

# ORDER PAPER

## ORDINARY COUNCIL MEETING

**Date:** Wednesday, 24 May 2023

**Time:** 1.00pm

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

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**Chair:** HWTM Andy Watson

**Deputy Chair:** Cr Dave Wilson

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

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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, 24 May 2023 at 1.00pm.**

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## **AGENDA**

### **1 Welcome / Prayer**

### **2 Apologies**

### **3 Public Forum**

No 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 with as a late item at this meeting.

## 6 Confirmation of Minutes

### 6.1 Confirmation of Minutes

**Author: Kezia Spence, Governance Advisor**

#### 1. Reason for Report

- 1.1 The minutes from Ordinary Council Meeting held on 26 April 2023 are attached.

#### Attachments

1. Ordinary Council Meeting – 26 April 2023

#### Recommendation

That the minutes of Ordinary Council Meeting held on 26 April 2023 **[as amended/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.

# MINUTES

## UNCONFIRMED: ORDINARY COUNCIL MEETING

**Date:** Wednesday, 26 April 2023

**Time:** 1.00pm

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

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**Present**

HWTM Andy Watson  
Cr Dave Wilson  
Cr Brian Carter  
Cr Gill Duncan  
Cr Richard Lambert (Zoom)  
Cr Coral Raukawa (Zoom)  
Cr Jeff Wong  
Cr Simon Loudon (Zoom)  
Cr Greg Maughan  
Cr Jarrod Calkin  
Cr Fi Dalgety

**In attendance**

Mr Peter Beggs, Chief Executive  
Mr Arno Benadie, Chief Operating Officer  
Mrs Carol Gordon, Group Manager - Democracy and Planning  
Ms Gaylene Prince, Group Manager - Community Services  
Mr Dave Tombs, Group Manager - Corporate Services  
Mrs Sharon Grant, Group Manager - People and Culture  
Ms Adina Foley, Group Manager- Capital Projects  
Ms Kezia Spence, Governance Advisor

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## 1 Welcome / Prayer

HWTM opened the meeting at 1.00pm, Cr Duncan read the Council prayer.

## 2 Apologies

Resolved minute number

**23/RDC/093**

Apologies were received from Cr Tracey Piki Te Ora and for lateness from Cr Lambert.

Cr B Carter/Cr J Calkin. Carried

## 3 Public Forum

There was no public forum.

## 4 Conflict of Interest Declarations

Cr Wilson declared a conflict of interest for item 13.5. - Scotts Ferry Stormwater Pump.

## 5 Confirmation of Order of Business

That item 13.4 - RDC Road Maintenance Contract Procurement Strategy - Section 17 A Report will be after the CE report.

## 6 Confirmation of Minutes

Remove the duplicate resolution on page 08

Resolved minute number **23/RDC/094**

That the minutes of Ordinary Council Meeting held on 30 March 2023 **as amended** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Cr D Wilson/Cr G Maughan. Carried

## 7 Follow-up Action Items from Previous Meetings

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

Item 1 - This is an active Council action for staff to discourage use of the bus lane.

Item 8 - Mr Beggs confirmed that the results from the testing is yet to come to Council and it is hoped this will be either May or June.

Item 14 - Mr Benadie answered questions regarding the MOU stating there is an existing MOU.

**Resolved minute number 23/RDC/095**

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

Cr B Carter/Cr F Dalgety. Carried

## 8 Mayor's Report

### 8.1 Mayor's Report to Council - April 2023

His Worship the Mayor presented on a tabled document regarding the possibility of a car rally. Staff will liaise with Manfield regarding the next steps and what is required.

His Worship the Mayor will be attending Zone 3 meeting on Thursday and Friday where potential remits for the LGNZ conference will be discussed.

It was requested staff correct the attendance of Cr Raukawa at the Finance and Performance meeting in the attendance register.

**Resolved minute number 23/RDC/096**

That Mayor's Report to Council - April 2023 be received.

HWTM/Cr G Maughan. Carried

## 9 Chief Executive's Report

### 9.1 Chief Executive's Report - April 2023

#### Marton Swim Centre Year-Long Operating Period

Ms Prince advised that the possibility of year long operations for the Marton swim centre will be looked at as part of the development of the 2031-41 Long Term Plan. Ms Prince will confirm whether this includes Taihape.

Ms Prince also commented that the feedback regarding the new provider has been positive especially with events and swim lessons.

**Resolved minute number 23/RDC/097**

That That the Chief Executive's Report – April 2023 be received.

