

## Under Separate Cover

### Attachments to the report – **‘Minutes from Committees’**

In sequential order:

- Assets/Infrastructure Committee, 10 February 2022
- Audit & Risk Committee, 15 December 2021
- Audit & Risk Committee, 10 March 2022
- Finance/Performance Committee, 24 February 2022
- Hunterville Community Committee, 14 February 2022
- Marton Community Committee, 08 December 2021
- Policy/Planning Committee, 10 February 2022
- Santoft Domain Management Committee, 23 February 2022
- Taihape Community Board, 16 February 2022
- Te Roopuu Ahi Kaa Komiti, 08 February 2022
- Turakina Community Committee, 03 February 2022

# MINUTES



**RANGITIKEI**  
DISTRICT COUNCIL  
*Making this place home.*

## **UNCONFIRMED: ASSETS/INFRASTRUCTURE COMMITTEE MEETING**

**Date:** Thursday, 10 February 2022

**Time:** 9.30 am

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

---

**Present**

Cr Dave Wilson  
Cr Richard Lambert  
Cr Cath Ash *[via Zoom]*  
Cr Nigel Belsham  
Cr Brian Carter  
Cr Fi Dalgety *[via Zoom]*  
Cr Gill Duncan *[via Zoom]*  
Cr Angus Gordon  
Ms Coral Raukawa (TRAK representative) *[via Zoom]*

**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  
Ms Gaylene Prince, Group Manager – Community Services *[via Zoom]*  
Mrs Jess Mcilroy, Operations Manager  
Mr Ash Garstang, Governance Advisor

**Order of Business**

<b>1</b>	<b>Welcome / Prayer .....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Follow-up Action Items from Previous Meetings .....</b>	<b>4</b>
7.1	Follow-up Action Items from Assets/Infrastructure Meetings .....	4
<b>8</b>	<b>Chair's Report .....</b>	<b>4</b>
8.1	Chair's Report - February 2022 .....	4
<b>9</b>	<b>Reports for Information.....</b>	<b>4</b>
9.1	Assets and Infrastructure Report - January 2022.....	4

## 1 Welcome / Prayer

The meeting opened at 9.30 am and Cr Lambert read the Council prayer.

## 2 Apologies

**Resolved minute number 22/AIN/001**

That the apology for His Worship the Mayor (noting he is away on Council business) be received.

Cr A Gordon/Cr B Carter. Carried

## 3 Public Forum

No public forum.

## 4 Conflict of Interest Declarations

No conflicts of interest were declared.

## 5 Confirmation of Order of Business

No changes to the order of business.

## 6 Confirmation of Minutes

**Resolved minute number 22/AIN/002**

That the minutes of the Assets/Infrastructure Committee meeting held on 09 December 2021, as amended, 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.

Amendment: correct the last two sentences under 'Utilities Budgets' on page 10, to read more clearly.

Cr N Belsham/Cr B Carter. Carried

## 7 Follow-up Action Items from Previous Meetings

### 7.1 Follow-up Action Items from Assets/Infrastructure Meetings

Regarding the diversion rate, Mrs Mcilroy advised that a consultant has been commissioned to draft a waste minimisation roadmap for the district (which includes diversion), and to look at a broader overview of Council's waste management practices.

In response to a query, Mr Benadie advised that the sealing of Edwards Street in Bulls was substandard and he is trying to get a firm date from the contractor for when it will be fixed.

Regarding the increase in landfill tonnage coming through the district's transfer stations, Mr Benadie advised that an engineering company will complete a review of the district's solid waste management.

**Resolved minute number 22/AIN/003**

That the report 'Follow-up Action Items from Assets/Infrastructure meetings' be received.

Cr N Belsham/Cr R Lambert. Carried

## 8 Chair's Report

### 8.1 Chair's Report - February 2022

The Chair's Report was tabled and taken as read.

**Resolved minute number 22/AIN/004**

That the Chair's Report – February 2022 be received.

Cr D Wilson/Cr A Gordon. Carried

## 9 Reports for Information

### 9.1 Assets and Infrastructure Report - January 2022

Regarding Mt Curl Road (p. 24): Staff to email the Committee and confirm that the recent slip damage will not alter the completion date listed in the report.

#### Unsealed Road Network

The Committee discussed soil erosion and the future risk of this from farming practices. Mr Benadie advised that he will check with the roading team to see if there are any heat maps for damages across the district – if so, he will bring this back to the Committee. In response to a query, Mr

Benadie advised that the normal FAR rate from Waka Kotahi is 64%, but this can vary for significant damage (i.e., Waka Kotahi can potentially provide additional funding in specific circumstances).

The Committee discussed the maintenance of the district's unsealed road network. It was noted that many of the roads are of very old construction and have a clay base, making them susceptible to weather damage and soil erosion. Mr Benadie advised that Waka Kotahi and central government set the broader directives and programmes for roading works. Council can add new unsealed roads to the programme, but it will cost money and may not be prioritised against other work. A number of factors will go into considering the relative priority of certain roads, including their perceived economic utility. A schedule of maintenance for unsealed roads has been submitted to Waka Kotahi. Mr Benadie further noted that the request for service (RFS) system is the appropriate avenue for the public to submit maintenance requests.

The Committee and staff agreed that a workshop will be organised for elected members to address the maintenance of the unsealed road network and the impact of logging trucks on the condition of roads that are used for forestry.

#### Mangaweka Bridge Replacement

The Committee discussed the recent miscommunication between Council and Ngāti Hauiti, regarding the new Mangaweka Bridge. Mr Benadie advised that the contractor allowed vehicles to use the new bridge so that they could complete road works on the old portion. The bridge has since been re-closed and staff have approached Ngāti Hauiti about the appropriate steps moving forwards. Furthermore, the project management office (PMO) will meet with Mr Meihana (Strategic Advisor – Mana Whenua) on a weekly basis, to help ensure that Council's iwi partners are kept up to date.

Mr Beggs advised that he has apologised to the Te Roopuu Ahi Kaa Komiti for this miscommunication, and steps are being implemented by staff to ensure that it does not re-occur.

In response to a query, Mrs Mcilroy confirmed that traffic is now going across the historic bridge (not the new one). There is no additional cost to the project arising from this incident. Mr Beggs advised that the project is ahead of schedule, and that there is no opening date currently fixed.

#### Rubbish on State Highway 1

Cr Duncan advised the Committee that two of the main sections of SH 1 near Taihape have sections of unmown grass (at rest areas) and overflowing rubbish. The Committee noted that the SH comes under the jurisdiction of Waka Kotahi, although due to the negative perception that this could give of the local area, it would be worth raising it with Waka Kotahi for a resolution. The Committee agreed that the Mayor should raise this directly with Waka Kotahi.

#### Utilities Budgets

In response to a query about the cost for the Papakai Pump Station Diversion project, Mrs Mcilroy advised that the cost of the pump station is yet to be received. Once confirmed, it will be referred to Council for formal approval. Mr Beggs advised that this is a project where Council will have several options for the service level and associated cost of the project.

In response to a query, Mr Benadie advised that the line item for the centralisation pipeline only covers the cost of the pump installation. The pump station itself will have additional costs, although fortunately these should be low as the upwards gradient of the pipe is minimal, and much of the

rest of the pipeline will follow a downwards gradient (these sections will not require pumping due to gravity).

### Taihape CBD

Cr Gordon advised that there is a lot of construction debris in Taihape that is washed into the town centre when it rains. He believes that the contractor (Higgins) should resolve this issue as they are the ones causing it. Mr Benadie advised that this is a state highway and the contractor is working on behalf of Waka Kotahi. Mr Beggs advised that staff will ask the Mayor to raise this issue with Waka Kotahi, alongside the issue of rubbish on SH 1 in Taihape.

### Water Supply

Mrs Mcilroy advised that WSP are on schedule with their programme, and there are no red flags with either them or Horizons Regional Council (HRC). Some of the technical reports have indicated that there may be a need for a higher capital spend on some assets than has been budgeted.

In response to a query regarding the Taihape water supply, Mr Benadie advised that staff are attempting to find equipment to complete this job and it will then be presented to HRC.

In response to a query about impending water standards from Taumata Arawai (the new water regulator), Mrs Mcilroy advised that these new regulations are outside of WSP's scope – although staff have discussed this issue with MDC, as it would make sense for Council and MDC to submit a joint submission to Taumata Arawai.

### Wastewater

In response to a query about the possibility of getting a consent to dump truck effluent at the Hunterville wastewater dams, Mr Benadie advised that this dumping site comes under Waka Kotahi and the Hunterville plant does not have sufficient capacity to accommodate this level of effluent.

### Tutaenui Stream Fencing

Mrs Mcilroy updated the Committee on this issue. An iwi group had previously offered to erect fencing at the dams, but they are no longer certain that they will have a surplus of fencing materials or that they will have the time to complete the work. Staff have communicated with the Tutaenui Stream Restoration Society and put them in touch with the iwi group to progress this further. The Committee agreed that this was the right approach to take, and that it was time for staff to step back from the process.

### **Resolved minute number 22/AIN/005**

That the Assets and Infrastructure Report – January 2022 be **received**.

Cr D Wilson/Cr R Lambert. Carried

**The meeting closed at 11.11 am.**

**The minutes of this meeting were confirmed at the Assets/Infrastructure Committee held on 14 April 2022.**

.....

**Chairperson**

# MINUTES



**RANGITIKEI**  
DISTRICT COUNCIL  
*Making this place home.*

## AUDIT AND RISK COMMITTEE MEETING

**Date:** Wednesday, 15 December 2021

**Time:** 9.00 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  
Mr Arno Benadie, Chief Operating Officer  
Mr Dave Tombs, Group Manager – Corporate Services  
Mrs Sharon Grant, Group Manager – People and Culture  
Mr Danny Le Mar, Manager Financial Services  
Mrs Jess Mcilroy, Operations Manager  
Ms Adina Foley, Senior Project Manager  
Mr Ash Garstang, Governance Advisor



**Order of Business**

<b>1</b>	<b>Welcome / Prayer .....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Follow-up Action Items from Previous Meetings .....</b>	<b>3</b>
7.1	Follow-up Action Items from Audit and Risk Meetings .....	3
<b>8</b>	<b>Chair's Report .....</b>	<b>4</b>
8.1	Chair's Report - December 2021 .....	4
<b>9</b>	<b>Reports for Decision .....</b>	<b>4</b>
9.1	Revised Procurement Policy .....	4
9.2	Health, Safety and Wellbeing .....	5
9.3	Treasury Reporting .....	6
9.4	Audit and Risk Committee Work Programme .....	7
<b>10</b>	<b>Reports for Information.....</b>	<b>7</b>
10.1	Protected Disclosures Update .....	7
10.2	2020/21 Annual Report Overview .....	8
10.3	Risk Management Policy .....	8
10.4	Management Accounts .....	8
10.5	Internal Audit Programme .....	8
10.6	Audit NZ Management Letter Points .....	9
10.7	Insurance Update .....	9
10.8	Fraud Reporting.....	9
10.9	Strategic Risk Review.....	9
<b>11</b>	<b>Public Excluded .....</b>	<b>10</b>
11.1	Public Excluded Council Minutes .....	10
<b>12</b>	<b>Open Meeting .....</b>	<b>10</b>

## **1 Welcome / Prayer**

The meeting opened at 9.03 am. Mr O'Connell read the Council prayer.

## **2 Apologies**

No apologies.

## **3 Public Forum**

No public forum.

## **4 Conflict of Interest Declarations**

No conflicts of interest were declared.

## **5 Confirmation of Order of Business**

No changes to the order of business.

## **6 Confirmation of Minutes**

**Resolved minute number 21/ARK/062**

That the minutes of the Audit and Risk Committee meeting held on 09 September 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 A Gordon/HWTM A Watson. Carried

## **7 Follow-up Action Items from Previous Meetings**

### **7.1 Follow-up Action Items from Audit and Risk Meetings**

Cr Wilson arrived at the meeting at 9.10 am.

Mr O'Connell advised that he has completed a draft on the items of interest and scope for the Audit and Risk Committee's oversight of activities that are potentially impacting strategic risks. He will

present this to the Mayor and Chief Executive for review and then bring it to the Audit and Risk Committee in early 2022.

