



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

# ORDER PAPER

## ORDINARY COUNCIL MEETING

**Date:** Thursday, 28 April 2022  
**Time:** 1.00 pm  
**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

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**Chair:** HWTM Andy Watson

**Deputy Chair:** Cr Nigel Belsham

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

For any enquiries regarding this agenda, please contact:

Ash Garstang, Governance Advisor, 0800 422 522 (ext. 848), or via email  
[ash.garstang@rangitikei.govt.nz](mailto:ash.garstang@rangitikei.govt.nz)

<p><b>Contact:</b></p>	<p>0800 422 522                      <a href="mailto:info@rangitikei.govt.nz">info@rangitikei.govt.nz</a>                      <a href="http://www.rangitikei.govt.nz">www.rangitikei.govt.nz</a></p> <p>(06) 327 0099</p>				
<p><b>Locations:</b></p>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <p><u>Marton</u> Head Office 46 High Street, Marton</p> </td> <td style="width: 50%; border: none; vertical-align: top;"> <p><u>Bulls</u> Bulls Information Centre- Te Matapihi 4 Criterion Street, Bulls</p> </td> </tr> <tr> <td colspan="2" style="border: none; text-align: center; vertical-align: top;"> <p><u>Taihape</u> Taihape Information Centre - Taihape Town hall 90 Hautapu Street (SH1), Taihape</p> </td> </tr> </table>	<p><u>Marton</u> Head Office 46 High Street, Marton</p>	<p><u>Bulls</u> Bulls Information Centre- Te Matapihi 4 Criterion Street, Bulls</p>	<p><u>Taihape</u> Taihape Information Centre - Taihape Town hall 90 Hautapu Street (SH1), Taihape</p>	
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<p><u>Taihape</u> Taihape Information Centre - Taihape Town hall 90 Hautapu Street (SH1), Taihape</p>					
<p><b>Postal Address:</b></p>	<p>Private Bag 1102, Marton 4741</p>				
<p><b>Fax:</b></p>	<p>(06) 327 6970</p>				

**Notice is hereby given that an Ordinary Meeting of Council of the Rangitikei District Council will be held in the Council Chamber, Rangitikei District Council, 46 High Street, Marton on Thursday, 28 April 2022 at 1.00 pm.**

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## **AGENDA**

### **1 Welcome**

### **2 Apologies**

### **3 Public Forum**

Mr Bruce Cameron will speak to Council about the Purorino Rural Water Scheme.

### **4 Conflict of Interest Declarations**

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

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

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



## 6 Confirmation of Minutes

### 6.1 Confirmation of Council Minutes

**Author:** Ash Garstang, Governance Advisor

#### 1. Reason for Report

- 1.1 The minutes from the Ordinary Council meeting held on 31 March 2022 are attached.

#### Attachments

1. Council 31 Mar 22 - Minutes

#### Recommendation

That the minutes of the Ordinary Council meeting held on 31 March 2022, **[as amended/without amendment]**, be taken as read and verified as an accurate and correct record of the meeting, and that the Mayor's electronic signature be added to the official minutes document as a formal record.

# MINUTES



## UNCONFIRMED: ORDINARY COUNCIL MEETING

**Date:** Thursday, 31 March 2022  
**Time:** 1.00 pm  
**Venue:** Council Chamber  
 Rangitikei District Council  
 46 High Street  
 Marton

**Present**

- HWTM, Andy Watson
- Cr Nigel Belsham
- Cr Brian Carter *[via Zoom]*
- Cr Fi Dalgety *[via Zoom]*
- Cr Gill Duncan *[via Zoom]*
- Cr Angus Gordon *[via Zoom]*
- Cr Richard Lambert *[via Zoom]*
- Cr Waru Panapa *[via Zoom]*
- Cr Dave Wilson *[via Zoom]*
- Cr Cath Ash *[via Zoom]*

**In attendance**

- Mr Peter Beggs, Chief Executive *[via Zoom]*
- 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]*
- Mr Danny Le Mar, Manager Financial Services *[via Zoom]*
- Ms Hilary Walker, Management and System Accountant *[via Zoom]*
- Mrs Jess Mcilroy, Operations Manager *[via Zoom]*
- Ms Adina Foley, Senior Project Manager *[via Zoom]*
- Ms Christin Ritchie, People and Culture Advisor *[via Zoom]*
- Mr Hamish Waugh, General Manager – Infrastructure (MDC) *[via Zoom]*
- Mr Ash Garstang, Governance Advisor

Phone: 06 327 0090 | Email: [info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz) | [www.rangitikei.govt.nz](http://www.rangitikei.govt.nz)

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ITEM 6.1  
ATTACHMENT 1

Ordinary Council Meeting Minutes		31 March 2022
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UNCONFIRMED

## 1 Welcome

The Mayor opened the meeting at 1.00 pm.

## 2 Apologies

**Resolved minute number 22/RDC/064**

That the apologies for Cr Hiroa and Cr Raukawa be received.

HWTM/Cr N Belsham. Carried

## 3 Public Forum

No public forum.

## 4 Conflict of Interest Declarations

No conflicts of interest were declared.

## 5 Confirmation of Order of Business

There were no changes to the order of business.

## 6 Confirmation of Minutes

### 6.1 Confirmation of Council Minutes

**Resolved minute number 22/RDC/065**

That the minutes of the Ordinary Council meeting held on 24 February 2022, as amended, be taken as read and verified as an accurate and correct record of the meeting, and that the Mayor's electronic signature be added to the official minutes document as a formal record.

Amendment: p. 3, COI for Cr Raukawa change "Taihape" to "Marton".

Cr D Wilson/Cr B Carter. Carried

## 7 Follow-up Action Items from Previous Meetings

### 7.1 Follow-up Action Items from Council Meetings

Mrs Gordon advised that a formal response has now been provided to Mr Collier.

**Resolved minute number 22/RDC/066**

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

Cr G Duncan/Cr F Dalgety. Carried

## 8 Mayor's Report

### 8.1 Mayor's Report - March 2022

The Mayor advised that he has met with a member of the Putorino Water Supply Scheme and that he felt Council had an obligation to look at this work. Mr Beggs advised that he has invited this scheme member to speak at the Council meeting in April, and that there are two staff currently working with the individual.

Undertaking:

Staff to provide a report to the April Council meeting on the Putorino Water Supply Scheme.

The Mayor advised that he is not paid for his involvement in the working group for the Three Waters reform, and that he is participating as it is an opportunity for Council to seek changes from Central Government. He will hold public meetings in Bulls, Marton and Taihape, in order to update people on what is happening with the reforms legislatively, what Council's position is, and the Department of Internal Affairs' current work in this space.

**Resolved minute number 22/RDC/067**

That the Mayor's Report – March 2022 be received.

HWTM/Cr G Duncan. Carried

## 9 Chief Executive's Report

### 9.1 Chief Executive's Report - March 2022

Cr Dalgety noted that the mobile vaccination at Queens Park (sect 1.2) is in Hunterville.

Update on Council's Request for Service (RFS) Improvements

In response to a query about Magiq’s software update for the RFS system, Mrs Gordon advised that the testing has gone well and there are no significant issues. The update will go live shortly and staff will receive training on the improvements. This should occur in early April.

Local Government New Zealand (LGNZ) Annual General Meeting and Remit Process

The Mayor explained that there are two ways to put forward a remit to LGNZ. One way is to seek support from four other councils, and submit a combined remit (backed by five councils). Another option is to go to a zone meeting or rural provincial meeting and get a backing vote via these forums.

COVID-19 Protection Framework

Mr Beggs advised that libraries will continue to only operate a click and collect service, and that this reduced level of service will be reviewed on a regular basis. Staff are being encouraged to work from home and this will also be reviewed on a regular basis.

In response to a query, Mr Beggs advised that he would need to see evidence of case numbers within the district (both active and new cases) reducing before the executive leadership team would re-consider the level of service currently being provided.

Loan Request – The Bulls Historical Society

Mr Beggs advised that any work completed by the society will be checked by Council’s regulatory team, and it will have to comply with the Building Act 2004. Mr Beggs also advised that he has made it clear to the society that Council staff do not have any preference on what organisation completes this strengthening work, and that the society is responsible for their own due diligence in this matter.

Undertaking:

That the Chief Executive provide the terms and conditions of the loan to elected members via email, for their information.

**Resolved minute number 22/RDC/068**

That the Chief Executive’s Report – March 2022 be received.

Cr N Belsham/Cr A Gordon. Carried

**Resolved minute number 22/RDC/069**

That Council confirms that all three Northern Ward Councillors be appointed to assist the development of the Taihape Town Hall Development Business Case, using the Better Business Case model.

HWTM/Cr G Duncan. Carried

**Resolved minute number 22/RDC/070**

That Council agrees to grant a loan to The Bulls Historical Society for \$159,000 (plus GST) to undertake earthquake strengthening on the old Bulls Library Building.

Cr N Belsham/Cr B Carter. Carried

**Resolved minute number 22/RDC/071**

That Council endorses the Chief Executive’s decision around the limitation of services for Council’s libraries and information centres, and further endorses the decision making process.

HWTM/Cr D Wilson. Carried

## 10 Reports for Decision

### 10.1 Adoption of Supporting Documents and Documents for Simultaneous Consultation for the 2022/23 Annual Plan

Mrs Gordon advised that the draft Annual Plan 2022/23 still has to go through final design, proofreading and formatting. This will be done prior to consultation next week.

In response to a query about organisations submitting requests for funding, Mrs Gordon advised that the best time for this to be submitted is when the submissions for the Annual Plan open (end of next week). Groups can submit requests as part of the submissions process, and these will then go to Council as part of the deliberations process. The Mayor agreed with this advice, but added that minor matters can be brought to Council at any time.

In response to a query, Mrs Gordon advised that Audit NZ do not audit the Annual Plan (only the Long Term Plan).

**Resolved minute number 22/RDC/072**

That the report ‘Adoption of Supporting Documents and Documents for Simultaneous Consultation for the 2022/23 Annual Plan’ be received.

Cr C Ash/Cr A Gordon. Carried

**Resolved minute number 22/RDC/073**

That the Council adopts the following documents as information relied on by the content of the Consultation Document for the development of the 2022/23 Annual Plan:

- The draft 2022/23 Annual Plan
- The adopted 2021-31 Long Term Plan

HWTM/Cr R Lambert. Carried

**Resolved minute number 22/RDC/074**

That Council adopts for consultation, using the special consultative procedure, simultaneously with Framing 2022/23, the following associated documents:

- Proposed Schedule of Fees and Charges for 2022/23
- Draft Rates Remission Policy
- Draft Rates Remission Policy for Māori Freehold Land

Cr A Gordon/Cr D Wilson. Carried



**10.2 Adoption of "Framing 2022/23" - the Consultation Document for the draft 2022/23 Annual Plan**

Mrs Gordon confirmed that all consultation documents will be finalised by Friday, 08 April.

The Mayor advised that he was happy to respond to any requests for communication from groups, and would encourage interested parties to get in touch with Council as early as possible. Mrs Gordon advised that calendar invitations for the Facebook live sessions will be distributed once timings are finalised.

**Resolved minute number 22/RDC/075**

That the Adoption of "Framing 2022/23" - the Consultation Document for the draft 2022/23 Annual Plan report be received.

Cr G Duncan/Cr A Gordon. Carried

**Resolved minute number 22/RDC/076**

That the Council resolves to adopt "Framing 2022/23" as the Consultation Document for the 2022/23 Annual Plan (in terms of section 95A of the Local Government Act 2002), subject to minor editorial and formatting changes.

Cr D Wilson/Cr G Duncan. Carried

**10.3 Triennial Elections 2022**

Elected members felt that using a 'random order' methodology would be the fairest way to list candidate's names on voting documents.

**Resolved minute number 22/RDC/077**

That the 'Triennial Elections 2022' report be received.

Cr F Dalgety/Cr A Gordon. Carried

**Resolved minute number 22/RDC/078**

That the names of the candidates for the 2022 Rangitikei District Council triennial elections, and any subsequent by-elections, be arranged on the ballot paper in the order chosen below:

- Random Order

Cr R Lambert/Cr N Belsham. Carried

**10.4 Taihape Grandstand Project Summary - March 2022**

Ms Prince advised Heritage NZ hopes to complete a site visit at the end of April/beginning of May. It was noted that a previous Council motion had halted the start of construction in order to ensure that the selected option (steel framing) would not jeopardise any potential funding applications. Ms

Foley advised Heritage NZ has indicated there are no issues with the steel framing from their perspective.

In response to a query, Ms Prince confirmed the unbudgeted expenditure is included within the overall \$1 m project budget that was confirmed in the Long Term Plan 2021-31.

The Mayor noted there had been an estimate of \$1.3 m or higher for the overall project cost, and that once this figure is confirmed, Council will need to make a decision around either halting the project or seeking further funding first.

Ms Prince advised that the Grandstand Sub-Committee will be the lead body for any required fundraising and staff have met with them and offered assistance.

**Resolved minute number 22/RDC/079**

That the report 'Taihape Grandstand Project Summary – March 2022' be received.

Cr A Gordon/Cr G Duncan. Carried

**Resolved minute number 22/RDC/080**

Noting that Council's contribution to the Taihape Grandstand project is \$1 million in total, that Council request the Chief Executive provide staff support to Taihape Heritage Trust – Grandstand Sub-Committee for fundraising (if required), and that any costs incurred by Council staff be funded from the \$1 million Taihape Grandstand budget.

HWTM/Cr D Wilson. Carried

**Resolved minute number 22/RDC/081**

That Council agree to postpone any building work on the Taihape Grandstand until the compliance position of Heritage New Zealand, and financing, is understood.

HWTM/Cr N Belsham. Carried

### 10.5 Changing Rooms at Te Matapihi, Bulls Community Centre

In response to a query, Mr Benadie advised the likely cost of the proposed feasibility study would be in excess of \$100,000. Council discussed the implications of this level of expenditure and decided that they were not in a position to approve it without further information being provided by staff on the various functional and costing options available.

Elected members also discussed the scope of the changing rooms. There were indications from community groups that they would like the changing rooms to accommodate a minimum of 200 people. Several elected members felt that this was a substantial increase to the original scope, and that this level of capacity was not necessarily warranted.

In response to a query, staff confirmed there are no contractual obligations in place that are necessitating the beginning of detailed designs and construction. Mrs Mcilroy advised that the estimate for the detailed design of the two current proposals is in the hundreds of thousands of dollars. Council confirmed that resolution 21/RDC/375 (requesting staff to complete detailed design

engineering for two construction proposals) should be deferred until more information is made available at a future Council meeting.

**Resolved minute number 22/RDC/082**

That the report 'Changing Rooms at Te Matapihi, Bulls Community Centre' be received.

Cr B Carter/Cr W Panapa. Carried

**Recommendation**

That Council **approve** the scope of the 'Te Matapihi Additional Changing Room' project be expanded to allow staff to undertake a feasibility study for the best suitable space (considering restrictions and requirements), as requested by the Bulls user group and as defined in 3.1 of this report, **noting** this will take approximately 6-9 months.

**AND**

That Council approve for staff to seek feedback from the Larger Community Event holder groups in regard to the development and presentation of options of this feasibility study, to make sure the options best fulfil their requirements.

Cr Carter/Cr Panapa. Lost

**Resolved minute number 22/RDC/083**

That Council defer the decision made 28 October 2021 (resolution 21/RDC/375) until a further subsequent report on functional and costing options is available.

HWTM/Cr N Belsham. Carried

**10.6 Project Management Office Report - March 2022**

Mangaweka Bridge Replacement

In response to a query about what work is required before the bridge can be opened, Mrs Mcilroy advised that there needs to be a cutover of the road, progress the artwork and plan an opening ceremony (no date set for this yet). Mrs Mcilroy also advised that staff are in contact with iwi, and that no more traffic will cross the bridge before the formal opening. The project completion is currently scheduled for the end of June.

Cr Gordon asked how the scour protection performed during the recent flood down the river. Mr Waugh advised that he has not been informed of any problems, but he will enquire with the project team to confirm that there was no damage.

In response to a query about potential cost increases, Mr Waugh advised that the final price should match what was forecast in the budget or be very close. However, he is unable to confirm the exact figure at this time. The Mayor noted that previous reports/updates had indicated that the project was on budget, and asked if these variances should have been made known to Council earlier. Mr Waugh advised that an internal review on this had been completed, and linking the Waka Kotahi budget to Council's purchase orders was an area of improvement that has been identified.

The meeting was adjourned at 3.04 pm and re-convened at 3.14 pm.

Bulls Bus Lane and Town Square

In response to a query, Mrs Mcilroy advised that a portion of the town square is not owned by Council and staff have reached a verbal agreement with the owner of it. This is currently in the process of being formalised.

**Resolved minute number 22/RDC/084**

That the Project Management Office Report – March 2022 be **received**.

Cr C Ash/Cr D Wilson. Carried

**Resolved minute number 22/RDC/085**

That the Chief Executive is authorised to expend the approved Waka Kotahi budget of \$4,953,345 for the construction phase of the Mangaweka Bridge project, noting Council’s 2018 LTP included \$4.9m capital budget for this project.

Cr N Belsham/Cr D Wilson. Carried

**10.7 Request to become a Guarantor Council with the Local Government Funding Agency**

Taken as read.

**Resolved minute number 22/RDC/086**

That the report ‘Request to become a Guarantor Council with the Local Government Funding Agency’ be received.

Cr N Belsham/Cr D Wilson. Carried

**Resolved minute number 22/RDC/087**

That Council:

1. Confirms its intention to become a guaranteeing member of LGFA; and
2. Delegates authority to the Acting Chief Executive, the Mayor and the Chair of the Finance/Performance Committee, to execute the Certificates and Deeds as required to become a guaranteeing member of LGFA.

HWTM/Cr N Belsham. Carried

**10.8 Wellington Road Council Flats - Reroof and Insulation**

Mrs Mcilroy advised that staff are proposing to substitute a majority of the extra cost via underspent work in the Long Term Plan 2021-31. In response to a query, staff advised that the specific area of underspend was for the Ratana cemetery expansion as this was completed this year, and next year’s funds that were allocated to it are no longer needed.

**Resolved minute number 22/RDC/088**

That the report 'Wellington Road Council Flats – Reroofing and Insulation' be **received**.

Cr F Dalgety/Cr R Lambert. Carried

**Resolved minute number 22/RDC/089**

That Council **approve** a deviation from Council's procurement policy in that only two tenderers were invited to quote for the works and not three as the policy requires.

Cr D Wilson/Cr R Lambert. Carried

**Resolved minute number 22/RDC/090**

That Council **approve** for the Chief Executive to sign a contract of \$363,614.57 plus hold contingencies of \$36,385.43 for a total project budget not to exceed \$400,000 for the reroofing and insulation of the Wellington Road Council Flats.

**AND**

That Council note \$300,000 funding will be brought forward from an underspend of the 2022/23 capital budget.

Cr D Wilson/Cr R Lambert. Carried

**10.9 Views on Government's Proposal to Remove Exotic Forests from the ETS**

Council endorsed option three, noting that there were opportunities for the better utility of land under this option.

**Resolved minute number 22/RDC/091**

That the report 'Views on Government's Proposal to Remove Exotic Forests from the ETS' be received.

Cr F Dalgety/Cr A Gordon. Carried

**Resolved minute number 22/RDC/092**

That Council endorses the below option:

- Option three: Place limits on exotic forestry from registering in the permanent post-1989 category in the NZ ETS, but with exceptions for exotic species under certain conditions or criteria

Cr F Dalgety/Cr A Gordon. Carried

**10.10 Scooter Rack Installation at Te Matapihi**

In response to a query, Mr Benadie confirmed that the bespoke option for a scooter rack would not fit beside the book return bin.

**Resolved minute number 22/RDC/093**

That the report 'Scooter Rack Installation at Te Matapihi' be received.

Cr B Carter/Cr D Wilson. Carried

**Resolved minute number 22/RDC/094**

That Council approves the Bulls Community Committee request to cover the cost for the manufacture and installation of a scooter rack, be that bespoke or an 'off the shelf' solution.

Cr B Carter/Cr G Duncan. Carried

**Resolved minute number 22/RDC/095**

That Council approves the installation of the bespoke scooter rack at the front of the building next to the main entrance as proposed by the Bulls Community Committee.

Cr B Carter/Cr A Gordon. Carried

**11 Reports for Information**

**11.1 RDC Offices DSA summary**

Taken as read.

**Resolved minute number 22/RDC/096**

That the report 'RDC Offices DSA summary' be received.

HWTM/Cr C Ash. Carried

**12 Discussion Items**

Nil

**13 Minutes from Committees**

**13.1 Minutes from Committees**

Taken as read.

**Resolved minute number 22/RDC/097**

That the following minutes are received:

- 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

Cr D Wilson/Cr R Lambert. Carried

## 14 Recommendations from Committees

### 14.1 Recommendation from the Marton Community Committee 08 December 2021

In response to a query about the lack of specificity, Mr Garstang advised that the Chair of the Marton Community Committee is now following up on this at an operational level. The recommendation was therefore left to lie on the table.

#### Recommendation

That Council approves / does not approve [~~delete one~~] the below recommendation from the Marton Community Committee meeting on 08 December 2021:

- a. 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.

Left to lie on the table.

### 14.2 Recommendation from the Hunterville Community Committee 14 February 2022

Taken as read.

#### Resolved minute number 22/RDC/098

That Council approves the below recommendation from the Hunterville Community Committee meeting on 14 February 2022:

- a. 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.

Cr F Dalgety/Cr R Lambert. Carried

## 15 Public Excluded

The meeting went into public excluded session 3.44 pm.

### Resolution to Exclude the Public

**Resolved minute number 22/RDC/099**

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

1. Confirmation of Council Minutes (Public Excluded) – 24 February 2022
2. Follow-up Action Items from Council (Public Excluded) Meetings
3. Rates Remission Application - Remission of Penalties
4. Rates Remission Request
5. Request to Waive Water Accounts
6. Marton to Bulls Wastewater Centralisation - engagement of Lowe Environmental
7. Marton Rail Hub - Commissioning of below-ground rail design
8. Minutes from Committees (Public Excluded)
9. Chief Executive Review

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>15.1 – Confirmation of Council Minutes (Public Excluded) – 24 February 2022</b>	s7(2)(a) - privacy s7(2)(b)(ii) - commercial position s7(2)(c)(ii) - public interest s7(2)(f)(i) - free and frank expression of opinions s7(2)(h) - commercial activities s7(2)(i) - negotiations	s48(1)(a)(i)
<b>15.2 – Follow-up Action Items from Council (Public Excluded) Meetings</b>	s7(2)(a) - privacy s7(2)(b)(ii) - commercial position s7(2)(c)(ii) - public interest s7(2)(f)(i) - free and frank expression of opinions s7(2)(h) - commercial activities s7(2)(i) - negotiations	s48(1)(a)(i)
<b>15.3 – Rates Remission Application – Remission of Penalties</b>	s7(2)(a) - privacy	s48(1)(a)(i)
<b>15.4 – Rates Remission Request</b>	s7(2)(a) - privacy s7(2)(b)(ii) - commercial position	s48(1)(a)(i)



Ordinary Council Meeting Minutes

31 March 2022

<b>15.5 – Request to Waive Water Accounts</b>	s7(2)(a) - privacy	s48(1)(a)(i)
<b>15.6 – Marton to Bulls Wastewater Centralisation – engagement of Lowe Environmental</b>	s7(2)(i) - negotiations	s48(1)(a)(i)
<b>15.7 – Marton Rail Hub – Commissioning of below-ground rail design</b>	s7(2)(h) - commercial activities	s48(1)(a)(i)
<b>15.8 – Minutes from Committees (Public Excluded)</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)(i)
<b>15.9 – Chief Executive Review</b>	s7(2)(a) - privacy	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.