Cr B Carter/Cr J Calkin. Carried

**Resolved minute number 23/RDC/098**

That the Council Chief Executive is authorised to sign the Contract with Central Demolition once determined, noting that this will be within the total approved budget.

Cr G Duncan/Cr B Carter. Carried

**Resolved minute number 23/RDC/099**

That the Chief Executive be authorised to negotiate a Licence to Occupy the land named as Parcel ID 4103565 (RDC land) and Parcel ID 4079804 (Waka Kotahi land) with the Whangaehu Hall Committee for a period of up to 30 years.

HWTM/Cr D Wilson. Carried

**Resolution to Exclude the Public**

The meeting went into public excluded session 1.31pm.

**Resolved minute number 23/RDC/100**

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

- . RDC Road Maintenance Contract Procurement Strategy - Section 17 A Report

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>13.4 - RDC Road Maintenance Contract Procurement Strategy - Section 17 A Report</b>	s7(2)(a) - Privacy s7(2)(g) - Legal Professional Privilege	s48(1)(a)(i)

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

HWTM/Cr D Wilson. Carried

The meeting went into open session at 3.01pm.

## 10 Reports for Decision

### 10.1 Parks Upgrades Partnership Application - Marton Lions Club

Ms Prince took the Council through the report and noted the application complies with the guidelines of the Park Upgrade Partnership fund.

Elected Members noted that this is the exactly the type of application that they want to see and requested staff pass on their congratulations to the Marton Lions Club.

**Resolved minute number 23/RDC/101**

That the report "Parks Upgrades Partnership Application – Marton Lions Club" be received.

Cr D Wilson/Cr B Carter. Carried

**Resolved minute number 23/RDC/102**

That Council approves funds of \$7,000 from the Parks Upgrades Partnership Fund to the Marton Lions Club to install a covered double electric BBQ at the Dudding Lake campground.

Cr D Wilson/Cr J Calkin. Carried

### 10.2 Mayors Taskforce for Jobs - Variation Agreement

Ms Prince took the Council through the report noting that the extra \$200,000 was from central government with the expectation that the funds be spent by end of June. Ms Prince confirmed that the contractor can deliver the outcomes within the timeframe.

The extra funding is in recognition of outstanding work from the team involved. His Worship the Mayor clarified that there were some other councils that also received extra funding.

The Council congratulated Council's contractor and his the Mayor who has been with this since the beginning.

**Resolved minute number 23/RDC/103**

That the Mayor's Taskforce for Jobs – Variation Agreement Report be taken as read and received.

Cr G Duncan/Cr D Wilson. Carried

**Resolved minute number 23/RDC/104**

That Council approves the variation agreement with Local Government New Zealand- Mayors Task Force for Jobs contract for an additional \$200,000 excluding GST to achieve a further 60 outcomes

That Council endorse the opt-out procurement rule (Rule 11) of the procurement policy for the acceptance of the variation agreement to approve James Towers Consultants Ltd to continue to undertake the work.



That the Chief Executive be authorised to approve a variation to Council's Mayors Task Force for Jobs/Mahi Tahī contract with James Towers Consultants Limited for an additional \$200,000 excluding GST to achieve a further 60 outcomes.

HWTM/Cr G Duncan. Carried

### 10.3 Koitiata Drainage

Cr Maughan declared a conflict of interest in this item at 3.10pm.

Mr Wood took the Council through the report noting this was requested by residents due to flooding in the area, however this is a level of service we do not rate for. This is a separate issue from the lagoon which will come to Council in a future meeting.

There was a workshop with Horizons recently and they stated that a consent would be unlikely to be approved. Horizons will be able to take over the responsibility of this and manage as they see fit.

**Resolved minute number 23/RDC/105**

That the report "Koitiata Drainage" be received.

Cr D Wilson/Cr B Carter. Carried

**Resolved minute number 23/RDC/106**

That Council endorses Option 2 "Defer to Horizons Regional Council" (as per attachment technical memorandum "*Koitiata Dune Wetland Drainage*") to be advanced, noting that currently there is no capacity within the PMO team.

Cr D Wilson/Cr J Calkin. Carried

### 10.4 Notice of Motion - Cr Jarrod Calkin - Revoke Resolved Minute Number 23/RDC/001

Cr Lambert joined the meeting via zoom at 3.37pm.

Cr Calkin spoke to this item noting the previous decision made by Council to extend the loan had a significant impact on the society and requested Council revisit this decision. Cr Calkin stated that the Bulls and District Historical Society are owed thanks as they took over a Council owned building with good faith.