**Resolved minute number 21/ARK/063**

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

Cr N Belsham/HWTM A Watson. Carried

## **8 Chair's Report**

### **8.1 Chair's Report - December 2021**

No report.

## **9 Reports for Decision**

### **9.1 Revised Procurement Policy**

Mrs Mcilroy explained that there will be three different documents; an overarching policy document, a strategy document and then a procedures manual. This tiered format will prevent staff needing to update the policy document too often.

The Committee discussed the delegations to the Chief Executive. Mr Benadie advised that funding is approved in the Long Term Plan, but that the procurement of contracts is an additional process and should be presented to Council for approval. Mr Benadie further advised that the Delegations Register is being reviewed by staff and will be presented to the Committee at a later date.

In response to a query about intellectual property risks, Mrs Mcilroy advised that the use of images and photographs should be covered within specific contracts.

In response to a query about the weighting of local suppliers vs external suppliers in procurement, Mrs Mcilroy advised that this guidance will be included in the procedures manual. The Mayor advised that although an external supplier could hypothetically challenge Council's procurement practices and supplier weightings, the fact that Council has consulted on this policy provides a reasonable defence to any such challenges.

Mrs Mcilroy noted that consideration towards iwi suppliers was a part of central governments broad outcomes, but was not reflected in the procurement policy. In the event that central government mandated specific weightings or criteria regarding iwi suppliers, Council would need to update the procurement policy accordingly.

Mr O'Connell raised the issue of other organisations having procurement policies that may conflict with Council's, where Council is an interested party. Mr Benadie advised that in the event that staff felt that they needed to deviate from the procurement policy, they would bring this decision to

Council for formal consideration. Mrs Mcilroy confirmed that this topic will be covered in the strategy document.

**Resolved minute number 21/ARK/064**

That the report 'Revised Procurement Policy' be received.

HWTM A Watson/Mr C O'Connell. Carried

**Resolved minute number 21/ARK/065**

That the Audit and Risk Committee review and provide feedback on the draft revised Procurement Policy.

Cr N Belsham/Cr D Wilson. Carried

## **9.2 Health, Safety and Wellbeing**

### Health and Safety Dashboards

In response to a query, Mrs Grant confirmed that abusive behaviour is a challenge for staff and de-escalation training has been arranged to provide staff with more tools for dealing with difficult situations.

In response to a query about whether incidents have increased in actuality or whether it is the reporting of said incidents that are increasing, Mrs Grant advised that it is difficult to know for certain, but that all reported incidents are investigated.

Mrs Grant advised that vehicle incidents are one of the big concerns for staff and a lot of attention has been directed to this area. Driver awareness training will be offered to staff in 2022, an application has been introduced to Council vehicles that identifies braking and speed concerns, and executive management are fostering a culture where staff feel free to speak to admit if they are fatigued and should not be driving.

Mr Beggs advised that executive management are cognisant of security concerns with the increasing divide between those who are vaccinated and those who are not. Executive management are looking at what security policies the Ministry of Social Development have implemented and considering how these may be applicable to Council.

Mr Beggs advised that a staff consultation process has been followed for COVID-related procedures moving forwards. He will bring recommendations to a full Council meeting in December.

### Health, Safety and Wellbeing Due Diligence Plan

Mrs Grant advised that Cr Dalgety has been appointed as the Governance Health, Safety and Wellbeing Champion.

### Volunteer Health and Safety Procedures

Mrs Grant advised that this document has gone to Council staff members who work with volunteers on a regular basis for their review. Mr Benadie noted that he had mentioned to the Tutaenui Restoration Group that staff were developing this document and they believed that it was a good

idea for Council to create clear guidelines in this space. Mr Benadie will show the document to them, once approved.

The Mayor noted that it was important to highlight the appreciation that Council has for volunteers.

In response to a query about the hazards of hand-held electric tools, Mrs Grant advised that she would anticipate that there would be a Council staff member overseeing volunteer projects, and the risks associated with these tools would be managed by this person.

**Resolved minute number 21/ARK/066**

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

Cr D Wilson/HWTM A Watson. Carried

**Resolved minute number 21/ARK/067**

That the Audit and Risk Committee reviews the proposed Health, Safety and Wellbeing Governance Charter and provides feedback (if any).

Cr D Wilson/HWTM A Watson. Carried

**Resolved minute number 21/ARK/068**

That the Audit and Risk Committee approves the current health, safety and wellbeing reporting schedule as provided in the Health, Safety and Wellbeing Due Diligence Plan.

Cr D Wilson/HWTM A Watson. Carried

**Resolved minute number 21/ARK/069**

That the Audit and Risk Committee reviews the Health, Safety and Wellbeing Strategy and provides feedback (if any).

Cr D Wilson/HWTM A Watson. Carried

**Resolved minute number 21/ARK/070**

That the Audit and Risk Committee reviews the Volunteer Health and Safety Guidebook and provides feedback (if any).

Cr D Wilson/HWTM A Watson. Carried

### **9.3 Treasury Reporting**

The Mayor noted that with central government having mandated the Three Waters Reform, it was going to be important to consider Council's debt-replacement policies. It was anticipated that most of Council's debt will be taken over by the new water entity, but the details of how this will work is still unclear. The Committee noted that it would be a struggle to fund Council's most expensive capital works in the Long Term Plan once the water assets are transferred. Mr Beggs advised that any transaction of water assets would be outside of the current 2021-31 Long Term Plan, and will be covered during a future Long Term Plan instead.

Mr Beggs advised that central governments “no worse-off” pledge related to councils not being left with stranded overheads, etc. He further advised that the “transfer of debt” is a distinct issue, and relates to the debt associated with public water assets being transferred to the new entity.

Mr Tombs advised that the four borrowing covenants driven by Local Government New Zealand will most likely see some serious amendments in response to the Three Waters Reform, as this is an issue that all territorial authorities will face. He suggested that staff begin including a report to future meetings on Council’s ‘projected financial position’.

Mr O’Connell advised that regional boundaries are no reason to avoid collaboration and co-operation with other councils. Other regions also have Local Authority Shared Services agreements, and it could be useful for Council to consider how these work and be open to working with other councils regarding the implementation of the Three Waters Reform.

The Committee noted that while there were still many unknowns with the transfer of assets and debt to the new water entity, it was an issue that Council needs to proactively work on and plan for.

**Resolved minute number 21/ARK/071**

That the report ‘Treasury Reporting’ be received.

Cr N Belsham/Cr A Gordon. Carried

**Resolved minute number 21/ARK/072**

That the Audit and Risk Committee review the Treasury Reporting report.

Cr N Belsham/Cr A Gordon. Carried

## **9.4 Audit and Risk Committee Work Programme**

Mr Tombs advised that staff will bring a summary of management accounts to this Committee in the future, and that a full report on this will go to the Finance/Performance Committee.

**Recommendation 1**

That the report ‘Audit and Risk Committee Work Programme’ be received.

Cr Belsham/Cr Wilson. Carried

**Recommendation 2**

That the Audit and Risk Committee provide feedback regarding the proposed Audit and Risk Work Programme.

Cr Belsham/Cr Wilson. Carried

## **10 Reports for Information**

### **10.1 Protected Disclosures Update**

Mrs Grant advised that under the Protected Disclosures Act 2000, elected members are defined as employees.

**Resolved minute number 21/ARK/073**

That the Protected Disclosures Update be received.

Cr N Belsham/Cr D Wilson. Carried

**10.2 2020/21 Annual Report Overview**

Mr Le Mar advised that the adoption of the annual report has been pushed out to the December Council meeting. Mr Benadie advised that the timeframes provided by Audit NZ are very tight and that the adoption of the annual report in 2021 is an indicator of staffs hard work. Mr O'Connell agreed, noting that the timeframes Audit NZ are working to have been driven by central government.

There was some discussion around whether a Long Term Plan amendment would be required. The Mayor and the Chief Executive agreed that this is an issue for Council consideration.

**Resolved minute number 21/ARK/074**

That the report '2020/21 Annual Report Over' be received.

Cr N Belsham/Cr D Wilson. Carried

**10.3 Risk Management Policy**

Taken as read.

**Resolved minute number 21/ARK/075**

That the report 'Risk Management Policy' be received.

Cr N Belsham/Cr D Wilson. Carried

**10.4 Management Accounts**

Taken as read.

**Resolved minute number 21/ARK/076**

That the report 'Management Accounts' be received.

Cr N Belsham/Cr D Wilson. Carried

**10.5 Internal Audit Programme**

Taken as read.

**Resolved minute number 21/ARK/077**

That the report 'Internal Audit Programme' be received.

Cr N Belsham/Cr D Wilson. Carried

#### **10.6 Audit NZ Management Letter Points**

Taken as read.

**Resolved minute number 21/ARK/078**

That the report 'Audit NZ Management Letter Points' be received.

Cr N Belsham/Cr D Wilson. Carried

#### **10.7 Insurance Update**

Taken as read.

**Resolved minute number 21/ARK/079**

That the report 'Insurance Update' be received.

Cr N Belsham/Cr D Wilson. Carried

#### **10.8 Fraud Reporting**

Taken as read.

**Resolved minute number 21/ARK/080**

That the report 'Fraud Reporting' be received.

Cr N Belsham/Cr D Wilson. Carried

#### **10.9 Strategic Risk Review**

Taken as read.

**Resolved minute number 21/ARK/081**

That the report 'Strategic Risk Review' be received.

Cr N Belsham/Cr D Wilson. Carried



## 11 Public Excluded

The meeting went into public excluded session 11.08 am.

### Resolution to Exclude the Public

**Resolved minute number 21/ARK/082**

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

#### 1. Audit and Risk Committee Minutes (Public Excluded) - 09 September 2021

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
<b>11.1 – Audit and Risk Committee Minutes (Public Excluded) – 09 September 2021</b>	s7(2)(b)(i) - Trade secret s7(2)(f)(i) – Free and frank expression of opinions s7(2)(j) – Improper gain or improper advantage	S48(1)(a)

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 D Wilson/HWTM A Watson. Carried

## 12 Open Meeting

The meeting went into open session 11.11 am.

**Resolved minute number 21/ARK/083**

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

21/ARK/083 - 21/ARK/083

HWTM A Watson/Cr D Wilson. Carried

**The meeting closed at 11.12 am.**

**The minutes of this meeting were confirmed at the Audit and Risk Committee held on 17 February 2022.**

.....

**Chairperson**

# MINUTES

## UNCONFIRMED: AUDIT AND RISK COMMITTEE MEETING

**Date:** Thursday, 10 March 2022

**Time:** 9.00 am

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

---

**Present**

Mr Craig O'Connell  
Cr Nigel Belsham [via Zoom]  
Cr Angus Gordon [via Zoom]  
Cr Dave Wilson [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  
Ms Gaylene Prince, Group Manager – Community Services [via Zoom]  
Mrs Sharon Grant, Group Manager – People and Culture  
Mr Danny Le Mar, Manager Financial Services [via Zoom]  
Cr Fi Dalgety, Governance Health and Safety Champion [via Zoom]  
Mr Ash Garstang, Governance Advisor

**Order of Business**

<b>1</b>	<b>Welcome / Prayer .....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Follow-up Action Items from Previous Meetings .....</b>	<b>3</b>
7.1	Follow-up Action Items from Audit and Risk Meetings .....	3
<b>8</b>	<b>Chair's Report .....</b>	<b>4</b>
8.1	Chair's Report - March 2022.....	4
<b>9</b>	<b>Reports for Decision .....</b>	<b>4</b>
9.1	Rail Hub Project - Significant Risks and Mitigations (first draft) .....	4
<b>10</b>	<b>Reports for Information.....</b>	<b>5</b>
10.1	Protected Disclosures Update.....	5
10.2	Health, Safety and Wellbeing.....	5
10.3	Summary of Management Accounts.....	5
10.4	Fraud Reporting.....	6
10.5	Insurance Update .....	6
10.6	Internal Audit Programme .....	6
10.7	Treasury Reporting.....	7
10.8	Three Waters Reform - Financial Summary .....	7
10.9	Review of Treasury and Finance Policies/Strategies.....	7
10.10	Strategic Risk Review.....	7
10.11	Sensitive Expenditure December 2021 Summary .....	8
10.12	Accounting Policy Review.....	8
10.13	Audit NZ Management Letter Update.....	8
10.14	Audit and Risk Committee Work Programme .....	9
<b>11</b>	<b>Public Excluded .....</b>	<b>9</b>
<b>12</b>	<b>Open Meeting .....</b>	<b>10</b>

## **1 Welcome / Prayer**

The meeting opened at 9.00 am. Mr O'Connell read the Council prayer.

