon, Group Manager - Democracy & Planning

Authoriser: Peter Beggs, Chief Executive

1. Reason for Report

- 1.1 The Three Waters reform is a Central Government initiative. Councils currently have an opportunity to provide feedback to Central Government and to raise any issues/concerns with them through a submission by 30 September 2021.
- 1.2 Council sought input from residents and ratepayers and this feedback will be included in the submission to Central Government.
- 1.3 A draft Submission, including the survey feedback, will be tabled at the Council meeting for Council to consider and adopt.

Recommendation 1

That the Council receive the Submission to Central Government on 3 Waters Reform report.

Recommendation 2

That, following feedback at the Council meeting, Council approve the final submission to Central Government on the 3 Waters Reform, noting it will be sent on 30 September 2021.

10.2 Lease request for former Bulls Library**Author:** Gaylene Prince, Group Manager - Community Services**Authoriser:** Peter Beggs, Chief Executive**1. Reason for Report**

- 1.1 Bulls & Districts Historical Society Inc. (The Society) have requested that Council lease the ex-Bulls Library building to them at a peppercorn rental of \$1 per year with a lease in perpetuity of 99 years.
- 1.2 The Society also request approval to erect the proposed bronze statue of Chris Amon in the area at the front, on the right-hand side (of the entrance ramp, pathway), while the remaining area would be turned into a public area.
- 1.3 At its meeting on 26 August 2021, Council requested that staff provide more information about the request, including history of the building, and any previous resolutions relating to this site, to the September Council meeting.
- 1.4 Representatives from The Society will provide more detail about their proposal as a separate item (in the Public Forum session) at the September Council meeting.

2. Background

- 2.1 The Society intend to create the building into a dedicated War Memorial. The Society have noted they “will be responsible for insurance, general maintenance and any earthquake proofing required and will obtain the necessary funding for this.”

3. Ex Bulls Library Building

- 3.1 The building is located at 73 High Street (State Highway One), Bulls, (see site map below). The building is situated on Lot 7 and the car park on Pt Lot 22.

ITEM 10.2



- 3.2 The land is held (in Trust) for the benefit of the public as a site for a public library, or for such other purposes as the Council determine. There is no 'power of sale' in the Trust Deed to sell the land (and, therefore, the building if that should remain on-site). The building itself is owned by Council.

Council also owns the adjacent carpark (highlighted red, below), Part Lots 25 and 26. Council had previously advertised this site for sale in 2018, however the purchaser withdrew from the sale agreement.

Officer recommendation (Recommendation 3 refers): That the two carpark at the rear of 73 High Street (Part Lot 22 and Part Lots 25 and 26) do not form part of a potential lease with The Society, and that they remain available as a public carpark.



3.3 Heritage Listed

The building has a Category II listing with the Historic Places Trust. It is also a Heritage Item listed in Council's District Plan. The exterior has a Memorial Arch dedicated to those who resided in the Bulls district and served in the First World War.

3.4 Earthquake Status

In 2013, Kevin O'Connor Associates (KOA) provided an initial assessment of the building's seismic strength and percentage of New Building Standard (%NBS).

Engineering New Zealand says that "a %NBS score evaluates the performance of a particular building over a range of earthquakes, in terms of protecting life. It's calculated as part of a seismic assessment of a building. A %NBS rating doesn't measure a building's ability to function after an earthquake. It says nothing about the damage that building could be expected to sustain or whether it will be able to be used again."

New Zealand Society of Earthquake Engineers (NZSEE) developed a grading system (A-E) to complement the %NBS earthquake rating:

Table 1. Building Grading System for Earthquake Risk

<i>Percentage of New Building Standard (%NBS)</i>	<i>Building Grade</i>	<i>Approx. Risk Relative to a New Building</i>	<i>Life-Safety Risk Description</i>
>100	A+	<1 times	Low risk
80 – 100	A	1 – 2 times	Low risk
67 – 79	B	2 – 5 times	Low to Medium risk
34 – 66	C	5 – 10 times	Medium risk
20 – 33	D	10 – 25 times	High risk
<20	E	more than 25 times	Very high risk

The KOA assessment resulted in a %NBS rating of 10, which makes the building a Grade E (<20 %NBS) Earthquake Prone Building.

Officer recommendation (Recommendation 4 refers): That due to the very high Life-Safety Risk rating, Officers recommend that the building is not able to be open to the public until after seismic strengthening work has been completed.

Also in 2013, ProArch provided an Indicative Budget Estimate to strengthen the building, assuming that the 1917 building was unreinforced masonry that should be treated as “earthquake prone” requiring strengthening, while the building extension, done in 1997, did not require strengthening.

The 2013 indicative estimate based on these assumptions and excluding contingencies and professional fees was \$170,000.

4. Future use of ex Bulls Library building and site

- 4.1 Council’s 2012-22 Long term Plan (LTP) signalled the development of a long term plan for the Bulls central business district (CBD).
- 4.2 Then in 2013, Council decided to develop the CBD plan, which then became known as the Bulls Town Centre Plan (TCP). The Bulls TCP was adopted by Council in June 2014 (14/RDC/150).
- 4.3 The TCP makes a few references to demolishing the (then) existing library, keeping the existing Memorial Arch as a central feature of a new park, as part of the plan for a network of secondary public places. The TCP Summary notes this as one of its Actions, including that a design brief would be needed. An open letter to the Bulls community on 11 November 2016 states that “the Bulls Town Centre Plan, which was developed through a community engagement process in 2014 and then adopted by Council, proposes the demolition of the library building, but retention of the Memorial Arch. The intention being that the library site becomes a public park, with the Memorial Arch being a central feature.”
- 4.4 The report that was presented to Council (in June 2014, as part of the adoption of the TCP) highlighted that the four work streams of the TCP indicated that the implementation of the plan would be an on-going process. It also noted that while the

TCP signalled a number of specific initiatives/actions, that in adopting the Bulls TCP, “Council will be endorsing and supporting the strategies and tactics set out in the Plan but will not be giving final approval to any initiatives”.

- 4.5 The report further noted that it was appropriate that the Bulls Community Committee facilitate, co-ordinate and monitor the implementation of the TCP at a community level.
- 4.6 The topic of the Bulls site was included in the 2017/18 Annual Plan Consultation Document (Page 11) which stated (in terms of the use of the Bulls Library site) ‘The Library site and adjoining car park, fronting onto Criterion Street, will be retained, to be developed as recreational space, with the Memorial Arch in front of the library being a feature’.
- 4.7 A Bulls Community Centre Project Group was formed and at their meeting on 25 September 2018 noted a Library Site Advisory Group would be formed and suggested representation include representation from Museum/Historical Society, RSA, Community Committee, Community Trust, elected members, youth. They also noted the process would start with the Library Site Advisory Group but would involve the community, as the whole process had done to date.
- 4.8 The Bulls Community Committee resolved (18/BCC/052) to nominate Mr Tyrone Barker to represent them on the yet to be formed steering committee (advisory group) for the green-space/Bulls library area. As of this date, a design brief has not been created for ‘High St public space (Library site)’.

Officer recommendation (Recommendation 6 refers): That if Council determines that a lease be entered into with The Society, that the Bulls community be advised that Council will not now be considering a design brief for a green space at the former Bulls Library site and that, instead, a lease is being entered into with the Bulls & Districts Historical Society Inc. to allow them to create a dedicated war memorial.

5. Lease covenants

- 5.1 If Council agrees to enter into a lease agreement with The Society, Officers suggest the following covenants:

Term of lease

The Resource Management Act 1991, Part 10 Subdivision and reclamations, Section 218(1)(a)(iii) states that “In this Act, the term **subdivision of land** means - ... by a lease of part of the allotment which, including renewals, is or could be for a term of more than 35 years, ...

Officer recommendation (Recommendation 5 refers): That any term of lease be 35 years (or less).

Other suggested covenants:

1. That there be a nominal rental of \$1.00 GST exclusive per year.

ITEM 10.2

2. That The Society be responsible for (including the funding of) the maintenance and renewal of the lawn frontage and gardens.
3. That The Society be responsible for (including funding of) all exterior and interior building maintenance and renewals, including the Memorial Arch.
4. That The Society be responsible for (including funding of) the seismic strengthening of the building to achieve (percentage to be determined) X Percentage of New Building Standard.
5. That the building is not open to the public until seismic strengthening working has been completed.
6. That the Society is responsible for (including funding of) all services it requires, for example, electricity, gas, water, refuse removal, rates, insurance.
7. No sub-leasing or commercial benefit to occur without the prior consent of the Landlord.

The Society have also requested permission to erect a Chris Amon statue on the lawn frontage.

Officer recommendation (Recommendation 8 refers): That if Council permits the erection of the Chris Amon Statue on the front lawn at 73 High Street, that a B4U-Dig be obtained before final placement is determined in conjunction with Council Officers, and that The Society be responsible for on-going maintenance of the statue.

Below are a number of recommendations for the Council to consider. If Council does not agree to enter into a lease with the Bulls & Districts Historical Society Inc then recommendations 3-8 will not apply.

Recommendation 1

That the report 'Lease request for former Bulls Library' be received.

Recommendation 2

That Council enters / does not enter **[delete one]** into a lease with Bulls & Districts Historical Society Inc for the former Bulls Library building located at 73 High Street, Bulls.

Recommendation 3

That the public car parking areas at the rear of 73 High Street (Pt Lot 22 and Pt Lots 25 and 26) do not form part of a lease with Bulls & Districts Historical Society, and that they remain available as a public car parking space.

Recommendation 4

That due to the very high Life-Safety Risk rating, the building at 73 High Street, Bulls, is not to be opened to the public until all seismic strengthening work has been completed.

Recommendation 5

That the following covenants be included in the lease documentation for the lease with Bulls & Districts Historical Society for the former Bulls Library, 73 High Street, Bulls:

1. That the term of lease be for years
2. That there be a nominal rental of \$..... GST exclusive per year
3. That Bulls & Districts Historical Society be responsible for the maintenance and renewal of the lawn frontage and gardens
4. That Bulls & Districts Historical Society be responsible for (including funding of) all exterior and interior building maintenance and renewals, including the Memorial Arch
5. That Bulls & Districts Historical Society be responsible for (including funding of) the seismic strengthening of the building to achieve Percentage of New Building Standard, and that the building is not to be opened to the public until all seismic strengthening work has been completed
6. That Bulls & Districts Historical Society is responsible for (including funding of) all services it requires, for example, electricity, gas, water, refuse removal, rates, insurance.
7. That Bulls & Districts Historical Society may not sub-lease or allow commercial benefit to occur without the prior consent of the Landlord.

Recommendation 6

That if Council determines that a lease be entered into with The Society, that the Bulls community be advised that Council will not now be considering a design brief for a green space at the former Bulls Library site and that, instead, a lease is being entered into with the Bulls & Districts Historical Society Inc. to allow them to create a dedicated war memorial.

Recommendation 7

That Council permits/does not permit **[delete one]** the erection of the Chris Amon Statue on the front lawn at 73 High Street, Bulls.

Recommendation 8

That a B4U-Dig be obtained before final placement of the Chris Amon statue at 73 High Street, Bulls, is determined in conjunction with Council Officers, and that Bulls & Districts Historical Society be responsible for (including funding of) on-going maintenance of the statue.

ITEM 10.2

10.3 Health, Safety and Wellbeing Due Diligence Plan**Author:** Sharon Grant, Group Manager - People & Culture**Authoriser:** Peter Beggs, Chief Executive**1. Reason for Report**

- 1.1 This report presents Councils Health, Safety and Wellbeing Due Diligence Plan and proposes the appointment of a Governance Health, Safety and Wellbeing Champion.

2. Context

- 2.1 Elected Representatives are considered Officers under the Health and Safety at Work Act 2015 (Act). This means that they have an obligation to exercise due diligence in relation to health and safety matters. Due diligence is defined in section 44(4) of the Act as taking reasonable steps to:
- 2.1.1 Acquire and update knowledge of health and safety matters; and
 - 2.1.2 Gain an understanding of the operations carried out by the organisation, and the hazards and risks generally associated with those operations; and
 - 2.1.3 Ensure the person conducting business or undertaking (PCBU) has appropriate resources and processes to eliminate or minimise those risks; and
 - 2.1.4 Ensure the PCBU has appropriate processes for receiving and considering information about incidents, hazards and risks, and for responding to that information in a timely way; and
 - 2.1.5 Ensure there are processes for complying with any duty, and that these are implemented; and
 - 2.1.6 Verify that these resources and processes are in place and being used.

3. Discussion

- 3.1 A Health, Safety and Wellbeing Due Diligence Plan (Due Diligence Plan) has been developed and is attached to this report. The purpose of the Due Diligence Plan is to enable a proactive and planned approach to supporting Elected Members to achieve their due diligence obligations.
- 3.2 The Due Diligence Plan is aligned to the Institute of Directors Health and Safety Guide: Good Governance for Directors. This guide provides advice on the role of directors in effective health and safety governance and provides recommendations within the elements of policy and planning, delivery, monitoring and review.
- 3.3 The Due Diligence Plan proposes the appointment of a Governance Health, Safety and Wellbeing Champion (Governance Champion). The Governance Champion would support enhanced governance focus and expertise in relation to health, safety and wellbeing matters. It would also provide a strategic link between internal health, safety and wellbeing policy and planning, and governance. Having a Governance Champion to support policy and planning activities is a recommendation within the Institute of Directors Guide.

ITEM 10.3

- 3.4 It is envisioned that the Governance Champion would initially provide support to the development of a Health, Safety and Wellbeing Governance Charter, and Strategy. The Governance Champion would also receive updates prior to the Audit and Risk Committee and Council Meetings and would be involved in Audit and Risk Committee reporting.
- 3.5 To support development in the role, the Due Diligence Plan enables the appointed Governance Champion to attend the Institute of Directors Advanced Health and Safety Governance Training (six, one-hour, online modules).
- 3.6 The Due Diligence Plan was reviewed by the Audit and Risk Committee at the meeting held on 9 September 2021. However, the Audit and Risk Committee deferred the decision on the appointment of a Governance Champion, requesting that it was brought to full Council so that any Member may be appointed.

4. Financial Implications

- 4.1 The fee for the Institute of Directors Advanced Health and Safety Governance Training is \$540.00 for members and \$648.00 for non-members (GST inclusive).

5. Statutory Implications

- 5.1 The requirement for Officers to exercise Due Diligence is legislated under the Health and Safety at Work Act 2015.

6. Decision Making Process

- 6.1 The Health, Safety and Wellbeing Due Diligence Plan is provided to support a decision on the appointment of a Governance Health, Safety and Wellbeing Champion.

Attachments

- 1. **Health, Safety and Wellbeing Due Diligence Plan**

Recommendation 1

That the report, Health, Safety and Wellbeing Due Diligence Plan, be received.

Recommendation 2

That Council nominates _____ to undertake the role of Governance Health, Safety and Wellbeing Champion for the remainder of the triennium.

Health, Safety and Wellbeing Due Diligence Plan

This Due Diligence Plan is aligned to the Institute of Directors Health and Safety Guide: Good Governance for Directors (March 2016) and aims to enhance due diligence in health, safety and wellbeing (HS&W) leadership at Rangitikei District Council (RDC).

A positive and robust HS&W culture begins at the Council table and spreads throughout the organisation. The Health and Safety at Work Act places a duty on elected members – as Officers – to exercise due diligence to ensure that RDC complies with its health and safety duties and obligations.

Due diligence requires Officers to take reasonable steps to understand RDC's operations and HS&W risks, and to ensure that they are managed so that everyone is safe. Due diligence is defined in the Health and Safety at Work Act as taking reasonable steps to:

- Acquire and update knowledge of health and safety matters
- Gain an understanding of the operations carried out by the organisation and the hazards and risks generally associated with those operations
- Ensure the organisation has, and uses, appropriate resources and processes to eliminate or minimise those risks
- Ensure the organisation has appropriate processes for receiving and considering information about incidents, hazards and risks, and for responding to that information in a timely way
- Ensure there are processes for complying with any duty, and that these are implemented
- Verify that these resources and processes are in place and being used.

This due diligence plan outlines the activities that will be undertaken to enhance elected member knowledge and understanding of HS&W matters. The plan is aligned to the elements of policy and planning, delivery, monitoring and review.

A key part of this plan is the 'Work as Done' sessions. The intent of these sessions is for the key staff responsible for each area to demonstrate the nature of their operations, the hazards and risks associated with those operations, and their HS&W approach and processes to eliminate or minimise those risks. Where appropriate, a site visit will be scheduled as part of this process.