It was requested that staff revisit the original rental agreement now that the building is compliant.

The implication of Council revoking their earlier decision will be an unbudgeted expense of \$150,000 for this financial year.

**Resolved minute number 23/RDC/107**

That Council agrees to revoke Resolved minute number 23/RDC/001:

**"Resolved minute number 23/RDC/001**

*Agrees to extend the old loan agreement to The Bulls & Districts Historical Society (Inc), for a period of three years, allowing early repayment of the loan after which it will be reviewed, if necessary. Interest will continue to be charged to the Bulls & Districts Historical Society (Inc).*

*Cr D Wilson/Cr B Carter. Carried"*

Cr J Calkin/HWTM Carried

**Resolved minute number 23/RDC/108**

Council agrees to write off/ repay the loan in full including interest since inception for The Bulls & District Historical Society (Inc).

Cr J Calkin/HWTM Carried

**Resolved minute number 23/RDC/109**

That Council recommends the Policy and Planning Committee undertake work on a policy relating to Council lending funds to organisations in the future.

Cr D Wilson/Cr J Calkin. Carried

**10.5 Notice of Motion - Cr Jarrod Calkin - Haylock Park and Johnson Street Development, Bulls**

Cr Calkin spoke to this item stating that the purpose of forming this committee is because of the high level of interest in the 90 title subdivision in the neighbouring property.

His Worship the Mayor stated that the repercussion of large number of groups for all green spaces could become unworkable. There was also a recent public meeting held stating the preference of work be dedicated to the domain park.

It was noted that the community should get organised and establish a Haylock park community panel and send submissions to Council rather than be driven by council.

Cr J Calkin/Cr B Carter. Carried

**Motion Lost 23/RDC/110**

Council agrees to establish a Haylock Park Advisory Committee made up of 2 of the 3 appropriate councillors, HWTM and at least 4 members (no greater than 8) of the community. Furthermore, council provides a visual representation of what Haylock Park could look like once the subdivision is completed.

Cr J Calkin/Cr B Carter. 5/5 casting vote.

## **11 Reports for Information**

### **11.1 Te Matapihi - Financial Close Out Report Correction**

His Worship the Mayor left the meeting at 3.50pm and Deputy Mayor Cr Wilson took over the role of Chair.

This item was taken as read.

**Resolved minute number 23/RDC/111**

That the report 'Te Matapihi - Financial Close Out Report Correction' be received.

Cr F Dalgety/Cr J Calkin. Carried

## **11.2 Project Management Office Report - April 2023**

### Taihape Amenities Building

Cr Duncan to work with Ms Foley and Ms Prince on the names of the three utility rooms.

Ms Foley advised she has communicated with park users and iwi on the delays for the opening.

### Marton Water Strategy

An infographic on the water strategy has been completed and was distributed to Elected Members at the meeting. Any feedback on the infographic should be passed on to Ms Foley.

Resource consenting for this project has not started but staff will be engaging a consultant to complete this work.

**Resolved minute number 23/RDC/112**

That the report 'Project Management Office Report - April 2023' be received.

Cr D Wilson/Cr B Carter. Carried

## **12 Minutes from Committees**

### **12.1 Minutes from Committees**

Taken as read.

**Resolved minute number 23/RDC/113**

That the following minutes are received:

- Policy and Planning- 09 Mar 23
- Hunterville Rural Water Scheme- 13 Mar 23
- Finance and Performance- 30 Mar 23
- Turakina Community Committee- 06 Apr 23
- Taihape Community Board- 12 Apr 23

- Huntermville Community Committee- 17 Apr 23

Cr G Maughan/Cr B Carter. Carried

### 13 Public Excluded

The meeting went into public excluded session 4.11pm.

#### Resolution to Exclude the Public

**Resolved minute number** **23/RDC/114**

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

- Public Excluded Council Meeting - 30 March 2023
- Follow-up Action Items from Council (Public Excluded) Meetings
- Request from Ministry of Education
- RDC Road Maintenance Contract Procurement Strategy - Section 17 A Report
- Scotts Ferry Stormwater Pump
- Minutes from Committees (Public Excluded)

