



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

ORDINARY COUNCIL MEETING

Date: Wednesday, 15 March 2023

Time: 1.00pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Chair: HWTM Andy Watson

Deputy Chair: Cr Dave Wilson

Membership: Cr Brian Carter
Cr Gill Duncan
Cr Richard Lambert
Cr Tracey Piki Te Ora Hiroa
Cr Coral Raukawa
Cr Jeff Wong
Cr Simon Loudon
Cr Greg Maughan
Cr Jarrod Calkin
Cr Fi Dalgety

For any enquiries regarding this agenda, please contact:

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Locations:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>Marton</u> Head Office 46 High Street Marton </td> <td style="width: 50%; vertical-align: top;"> <u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls </td> </tr> <tr> <td colspan="2" style="text-align: center; vertical-align: top;"> <u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape </td> </tr> </table>	<u>Marton</u> Head Office 46 High Street Marton	<u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls	<u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape	
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Notice is hereby given that an Ordinary Meeting of Council of the Rangitikei District Council will be held in the Council Chamber, Rangitikei District Council, 46 High Street, Marton on Wednesday, 15 March 2023 at 1.00pm.

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AGENDA

1 Welcome / Prayer

2 Apologies

3 Public Forum

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 as a late item at this meeting.

6 Reports for Decision

6.1 Adoption of Supporting Documents and Documents for Simultaneous Consultation for the 2023/24 Annual Plan

Author: Georgia Etheridge, Corporate Planning Advisor

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Reason for Report

- 1.1 The purpose of this report is to present the supporting documents to the Consultation Document for Council's 2023/24 Annual Plan and items to be consulted on simultaneously.

2. Supporting Documents

- 2.1 Every three years, Council is required to prepare a Long Term Plan, with Annual Plans prepared in the second and third year that explain any updates and changes from what was planned in the Long-Term Plan for the relevant year. For 2023/24 an Annual Plan is required.
- 2.2 A Consultation Document (CD) must be adopted to provide the public information on what is in the plan and how to give feedback.
- 2.3 Section 95A(4) of the Local Government Act 2002 requires the Council to adopt information relied on by the CD prior to the adoption of the consultation document.
- 2.4 The following documents are supporting information relied on by the content of the CD:
 - 2.4.1 The draft 2023/24 Annual Plan (attached under separate cover) (Attachment 1).
 - 2.4.2 The adopted 2021-31 Long Term Plan (available on Council's website).
 - 2.4.3 Options overview for the Marton Civic Centre and Taihape Town Hall/Civic Centre projects (attached under separate cover) (Attachment 2).

3. Simultaneous Consultation

- 3.1 There are a number of documents that will go out for public consultation alongside the CD and draft Annual Plan, these being:

Proposed Schedule of Fees and Charges for 2023/24

- 3.1.1 Council reviews and adopts a Schedule of Fees and Charges on a yearly basis. Some fees and charges are set by legislation and remain unchanged. Other fees have been increased to reflect the actual cost increase and the rest are proposed to be increased by 6%, which is the CPI index provided by BERL.
- 3.1.2 In addition, specific changes have been made in the following areas:

Halls

Hall fees have been adjusted so the fee structure is equivalent across venues, with fees proportionate to the hourly rate. Additionally, some halls with a wide range of room options and time periods, were simplified and a fee for hireage of trestle tables has been removed.

Regulatory

An additional charge for application fees has been proposed, where it has been identified that there is a cost to Council to process an application, but this has not currently been charged for.

An increase of deposit fees associated with applications under the Resource Management Act has been included, to better reflect actual charges that would apply. This does not change the overall cost of processing.

Staff hours have been simplified, and staff hours associated with Resource Management Act administration increased slightly.

The cap of five registration fees for working dogs has been replaced with a lower registration fee of \$10.00 for the 6th and any additional working dog.

Solid Waste

Weighbridge fees for refuse has been increased to \$200 per tonne to reflect the increased costs to Council including the increasing Waste Levy.

Miscellaneous Charges

Miscellaneous charges were modified or reduced where they are no longer used, or the nature of requests has changed.