Cr N Belsham/Cr D Wilson. Carried

## 16 Open Meeting

The meeting went into open session 5.05 pm.

### Resolved minute number 22/RDC/115

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

22/RDC/100 - 22/RDC/114

HWTM/Cr N Belsham. Carried

The meeting closed at 5.05 pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 28 April 2022.

.....  
Chairperson

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

### **7.1 Follow-up Action Items from Council Meetings**

**Author:** Ash Garstang, Governance Advisor

**ITEM 7.1**

#### **1. Reason for Report**

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

#### **2. Decision Making Process**

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

#### **Attachments**

- 1. Follow-up Actions Register**

#### **Recommendation**

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

### Current Follow-up Actions

Item	From Meeting Date	Details	Person Assigned	Status Comments	Status
1	31-Mar-22	As per resolutions <b>22/RDC/094 - 095</b> : Staff to progress with the manufacture and installation of a scooter rack for Te Matapihi, to be completed at cost to Council and placed at the front of the building next to the main entrance.	Arno Benadie	The total cost of the manufacture of the scooter rack is \$850 and will be fully funded by Council. The rack is being manufactured at the moment and will be installed by the Bulls Community Committee.	In progress
2	31-Mar-22	As per resolutions <b>22/RDC/089 - 090</b> : Staff to progress with the reroofing and insulation for the Wellington Road Council flats.	Jess McIlroy	The reroofing and insulation of the Wellington Road flats has been approved and the work is expected to be completed by the end of June 2022.	In progress
3	31-Mar-22	As per resolution <b>22/RDC/085</b> : The CE has been authorised to expend the approved Waka Kotahi budget of \$4,953,345 for the construction phase of the Mangaweka Bridge project. Staff to progress any required action from this.	Jess McIlroy	The purchase orders have been amended to reflect the full approved Waka Kotahi budget of \$4,953,345	In progress
4	31-Mar-22	Regarding the Mangaweka Bridge Replacement, and as per the query from Cr Gordon: Mr Waugh will enquire with the project team about how the scour protection performed during the recent river flooding.	Hamish Waugh (MDC)	The scour protection at the base of the new Mangaweka Bridge performed well during the recent river flooding.  The scour protection around the old bridge (Mangaweka side) requires further work around the Horizons river level monitoring gauge and the Roading team are working with Horizons Regional Council to determine the preferred scour protection solution for that structure.	Closed
5	31-Mar-22	As per resolution <b>22/RDC/083</b> : Staff to <b>defer</b> the decision made 28 October 2021 (resolution 21/RDC/375) until a further subsequent report on functional and costing options is available.  21/RDC/375 was the decision to endorse Options 3 and 5a and proceed with detailed designs for the changing rooms at Te Matapihi.	Adina Foley	Staff are awaiting cost estimates for the feasibility study as discussed in the March Council meeting. A report outlining the cost estimate for such a study is to be expected in the May council meeting.  Staff will continue to communicate with Community members on this.	In progress

ITEM 7.1 ATTACHMENT 1

6	31-Mar-22	As per resolution <b>22/RDC/070</b> : Staff to action the approved loan to the Bulls Historical Society for \$159,000 (plus GST), to undertake earthquake strengthening on the old Bulls Library Building.	Dave Tombs	Draft (bridging) loan document sent to Bulls Historical Society (BHS) for discussion at BHS Committee meeting in April.	In progress
7	31-Mar-22	Regarding the loan to the Bulls Historical Society: The Chief Executive is to provide the terms and conditions of the loan to elected members via email, for their information.	CE	Draft loan document currently being considered by Bulls Historical Society and will be shared when complete.	In progress
8	31-Mar-22	Regarding Magiq's update to the RFS system: Once it's live, staff to ensure that the RFS system is widely advertised and make the public aware that it is the preferred mechanism for Council to be contacted about service issues.	Carol Gordon	Update - 20 April - The closing off of RFSs will 'go live' on 20 April and the acknowledgement of RFS's will go live the week of 25 April - both these enhancements to our process will be widely publicised.	Closed
9	31-Mar-22	The Mayor is going to hold public meetings in Bulls, Marton and Taihape, in order to update people on what is happening with the Three Waters reforms legislatively, what Council's position is, and the Department of Internal Affairs' current work in this space.	HWTM	Dates have been advertised in the District Monitor/Social Media/RDC Website. Meetings to take place over next fortnight.	In progress
10	31-Mar-22	Staff to provide a report to the April Council meeting on the Putorino Water Supply Scheme.	Arno Benadie	No further work has been progressed. A report will be submitted to the May Council meeting	In progress
11	24-Feb-22	As per resolution <b>22/RDC/046</b> : Staff to check that cardboard and paper recycling is being/has been considered for the Hunterville Refuse Centre.	Arno Benadie	This has been included in the Section 17 A review of solid waste management in progress at the moment.	In progress
12	24-Feb-22	As per resolution <b>22/RDC/031</b> : The Mayor and Deputy Mayor will present Rangitikei District Council's position to the next available Horizons Regional Council Public Forum (regarding Horizon's unwillingness to contribute to costs).	HWTM / Karen Cowper (with Arno & Jess)	HWTM to attend Public Forum at HRC meeting on 27 April	In progress
13	24-Feb-22	Regarding the old landfill on Putorino Road: the Chief Executive will provide the Mayor with a briefing document, regarding the current situation around the landfill on Putorino Road and Horizon's unwillingness to contribute to the additional costs that have been imposed by them.	CE / Karen Cowper	In progress - HWTM to attend Public Forum at HRC meeting on 27 April CEO to provide briefing notes to HWTM to support this.	In progress
14	27-Jan-22	Regarding the Marton to Bulls Wastewater Centralisation Project: Cr Lambert advised that the sign on Wellington Road blocks the view for traffic heading south. He is happy for the sign to be moved into his paddock if this is the preferred solution. Staff to investigate.	Jess McIlroy	The sign has been removed	Closed

15	16-Dec-21	As per resolution 21/RDC/469 the surplus land in Taihape be offered to the owner of the adjacent saleyards.	Graeme Pointon	The owner of the adjacent saleyards was invited to make an offer. He is still considering his offer price.	In progress
16	16-Dec-21	The Bulls Community Committee be kept informed about progress with the installation of a scooter rack at Te Matapihi.	Arno Benadie	Staff investigated options with the Bulls Community Committee. A report was presented to Council on 31 March 2022. The scooter rack is being manufactured at the moment.	Closed
17	24-Nov-21	As per resolution <b>21/RDC/422</b> : Staff to process the funding of \$800 for the new northern events signage board, via revenue collected from advertising fees for advertising on the Taihape Community events notice boards.	Gaylene Prince / Sheryl Srhoj	Payment was made from Events Noticeboard account on 20 April 2022.	Closed
18	24-Nov-21	As per resolution <b>21/RDC/417</b> : That staff are requested to engage with the Taihape Heritage Group, Grandstand subcommittee, as the focal group for Community Fundraising for the Grandstand.	Adina Foley / Clare John	Staff have met with Taihape Heritage Group representative. Organizing for staff to attend the next committee meeting in Taihape.	In progress
19	24-Nov-21	As per resolution <b>21/RDC/415</b> : That staff are requested to bring a further report to Council at the end of detailed design of the chosen option, including cost estimates and additional external funding options to cover the cost of the project (for the Taihape Grandstand).	Adina Foley / Clare John	Detailed Design will be started when staff are confident that the endorsed option is not reducing the chances to receive external funding.	In progress
20	24-Nov-21	Regarding the Taihape Grandstand (Strengthening Options): Cr Gordon requested that staff liaise with Heritage NZ during the detailed design process. This request came about due to concerns that Heritage NZ may be less inclined to provide funding towards a steel frame option over other strengthening options (such as plywood, etc).	Adina Foley / Clare John	Staff have started making enquiries and has asked contractors to find out further confirmation on their ends as well to make sure that there is no disadvantage to the endorsed option.	Closed
21	24-Nov-21	Regarding the Taihape Grandstand (Strengthening Options): The Mayor requested that staff confirm that there are no issues with consenting with the new changes. Staff indicated that they will double check with the architect and engineer and make sure that these have been considered.	Adina Foley / Clare John	Staff are consulting with BCO team	Closed
22	24-Nov-21	As per resolution <b>21/RDC/423</b> staff investigate the installation of a scooter rack at Te Matapihi; noting the cost will be split between the Bulls Community Committee and Council.	Arno Benadie	Infrastructure staff are looking at options for scooter racks, and site locations. See above.	Closed
23	28-Oct-21	With regards to the request from the Bulls Community Committee, and as per resolution <b>21/RDC/384</b> : Staff to contact Wallace Development and request that they supply more bins and arrange for more regular disposal of the contents.	Arno Benadie / Murray Phillips	Contact has not been made yet, work in progress	In progress

ITEM 7.1  
ATTACHMENT 1

24	28-Oct-21	With regards to the recommendation from the Bulls Community Committee for rubbish bin/s at the picnic area at the Bulls river: A recommendation by Council to approve this request was lost, and Cr Gordon instead requested that staff contact Horizons Regional Council and request that they investigate this further as this area of land lies under their responsibility.	Arno Benadie / Murray Phillips	Council staff investigating future long term solutions to resolve this permanently. Work in progress.	In progress
25	28-Oct-21	With regards to the PMO report: Cr Gordon noted that staff should consider involving Ngāti Paki (POC: Jordan Winiata-Haines) and Ngāti Hinemanu in future hui's for the Taihape Wastewater Treatment Plant.	Jess McIlroy	Underway.	In progress
26	30-Sep-21	As per resolutions <b>21/RDC/291</b> and <b>21/RDC/292</b> : Staff to progress the sale of the stopped road at the front boundary of 66 Kiwi Road, Taihape, noting that Council's costs of road stopping are to be paid by the purchasers through a non-refundable deposit.	Arno Benadie	Survey work is under action. Adjoining property owner has been updated. Council staff is in regular communications with the property owner to keep them updated.	In progress
27	30-Sep-21	As per resolutions <b>21/RDC/301</b> through to <b>21/RDC/307</b> : Staff to liaise with the Bulls & District Historical Society regarding Councils approval of their request to obtain a lease for the former Bulls Library.	Gaylene Prince	Lease documentation has been reviewed by Bulls Museum legal representatives and returned to Council representatives on 19 April 2022. Graeme Pointon still to review any feedback from Museum representatives.	In progress
28	26-Aug-21	Council requested staff to investigate having yellow broken lines at the intersection of Holland Crescent and Bridge Street for no parking either side of the intersection to inhibit vehicles parking there.	Arno Benadie	The Roding Team have sent a request to Waka Kotahi on this matter. Waka Kotahi responded below:  <i>I will discuss this with the safety team and get back to you as soon as possible. These would need gazetting and probably have some public consultation as well. If everything is favourable then they could be placed during the next remarking of the SH as this would remove the cost for establishment and traffic management.</i>	In progress

29	26-Aug-21	As per resolution <b>21/RDC/264</b> - staff to <i>consider</i> including a clause on opening hours of the Ratana toilets, in the upcoming contract re-negotiation with the Rātana Communal Board.	Murray Phillips / Arno Benadie	Working with the Ratana Community Board to determine appropriate open hours for the toilet block. Contract negotiations will commence with the Communal Board following agreed hours.	In progress
30	27-May-21	At the meeting on 27 May 21, Council resolved that the Parks and Reserves Team work with the Marton Rugby Club to install a seat and plaque at an appropriate location in Marton Park, provided the maximum cost does not exceed \$2,000 and noting that this is an unbudgeted expense.	Murray Phillips	Seat design finalised with Marton Rugby club. Arrangements made with Rangitikei College, for their technology students to build the seat as a project during the 2022 year.	In progress
31	25-Mar-21	That regular surveying of Te Matapihi users continues through 2021 and significant feedback themes be presented back to Council.	Gaylene Prince	Noted. Surveys will continue and significant feedback themes feedback to Council.	In progress
32	25-Mar-21	Staff to advise the Hunterville Community Committee on costings and requirements to create disability access to the Hunterville town hall.  <b>Update:</b> Cr Lambert sought an update on this item at the Council meeting 16 Dec 21. Mr Benadie advised that he will follow up on this and provide an update.	Arno Benadie / Jess Mcilroy	Costings will be sought and provided back to the Committee and Council. PMO is looking after this request. Consultants has been engaged to complete a detailed seismic assessment as well as a disability access assessment on the building. Work expected to be completed by June 2022	In progress
33	2020	20/RDC/478 Authority to negotiate and enter into a Licence to Occupy part of the unformed road at the South approach to Mokai Bridge.	Graeme Pointon	The building owner is working with its Lawyer to develop a suitable proposal. Council can take no action until the owner and potential purchaser have developed their agreement further.	In progress

## 8 Mayor's Report

### 8.1 Mayor's Report - April 2022

**Author:** Andy Watson, His Worship the Mayor

“E kore au e ngaro, he kākano i ruia mai i Rangīātea”.

E ngā mate o te wā, e ngā rangatira o tāua rohe o Rangitikei, haere atu i te rangimārie.

Kia kōrua e āku hoa e Robert kōrua ko Koro Mark, kia hora te marino, kia whakapapa pounamu te moana, kia tere te kārohirohi i mua i tōu huarahi, moe mai rā.

Arohanui.

“I will never be lost, for I am a seed of Rangīātea”.

To our recently departed, the two chiefs of our home Rangitikei, go in peace.

To my friends Robert and your father Koro Mark, may the calm be widespread, may the ocean glisten as greenstone, may the shimmer of light ever dance across your pathway, sleep well.

Greatest Love.

I attended the tangi of Robert and his father Mark Gray last week. Koro Mark and Bobby gave so much of their time to our district and district committees. I also attended and spoke on the Rakatapauma Marae to give my condolences to the wider whanau. Koro Mark was a personal friend of mine and I remember with fondness the times where we would sit on his verandah, look out over his farm and just have a chat.

Finally, the covid doors have been opened a little with the move to the “orange” level. We are now permitted more freedoms and the ability to meet in person more easily. For Council this means an opening of libraries and easier access to Council properties. Staff will return to working onsite rather than remotely over the next couple of weeks. I have asked Councillors to attend Council meetings again in person and only use Zoom if it is approved for health or other personal reasons. The relaxation to the orange setting will allow businesses to operate properly and for tourism to again be a main contributor to our country. We even welcome the Ozzies back. But please, covid is still present in our communities and we need to take care to minimise the risk of exposure to us, our families and those that we interact with.

The closing date for submissions to our Annual Plan is 9 May at 5pm. So far we have very few. Koitiata, Scotts Ferry and other small settlements have engaged well but once again our major towns have been quite quiet. This is your chance to talk to us about our plans and budgets and more importantly what you want us to do. Submission forms are available on our website or you can call me on 027 6177-668 or contact any one of the other Councillors.

Our district is facing unprecedented growth which is fantastic and this has been recognised by Powerco who have agreed to meetings of senior staff including the Chief Executive in Marton to look at the power requirements now and into the future. For companies or farms that are struggling with power demand please contact me so that your concerns can be passed on. I know for example that many irrigators are powered by generators because of grid issues.



I have called for public meetings in Bulls, Taihape and Marton to explain the Government process around the Three Waters issue, which is the formation of four water entities to provide for drinking water, waste-water and stormwater rather than Council being the providers. In those meetings I will explain Council's position and the various arguments and call for questions from the floor. Details of these meetings are in the local paper and on our Council website. The Three Waters will be the principal subject but if time permits other issues can be raised.

On 8 April our new Youth Council met for the first time this year, with representation from a variety of schools across our entire district. I congratulate Lisa Cruywagen for being elected Chair and note that there were four other people who expressed an interest in the position. The questions raised by these young people about how Local Government works and how meeting procedures are run were insightful and I was incredibly impressed.

I am a Co-Chair on what is called Zone 3 which includes a group of Councils from Wairoa to Gisborne through to Taranaki, Hawkes Bay, Horowhenua and Taranaki together with our local Councils. Yes, we recently discussed the Three Waters at length, but for the first time in my tenure in Local Government the matter of security and personal safety of Councillors and senior staff was at the forefront of discussion. New Zealand seems to have changed. We had a Chief Executive of one of the Councils assaulted recently, seemingly without provocation and a Mayor served a "summons" by self-proclaimed sheriffs on her own personal property which was threatening. This challenge is not unique to Local Government. Police, health, education and social providers are experiencing this on a day-to-day basis. I'm not sure of the answers but at least we should acknowledge it happens.

I am delighted to report that Council has been successful in an application to the Four Regions Trust for funding towards the Taihape Amenities Building Project (refer to Attachment 1), they approved a \$40,000 donation for this project. This is fantastic and very welcome news.

Finally, I hope that everyone has enjoyed a happy Easter with family and friends and you are looking forward to supporting the many district-wide events that can run again under the relaxed Covid settings.

As part of this report, I am calling for a nomination for Trustee to the Impact Collective Governance Group Charitable Trust as per the attached email (Attachment 2).

Ngā Mihi,

Mayor Andy Watson

## Mayors Engagement

April 2022

1	Attended Regional Leadership Group weekly Zoom meeting
4	Attended meeting with James Kilty CEO Powerco re Marton Industrial Growth
5	Attended Regional Transport Matters/Regional Chiefs fortnightly Zoom meeting
6	Attended pre-meeting for DIA Planning Technical Working Group Attended Santoft Domain Management Committee meeting
7	Met with Kylie Stewart to discuss Rangitikei Sports concept Attended Scarecrow Judging Attended Turakina Community Committee Meeting and Spatial Plan drop-in
8	Attended Zone 3 Meeting in Hastings
9	Attended Ratana Spatial Plan engagement
10	Attended New Youth Council planning session at Awatsone
11	Attended Fees and Funding Zoom Briefing with Waka Kotahi
12	Attended Rakatapauma Marae – Robert and Koro Mark Gray tangi Attended DIA Planning Technical Advisory Group Hui Attended weekly meeting with Deputy Mayor
13	Attended Marton Spatial Plan drop-in Attended Marton Community Committee meeting
14	Attended weekly meeting with Acting Chief Executive Attended Assets/Infrastructure Committee Meeting Attended Policy/Planning Committee Meeting
19	Attended weekly meeting/update with Chief Executive Attended Annual Plan Livestream Session Attended RSLG Conversation Regional Workforce Planning & MTFJ Zoom Attended Marton Historic Society meeting
20	Attended district catchup meeting with Corrections Dept (housing) Attended Signing of Welcoming Communities Statement of Commitment Attended Forestry Partners Mayor’s Zoom Meeting – Lawrence Yule
21	Attended Council Workshop – Section 17a Review of Waste Transfer Stations Attended Annual Plan Livestream Session
22	Attended fortnightly discussion on Economic Development Attended fortnightly discussion on Spatial Plan Attended Regional Leadership Group weekly online meeting Attended Ratana WWTP/Lake Waipu improvement site visit and second workshop
25	Attended and spoke at ANZAC Day Dawn Parade at Marton

	Attended and laid wreath at Cenotaph Marton
26	Attended Cavalry Flag Handover to Bulls Museum Attended monthly RDC/Police Zoom update Attended Marton Rail Hub 2022 Board Meeting #2 Attended weekly meeting with Chief Executive Attended weekly meeting with Deputy Mayor Attended Three Waters Public Meeting – Friendship Centre Marton
27	Attended Horizons Council Meeting – Public Forum – Putorino Remediation Costs Attended meeting with Nick Whisker and Ian McNabb
28	To attend Sport NZ Rural Travel Fund Meeting To attend Finance/Performance Committee Meeting To attend Three Waters Entity B Working Group Zoom Meeting To attend Council Meeting To attend LGNZ Reforms Meeting – Mayors & CE’s
29	To attend Regional Leadership Group weekly Zoom meeting To attend Zoom meeting with Grace Hall (LGNZ) To attend Zoom meeting with Oceania Healthcare To attend Lake Waipu/Ratanta Freshwater Improvement Fund Governance Group Zoom To attend Three Waters Public Meeting – Te Matapihi Town Hall
30	To attend Marton Arts & Crafts Centre 50 <sup>th</sup> celebrations

**Attachments**

1. Letter from Four Regions Trust
2. Email from Steve Carey

**Recommendation 1**

That the Mayor’s Report – April 2022 be received.

**Recommendation 2**

That Council recommends that Councillor \_\_\_\_\_ or the Mayor be appointed as a trustee to the Impact Collective Governance Group Charitable Trust.

ITEM 8.1 ATTACHMENT 1



emailed 4/14/22  
RECEIVED

04 APR 2022  
To: .....CJ.....  
File: .....  
Doc: .....

24-03-2022

Rangitikei District Council  
46 High Street  
Marton  
4741

Attention: Crystal Johnston

Dear Crystal

We refer to your application for a donation from the Four Regions Trust.

The Trust receives and considers a large number of requests for donations from a wide variety of community based charitable and non-profit organisations. Like your own organisation these applicants are all performing services for various people within the community, and continue to struggle for funds to fulfil their obligations.

The Trustees have carefully considered your application and I have pleasure in informing you that they have approved a **\$40,000.00** donation towards the Taihape Amenities Building Project.

These funds are available upon producing sufficient evidence, namely invoices and receipts to the Secretary during or upon completion of the project. As payments will be by direct credit, please ensure we have your Bank deposit slip. If you are emailing this information to us, please use - secretary@fourregionstrust.org.nz

We note that your organisation is registered for GST. It is our opinion that as there is no benefit back to us as a donor, this donation is not GST assessable to you, therefore we will reimburse expenditure on a basis of GST exclusive costs only.

Please note that if the project has not been completed and the funds not uplifted within 12 months of the date of this letter then this donation approval will expire and will be withdrawn.

On behalf of the Trustees I wish the very best for you and your organisation.

Yours faithfully

James Bowen  
Markhams Wanganui Limited  
Secretary to Four Regions Trust  
Ref: G8450

Secretary - Moore Markhams Wanganui | 249 Wicksteed Street | PO Box 4088 | Whanganui 4541 | NZ.  
phone 06 349 0888 | email secretary@fourregionstrust.org.nz | web www.fourregionstrust.org.nz

**From:** Steve Carey <[steve.carey@impactcollective.org.nz](mailto:steve.carey@impactcollective.org.nz)>  
**Sent:** Friday, 8 April 2022 8:54 am  
**To:** Russell Simpson <[Russell.Simpson@wdhb.org.nz](mailto:Russell.Simpson@wdhb.org.nz)>; Nigel.allan@justice.govt.nz;  
[Ross.Grantham@police.govt.nz](mailto:Ross.Grantham@police.govt.nz); Gloria Campbell <[gloria.campbell001@msd.govt.nz](mailto:gloria.campbell001@msd.govt.nz)>;  
[Don.Cameron@ruapehudc.govt.nz](mailto:Don.Cameron@ruapehudc.govt.nz); Clive.Manley@ruapehudc.govt.nz; Peter Beggs  
<[Peter.Beggs@rangitikei.govt.nz](mailto:Peter.Beggs@rangitikei.govt.nz)>; Andy Watson <[Andy.Watson@rangitikei.govt.nz](mailto:Andy.Watson@rangitikei.govt.nz)>; Waid Crockett  
<[Waid.Crockett@STDC.govt.nz](mailto:Waid.Crockett@STDC.govt.nz)>; Jessica Smith <[smije@tpk.govt.nz](mailto:smije@tpk.govt.nz)>  
**Cc:** Danielle Janes <[danielle.janes@impactcollective.org.nz](mailto:danielle.janes@impactcollective.org.nz)>; Briar Goldie  
<[briar.goldie@impactcollective.org.nz](mailto:briar.goldie@impactcollective.org.nz)>  
**Subject:** Update on the Impact Collective Governance Request for Trustees

Kia Ora,

Just sending an email to give a quick update around the Impact Collective Governance.