## **2 Apologies**

No apologies.

## **3 Public Forum**

No public forum.

## **4 Conflict of Interest Declarations**

No conflicts of interest were declared.

## **5 Confirmation of Order of Business**

No changes to the Order of Business.

## **6 Confirmation of Minutes**

**Resolved minute number 22/ARK/001**

That the minutes of the Audit and Risk Committee meeting held on 15 December 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.

HWTM A Watson/Cr D Wilson. 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 22/ARK/002**

That the report 'Follow-up Action Items from Audit and Risk Meetings', including the AMENDED attachment (tabled), be received.

Cr N Belsham/Cr D Wilson. Carried

## **8 Chair's Report**

### **8.1 Chair's Report - March 2022**

No report.

## **9 Reports for Decision**

### **9.1 Rail Hub Project - Significant Risks and Mitigations (first draft)**

Mr O'Connell explained that this list represents a draft of 'tier 1 risks' within the governance sphere (i.e., not just operational risks).

The Committee agreed that several governance risks can result in a loss of reputation, which in turn can impact Council's ability to function effectively.

In response to a query, Mr O'Connell advised that several risks are outside of Council's direct control. Nevertheless, these risks may be able to be mitigated to some extent and should remain on Council's radar.

Cr Gordon joined the meeting at 9.17 am.

The Committee and Council staff agreed that this document should be distributed to the Project Advisory Board for their input, and then returned to staff for analysis and presentation of a formal report to a future Committee meeting.

Mr Beggs suggested that the Committee may wish to apply the same level of risk analysis to other possible 'tier 1 projects' that Council has underway, noting that a definition of what constitutes a 'tier 1 project' will need to be established. Mr Benadie agreed with these actions, although he believed that all risks (those of both an operational and governance nature) should be captured within a single risk register for each project.

In response to a query, Mr Tombs advised that there are several risk policies or registers under development, including; a Risk Management Policy, a Risk Appetite and Tolerance Policy, Departmental Risk Registers and individual Project Risk Registers.

### **Resolved minute number 22/ARK/003**

That the report 'Rail Hub Project - Significant Risks and Mitigations (first draft)' be received.

Cr N Belsham/Cr D Wilson. Carried

**Resolved minute number 22/ARK/004**

That the below actions are undertaken:

1. The 'Rail Hub Project – Significant Risks and Mitigations (first draft)' report is distributed to the Project Advisory Board, seeking their guidance in identifying 'tier 1 risks' within the project.
2. Staff to consider what other major projects should be considered within a 'tier 1 risk' group, and a definition to identify them.
3. Staff to consider the organisation-wide risk framework that is being used, taking into account the feedback from CouncilMARK when received.

HWTM A Watson/Cr N Belsham. Carried

## **10 Reports for Information**

### **10.1 Protected Disclosures Update**

In response to a query, Mrs Grant advised that the Protected Disclosures Policy is available on the Council website and is promoted to new staff during their orientation.

**Resolved minute number 22/ARK/005**

That the 'Protected Disclosures Update' be received.

HWTM A Watson/Mr C O'Connell. Carried

### **10.2 Health, Safety and Wellbeing**

Mrs Grant advised that staff are trialling a 'Stop, Take 5' safety initiative within the Parks and Reserves team. Early feedback from staff within this team has been positive. Formal feedback and related documentation will be finalised after the completion of the trial.

**Resolved minute number 22/ARK/006**

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

Cr A Gordon/Cr D Wilson. Carried

### **10.3 Summary of Management Accounts**

The Committee discussed at what stage completed projects and sub-projects should be rated for depreciation – whether it is upon the completion of each individual sub-project/component, or upon the completion of the overall project. The Committee noted that this question will have implications for the transfer of water assets to the new Three Waters Board (Entity B) in 2024, although it is not yet known how or if depreciation will be compensated for during the transfer.

Staff undertook to investigate this question of depreciation and to liaise with Audit NZ for their opinion.

**Resolved minute number 22/ARK/007**

That the report 'Summary of Management Accounts' be received.

Cr D Wilson/Cr N Belsham. Carried

#### **10.4 Fraud Reporting**

Taken as read.

**Resolved minute number 22/ARK/008**

That the report 'Fraud Reporting' be received.

HWTM A Watson/Mr C O'Connell. Carried

#### **10.5 Insurance Update**

Mr Tombs noted that insurance is increasing in cost at a higher rate than the consumers price index, although insurance costs for Council will reduce once water assets have been transferred in 2024.

Mr Tombs advised the Committee that he had been considering whether there could be savings made if Council was to increase its deductibles for its professional indemnity insurance. The Committee advised that they would be open to considering any solid business cases on changes to Council's insurances, but would leave this over to staff to progress any further if warranted. The Committee encouraged staff's continued scrutiny of costs in this area.

**Resolved minute number 22/ARK/009**

That the report 'Insurance Update' be received.

Cr N Belsham/Cr D Wilson. Carried

#### **10.6 Internal Audit Programme**

Mr Beggs suggested that the 'ethics' aspect of this programme should be extended to encompass the entire supply chain, rather than just the procurement process. He further noted that trading ethically could have a cost increase, depending on how much scrutiny was applied by Council. The Committee agreed, although they noted that this concept would be better considered at the shared services level (Manawatū-Whanganui Local Authority Shared Services) due to the member councils all providing similar products.

**Resolved minute number 22/ARK/010**

That the report 'Internal Audit Programme' be received.



Cr D Wilson/Cr N Belsham. Carried

### 10.7 Treasury Reporting

In response to a query, Mr Tombs advised that Council's borrowing covenants are based on the Local Government Funding Agency's covenants. These are likely to be significantly re-scoped after the transfer of water assets in 2024.

**Resolved minute number 22/ARK/011**

That the report 'Treasury Reporting' be received.

Cr N Belsham/Cr D Wilson. Carried

### 10.8 Three Waters Reform - Financial Summary

The Mayor noted that it was still unclear how rural water schemes would function after the transfer of Council water assets in 2024.

The Committee discussed the future of Council's financial position after the transfer of water assets. It was noted that there was a lack of certainty about what the new water entity would compensate Council for, and therefore it was difficult to firmly lay out Council's future financial position. There will be a significant loss of income due to the loss of the water assets (which will affect Council's ability to borrow), but it was unclear how much money would be refunded to Council by the new entity (e.g., whether compensation would be provided to Council for depreciation that has already been rated for).

**Resolved minute number 22/ARK/012**

That the report 'Three Waters Reform – Financial Summary' be received.

Cr A Gordon/Cr D Wilson. Carried

### 10.9 Review of Treasury and Finance Policies/Strategies

Mr Tombs will investigate whether any alterations to our decisions to depreciate assets can be changed during the LTP period.

**Resolved minute number 22/ARK/013**

That the report 'Review of Treasury and Finance Policies/Strategies' be received.

Cr N Belsham/HWTM A Watson. Carried

### 10.10 Strategic Risk Review

In response to a query, Mr Tombs clarified that financial management reporting will continue to be presented to Committees. He further noted that this report is highlighting that the executive leadership team have primary responsibility for the day-to-day management of Council's finances.

**Resolved minute number 22/ARK/014**

That the report 'Strategic Risk Review' be received.

Cr D Wilson/Cr A Gordon. Carried

**10.11 Sensitive Expenditure December 2021 Summary**

In response to a query, Mr Le Mar confirmed that the costs associated with attendance at Local Government NZ conferences are captured within this report.

In response to a query, Mr Beggs advised that there have not been any significant operational costs due to staff working from home during the COVID-19 pandemic.

**Resolved minute number 22/ARK/015**

That the report 'Sensitive Expenditure December 2021 Summary' be received.

Cr N Belsham/Cr D Wilson. Carried

**10.12 Accounting Policy Review**

Taken as read.

**Resolved minute number 22/ARK/016**

That the report 'Accounting Policy Review' be received.

Cr A Gordon/Cr N Belsham. Carried

The meeting was adjourned at 11.00 am and re-convened at 11.11 am.

**10.13 Audit NZ Management Letter Update**

Mr Beggs advised that staff had a good working relationship with Mr Chris Webby and Audit NZ. Mr O'Connell thanked Mr Beggs for his comments and noted that Mr Webby will attend the next Audit and Risk Committee meeting.

Mr Beggs advised the Committee that the executive leadership team are being inundated with an excess of information, and this was making it difficult to make decisions with as much scrutiny and rigour as he would like. While he would continue to remain as diligent as possible, the overabundance of information brought with it an inherent risk that an issue of significance could be overlooked. Mr O'Connell acknowledged the Chief Executive's comments, and advised that he will contemplate this issue and communicate with other councils to gauge how they are managing. Mr

Beggs advised that he is requesting extra resources through the development of the 2022/23 Annual Plan process and that these would help to mitigate the risk.

Mr Tombs advised that Audit NZ have made four recommendations and that the executive leadership team have agreed to accept and act on all of them.

The Mayor noted that Council's sealing of the district's roading network has reduced, largely due to a reduction in funding from Waka Kotahi. Mr Benadie advised that he had talked to Audit NZ recently and they raised a potential red flag with the increase of construction costs; Audit NZ believed that construction costs will inevitably return to more normal levels, and there was a risk of completing a re-valuation with current construction costs being so high.

**Resolved minute number 22/ARK/017**

That the report 'Audit NZ Management Letter Update' be received.

HWTM A Watson/Cr N Belsham. Carried

**10.14 Audit and Risk Committee Work Programme**

Taken as read.

**Resolved minute number 22/ARK/018**

That the report 'Audit and Risk Committee Work Programme' be received.

Cr D Wilson/Cr A Gordon. Carried

**11 Public Excluded**

The meeting went into public excluded session 11.33 am.

**Resolution to Exclude the Public**

**Resolved minute number 22/ARK/019**

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

**1. Cybersecurity**

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
11.1 - Cybersecurity	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.

HWTM A Watson/Mr C O'Connell. Carried

## 12 Open Meeting

The meeting went into open session 11.47 am.

### **Resolved minute number 22/ARK/020**

That the public excluded meeting move into an open meeting, and the below recommendation be confirmed in the open meeting:

22/ARK/020

HWTM A Watson/Mr C O'Connell. Carried

The meeting closed at 11.47 am.

The minutes of this meeting were confirmed at the Audit and Risk Committee held on 16 June 2022.

.....

**Chairperson**

# MINUTES

## **UNCONFIRMED: FINANCE/PERFORMANCE COMMITTEE MEETING**

**Date:** Thursday, 24 February 2022

**Time:** 9.30 am

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

---

**Present**

Cr Nigel Belsham  
Cr Fi Dalgety [via Zoom]  
Cr Cath Ash [via Zoom]  
Cr Brian Carter [via Zoom]  
Cr Dave Wilson [via Zoom]  
Cr Gill Duncan [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  
Mrs Carol Gordon, Group Manager – Democracy and Planning  
Ms Gaylene Prince, Group Manager – Community Services [via Zoom]  
Mrs Sharon Grant, Group Manager – People and Culture [via Zoom]  
Mr Danny Le Mar, Manager Financial Services [via Zoom]  
Mr Ash Garstang, Governance Advisor

**Order of Business**

<b>1</b>	<b>Welcome / Prayer .....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Follow-up Action Items from Previous Meetings .....</b>	<b>4</b>
7.1	Follow-up Action Items from Finance/Performance Meetings .....	4
<b>8</b>	<b>Chair's Report .....</b>	<b>4</b>
8.1	Chair's Report - February 2022 .....	4
<b>9</b>	<b>Reports for Information.....</b>	<b>4</b>
9.1	Financial Snapshot - January 2022 .....	4
9.2	Treasury and Debt - January 2022.....	5
9.3	QV Monthly Report - December 2021 .....	5
9.4	LGFA - General Information .....	5
9.5	Council's Forestry Holdings .....	6
9.6	Funding for Consenting Works.....	6
9.7	HappyOrNot Report - January 2022.....	6
9.8	Statement of Service Performance: July - December 2021 .....	7
<b>10</b>	<b>Insurance Costs Approval .....</b>	<b>7</b>
10.1	Insurance Costs Approval .....	7
<b>11</b>	<b>Meeting Closed .....</b>	<b>7</b>

## 1 Welcome / Prayer

Cr Belsham opened the meeting at 9.30 am and read the Council prayer.