Scheduled activities		Due diligence element				When
What	Who	Policy & planning	Delivery	Monitoring	Review	
SafePlus Assessment	Whole organisation				*	March 2021 <i>Complete</i>
Work as Done Session: Landfill remediation at Putorino Road / Mangaweka Bridge Replacement	Elected Members Chief Executive, ELT, Officers.		*	*		May 2021 <i>Complete</i>
SafePlus Assessment report to Audit and Risk	Audit and Risk Committee Chief Executive, GM People and Culture				*	Sept 2021 <i>Complete</i>
Endorse HS&W in the Workplace Policy	Audit and Risk Committee	*				Sept 2021 <i>Complete</i>
Endorse HS&W Due Diligence Plan	Audit and Risk Committee	*				Sept 2021 <i>Complete</i>
Appoint Governance HS&W Champion	Council	*				Sept 2021
Institute of Directors Advanced H&S Governance Training (on-line)	Governance H&S Champion Group Manager People and Culture		*			Oct 2021
Develop HS&W Governance Charter	H&S Champion GM People and Culture	*				Oct/Nov 21
Review HS&W strategy and reporting	H&S Champion GM People and Culture	*				Oct/Nov 21
Endorse HS&W Governance Charter, strategy and reporting	Audit and Risk Committee	*				Dec 2021
Work as Done Session: Parks and Reserves (includes site visit)	Elected Members Chief Executive, ELT, Officers.		*	*		Feb 2022
Work as Done Session: Lone workers	Elected Members Chief Executive, ELT, Officers.		*	*		March 2022
Work as Done Session: Animal Control (includes site visit).	Elected Members Chief Executive, ELT, Officers.		*	*		May 2022
Work as Done Session: Libraries / front of house	Elected Members Chief Executive, ELT, Officers.					July 2022
HS&W governance training for new Council.	Elected Members		*			Nov/Dec 22

Regular activities		Due diligence element				When
What	Who	Policy & planning	Delivery	Monitoring	Review	
Monthly HS&W Report (Dashboard)	Full Council CE and Executive Leadership Team			*		Monthly
Quarterly HS&W Report (full report)	Audit and Risk Committee			*		Quarterly
Full report of notifiable incidents or accidents	Audit and Risk Committee			*		As needed
Discussion of HS&W incidents, innovations and other matters	CE and Executive Leadership Team		*	*		Monthly
Attend HS&W Committee Meetings	GM People and Culture GM Assets and Infrastructure		*	*		Bimonthly
Review of HS&W Committee Meeting minutes and matters arising	CE and Executive Leadership Team		*	*	*	Bimonthly
Departmental HS&W Toolbox Meetings	Departmental GM's		*	*	*	Monthly
Updates / training on HS&W Matters	As appropriate		*			As needed

10.4 Bulls Bus Lane and Town Square - Revised Construction Contract**Author:** Clare Manners, Project Coordinator**Authoriser:** Peter Beggs, Chief Executive**1. Reason for Report**

- 1.1 This report seeks approval for the Chief Executive Officer to sign a contract with ID Loaders for \$625,541.11 for the Bulls Bus Lane and Town Square construction. This is an increase from the tender price that was accepted by Council in 2020.
- 1.2 This report seeks to formalise expending of the full budget on this project.
- 1.3 The report also wishes to inform elected members about the findings that have come from the excavated material from Bulls Bus Lane and Town Square land; and seeks approval of a process of managing archaeological discoveries during construction projects.

2. Context

- 2.1 During the design of Te Matapihi a need for a bus lane and developed town square adjacent to Te Matapihi was identified. This was designed while Te Matapihi was in construction, and the bus lane and town square construction was open tendered in 2020.
- 2.2 Previous council resolutions formally enacted the budget for this project and approved the award of the construction tender based on the original price.
- 2.3 The construction period was deferred from February 2021 to October 2021, with approval from the Assets and Infrastructure Committee, due to delays receiving the archaeological authority. Material prices increased significantly in 2021, increasing the cost of this project.
- 2.4 Archaeological authority was applied for through NZ Heritage, to seek permission for development on the site. This authority was approved in April 2021, and permission given to go ahead with the construction of the bus lane. This is due to start in October 2021. The archaeologist has informed us that there are artifacts found from the excavations that took place, that would be suitable to have on display. There are currently no details given around what these artefacts are, except that an old coin is included.

3. Previous Approvals

- 3.1 The following previous approvals apply:

Reference	Description
20/RDC/419	That the Council approves the budgeted expenditure for the Bulls Bus Lane and Town Square to a total value of \$1,025,603.
20/RDC/420	That the Council accepts the tender from ID Loader Limited for the sum of \$557,103.35 + GST including provisional sum but excluding

	contingency allowance, for the construction of the Bus Lane & Town Square.
20/RDC/421	A contingency sum of \$100,000 (already included in the total sum of \$1,025,603) be reserved against the project for unforeseen problems which may arise during the duration of the contract.
A&I Committee April 2021	Committee confirmed staff recommendation to defer the work to October 2021

4. Financial Implications

- 4.1 Staff requested the contractor to confirm their price ahead of starting works in October 2021, as the validity of their tender had expired.
- 4.2 The contractor has resubmitted their price, which has increased in the 12 months since their tender was submitted, primarily due to material cost increases. Material prices are escalating across all industries due to the impact of COVID-19, on shipping and manufacturing.
- 4.3 Since the design was completed and the work tendered, an arrangement has been reached for Council to lease some additional areas around the town square. This is a clear scope change to the project, and an estimate has been added to the financial table below to cover the cost. This can be funded from the existing project budget out of the 'other costs' that was found to be not required.
- 4.4 There is sufficient budget within this project to accommodate the increased cost. The budget below shows the budget breakdown:

	Approved Budget	Total Forecast Spend
Construction	\$ 557,103.00	\$ 625,541.11
Professional Fees	\$ 130,000.00	\$ 34,381.75
RDC Staff Costs	\$ -	\$ 34,481.08
Regulatory	\$ 22,000.00	\$ 4,486.52
Other	\$ 65,500.00	\$ -
Archaeological	\$ 50,000.00	\$ 42,505.00
Culture & Heritage	\$ 101,000.00	\$ 101,000.00
Contract Works Insurance	\$ -	\$ 30,000.00
Landscaping of additional area	\$ -	\$ 50,000.00
Contingency	\$ 100,000.00	\$ 100,000.00
Total	\$ 1,025,603.00	\$ 1,022,395.46

5. Archaeological Findings

- 5.1 Some artefacts including an old coin were discovered during excavation for Te Matapihi in the area that the bus lane and town square will occupy.
- 5.2 The Project Management Office proposes that in the event of any archaeological findings, Heritage New Zealand is consulted and that mana whenua are included in the consultation and offered first right to view the artefacts and be gifted them if they are of importance to iwi. If they are not of interest to mana whenua, the items will come back to Council with recommendations for other groups that the artefacts could be gifted to.
- 5.3 This will form the basis of a paper to Te Roopuu Ahi Kaa Komiti recommending and outlining a district-wide protocol for the discovery of taonga during construction. The artefacts found on this project need to be dealt with now before that protocol is drafted.

6. Preparation for Construction

- 6.1 The 3910:2013 contract needs to be executed. This report seeks approval for the Chief Executive to sign the contract.
- 6.2 Construction works will start on 26th October 2021 and communications are being prepared for public and staff well in advance of this.
- 6.3 The landscaping of the additional town square area will be designed, and a variation requested from the contractor.
- 6.4 During 2021 officers have begun to request approval from Council to expend project capital budgets. Normal financial delegations still apply. The budget for this project was approved in 2020, and so this approval is sought in this report.

7. Conclusion

- 7.1 The Project Management Office recommends that the Chief Executive is given authority to sign a contract with ID Loaders for \$625,541.11. This can be comfortably accommodated within the existing budget. The procurement policy was fully complied with in order to engage ID Loaders.
- 7.2 The Project Management Office recommends that the Chief Executive is given approval to expend the full project budget, which was resolved in October 2020.
- 7.3 Artefacts that have been located on the site should be offered to mana whenua in consultation with Heritage New Zealand. If iwi are not interested in these discoveries, another paper will be brought to Council with options for parties to offer the items to.

Recommendation 1

That the report 'Bulls Bus Lane and Town Square' be received.

Recommendation 2

That Council **approve** for the Chief Executive to sign a contract with ID Loaders for the construction contract of the Bull Bus Lane and Town Square to a value not to exceed of \$775,541.11, excl GST, which includes provision of \$50,000 variation for additional work and \$100,000 contingency.

Recommendation 3

That Council **approve** for the Chief Executive to expend the project budget not to exceed \$1,025,603 and to delegate this to staff as required.

Recommendation 4

That Council **approve** for the artefacts found onsite to be offered to iwi in consultation with Heritage New Zealand.

10.5 Taihape Amenities Building - Detailed Design Endorsement

Author: Adina Foley, Project Manager - Infrastructure

Authoriser: Peter Beggs, Chief Executive

1. Reason for Report

- 1.1 The purpose of this report is to provide Council the detailed design of the new Taihape Amenities Building for endorsement.
- 1.2 Following endorsement, the project team will apply for building consent by the middle of October 2021.
- 1.3 The detailed design will also be issued to the two contractors who were successfully shortlisted at the end of the Registration of Interest stage so that they can prepare a tender, including pricing.

2. Context

- 2.1 Council resolved in the meeting in November 2020 to “Proceed with the separate amenity building including furniture and fit out; equipment and security, at a cost of \$2.148 million to be located at the end of the netball courts as indicated in Page 54 of the Council paper.” (Resolved minute 20/RDC/47).
- 2.2 The project team has worked closely with the architects and engineers to develop and complete the design of the building and all its engineering services.
- 2.3 The project team has engaged with the Park User Group regularly to go through any changes from the original concept design.
- 2.4 This endorsement is the final official confirmation of the layout of the Taihape Amenities Building.

3. Conclusion

- 3.1 The project team would like to move to the next step of the project which is the application for building consent and pricing by the shortlisted contractors. Therefore, the project team is requesting council to endorse the layout and shape of the building.

Attachments

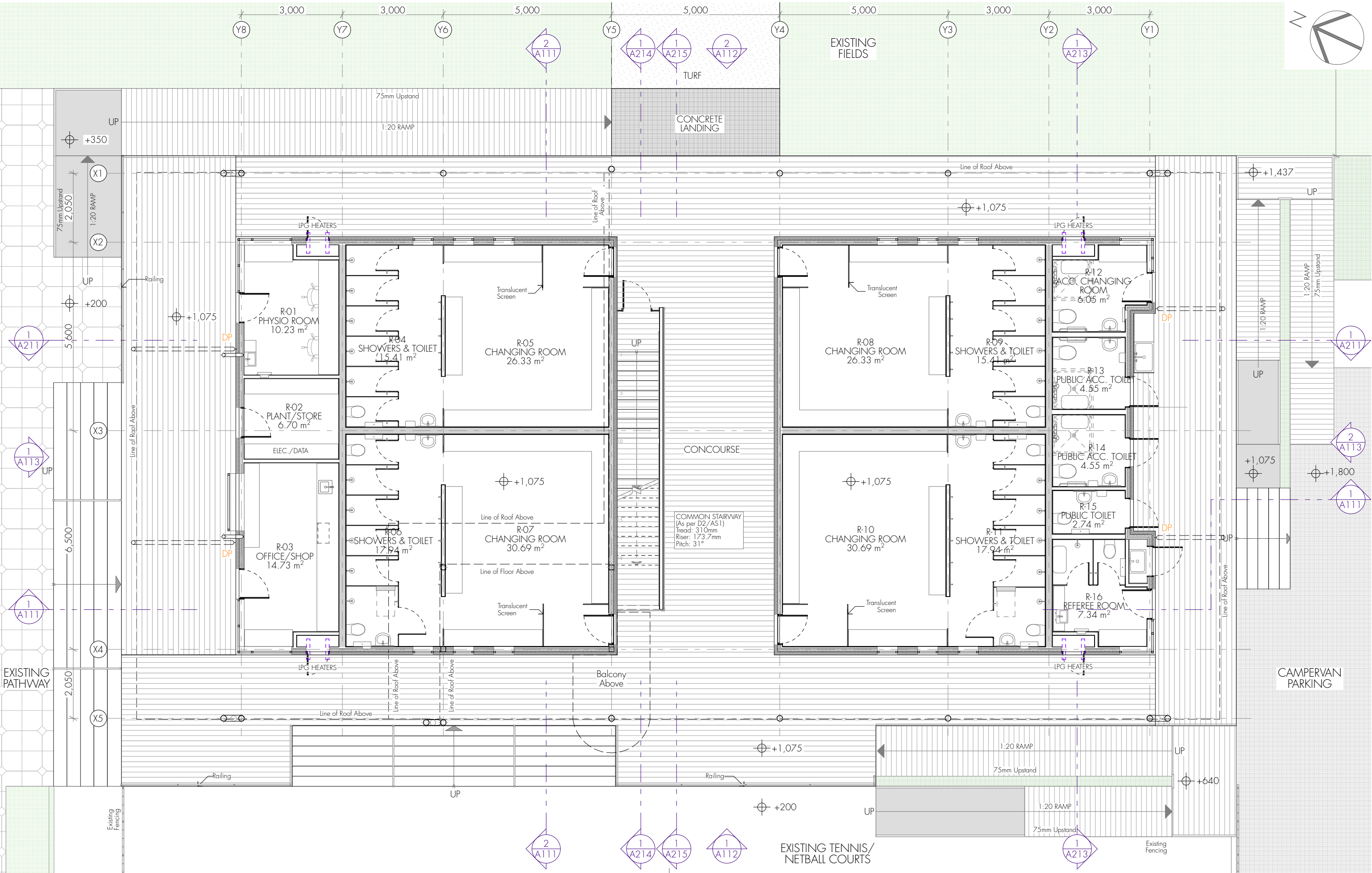
1. Taihape Amenities Building - Detailed Design

Recommendation 1

That the report ‘Taihape Amenities Building - Detailed Design Endorsement’ be received.

Recommendation 2

That council endorses the attached Taihape Amenities Building detailed design layout.



DETAILED DESIGN

RevID	ChID	Change Name	Date
01	1	Detailed Design Issue	22/09/2021

GENERAL NOTES:
CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF WORKS. DO NOT SCALE FROM DRAWINGS. ANY DISCREPANCIES TO BE CONFIRMED WITH ARCHITECT. ALL WORK TO COMPLY WITH NZBC AND RELEVANT APPROVED STANDARDS

COPELAND ASSOCIATES ARCHITECTS

contact@copelandassociates.co.nz
Level 1, 8 Railway Street Newmarket Auckland

CONTACT DETAILS:
(09) 522 5259

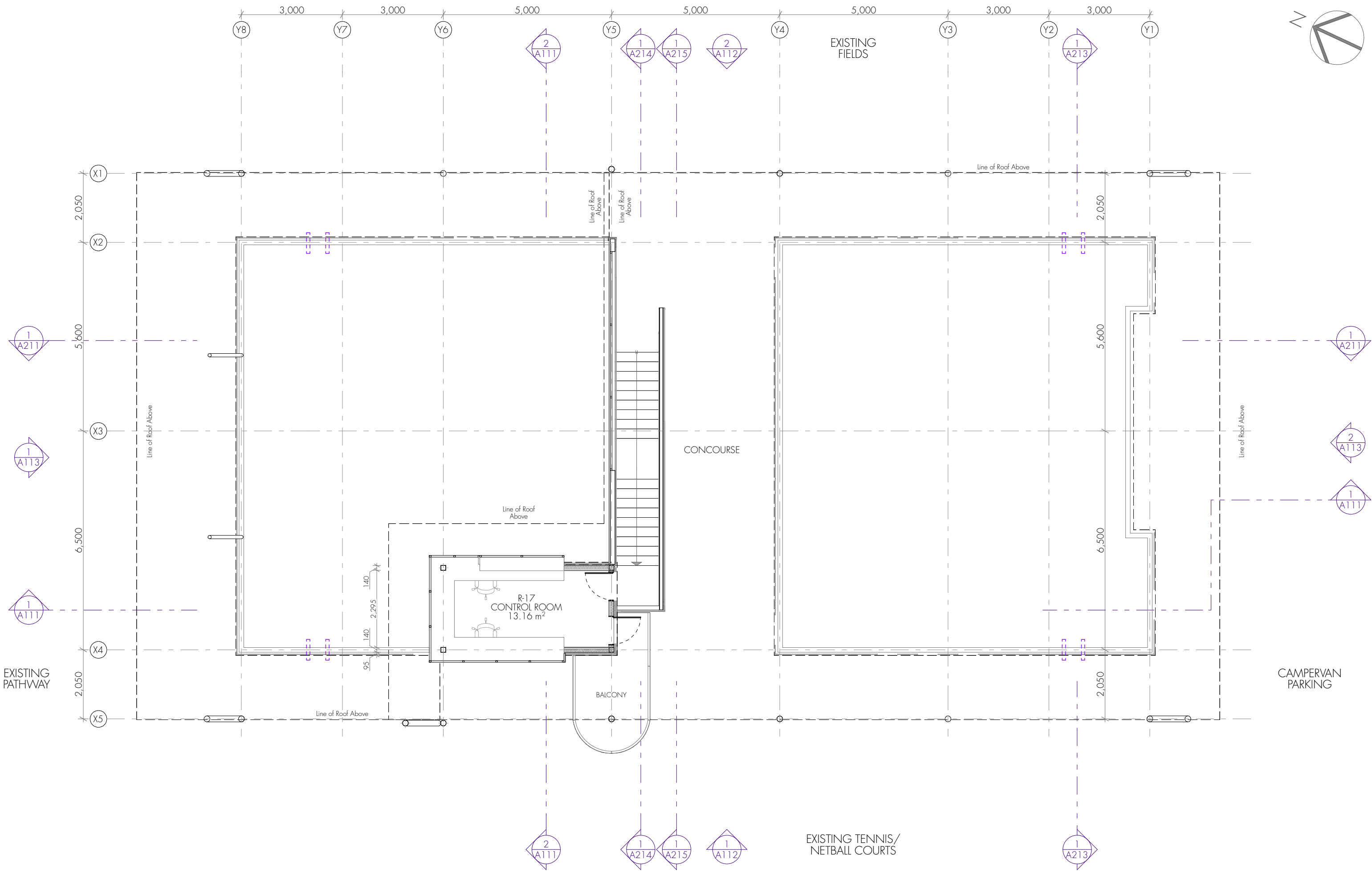
ADDRESS:
Memorial Park
12 Kokako Street, Taihape 4720

PROJECT:
Taihape Amenity Building

DRAWING TITLE:
Ground Floor Plan

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DRAWN : TB	CHECKED : BC
PROJECT ID : 240	DRAWING ID : A101
DATE: 23/09/2021	REV ID : 01
SCALE : A3 / 1:100	



DETAILED DESIGN

RevID	ChID	Change Name	Date
01	1	Detailed Design Issue	22/09/2021

GENERAL NOTES:
CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF WORKS. DO NOT SCALE FROM DRAWINGS. ANY DISCREPANCIES TO BE CONFIRMED WITH ARCHITECT. ALL WORK TO COMPLY WITH NZBC AND RELEVANT APPROVED STANDARDS