On the 23<sup>rd</sup> of March, the Governance Leadership Team voted to form a charitable trust with the current board of governors as the trustees. Unfortunately, with the request that went through on the 28<sup>th</sup> of March for names to be put forward for trustees of the Impact Collective by the 6<sup>th</sup> of April, no names were received.

As a result, I will be reaching out individually to Governance Members to ascertain if they will become trustees. If we are unable to secure three names for trustees then we will need to duly reconsider the structure to either option 2 or 3 presented previously with trustees coming from the community in order to ensure the enduring success of the Impact Collective.

Ngā Mihi,

Steve Carey

Systems Strategist | Impact Collective

## 9 Chief Executive's Report

### 9.1 Chief Executive's Report - April 2022

**Author:** Peter Beggs, Chief Executive

**Authoriser:** Peter Beggs, Chief Executive

#### Reason for Report

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

#### 1. Events Held in March

- 15<sup>th</sup> March – Pop Up Vaccination Clinic at Queens Park, Hunterville
- 16<sup>th</sup> March – Taihape Triangle space used for community engagement for the Pae Tawhiti Rangitīkei Beyond project
- 19<sup>th</sup> and 26<sup>th</sup> March – RAT Test distribution Bus at Queens Park, Hunterville
- Cancellation of TAS Athletics which was supposed to be held on 30<sup>th</sup> March

#### 2. Health, Safety and Wellbeing Update

2.1 The dashboard for March 2022 is attached (Attachment 1).

#### 3. Staff Movements

3.1 In March, we welcomed one new team member:

- Tiana Nepe - Communications and Engagement Advisor

3.2 We also farewelled two team members:

- Kym Glasgow, Library Officer
- Marlene Lyall, Casual Cleaner

3.3 An 'Exit Interview' process is being developed by my team. This will be an optional opportunity for exiting staff to share their thoughts and experiences with Council in a constructive way.

#### 4. Engagement and Consultation Schedule – 2021/22

4.1 An updated Engagement and Consultation schedule is attached (Attachment 2), for the Council's information.

**5. Loan Request – The Bulls Historical Society**

- 5.1 My Report presented to the March Council meeting stated that the loan to be offered to the Bulls Historical Society would be *‘on the same basis as a draft Loan Agreement that was prepared for the Hunterville Sport and Recreation Trust’*. On further discussion with the Bulls Historical Society it has become apparent that they expect to be able to repay the loan later this calendar year and that a bridging loan would be more appropriate.
- 5.2 The original draft loan agreement has been amended accordingly with the provision that a more formal, longer term loan agreement would be negotiated should the loan not be fully repaid later this year.

**6. Funding of Storm Damage to Roothing Network**

- 6.1 During the April 2022 Asset & Infrastructure Committee meeting, questions were raised regarding the funding of the storm damage repairs as well as the confirmed Waka Kotahi Financial Assistance Rate (FAR) that will be applied to these repairs. It is proposed to identify which planned works will not be completed in this financial year or be deferred to future financial years to allow the existing approved budgets to be redirected to cover the storm damage repairs. Due to the two long weekends between the A&I meeting and the Council meeting and staff away on leave, this work will be finalised and presented to the May 2022 Council meeting.

**7. Decision Making Process**

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

**Attachments**

1. **Health and Safety Dashboard - March 2022**
2. **Engagement and Consultation Schedule (Updated April 2022)**

**Recommendation**

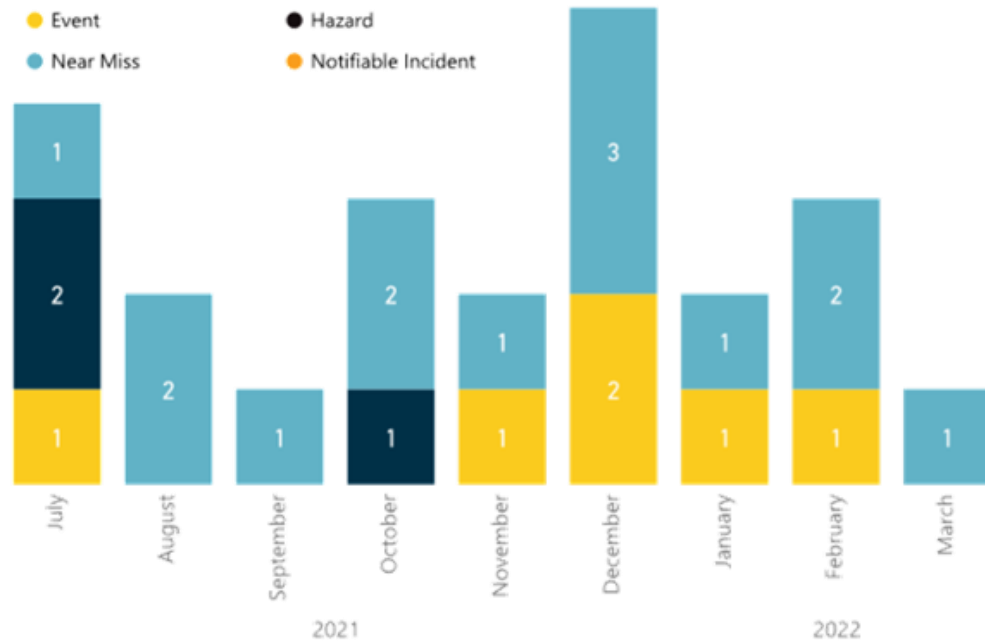
That the Chief Executive’s Report – April 2022 be received.



# Rangitikei District Council Health & Safety

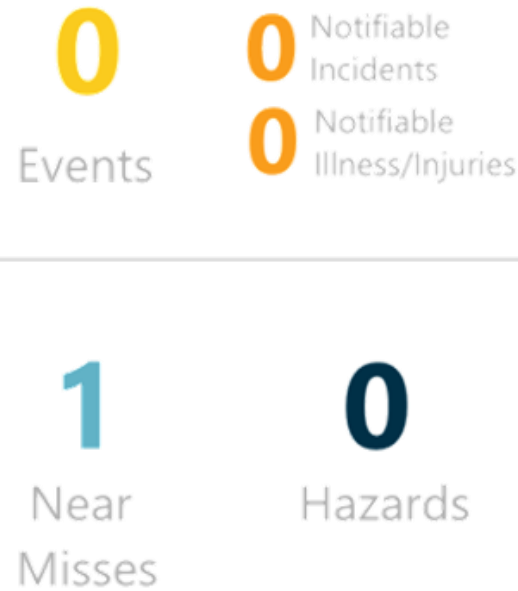
## Events, Hazards and Near Misses

01 July 2021 to date



## This month

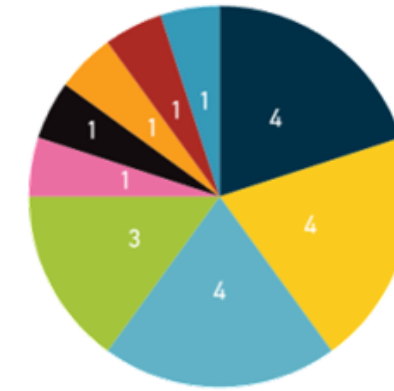
March 2022



## Event/Near Miss Category

01 July 2021 to date

- Abusive Behaviour
- Motor Vehicle
- Slip, Trip or Fall
- Plant/Machinery
- Cut
- Object fall
- Object Strike
- Security
- Service Strike



## Wellbeing News

### Unite against Covid-19!

Booster vaccines are available now!

Having your booster provides the best possible protection from the harmful effects of Omicron and as boosters are part of our Covid-19 Vaccination Policy, please remember to forward a record of your booster to Christin or Sharon. We strongly encourage you to have a plan in place and a wellness kit (which includes any medications, pain relief e.g. Ibuprofen, nasal spray, throat lozenges, cough medicine, vapour rub, face masks, hand sanitiser, gloves and cleaning products) prepared in case you need to isolate. We also strongly encourage you to continue to work from home, where possible, to ensure that we limit the spread of Covid within the organisation as much as possible.

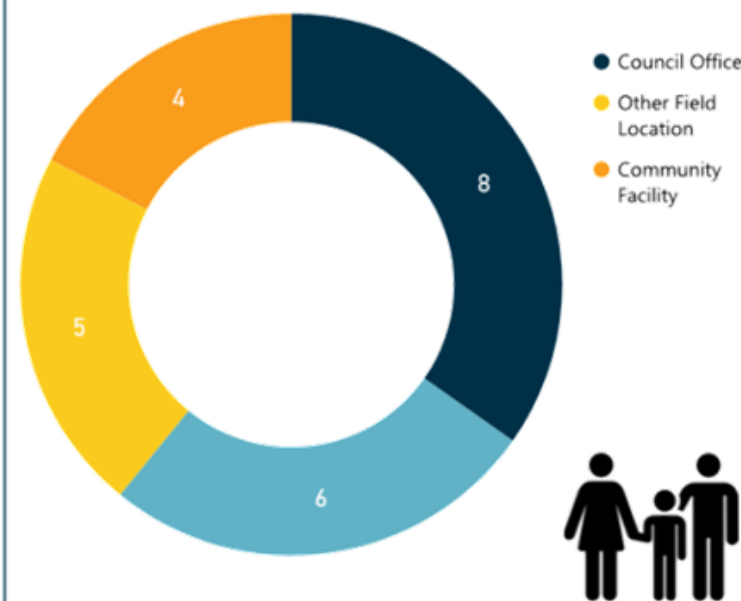
Please remember to stay home if you are unwell.

### Looking after your physical and mental wellbeing is important!

Managing your mental health and psychosocial well-being during this time is as important as managing your physical health. Please ensure you take regular breaks while working at home, eat sufficient and healthy food, engage in physical activity, stay in contact with family and friends and also keep in touch with your fellow team members/work mates to check that they are also okay. Remember you can talk to your manager, or a member of the people and culture team if you have any welfare concerns. Vitae is also available. Vitae is a free, confidential counselling service that is available to all staff and your family/whānau. Their experienced counsellors are available to provide help with personal and family concerns and/or work related issues.

## Location

Events, Hazards and Near Misses



## Driver Ratings

	Jan	Feb	Mar
★★★★★	8	10	9
★★★★	14	10	11
★★★	12	9	9
★★	3	6	7
★	0	0	0

## Coming Up

### Stars of Council - Nga whetu o te Kaunihera

A reminder that the Stars of Council - Nga whetu o te Kaunihera Awards, which includes the Tupuarangi Award for Safety and Wellbeing, are being held on Thursday 23 June from 5pm to 7.30pm.

### Flu Vaccinations and Buccaline Tablets

It is coming up to 'Flu season again. Marcelle is in the process of arranging for Stewart St Surgery to provide the Flu vaccinations for those staff who wish to receive the vaccination. If you reside outside of Marton and are wanting the flu vaccination you can also obtain the vaccination from your GP and Council will reimburse you the cost for this. Marcelle is also arranging with the local Pharmacies for the Buccaline tablets to be available to staff who would like to use these. You will need to present your staff ID and quote the following purchase order number:

- Marton Pharmacy - 139455
- Tahape Pharmacy - 133840
- Bulls Pharmacy - 133843

Please note that as long as you are well, do not have a runny nose or cough or feeling unwell, you can take the Buccaline tablets and/or have the Flu injection. Any questions please contact Marcelle.





# Engagement / Consultations - 2021/22

## RANGITĪKEI DISTRICT COUNCIL

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

**Key**

- Stakeholder Engagement (by other orgs)
- Stakeholder Engagement (RDC)
- Public Consultation
- Public Engagement
- Anticipated public Engagement will be required
- Local and national campaign - Enrolment, Standing for Council, Voting
- Election Day



## 10 Reports for Decision

### 10.1 Remuneration - Te Roopuu Ahi Kaa Komiti

**Author:** Ash Garstang, Governance Advisor

**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning

#### 1. Reason for Report

- 1.1 At its meeting 08 February 2022, the Te Roopuu Ahi Kaa (TRAK) Komiti requested that staff provide them with formal guidance on remuneration for TRAK members.
- 1.2 The remuneration of TRAK members in the past has been inconsistent, and not all of the guidelines for their remuneration are clearly laid out.
- 1.3 This report to Council seeks to clarify and finalise the remuneration of TRAK members.

#### 2. Confirmed Entitlements

- 2.1 TRAK members receive or are entitled to the below for TRAK meetings:
  - Annual Salary: \$1,976 (\$76 per fortnight).
  - Attendance: \$150 per meeting attendance.
  - Mileage Claims: 0.79c per km, up to a maximum of 14,000 kms per year (excess mileage beyond 14,000 is covered at 0.30c per km).
- 2.2 TRAK members are entitled to the below when attending a meeting, workshop or forum at the request of Council or Council staff:
  - Mileage Claims: 0.79c per km, up to a maximum of 14,000 kms per year (excess mileage beyond 14,000 is covered at 0.30c per km).

#### 3. Attendance at Other Meetings, Forums, or Workshops

- 3.1 TRAK members either do not receive the below entitlement, or have received it inconsistently in the past. It is not clearly laid out in current guidelines whether or not this should be remunerated:
  - Attendance at meetings (e.g., meetings, workshops or forums) other than TRAK meetings, *and at the request of Council or Council staff.*
- 3.2 Council is asked to decide whether to remunerate this, and at what rate. If yes, staff suggest a rate of \$150 per meeting attendance. The cost to Council is unknown as it will depend on the number of meetings.

#### 4. TRAK Representatives on Council Committees

- 4.1 The below three Committees have a TRAK representative. The TRAK members on these Committees are not currently paid an attendance fee.
  - Assets/Infrastructure Committee
  - Finance/Performance Committee
  - Policy/Planning Committee

- 4.2 It should be noted that resolution **19/RDC/359** states that TRAK are able to nominate a representative for each of the above Committees as *full members*, although this resolution makes no mention of remuneration.
- 4.3 Council is asked to confirm whether the above three positions should be remunerated, and at what rate. If yes, staff suggest a rate of \$150 per meeting attendance.
- 4.4 If approved, this will mean an additional cost to Council of \$3,600 per year (based on full meeting attendance).

## 5. TRAK Representatives on Other Committees

- 5.1 The below two Committees also have a TRAK representative, however the remuneration of these roles differ from those of the three Council Committees.
  - **Ratana Community Board:** the TRAK representative on this Board is paid the Board's annual salary, and no further remuneration is suggested by staff.
  - **Creative NZ Committee:** the remuneration of these Committee members (who are currently unpaid) is an independent issue and will be reported to Council in a separate report. For the sake of fairness, it will be suggested that the remuneration of all Committee members is considered together as one issue.

## 6. Budget in the Annual Plan

- 6.1 Any additional remuneration entitlements confirmed by Council will need to be submitted to the Annual Plan (via an internal submission), in order to accommodate the extra budget.
- 6.2 All TRAK meeting allowance and mileage claims will be administered by the Governance Advisor to ensure the appropriate provisions are made and paid correctly.

### Recommendation 1

That the report 'Remuneration – Te Roopuu Ahi Kaa Komiti' be received.

### Recommendation 2

That Council agrees to remunerate TRAK member's attendance at meetings, workshops or forums, provided that they are attending at the request of Council or Council staff, at a rate of \$150 per attendance, and to take effect from 01 July 2022.

OR

That Council does not agree to remunerate TRAK member's attendance at meetings, workshops or forums.

### Recommendation 3

That Council agrees to remunerate the appointed TRAK representative on each of the below Committees, at a rate of \$150 per meeting attendance and to take effect from 01 July 2022:

- Assets/Infrastructure Committee
- Finance/Performance Committee
- Policy/Planning Committee

**OR**

That Council does not agree to remunerate the appointed TRAK representative on each of the below Committees:

- Assets/Infrastructure Committee
- Finance/Performance Committee
- Policy/Planning Committee

#### **Recommendation 4**

That any extra costings to Council are submitted to the Annual Plan 2022/23 (via an internal submission).

## 10.2 Remuneration - Creative NZ Committee

**Author:** Ash Garstang, Governance Advisor

**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning

### 1. Reason for Report

1.1 At its meeting 20 October 2020, the Creative NZ Committee recommended to Council<sup>1</sup> that they consider reimbursing Committee members for their attendance **and/or** mileage for Committee meetings. Due to staff error, this recommendation was not presented to Council.

### 2. Context

2.1 The Committee members are not currently remunerated (except for the elected members). The funds received from Creative NZ are not able to be used to cover administrative costs (e.g., remunerating Committee members). Therefore, the cost of any remuneration for Committee members will fall to Council.

2.2 There are nine Committee members in total:

- 6 community members
- 1 TRAK representative
- 1 councillor
- The Mayor (ex officio)

### 3. Discussion and Options Considered

3.1 In response to the Creative NZ Committee's request made 20 October 2020, Council may consider remunerating both the community members and TRAK representative for:

- Attendance at meetings.
- Mileage Claims: 0.79c per km, up to a maximum of 14,000 kms per year (excess mileage beyond 14,000 is covered at 0.30c per km).

3.2 It is suggested that any remuneration for the six community members and the TRAK representative be considered together.

3.3 Staff make no suggestions regarding the remuneration of mileage for these members.

3.4 Staff do not suggest offering remuneration for *attendance* at meetings. If this was approved by Council, it would result in a cost to Council of \$2,100 per year (based on full meeting attendance). It should be noted that if Council chooses to remunerate for attendance, they may wish to consider whether community members on other Committees are also remunerated in a similar fashion.

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<sup>1</sup> 20/CNZ/013

**4. Budget in the Annual Plan**

- 4.1 Any additional remuneration entitlements confirmed by Council will need to be submitted to the Annual Plan (via an internal submission), in order to accommodate the extra budget.

**Recommendation 1**

That the report 'Remuneration – Creative NZ Committee' be received.

**Recommendation 2**

That Council agrees to remunerate the Creative NZ Committee community members and TRAK representative, for attendance at Committee meetings, at a rate of **[cost]** per attendance, and to take effect from 01 July 2022.

**OR**

That Council does not agree to remunerate the Creative NZ Committee community members and TRAK representative, for attendance at Committee meetings.

**Recommendation 3**

That Council agrees to offer the Creative NZ Committee community members and TRAK representative the ability to claim for mileage for Committee meetings, at a rate of 0.79c per km, and to take effect from 01 July 2022.

**OR**

That Council does not agree to offer the Creative NZ Committee community members and TRAK representative the ability to claim for mileage for Committee meetings.

**Recommendation 4**

That any extra costings to Council are submitted to the Annual Plan 2022/23 (via an internal submission).

**10.3 Destination Rangitikei - Draft Destination Management Plan****Author:** Jen Britton, Strategic Advisor - District Promotions**Authoriser:** Gaylene Prince, Group Manager - Community Services**1. Reason for Report**

- 1.1 To present Destination Rangitikei – draft Destination Management Plan to Council for adoption.

**2. Background**

- 2.1 As a part of Council’s Long-Term Plan (LTP) it was agreed to develop a Destination Management Plan (DMP) in the 2021/22 year. In July 2021, Kylie Ruwhiu–Karawana from TRC Tourism was contracted to work alongside staff to engage with the community and stakeholders to prepare a draft document.
- 2.2 Over a 3-month period (October to December 2021), engagement was undertaken with the public alongside different community sectors including iwi/hapu/marae as well as internal and external stakeholders. A cross sector advisory group was also established made up of Council staff, business and community representatives, Te Roopuu Ahi Kaa Komiti members and elected representatives.
- 2.3 This information was then used to frame the key concepts underpinning the *draft* Destination Rangitikei document and shape the broad actions needed for its implementation.
- 2.4 An initial draft document was released for review, firstly by members of the advisory group, internal staff, iwi/hapu/marae and key external stakeholders through focus group sessions in early March 2022.
- 2.5 Overall, there was strong support for the flavour and direction of the *draft* Destination Rangitikei document from all community sectors and external stakeholders. Internal stakeholders were also supportive and noted the importance of alignment between this plan and other Council strategies, plans and policies.
- 2.6 Following detailed consideration and recommendation of the Plan by the Policy/Planning committee at their meeting on 14<sup>th</sup> April the *draft* Destination Rangitikei – destination management plan is now ready for Council’s consideration for adoption.

**3. Destination Rangitikei**

- 3.1 Completion of the *draft* Destination Rangitikei Plan is an important milestone for Council and the wider community, and its delivery has met the expected timeframes and budget.



- 3.2 Having identified key principles to guide action plans for reaching the shared vision, the plan builds on the local strengths of Rangitikei’s people and its landscape to cement the district’s position as an integral part of the premier destination that is the Central North Island.

**4. Next Steps**

- 4.1 The *draft* Destination Rangitikei plan is a strategic document, designed to give both Council and stakeholders an agreed direction and a broad pathway for the Rangitikei within a central New Zealand context. Effective delivery will require:

- 4.1.1. A more detailed implementation plan setting out the priorities and timing as well as assigning roles and responsibilities

- 4.1.2. Ongoing oversight from industry and community partners to drive the agreed actions and champion the district.

- 4.2 During the next two months staff and the current advisory group will work toward developing an implementation project plan covering a 5-year period, aiming to provide continuity across political and planning cycles to identify where additional resources may be required.

- 4.3 The implementation plan will be a living document to help inform Long Term Planning (LTP) and Annual Planning.

- 4.4 Following advice from the Policy/Planning Committee additions will have been made to the Destination Rangitikei Appendix Document (*tabled document*) to include more detailed information on the implementation plan and the importance of the advisory group for ongoing oversight and collaboration in facilitating a destination management approach. A Foreword from the Mayor will also be included in the main destination management document.

**5. Statutory implications**

- 5.1 Destination Rangitikei – destination management plan is a non-statutory document/ There are no legislative consultative requirements.

**6. Decision Making Process.**

- 6.1 The decision to adopt Destination Rangitikei – destination management plan is of moderate significance.

- 6.2 Preparation of the *draft* plan has involved extensive community consultation and engagement in accordance with Council’s significance and engagement policy.

**7. Conclusion**

- 7.1 Together with TRC Tourism, staff have undertaken a robust engagement process with community sectors, iwi/hapu/marae and internal and external stakeholders to produce a quality document that reflects the personality of the district.
- 7.2 The *Draft* Destination Rangitīkei – destination management plan gives direction for the industry, community and council and is tool for all stakeholders to lever opportunities for additional resources.
- 7.3 The plan is now ready for adoption by Council.

**Attachments**

1. Rangitīkei District DMP Final

**Recommendation 1**

That the report 'Destination Rangitīkei - Draft Destination Management Plan' be received.

**Recommendation 2**

That Council adopt the Destination Management Plan for Rangitīkei district - Destination Rangitīkei.



This report was prepared by TRC Tourism for Rangitikei District Council.



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**Acknowledgement**

E ngā iwi, e ngā reo, e ngā karangaranga maha o tātou, tēnei te mihi atu ki a koutou katoa.

E tika ana hei poroproraki i a rātou mā. Me pēnei ake te kōrero, tukuna rātou kia okioki i runga te moenga roa. Āpiti hono, tātai hono, rātou ngā mate katoa ki a rātou, Āpiti hono tātou hono, tātou te hunga ora ki a tātou mā, Tēnā koutou katoa.