Requests for Official information

The fee has been updated to align with the Ministry of Justice guidelines.

- 3.2 The draft statement of proposal, summary of information, and submission form are attached under separate cover (Attachment 3).

Draft Rates Remission Policy

- 3.3 An amendment is needed to the existing Rates Remission Policy to reinstate the previously removed section on contiguous rating units owned or leased by a single ratepayer. This will allow rates remissions to continue being issued as intended for affected properties.
- 3.4 The draft statement of proposal and submission form are attached under separate cover (Attachment 4).

Traffic and Parking Bylaw

- 3.5 The Traffic and Parking Bylaw 2017 was prepared and adopted under the Land Transport Act 1998 and the Local Government Act 1974. A full review of the bylaw has been completed, with a number of proposed amendments. A number of edits have been made to reflect organisational names, and to increase clarity and consistency:
- Addition of clauses 10 and 11: Allowing Council to restrict, by resolution, road usage by vehicle, class of vehicle, or goods carried.
 - Removal of clause on parking of heavy vehicles, and modification of clause on vehicles on roads which are covered by the Local Government Act 1974.
 - Removal of clause on "Use of Heavy Vehicles" – the use of this clause to restrict use of roads when necessary is now covered by insertion of clauses 10 and 11. The gathering of revenue for the maintenance or repair of roads from forestry

harvesting is proposed to be addressed by mechanisms outside the scope of the bylaw.

- 3.6 The draft statement of proposal and submission form are attached under separate cover (Attachment 5).

Amended Revenue and Finance Policy

- 3.7 The proportion of General Rate required to fund several activities has been reviewed. This means that the funding sources as shown on page 5 and 6 of the Revenue and Finance Policy adopted 9 June 2021, require updating. This does not change the overall rates required but indicates that the rates received will be allocated differently across activities.
- 3.8 The proposed Fees and Charges outlined in section 3.3 have increased the predicted revenue of the Solid Waste activity so the reliance on rates revenue will decrease.
- 3.9 The Property activity has shown an increase in fees and charges revenue received, requiring the “User fees/charges” proportion of funding to be increased to “Primary”.
- 3.10 Additionally, the overhead allocation model used in the development of the Long Term Plan 2021-31 required some adjustments, with lower overhead costs being attributed to the Cemeteries, Dog Control, and Public Health activities. These activities would no longer have the General Rate as the primary source of funding.
- 3.11 For Cemeteries, User Fees and Charges becomes the primary source, and General Rate becomes secondary.
- 3.12 For Public Health, the General Rate becomes a minor source and the User fees/charges becomes the primary source.
- 3.13 For Dog Control, the General Rate becomes a secondary source. The other sources do not change.
- 3.14 The draft summary of information and submission form are attached (Attachment 6).

4. Financial Implications

- 4.1 The draft Annual Plan contains the proposed budget for 2023/24, and the consultation document explains the key decisions and their financial impacts.

5. Impact on Strategic Risks

- 5.1 The strategic risks relevant to this item include:
- *Trust and confidence is tarnished* if communication results in the community misunderstanding the supporting information or simultaneous consultation material. This risk is being mitigated by ensuring communications professionals are advising on the Annual Plan and simultaneous consultations.

6. Mana whenua implications

- 6.1 There are no significant mana whenua implications.

7. Statutory Implications

- 7.1 Council is required to adopt supporting information to the Consultation Document under section 95A(4) of the Local Government Act 2002.

- 7.2 Council is required to consult on the amendments to the Rates Remission Policy and Revenue and Financing Policy as required by section 102 of the Local Government Act 2002, in a manner that gives effect to section 82 of the Local Government Act 2002.
- 7.3 Council is required to consult on the Traffic and Parking bylaw under section 22AD of the Land Transport Act 1998. This consultation is to comply with section 156 of the local Government Act 2002, which states the conditions under which a bylaw may be consulted on using the special consultative procedure, or otherwise to give effect to section 82 of the Local Government Act. Due to the nature of the combined consultation, this bylaw is being consulted on using the special consultative procedure.