## 2 Apologies

Cr Hiroa texted staff during the meeting and advised that she may join the meeting late.

**Resolved minute number 22/FPE/012**

That the apology for Cr Gordon be received.

Cr B Carter/HWTM A Watson. Carried

## 3 Public Forum

No public forum.

## 4 Conflict of Interest Declarations

There were no conflicts of interest declared.

## 5 Confirmation of Order of Business

The Public Excluded item 'Insurance Costs Approval' was addressed before item 6 (Confirmation of Minutes), and the Committee agreed to defer the item to the full Council meeting 24 February 2022.

## 6 Confirmation of Minutes

**Resolved minute number 22/FPE/013**

That the minutes of the Finance/Performance Committee meeting held on 27 January 2022, as amended, be taken as read and verified as an accurate and correct record of the meeting, and that the Chair's electronic signature be added to the official minutes document as a formal record.

Amendment: Item 10.2 – change 'valuation period' to 'objection period' and add '... following the release of the new QV valuations'.

Cr F Dalgety/Cr G Duncan. Carried

## 7 Follow-up Action Items from Previous Meetings

### 7.1 Follow-up Action Items from Finance/Performance Meetings

It was noted that the follow-up action relating to the Insurance Costs Approval should be amended to reflect the deferral to the full Council meeting.

**Resolved minute number** 22/FPE/014

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

Cr C Ash/Cr B Carter. Carried

## 8 Chair's Report

### 8.1 Chair's Report - February 2022

Cr Belsham thanked staff for their continued work during the current COVID-19 resurgence.

**Resolved minute number** 22/FPE/015

That the tabled Chair's Report – February 2022 be received.

Cr N Belsham/Cr F Dalgety. Carried

## 9 Reports for Information

### 9.1 Financial Snapshot - January 2022

Mr Tombs advised that the figures included within the mid-year budget review are indicative and subject to a lot of future variables. He also noted that the budget item for Libraries (under Capital Expenditure +\$500k projects) will hopefully be removed by Council at its afternoon meeting today.

In response to a query regarding the ongoing presence of security guards at Council, Mr Beggs advised that he has asked his executive leadership team reviewing the requirement for this, as the end of their original three-month contract is approaching.

The Committee discussed the value of the mid-year budget review and noted that, although the figures are subject to change, they help to provide the Committee with insight around potential carry-overs before the end of the financial year.

The Committee requested that staff provide more context on the Activity Performance Report for Community Wellbeing (specifically the comments around 'Subsidies and Grants').

**Resolved minute number** 22/FPE/016



That the report 'Financial Snapshot – January 2022' be received.

Cr F Dalgety/Cr B Carter. Carried

## **9.2 Treasury and Debt - January 2022**

Mr Le Mar advised that Council has taken out an additional \$5M since the start of February 2022 that is not shown in the report. Roughly \$4.5M of the receivables are due to timing – the rates have been set but the invoices are not due until February.

In response to a query about whether the \$8m of debt is in alignment with forecasts in previous annual plans, Mr Tombs advised that spending would be higher towards June 2022 and that the debt will change towards the end of the financial year.

**Resolved minute number 22/FPE/017**

That the report 'Treasury and Debt - January 2022' be received.

Cr D Wilson/Cr B Carter. Carried

## **9.3 QV Monthly Report - December 2021**

Mr Beggs advised that Council's regulatory team have seen a fewer number of consents, due to builders not having access to construction materials that they require to finish projects.

In response to a query, Mr Le Mar advised that data on building consent numbers are sourced straight from the QV report. QV tracks this data internally via the completion of valuations.

**Resolved minute number 22/FPE/018**

That the QV Monthly Report - December 2021 be received

Cr G Duncan/Cr F Dalgety. Carried

## **9.4 LGFA - General Information**

In response to a query, Mr Tombs advised that Council is currently in the process of becoming a guarantor within the Local Government Funding Authority.

**Resolved minute number 22/FPE/019**

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

Cr D Wilson/Cr B Carter. Carried

### 9.5 Council's Forestry Holdings

In response to a query around the thinning to waste that will be required in the coming years for forestry at Toe Toe Road and Mangaweka, Mr Tombs advised that he was uncertain if this had yet been planned and he will follow-up.

It was agreed that a full workshop was not required for this issue, and elected members were instead invited to email any specific questions to Mr Tombs.

The Mayor asked what the cost was to commission this report. Mr Tombs was uncertain, but advised that he will follow-up and find out.

The Committee discussed the merit of Council retaining forestry holdings, considering their low economic benefit to the district. It was requested that staff investigate what the net value of these holdings may be, as it was suggested that Council may be subject to a net loss when the cost of harvesting is taken into account.

**Resolved minute number 22/FPE/020**

That the report 'Council's Forestry Holdings' be received.

Cr F Dalgety/Cr B Carter. Carried

### 9.6 Funding for Consenting Works

Taken as read.

**Resolved minute number 22/FPE/021**

That the report 'Funding for Consenting Works' be received.

Cr G Duncan/Cr C Ash. Carried

### 9.7 HappyOrNot Report - January 2022

Mrs Gordon advised that the number of responses were lower in January than normal, and that this will likely be the case for February as well, due to the need to close some facilities because of Omicron.

In response to a query about the recording of complaints on drinking water in Marton, Mrs Gordon advised that these are recorded within the Request for Service (RFS) system and will be reported to the Committee via the Statement of Service Performance Report. Other point of service reporting measures (e.g., QR codes at public sites) are being implemented and should be completed by March.

**Resolved minute number 22/FPE/022**

That the HappyOrNot Report – January 2022 be received.

Cr B Carter/Cr D Wilson. Carried

## 9.8 Statement of Service Performance: July - December 2021

The Committee confirmed that this report should continue to come to the Finance/Performance Committee, and does not need to be duplicated for full Council meetings.

In response to a query, Mrs Gordon confirmed that Council had considered measurements as part of the 2021-31 Long Term Plan process. The Mayor, noting the reduced target, advised the district's roading network is going to deteriorate in future years. He further noted that Council used to have a target of 12 or 13%, but that this become unachievable due to a reduction in funding from both rates and Waka Kotahi.

**Resolved minute number 22/FPE/023**

That the report 'Statement of Service Performance: July – December 2021' be received.

Cr G Duncan/Cr F Dalgety. Carried

## 10 Insurance Costs Approval

### 10.1 Insurance Costs Approval

Addressed at 9.33 am and before item 6 (Confirmation of Minutes).

**Resolved minute number 22/FPE/024**

That the Finance / Performance Committee recommend that the item "Insurance Costs Approval" be considered at the Council meeting being held on 24 February 2022.

HWTM A Watson/Cr D Wilson. Carried

## 11 Meeting Closed

The meeting closed at 10.43 am.

The minutes of this meeting were confirmed at the Finance/Performance Committee held on 31 March 2022.

.....  
Chairperson

# MINUTES

## **UNCONFIRMED: HUNTERVILLE COMMUNITY COMMITTEE MEETING**

**Date:** Monday, 14 February 2022

**Time:** 6.30 pm

**Venue:** Hunterville Town Hall  
Bruce Street  
Hunterville

---

**Present**

Ms Karen Kennedy  
Ms Kelsey Smith  
Ms Sandra Carroll  
Ms Lynette Thompson  
Cr Fi Dalgety  
Cr Richard Lambert  
HWTM Andy Watson

**In attendance** Mr Peter Beggs, Chief Executive

## Order of Business

<b>1</b>	<b>Welcome.....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Follow-up Action Items from Previous Meetings .....</b>	<b>3</b>
6.1	Follow-up Action Items from Huntermville Community Committee Meetings.....	3
<b>7</b>	<b>Chair's Report .....</b>	<b>4</b>
7.1	Chair's Report - February 2022 .....	4
<b>8</b>	<b>Mayoral Update .....</b>	<b>4</b>
8.1	Mayoral Update - January 2022 .....	4
<b>9</b>	<b>Reports for Information.....</b>	<b>5</b>
9.1	Welcoming Communities Update for Community Committees & Boards - January 2022 .....	5
9.2	Risk Prioritisation for Climate Action .....	5
9.3	Small Projects Fund Update - February 2022.....	5
9.4	Funding Schemes Update - February 2022 .....	6
<b>10</b>	<b>Discussion Items.....</b>	<b>6</b>
10.1	Sign at Queens Park.....	6
10.2	Request for Service.....	6
10.3	Beautification of Huntermville Village Green.....	6
10.4	HCC Meetings via Zoom .....	6

## **1 Welcome**

The Chair welcomed everybody to the meeting.

## **2 Apologies**

Nil.

## **3 Public Forum**

Mr Kim von Lanthen and Mr Kevin Snowdon spoke to the Committee regarding a bio plastic initiative.

How Hunterville is involved in this venture, with planting of poplar.

GreenChem – a green economy from wood chip.

Benefits to New Zealand, the economy and the planet with the replacement of plastic packaging.

## **4 Conflict of Interest Declarations**

Nil.

## **5 Confirmation of Order of Business**

No changes to the Order of Business.

## **6 Follow-up Action Items from Previous Meetings**

### **6.1 Follow-up Action Items from Hunterville Community Committee Meetings**

Mr Beggs advised that the contractor for the Hunterville Refuse Centre (Smart Environmental) now has a local person to operate the centre. Local operator has a mobile phone. There is now a supervisor, the business is employing more casual staff.

Mrs Smith advised that the Hunterville Vet Club is active in rehoming stray kittens.

Hunterville businesses extend their thanks to the Hunterville Vet Club for their actions towards reducing and eliminating the problem of stray feral cats.

**Resolved minute number 22/HCC/001**

That the report 'Follow-up Action Items from Huntermville Community Committee Meetings' be received.

Ms S Carroll/Cr F Dalgety. Carried

## 7 Chair's Report

### 7.1 Chair's Report - February 2022

There was no Chair's Report.

## 8 Mayoral Update

### 8.1 Mayoral Update - January 2022

The Mayor to his report:

The Mayor thanked the following business for their contribution to the clearing of the proposed St John building site in Paraekaretu Street. John Turkington Forestry and McCarthy transport.

The Mayor spoke to the costs of the Putorino Rubbish dump clean up.

The cancellation of events in Huntermville due to COVID-19.

Legislation changes.

Ramifications of Covid on costs.

Road to zero campaign.

District plan changes

Regional models for RMA, roading, Three Waters.

What will the local government look like going forward?

Changes to RDC operations under COVID-19, work from home, click and collect.

**Resolved minute number 22/HCC/002**

That the Mayoral Update – January 2022 be received.

Ms L Thompson/Ms K Kennedy. Carried

## 9 Reports for Information

### 9.1 Welcoming Communities Update for Community Committees & Boards - January 2022

Taken as read.

**Resolved minute number 22/HCC/003**

That the report 'Welcoming Communities Update for Community Committees & Boards - January 2022' be received.

Cr F Dalgety/Ms K Kennedy. Carried

### 9.2 Risk Prioritisation for Climate Action

Ms Kezia Spence spoke to the item and comments were sought from the Committee.

Cr Fi Dalgety, Cr Richard Lambert, Mrs Sandra Carroll and Mrs Kelsey Smith gave feedback on the impact of climate change in our district.

**Resolved minute number 22/HCC/004**

That the report 'Risk Prioritisation for Climate Action' be received.

Cr R Lambert/Ms S Carroll. Carried

### 9.3 Small Projects Fund Update - February 2022

Taken as read.

**Resolved minute number 22/HCC/005**

That the 'Small Projects Fund Update – February 2022' report be received.

Ms K Smith/Ms K Kennedy. Carried

**Resolved minute number 22/HCC/006**

The Committee requests that Council approve a carry-forward from 2020/21, of 100% of the annual allocation of the Small Projects Fund (\$857), to the 2021/22 financial year.