**COPELAND ASSOCIATES ARCHITECTS**

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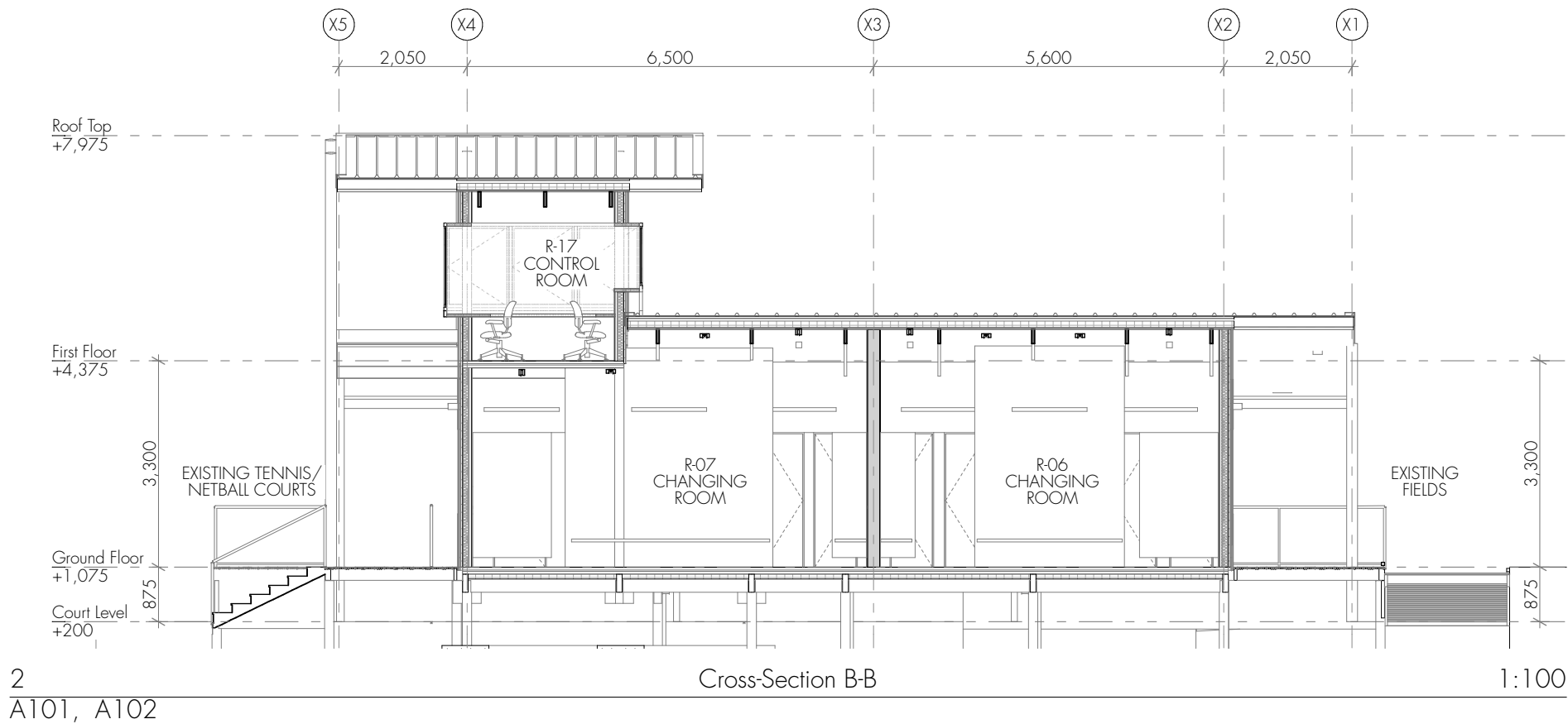
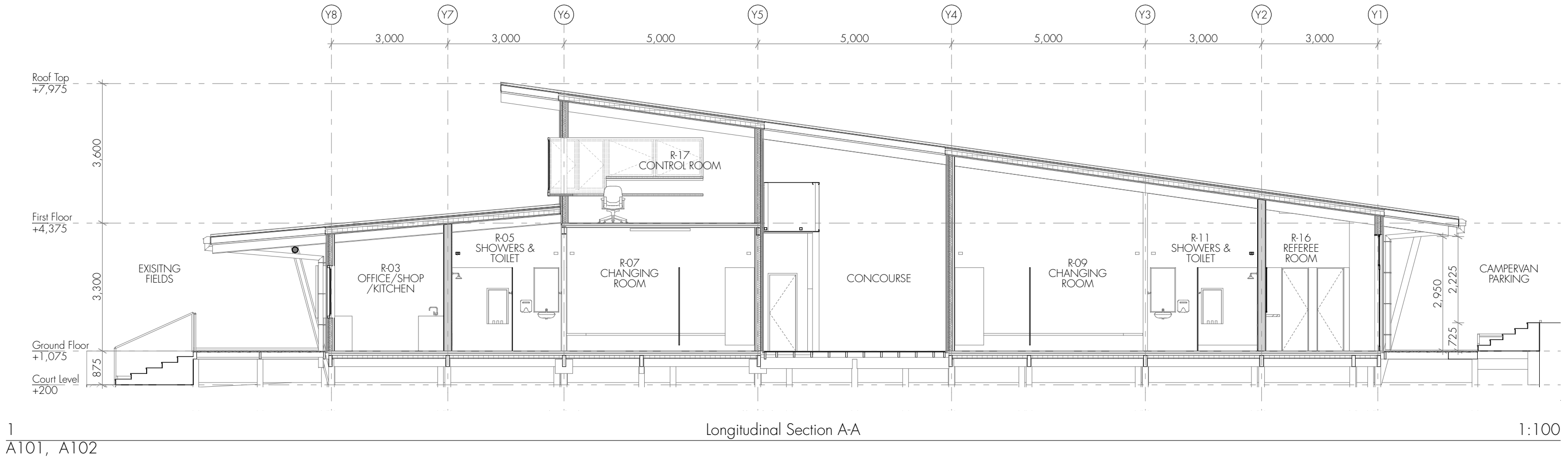
ADDRESS:
Memorial Park
12 Kokako Street, Taihape 4720

PROJECT:
Taihape Amenity Building

DRAWING TITLE:
First Floor Plan

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DRAWN : TB	CHECKED : BC
PROJECT ID : 240	DRAWING ID : A102
DATE: 23/09/2021	REV ID : 01
SCALE : A3 / 1:100	



DETAILED DESIGN

RevID	ChID	Change Name	Date
01	1	Detailed Design Issue	22/09/2021

COPELAND ASSOCIATES ARCHITECTS

GENERAL NOTES:
CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF WORKS. DO NOT SCALE FROM DRAWINGS. ANY DISCREPANCIES TO BE CONFIRMED WITH ARCHITECT. ALL WORK TO COMPLY WITH NZBC AND RELEVANT APPROVED STANDARDS

CONTACT DETAILS:
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Level 1, 8 Railway Street Newmarket
Auckland

ADDRESS:
Memorial Park
12 Kokako Street, Taihape 4720

PROJECT:
Taihape Amenity Building

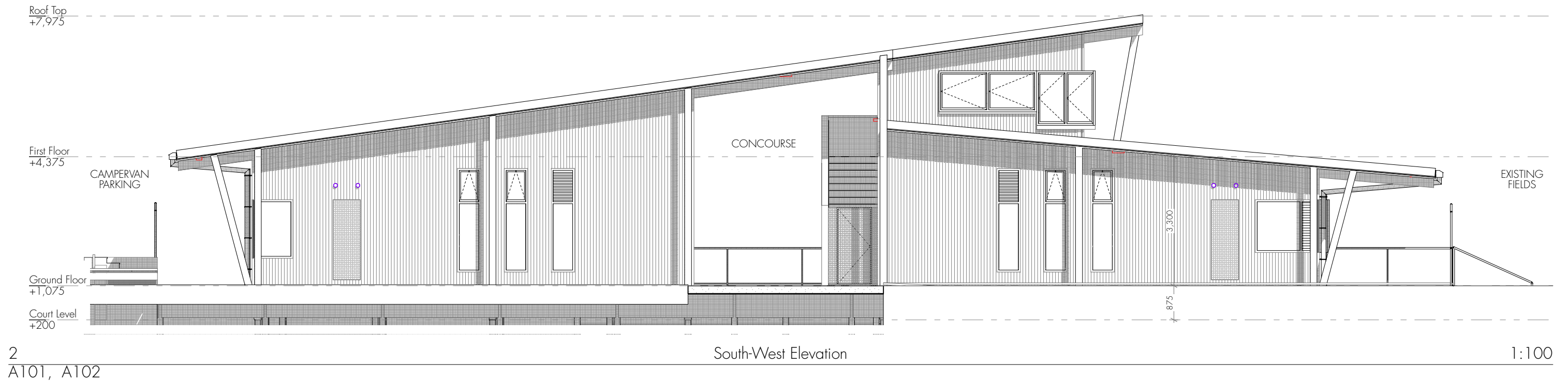
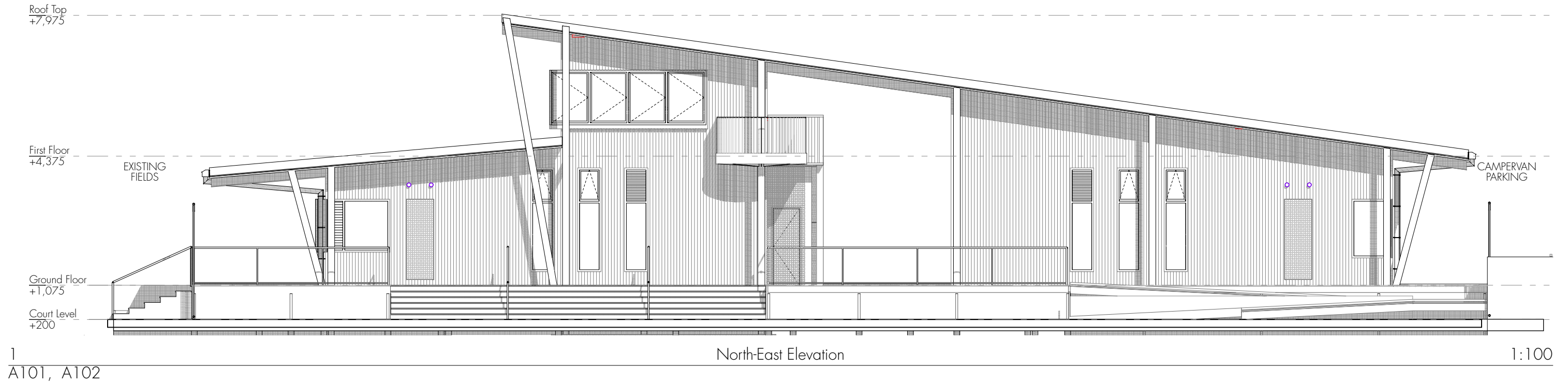
DRAWING TITLE:
GA Sections

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DRAWN : TB **CHECKED :** BC

PROJECT ID : 240 **DRAWING ID :** A111 **REV ID :** 01

DATE: 23/09/2021 **SCALE :** A3 / 1:100



DETAILED DESIGN

RevID	ChID	Change Name	Date
01	1	Detailed Design Issue	22/09/2021

GENERAL NOTES:

CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF WORKS. DO NOT SCALE FROM DRAWINGS. ANY DISCREPANCIES TO BE CONFIRMED WITH ARCHITECT. ALL WORK TO COMPLY WITH NZBC AND RELEVANT APPROVED STANDARDS

COPELAND ASSOCIATES ARCHITECTS

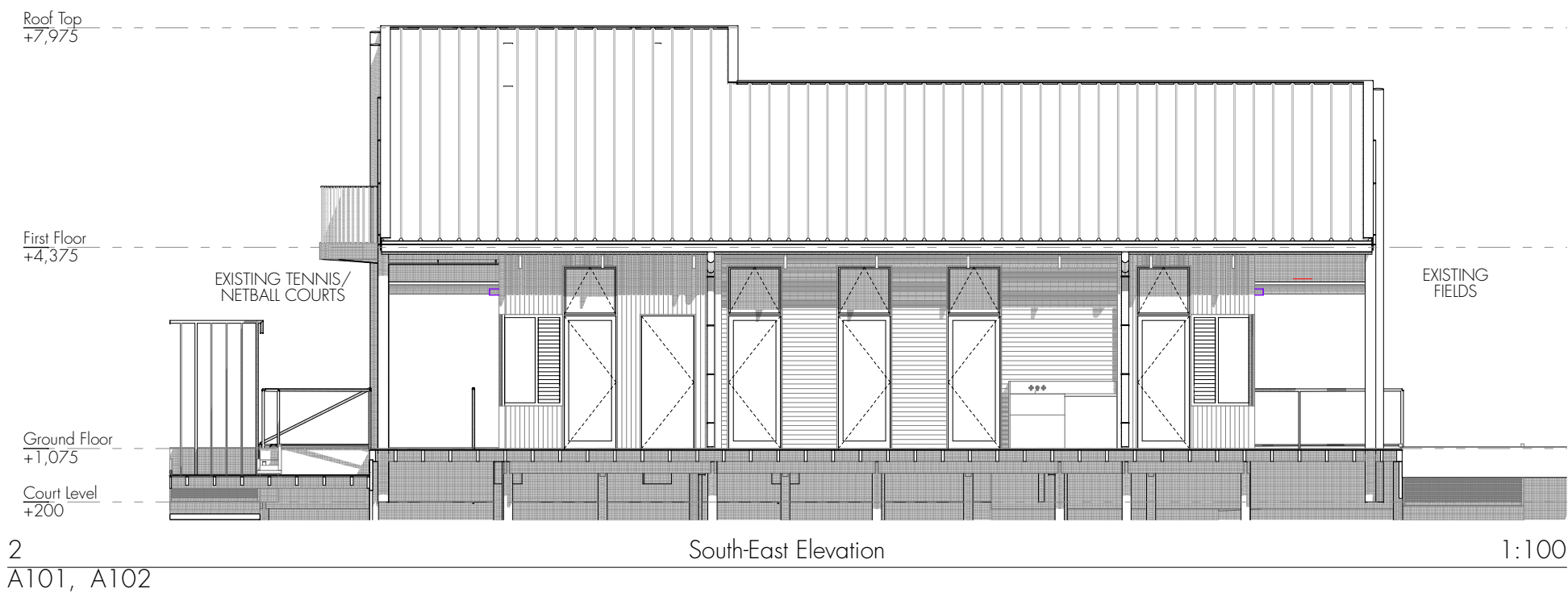
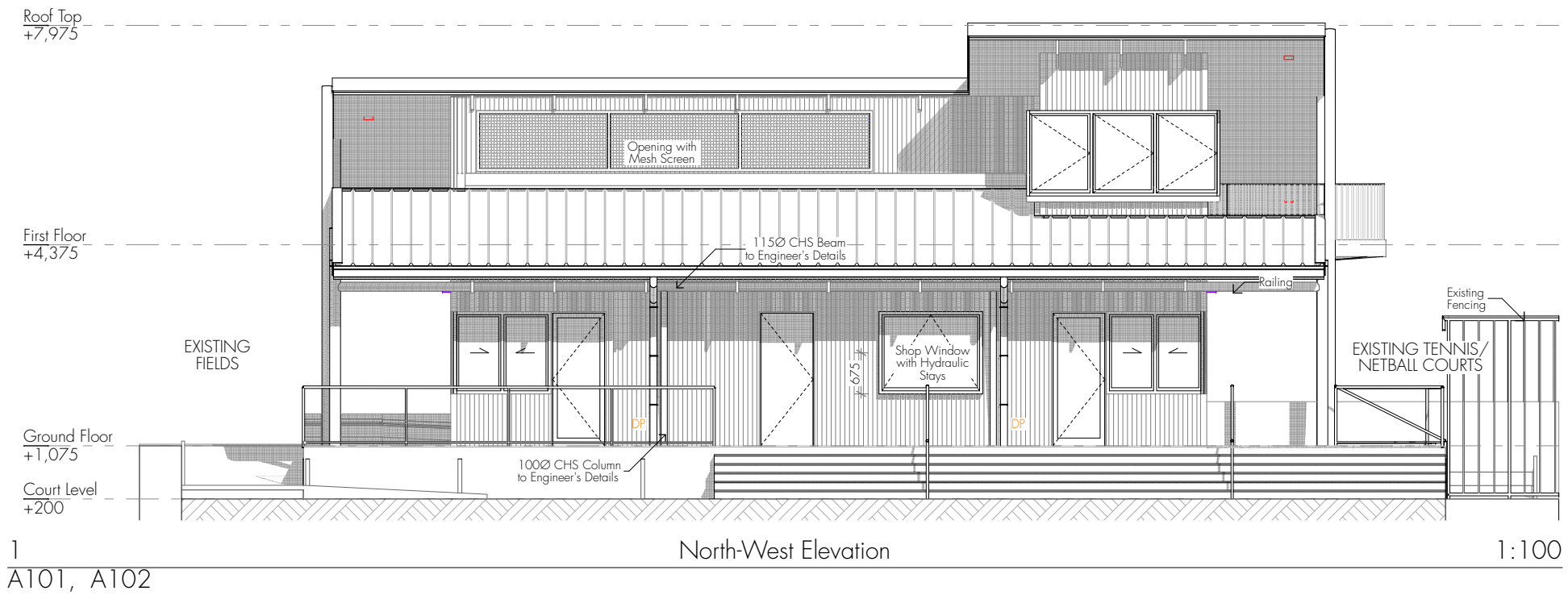
CONTACT DETAILS:
(09) 522 5259
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Level 1, 8 Railway Street Newmarket
Auckland

ADDRESS:
Memorial Park
12 Kokako Street, Taihape 4720
PROJECT:
Taihape Amenity Building

DRAWING TITLE:
GA North-East & South-West Elevations

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DRAWN : TB	CHECKED : BC
PROJECT ID : 240	DRAWING ID : A112
DATE: 23/09/2021	REV ID : 01
SCALE : A3 / 1:100	



DETAILED DESIGN

RevID	ChID	Change Name	Date
01	1	Detailed Design Issue	22/09/2021

GENERAL NOTES:

CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF WORKS. DO NOT SCALE FROM DRAWINGS. ANY DISCREPANCIES TO BE CONFIRMED WITH ARCHITECT. ALL WORK TO COMPLY WITH NZBC AND RELEVANT APPROVED STANDARDS

COPELAND ASSOCIATES ARCHITECTS

CONTACT DETAILS:
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contact@copelandassociates.co.nz

Level 1, 8 Railway Street Newmarket
Auckland

ADDRESS:

Memorial Park
12 Kokako Street, Taihape 4720

PROJECT:

Taihape Amenity Building

DRAWING TITLE:

GA North-West and South-East Elevations

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DRAWN : TB

CHECKED : BC

PROJECT ID :
240

DRAWING ID :
A113

REV ID :
01

DATE: 23/09/2021

SCALE : A3 / 1:100

10.6 Mangaweka Ablutions Block - Construction Contract**Author:** Jessica McIlroy, Operations Manager**Authoriser:** Peter Beggs, Chief Executive**1. Reason for Report**

- 1.1 This report seeks approval for the Chief Executive Officer to sign a contract Emmets Civil Construction Ltd for \$375,432.00 for the Mangaweka Ablutions Block construction.
- 1.2 This report seeks to increase the budget on this project.