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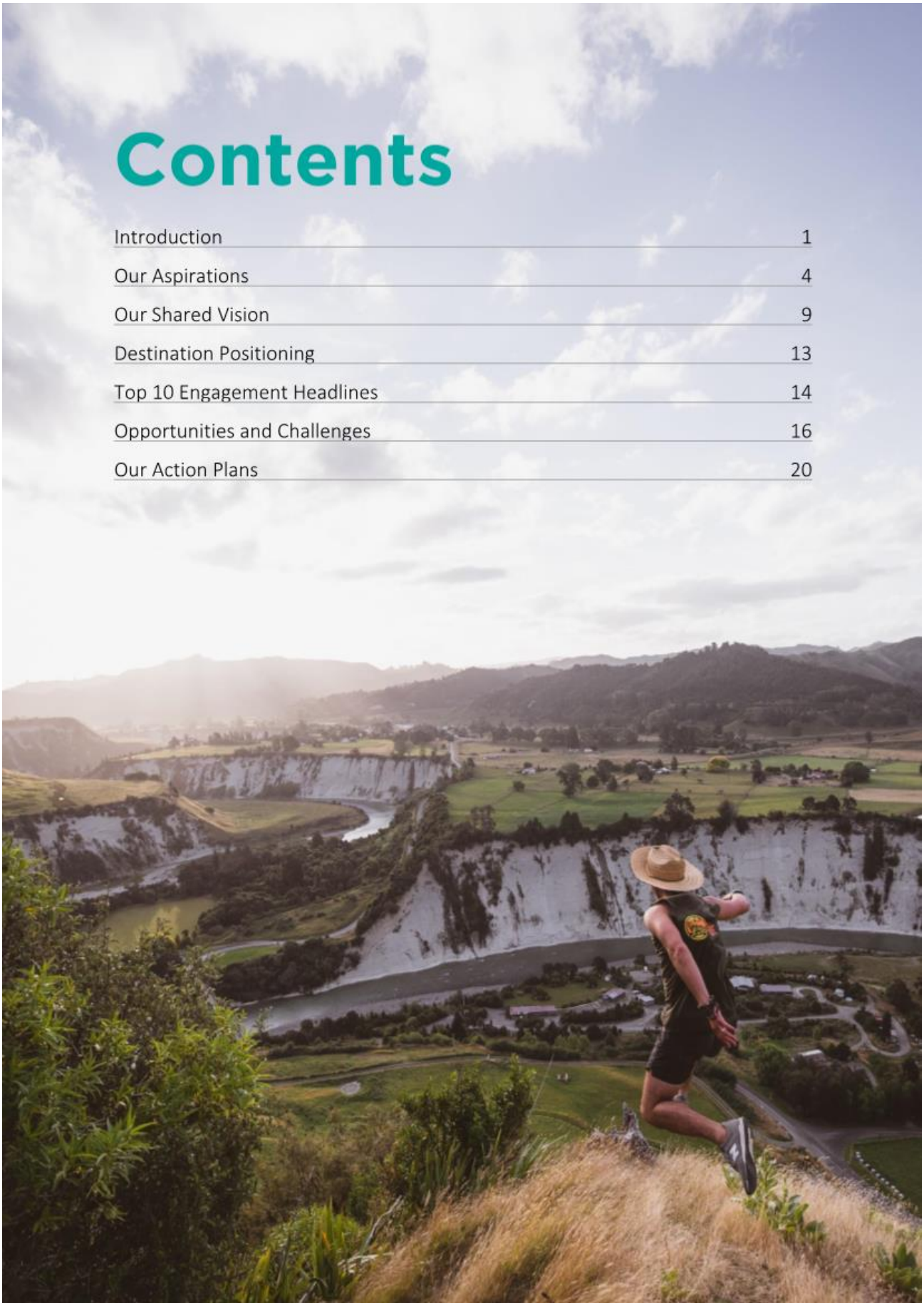
[www.trctourism.com](http://www.trctourism.com)

Image credit: Visit Rangitikei.



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# Introduction

Manaaki whenua. Manaaki tangata. Haere whakamua.

*Care for the land. Care for the people. Go forward.*

This whakataukī reflects the overall ethos and guiding principle for those who call the Rangitikei District home. To be successful, caring for the land and its people must be at the heart of any plan for developing and deepening the Rangitikei visitor experience.

Nothing has influenced the Rangitikei District landscape more than the mighty Rangitikei River, which lends its name to the district itself. It has carved its way from its headwaters in the Kaimanawa Ranges to the Tasman Sea in the south, forming passages of majestic river canons, alternating with quiet stretches of sparkling trout-laden pools.

With the abundance of natural assets throughout the district, colourful villages, family-friendly activities and dramatic rural landscapes, the Rangitikei offers a lifestyle like no other, and is referred to by visitors and locals alike as ‘the way life should be’. The people of the Rangitikei are known for their welcoming nature, and it is a place where diversity is acknowledged and celebrated.

**The people are looked after, the land is cared for, and the spirit is strong.**





# Executive Plan on a Page

## Aspirations

### Manaaki Tangata

- Bring Whanau Home
- Communities are connected
- A warm and welcoming Rangitikei
- Retain positive social licence
- Iwi are sharing their stories.

### Manaaki Whenua

- Lead the way
- Enhancement of green spaces
- Enhance our understanding of Inland Waterways
- Manaaki Tangata, Manaaki Whenua celebrated.

## Vision

A destination to live and visit with a strong identity, welcoming communities, and endless opportunities. The way life should be.

## Guiding Principles

1. Our visitor-economy ecosystem
2. Collaborative advantage
3. Grow tourism’s positive impact on communities and the environment
4. Encourage and support sustainable land use for tourism
5. Enhance our sense of place
6. Businesses operate responsibly and ethically.

## Key Focus Areas

Manaaki Tangata	Manaaki Whenua
<p>He aha te mea nui o te ao? He tangata, he tangata, he tangata  <i>What is the most important thing in the world? It is people, it is people, it is people.</i></p> <p>The people of the Rangitikei stand strong and proud of who they are, where they have come from, and the future they are developing for generations to come.</p> <p>The desire to ensure that people can return home to the Rangitikei was expressed multiple times during the consultation and development of this plan. There was an expectation that visitors and new residents in the area would feel welcomed, and a recognised the sense of connection that exists between the people of the district.</p> <p>The actions outlined in this area of focus are designed to help achieve these aspirations for the community and deliver vigorous growth from the visitor economy.</p>	<p>Ko au te taiao, ko te taiao to au  <i>I am the environment, and the environment is me.</i></p> <p>The landscapes and natural environments within the Rangitikei are important taonga. There is an expectation that actions taken to manage the destination and grow the visitor economy will derive positive impacts for te taiao in the district.</p> <p>For many in the Rangitikei community, the protection and preservation of the natural environment is paramount to the success of the destination. Without focus on ensuring that these assets are protected and regenerated where necessary, there is concern that the visitor-economy will have detrimental effects on what they hold most dear, and the social licence for the sector will plummet.</p> <p>These actions work in tandem to help ensure these natural assets are there for future generations to enjoy.</p>

ITEM 10.3 ATTACHMENT 1





# Our Aspirations

To determine the path toward success in achieving a shared vision for a destination, it is integral to understand what success looks like for the community, iwi partners, and stakeholders of the visitor economy within the district. An in-depth and varied community consultation process was undertaken to capture the many voices of the Rangitikei and to understand their aspirations for the future.

During the consultation process, the expectation was expressed that tourism - and the overall visitor-economy for the district - would support the communities of Rangitikei and their natural environments. Tourism as an industry has always benefited from communities and their natural assets. So, for the sector to become more sustainable and resilient into the future, there needs to be a stronger connection and relationship between all levels of the visitor-economy and local communities.

An important aspect of this destination management plan is to ensure that areas of focus and strategic imperatives provide strong positive impacts socially, culturally, environmentally, and economically for the people of the district. Where there might have been a strong economic wellbeing expectation in the past, recent disruptors have shown clearly that focus should be given to all wellbeings. If we strive to develop opportunities and programmes that will derive positive economic impacts for the district, there also need to be corresponding social, cultural and environmental impacts, to ensure these wellbeings are rising as a tide together.

For the Rangitikei, the aspirations of the destination fall beneath the key elements that make up the core strengths of the district — the people and the place. It is an imperative for all those who were consulted that the people who live, work, play and travel in the district are looked after, along with the environments that form a compelling reason for people to visit.

## Manaaki Tangata Care For Our People

He aha te mea nui o te ao? He tangata, he tangata, he tangata.

*What is the most important thing in the world? It is people, it is people, it is people.*

For the Rangitikei, the interests and wellbeing of people sits at the heart of what the community expects for their future. This is an ethos that exists not just for those who live in the district, but also for those who visit. For the destination management plan to succeed, it must allow for the future the community envisages for their children and their children’s children, and the many generations to come.

### BRING WHANAU HOME

Perhaps one of the strongest shared aspirations to come out of consultation was the desire for whanau who have travelled beyond the district’s borders to come home. To enable this aspiration, there needs to be an increase in quality employment available within the district. Whether that is within the tourism sector or within other economic sectors, enabling quality employment opportunities will help achieve this aspiration. Enhanced education opportunities, career development pathways within the workplace, and providing affordable housing will also enable this aspiration to be fulfilled.

### COMMUNITIES ARE CONNECTED

The desire for stronger connections between the communities and villages throughout the district was a clearly shared aspiration. Where there is visible engagement and recognition of that connection within a destination, the interactions and experiences within them are authentic. This involves finding ways of working that will enable visitors to engage with the people of Rangitikei through a range of experiences and gateways. This would include both paid and unpaid experience activities, increased awareness of the unique strengths of the individual villages and communities in the Rangitikei, and the ability to attract public and private investment that will benefit both locals and visitors.



**A WARM AND WELCOMING RANGITĪKEI**

For many years, the Māori value of Manaakitanga has been embraced by the tourism sector as a principle that helps ensure that destinations host their visitors appropriately. The Rangitīkei takes this a step further: visitors will be empowered through the experiences they have with the people of the district, while the hosts are empowered through the connections made.

If this reciprocal level of association is achieved, then the Rangitīkei will be seen as a warm and welcoming destination that celebrates the diversity of those who look to live, work, play, or visit in the district.

**RETAIN POSITIVE SOCIAL LICENCE**

Positive social licence is imperative for the sustainable development and growth of the visitor economy. Locals and domestic New Zealanders are an important visitor base for the tourism sector, now and into the future, so positive social licence and the need for communities to view visitors and the tourism sector as positive and beneficial is even more important.

**IWI ARE SHARING THEIR STORIES**

Iwi in the district have a story to tell, and it is important to the communities of Rangitīkei that their story be told. Supporting iwi with experience-development opportunities to assist them in sharing these stories will add strength to the destination positioning of the district.





# Manaaki Whenua Care For Our Land

Ko au te taiao, ko te taiao to au

*I am the environment, and the environment is me.*

There is a strong sense of pride and identity for locals throughout the district that is connected to the land. For tourism to maintain positive social licence, it will need to ensure that the sector supports the regeneration of both the environment and the individual communities. The district is home to several environments that are susceptible to impacts. While the community is supportive of the visitor economy highlighting these assets to grow the visitor economy, there must also be an associated benefit for the environment.

### LEAD THE WAY

The connection between the people of Rangitikei and the land is undeniable. There are a number of environmental initiatives already operating within the district and an upswell within the community to seek opportunities to support the regeneration to ensure that the land is cared for. This includes exploring initiatives that support recycling and upcycling initiatives, highlight the innovation in the region from a rural sector and waste management perspective, and providing locals and visitors with the opportunity to actively support this ethos of caring for the natural environment. Associated with this aspiration is the potential to educate travellers on how to travel sustainably and understand the impacts of different travel styles and decisions on a destination.

### ENHANCEMENT OF GREEN SPACES

The district has a range of parks, berms and reserves that are managed by the council on behalf of the community, as well as a number managed by the Department of Conservation and Forest and Bird. There are active work streams and plans for working with community groups to ensure they manage effectively and maintain these assets for future generations. The Parks, Open Spaces, and Sporting Facilities Strategy helps to articulate what the community wants for these assets, along with the vision for the entire district in the future. Community feedback was clear that there is an expectation that these community green spaces throughout the district will be kept, and there is the potential to build a sense of connection to the identity and pride-of-place for visitors within these spaces.



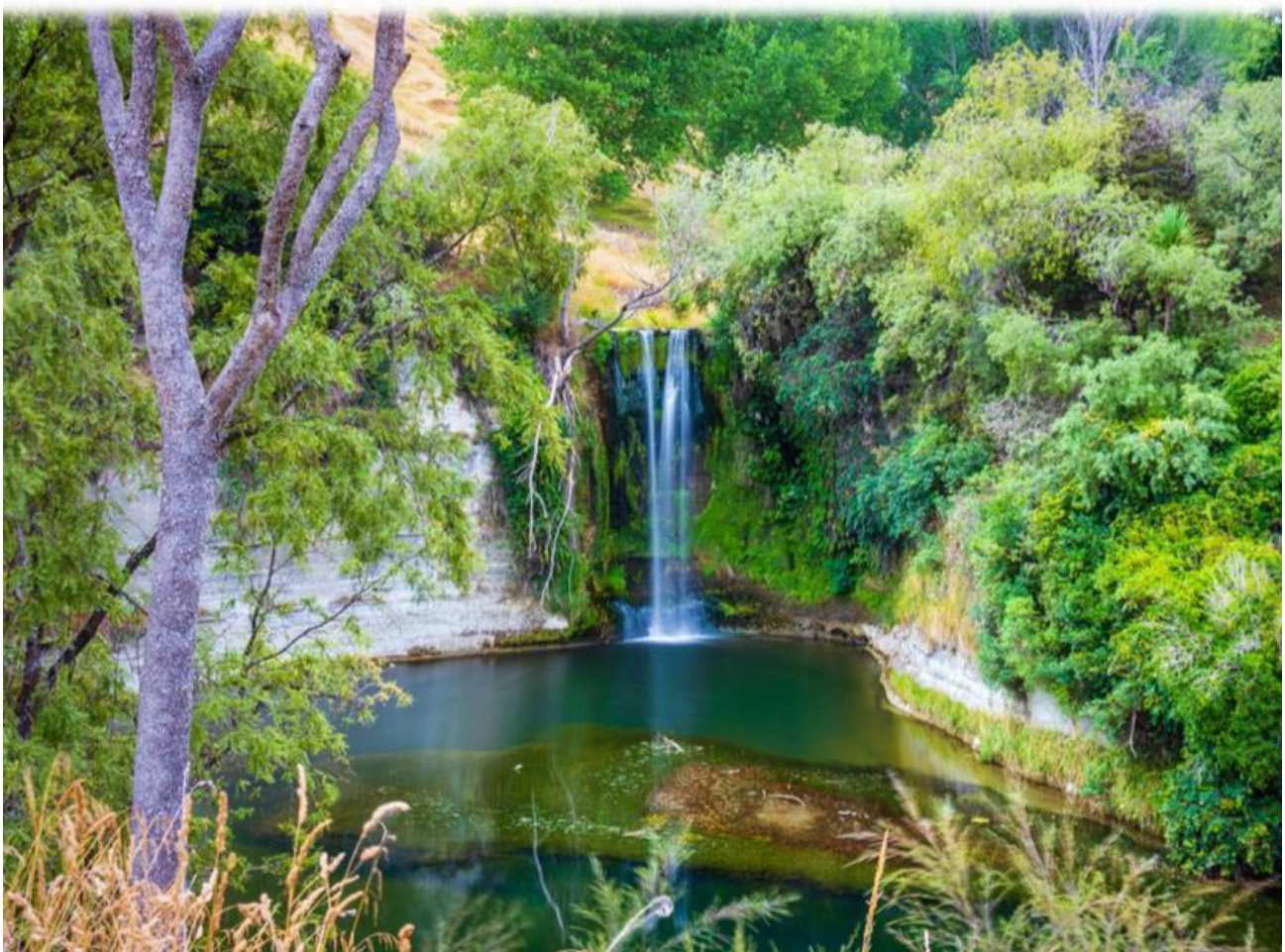
**ENHANCE OUR UNDERSTANDING OF INLAND WATERWAYS**

Rangitikei is home to several inland waterways. There is acceptance within the community that these make compelling reasons for people to choose the district to live, play and visit, but that these interactions should not be at the expense of the waterways themselves. These rivers are the lifeblood of the community and are integral to the pride-of-place and sense of identity visible throughout the district. They are used for traditional mahinga kai, and have clear cultural value beyond what can be seen.

Community, iwi, and stakeholders were consistent in their desire to see these waterways managed effectively and ensure users on waterways understand the community and cultural value these assets have, and the potential health and safety issues that are present in some areas of the rivers.

**MANAAKI TANGATA, MANAAKI WHENUA CELEBRATED**

This love of people and place that is ingrained within the local communities of the district should be celebrated. Community, iwi and stakeholders have shown a strong sense of identity and place and there are aspirations to ensure that these are acknowledged.





# Our Shared Vision

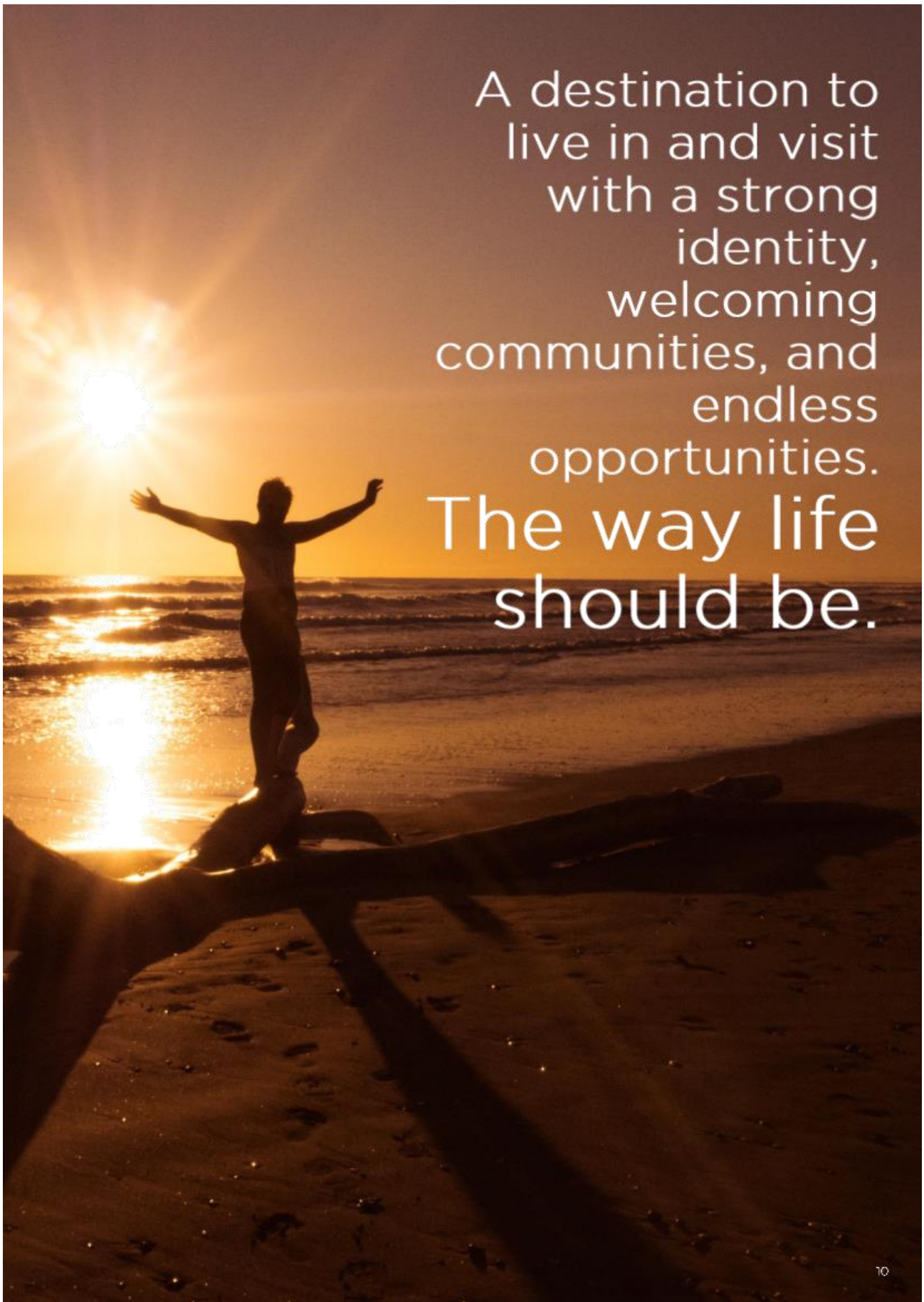
The Rangitikei District is steeped in rich cultural history and stories that lend themselves to the development of tourism experiences that will enhance the visitor economy for the district.

During consultation it became very clear that there is a strong sense of place throughout the district. Each of the villages in the district has its own character and unique positioning. This makes them compelling stops along any journey, and can tell a broader story when connected. Locals are very proud to call the Rangitikei home, and the Rangitikei river cements that connection, carving its way from mountain to sea.

With people and place sitting at the heart of the aspirations for the district, it was not surprising to identify that there is a powerful community feel that is welcoming to new locals and visitors alike. There is an expectation that visitors will be welcomed into the district by the locals, and that this level of connection will be reciprocal - with visitors open to learning more about the people and place of the destination they have opted to spend time in.

Given the landscapes and rural nature of the district, there were multiple times throughout the consultation when stakeholders observed that life within the district was 'as it should be'. Built on a foundation of strong family values, it was seen as a destination that is great to live in, offers fantastic opportunities for visitors to connect with people and place, and where the community is always seeking opportunities to improve the district for future generations. Therefore, the vision for Manaaki Tangata, Manaaki Whenua, a destination management plan for the Rangitikei is consistent with what was shared through consultation.





## Important Principles that will be Reflected in the Plan

When developing the action plans for the district, there are several key principles that should be considered.

### OUR VISITOR-ECONOMY ECOSYSTEM

Tourism, by its nature, involves the destination as a whole. It should not be seen as a sector that benefits a few or is controlled and managed by the tourism industry alone. Both people and place are important for the delivery of the destination experience. This includes iwi partners, local governments, the district’s natural resources, cultural assets and traditions, communities and their requirements, and even the buildings and infrastructure. Their roles will differ in size and scale depending on what is required to help achieve the community aspirations and visions within this plan, utilising the visitor economy as the vehicle for reaching that success.

### COLLABORATIVE ADVANTAGE

There is a desire among the stakeholders, partners and communities consulted, that the plan should encourage collaboration to help ensure the success of tourism in the district. By working toward a strong sense of collaborative advantage, and not competitive advantage, the district will derive greater benefits for communities across all wellbeings. This will also enhance the visitor experience within the district and encourage repeat visitation.

### GROW TOURISM’S POSITIVE IMPACT ON COMMUNITIES AND THE ENVIRONMENT

There is a strong expectation from communities that the tourism sector and the broader visitor economy will derive positive impacts for the community – environmentally, socially, culturally, and economically. It is necessary to ensure that the recommended actions can derive benefits across all four wellbeing pillars, and that these rise as a tide because of the recommended action. There is also a requirement that any adverse impacts on these wellbeings will be managed and mitigated.