8. Decision Making Process

- 8.1 This report is subject to Council's Significance and Engagement Policy. Council is required under Section 82(A) of the Local Government Act 2002 to consult in a way that complies with section 95A of the Act.

Attachments – All provided under separate cover

Recommendation 1

That the report 'Adoption of Supporting Documents and Documents for Simultaneous Consultation for the 2023/24 Annual Plan' be received.

Recommendation 2

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 2023/24 Annual Plan
- The adopted 2021-31 Long Term Plan

Recommendation 3

That Council adopts for consultation, using the special consultative procedure, simultaneously with Framing 2023/24, the following associated documents:

- Proposed Schedule of Fees and Charges for 2023/24
- Amended Rates Remission Policy
- Draft Traffic and Parking Bylaw

6.2 Adoption of "Framing 2023/24" - the Consultation Document for the draft 2023/24 Annual Plan

Author: Georgia Etheridge, Corporate Planning Advisor

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Reason for Report

- 1.1 Council must prepare and adopt an Annual Plan for each financial year, for the years it does not produce its Long Term Plan. The focus of the Annual Plan is to outline differences between what was proposed in the Long Term Plan for the financial year to which the Annual Plan relates, and provide reasons for these changes.

2. Context

- 2.1 Section 82(A) of the Local Government Act 2002 requires that consultation on the annual plan must take the form of a Consultation Document (CD) that complies with section 95A of the Act. The CD is intended to provide the basis for an effective public participation in decision-making processes relating to the activities to be undertaken by Council in the coming year.
- 2.2 The CD must be presented in a concise and simple manner as possible and is a standalone document that does not require the full annual plan or any other document to be attached to it in order to enable informed discussion to take place between Council and its communities.
- 2.3 It must outline where members of the public can view the supporting information. The CD and draft annual plan are not subject to review by the Council's auditors.
- 2.4 Rangitīkei District Council's CD for the 2023/24 Annual Plan is titled "Framing 2023/24" (see Attachment 1 – under separate cover) – to follow the theme from our 2021-31 Long Term Plan and comprises a Message from the Mayor; diagram showing Council's major projects; an update on the current reform programme impacting local government; the proposed rating position; explanation of what's been achieved since last year; details on how to make a submission on Council's key topics (Marton Civic Centre, Taihape Town Hall, and Calico Line Footpath) as well as information on what else Council is consulting on.
- 2.5 Following Council adoption, minor changes may still be made to the CD to correct spelling or minor errors and formatting changes.
- 2.6 The CD is being designed and produced in-house and will be available at the start of the submission period, which is 23 March 2023.

3. Discussion and Options Considered

- 3.1 The Consultation Document outlines the options Council considered for the key topics.
- 3.2 Further discussion and consideration of options will take place after submissions and hearings are complete, at the Deliberations meeting scheduled for 1 June 2023.

4. Financial Implications

4.1 The draft Annual Plan contains the proposed budget for 2023/24, and the consultation document explains the key decisions and their financial impacts.

5. Impact on Strategic Risks

5.1 The strategic risks relevant to this item include:

- *Trust and confidence is tarnished* if communication results in the community misunderstanding the Annual Plan Consultation Document and key questions posed. This risk is being mitigated by ensuring communications professionals are advising on the Annual Plan and supporting document.

6. Mana whenua implications

6.1 There are no significant mana whenua implications.

7. Statutory Implications

7.1 Council is required under section 82A of the Local Government Act 2002 to prepare a Consultation Document for the Annual Plan that complies with section 95A of the Act.

8. Decision Making Process

8.1 This report is subject to Council's Significance and Engagement Policy. Council is required under Section 82(A) of the Local Government Act 2002 to consult on the Annual Plan in the form of a Consultation Document (CD) that complies with section 95A of the Act.

Attachments – Provided under separate cover

Recommendation 1

That the Adoption of "Framing 2023/24" - the Consultation Document for the draft 2023/24 Annual Plan report be received.

Recommendation 2

That the Council resolves to adopt "Framing 2023/24" as the Consultation Document for the 2023/24 Annual Plan (in terms of section 95A of the Local Government Act 2002), subject to minor editorial and formatting changes.

7 Meeting Closed