Ms K Smith/Ms K Kennedy. Carried

**Resolved minute number 22/HCC/007**

That the Committee contribute up to \$250.00 towards the cost of plants for the front of the Huntermville Swimming Club.

Ms K Smith/Ms L Thompson. Carried



#### **9.4 Funding Schemes Update - February 2022**

Taken as read.

**Resolved minute number 22/HCC/008**

That the Funding Schemes Update – February 2022 be received.

Ms K Kennedy/Cr R Lambert. Carried

### **10 Discussion Items**

#### **10.1 Sign at Queens Park**

Cr Richard Lambert spoke to the committee, he is following this up with the Lions Club, possibly a complete renewal of the image.

#### **10.2 Request for Service**

Ms Lynette Thompson is submitting a request for service for the Town Hall front door, front awning paint and re-attachment of guttering.

#### **10.3 Beautification of Huntermville Village Green**

Ms Karen Kennedy spoke to the Committee about artwork on the brickwall of the village green. The committee agreed to seek ideas from the Huntermville community on how best to beautify this space. Ideas, a mural by local students/ artists. K Kennedy to place a blog in the Huntermville Facebook page.

#### **10.4 HCC Meetings via Zoom**

The Committee agreed to operate future meetings via zoom should covid restrictions apply. Ms Kennedy to contact Ash Garstang RDC Governance Advisor in a timely manner to set up zoom.

**The meeting closed at 8.34 pm.**

**The minutes of this meeting were confirmed at the Huntermville Community Committee held on 2 May 2022.**

.....  
**Chairperson**

UNCONFIRMED

# MINUTES



**RANGITIKEI**  
DISTRICT COUNCIL  
*Making this place home.*

## **UNCONFIRMED: MARTON COMMUNITY COMMITTEE MEETING**

**Date:** Wednesday, 8 December 2021

**Time:** 6.00 pm

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

---

**Present**

Ms Carolyn Bates  
Ms Philippa Hancock  
Mr Mark Ballantyne  
Mr Peter Farrell  
Ms Belinda Harvey-Larsen  
Ms Annie McDowell  
Ms Sally Moore  
Mr John Whittaker  
Cr Dave Wilson  
HWTM Andy Watson (ex officio)

**In attendance**

Rochelle Ashford, Secretary, Te Kotahitanga  
Del Bettridge, Treasurer, Te Kotahitanga

**Order of Business**

<b>1</b>	<b>Welcome.....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Chair's Report .....</b>	<b>4</b>
7.1	Chair's Report - December 2021 .....	4
<b>8</b>	<b>Mayoral Update .....</b>	<b>4</b>
8.1	Mayoral Update - November 2021 .....	4
8.2	Mayoral Update - October 2021 .....	5
<b>9</b>	<b>Reports for Information.....</b>	<b>5</b>
9.1	Funding Schemes Update - December 2021 .....	5
9.2	Small Projects Fund Update - December 2021 .....	5
9.3	End-of-year Closedown .....	5
9.4	Marton Community Committee Membership .....	6
<b>10</b>	<b>Discussion Items.....</b>	<b>6</b>
10.1	Wilson Park Development Group.....	6
10.2	Wilson Park Velodrome.....	6
10.3	Duddings Trust.....	6
<b>11</b>	<b>Late Items .....</b>	<b>6</b>
11.1	Late Item - Painting of Plunket Rooms Building.....	6

## 1 Welcome

Ms Bates welcomed everyone, confirming everyone knew who was attending plus introduced Rochelle Ashford and Del Bettridge from Te Kotahitanga.

## 2 Apologies

**Resolved minute number 21/MCC/039**

Apologies were received from Jenny Greener, Lyn Duncan, James Linklater, Nigel Belsham.

Cr D Wilson/Ms S Moore. Carried

## 3 Public Forum

### **Rochelle Ashford and Del Bettridge from Te Kotahitanga**

Rochelle Ashford and Del Bettridge spoke about plans to refurbish and develop the Community Hall on French Street. A range of aspects e.g., replacing some of the timber, power and plumbing, need attention to bring the hall back to usable use. It is currently estimated that the cost is in the region of \$120,000. There is also a plan to develop a portion of the outside area to create a Community Garden.

## 4 Conflict of Interest Declarations

Everyone was reminded to declare any conflicts at the time they arise.

## 5 Confirmation of Order of Business

The order of business remained the same following the Public Forum.

There was also a Late Item to be considered.

## 6 Confirmation of Minutes

Notes from previous meeting:

The Committee's submission to the Representation Review had been provided by email by Carolyn Bates.

Civil Defence Training was discussed. The Online Version had had a problem which had been reported to Paul Chaffe (Civil Defence, Emergency Management Officer).

Ms Bates confirmed that the names of roads are now in place.

**Resolved minute number 21/MCC/040**

That the minutes of Marton Community Committee meeting held on 13 October 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.

Ms C Bates/Cr D Wilson. Carried

## **7 Chair's Report**

### **7.1 Chair's Report - December 2021**

Taken as read.

**Resolved minute number 21/MCC/041**

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

Ms C Bates/Mr J Whittaker. Carried

**Resolved minute number 21/MCC/042**

Following discussion it was decided to leave the subject of Street Signage until the next meeting.

Ms C Bates/Mr J Whittaker. Carried

**Resolved minute number 21/MCC/043**

The Marton Community Committee recommend to Council that Signage is installed throughout the District which shows correct / up-to-date / relevant contact details to aid users to report faults or issues.

Ms C Bates/Ms P Hancock. Carried

## **8 Mayoral Update**

### **8.1 Mayoral Update - November 2021**

Taken as read.

**Resolved minute number 21/MCC/044**

That the Mayoral Update - November 2021 be received.

HWTM A Watson/Ms C Bates. Carried

## 8.2 Mayoral Update - October 2021

The Mayor spoke about:

- The challenges of the country being at Covid Level Red.
- Banking Hubs – He commended Sue Wells on her great efforts to improve banking in the town. He had also spoken to the Banks but there are no plans to improve services.
- Northern Explorer to stop running due to low number of passengers.

**Resolved minute number 21/MCC/045**

That the Mayoral Update – October 2021 be received.

HWTM A Watson/Ms C Bates. Carried

## 9 Reports for Information

### 9.1 Funding Schemes Update - December 2021

Taken as read.

**Resolved minute number 21/MCC/046**

That the Funding Schemes Update – December 2021 be received.

Ms S Moore/Cr D Wilson. Carried

### 9.2 Small Projects Fund Update - December 2021

No new requests for funding have been received.

**Resolved minute number 21/MCC/047**

That the 'Small Projects Fund Update – December 2021' report be received.

Mr P Farrell/Ms A McDowell. Carried

### 9.3 End-of-year Closedown

Taken as read.

**Resolved minute number 21/MCC/048**

That the report 'End-of-year Closedown' be received.

Mr M Ballantyne/Ms S Moore. Carried

#### **9.4 Marton Community Committee Membership**

Taken as read.

**Resolved minute number 21/MCC/049**

That the report 'Marton Community Committee Membership' be received.

Ms C Bates/Ms P Hancock. Carried

### **10 Discussion Items**

#### **10.1 Wilson Park Development Group**

Ms Hancock gave an update on the Group's recent activities.

#### **10.2 Wilson Park Velodrome**

The Mayor spoke about the plans the Marton Development Group had to improve the Velodrome.

#### **10.3 Duddings Trust**

The Mayor alerted the Committee that future funding applications to Duddings Trust would only be considered from Registered Groups, e.g., Registered Charities / Incorporated Societies.

### **11 Late Items**

#### **11.1 Late Item - Painting of Plunket Rooms Building**

Cr Wilson asked that the Committee approve Paint Colours for the Plunket Rooms. The reason being - there was an opportunity for the painting to be completed before Christmas. Following a brief discussion of colours, all were in agreement.

**Resolved minute number 21/MCC/050**

The Marton Community Committee recommend the painting of the Plunket Rooms Building:

- Walls: Light Grey / Charcoal.
- Window Frames: Off White.



- Window Sills: Red / Orange.

The Committee wished to record if these colours are not readily available, that to progress the task, appropriate colours from the Heritage Range be used.

Ms A McDowell/Ms S Moore. Carried

**The meeting closed at 7.36 pm.**

**The minutes of this meeting were confirmed at the Marton Community Committee held on 9 February 2022.**

.....  
Chairperson

# MINUTES

## UNCONFIRMED: POLICY/PLANNING COMMITTEE MEETING

**Date:** Thursday, 10 February 2022

**Time:** 1.00 pm

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

---

**Present**

Cr Angus Gordon  
Cr Cath Ash *[via Zoom]*  
Cr Fi Dalgety *[via Zoom]*  
Cr Gill Duncan *[via Zoom]*  
Cr Richard Lambert  
Cr Dave Wilson  
Mr Chris Shenton (TRAK representative)  
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 *[via Zoom]*  
Ms Gaylene Prince, Group Manager – Community Services *[via Zoom]*  
Mrs Sharon Grant, Group Manager – People and Culture *[via Zoom]*  
Ms Katrina Gray, Senior Strategic Planner  
Ms Anne McLeod, Acting Manager Community Development  
Mr Jaime Reibel, Strategic Advisor – Economic Development  
Ms Jen Britton, Strategic Advisor – District Promotions  
Ms Melanie Bovey, Team Leader Library Services *[via Zoom]*  
Ms Aly Thompson, Welcoming Communities Coordinator *[via Zoom]*  
Mr Ash Garstang, Governance Advisor

**Order of Business**

<b>1</b>	<b>Welcome.....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Follow-up Action Items from Previous Meetings .....</b>	<b>4</b>
7.1	Follow-up Action Items from Policy/Planning Meetings.....	4
<b>8</b>	<b>Chair's Report .....</b>	<b>4</b>
8.1	Chair's Report - February 2022 .....	4
<b>9</b>	<b>Reports for Decision .....</b>	<b>4</b>
9.1	Rates Remission Policy for Maori Freehold Land.....	4
<b>10</b>	<b>Reports for Information.....</b>	<b>5</b>
10.1	Democracy & Planning Group - Operational Update.....	5
10.2	Community Development Update - December 2021 and January 2022 .....	5
10.3	Economic Development Update - December 2021 and January 2022 .....	6

## 1 Welcome

The meeting opened at 1.06 pm.

## 2 Apologies

**Resolved minute number 22/PPL/001**

That the apologies for His Worship the Mayor (away on Council business), Cr Tracey Hiroa and Cr Nigel Belsham be received.

Cr A Gordon/Cr D Wilson. Carried

## 3 Public Forum

No public forum.

## 4 Conflict of Interest Declarations

No conflicts of interest were declared.

## 5 Confirmation of Order of Business

No changes to the order of business.

## 6 Confirmation of Minutes

**Resolved minute number 22/PPL/002**

That the minutes of the Policy/Planning Committee meeting held on 09 December 2021, as amended, 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.

Amendment: Typo for resolution 21/PPL/035 (two movers and seconders).

Cr D Wilson/Cr R Lambert. Carried

## **7 Follow-up Action Items from Previous Meetings**

### **7.1 Follow-up Action Items from Policy/Planning Meetings**

Staff will formally advise the next Policy/Planning Committee (April 2022) of the amount of unspent funds from the MOU for Project Marton.

In response to a query about the unspent MOU funds for Project Marton, Ms McLeod recommended that a formal resolution be made to carry the funds forward once the exact amount of remaining funds is confirmed to the Committee.

Mr Benadie advised that several Bulls properties (the old information centre and the old town hall) will be listed on the market in mid-February. Mr Beggs advised that the Mayor had contacted the relevant iwi groups and advised them of Council's intent with these properties - he does not recall there being any objection to Council's plan to sell them.

Mr Shenton joined the meeting at 1.18 pm.

**Resolved minute number 22/PPL/003**

That the report 'Follow-up Action Items from Policy/Planning Meetings' be received.

Cr R Lambert/Cr F Dalgety. Carried

## **8 Chair's Report**

### **8.1 Chair's Report - February 2022**

Taken as read.

**Resolved minute number 22/PPL/004**

That the Chair's Report – February 2022 be received.