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>13.1 - Public Excluded Council Meeting - 30 March 2023</b>	[enter text]	s48(1)(a)
<b>13.2 - Follow-up Action Items from Council (Public Excluded) Meetings</b>	s7(2)(a) - Privacy s7(2)(b)(ii) - Commercial Position s7(2)(h) - Commercial Activities s7(2)(i) - Negotiations	s48(1)(a)(i)
<b>13.3 - Request from Ministry of Education</b>	s7(2)(b)(ii) - Commercial Position	s48(1)(a)(i)
<b>13.4 - RDC Road Maintenance Contract Procurement Strategy - Section 17 A Report</b>	s7(2)(a) - Privacy s7(2)(g) - Legal Professional Privilege	s48(1)(a)(i)
<b>13.5 - Scotts Ferry Stormwater Pump</b>	s7(2)(b)(ii) - Commercial Position s7(2)(h) - Commercial Activities	s48(1)(a)(i)

	s7(2)(i) - Negotiations	
<b>13.6 - Minutes from Committees (Public Excluded)</b>	s48(1)(b)(i) - Contrary to the provisions of a specified enactment	s48(1)(b)(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 B Carter/Cr J Calkin. Carried

## 14 Open Meeting

The meeting went into open session 4.45pm

**Resolved minute number** **23/RDC/115**

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

22/RDC/116- 22/RDC/130

Cr D Wilson/Cr G Duncan. Carried

**The meeting closed at 4.51pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 11 May 2023.**

.....  
**Chairperson**

## 7 Follow-up Action Items from Previous Meetings

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

**Author:** Kezia Spence, Governance Advisor

#### 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	26-Apr-23	Taihape swim centre - extending hours - consider as part of LTP 2034-44 (along with Marton swim centre)	Gaylene / Arno	This work will continue through the creation of the next LTP	In progress
2	30-Mar-23	Investigate the cost to insure the Christmas Tree	Adina Foley	The insurance was able to be secured with \$10,000 excess and without any extra premium cost.	Completed
3	22-Feb-23	Notify Bulls and District Historical Society of the Council decision and draft a revised loan agreement	Dave Tombs / CE	Decision rescinded at April meeting and loan (& interest) waived. BDHS have been advised.	Completed
4	22-Feb-23	Increase comms about the Marton Water Strategy project	Carol Gordon / Adina Foley	Infographic has been presented and has been added to our social media channels and website.	Completed
5	3-Nov-22	Mangaweka bridge -increase the size of the font on the Pouwhenua plaque	CE	A number of rocks have been positioned around the site to minimise damage to the Pou, in the event that a vehicle fails to take the bend. Murray has collected trees and plants for additional landscaping and staff plan to plant these within the next 1-2 weeks. The new plaque will be	Completed
6	3-Nov-22	Check that the Bulls rubbish dump site tested during the recent round of PFAS testing.	CE	Three additional bore sites have been tested for PFAS contamination in January 2023. An update has been included in the CE's Report for May.	Completed
7	25-Aug-22	As per resolution <b>22/RDC/305</b> : That, should "better off" funding be received for the Hautapu River Parks Project, Council enters into a formal agreement with the Friends of Taihape for them to conduct ongoing maintenance of the bridges.	Adina Foley	PMO is working with Friends of Taihape to finalise the agreement and are working with the group to support the preparation.	In progress
7	30-Jun-22	Adoption of the Procurement Policy; this was left to lie at Council's 30 June 2022 meeting, in order to allow the PMO to review the policy and make changes. Once these changes are complete, the policy will go back to the Audit and Risk Committee for review/feedback, before being presented to full Council for adoption. Carbon reduction to be included in this review, and potentially the Policy.	Arno Benadie/Dave Tombs/Adina Foley	Draft currently being reviewed for presentation to ELT, the complete set will include the strategy, policy and a guide.	In progress
8	26-May-22	As per resolution <b>22/RDC/165</b> : That due to safety concerns around vehicles other than buses using the Bulls Bus Lane, Council staff be asked to investigate possible options around discouragement and enforcement practices.	Adina Foley / Gaylene Prince / Johan Cullis	Ongoing. Noting that heavy truck movements will be managed through the Bulls bus lane camera installation and the Traffic bylaw update to enable enforcement. Staff are presently investigating software compatibility with our suppliers. Staff are also drafting a bylaw for Council's consideration that will allow enforcement action. Staff are also preparing a work plan for this requested project/work.	In progress
9	28-Apr-22	Mr Beggs will confirm the status of the agreement with the Mangaweka Bridge Historical group regarding the ongoing maintenance and use of the old Mangaweka Cantilever Bridge.	CE	A Memo of Understanding exists between Manawatu and Rangitikei District Councils and the Historic Society. This was signed 31 March 2021. The bridge is a legal road; each of the 2 Councils own and have responsibility for the road to the centreline of the Rangitikei River. The 2 councils will progress stopping of the road (bridge), following which there can be a more formal handover to the Historical Society. This is not expected until mid-2023	In progress
10	31-Mar-22	Staff to provide a report to a future Council meeting on the Putorino Water Supply Scheme.	Arno Benadie	No new updates available at this time. Update from 30 March 2023 meeting Arno to work with Cr Lambert on this directly. Arno checking with Dave Flintoff	In progress
11	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. From 3 Nov meeting - Cr Carter raised the issue of fly tipping - CE undertook to speak to him more about this.	Raj Khadka	A revised Memorandum Of Understanding has been submitted by Horizons for review. We have agreed to a new Flytipping sign design and are awaiting Horizon Council's final approval of the sign. RDC is considering the suitability of the proposed MOU before agreeing to a new term for this activity.	In progress
12	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 completed and now awaiting LINZ approval of the plan. LINZ is way behind in this work at present and we expect some delays to complete this portion of the work.  Plan approval still awaited from LINZ. The landowners/purchasers are regularly updated by phone or email.  <b>Update 17/04</b> : Approval rejected by LINZ. Purchaser's lawyer has prepared fresh documents; those will be submitted to LINZ as soon as they have been signed.	In progress