2. Context

- 2.1 In the 2015-16 financial year, \$156,675 was included in planned capital budgets for the construction of a new toilet and shower block at the Council-owned Mangaweka Campground as the original ablutions block was no longer suitable or operating properly.
- 2.2 The funding was carried forward each year, with an additional \$200,000 provisioned in the 2021-22 financial year. This brought the total construction budget to \$356,675.
- 2.3 In March 2021 a report was made to Council by staff seeking approval to deviate from Council's procurement policy for the construction of the new Mangaweka Campground ablutions block and re-roofing of the Pavilion at the campground, and negotiate directly with a specialist contractor or a contractor already working at the remote site.
- 2.4 Council accepted the recommendation of staff to deviate from the procurement policy. Staff then approached both Permaloo and the Mangaweka Bridge contractor, Emmett's, regarding availability and price for the build. When the excluded items and escalation of costs were applied, the submission from Emmett's was the most favourable.
- 2.5 The procurement policy was not complied with for this activity, instead procurement was undertaken on the basis of the approved resolution 20/RDC/028.
- 2.6 Detailed design of the facility is complete, building and resource consents are lodged and the contractor's tender has been received. The building is due to be constructed starting late October 2021, and the contract with Emmett's Civil Construction needs to be signed.

3. Previous Approvals

- 3.1 The following previous approvals apply:

Reference	Description
20/RDC/028	Endorses exploring direct engagement with the Mangaweka bridge contractor and Permaloo for the Pavilion re-roof and new ablution block.

4. Financial Implications

- 4.1 A project construction budget of \$356,675 is held. The contractor's price is \$375,432, which is 5% greater than the budget, and includes \$16,000 of provisional sums for contingency.
- 4.2 Construction costs and material price increases are dramatic and over the last several years have been about 10% increase per annum. The current demand on materials for construction and lack of supply due to COVID-19 disruptions globally to shipping are likely to drive a significant cost increase if the construction of this building is delayed any further.
- 4.3 In addition, it is now part of the Project Management Office's processes to include contingency on every project. As this project commenced in 2015-16 before the process was put in place, no contingency exists on the project. Staff recommend \$50,000 contingency is added to the project.
- 4.4 The Project Management Office recommends that the work proceeds and that the budget is increased by \$68,757 - \$18,757 for the difference between the tendered price and the budget, plus \$50,000 of contingency. This will then be unbudgeted capital expenditure and will be documented in the Annual Report.

5. Conclusion

- 5.1 The Project Management Office recommends that the Chief Executive is given authority to sign a contract with Emmett's Civil Construction for \$375,432 for the construction of the Mangaweka Ablutions Block which includes \$16,000 of provisional sums for contingency.
- 5.2 The Project Management Office recommends \$50,000 contingency is added to the project.
- 5.3 The Project Management Office recommends that the budget for the construction of the Mangaweka Ablutions Block is increased from \$356,675 to \$425,432.

Recommendation 1

That the report 'Mangaweka Ablutions Block - Construction Contract' be received.

Recommendation 2

That Council approves / does not approve **[delete one]** for the Chief Executive to sign a contract for the construction of the Emmett's Civil Construction for \$375,432 for the construction of the Mangaweka Ablutions Block which includes \$16,000 of provisional sums for contingency.

Recommendation 3

That Council approves / does not approve **[delete one]** the addition of \$50,000 contingency to the Mangaweka Ablutions Block project, increasing the project budget to \$425,432.

11 Reports for Information

11.1 Project Management Office Report - September 2021

Author: Jessica McIlroy, Operations Manager

Authoriser: Peter Beggs, Chief Executive

Reason for Report

This is a monthly report on the most significant projects currently being delivered by Council's Project Management Office (PMO):






1. Mangaweka Bridge Replacement
2. Marton to Bulls Wastewater Centralisation Project
3. Lake Waipu Improvement and Ratana Wastewater Treatment Project
4. Te Matapihi and Bulls Bus Lane and Town Square
5. Taihape Memorial Park Upgrade
6. Remediation of the Historic Landfill on Putorino Road
7. Marton Rail Hub
8. Marton Water Strategy
9. Regional Treatment Plant Consenting Programme

Impact of August 2021 COVID-19 Lockdown

Each project within this report contains an update about potential impacts from the recent lockdown.

1. Mangaweka Bridge replacement

ITEM 11.1






Project Status			
<p>The scope of this project is to construct a replacement bridge at Mangaweka and preserve the existing bridge as a walking and cycling facility to be managed by a trust.</p> <p>The project is funding by Waka Kotahi, Rangitikei District Council and Manawatu District Council. Following the tender process, the contract was awarded to Emmetts Civil Construction Ltd, Stringfellows Contracting Ltd, and Dempsey Wood Civil Ltd. Construction started in September 2020 and is due to complete in July 2022.</p> <p>The total construction cost is \$7.9m plus \$2.1m in consenting costs and consultancy fees – RDC's component only is reported on in this report.</p> <p><i>COVID-19 August Lockdown Update: The project is currently on schedule, however supplies of steel are currently unable to be shipped out of Auckland. Should the lockdown continue past the point where local supply of steel is exhausted, the completion date will be impacted.</i></p>			
RDC Budget	\$4,859,686	RDC Spend to Date	\$2,662,529
2020-21 Budget	\$2,859,686	2020-21 Spend	\$2,291,714
2021-22 Budget	\$2,000,000	2021-22 Spend	\$370,815
RDC Estimated Remaining Costs	\$2,290,816	RDC Estimate at Completion	\$4,953,345
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	
Programme		Construction due to be completed July 2022 and is currently on programme.	
Cost		The project is currently within budget. The carry forwards from the end of the 2020-21 financial year do not accurately reflect the spend. This is being rectified by September 2021 through a paper regarding all carry forwards to Council. The project team is continuing to deliver the project as planned.	
Quality		No concerns to date.	
Risk		Working at heights and over the water, in proximity to the public, is inherently risky. This is being managed very well by the contractor. Risk of steel supply issues impacting programme and cost.	
Tasks completed last month		Erected remaining four girder modules, Commenced tensioning of bolted splices, Continued earthworks behind Abutment B, Continued manufacturing of precast deck units, Work suspended due to Level 4 COVID lockdown.	

ITEM 11.1

Tasks forecast this month	Re-establish onsite following COVID lockdown, Continue backfill Abutment B, Continue manufacturing of precast deck units, Complete bolt tensioning of girders, Relocate power services, Commence new camp access. New Camp access work
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2. Marton to Bulls Wastewater Centralisation Project

Project Status			
<p>At present, Marton Wastewater Treatment Plant (WWTP) discharges treated wastewater into the Tutaenui stream, and Bulls WWTP discharges into the Rangitikei River - both discharge lawfully but with expired consents. The objective of this project is to remove the discharge of treated wastewater from waterways. This will be achieved by construction of a pipeline (approx. 14km long) between Marton WWTP and Bulls WWTP to convey the treated wastewater from Marton to Bulls. The combined flow will then be discharged from Bulls WWTP onto land.</p> <p>The project has a budget of \$25M, including \$3.5M of funding secured from the Department of Internal Affairs (DIA) as part of the Three Waters Reform Programme.</p> <p>The scope includes 4 subprojects:</p> <ul style="list-style-type: none"> A. Construction of a wastewater transfer pipeline from Marton Wastewater Treatment Plant to Bulls Wastewater Treatment Plant B. Purchase of land in the Bulls area to dispose of treated wastewater and install irrigation infrastructure C. Consenting for the activities D. Upgrades of the treatment plants at Marton and Bulls <p><i>COVID-19 August Lockdown Update: The submission date of RFTs for construction of the pipeline was extended by three weeks as the contractors were not able to price materials during Level 4. This is likely to have an impact on the completion date of the project, which can be confirmed when tenders are received on 24 September 2021. DIA have been advised and agreed that RDC will cover this off in the quarterly report.</i></p>			
Project Budget	\$25,000,000	Spend to Date	\$144,539
2020-21 Budget	\$5,000,000	2020-21 Spend	\$140,758
2021-22 Budget	\$5,300,000	2021-22 Spend	\$3,780
2022-23 Budget	\$6,700,000	2022-23 Spend	\$0
2023-24 Budget	\$8,000,000	2023-24 Spend	\$0
Estimated Remaining Costs	\$24,855,461	Estimate at Completion	\$25,000,000
Metric	Trend	Comment	






Health and Safety		No near misses or lost time injuries to report.
Programme		<p>The overall programme for the entire project (all four subprojects listed above) is five years starting in 2020, and the target end date is June 2025.</p> <p>The pipeline between Marton and Bulls (subproject A) needs to be constructed before the end of March 2022 in order to meet the timeframes set in the contract RDC has with central government for the 3-waters stimulus funding.</p> <p>A Request for Tender has been issued to four shortlisted suppliers. The closing date for responses is 24 September 2021 – this was delayed from 3 September 2021 due to the August COVID-19 lockdown. This is putting pressure on the overall programme.</p>
Cost		On budget – \$3.5M funding received from Three Waters Reform and \$1.5M in previous LTP. An additional \$20M is in the new LTP.
Quality		No concerns to date. Crown Infrastructure Partners (CIP) who are overseeing the DIA funded projects have funded Alta, a construction management consultant, to support the project team with tendering of subproject A. RDC will engage Alta to continue on the project as Engineer to Contract for subproject A.
Risk		<p>The risk of not finding suitable disposal land (subproject B), and of difficulties with feasibility of construction, continues and becomes more prominent as the project progresses.</p> <p>To mitigate this risk, Council will engage a buyer's advocate to support the sourcing of land and will seek support from appropriate Iwi.</p> <p>The risk of programme delay to subproject A due to lack of interest from contractors is being mitigated by early engagement with the market and the two-stage procurement process which is underway.</p>
Tasks completed last month	<p>Notice To Tenderers 1-4 issued.</p> <p>Project Manager appointed.</p>	
Tasks forecast this month	<p>Engage consultant to complete pump station design.</p> <p>Award construction contract.</p> <p>Establish project advisory board.</p> <p>Finalise detailed consenting work plan and associated project Gantt Chart and issue to Horizons.</p> <p>Commission land studies to support a buyer's advocate.</p> <p>Seek support from Iwi.</p>	

3. Lake Waipu Improvement and Ratana Wastewater Treatment Project

ITEM 11.1




Project Status			
<p>This project has been a collaborative effort involving local iwi, RDC and HRC and is partly funded (46%) by Ministry for the Environment (MfE). The project is to remove treated effluent from Lake Waipu and to dispose of it to land. The project started on 1 July 2018 with an agreement with the Ministry for the Environment (MfE) and has an estimated duration of 5 years.</p> <p>An application for a new consent was lodged in April 2018, and this application allows RDC to proceed under existing consent conditions with discharge of treated wastewater into lake Waipu until such time as a new consent application for land disposal can be submitted.</p> <p>The scope of this project includes purchase of land for disposing of treated wastewater (instead of discharge to Lake Waipu), the installation of irrigation equipment and an upgrade of the existing Rātana Pā wastewater treatment plant.</p> <p><i>COVID-19 August Lockdown Update: No impacts on this project</i></p>			
Project Budget	\$2,425,000	Spend to Date	\$34,615
2020-21 Budget	\$1,550,000	2020-21 Spend	\$13,450
2021-22 Budget	\$875,000	2021-22 Spend	\$21,165
Estimated Remaining Costs	\$2,374,683	Estimate at Completion	\$2,425,000
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	
Programme		The purchase agreement for suitable land has been finalised and signed by the landowners and RDC. The irrigation methodology and programme are being planned now.	
Cost		The 2020-21 Annual Plan included \$1.55m budget spread across various line items for this project. \$875,000 has been committed by Horizons Regional Council out of the funding they received from the Ministry for Environment. The estimated costs shall be finalised with actual construction costs to dispose of the wastewater to the purchased land parcel once an irrigation method has been specified or designed.	
Quality		No concerns to date.	
Risk		No concerns to date.	
Tasks Completed Last Month	Negotiations have concluded and the purchase agreement for suitable land has been finalised and signed by the landowners and RDC. MfE has also given approval to the purchase.		
Tasks Forecast This Month	Kick off workshop with iwi and stakeholders to start irrigation planning with WSP. Start subdivision work.		



4. Te Matapihi, Bulls (Community Centre, Bus Lane and Town Square)

Project Status				
The scope of this project is the final commissioning of Te Matapihi (Bulls Community Centre) and the creation of a Town Square and Bus Lane.				
This report does not consider any future building enhancements regarding Changing Rooms.				
The contract for construction of the bus lane and town square has been signed and is due to start October 2021. Communication has been sent out to ensure public awareness in plenty of time.				
COVID-19 August Lockdown Update: No impact on this project – the contract has reconfirmed their start date of 26 October 2021 for construction of the Bulls Bus Lane and Town Square.				
Project Budget (Bus Lane and Town Square)		\$1,025,603	Spend to Date	\$28,645.65
2020-21 Budget		\$28,255	2020-21 Spend	\$28,254
2021-22 Budget		\$997,348	2021-22 Spend	\$391
Estimated Remaining Costs		\$996,957	Estimate at Completion	\$1,025,603
Metric	Trend	Comment		
Health and Safety		No near misses or lost time injuries to report.		
Programme		No programme for Te Matapihi. The contract with ID Loaders has been signed to start construction. The anticipated start date is October 2021.		
Cost		Final construction budget for Te Matapihi to be reviewed as part of the project closure report. Construction costs have increased since tender was approved Approval to amend construction contract authority is reported separately to Council.		
Quality		Performance of the elevator has significantly improved. Finalisation of the Town Square, with artwork, seating, and rubbish bins, to be undertaken.		
Risk		All defects and snags have been resolved at Te Matapihi. No current risk with the Bus Lane and Town Square.		
Tasks completed last month	Signed final construction contract for Bus Lane and Town Square.			
Tasks forecast this month	Construction due to begin on the bus lane in October. Public communications to go out regarding construction commencing. Design for bus shelters and rubbish bin placement. Confirmation of contract with JV Partners about green area within the Town Square.			

5. Taihape Memorial Park Redevelopment (Amenities Building and options investigation for the Grandstand)

ITEM 11.1

Project Status			
<p>The scope of this project is the construction of a new Taihape Amenities Building and investigations of options for the Taihape Grandstand Strengthening (consulted on during LTP period, with a final resolution to be made in June or July).</p> <p>The original resolved budget for the Taihape Amenities building was \$2.148m, being the estimated construction cost. The 2021-2031 LTP included \$2.9m in year 1, being the full estimated cost of the design, consulting, consenting and construction of the building. \$200,000 is budgeted in FY20-21, giving a total budget of \$3.1m between FY20-21 and FY21-22.</p> <p>Additional scope has been raised to look at storage in the Taihape Amenities Building during meetings internally and with park users. This had been raised before and removed from scope but was raised again at a public meeting in March 2021 and endorsed at Council in April 2021 – refer resolved minute number 21/RDC/022.</p> <p>Detailed design drawings are provided to elected members as a separate paper to the September 2021 Council meeting.</p> <p>A contract has been signed for the detailed design and costings of the strengthening of the Grandstand. A site visit was planned but had to be delayed due to COVID-19 lockdowns. Another site visit is being organised. The detailed design can commence after the site visit.</p> <p><i>COVID-19 August Lockdown Update: No impact on the Amenities Building. One month delay on the Grandstand investigation as the planned site visit can not occur until Auckland-based consultants can travel to site.</i></p>			
Project Budget	Grandstand \$1,091,915 (\$1M in 2020-21 budget) Amenities Building \$3,100,000	Spend to Date	Grandstand \$91,915 Amenities Building \$251,161
Estimated Remaining Costs	Grandstand \$1,000,000 Amenities Building \$2,848,839	Estimate at Completion	Grandstand \$1,091,915 Amenities Building \$3,100,000
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	
Programme		Programme for Amenities Building on track. Complete Design for Amenities Building and award contract to builder by end of 2021.	
Cost		Any approved scope changes will impact on the amenities budget – the PMO would require Council endorsement before approving any other work.	

Quality		New building construction work only to start when all design completed, and scope confirmed (lessons learned from Bulls Te Matapihi)
Risk		No concerns to date. There is a risk of poor public perception of the new amenities building, and public consultation has been undertaken to reduce the risk.
Tasks completed last month	<u>Amenities Building</u> Detailed Design progressed beyond 60% Shortlist created for construction contract Lotteries Application Submitted <u>Grandstand</u> Engagement of a consultant to complete a detailed design of the seismic retrofit	
Tasks forecast this month	<u>Amenities Building</u> Kick off hui with local iwi Complete tender process award construction contract Continue to seek themes and name suggestions from community via online and paper surveys <u>Grandstand</u> Meet the consultant and architect on site. This was meant to have occurred in August 2021 however due to COVID-19 alert levels the Auckland-based consultants could not travel to Taihape for the site visit. A new site visit date is being arranged.	