Cr A Gordon/Cr D Wilson. Carried

## **9 Reports for Decision**

### **9.1 Rates Remission Policy for Maori Freehold Land**

Mr Shenton advised that the amendments to this policy were received favourably by the Te Roopuu Ahi Kaa Komiti.

**Resolved minute number 22/PPL/005**

That the 'Rates Remission Policy for Maori Freehold Land' report be received

Cr D Wilson/Cr G Duncan. Carried

**Resolved minute number 22/PPL/006**

That the Policy/Planning Committee recommend to Council that the Rates Remission Policy for Maori Land be adopted for public consultation.

Cr G Duncan/Mr C Shenton. Carried

## **10 Reports for Information**

### **10.1 Democracy & Planning Group - Operational Update**

Mrs Gordon advised that staff have followed up on the request to Ngāti Waewae, regarding the offer of a Rangitikei River Accord.

HWTM joined the meeting at 1.35 pm.

Mr Shenton noted that it would be important to consider farmers within the catchment.

**Resolved minute number 22/PPL/007**

That the report 'Democracy & Planning Group – Operational Update' be received.

Cr R Lambert/Cr G Duncan. Carried

### **10.2 Community Development Update - December 2021 and January 2022**

In response to a query, Ms Prince advised that the new space in Taihape for the library and facilities centre was mostly up and running, although wifi and wall shelves still needed to be installed. Staff also have access to the Kokako St Pavilion for confidential meetings.

It was noted by the Committee that section 3.2 of this report should read as "... a negative *rapid antigen test*" (rather than a negative PCR test).

In response to a query, Ms McLeod advised that the Youth Council is currently open for nominations.

Regarding the Marton Harvest Festival, Ms Britton advised that staff are open to joining local events if the COVID-19 situation permits this.

Cr Duncan advised staff that the take-away activity packs for primary school aged students have not reached children in Taihape. Ms Bovey advised that these had intended to be distributed prior to Christmas 2021, but the closing of the Taihape Town Hall had interrupted this work. She will try and get these into the Taihape library as soon as possible.

The Mayor advised that there was not going to be a TUIA applicant this year. He also advised that the Ratana Community Board are considering organising a matariki celebration and/or something in conjunction with the new playground.

Welcoming Communities

Ms Thompson advised that she is currently reaching out to community members and seeing if there are opportunities for collaboration with coordinators in other areas (e.g., Palmerston North and Wellington). She indicated that she was open to guidance from Committee members to help her engage with the wider community.

Cr Gordon advised that the community development trusts used to distribute welcome packs for new residents, and he suggested that this could be a useful initiative as part of the Welcoming Communities Programme. Ms Thompson agreed.

Cr Dalgety indicated that she would contact Ms Thompson privately and pass on some contacts for local farming communities.

**Resolved minute number 22/PPL/008**

That the report 'Community Development Update - December 2021 and January 2022' be received.

Cr D Wilson/Cr A Gordon. Carried

**10.3 Economic Development Update - December 2021 and January 2022**

Mr Reibel advised that he has since drafted the survey questions on behalf of the Taihape housing steering group and will distribute this survey within Taihape shortly.

In response to a query, Mr Reibel advised that a 'shared house' is a place with multiple individuals living there independently, but with shared communal areas.

Mr Reibel advised that the General Services Building in Taihape could be redeveloped, although the hospital has first choice for this location (depending on their need for capacity).

**Resolved minute number 22/PPL/009**

That the 'Economic Development Update - December 2021 and January 2022' be received.

Cr R Lambert/Cr C Ash. Carried

**The meeting closed at 2.11 pm.**

**The minutes of this meeting were confirmed at the Policy/Planning Committee held on 14 April 2022.**

.....

**Chairperson**

# MINUTES

## **UNCONFIRMED: SANTOFT DOMAIN MANAGEMENT COMMITTEE MEETING**

**Date:** Wednesday, 23 February 2022

**Time:** 6.30 pm

**Venue:** Town Hall, Te Matapihi  
Bulls Community Centre  
4 Criterion Street  
Bulls

---

**Present**

Ms Heather Thorby  
Mr Paul Geurtjens  
Mr Gary Bennett  
Ms Julie McCormick  
Mr Murray Spring  
Ms Sandra McCuan  
Cr Brian Carter  
HWTM Andy Watson

**In attendance** Ms Lorina Spring



**Order of Business**

<b>1</b>	<b>Welcome.....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Chair's Report .....</b>	<b>3</b>
7.1	Chair's Report - February 2022 .....	3
<b>8</b>	<b>Correspondence .....</b>	<b>4</b>
8.1	Correspondence .....	4
8.1	Correspondence .....	Error! Bookmark not defined.
<b>9</b>	<b>Reports for Information.....</b>	<b>5</b>
9.1	Santoft Domain Transactions Report .....	5
9.2	Project Manager's Report - February 2022 .....	5
<b>10</b>	<b>Discussion Items.....</b>	<b>5</b>
10.1	Power Supply.....	5
10.2	Tanks.....	5
10.3	Domain Building .....	6
10.4	Plantings .....	6
10.5	Main Entrance .....	6
<b>11</b>	<b>General Domain Discussion .....</b>	<b>7</b>
<b>12</b>	<b>Next Meeting .....</b>	<b>7</b>

## 1 Welcome

## 2 Apologies

Nil.

## 3 Public Forum

Nil.

## 4 Conflict of Interest Declarations

Nil.

## 5 Confirmation of Order of Business

Adding "Correspondence" to minutes.

## 6 Confirmation of Minutes

Resolved minute number 22/SDMC/001

Confirmation of Minutes.

Mr P Geurtjens/Ms J McCormick. Carried

## 7 Chair's Report

### 7.1 Chair's Report - February 2022

1. Up until now the Chair's Report has only been verbal. I was approached by a Bulls local who reads the minutes online. He wanted to know what we were up to and requested the Chair's Report. From now on, I will do a written report and request that it is printed in the official RDC minutes.
2. Thank you to the Committee for your ongoing hard work. It is a remarkable achievement by our Santoft Community to have the mains services now on the Domain. Plus the clean up and boundary tree plantings completed.

3. My big thanks to the community, contractors and friends of the Domain for achieving the below at under \$20,000. i.e., stockwell, septic tank, 6 concrete water tanks, 2 metal culverts + drain clean, electric power cable trenched in, new fenceline around trees, planting of 1,500 commercial pines, 92 banksia, flowering gums & stump piles ready to burn.
4. I went out to the Domain yesterday. The banksias etc are looking great and the new growth on the Spring planting is phenomenal. I measured the entranceway and took photos.
5. Earlier this week, I spoke with a local who started at the Santoft NZ Forest Service Headquarters in 1960 and worked for both the service and Ernslaw for 47 years. He was thrilled that we have reused the tanks. He undertook with me to write the history of the Santoft Forest that he was part of.
6. We now move onto the Entrance to the Domain. The current rails had to be cut & replaced after the logging operations. They are now falling down and need urgent attention. This meeting will cover the new Entrance. Thank you again to such a marvellous "Team".

Heather Thorby, Chair.

**Resolved minute number 22/SDMC/002**

That the Chair's Report be accepted and published in the official Santoft Domain Management Committee minutes.

Ms H Thorby/Ms J McCormick. Carried

## 8 Correspondence

### 8.1 Correspondence

Received:

1. Letter 3/2/22 from Danny Le Mar, RDC Manager Financial Services. Replied to queries:
  - a. Printout of transactions
  - b. No interest – not on term investments
  - c. Asked us to apologise on behalf of RDC RE the 2 unpaid accounts.

Outgoing:

1. Memo 10/12/21 from Chair to Alicia Hanson, RDC, Cr B Carter and Paul Geurtjens. Ref Pay Laser Electrical 16991 A/C.
2. Memo 4/1/22 from Chair to Cr Carter. Advising non-payment of Turkington & Hodgson accounts October 2021.
3. Memo 3/2/22 from Chair to Cr Carter (given in person 4/2/22). Ref accounts not yet paid – follow-up Turkington/Hodgson and date of next meeting (23/2/22).

4. Memo 16/2/22 Chair to Cheryl, RDC staff and B Carter. Ref copy of documents "Offer to construction new electrical works".

**Resolved minute number 22/SDMC/003**

Missing documents, slow action and unpaid accounts have necessitated instructions be put in writing. Cr Carter advised at this meeting that the two accounts Turkington/Hodgson were paid on 10 Feb 22. These accounts were delivered to RDC Marton counter on 20 Oct 21, they were approved for payment through the minutes prior and a 4 month wait for payment is unacceptable. Mayor Watson undertook to raise this matter with Mr Peter Beggs CEO.

Mr P Geurtjens/Ms J McCormick. Carried

## **9 Reports for Information**

### **9.1 Santoft Domain Transactions Report**

Noted.

### **9.2 Project Manager's Report - February 2022**

Verbal report from Paul Geurtjens covering in more detail: Power supply, tanks, design drawings and entrance to the Domain.

## **10 Discussion Items**

### **10.1 Power Supply**

The installation of the power box is complete. Memo from Laser Electrical to be passed onto Mr Beggs CEO. Noted RDC were emailed on 26/1/22 and document was delivered to RDC again, on 16/2/22.

Power is required for cleaning and repair to 6 concrete water tanks. This has to be done in summer when drying conditions are at their best.

SDMC to apply to Powerco Community Trust Wanganui for refund form.

### **10.2 Tanks**

Committee waiting on Power. Project Manager Paul Geurtjens has the approval for repairs, cleaning and linkage as per previous meeting. Budget approved \$6,000.

Items of Filters & pumps carried over to future meeting agenda.

### 10.3 Domain Building

Paul Geurtjens reported on his meeting with Mr Nathan Lee, Architectural Designer, Vision Design. The contract received and discussed at this meeting.

Initial Deposit of \$400.

Stage 1:

- a. Conceptual Discussions/Drawings. Cost estimate \$2,400 and timeframe of 6 – 8 weeks.

Stage 2:

- a. Working Drawings & Specification. Cost estimate \$8,200 and timeframe of 4 – 6 weeks.
- b. Building Consent Application. Cost estimate \$290 (doesn't include the building consent fee).

**Resolved minute number 22/SDMC/004**

That the contract from Vision Design be accepted.

Cr B Carter/Ms H Thorby. Carried

**Resolved minute number 22/SDMC/005**

That SDMC pay the \$400 deposit to Vision Design.

Mr P Geurtjens/Ms H Thorby. Carried

### 10.4 Plantings

Heather Thorby reported that the spring plantings are doing well. We have 4 each of Banksia, Flowering gum trees as replacements for autumn. Spray release has helped the new trees establish.

### 10.5 Main Entrance

1. Wooden rails require temporary support posts from our post heap.
2. The current gate & strainer will be re-used internally later when fences are established.
3. The inclusion of a granite plaque to WWII Ballot Farmers and the dates of NZ Forest Service Headquarters est 1955, Santoft School est 1955, Santoft Domain est 1968, be included in the entrance. The plaque to David Coulter will be re-sited at the entrance.
4. Cr Carter presented the RDC Design Dimensions for standard Rural Vehicle Crossing Papers.
5. Committee members were asked to bring their ideas & suggestions to the next meeting. Pictures, photos & estimate of cost also welcomed.

## **11 General Domain Discussion**

Nil.

## **12 Next Meeting**

Wednesday, 06 April 2022 at 6.30 pm, at the Town Hall, Te Matapihi.

The meeting closed at 7.45 pm.

The minutes of this meeting were confirmed at the Santoft Domain Management Committee held on .