**ENCOURAGE AND SUPPORT SUSTAINABLE LAND USE FOR TOURISM**

To maximise the potential of growth for the visitor economy, there is a need to ensure that there is a level of understanding of managing land for tourism. This would include working with Māori landowners with tourism aspirations to understand what is possible on their land, and what is not. It is also around ensuring that iwi have access to their sites of significance and customary resources, such as mahinga kai. Lack of understanding of the value of places to the whanau, hapū, and iwi of the district will need to be addressed. Spatial planning, building design, and facility management will also play a major role in improving land efficiency in the tourism sector.

**PROTECT OUR SENSE OF PLACE**


A strong civic pride and sense of place was clear throughout the consultation period for this plan. People were supportive of the visitor economy and would like to see the sector grow. The social licence for tourism within the community was positive, and there seemed to be a genuine desire to see tourism become a larger sector and have economic strength for the district - but not at the expense of the lives of those who live in the district. The destination management plan should enable this sense of pride to grow, and potentially assist in building awareness of the destination.

**OPERATE RESPONSIBLY AND ETHICALLY**

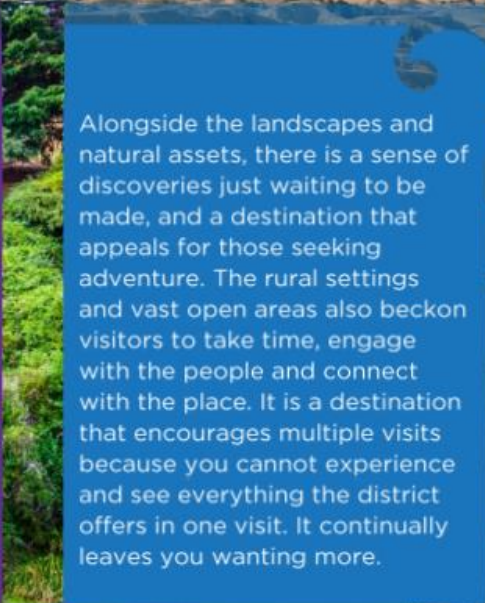
Actions that seek to develop the industry and visitor economy through encouraging the development of additional experiences should ensure that these businesses are set up and run to operate responsibly and ethically. Actions should encourage sustainable and best business practices that enable the district to achieve its aspirations and vision and derive maximum benefit for the community.



# Destination Positioning



The natural environment, and the ability to hear the stories and histories on the landscapes within the district are key destination strengths that can develop strong positioning of the district as a destination.



Alongside the landscapes and natural assets, there is a sense of discoveries just waiting to be made, and a destination that appeals for those seeking adventure. The rural settings and vast open areas also beckon visitors to take time, engage with the people and connect with the place. It is a destination that encourages multiple visits because you cannot experience and see everything the district offers in one visit. It continually leaves you wanting more.





# Top 10 Engagement Headlines

A range of consultation sessions were held in the development of this destination management plan. These sessions included 1:1 sessions with stakeholders, community open door sessions to capture as many voices throughout the district as possible, sessions with iwi, conversations with community groups and an online consultation tool<sup>1</sup> for those who could not make scheduled sessions.

1. There needs to be more opportunities for locals and visitors to engage with the district’s Māori stories and histories
2. The natural assets and cultural identity of the Rangitikei must be protected, while regenerating areas that need it
3. The rivers and inland waterways are vital to the region. Engagement should be encouraged, but only in the right way
4. Visitors and travellers need to know why they should stop, so wayfinding and interpretation assets need to be improved
5. The visitor economy should support the community and the environment
6. The district needs to work together: collaborative advantage over competitive advantage
7. There needs to be more things to do, to give people a reason to stay in the Rangitikei longer
8. There is an opportunity to unlock the potential of natural assets through connection with people and powerful storytelling
9. There is a desire to enable people to return home by optimising the visitor economy
10. There is a need to build awareness of the district as a destination – not just a place you drive through to get to a destination.

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<sup>1</sup> Social Pinpoint - Development of a Destination Management Plan for the Rangitikei District

ITEM 10.3 ATTACHMENT 1



# Opportunities and Challenges

## Opportunities identified through consultation:

### MĀORI TOURISM EXPERIENCES ALIGNED TO ASPIRATIONS

Through many of the discussions held in the district, the ability to connect with local Māori in places of significance and hear stories that bring the landscapes to life was identified as a major opportunity for compelling experience development. Fortuitously, this resonates with the aspirations iwi shared at their sessions to unlock the potential of the visitor economy to support Māori communities in Rangitikei.

Opportunities to explore included:

- **Experiences on marae**  
This could range from marae run activities and experiences through to collaboration with other industry within the region. There are marae in the district that are already offering experiences, but this opportunity could be explored further to assist other marae with similar aspirations to find out their point of difference.
- **Storytelling themes**  
From the beginnings of the Rātana movement to the travels of Tamatea-Pokai-Whenua through the district and beyond, there are many story thematics that are unique to the Rangitikei, and would be compelling for visitors and locals alike to learn.

- **Inland Waterways**  
These were the highways of the past, transporting people and freight throughout the district and the country on waka. These waterways connected and supported the settlements that appeared along the banks of the rivers, providing the ability to feed and sustain the people. Travelling these highways and hearing these stories of the past would be a great experience that would strengthen the destination's positioning.
- **Mahinga Kai**  
This refers to traditional gathering of food and other natural resources and places where food could be gathered. Foraging and food production is becoming of increased interest to visitors.
- **Rongoā**  
Rongoā encompasses herbal remedies, physical therapies, and spiritual healing. These indigenous practices to sustain and support the physical and mental wellbeing of individuals are increasingly sought after, given recent global disruptors and greater focus on health and wellbeing.
- **Collaborations with others**  
There is a shared desire among those consulted to work with existing operators and provide a cultural element to a more developed or broader itinerary, to enhance the overall visitor experience within the district.



**LOCATION, LOCATION, LOCATION**

Rangitikei is centrally located, and easy to access from just about anywhere in the North Island. When travelling either north or south, the most travelled route takes in almost the entire district. This provides the opportunity to engage with those just travelling through, as well as to become a drive-market destination for a large catchment area in the North Island.

**HERITAGE LED RESTORATION**

There are a high number of built-heritage sites throughout the district in various stages of disrepair. There is an opportunity to derive support from the visitor economy for the restoration of these sites. A range of walking heritage tours offered in other regions are increasing in popularity, as visitors want to understand what it was like to live in a district years ago.

**CONNECTING VISITORS TO THE PRODUCERS, INNOVATORS AND CREATIVE SECTOR**

Rangitikei has rich rural farmlands and several quality producers, farmers, and innovators in the primary sector. An opportunity exists to provide cross-collaborative experiences that combine a tourism experience with aspects of these other successful sectors in the district. There is also the opportunity to look at working with smaller cottage industries that operate in the area. Visitors are often looking to buy something from the destinations they visit, that are unique and created by someone local.

**ROLE OF INDIVIDUAL TOWNSHIPS**

Each of the individual townships within the district has a look and feel that is specific to them. This creates the opportunity to develop experiences and themes that are strongly linked to each town. This could create a corridor of themed experiences that visitors could engage with while travelling north or south, and provide a reason for people to stop and spend some time.

**A DISTRICT WITH THREE INFORMATION HUBS**

There are currently three operational visitor centres within the district: Bulls, Marton, and Taihape. The role of i-SITES will change in the future and there is an opportunity to operate these visitor information centres to be beneficial to the district as a whole. Exploring what opportunities might exist for i-SITE staff to work with industry on packaging and alternative ways of working presents an opportunity for the Rangitikei to change how visitors interact with visitor centres, and potentially create experiences of their own.

## Challenges Identified Through Consultation

### LACK OF COHESION AND STRATEGY

A consistent barrier presented during consultation was the lack of cohesion between stakeholders within the district and the absence of a strategy to help ensure the success of the visitor-economy. The development of this destination management plan will assist with the lack of strategic direction and intent, but work is required to address the identified lack of cohesion. The absence of a recognised Regional Tourism Organisation for the district, and clarity around who plays what role in developing and growing the visitor-economy, were identified catalysts that add to the lack of cohesion in the Rangitikei.

### RESOURCES ARE STRETCHED

Many of the industry and visitor-economy stakeholders identified a distinct lack of resources to help optimise the sector. This was especially true for iwi partners in the district who have multiple roles and responsibilities, many with a strong social-wellbeing focus. During recent years, this social focus has been all-consuming, so finding the time and resources to commit to the development of experiences or achieving individual aspirations in the tourism sector has fallen down the priority list.

### COUNCIL SEEN AS A BARRIER NOT AN ENABLER

Historically, the council was seen as a barrier to success and commercial opportunities within the district. This is a perception that current and recent staff have worked hard to change. Many council staff have built strong relationships with community leaders and this barrier is becoming less of an issue, but it was mentioned on more than one occasion.

The fundamental change that needs to be made is for the council not to be seen as 'red carpet and red tape', but as interactions where the community is encouraged and supported through the council processes to deliver positive outcomes for the people and place of Rangitikei.

### URBAN DRIFT

Like many districts in Aotearoa, Rangitikei suffers from urban drift. Locals, and in particular younger people, leave the district in search of better educational or employment opportunities, or to follow different life pathways that cannot be nurtured within the district. This is the main reason behind the shared aspiration among the residents of Rangitikei to bring whanau home and enable them to live, work, and play within their hometowns.

### STORIES THAT CANNOT BE SHARED

The desire to hear more stories goes hand in hand with the expectation that they are correct and have the blessings of those who own them to be told. For iwi within the district, this means having a deeper understanding of what stories can be shared, and what stories are for iwi alone. This understanding can provide the assurance that experiences being developed with strong cultural and historical importance have the backing of the story owner.

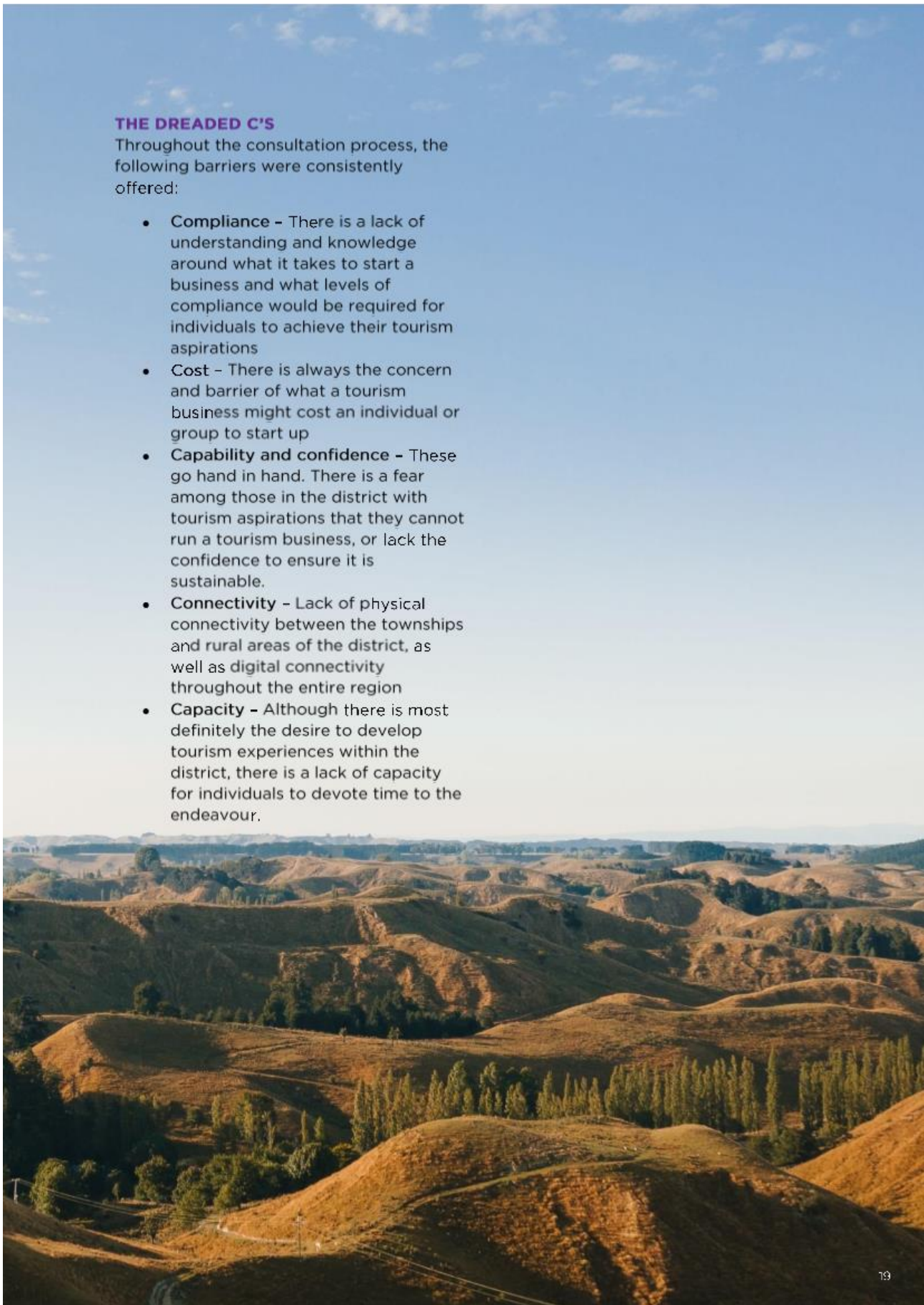
### LACK OF ACCOMMODATION

Accommodation was mentioned as an issue on more than one occasion for both the visitor sector and workers. There is a lack of availability in terms of rental properties in the district and many workers must commute from other townships to attend their place of work. This, of course, has an impact on the delivery of experiences within the district, as well as the number of beds available for visitors.

**THE DREADED C'S**

Throughout the consultation process, the following barriers were consistently offered:

- **Compliance** - There is a lack of understanding and knowledge around what it takes to start a business and what levels of compliance would be required for individuals to achieve their tourism aspirations
- **Cost** - There is always the concern and barrier of what a tourism business might cost an individual or group to start up
- **Capability and confidence** - These go hand in hand. There is a fear among those in the district with tourism aspirations that they cannot run a tourism business, or lack the confidence to ensure it is sustainable.
- **Connectivity** - Lack of physical connectivity between the townships and rural areas of the district, as well as digital connectivity throughout the entire region
- **Capacity** - Although there is most definitely the desire to develop tourism experiences within the district, there is a lack of capacity for individuals to devote time to the endeavour.





# Our Action Plans

The action plan for the Rangitikei reflects those issues and opportunities that will enable the visitor economy to make a greater contribution to the wider community.

These actions assist the district in achieving the aspirations they have for the future. These aspirations are firmly linked with empowering people and caring for the natural assets of the Rangitikei. They represent the combined view of local Māori, communities throughout the district, industry, stakeholders, and a level of desktop research, to assist in the articulation of the plans.

The key to the success of this destination management plan will be the recognition that it will take all levels of community involvement to start the journey towards the shared vision and aspirations.

## VISION

A destination to live and visit with a strong identity, welcoming communities, and endless opportunities. The way life should be.

The actions outlined in the plan have been grouped into two areas of focus. These align with the aspects of the Rangitikei district the community identified as being integral to the success of the destination management plan, the people, and the place.

FOCUS AREA ONE  
MANAAKI TANGATA

FOCUS AREA TWO  
MANAAKI WHENUA

## FOCUS AREA ONE MANAAKI TANGATA

### Key Recommendations

#### ACTION PLAN

**1.1 Establish and strengthen the Advisory Group that governs over the destination plan**

**1.2 Build working partnerships with iwi to achieve aspirations**

**1.3 Optimise current industry assets and invest in destination management**

**1.4 Empower personal and professional development programmes**

#### RATIONALE

It will be of ongoing importance to ensure that there is leadership and a level of governance from within the community, key partners, and stakeholders over the delivery of the action within this plan. This group should comprise a range of agencies, iwi, industry, sector leaders, and community leaders that can help ensure that these plans are being actioned. This group should also be available to assist with identifying potential funding and resourcing opportunities that may be offered, that can help achieve the actions outlined. The makeup of this group may change over time to reflect changes and developments to these actions, or potentially flex with the introduction of other disruptors, which may be local, environmental, natural, or global in nature.

During the consultation process, iwi identified a range of opportunities that they would like to pursue to achieve individual, hapū and whanau tourism aspirations. Focus should be given to working with these individuals, hapū and whanau, to develop implementation plans to achieve these aspirations. This will require strong iwi partnerships and will enable informed decision making, deliver positive impacts to communities, and provide opportunities for locals and visitors to better connect with tangata whenua.

Explore the future needs and requirements of the visitor economy and align existing assets and resources to meet them, while optimising the benefits. This will include having a broader understanding of the role the i-SITES can provide for the sector, looking into what amenities are required into the future, including ablutions infrastructures and sites of significance and accommodation needs. There will be a need to allocate resourcing to the management of the destination, which should feature within the annual and long-term planning completed for the Rangitīkei. This would include dedicated staff and time, as well as budget to advance actions.

To grow the visitor economy and see the positive impacts that can be derived from this sector for the community, a range of business development programmes should be offered. These should include working with those who are just starting up their businesses, through to existing operations looking to diversify their revenue streams.

There should also be a focus on assisting the development of whanau business development, with a strong Kaupapa Māori based approach critical to its success.

<b>Key Recommendations</b>	
<b>ACTION PLAN</b>	<b>RATIONALE</b>
1.5 Lift the capability of the visitor sector and support Qualmark Accreditation	Visitors expect a high level of customer service, visitor experience and engagement when they are paying for an experience. Ensuring that new and existing businesses are of a high enough standard to be seen as quality experiences will be integral to setting the destination apart from competitors and working with international trade markets.
1.6 Increase product supply through the development of engaging experiences	There is a current lack of paid experiences within the Rangitikei. A focus of this plan will be to identify opportunities and current gaps within the industry that will support the destination's unique positioning. These experiences should include – education products and itineraries, cultural experiences that tell the unique and compelling cultural stories of the district, cycling and walking tours, the arts and creative sector, and events.
1.7 Develop a robust destination marketing strategy	Building the awareness of Rangitikei district as a compelling visitor destination will be integral to the growth of the visitor economy and success of this destination management plan. These strategies should enable visitors to connect with the destination on an emotive level through the introduction of local people talking about the benefits of a Rangitikei holiday and how to get the authentic Rangitikei experience. This will also help build civic pride through the district.
1.8 Encourage collaboration	There is a range of successful economic drivers and industries within the district, especially around the primary sector. There is the potential to develop experiences that enhance the primary production story within the region and vice versa. This would be mutually beneficial and could enable the development of cottage industries to grow. There is also a need to develop stronger relationships with regional partners to collaborate with, including neighbouring RTOs and EDAs.
1.9 Develop an events strategy for the district	Events are an economic enabler for the district. As such, they should be supported and encouraged to help the Rangitikei derive true benefit, and to provide opportunities for local communities to connect. The district would benefit from the development of an events strategy that provides guidance to council on investment and development opportunities and from working with new and existing event providers to attract, grow, retain and build sustainable events for the district.



ITEM 10.3 ATTACHMENT 1





## FOCUS AREA TWO MANAAKI WHENUA

### Key Recommendations

#### ACTION PLAN

**2.1 Visitor-economy supports the environment**

#### RATIONALE

There is a strong expectation from the community that the visitor-economy supports initiatives within the district to regenerate fragile environments. This is consistent with the growing need for visitors to give back to the destinations they are visiting and leave a legacy of their time in the district behind for future generations to enjoy. There are multiple avenues for what this support might look like, and this should be the short-term focus of the advisory group and stakeholders within the visitor sector. This should also include encouraging and supporting businesses to adopt the ethos underpinned by the TIA Sustainability Commitment and Tiaki promise.

**2.2 Develop awareness of the destination's natural assets**

The Rangitikei suffers from a lack of awareness. Visitors are unaware of what the destination offers, other than a corridor through the central North Island, north and south. Marketing campaigns that highlight the compelling natural assets within the destination, combined with the benefits defined in recommendation 1.7, and how visitors can engage with these landscapes through meeting the people and hearing the stories, should be employed to increase awareness.

**2.3 Ensure visitors know where to go through increased wayfinding**

The district is geographically long and covers a reasonable distance both on and adjacent to State Highway 1. Travellers on this arterial route will not know that there are stunning landscapes and rural vista areas that can be enjoyed a short distance from the main highway. Increased wayfinding that presents travellers and visitors with the opportunity to stop and experience these areas would be beneficial, and potentially increase the length of stay in the district.

**2.4 Tell the stories in areas of significance**

There are so many areas of significance within the district that have a story to tell. Interpretation panels that might give a window into what that story might be, and encourage them to seek the rest of the story, would provide benefits for the visitor-economy in the Rangitikei. This should also include panels on cycle and walkways that will add value to the experience and provide experience-development opportunities.

## Key Recommendations

### ACTION PLAN

**2.5 Manage environmental impacts**

**2.6 Explore paid and unpaid options available for existing and potential walking and cycle tracks**

**2.7 Develop a heritage restoration plan for built heritage throughout the district**

### RATIONALE

The effects of climate change on rural areas, including access to water, quality of drinking water and potential flooding from severe weather events, will have major impacts on the visitor economy. Managing these disruptors and developing clear scenario plans to assist with managing these effects will be vital for the sector. There are also areas in the district that experience a higher level of environmental impact than others. This includes along inland waterways, the main highway, and areas that enable freedom camping. These will need to be managed and regulated in order to mitigate impacts into the future.

Rangitikei has a range of accessible walkways and cycleways throughout the district that provide great experiences for locals and visitors, and breath-taking views across the district. With the increase in people looking to access the outdoors, and connect with the natural environment, there is potential to develop experiences through the district that could provide strong benefit back to the sector and the community.

There are several heritage buildings throughout the district that need repair. Despite the potential cost, there is benefit in investing in the restoration of these assets, which have the potential to provide significant benefits and returns for the community. A plan to understand what that might look like through a visitor-economy lens, as part of a wider review of the built heritage within the district, would be of benefit.



## 11 Reports for Information

### 11.1 Project Management Office Report - April 2022

**Author:** Jessica McIlroy, Operations Manager

**Authoriser:** Peter Beggs, Chief Executive

#### Reason for Report

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

1. Mangaweka Bridge Replacement
2. Marton to Bulls Wastewater Centralisation Project
3. Lake Waipu Improvement and Ratana Wastewater Treatment Project
4. Bulls Bus Lane and Town Square
5. Taihape Amenities Building
6. Taihape Grandstand
7. Marton Rail Hub
8. Marton Water Strategy
9. Regional Treatment Plant Consenting Programme

The miscellaneous section of this report contains information or requests for decision on projects not included in the list above.

Note that Finance and Performance Committee will receive full budgets and spend broken down by financial year, and this report will focus on project budgets and progress against budget.



**1. Mangaweka Bridge replacement**

**ITEM 11.1**

**Project Status**

The scope of this project is to construct a replacement bridge at Mangaweka and preserve the existing bridge as a walking and cycling facility to be managed by a trust.






The project is funding by Waka Kotahi, Rangitikei District Council and Manawatu District Council, and project managed by Manawatu District Council. Construction started in September 2020 and was due to complete in July 2022 – construction has progressed ahead of schedule and completion is expected in June 2022.

As part of the construction and testing programme, some vehicles had been given access over the new bridge; that phase is now complete. Further construction is programmed for the future, but the bridge will not be open for public use until all aspects of the project are complete.

The completion of the entire project will be celebrated with a formal opening.