6. Remediation of the historic landfill on Putorino Road

ITEM 11.1

Project Status

The Rangitikei River is eroding a historic landfill, creating a risk of further contaminated materials and fill entering the river. The landfill material has been excavated and removed, and the project is largely complete.




Four scope changes have arisen since the project's inception:



- 1) The methodology of protecting the cliff face during remediation has changed to include installation of sheet piling into the riverbed, against the cliff face. This was the option preferred by Iwi, and agreement with Iwi was necessary to gain a resource consent.
- 2) There may be disposal costs for the excavated material. It was assumed that the material could be crushed on-site and reused at no additional cost, however 100m³ needs to be disposed of to landfill. The costs for this will be known in August 2021.
- 3) Due to delays in consenting and starting work on site, permission for winter works has been sought from Horizons Regional Council and approved. Additional costs are likely to ensure the work is delivered in an environmentally safe manner during winter.
- 4) Sheet piling has now been removed, however due to changing advice from Horizons Regional Council this was delayed which added cost to the project. RDC has requested Horizons to contribute costs to the project due to the changed advice.

Construction works are complete.

COVID-19 August Lockdown Update: Level 4 impacted on the removal of the sheet piling, which was deferred to Level 3. This is now complete.






Project Budget	\$557,991 excluding disposal costs	Spend to Date	\$570,313
2020-21 Budget	\$363,078	2020-21 Spend	\$363,078
2021-22 Budget	\$194,913	2021-22 Spend	\$207,235
Estimated Remaining Costs	\$129,687	Estimate at Completion	\$700,000

Metric	Trend	Comment
Health and Safety		Significant health and environmental benefits from the remediation. On 15 June 2021 the elected members visited the construction site as part of Council's ongoing commitment to health and safety. Positive feedback was received on mitigation of health and safety risks.
Programme		Removal of the sheet pilings still to be completed, and planting of the willows will be done after that. Native trees will be planted in spring or summer.
Cost		The project is \$150,000 over budget. Horizons has been approached regarding a contribution to the project of \$150,000 to cover the costs incurred due to their changing requirements.

Quality		No concerns
Risk		Working in and over the water, on contaminated land, is inherently risky. The contractor is managing this well.
Tasks completed last month	<p>Clarification from Horizons regarding sheet piling removal.</p> <p>Completion of removal works.</p> <p>Requested funding support from Horizons for the excess sheet piling costs that were not part of the consent conditions but were subsequently required by Horizons.</p> <p>Willows planted</p>	
Tasks forecast this month	Follow up on response from Horizons.	

7. Marton Industrial Park and Rail Hub

ITEM 11.1

Project Status			
A new rail hub to accommodate forestry operations will be constructed in Marton. This will include a double rail siding, log yard with debarking facility, and associated businesses.			
COVID-19 August Lockdown Update: The project team worked through Level 4 and Level 3 to minimise the delays. The Environment Court mediation was deferred to 4 October 2021 and the meeting with Minister Nash was cancelled (planned for 25 August).			
PMO Budget	\$9,850,000	Spend to Date	\$917,829
Estimated Remaining Costs	\$8,932,171	Estimate at Completion	\$9,850,000
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	
Programme		The programme extension of three months has been agreed with MBIE who funded most of the project, and a contract variation signed. The project is now on track.	
Cost		The cost estimate for the rail siding construction exceeds the current budget. The project team is looking at funding and investment options.	
Quality		Quality issues arose with the initial preliminary design of the rail siding. Design revisions are complete, and the quality risk was resolved by the end of May 2021.	
Risk		The programme is three months behind schedule The cost estimate for the rail siding exceeds the current budget.	
Tasks completed last month	50% design (P50) of double rail siding. Letter to Minister regarding further funding. Project Advisory Board meeting (occurs each month). Further negotiations with appellant and meeting between consultant and appellant’s lawyer. Meeting with MBIE, and other Central Government representatives, regarding additional funding sources.		
Tasks forecast this month	Environment Court mediation. Approval of P50 design by KiwiRail management.		

8. Marton Water Strategy






Following endorsement from Council in May 2021 on the direction for Marton Water reporting on the activity as a project is expected to commence in October 2021.

The project is being delivered by Manawatu District Council, and a project kick-off meeting is planned for 23 September 2021.

ITEM 11.1



















9. Regional Treatment Plant Consenting Programme

ITEM 11.1

Programme Status			
WSP has been engaged to deliver a programme of treatment plant consents for Rangitikei District Council. The contract is for four years. The outcome of this programme is current consents on all treatment plants, which can be regularly complied with. This will resolve non compliances with our regional council consents.			
Programme Budget (including approved variations)		WSP Spend to Date	
	\$420,305		\$23,318
Spend Last Month		% Spent	
	\$6,898		5.5%
Metric	Trend	Comment	
Health and Safety		WSP Health and Safety Plan prepared prior to site visits.	
Programme		Ratana programme one month behind tendered programme as adjusted due to being asked to assess likely land requirements, but likely to be able to re-establish timeline. Bulls WTP programme adjusted from tender programme, due to requesting discretion in relation to when application to be lodged (now October 21). Hunterville WWTP request for assistance, programme to be established.	
Cost		Forecast completion cost is on budget	
Quality		No concerns to date.	
Risk		<p>Risk 1: Programme – slight delays to start while waiting on information to be provided for some sites (flow and quality data). Ability to re-establish programme.</p> <p>Risk 2: Scope creep – nothing identified at this stage, early variations identified by RDC.</p> <p>Risk 3: Cost of upgrades. Not known at this stage, needs to be balanced against stakeholder expectations. Watching brief to be kept</p> <p>Risk 4: Delivery of CIAs. Continue to work with RDC and iwi to understand information requirements and implications as they come to hand. Ongoing consultation is allowed for.</p> <p>Risk 5: Legislative changes. Various legislation changes have occurred since most of the consents of existing sites were approved. Need to ensure that information within consent applications is fit for purpose to be able to evaluate against legislative requirements.</p> <p>Risk 5: Preferred site for Ratana may face consent challenges due to dunes having been identified as rare habitat (under Schedule F of the Horizons One Plan)</p> <p>Risk 6: Preferred site for Ratana may face consent challenges due to dunes having been identified as rare habitat (under Schedule F of the Horizons One Plan)</p>	

Tasks completed last month	Reasonable use calculations and AEE preparation commenced for Bulls water. Request to assist with Hunterville WWTP, WSP to work with Aquanet. Taihape water intake investigation requested. One programme-level meeting held.
Tasks forecast this month	Survey for Ratana site to be undertaken to quantify areas of Schedule F on property, intention to have hui late October/early November. Second Taihape WWTP hui due to be held 18th October, land disposal sizing options being investigated, review of plant options being investigated Finalisation of Bulls water reasonable use calculations and assessment of AEE.

ITEM 11.1

Legend			
Budget			
+/- 0-5% of Budget	Unchanged 	Risk increasing towards Amber 	Risk decreasing away from Amber 
+/- 6-15% of Budget	Unchanged 	Risk increasing towards Red 	Risk decreasing away from Red 
+/- >15% budget variance	Unchanged 	Risk increasing 	Risk decreasing 
Programme			
Completion Date not Affected	Unchanged 	Risk increasing towards Amber 	Risk decreasing away from Amber 
Up to three months delay to Completion Date	Unchanged 	Risk increasing towards Red 	Risk decreasing away from Red 
More than three months delay to Completion Date <u>or</u> Critical Date at risk	Unchanged 	Risk increasing 	Risk decreasing 

Miscellaneous**1. Impact of COVID-19 Lockdown:**

The impact of the August 2021 lockdown on the delivery of the 2021-22 capital plan has been minimised by staff working through Alert Levels 3 and 4, and through working with our suppliers to prioritise work that is most essential.

The most critical delays are to the Marton to Bulls Wastewater Centralisation Project, and these have been communicated to the funder, DIA.

The highest risk of impacts is on the Mangaweka Bridge construction, where the supply of steel is in question.

The Project Management Office will continue to report on any impacts from Alert Level restrictions, and mitigate these as far as possible.

Recommendation

That the Project Management Office Report - September 2021 be received.

11.2 Hunterville Wastewater Treatment Plant Consent**Author:** Jessica McIlroy, Operations Manager**Authoriser:** Peter Beggs, Chief Executive**1. Reason for Report**

- 1.1 The purpose of this report is to inform Council that a new consent for the Hunterville Wastewater Treatment Plant discharge is required.

2. Context

- 2.1 There is a current consent in place for the discharge of treated wastewater from the Hunterville Wastewater Treatment Plant, however Council is frequently non-compliant with the conditions of the consent.
- 2.2 The causes for non-compliance are exceeding the limit of volume of discharge, and for exceedances of limits on characteristics of the discharge such as e-coli and dissolved reactive phosphorous (DRP).
- 2.3 Council sought a variation to the consent from Horizons Regional Council two years ago, and after 18 months were advised that the variation request was on hold and had not met the criteria for a variation. Officers then requested the consultant for the Regional Treatment Plant Consenting Programme, WSP, review the consent, discharge characteristics, and requested variation from Horizons.

3. Discussion and Options Considered

- 3.1 WSP advised that a consent amendment was unlikely to be granted by Horizons regardless of what analysis of the treated wastewater was undertaken, and a new consent was likely to be required that accurately reflects the volume of discharge and make-up of the treated wastewater.
- 3.2 The Chief Operating Officer and Operations Manager reviewed the response from WSP, and ultimately agree with their conclusion.
- 3.3 WSP is currently engaged to report monthly on the progress of incumbent consultants at the Hunterville Wastewater Treatment Plant under the contract for the Regional Treatment Plant. A variation to WSP's scope to deliver a new consent for this treatment plant fully complies with the procurement policy under Rule 13 (6) – negotiating directly with a supplier provided they won the initial contract via an openly advertised procurement or closed procurement process, which the Regional Treatment Plant Consenting Programme was.

4. Financial Implications

- 4.1 The cost of a new consent for Hunterville Wastewater Treatment Plant will be unbudgeted expenditure.
- 4.2 An initial discussion has been held with Council's Chief Financial Officer regarding the unbudgeted expenditure and whether the costs will be Opex or Capex.

- 4.3 When costs are known for the new consent, a further paper will be bought to Council seeking approval for engaging WSP to undertake a new consent application. The contract with WSP is above the Chief Executive's delegation.
- 4.4 The cost of a new consent, excluding any capital upgrades to the treatment plant or disposal method which may be required in order to obtain a new consent, is approximately \$100,000.

5. Statutory Implications

- 5.1 A new consent will resolve the non-compliances with the existing consent and improve our compliance across the region with our discharge consents.

6. Conclusion

- 6.1 Council has requested WSP begin work on costing a new consent for the discharge of treated wastewater at the Hunterville Wastewater Treatment Plant as a variation to the Regional Treatment Plant Consenting Programme contract.
- 6.2 When costs are known for the new consent, a further paper will be bought to Council seeking approval for engaging WSP to undertake a new consent application.

Recommendation 1

That the report 'Hunterville Wastewater Treatment Plant Consent' be received.

Recommendation 2

That Council **note** Officer's recommendation that a new Discharge Consent will be sought for Hunterville Wastewater Treatment Plant and that this consent is likely to take 1-2 years.

11.3 Rooding Program 2021/24 - Confirmation**Author:** Dave Tombs, Group Manager - Corporate Services**Authoriser:** Peter Beggs, Chief Executive**1. Reason for Report**

- 1.1 To provide an update on changes to Council's Subsidised Rooding Program for the years ended 2021/22, 2022/23 and 2023/24.

2. Context

- 2.1 As Councils were preparing their 2021-31 Long Term Plans, Waka Kotahi advised that their funded Programs would not be finalised until August/September 2021.
- 2.2 Councils were therefore aware that there was likely to be a discrepancy between the amounts in their LTP and the amounts that Waka Kotahi would subsidise.
- 2.3 Waka Kotahi have now released details of their Program for Council (Attachment 1).

3. Discussion

- 3.1 The recently announced Waka Kotahi subsidy allocations impact two programs:

1. Continuous Program
2. Low Cost Low Risk

Continuous Program (Local Roads Maintenance)

- 3.2 The Continuous Program has a combined budget for the first three years of the LTP of \$30.9m. Waka Kotahi has increased this to \$33.6m.
- 3.3 This will result in Council incurring \$2.7m more expenditure (approximately \$2.2m Capital and \$0.5m Operating) and receiving around \$1.7m additional revenue.
- 3.4 The \$33.6m represents an annual average for the three years of \$11.2m. Funding for maintenance and renewals for 2020/21 was \$10.7m.

Low Cost Low Risk (LCLR)

- 3.5 The LCLR Program has a combined budget for the first three years of the LTP of \$12.4m. Waka Kotahi has decreased this to \$10.5m.
- 3.6 This will result in Council spending \$1.9m less (all Capital) and receiving around \$1.2m less revenue.
- 3.7 Despite being a reduction from the figures in the LTP the new figures represent an increase in funding compared to the 2020/21 level of funding.

Overall

- 3.8 The LCLR Programme is primarily for safety improvements to roads in the District to achieve the objectives specified in the Central Government "Road to Zero" programme. The LCLR programme also includes Walking and cycling improvements. Work items in this category includes activities such as speed reductions around schools, road improvement on dangerous roads with high crash statistics, corrosion protection for

bridges and improved safety signage where required. Waka Kotahi removed all proposed Walking and Cycling improvements to the value of \$1.6 mil that was included in the original draft budgets.

The following Walking and Cycling Projects will now not be funded:

Roadname / Location	Start	End	Description	2021-22	2022-23	2023-24
Wellington Rd	2.657	3.445	Extend box culverts and install safety footpath from Hawkestone Rd to Crofton	50,000	154,950	213,000
Nga Tawa Rd	0.000	1.602	Widen shoulder and install safety footpath for exercise trail	100,000	103,300	
Pukepapa Rd	1.619	3.231	Widen shoulder and install safety footpath for exercise trail	75,000	77,475	
Whangaehu School / Ruatangata Road	0.320	0.400	Adjust the geography of the footpath to remove the hill and corner	60,000		
James Cook School / Mill Street	0.580	0.875	Extend box culvert and install safety footpath	25,000	206,600	
Marton School / Hereford Street	0.000	0.300	Installation of safety footpath including clip on to bridge	25,000	51,650	213,000
Huntermville School / Ongo Road	0.076	0.302	Installation of safety footpath	50,000		
Makirikiri Rd	2.964	4.662	Widen shoulder and install safety footpath for exercise trail	75,000	77,475	
WC 451 Total				460,000	671,450	426,000

4. Financial Implications

4.1 The direct financial implications arising from \$1.9m reduction to the LCLR Program are quite straightforward:

Over the three years:

- Less Capital Expenditure of \$1.9m
- Less Grant Income of \$1.2m

Accordingly:

- Bank will be higher by \$0.7m
- Our Operating Surplus for the first three years of the LTP will cumulatively be \$1.2m 'worse off' - currently these Operating Surplus figures are:
 - 2021/22 \$6.1m

ITEM 11.3

- 2022/23 \$0.3m
- 2023/24 (\$3.1m) deficit

4.2 The direct financial implications arising from the \$2.7m increase to the Continuous Programme are less straightforward as this Program includes both Operating and Capital Expenditure. Officers are still finalising the details of these changes : it appears that the main changes over the three years will be:

- Extra Operating Expenditure of \$0.5m
- Extra Capital Expenditure of \$2.2m
- Extra Grant Income of \$1.7m

Accordingly:

- Bank will be lower by \$1.0m
- Our Operating Surplus for the first three years of the LTP will cumulatively be \$1.2m better off (offsetting the impact noted in S4.1 above)

4.3 Overall the direct financial implications to Council over the first three years of the LTP are:

- Extra Grant Income of \$0.5m
- Extra Operating Expenditure of \$0.5m
- Extra Capital Expenditure of \$0.3m
- Less Bank of \$0.3m

4.4 The above financial analysis only considers the direct impact of these changes.

4.5 Council could decide to increase investment in the LCLR Program to achieve the “Road to Zero” objectives quicker by self funding these unsubsidised elements. This would have to be debt funded or funded by rates increases.

Attachments

1. **Waka Kotahi Approved Program 2021-2024**

Recommendation

That Council receives the report ‘Roding Program 2021/24 – Confirmation’.

Appendix: Approved investment for 2021-24 NLTP – Rangitikei District Council

Continuous programme allocation

Revised allocations for your continuous programmes are outlined below.

Activity class	2021-24 programme with indicative funding approval (Gross \$)	2021-24 programme with funding approval (Gross \$)
Local roads maintenance	\$30,941,000	\$33,668,000

Low cost low risk programme allocation

The approved funding level for the low cost low risk programme was set following the Waka Kotahi moderation process and discussions with your staff since the start of the 2021-24 NLTP development process.

The level of investment represents an affordable programme that could practically be co-funded and delivered over the 2021-24 NLTP period. Approved low cost low risk allocations by activity class are outlined below.

Activity class	2021-24 programme with funding approval (Gross \$)
Local roads improvements	\$9,366,000
Road to zero	\$1,104,000

While all care has been taken to ensure all the figures are correct, with the tight timeframes there may be some minor errors or omissions in the detail provided here.

For conditions relating to this funding, please see [National Land Transport Fund investment claims and obligations policy](#).

11.4 Pae Tawhiti Rangitīkei Beyond: Project Update**Author:** Katrina Gray, Senior Strategic Planner**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning**1. Reason for Report**

- 1.1 To provide an update on the Pae Tawhiti Rangitīkei Beyond project.

2. Project Overview

- 2.1 The Pae Tawhiti Rangitīkei Beyond project is the development of a spatial plan for the district. It will provide a spatial roadmap for how the Rangitīkei will prosper to 2050 and beyond by:



- Providing clear objectives/outcomes for future landuse and growth.
- Guiding infrastructure investment decisions and enable targeted future proofing.
- Reflecting community cultural, economic, environmental and social values and priorities.
- Informing and shaping the District Plan Review and Council's other plans and strategies.
- Building confidence and identifying potential for industrial, commercial, and residential development.
- Achieving intergenerational equity and sustainable environmental development.