.....  
Chairperson

# MINUTES

## **UNCONFIRMED: TAIHAPE COMMUNITY BOARD MEETING**

**Date:** Wednesday, 16 February 2022

**Time:** 5.30 pm

**Venue:** Kokako Street Pavilion  
2 Kokako Street  
Taihape

---

**Present** Ms Michelle Fannin  
Ms Gail Larsen  
Cr Angus Gordon  
Cr Tracey Hiroa [*via Zoom*]  
HWTM Andy Watson

**In attendance** Ms Gaylene Prince, Group Manager – Community Services  
Ms Kezia Spence, Executive Assistant [*via Zoom*]  
Ms Pania Winiata, Taihape Community Development Trust

**Order of Business**

<b>1</b>	<b>Welcome.....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Chair's Report .....</b>	<b>4</b>
7.1	Chair's Report - February 2022 .....	4
<b>8</b>	<b>Mayoral Update .....</b>	<b>4</b>
8.1	Mayoral Update - January 2022 .....	4
<b>9</b>	<b>Reports for Information.....</b>	<b>5</b>
9.1	Risk Prioritisation for Climate Action .....	5
9.2	Welcoming Communities Update for Community Committees & Boards - January 2022 .....	5
9.3	Update from MOU Partnering Organisations .....	5
9.4	Funding Schemes Update - February 2022 .....	6
9.5	Small Projects Fund Update - February 2022.....	6
<b>10</b>	<b>TCB Other Projects .....</b>	<b>6</b>
10.1	Closure of the Taihape Town Hall .....	6
10.2	Cleaning Contract / Rubbish Collection.....	7



## 1 Welcome

Ms Fannin welcomed all to the meeting.

## 2 Apologies

**Resolved minute number 22/TCB/001**

Apologies were received from Mrs Ann Abernethy and Mrs Emma Abernethy.

Cr A Gordon/Ms G Larsen. Carried

## 3 Public Forum

There was no public forum.

## 4 Conflict of Interest Declarations

No conflict of interest declarations.

## 5 Confirmation of Order of Business

No changes to the Order of Business.

## 6 Confirmation of Minutes

**Resolved minute number 22/TCB/002**

That the minutes of the Taihape Community Board meeting minutes held on 15 December 2021, as amended, 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.

Amendment:

Ms Larsen noted that she had submitted an apology to the meeting.

Ms M Fannin/Cr T Hiroa. Carried

## 7 Chair's Report

### 7.1 Chair's Report - February 2022

The Chair's report noted that *"While 2022 is a new year it remains one of uncertainty and concern. Under the circumstances it is easy for negativity to creep in but let us all "play by the rules" and support each other to remain positive."*

**Resolved minute number 22/TCB/003**

That the Chair's Report – February 2022 be received.

Ms M Fannin/Ms G Larsen. Carried

**Resolved minute number 22/TCB/004**

That the Taihape Community Board recorded a vote of confidence in Council's Chief Executive and staff.

Ms M Fannin/Ms G Larsen. Carried

## 8 Mayoral Update

### 8.1 Mayoral Update - January 2022

His Worship the Mayor advised the Board:

- Covid-19 may have a large influence on the 2022/23 annual plan; there would likely be funding carried forward due to unavailability of staff and contractors through illness; and the cost of doing capital work could increase by up to 35%.
- Taihape Town Hall strengthening investigations are continuing and a report to Council is expected for the March meeting (and therefore an update to the Board in April).
- Work is programmed to start on the Taihape amenities building in the near future.
- Speed limits – Waka Kotahi has been considering speed limits around the country. They are recommending that the speed limit from Bulls to Whanganui be reduced. Council has written to Waka Kotahi agreeing that speed limits be considered for safety, but not carte blanche.

**Resolved minute number 22/TCB/005**

That the Mayoral Update – January 2022 be received.

HWTM A Watson/Ms M Fannin. Carried

## 9 Reports for Information

### 9.1 Risk Prioritisation for Climate Action

Ms Spence spoke to her report, asking board members to identify what climate issues were currently being faced or might be a significant issue in the future, and what impacts climate change will have on the community.

Ms Spence also advised the Board that Horizons had recently done a risk assessment.

Undertaking: Ms Spence to provide Board members with a copy of the risk assessment prepared by Horizons Regional Council.

**Resolved minute number 22/TCB/006**

That the report 'Risk Prioritisation for Climate Action' be received.

Ms M Fannin/Ms G Larsen. Carried

### 9.2 Welcoming Communities Update for Community Committees & Boards - January 2022

Taken as read.

**Resolved minute number 22/TCB/007**

That the report 'Welcoming Communities Update for Community Committees & Boards - January 2022' be received.

Ms M Fannin/Ms G Larsen. Carried

### 9.3 Update from MOU Partnering Organisations

Ms Winiata advised the Board:

- Combined Gumboot Day and A&P Show was cancelled due to Covid-19.
- CCTV cameras – the programme to update the cameras was well underway, and the supply and installation of the cameras had been supplied at an extremely generous price. Hunterville and Bulls were almost complete, while work would commence in Taihape at the end of February. Funding would be sought to update the Marton system.
- The Taihape Town Map has been completed and is now with Council's graphic designer.
- A Business Phone Tree list has been created, to enable businesses to contact each other with important information.
- Community newsletter is continuing to be printed.

**Resolved minute number 22/TCB/008**

That the verbal updates from 'MOU partnering organisations' be received.

Ms M Fannin/Cr A Gordon. Carried

**9.4 Funding Schemes Update - February 2022**

Taken as read.

**Resolved minute number 22/TCB/009**

That the Funding Schemes Update – February 2022 be received.

Ms M Fannin/Cr T Hiroa. Carried

**9.5 Small Projects Fund Update - February 2022**

Mrs Ann Abernethy to confirm that all invoices have been submitted.

**Resolved minute number 22/TCB/010**

That the 'Small Projects Fund Update – February 2022' report be received.

Ms M Fannin/Cr T Hiroa. Carried

**10 TCB Other Projects****10.1 Closure of the Taihape Town Hall**

Taken as read.

**Resolved minute number 22/TCB/011**

That the report 'Closure of the Taihape Town Hall' be received.

Ms M Fannin/Ms G Larsen. Carried

**Recommendation**

That Council urgently prioritise reinstating our Town Hall facility.

Left to lie.

## 10.2 Cleaning Contract / Rubbish Collection

Cr Gordon advised that he had lodged an Request for Service about the state of the channels in Taihape. Waka Kotahi have requested that the contractor working on the state highway come back to clean out the channels.

Members also discussed the litter issue in general, both around the township and at Memorial Park, and felt that the public needed to take some responsibility to dispose of litter responsibly.

It was agreed that a promotion be held during Parks Week (5-13 March) to encourage the collection of litter from Memorial and Papakai Parks, and around town. This could include a litter collection day and BBQ on Sat 5 March.

**Resolved minute number 22/TCB/012**

That the report 'Cleaning Contract / Rubbish Collection' be received.

Ms M Fannin/Cr A Gordon. Carried

**Resolved minute number 22/TCB/013**

That the Taihape Community Board work with other local groups to run a promotion about responsible disposal of litter during Parks Week, and seeks the assistance of Council staff to design a poster.

Ms M Fannin/Ms G Larsen. Carried

**The meeting closed at 6.45 pm.**

**The minutes of this meeting were confirmed at the Taihape Community Board held on 20 April 2022.**

.....

**Chairperson**

# MINUTES

## UNCONFIRMED: TE ROOPUU AHI KAA MEETING

**Date:** Tuesday, 8 February 2022

**Time:** 11.00 am

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

---

**Tumuaki:** Ms Tracey Hiroa (Ngāti Whitikaupeka)

**Tumuaki Tuarua:** Mr Thomas Curtis (Te Rūnanga o Ngāti Hauiti) *[via Zoom]*

**Nga mema:** Ms Hari Benevides (Ngāti Tamakopiri), Ms Soraya Peke-Mason (Rātana Pā), Mr James Allen (Ngā Wairiki Ki Uta) *[via Zoom]*, Mr Chris Shenton (Ngāti Kauae/Tauira), Mr Terry Steedman (Ngāti Hinemanu/Ngāti Paki), Ms Marj Heeney (Te Runanga o Ngati Te Ohuake), Ms Kim Savage (Ngāti Parewahawaha), Ms Coral Raukawa (Ngā Ariki Turakina), HWTM Andy Watson

**Manuhiri:** Mr Peter Beggs, Chief Executive  
Mr Arno Benadie, Chief Operating Officer  
Mrs Carol Gordon, Group Manager – Democracy and Planning *[via Zoom]*  
Ms Gaylene Prince, Group Manager – Community Services *[via Zoom]*  
Mrs Sharon Grant, Group Manager – People and Culture *[via Zoom]*  
Mr Lequan Meihana, Strategic Advisor – Mana Whenua | Kairaranga  
Ms Katrina Gray, Senior Strategic Planner  
Mrs Jess Mcilroy, Operations Manager  
Ms Anne McLeod, Acting Manager – Community Development  
Mr Jaime Reibel, Strategic Advisor – Economic Development  
Ms Melanie Bovey, Team Leader – Library Services  
Mr Ash Garstang, Governance Advisor

## Order of Business

<b>1</b>	<b>Karakia / Prayer .....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Follow-up Action Items from Previous Meetings .....</b>	<b>4</b>
7.1	Follow-up Action Items from Te Roopuu Ahi Kaa Meetings .....	4
<b>8</b>	<b>Chair's Report .....</b>	<b>4</b>
8.1	Chair's Report - February 2022 and Feedback on the Komiti's Workshop .....	4
8.2	Mayoral Update (verbal) .....	4
<b>9</b>	<b>Reports for Decision .....</b>	<b>5</b>
9.1	Resource Management Reform - Materials for Discussion from the Ministry for the Environment .....	5
<b>10</b>	<b>Reports for Information.....</b>	<b>5</b>
10.1	Pae Tawhiti Rangitikei Beyond: Project Update.....	5
10.2	Whakamahere Haepapa Māori - Māori Responsiveness Framework .....	6
10.3	Project Management Office Report - January 2022 .....	6
10.4	Community Development Update - December 2021 and January 2022 .....	8
10.5	Economic Development Update - December 2021 and January 2022 .....	8
10.6	Horizons Update.....	8
<b>11</b>	<b>Discussion Items.....</b>	<b>9</b>
11.1	Three Waters.....	9
11.2	COVID-19 Vaccination Rates .....	9
11.3	Climate Change Action Committee .....	9

## 1 Karakia / Prayer

The meeting opened at 11.09 am.

## 2 Apologies

**Resolved minute number 22/IWI/001**

That the apology for Cr Gill Duncan, Mr Pahia Turia, Mr Robert Gray and Ms Shanelle Cane be received.

Ms C Raukawa/Ms K Savage. Carried

## 3 Public Forum

No public forum.

## 4 Conflict of Interest Declarations

No conflicts of interest were declared.

## 5 Confirmation of Order of Business

No changes to the Order of Business.

## 6 Confirmation of Minutes

**Resolved minute number 22/IWI/002**

That the minutes of Te Roopuu Ahi Kaa Komiti meeting held on 14 December 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 be added to the official minutes document as a formal record.

Ms H Benevides/Mr T Steedman. Carried



## 7 Follow-up Action Items from Previous Meetings

### 7.1 Follow-up Action Items from Te Roopuu Ahi Kaa Meetings

Regarding Ngāti Waewae's request to join the Komiti, the Mayor advised them that he believed that establishing a river accord would be the best option moving forwards.

Mrs Mcilroy advised the Komiti that the new Procurements Policy has gone to the Assets/Infrastructure Committee and Council for review. Staff are happy to receive feedback from the Komiti as well. In response to a query, Mrs Mcilroy confirmed that the policy will include central governments objective of having a baseline of 5% of procurements going to Māori businesses. The Komiti advised that they would like to be engaged in the early stages of this policy review.

**Resolved minute number 22/IWI/003**

That the report 'Follow-up Action Items from Te Roopuu Ahi Kaa Meetings' be received.

Ms S Peke-Mason/Mr C Shenton. Carried

## 8 Chair's Report

### 8.1 Chair's Report - February 2022 and Feedback on the Komiti's Workshop

Ms Hiroa advised that the Komiti would like some clarity around when to submit attendance and travel claims. Staff will distribute advice to the Komiti.

**Resolved minute number 22/IWI/004**

That the 'Chair's Report – February 2022 and Feedback on the Komiti's Workshop' be received.

Ms T Hiroa/Ms S Peke-Mason. Carried

### 8.2 Mayoral Update (verbal)

The Mayor advised the below:

- The Mangaweka bridge opening ceremony is on hold.
- Central Government is committed to enforcing the Three Waters Reform – there are a substantial number of councils actively opposing it.
- No applications have been received for the TUIA programme. Ms Hiroa encouraged Komiti members to consider if they know of any individuals who might benefit from this.

**Resolved minute number 22/IWI/005**

That the Mayoral Update (verbal) be received.