*The total construction cost is \$7.9m plus \$2.1m in consenting costs and consultancy fees – RDC’s component only is reported on in this report.*

<b>Project Budget</b>	\$4,953,345	<b>Spend to Date</b>	\$4,024,827
<b>Estimated Costs to Complete</b>	\$928,518	<b>Forecast Cost at Completion</b>	\$4,953,345
<b>% Spent of Forecast Cost</b>	81%	<b>Variance: Forecast Cost / Budget</b>	0%
<b>Project Start Date (MM-YY)</b>	01-18	<b>Project Completion Date (MM-YY)</b>	06-22


Metric	Trend	Comment
Health and Safety		No near misses or lost time injuries to report.
Programme		Construction due to be completed July 2022 and is currently on programme.
Cost		The project is currently within budget.
Quality		No concerns to date.
Risk		Working at heights and over the water, in proximity to the public, is inherently risky. This is being managed very well by the contractor. Reputational risk from the bridge appearing complete, but no traffic being allowed to use the bridge until the final stages have been completed.
Tasks completed last month		Complete work for approaches roads in the eastern and western side Stockyard access road except fencing and gate Complete Manufacturing guard rails for the road approaches Install guard rail – Mangaweka side Scour protection around existing bridge Scour protection work around the new bridge piers Seal bridge deck Finish shute drainage channel installation

**ITEM 11.1**





	Complete manufacturing the new handrail system for the existing bridge
Tasks forecast this month	Progress planning for shifting traffic to the new bridge and formal opening, as further reported in a separate paper to April 2022 Council meeting

**2. Marton to Bulls Wastewater Centralisation Project**

**ITEM 11.1**






Project Status			
<p>The Marton to Bulls wastewater centralisation scope includes 4 subprojects:</p> <ul style="list-style-type: none"> <li>A. Construction of a wastewater transfer pipeline from Marton Wastewater Treatment Plant to Bulls Wastewater Treatment Plant</li> <li>B. Purchase of land in the Bulls area to dispose of treated wastewater and install irrigation infrastructure</li> <li>C. Consenting for the activities</li> <li>D. Upgrades of the treatment plants at Marton and Bulls</li> </ul> <p>Three independent members have been appointed to the Project Advisory Board, with the first meeting being organised for Q2 2022.</p> <p>Project signboards were erected in December advising of the works, and acknowledging co-funding from Crown Infrastructure Partners. Construction is progressing.</p> <p>Our Resource Consent application for the open-trenching component of the works has been accepted by Horizons (noting that consent has not been granted), and mitigation and impacts were discussed with Iwi during December.</p> <p>Low Environmental (LEI) have been contracted to project manage the wider project, with the Group Manager Assets and Infrastructure holding the design authority for the solution. The Group Manager Assets and Infrastructure will commission peer review of the solution should this be required.</p> <p>RDC is engaging with MDC regarding lessons they've learned from their own wastewater centralisation project.</p>			
<b>Sub-project A Budget</b>	\$10,000,000	<b>Sub-project A Spend to Date</b>	\$3,125,502
<b>Sub-project B Budget</b>	\$7,400,000	<b>Sub-project B Spend to Date</b>	\$0
<b>Sub-project C Budget</b>	\$250,000	<b>Sub-project C Spend to Date</b>	\$0
<b>Sub-project D Budget</b>	\$7,350,000	<b>Sub-project D Spend to Date</b>	\$0
<b>Project Budget</b>	\$25,000,000	<b>Project Spend</b>	\$3,125,502
<b>Estimated Costs to Complete</b>	\$21,874,498	<b>Forecast Cost at Completion</b>	\$25,000,000
<b>% Spent of Forecast Cost</b>	13%	<b>Variance Forecast Cost / Budget</b>	0%
<b>Project Start Date (MM-YY)</b>	06-20	<b>Project Completion Date (MM-YY)</b>	06-25
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	

ITEM 11.1

<p>Programme</p>		<p>The overall programme for the entire project (all four subprojects listed above) is five years starting in 2020, and the target end date is June 2025. The part of the pipeline that was funded by the 3-water stimulus funding was complete at 31 March 2022 – the deadline for spending this funding was 30 June 2022.</p>
<p>Cost</p>		<p>The budgets for all sub-projects will be assessed when land has been sourced. \$3,880,000 of the pipeline cost has been agreed to be funded by DIA through the 3-waters stimulus funding.</p>
<p>Quality</p>		<p>Crown Infrastructure Partners (CIP) who are overseeing the DIA funded projects have funded Alta (construction management specialists) to support the project team with tendering of subproject A and be the Engineer to Contract. Council have engaged Kingston Infrastructure Ltd to be the on-site project liaison and Engineers Representative, to support delivery and verify construction milestones.</p>
<p>Risk</p>		<p>The risk of not finding suitable disposal land (sub-project B), and of difficulties with feasibility of construction remains. There is a risk of the granting of the resource consent for open trenching being delayed due to the workload of Iwi at the moment and challenges with their capacity.</p>
<p>Tasks completed last month</p>	<p>Iwi consultation continued Fourth payment claim received Design of pipe bridge continuing Contracting of Lowe Environmental. Initial meeting held with LEI. Outlined details such as scope of work, team involved, org chart, programme. Weekly meetings with PMO office have commenced.</p>	
<p>Tasks forecast this month</p>	<p>Horizons consent to be progressed (awaiting iwi sign off) First advisory board meeting to be scheduled. Construction of wastewater pipeline to progress Monthly updates to Horizons regarding consent will begin. Update TRAK on iwi engagement for the project.</p>	

**3. Lake Waipu Improvement and Ratana Wastewater Treatment Project**






ITEM 11.1

Project Status			
<p>This project has been a collaborative effort involving local iwi, RDC, HRC and the community of Ratana, and is partly funded (46%) by Ministry for the Environment (MfE). The project is to remove treated effluent from Lake Waipu and to dispose of it to land. The project started on 1 July 2018 with an agreement with the Ministry for the Environment (MfE) and has an estimated duration of 5 years. Construction is expected to complete in April 2023.</p> <p>An application for a new consent was lodged in April 2018, and this application allows RDC to proceed under existing consent conditions with discharge of treated wastewater into lake Waipu until such time as a new consent application for land disposal can be submitted.</p> <p>The scope of this project includes purchase of land for disposing of treated wastewater (instead of discharge to Lake Waipu), the installation of irrigation equipment and an upgrade of the existing Rātana Pā wastewater treatment plant.</p> <p>Further information is contained in Section 9 of this report.</p>			
<b>Project Budget</b>	\$2,425,000	<b>Spend to Date</b>	\$181,524
<b>Estimated Costs to Complete</b>	\$2,243,476	<b>Forecast Cost at Completion</b>	\$2,425,000
<b>% Spent of Forecast Cost</b>	7.5%	<b>Variance: Forecast Cost / Budget</b>	0%
<b>Project Start Date (MM-YY)</b>	07-18	<b>Project Completion Date (MM-YY)</b>	04-23
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	
Programme		The purchase agreement for suitable land has been finalised and signed by the landowners and RDC. The irrigation methodology and programme are being planned now. Construction is expected to be completed by April 2023.	
Cost		The 2020-21 Annual Plan and the 2021-2031 Long Term Plan included \$1.55m budget spread across various line items for this project. \$875,000 is being granted to RDC by Horizons Regional Council out of the funding they will receive from the Ministry for Environment, which is included in the budget. The estimated costs shall be finalised with actual construction costs once an irrigation method has been specified or designed.	
Quality		No concerns to date.	
Risk		Wetland Delineation Report confirmed two natural wetlands, which may restrict the areas that can be used for irrigation. Tight timeframe to get work completed by June 2023, which is the MfE requirement for funding of the project. To aid mitigation of this risk, Council have engaged a Consultant to prepare timelines for future works. Land constraints to be worked through as part of design.	

**ITEM 11.1**

		Proximity to Whangaehu River, degree of interconnection between groundwater and the river to be worked through as part of the Assessment of Environmental Effects (AEE) work as this could have implications for degree of nutrient removal from effluent that may be required
Tasks Completed Last Month	Subdivision works have continued Ecological assessment and restoration plan drafting have continued Variation to assist with pipeline design confirmed by RDC Variation for detailed design of WW plant upgrade confirmed by RDC Next consultation workshop scheduled for Friday, 22/04/2022 in Rātana Pā	
Tasks Forecast This Month	Meeting with Horizons Regional Council to discuss the technical reports that are being prepared and overview of what is to be sought in the application Preparation of the Ecological Impact Assessment and Restoration Plan Consideration of set-back distances, nutrient options, pipe design Commence drafting resource consent application/AEE	






**4. Bulls Bus Lane and Town Square**

Project Status			
<p>The scope of this project is the creation of a Town Square and Bus Lane in Bulls around the Community Centre, Te Matapihi.</p> <p>Construction of the bus lane and town square begun on 26 October 2021. The bus lane was completed on 16 March 2022, and the town square was complete on 1 April 2022.</p> <p>The final items to complete this project are the operationalisation of the bus lane, and installation of artwork.</p>			
<b>Project Budget (Bus Lane and Town Square)</b>	\$1,025,603	<b>Spend to Date</b>	\$907,060
<b>Estimated Costs to Complete</b>	\$118,543	<b>Forecast Cost at Completion</b>	\$1,025,603
<b>% Spent of Forecast Cost</b>	88%	<b>Variance: Forecast Cost / Budget</b>	0%
<b>Project Start Date (MM-YY)</b>	10-21	<b>Project Completion Date (MM-YY)</b>	04-22
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	
Programme		Construction is well underway. The start date was 26 October 2021 and completion date of the bus lane was 16 March 2022, and the town square is 1 April 2022. The new completion date for the bus lane accounts for 20 days extension of time.	
Cost		69% (\$97,247) of the \$140,000 contingency for the project’s construction phase has been committed. The PMO does not expect exceeding the project contingency, and overall expects to finish within budget.	
Quality		Finalisation of the Town Square, with artwork, seating, and rubbish bins, is underway.	
Risk		We have received a complaint regarding the set out of the Bus Lane. Staff will make some improvements before trialling the bus lane, an approach that has been endorsed by Horizons.	
Tasks completed last month		Continue working with Ngāti Parewahawaha on finalised plan with artwork. Completion of town square. Agreed with Iwi that the blessing ceremony for town square and bus lane will occur once the artwork is installed.	
Tasks forecast this month		Complete road markings and signage positioning. Confirm date of artwork installation by Ngāti Parewahawaha. Confirm with the bus operators that they accept the proposed road markings and signage positioning.	



5. Taihape Amenities Building

ITEM 11.1






Projects Status			
The scope of this project is the construction of a new Taihape Amenities Building. Construction began in March 2022.			
<b>Project Budget</b>	\$4,648,757	<b>Spend to Date</b>	\$813,565
<b>Estimated Costs to Complete</b>	\$3,835,192	<b>Forecast Cost at Completion</b>	\$4,648,757
<b>% Spent of Forecast Cost</b>	17.5%	<b>Variance: Forecast Cost / Budget</b>	0%
<b>Project Start Date (MM-YY)</b>	11-2020	<b>Project Completion Date (MM-YY)</b>	10-2022
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	
Programme		Programme for Amenities Building on track. Construction started March 2022. There is a high risk of delay caused by supply challenges and COVID – this is being monitored closely by the contractor and the PMO.	
Cost		Any approved scope changes will impact on the amenities budget – the PMO would require Council endorsement before approving any other work.	
Quality		New building construction work only started when all design completed, and scope confirmed (lessons learned from Bulls Te Matapihi).	
Risk		No concerns to date. There is a high risk of delay caused by supply challenges and COVID – this is being monitored closely by the contractor and the PMO.	
Tasks completed last month	Construction commenced Communications update on various channels PMO submitted funding applications to three trusts; Four Regions Trust has confirmed to grant \$40,000 towards the construction of the Taihape Amenities Building. We are awaiting the response from two other trusts.		
Tasks forecast this month	Construction to continue. Communication to continue		





6. Taihape Grandstand

ITEM 11.1






Projects Status			
<p>The scope of this project is the detailed design of the endorsed strengthening concept design for the Taihape Grandstand (consulted on during LTP period, with a final resolution to be made in June or July 2022).</p> <p>Preliminary design is underway to provide costings of the strengthening of the Grandstand.</p> <p>\$1m was allowed for the Grandstand in the 2021 LTP. Current costs for investigations and preliminary design are expected to be approximately \$150,000. This will leave approximately \$850,000 for construction works and this budget will reduce further if additional consultancy or consenting costs are required.</p> <p>A separate paper was presented to Council in March 2022 to resolve next steps and future Council staff involvement – the resolutions were for staff to support the Taihape Heritage Trust with their fundraising for improvements to the Grandstand, and that no building work would be undertaken on the Grandstand until the Heritage status was confirmed and financing for construction in place.</p>			
<b>Project Budget</b>	\$1,000,000	<b>Spend to Date</b>	\$162,381
<b>Estimated Costs to Complete</b>	\$837,619	<b>Forecast Cost at Completion</b>	\$1,000,000
<b>% Spent of Forecast Cost</b>	16.2%	<b>Variance: Forecast Cost / Budget</b>	0%
<b>Project Start Date (MM-YY)</b>	11/2020	<b>Project Completion Date (MM-YY)</b>	12/2022
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	
Programme		There is a high risk of delay caused by supply challenges and COVID – this is being monitored closely by the contractor and the PMO.	
Cost		The \$1m budget for the Grandstand includes investigation, staff time, design, consenting, and some construction works.	
Quality		Construction work to be planned once detailed design is completed, and presented to Council for decision.	
Risk		<p>No concerns to date. There is a risk of poor public perception of the grandstand strengthening. public consultation has been undertaken to reduce the risk.</p> <p>There is a high risk of delay caused by supply challenges and COVID – this is being monitored closely by the contractor and the PMO.</p>	
Tasks completed last month	Detailed design work continuing, including a possible staged approach for construction. These were expected back early April, but consultant has requested an extension of time. Should be received by end of this month. Received the Fire Design Plan.		

<p>Tasks forecast this month</p>	<p>Detailed design expected back within the next month.                      PMO to continue engagement with the Taihape heritage group, possibly meeting at the next committee meeting.                      Continue to work on communication with the public, to ensure the public are being given accurate information on programme.</p>
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**ITEM 11.1**



**7. Marton Industrial Park and Rail Hub**

ITEM 11.1




Project Status			
A new rail hub to accommodate forestry operations will be constructed in Marton. This will include a double rail siding, log yard with debarking facility, and associated businesses.			
<b>Project Budget</b>	\$9,850,000	<b>Spend to Date</b>	\$1,455,885
<b>Estimated Costs to Complete</b>	\$8,394,115	<b>Forecast Cost at Completion</b>	\$9,850,000
<b>% Spent of Forecast Cost</b>	15%	<b>Variance: Forecast Cost / Budget</b>	0%
<b>Project Start Date (MM-YY)</b>	11-20	<b>Project Completion Date (MM-YY)</b>	01-24
Metric	Trend	Comment	
Health and Safety		No near misses or lost time injuries to report.	
Programme		The programme is facing delays caused by the Environment Court process	
Cost		The cost estimate for the rail siding construction exceeds the current budget. The project team is looking at funding and investment options.	
Quality		Quality issues arose with the initial preliminary design of the rail siding. Design revisions are complete, and the quality risk was resolved by the end of May 2021.	
Risk		The programme continues to slip. The cost estimate for the rail siding exceeds the current budget.	
Tasks completed last month	Limited consultation on the CDP closed. Environment Court has set down a pre-hearing conference for 10 May 2022.		
Tasks forecast this month	Environment Court Pre-hearing conference Further design work		

**8. Marton Water Strategy – Sub-project A (New Bore)**

**ITEM 11.1**

Project Status				
<p>A new bore is required to replace existing infrastructure to supply potable water to Marton. The Marton Water Strategy comprises of three sub-projects:</p> <p>Sub-project A: Construction of new raw water bore (this report)</p> <p>Sub-project B: Design of the plant upgrade and consenting</p> <p>Sub-project C: Construction of new treatment plant</p> <p>Sub-project A will deliver a new bore that will, when sub-projects B and C are also completed, provide potable water to Marton that meets the NZ Drinking Water Standards. The scope of sub-project A includes:</p> <ul style="list-style-type: none"> <li>– Planning and procurement of required professional services</li> <li>– Location of new bore site</li> <li>– Land acquisition for bore site and testing for quality and quantity</li> <li>– Target volume from bore of 5000 m3 (quantity of water)</li> <li>– Construction of bore</li> <li>– Handover of bore to operations team.</li> </ul> <p>Sub-project A is currently in the tendering phase for the drilling contractor.</p> <p>Sub-projects B and C will commence when sub-project A is near completion. At this stage, staff will look at options for the use of the dams once we are drawing Marton water from a bore. This will include looking at restoring flow to the Tutaenui Stream. All work is expected to be completed by 1 July 2024.</p>				
<b>Sub-Project A Budget</b>		\$1,000,000	<b>Spend to Date</b>	\$77,068
<b>Estimated Costs to Complete</b>		\$922,932	<b>Forecast Cost at Completion</b>	\$1,000,000
<b>% Spent of Forecast Cost</b>		8%	<b>Variance: Forecast Cost / Budget</b>	0%
Metric	Trend	Comment		
Health and Safety		Physical works have not begun. Request for Tender (RFT) documentation for procurement of bore construction will outline Health and Safety requirements/considerations which responses will be assessed against.		
Programme		The consultancy proposal for technical support has been formally approved by RDC.		






**ITEM 11.1**

		<p>The RFT is scheduled to be advertised 29 April 2022 and close 27 May 2022. A report to Council recommending the tender award is scheduled for 30 June 2022.</p> <p>The project programme will be updated following the tender evaluation.</p> <p>We are liaising with the RDC Strategic Property Advisor and community stakeholders regarding plans for the proposed bore site at the Marton dams. The completed new bore project is expected to be finished by 1 July 2024.</p>
Cost		<p>Project remains within budget.</p> <p>The tender process for bore construction will give greater clarity to project budget requirements. Approval may need to be sought for additional funding if either the Engineer’s Estimate and/or recommended tender prices indicate that the project costs are likely to exceed the approved value.</p> <p>We expect to provide an estimated project cost when the Engineer’s Estimate is complete. Initial indications suggest additional budget will be required to complete the project.</p>
Quality		No concerns to date.
Risk		No new significant risks
Tasks completed last month		<p>The consultancy proposal for technical support has been formally approved.</p> <p>Engagement with stakeholders regarding occupancy at the Marton dams proposed bore construction site.</p>
Tasks forecast this month		<p>Confirmation of bore construction site.</p> <p>Commencing procurement for preparation of the bore construction site.</p> <p>RFT to be advertised 29 April.</p>



**9. Regional Treatment Plant Consenting Programme**

ITEM 11.1

Programme Status			
<p>A consultant has been engaged to deliver a programme of treatment plant consents for Rangitikei District Council. The contract is for four years.</p> <p>The outcome of this programme is current consents on all treatment plants, which can be regularly complied with. This will resolve non compliances with our regional council consents. Variations to date include:</p> <ol style="list-style-type: none"> <li>1) Taihape Water Treatment Plant optimisation (\$32,350) – approved in November 2021 under resolution 21/RDC/411.</li> <li>2) Hunterville Wastewater Treatment Plant new consent – noted under resolution 21/RDC/322 that a new consent will be sought. Costs will be presented to Council for approval once known (expected January 2022).</li> </ol>			
<b>Project Budget</b>	\$494,920	<b>Spend to Date</b>	\$174,295
<b>Estimated Costs to Complete</b>	\$320,625	<b>Forecast Cost at Completion</b>	\$494,920
<b>% Spent of Forecast Cost</b>	35%	<b>Variance: Forecast Cost / Budget</b>	0%
<b>Project Start Date (MM-YY)</b>	04-21	<b>Project Completion Date (MM-YY)</b>	12-23
Metric	Trend	Comment	
Health and Safety		WSP Health and Safety Plan prepared prior to site visits	
Programme		Ratana programme revised now that land purchase area secured, looking to lodge application early second quarter 2022. Bulls WTP lodged in time to secure s124b existing use rights. Hunterville WWTP request for assistance, programme to be established. (Waiting to establish connection with consultants for Bulls to Marton)	
Cost		Forecast completion cost is on budget, various variations prepared. Technical assessments price for Ratana WWTP were greater than provisional sum estimates but agreed with client.	
Quality		No concerns to date.	
Risk		<p>Risk 1: Programme – slight delays to start while waiting on information to be provided for some sites (flow and quality data). Ability to re-establish programme.</p> <p>Risk 2: Scope creep – nothing identified at this stage, early variations identified by RDC.</p> <p>Risk 3: Cost of upgrades. Not known at this stage, needs to be balanced against stakeholder expectations. Watching brief to be kept</p> <p>Risk 4: Delivery of CIAs. Continue to work with RDC and iwi to understand information requirements and implications as they come to hand. Ongoing consultation is allowed for.</p> <p>Risk 5: Legislative changes. Various legislation changes have occurred since most of the consents of existing sites were approved. Need to</p>	

ITEM 11.1

	<p>ensure that information within consent applications is fit for purpose to be able to evaluate against legislative requirements.                  Risk 6: Preferred site for Ratana may face consent challenges due to dunes having been identified as rare habitat (under Schedule F of the Horizons One Plan), Natural wetlands present which are being considered in the Ecological Impact Assessment.</p>
<p>Tasks completed last month</p>	<p><u>Ratana</u>                  Further drafting of the ecological assessment and restoration plan                  Trying to organise meeting the Horizons Regional Council staff to discuss initial findings of the groundwater assessments and to run through the technical reporting proposed to support the consent application                  Consideration of set-back distances, nutrient options, pipe design                  Completion of the onsite groundwater investigation reports                  Organised drillers to install the monitoring bores next month to help get clarification on the existing environmental conditions and help with on-going monitoring                  Drafting of the irrigation design,                  Organised an in-person hui / site visit for Friday 22nd of April.</p> <p><u>Taihape WWTP</u>                  Completion of Short-Term Improvements Report (this outlined principals' approach to what the best options are for improving performance with current system). Meeting was then held with RDC on 24 March to discuss short term maintenance/ upgrades                  RDC are currently working through the technical reports provided by WSP and to confirm what recommendations will be taking forward. WSP awaiting on RDC before can progress</p> <p><u>Taihape WTP</u>                  Sent reports to Sarah Sandilands at Horizons</p> <p><u>Bulls WTP</u>                  Follow up email sent to Ngāti Apa requesting another meeting, if required, to obtain feedback on cultural effects;                  Follow up email sent to Ngāti Raukawa ki te Tonga                  Responses from hydrologists collated into section 92 response letter;</p>
<p>Tasks forecast this month</p>	<p><u>Ratana</u>                  Meeting with Horizons Regional Council to discuss the technical reports that are being prepared and overview of what is to be sought in the application                  Meeting with asset management team to work through logistics and cost implications                  Hui / site visit to further consult on restoration plan.                  Further preparation of the Ecological Impact Assessment, Restoration Plan and Irrigation Design.                  Drafting of the resource consent application/ AEE                  Pipeline initial design and progress the wastewater design</p> <p><u>Taihape WWTP</u>                  Technical task briefs once short-term preferences are confirmed                  Hui 26 April 2022                  Planning assessment</p>

	<p><u>Taihape WTP</u>                  Receive an amended scope from consultants with focus on preliminary investigations re storage options from hydrology perspective as well as high level overview of what else could be done in study to assess alternative sources for the water supply</p> <p><u>Bulls WTP</u>                  Wait for Rob Rose (MDC) to respond, organise a follow up meeting so can prepare responses in regard to reasonable use. RDC are chasing up.                  Waiting for iwi to respond. Explore contacts within RDC with iwi if have not heard back by next monthly report due date.</p>
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**ITEM 11.1**

**Miscellaneous**

## 1. Marton Civic Centre

The contractor is continuing to write the business case by working closely with staff to pull all the analytic data required together. Staff are also working with a communications contractor to prepare a plan to communicate the outcomes of the business case and any potential consultation with the public.