- 2.2 An Advisory Group has been established which consists of Elected Members and Te Roopuu Ahi Kaa members to assist with the strategic direction setting for the document. The Group's members are Chris Shenton, Cr Tracey Hiroa, His Worship the Mayor Andy Watson, Cr Fi Dalgety, Cr Angus Gordon, Cr Gill Duncan, Cr Waru Panapa.










3. Project Schedule

Project Stage / Phase	Timeline
Background research / technical assessment	Now – December 2021
Develop Discussion Document	August 2021 – January 2022
Community Engagement	February – March 2022
Develop Draft Spatial Plan	April – May 2022
Community Consultation	June 2022
Adoption	August 2022

4. Project Updates

Metric	Trend	Comment
Schedule		No major delays to project schedule. Most work has proceeded despite Covid-19 restrictions. Minor delays.
Risk		No major risks identified.
Update from Advisory Group meeting		<p>Two Advisory Group meetings were held (one each in August / September). Advisory Group meetings are scheduled monthly.</p> <p>The meetings focused on:</p> <ul style="list-style-type: none"> • Purpose. • Project naming. The Advisory Group agreed with 'Pae Tawhiti Rangitikei Beyond' as the project name. • Identification of issues and opportunities facing our communities. • Developing project vision and values. • Rural environment outcomes.
Tasks completed August / September		<ul style="list-style-type: none"> • Future residential growth. Assessment of current land availability. Identification and assessment of future growth areas in progress. • Business land assessment – piece of work commissioned to be completed by Market Economics. This work will assess future business (commercial/industrial) land requirements spatially so we can understand what the future might look like and where in the district there is a land deficit/oversupply. • Meetings/discussions with stakeholders – Waka Kotahi, NZDF, developers, Corrections. • Attendance at Turakina Community Committee and Ratana Community Board meetings to introduce the project and seek initial feedback. Note delay in getting to some of the other committees due to Covid-19 cancelling meetings. • Planning for community engagement.
Tasks forecast October / November		<ul style="list-style-type: none"> • Business land assessment to be completed (November). • Future residential growth areas work to be completed. • Discussion document drafting. • Advisory Group meetings. • Iwi/hapū engagement. • Attendance at Community Committee / Board meetings not yet attended. Attend Youth Council meeting. • Ongoing discussions with stakeholders.

ITEM 11.4

Legend			
Completion Date not affected. No major risks identified.	Unchanged 	Risk increasing towards Amber 	Risk decreasing away from Amber 
Up to three months delay to completion date. Major risk identified.	Unchanged 	Risk increasing towards Red 	Risk decreasing away from Red 
More than three months delay to completion date <u>or</u> critical date at risk. Critical risk identified that could impact on delivery of the project.	Unchanged 	Risk increasing 	Risk decreasing 

Recommendation

That the report 'Pae Tawhiti Rangitīkei Beyond: Project Update' be received.

12 Discussion Items

12.1 2.00pm - Presentation from Horizons Regional Council

Author: Carol Gordon, Group Manager - Democracy & Planning

1. Reason for Report

- 1.1 Mr Michael McCartney and Dr. Nic Peet will be in attendance, at 2.00pm, to provide an update on Accelerate 25.

Recommendation

That the presentation from Horizons Regional Council be received.

13 Minutes from Committees

13.1 Minutes from Committees

Author: Ash Garstang, Governance Administrator

1. Reason for Report

- 1.1 Committee minutes are attached for Council's receipt.

Attachments

1. Audit and Risk, 09 September 2021
2. Finance/Performance, 26 August 2021
3. Hunterville Rural Water Scheme, 20 September 2021
4. Marton Community Committee, 11 August 2021
5. Policy/Planning, 12 August 2021

Recommendation

That the following minutes be received:

- Audit and Risk Committee, 09 September 2021
- Finance/Performance Committee, 26 August 2021
- Hunterville Rural Water Scheme Sub-Committee, 20 September 2021
- Marton Community Committee, 11 August 2021
- Policy/Planning Committee, 12 August 2021

ITEM 13.1

MINUTES

UNCONFIRMED: AUDIT AND RISK COMMITTEE MEETING

Date: Thursday, 9 September 2021

Time: 9.30 am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present Mr Craig O'Connell
Cr Nigel Belsham
Cr Angus Gordon (*via Zoom*)
Cr Dave Wilson
HWTM Andy Watson

In attendance Mr Peter Beggs, Chief Executive (*via Zoom*)
Mr Arno Benadie, Chief Operating Officer
Mr Dave Tombs, Group Manager – Corporate Services
Mrs Carol Gordon, Group Manager – Democracy and Planning
Mrs Sharon Grant, Group Manager – People and Culture
Ms Gaylene Prince, Group Manager – Community Services (*via Zoom*)
Mr Ash Garstang, Governance Advisor
Cr Waru Panapa (*via Zoom*)

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1 Welcome / Prayer

Mr O'Connell opened the meeting at 9.33 am and read the Council prayer.

2 Apologies

There were no apologies.

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts declared.

5 Confirmation of Order of Business

No changes were made to the order of business.

6 Confirmation of Minutes

Resolved minute number 21/ARK/042

That the minutes of the Audit and Risk Committee meeting held on 27 May 2021, without amendment, be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this committee be added to the official minutes document as a formal record.

Cr D Wilson/Cr N Belsham. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Audit and Risk Meetings

Taken as read.

Resolved minute number 21/ARK/043

That the report 'Follow-up Action Items from Audit and Risk Meetings' be received.

Cr D Wilson/Mr C O'Connell. Carried

8 Chair's Report

8.1 Chair's Report - September 2021

The Chair advised that AON NZ are going to facilitate a session with all the Chair's of local Councils (that are interested in attending) in order to discuss critical issues that are facing local government in this area, such as cybercrime.

The Mayor noted that Three Waters are likely to be another area of interest for AON NZ, if the reforms proceed.

9 Reports for Decision

9.1 Audit and Risk Committee Work Programme

The Committee asked if staff had processes around updating policies on the Council website when changes have been made by central government. Mr Tombs advised that this was done as required, but that staff will look into this further to ensure that the appropriate processes are in place to capture updates in a timely manner.

Resolved minute number **21/ARK/044**

That the report, Audit and Risk Committee Workplan, be received.

.Cr D Wilson/HWTM A Watson. Carried

9.2 Treasury Reporting

The Committee noted that there was a future risk to Council's debt limit if the Three Waters reforms result in local councils losing their water assets. It was noted that while this is not as much of an immediate issue for our Council compared to other (especially larger) councils across the country, it was something that will have to remain on Councils radar.

Following on from this, the Committee also discussed the viability of Councils sources of external funding (e.g. bank sources). Mr O'Connell advised that Council's capacity to borrow is not always certain. Staff agreed with this, but advised that there was a lot of uncertainty around the Three Waters reforms and whether this would proceed on a voluntary basis or become mandated. There is also uncertainty about how water assets would be transferred to the new water entity (Entity B) if the reforms proceeded and Council was involved.

The Committee agreed that while it was too early to test Councils external sources of funding, due to uncertainty around the Three Waters reforms, it was something that would need to be thoroughly considered prior to the next Long Term Plan process in 2024 – especially if the Three Waters reforms proceed.

Resolved minute number 21/ARK/045

That the report on Treasury Reporting be received.

Cr N Belsham/Cr D Wilson. Carried

9.3 Sensitive Expenditure Policy Annual Review

In response to a query, Mr Tombs confirmed that this policy had been reviewed by the Executive Management team prior to it being presented to the Committee.

Cr Wilson sought confirmation that staff were made aware of this (and other Council policies). Staff confirmed that staff are advised of new policies when they are released via the internal email system and Chief Executive updates. Additionally, all policies relating to staff are stored in a central location, communicated through the Senior Leadership Team, and introduced to new staff during their onboarding process.

The Mayor noted that the policy routinely refers to staff and employees, but not explicitly to elected members. Staff advised that elected members are covered by the policy as they are technically considered to be contractors (which are included), but notwithstanding that, Mr Tombs undertook to make it explicit within the policy that elected members are covered.

The Committee raised the issue of cost caps for meals. Staff advised that the cost cap was a general guideline and that the purpose behind it was to provide staff with more certainty around their expenditure. Staff acknowledged that there would be instances where it was reasonable for the cost of meals to be higher.

Resolved minute number 21/ARK/046

That the report 'Sensitive Expenditure Policy Annual Review' be received.

Cr D Wilson/Cr N Belsham. Carried

9.4 Gifts and Hospitality Policy - Annual Review

The Mayor noted that the appropriateness of accepting or rejecting gifts from outside parties was very contextual, and that sometimes refusal would cause offence. His personal litmus test on the appropriateness of accepting a gift was to consider whether it would stand up to public scrutiny in the event that it was reported.

The Committee agreed that Elected Members should be expected to abide by staff policies, while acknowledging that this was not necessarily required by law. Staff agreed and undertook to update the Elected Member code of conduct to reflect this expectation.

Resolved minute number 21/ARK/047

That the Gifts and Hospitality Policy - Annual Review, be received.

HWTM A Watson/Cr D Wilson. Carried

9.5 Health, Safety and Wellbeing Update

Dashboards

Mrs Grant noted that the only notifiable injury in May was the fatality at the train crossing. Although she could not provide details on the incident as it is with the NZ Police, she advised the Committee that staff have engaged with the relevant sub-contractor and that they have made internal changes.

In response to a query about the abusive behaviour category, Mr Beggs advised that there are not any noticeable trends with this (e.g. not occurring in one staff area more than others), although he did note that he was expecting an increase in these incidents post the COVID-19 lockdown, as this occurred after the last lockdown.

Safe Plus Assessment Summary

In response to a query, Mrs Grant advised that our Council is in the top three councils across MWLASS (Manawatu-Whanganui Local Authority Shared Services).

Mrs Grant clarified that the comment “ensure controls are effective” on page 53 refers to what controls staff have in place to ensure that our processes are effective.

Due Diligence Plan

The Committee agreed that the nomination of a ‘Governance Health, Safety and Wellbeing Champion’ should go to full Council for a decision.

Resolved minute number **21/ARK/048**

That the Health, Safety and Wellbeing Update report, together with attachments, be received.

Cr N Belsham/Cr D Wilson. Carried

10 Reports for Information

10.1 Protected Disclosures Update

Mrs Grant advised that there were no protected disclosures to report.

Resolved minute number **21/ARK/049**

That the report Protected Disclosures Update, be received.

HWTM A Watson/Mr C O'Connell. Carried

10.2 Employee Code of Conduct Review

Mrs Grant advised that this policy had been updated and was now more aspirational and positive in scope, and aligned with our organisational values. The policy covers behaviour which could bring the organisation into disrepute, both during and outside of work hours.

The Committee received the policy positively, noting that it was good to see a delineation between 'misconduct' and 'serious misconduct'.

Resolved minute number **21/ARK/050**

That the report on the Employee Code of Conduct Review be received.

Cr N Belsham/Cr D Wilson. Carried

10.3 Sensitive Expenditure 2020/21 Summary

In response to a query about several budget lines reading as \$0, Mr Tombs advised that certain budgets are set across multiple cost centres and were managed as a group rather than as individual lines.

Resolved minute number **21/ARK/051**

That the Sensitive Expenditure 2020/21 Summary report be received.

Cr D Wilson/Cr N Belsham. Carried

The meeting was adjourned at 11.02 am and re-convened at 11.09 am.

10.4 Internal Audit Programme

In response to a query, Mr Tombs advised that staff do not expect to use the same external reviewer for all items, and that external reviewers will be contracted as required.

In response to a query about the \$100,000 budget set aside for external reviewing, Mr Tombs advised that he believed this amount would be sufficient. Mr O'Connell agreed, noting that there would also be opportunities for staff to work with other councils.

Resolved minute number **21/ARK/052**

That the Internal Audit Programme report be received.

Cr D Wilson/Cr N Belsham. Carried

10.5 June (draft) Financial Report

The Committee discussed whether certain reports should come to the Audit & Risk Committee for review. Mr Beggs' preference was for reports to go to one Committee only, and then be escalated by that specific Committee if they felt it was necessary. Mr O'Connell agreed that it was important

The Committee and staff agreed that the Mayor and Mr O’Connell should define the items of interest and scope for the Audit & Risk Committee’s oversight of activities that are potentially impacting strategic risks.

Cr D Wilson/Cr N Belsham. Carried

Cr N Belsham/Cr D Wilson. Carried

Cr N Belsham/Cr D Wilson. Carried

Page 8

Resolved minute number 21/ARK/056

That the report Risk Management Policy be deferred to the next Audit and Risk Committee meeting.

HWTM A Watson/Mr C O'Connell. Carried

10.9 Insurance Update

The Committee agreed that this report should continue coming to the Audit & Risk Committee in future.

Mr Tombs provided an update on section 3.2 , noting there have been a couple of vehicle claims for minor damage.

The Mayor asked if there were any timing issues with Councils contract with AON. Mr Tombs confirmed that it was under control, and that some of the delays were at AON's end.

Resolved minute number 21/ARK/057

That the Insurance Update report be received.

Mr C O'Connell/Cr D Wilson. Carried

11 Public Excluded

The meeting went into a public excluded session at 11.41 am.

Resolution to Exclude the Public**Resolved minute number 21/ARK/058**

That the public be excluded from the following parts of the proceedings of this meeting.

1. Audit and Risk Committee Minutes (Public Excluded) – 27 May 2021
2. Council's Cybersecurity Risk Management Framework
3. Follow-up Action Items from Audit and Risk Meetings (Public Excluded)

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
1.1 – Audit and Risk Committee Minutes (Public Excluded) – 27 May 2021	s7(2)(b)(i) - Trade secret s7(2)(f)(i) – Free and frank expression of opinions	S48(1)(a)

1.2 - Council's Cybersecurity Risk Management Framework	s7(2)(j) – Improper gain or improper advantage	s48(1)(a)(i)
1.3 - Follow-up Action Items from Audit and Risk Meetings (Public Excluded)	s7(2)(b)(i) - Trade secret	s48(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.

HWTM A Watson/Cr N Belsham. Carried

The meeting closed at 11.48 am.

The minutes of this meeting were confirmed at the Audit and Risk Committee held on 16 December 2021.

.....
Chairperson

MINUTES

UNCONFIRMED: FINANCE/PERFORMANCE COMMITTEE MEETING (VIA ZOOM)

Date: Thursday, 26 August 2021

Time: 10.30 am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

Cr Nigel Belsham
Cr Fi Dalgety
Cr Cath Ash
Cr Brian Carter
Cr Angus Gordon
Cr Tracey Hiroa
Cr Dave Wilson
Cr Gill Duncan
HWTM Andy Watson (Mayor)

In attendance

Mr Peter Beggs, Chief Executive
Mr Arno Benadie, Chief Operating Officer
Mr Dave Tombs, Group Manager – Corporate Services
Mrs Carol Gordon, Group Manager – Democracy and Planning
Mr Danny Le Mar, Manager Financial Services
Ms Kat McDonald, Management and Systems Accountant
Mr Ash Garstang, Governance Administrator

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1 Welcome / Prayer

Cr Belsham opened the meeting at 10.31 am. The Mayor read the Council prayer.

2 Apologies

Resolved minute number 21/FPE/030

Cr Hiroa needs to leave at 11.30 am. Cr Panapa was not in attendance.

Cr C Ash/Cr D Wilson. Carried

3 Public Forum

Nil.

4 Conflict of Interest Declarations

Nil.

5 Confirmation of Order of Business

Nil changes.

6 Confirmation of Minutes

Resolved minute number 21/FPE/031

That the minutes of the Finance/Performance Committee meeting held on 24 June 2021, without amendment, be taken as read and verified as an accurate and correct record of the meeting.

Cr G Duncan/Cr D Wilson. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Finance/Performance Meetings

In response to a request for more information, Mr Beggs clarified that Ngāti Apa have been advised of Council's intention to resume charging rates for the Ngā Wairiki training facility.

Resolved minute number **21/FPE/032**

That the report 'Follow-up Action Items from Finance/Performance Meetings' be received.

Cr C Ash/Cr A Gordon. Carried

8 Chair's Report

8.1 Chair's Report - August 2021

Cr Belsham thanked staff for their continued work during the present COVID-19 lockdown restrictions.

Resolved minute number **21/FPE/033**

That the Chair's Report – August 2021 be received.

Cr N Belsham/Cr F Dalgety. Carried

9 Reports for Decision

9.1 Insurance

Infrastructure Programme

The Committee requested that staff undertake to investigate what processes are followed in assessing whether infrastructure damage, or other events, can be covered by Council's insurance policies.

In response to a query, Mr Le Mar confirmed that Council's insurance policy covers seismic events. He also confirmed that in the event of earthquake damage, 60% of the costs would be covered by central government, with the remaining 40% of costs falling to Council.

There was an array of opinions on this issue. Some elected members felt that it would be best to retain this until the introduction of the Three Waters reform, as future changes to Councils water assets may affect the issue. Other elected members felt that it was an unnecessary expense.

Motor Insurance

In response to a query, Mr Tombs advised that the estimated savings that could be gained from the Motor Vehicle insurance premiums is thought to be closer to \$30,000, not \$14,500 and he will confirm this.

In response to a query about legal obligations on Council to cover motor vehicle damage to third parties, Mr Beggs advised that while this obligation does exist, there is no requirement for Council

to pay for it through motor vehicle insurance – these types of costs could be covered directly by Council.

There was an array of opinions on the option of retaining or removing motor insurance cover. Some elected members felt that the savings that could be gained by not having motor vehicle insurance were relatively small and would be an unworthy risk. The Committee also noted that third party cover could be treated as an independent issue of full motor insurance cover.

Mr Beggs noted to the Committee that the savings identified in this report had been incorporated into Councils Long-Term Plan 2021-31, and that if these proposed savings were subsequently declined by Council this would cause unbudgeted expenses. Ms McDonald confirmed that the full amount of \$587,000 in projected savings had been incorporated into the Long-Term Plan budgets.