Ms T Hiroa/Mr T Steedman. Carried

## 9 Reports for Decision

### 9.1 Resource Management Reform - Materials for Discussion from the Ministry for the Environment

Ms Gray advised the Komiti that she was looking for their guidance and input with regards to the materials for discussion. Additionally, she requested feedback from the Komiti about whether they would like any extra support or information around this reform moving forwards.

Mr Shenton advised that the Komiti would appreciate more staff support around this reform, as it could be difficult to keep up to date with central government's changes. Mr Shenton also noted that there were concerns that a national entity could be too broad of an approach for iwi in the district, and that the terminology used by central government can have different meanings to iwi.

Ms Peke-Mason advised that she would prefer that central government funded was used to support increased Māori and iwi engagement, rather than expecting councils to fund it.

Ms Gray thanked the Komiti for the feedback and advised that she will arrange a hui to discuss these issues further.

**Resolved minute number 22/IWI/006**

That the memorandum 'Resource Management Reform – Materials for Discussion from the Ministry for the Environment' be received.

Ms T Hiroa/Ms K Savage. Carried

**Resolved minute number 22/IWI/007**

That Te Roopuu Ahi Kaa endorses the Government's intention to have more meaningful engagement with Māori in resource management governance

Mr C Shenton/Mr T Steedman. Carried

**Resolved minute number 22/IWI/008**

That Te Roopuu Ahi Kaa nominates Mr Chris Shenton and Ms Soraya Peke-Mason to work with Council staff to address the questions relating to Māori engagement in the Materials for discussion from the Ministry for the Environment so that the Komiti's perspectives are included in the Council's submission and thus made known to the Ministry as it prepares the Parliamentary draft bills for the Natural and Built Environments Act and the Strategic Planning Act.

Mr T Curtis/Ms H Benevides. Carried

## 10 Reports for Information

### 10.1 Pae Tawhiti Rangitikei Beyond: Project Update

Ms Gray advised that staff are heading towards the community engagement period of this project.

**Resolved minute number 22/IWI/009**

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

Ms T Hiroa/Mr T Steedman. Carried

**10.2 Whakamahere Haepapa Māori - Māori Responsiveness Framework**

Taken as read.

**Resolved minute number 22/IWI/010**

That the report 'Whakamahere Haepapa Māori - Māori Responsiveness Framework' be received.

Mr C Shenton/Ms K Savage. Carried

**10.3 Project Management Office Report - January 2022**Mangaweka Bridge Replacement

Mrs Mcilroy advised that the Manawatu District Council (MDC) have very recently postponed the opening ceremony.

Mr Meihana advised that Ngāti Hauiti have expressed their disappointment in the lack of communication to them regarding the opening ceremony. Ngāti Hauiti believed that the bridge was going to open in June 2022 and had plans and aspirations to erect a carving next to it. They are not willing to support an opening in February 2022. Furthermore, Ngāti Hauiti are unhappy that the new bridge was used by traffic as they do not believe that this should occur prior to an official opening ceremony. Mr Meihana explained that when Māori are giving a blessing and have been invited to a ceremony, there is an implicit expectation that no one uses the structure/venue until it has been officially opened.

Mr Curtis noted that this has been a very disappointing experience for Ngāti Hauiti and that the iwi felt that it was hard to be taken seriously when events like this occur.

Mr Beggs apologised to Mr Curtis and Ngāti Hauiti, advising that it appeared that Council had played a role in not communicating as well as it should have. He advised that this issue will be raised with the executive leadership team and that steps will be taken to communicate with Ngāti Hauiti about the plan of action moving forwards.

Lake Waipu Improvements and Rātana Wastewater Treatment Project

Ms Peke-Mason advised that the community had expectations around this project being completed in a timely fashion. Mrs Mcilroy advised that staff are currently working through the resource consent and plant design – once this is completed, staff will have a better picture of when construction will begin.

Bulls Bus Lane and Town Square

Mrs Mcilroy advised that Ngāti Parewahawaha are preparing artwork for the bus lane and town square, and that a completion date for this is unknown. Staff would like to organise an opening

ceremony for the Bus Lane, as there is a need for buses to begin using it. Once the artwork is completed, a larger celebration for the town square can be organised.

Ms Savage advised that Ngāti Parewahawaha are having their marae meeting tonight and that she will raise the topic of the artwork completion date at this meeting and hopefully receive an update.

In response to a query, Mrs Mcilroy advised that the Electric Vehicle charging stations will be positioned on the side of Te Matapihi that is closest to Criterion Street. The trenches that are currently in the greenspace are being used to install power and other underground services. Mr Beggs noted that the greenspace is not entirely Council's space, and that the town square area will look a little smaller when completed.

#### Taihape Memorial Park Upgrade

Mrs Mcilroy advised that staff have had discussions with iwi around the opening ceremony for the Amenities Building, but that Ngāti Tamakopiri does not wish to participate. Ms Benevides explained that there is not yet a firm decision on this, and that this message had come from a couple of individuals within the runanga. The decision around Ngāti Tamakopiri's involvement will be made this coming Saturday. Mr Beggs advised that staff believed they had got their communication right for this project, but they were open to feedback if this view was not shared by the iwi involved.

The Mayor advised that he was always happy to visit with iwi and other community groups if there were concerns about communication. He believed that a face-to-face meeting was often the best way to understand any communication issues and to begin to make amends. Furthermore, there was some confusion within the community between the Amenities Building and Taihape Grandstand – these are two distinct projects. Ms Hiroa suggested that the Mayor include this in his next Mayoral Report (in the newspaper).

#### Water Fountain in Taihape

Mr Steedman advised that there should be a public water fountain in Taihape, for the purpose of filling water containers. He noted that a drinking water fountain had been set-up in Marton and that it would be good if Taihape could have something similar.

There were mixed views from Komiti members, with some noting that this issue was reflective of a larger concern from some Taihape residents that Taihape was treated unfavourably by Council, compared to Bulls and Marton. Additionally, it was noted that present COVID-19 circumstances would need to be taken into account (e.g., drinking fountains are not being used in schools due to potential health risks).

Regarding the perception of Taihape's unfavourable treatment, the Mayor advised that he disagreed with this viewpoint and that in 2021 Taihape received more capital investment than Marton.

It was agreed that the issue of a water fountain would be raised through the Taihape Community Board.

#### Bulls Wastewater Treatment Plant

Ms Hiroa asked who the request for engagement had been sent to at Ngāti Raukawa. Mrs Mcilroy was unsure and advised that she will follow-up on this.

Papakai Pump Station

Regarding the increase of the budget from \$1.5 m to \$5 m, Mr Steedman asked where the extra \$3.5 m was going to come from, noting that there was concern about this increase. Mr Benadie advised that this is an engineer's estimate of the cost and that as staff move through the detailed design process this figure will become more firm. The confirmed budget will then go back to Council for review. Mr Beggs further advised that there are likely to be varying options for the quality and cost of this project, which will be presented to Council for a decision.

**Resolved minute number 22/IWI/011**

That the Project Management Office Report – January 2021 be **received**.

Mr T Steedman/Ms K Savage. Carried

**10.4 Community Development Update - December 2021 and January 2022**

Taken as read.

**Resolved minute number 22/IWI/012**

That the report 'Community Development Update - December 2021 and January 2022' be received.

Ms S Peke-Mason/Ms K Savage. Carried

**10.5 Economic Development Update - December 2021 and January 2022**

Taken as read.

**Resolved minute number 22/IWI/013**

That the report 'Economic Development Update - December 2021 and January 2022' be received.

Mr C Shenton/Mr T Steedman. Carried

**10.6 Horizons Update**

Taken as read.

**Resolved minute number 22/IWI/014**

That the report 'Horizons Update' be received.

Ms S Peke-Mason/Mr J Allen. Carried

## **11 Discussion Items**

### **11.1 Three Waters**

Mr Beggs advised that the testing of marae water was ongoing. A recommendation regarding this will be brought back to a future Komiti meeting.

### **11.2 COVID-19 Vaccination Rates**

Ms Hiroa advised that the region vaccination rate is tracking quite well compared to neighbouring regions.

### **11.3 Climate Change Action Committee**

Not discussed.

**The meeting closed at 1.28 pm.**

**The minutes of this meeting were confirmed at the Te Roopuu Ahi Kaa Komiti held on 12 April 2022.**

.....  
**Chairperson**

# MINUTES

## **UNCONFIRMED: TURAKINA COMMUNITY COMMITTEE MEETING**

**Date:** Thursday, 3 February 2022

**Time:** 7.30 pm

**Venue:** The Anglican Church Hall, St George's  
State Highway 3  
Turakina

---

**Present**

Ms Laurel Mauchline Campbell  
Mr Duran Benton  
Ms Carol Neilson  
Mrs Linda O'Neill  
Ms Anne Rice  
Ms Tina Duxfield  
Cr Brian Carter  
HWTM Andy Watson

**Order of Business**

<b>1</b>	<b>Welcome.....</b>	<b>3</b>
<b>2</b>	<b>Apologies .....</b>	<b>3</b>
<b>3</b>	<b>Public Forum .....</b>	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>3</b>
<b>7</b>	<b>Chair's Report .....</b>	<b>3</b>
7.1	Chair's Report - February 2022 .....	3
<b>8</b>	<b>Mayoral Update .....</b>	<b>4</b>
8.1	Mayoral Update - January 2022 .....	4
<b>9</b>	<b>Reports for Information.....</b>	<b>4</b>
9.1	Funding Schemes Update - February 2022 .....	4
9.2	Small Projects Fund Update - February 2022.....	5
9.3	Welcoming Communities Update for Community Committees & Boards - January 2022 .....	5



## **1 Welcome**

The Chair welcomed everyone to the meeting.

## **2 Apologies**

None received.

## **3 Public Forum**

No public forum.

## **4 Conflict of Interest Declarations**

None declared.

## **5 Confirmation of Order of Business**

No changes to the Order of Business.

## **6 Confirmation of Minutes**

**Resolved minute number 22/TCC/001**

That the minutes of the Turakina Community Committee meeting minutes held on 02 December 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.

Mrs L O'Neill/Ms C Neilson. Carried

## **7 Chair's Report**

### **7.1 Chair's Report - February 2022**

Ms Mauchline Campbell advised that the heat and drought are affecting the region. There are noticeably dry ground conditions.

There was an attempted robbery at the service station. Fast action by staff and members of the public resulted in the person being apprehended.

The public toilets are progressing slowly with some issues being raised about where they can be sited. Council staff continue to work on this.

**Resolved minute number 22/TCC/002**

That the verbal Chair's Report – February 2022 be received.

Ms L Mauchline Campbell/Ms T Duxfield. Carried

## 8 Mayoral Update

### 8.1 Mayoral Update - January 2022

The Mayor spoke to his report.

Omicron is going to be a challenge to the District. A very small number of staff have resigned due to being unvaccinated. The Chief Executive has plans underway on the management of Council services and facilities during the pandemic.

Central Government is sending councils a range of topics for consultation, but often they are complex and with very short timespans for reply which is putting staff under pressure.

Huge cost increases in many areas means a reassessment of some LTP spending.

**Resolved minute number 22/TCC/003**

That the Mayoral Update – January 2022 be received.

HWTM A Watson/Ms A Rice. Carried

## 9 Reports for Information

### 9.1 Funding Schemes Update - February 2022

Several committee members have already passed information onto community groups.

**Resolved minute number 22/TCC/004**

That the Funding Schemes Update – February 2022 be received.

Mr D Benton/Ms A Rice. Carried

## **9.2 Small Projects Fund Update - February 2022**

Mrs O'Neill will speak to the Tennis Club about their project.

### **Resolved minute number 22/TCC/005**

That the 'Small Projects Fund Update – February 2022' report be received.

Ms L Mauchline Campbell/Ms C Neilson. Carried

## **9.3 Welcoming Communities Update for Community Committees & Boards - January 2022**

The Mayor spoke to the report.

### **Resolved minute number 22/TCC/006**

That the report 'Welcoming Communities Update for Community Committees & Boards - January 2022' be received.

Ms T Duxfield/Mr D Benton. Carried

**The meeting closed at 8.12 pm.**

**The minutes of this meeting were confirmed at the Turakina Community Committee held on 7 April 2022.**

.....  
**Chairperson**