## 2. Marton Memorial Hall

Stage Two works have been given building consent and will commence shortly. These works will continue to take place around public bookings. This includes upgrades to bathrooms to improve accessibility and installation of an additional fire exit door in the main hall. These works are planned to complete before the end of the financial year.

Stage Two also includes the installation of a heating/cooling system, after tendering out to 3 suppliers we have awarded the contract for this work. There is a delay on supply of the product, but this has now been ordered.

## 3. Rangitikei Active Gym in Marton Swim Centre

This project is now finished, final inspection has been completed. The facility has been handed back to the Property team to manage and maintain.

## 4. Papakai Pump Station

The detailed design of the new Papakai Pump Station was received at the end of March 2022. This is now with the contractor for pricing. The revised cost is expected to be presented to the June 2022 Council meeting for Elected Member consideration.

## 5. Taihape Town Hall Development



















Better Business Case Consulting has been engaged to take us through the Better Business Case model, like the Marton Civic Centre process. The stakeholder group to go through the workshops have been selected, and the first 2 workshops are booked in to commence May 10<sup>th</sup>, 2022.

## 6. Bulls Water Rising Main

The delivery of this new watermain is delayed as the contractor, who is currently installing the Marton to Bulls pipeline, has been impacted by Covid-19 and is prioritising the completion of Marton to Bulls pipeline before commencing the Bulls water rising main. More communications will be made public closer to the start of the water rising main.

## 7. Detailed Seismic Assessments

Staff are waiting on two further seismic assessments, Hunterville Town Hall and Marton Swim Centre. Once these are received, decisions can be made about priorities for strengthening design for all Council owned buildings.

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

**Recommendation**

That the Project Management Office Report – April 2022 be **received**.



## 11.2 Mangaweka Bridge - Road to Completion

**Author:** Jessica McIlroy, Operations Manager

**Authoriser:** Peter Beggs, Chief Executive

### 1. Reason for Report

- 1.1 The purpose of this report is to update Elected Members on the outstanding tasks required to complete the new Mangaweka Bridge, and when the bridge is expected to be open for public use.
- 1.2 The information in this report has been provided by Manawatu District Council's Roading Manager.

### 2. Background

- 2.1 The contract for the construction of the bridge was set up as two separable portions:
  - Construction of the bridge and approaches; and
  - Landscaping and planting.
- 2.2 Both portions were due to be completed by 30 June 2022.
- 2.3 Construction started in mid-2021, with some delays seen in August 2021 in materials being delivered due to Covid-19. Despite the delays. The new bridge was largely completed in February 2022.
- 2.4 The bridge was opened in error to allow construction of the approach on the Manawatu side in February, but was closed again shortly thereafter.

### 3. Completion of Project

- 3.1 The final elements to be constructed are the bridge approaches, guardrail, landscaping, cultural items (a pou to mark the bridge) and a formal opening ceremony including a blessing by Iwi.
- 3.2 A meeting is being held on Friday 22 April with Iwi representatives to confirm the location of the pou. A concrete base will then be poured to support the pou.
- 3.3 There is a height difference of 500mm between the old bridge and the proposed finish level of the approach road on the Manawatu side. The approach on the Manawatu side will be finished by 19 May 2022, but requires light traffic to traverse the new bridge at times to allow for construction of the approach. Iwi have confirmed this is acceptable
- 3.4 The tasks required before blessing and opening the bridge are:
  - Construction of the approach on the Manawatu side
  - Pouring of the concrete base for the pou
- 3.5 Provided the weather is amenable to these tasks being completed, the new bridge will be open to all traffic following the opening ceremony, which is currently planned for 20th May.
- 3.6 The tasks required after blessing and opening the bridge are:

- Completion of the Awastone entrance
- Landscaping and planting
- Installation of the pou
- Guardrailing

3.7 It is not expected that the work occurring after the blessing and opening of the bridge will affect bridge users. This work is expected to be completed by 30 June 2022.

### **Recommendation**

That the report Mangaweka Bridge – Road to Completion be **received**.

## **12 Discussion Items**

Nil

## 13 Minutes from Committees

### 13.1 Minutes from Committees

**Author:** Ash Garstang, Governance Advisor

#### 1. Reason for Report

1.1 Committee minutes are attached for Council's receipt.

#### Attachments

1. ERWS - 08 Mar 22
2. F/P - 31 Mar 22
3. HRWS - 28 Mar 22
4. TCC - 07 Apr 22

#### Recommendation

That the following minutes are received:

- Erewhon Rural Water Supply Sub-Committee, 08 March 2022
- Finance/Performance Committee, 31 March 2022
- Hunterville Rural Water Supply Sub-Committee, 28 March 2022
- Turakina Community Committee, 07 April 2022

# MINUTES



## **UNCONFIRMED: EREWHON RURAL WATER SUPPLY MANAGEMENT SUB-COMMITTEE MEETING**

**Date:** Tuesday, 8 March 2022

**Time:** 4.00 pm

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

**Present**

- Mr Jock Stratton
- Mr Peter Batley
- Mr Geoff Duncan *[via Zoom]*
- Mr Barry Thomas
- Mr Simon Plimmer *[via Zoom]*
- Mr Paul McLaren
- Mr Benjamin Mallalieu
- Mr Steven Stoney (Aorangi Awarua Trust Representative)
- Cr Tracey Hiroa *[via Zoom]*
- HWTM Andy Watson (ex officio)

**In attendance**

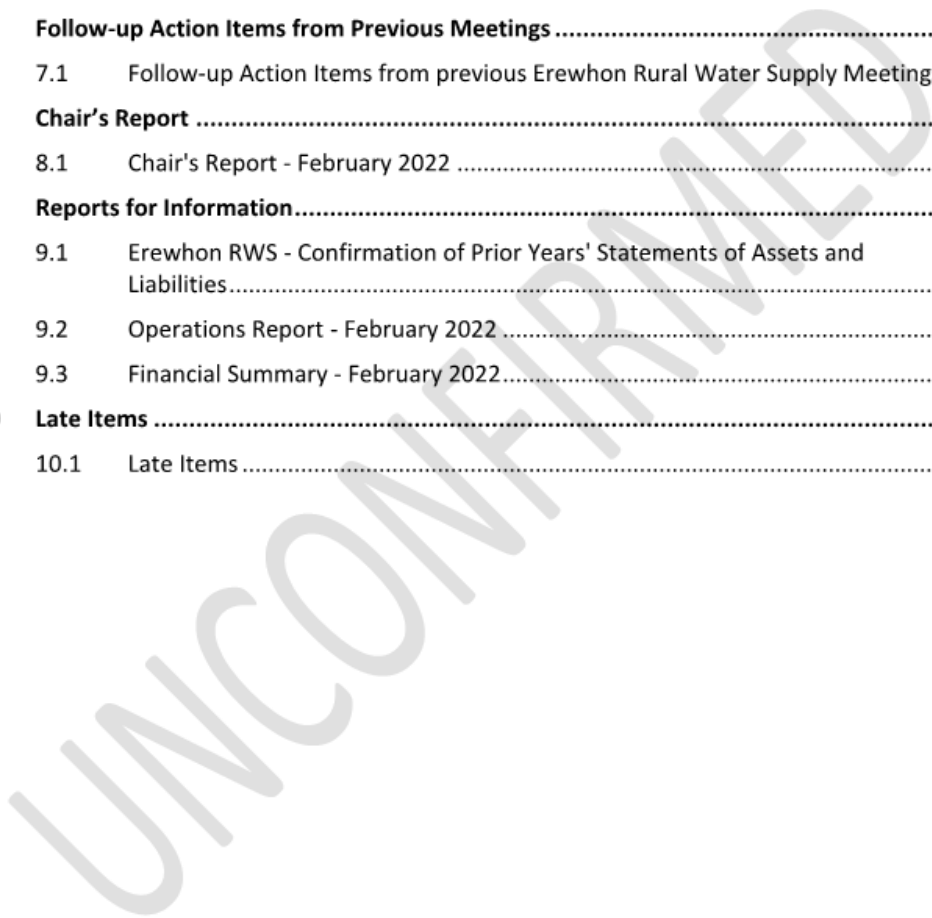
- Mr Dave Tombs, Group Manager – Corporate Services
- Mr Andrew van Bussel, Operations Manager
- Mrs Jess Mcilroy, Operations Manager
- Ms Rochelle Baird, Customer Services Officer

Erehwon Rural Water Supply Management Sub-Committee Meeting  
Minutes

8 March 2022

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<b>10</b>	<b>Late Items</b> .....	<b>6</b>
10.1	Late Items .....	6





**1 Welcome**

The Chair welcomed everyone to the meeting.

**2 Apologies**

**Resolved minute number 22/ERWS/001**

That the apology from Mr Dene Smith for absence be accepted.

Mr B Thomas/Mr B Mallalieu. Carried

**3 Public Forum**

No public forum.

**4 Conflict of Interest Declarations**

There were no conflicts of interest.

**5 Confirmation of Order of Business**

Mr Stratton would like to add new items to the agenda, being the 10 year plan review by Mr Plimmer, and a review for the tender process for capital works.

**6 Confirmation of Minutes**

**Resolved minute number 22/ERWS/002**

That the minutes of the Erewhon Rural Water Supply meeting minutes held on 06 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.

Mr B Thomas/Mr P Batley. Carried

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## 7 Follow-up Action Items from Previous Meetings

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

Mr Thomas had spoken with Mr Stoney regarding the invoicing of Awarua Trust for January and July. Mr Tombs said for this financial year that they had only been invoiced for \$1,300. Mr Thomas would follow it up.

Mr Stratton asked what the funding application may look like, Mrs McIlroy said she would ask internally and come back to the next meeting with her findings. His Worship the Mayor said he suspects if the 3 water comes in that with regards to larger schemes there may be more funding available. Mrs McIlroy would also approach Horizons and come back to the committee via email. The Mayor suggested for funding that the committee should look at something new rather than maintenance.

**Resolved minute number 22/ERWS/003**

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

Mr J Stratton/Mr B Thomas. Carried

## 8 Chair's Report

### 8.1 Chair's Report - February 2022

Mr Stratton stated that the Erewhon Rural Water Sub-Committee continues to work alongside the Rangitikei District Council in development of the 2 new expenditure plans confirming prior years statements and financial position and also wanting to review the tender process for capital works.

**Resolved minute number 22/ERWS/004**

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

Mr J Stratton/Mr B Thomas. Carried

## 9 Reports for Information

### 9.1 Erewhon RWS - Confirmation of Prior Years' Statements of Assets and Liabilities

Mr Tombs highlighted historical figures and explained how they came about and had simplified it all and would continue with this format, highlighting various figures (shaded yellow in the attachments to the Order Paper) had not been treated consistently.

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Mr McLaren questioned the positive bank balance and a loan and asked who borrows the money the farmers or the scheme? Mr Tombs explained notional bank balance and the Mayor said they would need to look at the constitution but thought the Council borrowed on the schemes behalf.

Mr Stratton asked what would be the outcome if the council decided to call in the loan. Mr Tombs said as long as there is a prepayment plan it would not be a problem. Recognising that the Scheme could potentially be indebted to Council for a period of time, Mr Tombs will provide a Debt Framework model to the next meeting as all parties need to make sure this is managed properly.

Mr Tombs spoke regarding Attachment 4 and said interest was not credited for the past 4 years and he had added it in as 2% with \$3,000 credited back worth of interest, and asked the Committee if this would suffice. Mr McLaren asked why the Committee did not try to raise the rate because of the negative balance. The Mayor said some members wanted an increase and some did not. Mr Plimmer said the Committee needs to move on and that all avenues had been exhausted. Mr Duncan thanked Mr Tombs with confidence that it was a fair reflection of where the scheme is at.

**Resolved minute number 22/ERWS/005**

That the report 'Erewhon RWS – Confirmation of Prior Years' Statement of Assets and Liabilities' be received.

Mr P McLaren/Mr B Thomas. Carried

**Resolved minute number 22/ERWS/006**

That the Committee confirm the revised prior years' Statement of Assets and Liabilities.

Mr P McLaren/Mr B Thomas. Carried

**Resolved minute number 22/ERWS/007**

The Committee confirmed the proposed method for calculating annual interest for 2017/18 to 2020/21, accepting the figures in Mr Tombs finance summary (Attachment 4).

Mr B Thomas/Mr P Batley. Carried

**9.2 Operations Report - February 2022**

Mr van Bussel spoke to his report stating there was an issue on the Collier line, Mr Smith had been flushing and scouring and would try chemical to break up the silting.

Mr van Bussel explained that originally the checks were monthly but got stopped and now they are only 3 monthly. He explained what Mr Smith did in the checks which included regular flushing of the lines and that it could be pushed out to every 4 months but thought that 3 monthly was good. Mr van Bussel explained the annual check and that the main intake is shut down and the screens are cleaned. Mr McLaren suggested the checks be seasonal. Mr Stratton asked what technology there is available now to measure the flows, Mr van Bussel explained how Mr Smith read the measurement and said a new meter would need to be installed at each tank and could be very costly.

**Resolved minute number 22/ERWS/008**

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That the 'Operations Report – February 2022' be received.

Mr B Thomas/Mr P Batley. Carried

**Resolved minute number 22/ERWS/009**

That the 3 monthly maintenance check be moved to 4 monthly and to be reviewed annually.

Mr P McLaren/Mr P Batley. Carried

**9.3 Financial Summary - February 2022**

Mr Tombs spoke to his report, and said the insurance is not the full annual amount and that depreciation is a notional figure.

**Resolved minute number 22/ERWS/010**

That the report 'Financial Summary – February 2022' be received.

Mr J Stratton/Mr B Thomas. Carried

**10 Late Items**

**10.1 Late Items**

Mr Plimmer tabled and spoke to his development 10 year forecast based on Mr van Bussel's capital works projects that came to about 3 million with expenditure based on operating costs and inflation but with external funding essential and an increase of rates. Mr Tombs asked how high could the deficit go if the scheme could commit to get the balance down to 0 by 2031 then they could be more tolerant of that number with a forecast review every 6-12 months, and this would be a good starting point. Mr Plimmer said this was only a scenario.

Mr Mallalieu asked if this is just a 10 year phase or a similar amount would need to be spent in future years. Mr van Bussel said no he doesn't think so and that other areas have already had money spent on maintenance. Mr Stratton asked could the scheme smooth out a bit more, Mr van Bussel said the Rangitikei river crossing could be pushed out. The Mayor suggested approaching the defence force for that project as it is outside of public view. Mr Stratton suggested a 15 year plan. Mr McLaren said he may look to run his own scheme with a big rate increase, as the scheme seemed to be set up cheap but it is getting more expensive, and with the change in technology there would be other options. Mr van Bussel said it would not be safe to extend to 20 years as some of the pipes giving problems had been laid 40 years ago with no coating and no protection and that he would only push it out to 15 years with a review in 10 years. The Mayor said he thinks the constitution states that if one member exited the scheme they are still responsible for their intake. Mr McLaren asked Mr van Bussel if the new capital works are a replica of the old scheme or is there a smarter way to do it. Mr van Bussel said a review could be done but they would need a hydraulic engineer as this was not his department so he was unsure. Mrs McIlroy said that if capital works was bundled together it could make it cheaper. Mr McLaren asked if a feasibility report could be done and what the cost would be. Mr van Bussel said they could bring in Mr Benadie, GM Assets and Infrastructure

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as he would be more knowledgeable. Mr McLaren said he would like to see a hydraulic review with the most appropriate materials to use that could be simpler, cheaper and more efficient. The Mayor said climate change could include future scenarios with dryer summers and if the 3 waters comes in there would be less money in the Uniform Annual Charge as there would be no water attached to it so potentially they could face a drop.

Mr Stratton asked if Mr Plimmer could redo a 15 year plan. Mr Tombs said if it goes out to 15 years would there be one year where it is repaid.

Mr Plimmer said the scheme is already in debt and they need to get rid of the current committed debt of \$171,000. Mr Tombs said as a starting point they could move the rate to increase to 25% as there had been no change for over 5 years. Mr Duncan said the scheme is cost effective and he would be happy with a 25% increase or even a one-off capital payment to catch up.

The Mayor asked if a one-off payment can be done. Mr Tombs said yes as a donation for example, Mr Duncan suggested a one off payment levied against each members current usage. Mr Thomas said that this decision needs to involve all users and suggested that all members who use the scheme attend a meeting. Mr Thomas said he also agreed with a 25% increase and a one off payment. The Mayor suggested the increase come in play at the end of June and explained the audit procedure regarding one-off payments.

The Committee discussed a special meeting to coincide with hydrology report and that Mr Plimmer would prepare other scenarios.

Next meeting in a month, Tuesday 05<sup>th</sup> April.

**Resolved minute number 22/ERWS/011**

That Council would discuss and recommend someone to review the hydraulics, material and technology for the scheme.

Mr B Mallalieu/Mr P McLaren. Carried

**The meeting closed at 6.09 pm.**

**The minutes of this meeting were confirmed at the Erewhon Rural Water Supply Management Sub-Committee held on 21 June 2022.**

.....  
Chairperson

# MINUTES



## UNCONFIRMED: FINANCE/PERFORMANCE COMMITTEE MEETING

**Date:** Thursday, 31 March 2022  
**Time:** 9.00 am  
**Venue:** Council Chamber  
 Rangitikei District Council  
 46 High Street  
 Marton

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**Present**

- Cr Nigel Belsham
- Cr Fi Dalgety *[via Zoom]*
- Cr Cath Ash *[via Zoom]*
- Cr Brian Carter *[via Zoom]*
- Cr Angus Gordon *[via Zoom]*
- Cr Dave Wilson *[via Zoom]*
- HWTM Andy Watson

**In attendance**

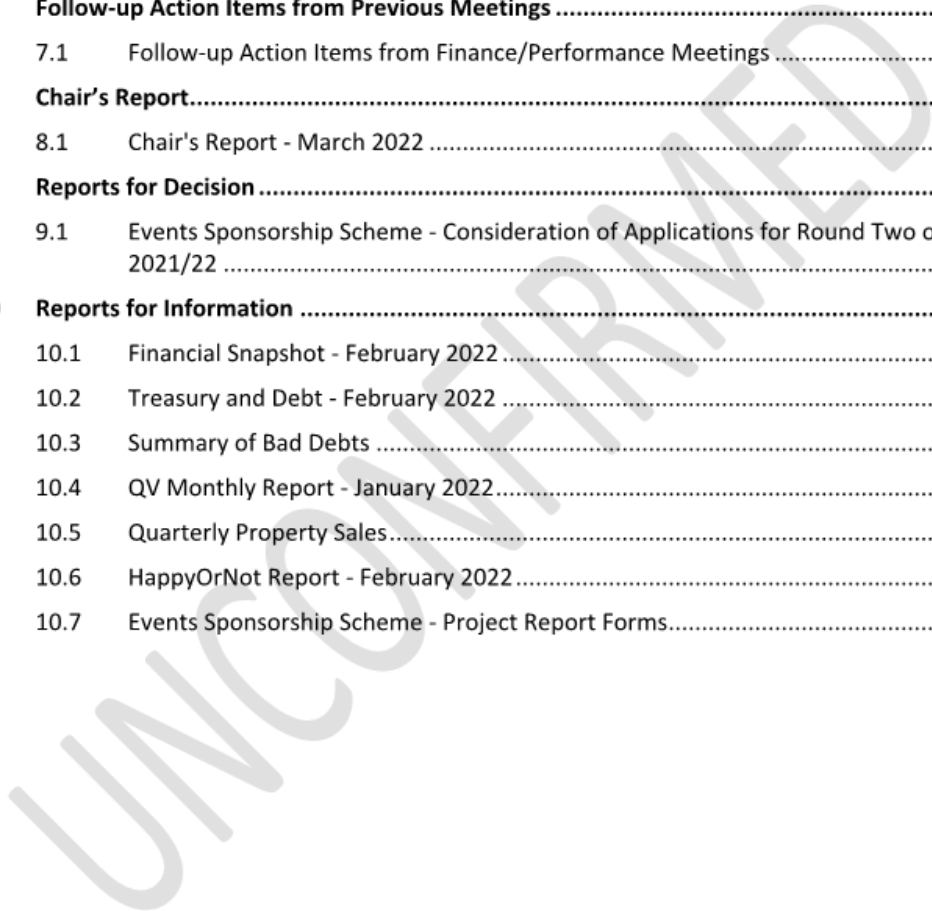
- Mr Peter Beggs, Chief Executive *[via Zoom]*
- Mr Arno Benadie, Chief Operating Officer
- Mr Dave Tombs, Group Manager – Corporate Services
- Mrs Carol Gordon, Group Manager – Democracy and Planning
- Ms Gaylene Prince, Group Manager – Community Services *[via Zoom]*
- Mr Danny Le Mar, Manager Financial Services *[via Zoom]*
- Ms Laurel Mauchline Campbell, Grants Assessor *[via Zoom]*
- Mr Ash Garstang, Governance Advisor

Phone: 06 327 0090 | Email: [info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz) | [www.rangitikei.govt.nz](http://www.rangitikei.govt.nz)



**Order of Business**

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<b>6</b>	<b>Confirmation of Minutes</b> .....	<b>3</b>
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10.3	Summary of Bad Debts .....	6
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10.5	Quarterly Property Sales.....	7
10.6	HappyOrNot Report - February 2022.....	7
10.7	Events Sponsorship Scheme - Project Report Forms.....	7



**1 Welcome / Prayer**

The meeting opened at 9.00 am. Cr Belsham read the Council prayer.

**2 Apologies**

**Resolved minute number 22/FPE/025**

That the apologies for Cr Hiroa and Cr Duncan be received.

HWTM A Watson/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**

There were no changes to the order of business.

**6 Confirmation of Minutes**

**Resolved minute number 22/FPE/026**

That the minutes of the Finance/Performance Committee meeting held on 24 February 2022, without amendment, 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.

Cr B Carter/Cr C Ash. Carried

## 7 Follow-up Action Items from Previous Meetings

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

Undertaking:

Staff to investigate who owns the forestry trees surrounding the reservoir on the Putorino water scheme.

**Resolved minute number 22/FPE/027**

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 - March 2022

Taken as read.

**Resolved minute number 22/FPE/028**

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

Cr N Belsham/Cr F Dalgety. Carried

## 9 Reports for Decision

### 9.1 Events Sponsorship Scheme - Consideration of Applications for Round Two of 2021/22

#### Hunterway Hunterville Festival

The Committee supported this application and Cr Dalgety advised that the organisation had lost money from the previous year's event when it was cancelled. It was noted that while the budget shows a profit, a large portion of the projected income (e.g., sponsorship) would be tentative and not guaranteed to materialise.

Cr Gordon joined the meeting at 9.19 am.

#### 145<sup>th</sup> Bulls Rose and Flower Show

The Committee supported this application and agreed to fund over the "50% of eligible costs" threshold, although it was noted that deposits for facilities should not be listed as expense items, due to this money being refunded after the event has concluded.