Cr Hiroa left the meeting at 11.27 am.

Recommendation

The report 'Insurance' be received, and that the Finance/Performance Committee recommends that Council makes the below changes:

- Change its insurance programme by increasing “deductible on Material Damage” from \$10k to \$250k.
- Change its insurance programme and remove “Material Damage additional cover”.
- Change its insurance programme by increasing “Infrastructure Programme deductible” from \$250,000 to \$2 Million (in 100% Terms).

HWTM A Watson/Cr T Hiroa. Lost

Resolved minute number 21/FPE/034

That the report 'Insurance' be received.

Cr C Ash/Cr A Gordon. Carried

Resolved minute number 21/FPE/035

That the Finance/Performance Committee recommends Council change its insurance programme by increasing “deductible on Material Damage” from \$10k to \$250k.

HWTM A Watson/Cr T Hiroa. Carried

Cr Ash voted against the recommendation.

Resolved minute number 21/FPE/036

That the Finance/Performance Committee recommends Council change its insurance programme and remove “Material Damage additional cover”.

Cr T Hiroa/Cr D Wilson. Carried

Cr Ash voted against the recommendation.

Recommendation

That the Finance/Performance Committee does not recommend that Council change its insurance programme by increasing “Infrastructure Programme deductible” from \$250,000 to \$2 Million (in 100% Terms).

Cr G Duncan/Cr C Ash. Lost

Resolved minute number**21/FPE/037**

That the Finance/Performance Committee recommends to Council to further consider changes to its insurance programme, and requests staff to provide supporting information, by increasing “Infrastructure Programme deductible” from \$250,000 to \$2 Million (in 100% Terms).

HWTM A Watson/Cr D Wilson. Carried

Recommendation

That the Finance/Performance Committee does not recommend Council change its insurance programme by removing “Motor Insurance cover”, noting this includes related third party cover.

Cr N Belsham/Cr G Duncan. Lost

Resolved minute number**21/FPE/038**

That the Finance/Performance Committee recommends that Council consider changes to its insurance programme by removing “Motor Insurance cover”, and to consider whether there could be a separation regarding third party cover.

HWTM A Watson/Cr A Gordon. Carried

9.2 Budget Reduction - Rate Remission

In response to a query, Mr Beggs advised that rates from new houses are not factored into the Long-Term Plan. Revenue from these rates would be unbudgeted, although Mr Beggs noted that most owners of new builds would likely apply for the \$5,000 remission.

Resolved minute number**21/FPE/039**

That the report Budget Reduction – Rate Remission be received

Cr C Ash/Cr B Carter. Carried

Resolved minute number**21/FPE/040**

That the Finance/Performance Committee recommends that Council approves the reduction to the rates remission budget of \$100,000.

Cr D Wilson/HWTM A Watson. Carried

10 Reports for Information

10.1 Financial Snapshot - June 2021 Draft Figures

Mr Tombs noted that these figures are subject to year-end adjustments.

In response to a query, Mr Tombs advised that that 2021/22 roading budgets do not take Waka Kotahi's reduced funding into account. Mr Beggs expanded on this and advised that Waka Kotahi are currently hoping for additional funding from central government. Therefore staff are unsure if the roading funding from Waka Kotahi will change.

Cr Ash advised that she had several detailed questions and would like to raise these via email with staff. Mr Beggs confirmed that staff were happy to receive the councillor's questions.

Resolved minute number **21/FPE/041**

That the report 'Financial Snapshot – June 2021' be received.

Cr C Ash/Cr B Carter. Carried

10.2 QV Monthly Report- June 2021

Mr Le Mar presented the report and requested feedback from elected members about the new graph (covering two years of prior data from QV). The Committee were appreciative of this information and confirmed that they would like to continue receiving this in future reports.

Resolved minute number **21/FPE/042**

That the 'QV Monthly Report- June 2021' be received

Cr F Dalgety/Cr G Duncan. Carried

10.3 Quarterly Property Sales

The Mayor queried if these figures took June's new valuation into account, or whether they were sourced from a prior valuation. Staff were uncertain and undertook to investigate this further and provide an answer at a later date.

Resolved minute number **21/FPE/043**

That the report 'Quarterly Property Sales' be received.

Cr F Dalgety/Cr A Gordon. Carried

10.4 LGFA - General Information

Mr Tombs advised that Council is not currently a guaranteeing member of LGFA (Local Government Funding Agency), however we will need to become a guaranteeing member in the future and this is

The Committee advised that they would like to receive this report every six months.

That the report 'LGFA – General Information' be received.

Cr C Ash/Cr G Duncan. Carried

Cr Belsham thanked Ms McDonald for all of her support and wished her the best, on behalf of the Finance/Performance Committee.

The meeting closed at 12.18 pm.

The minutes of this meeting were confirmed at the Finance/Performance Committee held on 30 September 2021.

Chairperson

MINUTES



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

UNCONFIRMED: HUNTERVILLE RURAL WATER SUPPLY MANAGEMENT COMMITTEE MEETING

Date: Monday, 20 September 2021

Time: 4.00 pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

Mr Sam Weston
Mr Bob Crawford
Mr Bernie Hughes
Mr John McManaway
Mr Sam Duncan
Mr Patrick Henderson
Cr Richard Lambert (*via Zoom*)
HWTM Andy Watson

In attendance

Mr Peter Beggs, Chief Executive
Mr Arno Benadie, Chief Operating Officer
Mr Dave Tombs, Group Manager – Corporate Services
Mr Dave Flintoff, Reticulation Team Leader
Mr Ash Garstang, Governance Advisor

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1 Welcome

The meeting began at 4.02 pm.

2 Apologies

Resolved minute number 21/HRWS/009

That the apology for Mr Mark Dawson be received.

Mr B Hughes/Mr B Crawford. Carried

3 Public Forum

No public forum.

4 Conflict of Interest Declarations

No conflicts of interest.

5 Confirmation of Order of Business

An amended report for the Financial Update was distributed to Committee members via email 17 Sep 21.

Two late items were discussed (items 10.1 and 10.2).

6 Confirmation of Minutes

Resolved minute number 21/HRWS/010

That the minutes of the Huntermville Rural Water Supply Management Sub-Committee meeting held on 21 June 2021, without amendment, be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this committee be added to the official minutes document as a formal record.

Mr B Hughes/Mr B Crawford. Carried

His Worship the Mayor and Mr Peter Beggs joined the meeting at 4.07 pm.

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from previous Huntermville Rural Water Supply Meetings

Mr Tombs advised that the item regarding the clarification of previous financial statements is still in progress (not closed). This will be re-opened.

Recommendation

That the report 'Follow-up Action Items from previous Huntermville Rural Water Supply Meetings' be received.

8 Chair's Report

8.1 Chair's Report - September 2021

Mr Weston advised that he had been in communication with a land owner about pine trees on a property near Vinegar Hill. The trees are marked for removal, but Mr Weston is unsure what date this will take place, although Mr Flintoff believed that it may be around January/February 2022. Water pipes may have to go around the trees.

9 Reports for Information

9.1 Huntermville Rural Water Scheme - Financial Update

Mr Tombs spoke to the amended report that had been emailed to Committee members 17 Sep 21. He advised the Committee that his intention was for financial updates to be more 'cash focused', in order for them to be clearer and more comprehensible.

The Committee spoke about the nature of maintenance with the schemes assets. Generally, repairs will be uncommon but expensive, especially if new pumps are required. Mr Tombs advised that the cash surpluses that the scheme has can be used to proactively maintain assets and this may help to reduce unforeseen costs.

In response to a query, Mr Tombs confirmed that the surplus in the general account is internally loan funded back to Council, although historically this has not been done consistently and it is a source of confusion. Mr Tombs will continue to look into this as a part of his investigations into historic account figures.

Mr Tombs advised that he will continue to investigate past financial statements from previous years and seek to link these to the current financials (2021/22). He will provide the Committee members with final closure on this by the end of October 2021.

Resolved minute number 21/HRWS/011

That the amended report 'Hunternville Rural Water Scheme - Financial Update', as emailed to Committee members on 17 September 2021 and as presented in this meeting, be received.

Mr B Crawford/Mr B Hughes. Carried

9.2 Hunternville Rural Water Scheme - Operations Update

The Committee asked what the status of the water pipe on the viaduct was. The Mayor advised that KiwiRail are wanting to charge a large amount of money as an ongoing contract. An alternative option would be to create another line, but this would also be very expensive. He offered both his and the Chief Executive's assistance to staff in negotiations with KiwiRail on this issue. Mr Flintoff accepted this offer, and he will provide a summary of the issue to the Chief Executive via email.

Resolved minute number 21/HRWS/012

That the report 'Hunternville Rural Water Scheme – Operations Update' be received.

Mr B Crawford/Mr J McManaway. Carried

10 Late Items

10.1 Request from Scheme User

Mr Weston advised the Committee that he had received a request from a scheme user. This user has a property that sits on both sides of SH1, and he would like to move his restrictor from one side of the highway to the other. Mr Weston had advised the user that in the event that the Committee approved this work, it would be at the users cost – the user was happy with this.

The Committee agreed that the user should submit a written request to the Committee along with a map, detailing exactly what is being requested and the reasons for it. The Committee would then consider this request at a future meeting.

10.2 Three Waters Reform

The Mayor provided a general update on the status of the reforms. Officially, Council has until the end of 2021 to opt-out of the reforms, although there remains the possibility that central government will mandate inclusion in the reforms for all councils. Mr Beggs agreed, noting that the tone of central governments conversation around participation in the reforms had changed over recent months, and that they now seemed determined to negotiate with local authorities until they agreed to participate / opt-in.

Mr Benadie left the meeting at 4.46 pm.

Mr Beggs provided an update on the new water regulator, Taumata Arowai. He advised that although the water standards for drinking water are not significantly changing, the enforcement of these standards is going to be increased and prosecution for serious non-compliance may start occurring. If the Three Waters Reforms go ahead the status of the Huntermville scheme may change in the future, depending on how the new water entity treats the scheme. Currently it is unknown if or how this might occur. The Committee highlighted the risk of Council being responsible for maintaining the scheme in future, but with no staff to carry out this work (due to staff moving to a new water entity).

There is some uncertainty around whether the Huntermville scheme will become subject to water regulations in future. Although the scheme is 'non-potable', it does supply water to Council, who then supplies it to Huntermville urban residents. Mr Tombs confirmed that it would not be possible to count the Huntermville township as 'one user' (under Council) – legal advice received by staff had stated that each resident of the township would be considered as an individual user, meaning that the user base of the scheme could be above a certain threshold that mandates more stringent water regulations. The Committee discussed the possibility of including information in the schemes next annual letter, reminding users that the scheme supplied stock water and that any use of it for drinking water requires individual treatment at the users end. The Committee agreed not to investigate bulk treatment options, but rather to leave this entirely over to users. Mr Beggs advised that the new water regulator is providing a selection of "acceptable solutions" to private water suppliers who are non-compliant.

In response to a query, Mr Beggs advised that the timeframe for registering a rural water scheme and demonstrating compliance under the new regulator is 2025. The new water entities, if established, will not begin their work until 2024.

The Mayor advised that the new water entities would operate on a framework of 'co-governance' with iwi, although he noted that the governance structure is very complicated. This has raised concerns among councils, especially smaller ones such as the Rangitikei District Council, as it may be difficult for them to have a voice in the governance of the water entity.

In response to a query, the Mayor advised that there have been instances of non-compliance for water quality in our district. Council has committed money within the Long Term Plan 2021-31 in order to meet current water compliance standards.

The meeting closed at 5.22 pm.

The minutes of this meeting were confirmed at the Huntermville Rural Water Supply Management Sub-Committee held on 13 December 2021.

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Chairperson

MINUTES



RANGITIKEI
DISTRICT COUNCIL
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UNCONFIRMED: MARTON COMMUNITY COMMITTEE MEETING

Date: Wednesday, 11 August 2021

Time: 6.00 pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

Ms Carolyn Bates
Ms Lyn Duncan
Ms Jennifer Greener
Ms Philippa Hancock
Ms Belinda Harvey-Larsen
Ms James Linklater
Ms Sally Moore
Ms Annie McDowell
Mr Mark Ballantine
Mr Peter Farrell
Cr Nigel Belsham
Cr Dave Wilson

In attendance

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1 Welcome

Nigel Belsham started the meeting and welcomed everyone.

2 Apologies

Resolved minute number 21/MCC/001

That the apology for the Mayor be received.

Cr N Belsham/Ms C Bates. Carried

3 Reports for Decision

3.1 Election of New Committee Members

All nominees agreed to being nominated to be members of MCC.

Resolved minute number 21/MCC/002

Nominated: Sally Moore.

Ms C Bates/Ms J Greener. Carried

Resolved minute number 21/MCC/003

Nominated: Annie McDowell & Mark Ballantine.

Cr N Belsham/Cr D Wilson. Carried

Resolved minute number 21/MCC/004

Nominated: Peter Farrell.

Ms L Duncan/Ms B Harvey-Larsen. Carried

Resolved minute number 21/MCC/005

That the 'Election of New Committee Members' be agreed.

Cr N Belsham/Cr D Wilson. Carried

Introductions

Nigel invited everyone to give a brief introduction as to why they were present:

- Nigel Belsham, Deputy Mayor / Councillor
- Belinda Howard, Media
- Carolyn Bates, existing MCC Deputy Chair
- Pip Hancock, existing MCC Member
- Belinda Harvey-Larsen, existing MCC Member
- Sally Moore, Marton Resident
- Lyn Duncan, RDC Councillor and on MCC 7+ years
- Brian Mitchell, representing Marton Bowling Club
- Jenny Greener, existing MCC Member 7+ years
- Fi Dalgety, Councillor
- Dave Wilson, RDC – 2nd term Councillor / Chair, Assets & Infrastructure Committee
- Peter Farrell, Marton Resident for 43+ yrs

3.2 Election of New Chair for the Marton Community Committee

Resolved minute number **21/MCC/006**

That the 'Election of New Chair for the Marton Community Committee' report be received.

Ms C Bates/Ms J Greener. Carried

Resolved minute number **21/MCC/007**

That the Marton Community Committee, for the purpose of electing or appointing persons under Clause 25 of Schedule 7 of the Local Government Act 2002, adopt System B.

Ms J Greener/Ms P Hancock. Carried

Resolved minute number **21/MCC/008**

That Carolyn Bates be appointed Chair of the Marton Community Committee.

Ms P Hancock/Ms B Harvey-Larsen. Carried

3.3 Election of Deputy Chair for the Marton Community Committee

Ms Greener declined Ms Bates' nomination to be Deputy Chair.

Resolved minute number **21/MCC/009**

That the 'Election of Deputy Chair for the Marton Community Committee' report be received.

Ms C Bates/Ms L Duncan. Carried

Resolved minute number **21/MCC/010**

Ms J Greener/Ms P Hancock. Carried

Ms C Bates/Ms J Greener. Carried

Sally Moore – she is secretary of the Marton Junction Community Pre-School.

As Brian Mitchell from Marton Bowling Club attended the meeting to be available to answer any questions from the committee, it was agreed to discuss the Small Grants Fund earlier in the Order of Business. This was agreed unanimously.

Cr D Wilson/Cr N Belsham, Carried

Ms C Bates/Ms P Hancock. Carried

Ms C Bates/Ms B Harvey-Larsen. Carried

Resolved minute number 21/MCC/016

- **Friendship Club:** \$3,765.75 for a Defibrillator to be installed on the exterior of Friendship Hall, 7 Morris Street, Marton.

The Committee agreed to supporting the purchase and installation of a Defibrillator with up to \$1,000, conditional upon Friendship Club obtaining alternative funding to cover the balance of the project cost, therefore MCC will be the final funder for this project.

Cr D Wilson/Ms L Duncan. Carried

Resolved minute number 21/MCC/017

- **Marton Bowling Club:** \$690 for Have a Go Day Advertising (2 x \$345).

The Committee agreed to contribute \$690 to help the Bowling Club promote their "Have a Go Day".

Ms L Duncan/Ms P Hancock. Carried

Resolved minute number 21/MCC/018

- **Marton Pipe Band:** \$670 for Tables for Scottish Hall.

The Committee agreed to contribute \$670 for replacement tables at Scottish Hall.

Ms S Moore/Cr D Wilson. Carried

Resolved minute number 21/MCC/019

- **Creative Courtyard:** \$225.40 for Signage for "Can Cages" at Centennial Mall and opposite New World.

The Committee agreed to contribute \$225.40 for Signage for "Can Cages" as requested.

Ms C Bates/Ms J Greener. Carried

Resolved minute number 21/MCC/020

- **Marton Junction Community Preschool:** \$686.35 for a Water Tank and Gardening Equipment at the Preschool's Community Garden.

The Committee noted the presenter - Sally Moore's declaration of interest.

The Committee agreed to up to \$686.35 for a Water Tank Gardening Equipment to support their Community Garden.

Ms J Greener/Ms C Bates. Carried

On the assumption that the allocation of funds detailed above are all utilised, the balance of the Small Grants Fund will be \$5,873.75.

9 Discussion Items

9.1 Do Good Jobs Website

Ms Bates explained the website and associated database is a means for sourcing opportunities to volunteer, be involved with organisations which utilise volunteers, or source volunteers.

9.2 Wilson Park Development Group

The Committee were made aware that, as part of the LTP process, \$25,000 had been “earmarked” from Parks Fund to support the plans of Wilson Park Development Group.

Pip gave an overview for new members, regarding their staged plans for the installation of a Limestone Path, Fitness Equipment, a BBQ, Dog Exercise Area and Rubbish Bins.

Lyn asked about Drainage.

Nigel and Dave talked about someone on RDC Staff is looking out drainage plans – it is still working progress.

Peter Farrell – stated that he is aware that the Velodrome needs attention / resurfacing.

Nigel said Marton Development Group (MDG) are having an AGM, he is aware they have the Velodrome on their to do list.