#### Third Round of Funding

The Committee agreed to hold a third round of funding for the Events Sponsorship Scheme in 2021/22, noting that this may align well with an easing of COVID-19 restrictions and an increase in events throughout the district.

Update to Guidelines for ESS and CIF

The Committee agreed to update the guidelines for the Events Sponsorship Scheme and Community Initiatives Fund, to request organisations to provide their balance sheet as part of their funding applications. It was noted by the Committee that this would provide more transparency around the financial situation of applicants and the usage of ratepayer funding.

**Resolved minute number 22/FPE/029**

That the report 'Events Sponsorship Scheme – Consideration of Applications for Round Two of 2021/22' be received.

HWTM A Watson/Cr C Ash. Carried

**Resolved minute number 22/FPE/030**

That the Finance/Performance Committee approve the sponsorship of events listed below, and disperse the Events Sponsorship Scheme as outlined to successful applicants:

- Hunterway Hunterville Festival – Shemozzle, Hunterville Huntaway Festival - \$7,125
- Bulls and District Community Trust, 145<sup>th</sup> Bulls Rose and Flower Show - \$1,120

Cr C Ash/HWTM A Watson. Carried

**Resolved minute number 22/FPE/031**

That a third round of funding be held for the Events Sponsorship Scheme in 2021/22, with an application close date of 30 May 2022, and with the consideration of funding applications being held 30 June 2022 (as part of the Finance/Performance Committee meeting).

HWTM A Watson/Cr D Wilson. Carried

**Resolved minute number 22/FPE/032**

That applicants to the Events Sponsorship Scheme and Community Initiatives Fund provide their organisational balance sheet (for the relevant activity) as part of their funding application, and that this be added as a requirement to the respective funding guidelines.

HWTM A Watson/Cr F Dalgety. Carried

**10 Reports for Information**

**10.1 Financial Snapshot - February 2022**

In response to a query, Mr Tombs clarified that the grand total under 2021/22 YTD Actuals on p. 23 of the Order Paper should read as '14' (not 14,406).

**Resolved minute number 22/FPE/033**

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

Cr C Ash/Cr F Dalgety. Carried

### 10.2 Treasury and Debt - February 2022

In response to a query, Mr Le Mar confirmed that the signalled debt position in the report was Council's loan/borrowing position, not the net position.

Undertaking:

Staff to add commentary around Council's liquidity position to future reports.

**Resolved minute number 22/FPE/034**

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

HWTM A Watson/Cr A Gordon. Carried

### 10.3 Summary of Bad Debts

In response to a query, Mr Tombs confirmed that Council's debt recovery is still being managed by an external debt collector. Mr Le Mar advised that staff have been refining the processes around debt collection and this has resulted in more files being opened for debt collection.

In response to a query, Mr Tombs advised that the accounts shown in this report are only the ones that have been forwarded to the debt collector. Mr Le Mar advised that staff do not currently have firm timeframes for when late accounts are forwarded to the debt collector and it has historically been managed on an ad hoc basis. However, staff are currently developing processes to establish more consistent timeframes for this.

**Resolved minute number 22/FPE/035**

That the report 'Summary of Bad Debts' be received.

Cr D Wilson/Cr B Carter. Carried

### 10.4 QV Monthly Report - January 2022

The Mayor noted that many subdivisions have slowed down due to a lack of materials and significant supply issues.

**Resolved minute number 22/FPE/036**

That the QV Monthly Report - January 2022 be received

Cr A Gordon/Cr D Wilson. Carried

**10.5 Quarterly Property Sales**

Mr Tombs advised that some of these reports contain statistical anomalies due to timing issues. Staff are actively monitoring these anomalies and resolving them as they arise.

**Resolved minute number 22/FPE/037**

That the report 'Quarterly Property Sales' be received.

Cr D Wilson/Cr B Carter. Carried

**10.6 HappyOrNot Report - February 2022**

Mrs Gordon advised that there have been a smaller number of responses than would usually be expected, due to the closure of public facilities (e.g., libraries) due to covid restrictions.

**Resolved minute number 22/FPE/038**

That the HappyOrNot Report – February 2022 be received.

Cr C Ash/Cr B Carter. Carried

**10.7 Events Sponsorship Scheme - Project Report Forms**

Taken as read.

**Resolved minute number 22/FPE/039**

That that following Project Report Form for the Events Sponsorship Scheme be received:

- 2020/21 (Round 2) – Bulls and District Community Trust (Art 4 Arts Sake)

Cr C Ash/Cr B Carter. Carried

**The meeting closed at 10.10 am.**

**The minutes of this meeting were confirmed at the Finance/Performance Committee held on 28 April 2022.**

.....  
**Chairperson**



# MINUTES



## **UNCONFIRMED:** HUNTERVILLE RURAL WATER SUPPLY MANAGEMENT SUB-COMMITTEE MEETING

**Date:** Monday, 28 March 2022  
**Time:** 4.00 pm  
**Venue:** Council Chamber  
 Rangitikei District Council  
 46 High Street  
 Marton

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**Present**

- Mr Sam Weston *[via Zoom]*
- Mr Mark Dawson
- Mr Bernie Hughes
- Mr John McManaway
- Mr Sam Duncan
- Cr Richard Lambert *[via Zoom]*
- HWTM Andy Watson (ex officio)

**In attendance**

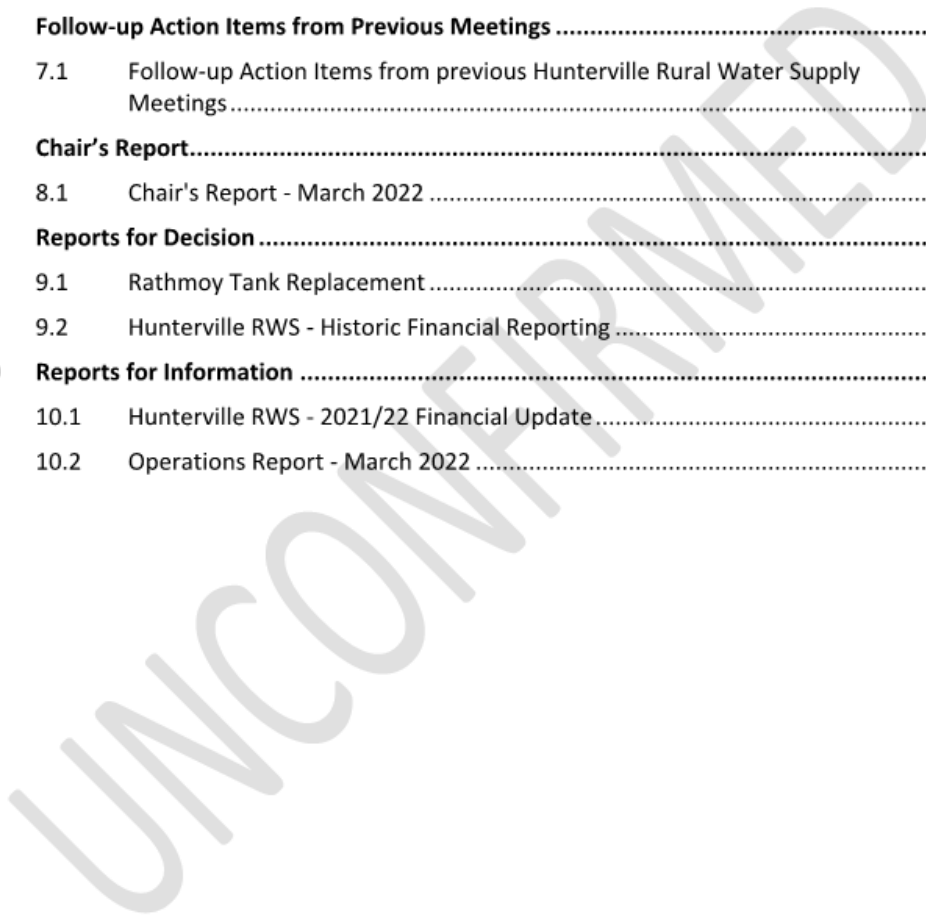
- Mr Peter Beggs, Chief Executive
- Mr Arno Benadie, Chief Operating Officer
- Mr Dave Tombs, Group Manager – Corporate Services
- Mr Andrew van Bussel, Operations Manager
- Mr Ivan O’Reilly, Reticulation Serviceman
- Mr Ash Garstang, Governance Advisor

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<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>
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9.1	Rathmoy Tank Replacement .....	5
9.2	Huntermville RWS - Historic Financial Reporting .....	5
<b>10</b>	<b>Reports for Information</b> .....	<b>6</b>
10.1	Huntermville RWS - 2021/22 Financial Update .....	6
10.2	Operations Report - March 2022 .....	6



**1 Welcome**

Mr Weston opened the meeting at 4.02 pm.

**2 Apologies**

That the apology for Bob Crawford be received.

**3 Public Forum**

No public forum.

**4 Conflict of Interest Declarations**

No conflicts were declared.

**5 Confirmation of Order of Business**

Item 10.2 (Operations Report – March 2022) was discussed before item 9.1 (Rathmoy Tank Replacement).

**6 Confirmation of Minutes**

Mr van Bussel updated the Committee on the broken pump motor. A report provided by Brown Brothers Engineering (supplier of the pump) indicated that the breakdown was due to an overheating or voltage issue, likely due to the absence of a choke on the cords. Mr van Bussel confirmed that the breakdown was not due to a lack of water flow, as there are warning signals in place for that. Due to the breakdown being a result of an installation error, Brown Brothers Engineering will not cover the cost.

Mr van Bussell advised that the cost of the new pump was \$12,000.

Mr Duncan arrived at 4.09 pm.

Mr van Bussel advised that Alf Downs (who installed the pump) are refusing liability and will not cover the cost either. The Committee expressed its disappointment with this situation, noting that it was not fair that the cost of this breakdown had fallen on the Committee to cover. Mr van Bussel will seek assurances / a warranty from the companies involved to avoid a future repeat of this situation. He further advised that the new pump has a choke installed, and staff will install

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chokes on other pumps that require it as well. In response to a query, Mr van Bussel confirmed that there is no cost to installing chokes on existing pumps.

**Resolved minute number 22/HRWS/001**

That the minutes of the Hunterville Rural Water Supply Management Committee meeting held on 13 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.

Mr M Dawson/Mr B Hughes. Carried

## 7 Follow-up Action Items from Previous Meetings

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

Staff provided updates to the Committee around the broke pump, as per item 6.

**Resolved minute number 22/HRWS/002**

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

Mr J McManaway/Mr M Dawson. Carried

## 8 Chair's Report

### 8.1 Chair's Report - March 2022

Mr Weston asked staff if a transfer of units among old properties had taken place. In response, Mr O'Reilly advised that he was not aware of this issue. Mr Duncan will follow up on this at his end and advise staff if needed.

**Resolved minute number 22/HRWS/003**

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

Mr S Weston/Mr J McManaway. Carried

## 9 Reports for Decision

### 9.1 Rathmoy Tank Replacement

Mr van Bussel advised that the Rathmoy tank leakage has contributed to the slip at Mr Grace's property. He would like to move the tank site to a new location (behind the homestead) to avoid further erosion issues.

In response to a query, Mr van Bussel advised that an overall estimate of the cost would come in at around \$55,000. There would be no need to remove old pipes.

**Resolved minute number 22/HRWS/004**

That the Committee directs staff to replace the Rathmoy break Pressure Tank with a timber tank (of the same size) in a new site, at a cost of \$50,000.

Mr M Dawson/Mr B Hughes. Carried

### 9.2 Huntermville RWS - Historic Financial Reporting

Mr Tombs advised that he has recreated the scheme's balance sheet for July 2021, going from 2017 figures as a starting point. This now shows that the scheme has \$581,000 in the bank as of July 2021.

The Committee noted that the new balance statement was a marked improvement on the financial reporting from previous years. Mr Weston advised that his own analysis of old minutes had resulted in him arriving at similar figures as those shown in the new balance sheet. It was agreed that the historic financial queries had now been addressed. Mr Weston, Mr McManaway and Mr Tombs will meet to do a final review of the old figures and identify if there are any obvious omissions or mistakes.

The Committee discussed the current rate per unit for the scheme and whether an increase was needed for 2022/23. Mr Tombs advised that with a 7% increase, the cost would rise to \$380 per unit (including GST) for rural users. It was noted by the Committee that the scheme had seen steep rate increases in recent years, due in part to the confusion around the schemes financial position, and this had effectively resulted in scheme users being overcharged. Due to this, the Committee felt that a break from a rates increase was warranted and affordable. Mr Tombs noted that the draft Annual Plan for 2022/23 includes mention of a rates increase, and that Committee members may wish to advise users to disregard this information.

Mr Beggs advised the Committee that there was still confusion around how the ownership of the scheme may be affected by the Three Waters Reform, particularly due to the scheme supplying both urban and rural users. In any case, it is likely that Council staff in this area will transfer to the new water entity in 2024.

**Resolved minute number 22/HRWS/005**

That the report 'Huntermville RWS – Historic Financial reporting' be received.

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Mr M Dawson/Mr B Hughes. Carried

**Resolved minute number 22/HRWS/006**

That the Committee provides feedback on the proposed 30 June 2021 balances to be incorporated into future financial reporting, and:

Mr Weston, Mr McManaway and Mr Tombs will meet to verify the opening cash balance.

Mr M Dawson/Mr B Hughes. Carried

**Resolved minute number 22/HRWS/007**

That the Committee confirms its preferred way to treat Interest from 2020/21 onwards, is to set a rate for every 2 years, with an interest rate of 2% for 2020/21 and 2021/22.

Mr S Weston/Mr J McManaway. Carried

**Resolved minute number 22/HRWS/008**

That the Committee requests a 0% increase to the rate per unit for 2022/23.

Mr S Weston/Mr J McManaway. Carried

### 10 Reports for Information

#### 10.1 Hunterville RWS - 2021/22 Financial Update

Mr O'Reilly noted that the new pumps have not been installed.

**Resolved minute number 22/HRWS/009**

That the report 'Hunterville RWS – 2021/22 Financial Update' be received.

Mr S Weston/Mr M Dawson. Carried

#### 10.2 Operations Report - March 2022

Taken as read.

**Resolved minute number 22/HRWS/010**

That the 'Operations Report – March 2022' be received.

Mr S Weston/Mr J McManaway. Carried

The meeting closed at 5.29 pm.



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**The minutes of this meeting were confirmed at the Hunterville Rural Water Supply Management Sub-Committee held on 30 May 2022.**

.....  
Chairperson

UNCONFIRMED

ITEM 13.1 ATTACHMENT 3

# MINUTES



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

**Date:** Thursday, 7 April 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  
 Mrs Linda O'Neill  
 Ms Anne Rice  
 Ms Tina Duxfield  
 Cr Brian Carter  
 HWTM Andy Watson

**In attendance** Ms Kezia Spence, Executive Assistant

**Order of Business**

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2 **Apologies** ..... 3

3 **Public Forum** ..... 3

4 **Conflict of Interest Declarations** ..... 3

5 **Confirmation of Order of Business** ..... 3

6 **Confirmation of Minutes** ..... 3

7 **Chair’s Report**..... 3

    7.1 Chair's Report - April 2022 ..... 3

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UNCONFIRMED

**1 Welcome**

**2 Apologies**

**Resolved minute number 22/TCC/007**

That the apologies of Carol Neilson be received.

Ms L Mauchline Campbell/Mr D Benton. Carried

**3 Public Forum**

No public forum.

**4 Conflict of Interest Declarations**

**5 Confirmation of Order of Business**

**6 Confirmation of Minutes**

**Resolved minute number 22/TCC/008**

That the minutes of the Turakina Community Committee meeting minutes held on 03 February 2022, 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 T Duxfield. Carried

**7 Chair's Report**

**7.1 Chair's Report - April 2022**

The Chair noted the earlier meeting on the Spatial Plan and the interesting ideas that arose from it. There are a variety of opportunities open to the village and the district with some out of the box thinking. Anzac Commemorations this year will be limited to a piper playing a lament at 10.00am and an opportunity for people to lay wreaths and poppies. There will not be an inside ceremony.

Turakina Community Committee Meeting Minutes

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Several more houses and sections have come on the market. One section has sold and there will be a new home on that site.

**Resolved minute number 22/TCC/009**

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

Ms L Mauchline Campbell/Ms A Rice. Carried

## 8 Mayoral Update

### 8.1 Mayoral Update - March 2022

The Mayor spoke to his report.

**Resolved minute number 22/TCC/010**

That the Mayoral Update – March 2022 be received.

HWTM A Watson/Cr B Carter. Carried

## 9 Reports for Information

### 9.1 Risk Prioritisation for Climate Action

Kezia Spence spoke to her report. There was discussion on general weather events and flooding issues. The need to keep streams and drains cleared was considered vital. It was noted that there seem to be more bugs and other pests with changes in weather patterns. A weather related catastrophic event at the Bonny Glen Landfill was another area of concern.

**Resolved minute number 22/TCC/011**

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

Ms T Duxfield/Mrs L O'Neill. Carried

### 9.2 Funding Schemes Update - April 2022

Taken as read.

**Resolved minute number 22/TCC/012**

That the Funding Schemes Update – April 2022 be received.

Ms L Mauchline Campbell/Mr D Benton. Carried

Turakina Community Committee Meeting Minutes

7 April 2022

**9.3 Small Projects Fund Update - April 2022**

A letter from the Turakina School asking for assistance with a new drinking water fountain was received.

**Resolved minute number 22/TCC/013**

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

Ms A Rice/Ms T Duxfield. Carried

**Resolved minute number 22/TCC/014**

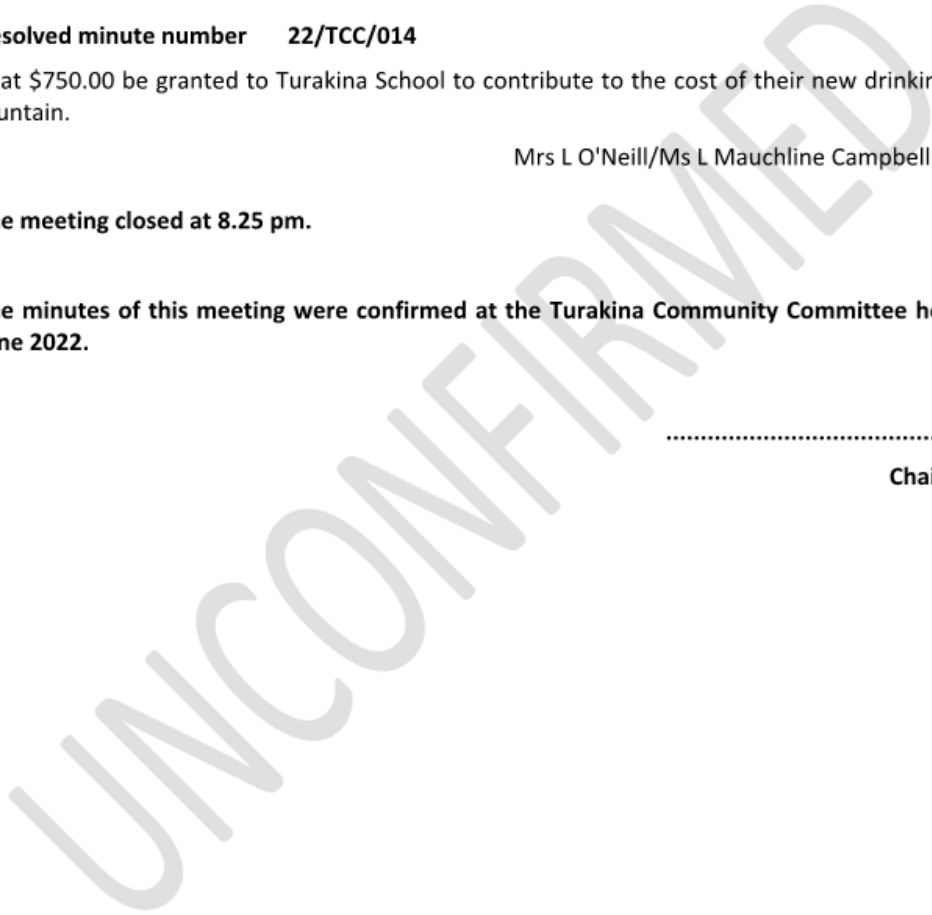
That \$750.00 be granted to Turakina School to contribute to the cost of their new drinking water fountain.

Mrs L O'Neill/Ms L Mauchline Campbell. Carried

**The meeting closed at 8.25 pm.**

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

.....  
**Chairperson**





## 14 Recommendations from Committees

### 14.1 Recommendations from the Assets/Infrastructure Committee 14 April 2022

**Author:** Ash Garstang, Governance Advisor

#### 1. Reason for Report

- 1.1 At its meeting 14 April 2022, the Assets/Infrastructure Committee discussed the damage that had been caused to the district's road network from two separate weather events:
- 13 December 2021 – intensive flooding concentrated in the Hunterville area (see Recommendation 1).
  - 12 February 2022 – intensive rainfall from Cyclone Dovi. This caused slips in the Turakina Valley and Watershed Road area of the district (see Recommendation 2).
- 1.2 The Committee agreed that emergency works were required to be undertaken in response to these two weather events, and made recommendations to Council for approval of this additional expenditure.

#### Recommendation 1

That Council approves / does not approve [**delete one**] the below recommendation from the Assets/Infrastructure Committee meeting on 14 April 2022:

- a. That the Council approves additional expenditure of up to \$1,820,000 (plus GST) for roading emergency works. Waka Kotahi's funding assistance rate is still to be confirmed. The remainder of the cost will be covered by the Council local share as unbudgeted expenditure.

#### Recommendation 2

That Council approves / does not approve [**delete one**] the below recommendation from the Assets/Infrastructure Committee meeting on 14 April 2022:

- a. That the Council approves additional expenditure of up to \$341,000 (plus GST) for roading emergency works. Waka Kotahi's funding assistance rate is still to be confirmed. The remainder of the cost will be covered by the Council local share as unbudgeted expenditure.

## 15 Public Excluded

### Resolution to Exclude the Public

The meeting went into public excluded session [enter time](#)

#### Recommendation

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

1. Confirmation of Council Minutes (Public Excluded) – 31 March 2022
2. Follow-up Action Items from Council (Public Excluded) Meetings
3. Sharepoint Upgrade Project
4. Rating Sale

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>15.1 – Confirmation of Council Minutes (Public Excluded) – 31 March 2022</b>	s7(2)(a) - Privacy s7(2)(b)(i) - Trade secret s7(2)(b)(ii) - Commercial position s7(2)(c)(ii) - Public interest s7(2)(f)(i) - Free and frank expression of opinions s7(2)(h) - Commercial activities s7(2)(i) - Negotiations s7(2)(j) - Improper gain or improper advantage	s48(1)(a)(i)
<b>15.2 – Follow-up Action Items from Council (Public Excluded) Meetings</b>	s7(2)(a) - Privacy s7(2)(b)(ii) - Commercial position s7(2)(c)(ii) - Public interest s7(2)(f)(i) - Free and frank expression of opinions s7(2)(h) - Commercial activities s7(2)(i) - Negotiations	s48(1)(a)(i)
<b>15.3 – Sharepoint Upgrade Project</b>	s7(2)(h) - Commercial activities	s48(1)(a)(i)

<b>15.4 – Rating Sale</b>	s7(2)(a) - Privacy s7(2)(f)(i) - Free and frank expression of opinions	s48(1)(a)(i)
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This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding or the whole or the relevant part of the proceedings of the meeting in public as specified above.

## 16 Open Meeting