9.3 Communication with Council

Ms Bates raised that there had been several occasions in the last year or so, when information had not been conveyed in a considerate manner on topics which affect members of the committee and wider community.

Both Cr Wilson and Cr Belsham committed to being more mindful to alert MCC of relevant topics. The Committee were asked to alert either of them if there was any cause for concern in the future. It was agreed that, that would be a productive way ahead.

9.4 Communication between Committee Members

Ms Bates will compile a contact list and circulate it to all members.

The Meeting closed at 7.50pm.

The minutes of this meeting were confirmed at the Marton Community Committee held on 13 October 2021.

.....
Chairperson

MINUTES

UNCONFIRMED: POLICY/PLANNING COMMITTEE MEETING

Date: Thursday, 12 August 2021

Time: 1.00 pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

Cr Angus Gordon
Cr Cath Ash
Cr Nigel Belsham
Cr Fi Dalgety
Cr Gill Duncan
Cr Richard Lambert
Cr Dave Wilson
Mr Chris Shenton
HWTM Andy Watson

In attendance

Mr Peter Beggs, Chief Executive
Mr Arno Benadie, Chief Operating Officer
Mrs Carol Gordon, Group Manager – Democracy and Planning
Mr Dave Tombs, Group Manager – Corporate Services
Mr Johan Cullis, Manager – Regulatory
Ms Katrina Gray, Senior Strategic Planner
Mr George Forster, Policy Advisor
Ms Nardia Gower, Manager – Community Development
Ms Jen Britton, Strategic Advisor – District Promotions
Mr Jaime Reibel, Strategic Advisor – Economic Development
Mr Ash Garstang, Governance Administrator

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1 Welcome

The meeting was opened by Cr Gordon at 1.01 pm.

2 Apologies

Resolved minute number 21/PPL/001

That the apologies for Cr Hiroa and Cr Panapa be received. The Mayor will arrive at the meeting late, as he is away on Council business.

Cr A Gordon/Cr C Ash. Carried

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts declared.

5 Confirmation of Order of Business

Pania Winiata (representative from the Taihape Community Development Trust) and Bonnie Clayton (representative from Bulls Community Development Trust), presented to the Committee in relation to item 10.1 (MoU Partner Organisations). This took place after item 8.1 (Chair's Report) and before item 9.1 (Local Approved Products Policy).

3.15pm: Daniel O'Regan (Communications Contractor) will present the Communications and Marketing Strategy, and the Social Media Policy (item 11.1).

6 Confirmation of Minutes

6.1 Confirmation of Policy/Planning Minutes

Resolved minute number 21/PPL/002

That the minutes of the Policy/Planning meeting held on 17 February 2021, without amendment, be taken as read and verified as an accurate and correct record of the meeting.

Cr D Wilson/Cr N Belsham. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Policy/Planning Meetings

Taken as read.

Resolved minute number 21/PPL/003

That the report 'Follow-up Action Items from Policy/Planning Meetings' be received.

Cr F Dalgety/Cr G Duncan. Carried

8 Chair's Report

8.1 Chair's Report - August 2021

The Chair tabled his report.

Resolved minute number 21/PPL/004

That the tabled Chair's Report – August 2021 be received.

Cr A Gordon/Cr C Ash. Carried

9 Reports for Decision

9.1 Local Approved Products Policy

Mr Forster provided some background on this policy, and advised that it was initially implemented as a response to the widespread sale of synthetic products in the early 2010's. No new product has been applied for by a retailer within the district since 2014, as an application fee was high. Mr Forster recommended that the Committee retain the policy in its present state.

Resolved minute number 21/PPL/005

That the report Local Approved Products be received.

Cr N Belsham/Cr C Ash. Carried

Resolved minute number 21/PPL/006

That the Policy/Planning Committee support the Local Approved Products Policy remaining in its current form, and that a full review be undertaken if an application to the Psychoactive Substances Regulatory Authority (Ministry of Health) is lodged to have a product approved for sale.

Cr N Belsham/Cr G Duncan. Carried

9.2 Animal Control Bylaw - Cats

Mr Cullis advised that so far in 2021 there have been four complaints about cats; three of them for the same premises.

In response to a query, Mr Cullis advised that Horizons Regional Council only deal with feral cats – not dumped cats. Cages can be provided to people to try and trap stray cats.

In response to a query about Councils ability to enforce the bylaw, Mr Cullis advised that while we have the ability to prosecute, this has never been done. He noted that staff were unable to issue infringement notices.

Resolved minute number **21/PPL/007**

That the report on Animal Control Bylaw - Cats be received.

Cr D Wilson/Cr N Belsham. Carried

Resolved minute number **21/PPL/008**

That no amendment is made to the Animal Control Bylaw to require the de-sexing and microchipping of cats.

Cr D Wilson/Cr R Lambert. Carried

9.3 Food Business Grading Bylaw

Mr Forster advised that there are several concerns with the current bylaw, specifically with regards to the fairness of the system. For example, large supermarkets do not have grades displayed.

In response to a query, Mr Cullis advised that customer complaints about food health and safety may either come to Council or to the Ministry of Primary Industries, depending on who was responsible for regulating the specific premises.

In response to a query, Mr Forster confirmed there was a cost to Council for implementing this bylaw. An environmental health officer was employed from outside the district to conduct site inspections.

It was noted by the Mayor that an 'opt-in' or 'opt-out' approach could have negative consequences, as food vendors that do not have a food grading (noting that there is a cost to attaining this from Council) may risk losing customers due to a perception that the absence of a Council issued food grading is because of negative food health and safety practices.

Resolved minute number **21/PPL/009**

That the report on Review of the Food Business Grading Bylaw be received.

Cr A Gordon/Cr D Wilson. Carried

Resolved minute number **21/PPL/010**

That the Policy/Planning Committee recommend that a full review of the Bylaw be undertaken, noting that an amended Bylaw and supporting information would be reported to Council to be adopted for public consultation.

Cr N Belsham/Cr C Ash. Carried

10 Reports for Information

10.1 MoU Partner Organisations

Taihape Community Development Trust (TCDT)

Pania Winiata presented to the Committee. A highlight last year was the A&P show. There were some new events, such as woodchopping and shearing. Their newsletters and social media platforms are well established, and community engagement with Council is already underway. The Spring Fling event is in September and TCDT are striving to engage with different ethnicities in Taihape and regionally. In their newsletter they will profile a local shop and any specialties being provided.

Cr Gordon asked how the new welcome pack has been received by new people to the town. Ms Winiata advised that it has been fantastic with property brokers, not just sales but also for rentals. It has been posted to the Taihape Health and the school, and TCDT contacts people about once a month to see if more packs are required.

Bulls Community Development Trust (BCDT)

Bonnie Clayton spoke to her presentation.

Cr Dalgety asked if their river group was working with the Rangitikei Catchment Collective. Ms Clayton advised that she was not aware of them, but would take down their contact details.

Cr Belsham asked how much external funding had been brought into the group. Ms Clayton could not provide exact numbers, but stated that they did apply continuously for external funding. Cr Belsham commented that it would be good to know, as the amount of work BCDT managed to achieve was very impressive. Ms Clayton advised that she will get this information and forward it to Cr Belsham.

Mr Shenton asked if BCDT had been in touch with Ngati Parewahawaha and other relevant groups, as there was a lot of good work being done in this space. He was happy to connect Ms Clayton to these groups.

Ms Gower advised that quarterly reporting had been replaced with six monthly and annual reporting, as this was quite a large task for the community groups to complete. Ms Gower advised that more meetings with the community development team will fill this gap.

The Committee advised that they would like to see the AGM minutes and financial statements from MOU Partners included in future Policy/Planning Order Papers.

In response to a query, Ms Gower advised that Council will be utilising either 50% or 100% of the funds that were under Project Marton for the Harvest Fair event. Ms Gower further clarified that staff had decided to incorporate Project Marton's plans into the Community Development teams next 12 month work plan.

In response to a query, Ms Gower advised that staff had decided to combine the Youth space in Taihape with the Mahi Tahī Rangitikei Employment Programme, and deliver this as a one-stop shop. This moved the cost for this to the Mahi Tahī programme.

The Committee queried the present state of Project Marton and the work that they were doing. Ms Gower advised that Project Marton's work had been incorporated by Council, but that the communications that Project Marton delivered have not yet been picked up. There is another group considering a revitalisation of this space, but staff did not want to directly establish anything – it was over to the community to do this if they wished to.

Resolved minute number **21/PPL/011**

That the report 'MoU Partner Organisations' be received.

Cr N Belsham/Cr F Dalgety. Carried

10.2 Community Development Update for April, May and June 2021

Ms Gower advised that the recent Matariki celebrations were held at Te Matapihi. The Committee noted that Te Matapihi was seeing significant usage and that it was good to see this growing. The Committee also requested that information regarding feedback on Te Matapihi is included in future Community Development Updates.

In response to a query, Ms Gower advised that the digital engagement had seen a good uptake and that she will include numbers on this in a future report.

It was requested that both the McIntyre Reserve and Hautapu River Park be added to the bullet point list of current projects that are "of interest for development".

In response to a query about whether the 'DRAFT Community-Led Development Guide 2021' had been distributed to community committees, Ms Gower advised that she had wanted it to come to the Policy/Planning Committee first, but that she is happy to now circulate it to the community committees via email.

There was some discussion among Committee members about Council's financial commitment to community-led projects, specifically in the area of ongoing maintenance. Mr Beggs noted that page 4 of the draft document states that the Executive Leadership team will consider ongoing costs.

In response to a query, Ms Gower confirmed that currently there are no formal volunteer procedures, but she will complete a draft for these and bring it to the next Committee meeting in October.

Resolved minute number **21/PPL/012**

That the 'Community Development Update for April, May and June 2021' be received.

Cr N Belsham/Cr A Gordon. Carried

10.3 Youth Development Update Jan-Jul 2021

Ms Gower advised that staff are going to revitalise the Youth Advisory Group, with a stronger local focus.

Ms Gower clarified that staff do not have a lot to do with the pre-school Swim For All Programme and that this has been funded by Gallaghers. Staff report on primary school aged children who attend the swim centres for free. His Worship the Mayor will engage with Richard Coxon around the Swim For All programme.

Resolved minute number **21/PPL/013**

That the report 'Youth Development Update January to July 2021' to the 12 August 2021 Policy/Planning Committee be received.

Cr A Gordon/Cr G Duncan. Carried

Cr Gordon adjourned the meeting at 2.57 pm and re-convened at 3.08 pm.

10.4 Economic Development Update April, May and June 2021

Mr Reibel advised that the Community Development Team attended a housing tour in Hastings, and visited a range of housing developments. He stated that the housing strategy appears to be two or three years in advance of ours and that it will be helpful to learn from their experience.

Ms Gower advised that our district had the second most stable employment under the Mahi Tahi – Employment Programme. She advised that there was a lot of value in this programme and that staff have had success in guiding youth into training and further employment.

Resolved minute number **21/PPL/014**

That the 'Economic Development Update for April, May and June 2021' be received.

Cr C Ash/Cr R Lambert. Carried

Resolved minute number **21/PPL/015**

That a letter of appreciation be sent from His Worship the Mayor to the Mahi Tahi project team.

HWTM A Watson/Cr A Gordon. Carried

10.5 Rangitikei Destination Management Plan 2050

Ms Britton advised that initial engagement has begun with the Te Roopuu Ahi Kaa Komiti, the Santoft Domain Management Committee, the Turakina Community Committee and the Ratana Community Board. She welcomed input from elected members and advised that a workshop on this will be held on 09 September 2021.

There was some discussion among Committee members about ensuring that prior work in this space was being utilised, where able. Ms Britton responded to this and advised that staff were using some old material, although there were restrictions with this (e.g. pixilation in old pictures).

In response to a query about the impact of COVID-19, Ms Britton advised that it has changed the way that staff promote tourism and that there have been changes coming out of central government as well. Mr Beggs added to this and stated that central government have signalled that Destination Management Plans will be vital documents that enable Councils to source funding from central government.

There was some discussion among Committee members about how to ensure that Council gets value out of this document and that our tourism plans are implemented. Mr Beggs noted that this document will be a conduit to economic development, and will be useful in promoting our district for tourist operators. It was agreed that this would be a key issue to be discussed at the workshop scheduled for 09 September 2021.

Resolved minute number **21/PPL/016**

That the report 'Rangitikei Destination Management Plan 2050' be received.

Cr R Lambert/Cr D Wilson. Carried

11 Discussion Items

11.1 Democracy & Planning Group - Operational Update

Communications and Marketing Strategy and Social Media Policy

Mr Daniel O'Regan (communications contractor) presented the Communications and Marketing Strategy. He advised that there is also a "tone of voice" document that is currently with the executive team and will be rolled out to the Customer Services and Regulatory teams once finalised.

The Mayor noted that there could be an opportunity to erect an electronic billboard in Taihape, that shared news about local activities in the community. Mr O'Regan advised that he had seen a similar thing in Horowhenua, but that specific electronic billboard is owned by an external company, as the costs of erecting it are high.

In response to a query, the Mayor noted that there were restrictions on what councillors could say on social media regarding Council business, and that there was an expectation that anything would be run by both himself and the Chief Executive first.

The Committee noted that Council should promote good-news stories about Council activities and work that is being completed. Mr Beggs advised that this does often take place and Mr Benadie confirmed that promotion of work is included in some of Council's contracts with external contractors.

The Committee acknowledged the difficulty of getting community engagement right, and that sometimes engagement provided via formal and written submissions differed from what elected members hear informally from their communities. The Mayor noted that this was one of the

difficulties that faced our district, due to the huge land area and presence of small towns and communities.

Mr Shenton suggested that the culture pillar should also relate to contemporary culture, as he believed that in its present state it read as having a lean towards heritage culture. Mrs Gordon acknowledged his comments and advised that she would take this on board.

The Committee requested that staff distribute an abbreviated version of the draft Social Media Policy to Community Committees, Community Groups and our MoU Partners.

Rates Feedback

Cr Belsham asked what sort of feedback staff had received around the rates increase. Mr Beggs advised that as of 01 July 2021, Council had employed a Complaints Officer. He further advised that in general there has not been a large amount of complaints, although there have been several with regards to the removal of the 2.5% discount for full-year rates payments.

Resolved minute number **21/PPL/017**

That the report 'Democracy & Planning Group – Operational Update' be received.

Cr C Ash/Cr N Belsham. Carried

The meeting closed at 4.23 pm.

The minutes of this meeting were confirmed at the Policy/Planning Committee held on 14 October 2021.

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Chairperson

14 Recommendations from Committees

14.1 Recommendations from the Finance/Performance Committee 26 Aug 21

Author: Ash Garstang, Governance Administrator

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Identified Cost Savings for 2021/22: Insurance Programme

- 1.1 At its meeting held 26 August 2021, the Finance/Performance Committee discussed several cost saving initiatives that have been proposed by staff, with regards to Council's insurance programme.
- 1.2 The Committee made four recommendations to Council, as below (Recommendations 1 – 4).

2. Identified Cost Savings for 2021/22: Rate Remission Budget

- 2.1 At its meeting held 26 August 2021, the Finance/Performance Committee discussed a cost saving initiative that have been proposed by staff, with regards to Council's rate remission budget.
- 2.2 The Committee made a recommendation to Council, as below (Recommendation 5).

Recommendation 1

That Council approves / declines [**delete one**] the below recommendation from the Finance/Performance Committee meeting on 26 Aug 21, as [**explanation, if required**]...

- a. That the Finance/Performance Committee recommends Council change its insurance programme by increasing "deductible on Material Damage" from \$10k to \$250k.

Recommendation 2

That Council approves / declines [**delete one**] the below recommendation from the Finance/Performance Committee meeting on 26 Aug 21, as [**explanation, if required**]...

- a. That the Finance/Performance Committee recommends Council change its insurance programme and remove "Material Damage additional cover".

Recommendation 3

That Council approves / declines [**delete one**] the below recommendation from the Finance/Performance Committee meeting on 26 Aug 21, as [**explanation, if required**]...

- a. That the Finance/Performance Committee recommends to Council to further consider changes to its insurance programme, and requests staff to provide supporting information,

by increasing “Infrastructure Programme deductible” from \$250,000 to \$2 Million (in 100% Terms).

Recommendation 4

That Council approves / declines [**delete one**] the below recommendation from the Finance/Performance Committee meeting on 26 Aug 21, as [**explanation, if required**]...

- a. That the Finance/Performance Committee recommends that Council consider changes to its insurance programme by removing “Motor Insurance cover”, and to consider whether there could be a separation regarding third party cover.

Recommendation 5

That Council approves / declines [**delete one**] the below recommendation from the Finance/Performance Committee meeting on 26 Aug 21, as [**explanation, if required**]...

- a. That the Finance/Performance Committee recommends that Council approves the reduction to the rates remission budget of \$100,000.

15 Public Excluded

Resolution to Exclude the Public

The meeting went into public excluded session [enter time](#)

Recommendation

That the public be excluded from the following parts of the proceedings of this meeting.

1. Confirmation of Council Minutes (Public Excluded)
2. Marton Rail Hub Consultancy Contract
3. Minutes from Committees (Public Excluded)

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
1.1 - Confirmation of Council Minutes (Public Excluded)	s7(2)(b)(ii) – Commercial position s7(2)(h) – Commercial activities s7(2)(i) - Negotiations	s48(1)(a)(i)
1.2 - Marton Rail Hub Consultancy Contract	s7(2)(a) - Privacy s7(2)(b)(ii) – Commercial position s7(2)(h) – Commercial activities s7(2)(i) - Negotiations	s48(1)(a)(i)
1.3 - Minutes from Committees (Public Excluded)	s7(2)(b)(i) – Trade secret s7(2)(f)(i) – Free and frank expressions of opinion s7(2)(j) – Improper gain or improper advantage	s48(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.

16 Open Meeting

The meeting went into open session at <<time>>.

Recommendation

That the public excluded meeting move into an open meeting, and the below recommendations be confirmed in the open meeting:

21/RDC/*** - 21/RDC/***