13	25-Mar-21	<p>Staff to advise the Hunterville Community Committee on costings and requirements to create disability access to the Hunterville town hall.</p> <p>Update: 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.</p>	Adina Foley	May Update - to be considered for funding through the 2024-34 LTP	Completed
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## 8 Mayor's Report

### 8.1 Mayor's Report - May 2023

1. Subject: **Mayor's Report**

To: Council

From: Andy Watson  
Mayor

Date: 24 May 2023

File: 2. 3-EP-3-5

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With regards to the Annual Plan my thanks go to staff for the effort that has been put into the Annual Plan and Spatial Plan process, both in terms of public meetings, submissions and hearings. I understand the challenge in collating/grouping submissions to get to the deliberative or decision process of Council. Yes there are lessons to be learned for staff and governors and it is important that we take these lessons through to the Long Term Plan process. For example, the attendance at some of our community meetings was poor and I am not sure that this is anybody's fault in particular but the lesson learned here may well be that the governors as representatives of their specific wards need to take a stronger role in spreading the word within their own community networks. This is especially important as we don't have full connectivity throughout the district nor do we have a single newspaper that is delivered to everybody.

Finally we have a decision from the Environment Court on the land use change rural to industrial over the best part of two and a half years. Technically the court's decision is the appeal has been dismissed and Council has been directed to provide a clean copy of the proposed provisions within the 65ha site within 10 days. My congratulations and thanks go to the companies who have maintained their interest in our district. That interest was and is generated by our strategic location for transport logistics, rail and road and the primary resources we have in our region. The significance of this has been noted by Government and the economic development arms of Government have continued to stand by our side and support us. This opens the door for very significant investment and provides a pathway for growth and retention of our existing companies. This growth, if it had already been put in place, would in my opinion have lowered our rating position substantially, for example a \$500m capital development would have meant that we would have been no longer talking of a 9% rate increase but probably one of around 6%.

Although incredibly excited around this, the reality is you will not see development happening next week. There are significant processes still to be worked through such as potential land purchases, subdivisions, transfers and fulfilling the relationship agreements that would need to be put in place before any site works could even be considered.

Zone 3 are the group of councils from Gisborne, Wairoa, Hawkes Bay, through to Tararua and including Horowhenua, Regional Councils within our patch through to New Plymouth and we recently met at the Len Lye Centre in New Plymouth on 27/28 April. My thanks to Mayor Neil Holdom of New Plymouth for hosting the event and providing for the facilities needed. There are some standout points from me from that meeting –

**ITEM 8.1**

1. As I've said our Zone includes a number of councils severely affected by Cyclone Gabrielle and we appreciated that many of those mayors could not be with us and the reports and images of damage and personal tragedies that they provided were incredibly sobering. It will involve decades of rebuilding and hardship. Those districts made a point of thanking all of the other councils, government and individuals who have supported them.
2. Many of the delegates had made time to attend the two days because it was promised that the Minister of Local Government Kieran McAnulty would be present and he had had undertaken to give 45 minutes to a Q&A session around Three Waters and other Local Government issues. Unfortunately that didn't happen as he called in sick and there was no-one who was prepared to fill in for him.

I would like to thank Councillors Raukawa and Dalgety for their attendance at Zone and I know that they will be in a position to provide their own reports. Consequently, I am including in my Mayor's Report the agenda for the meeting and I welcome questions around the meeting following Councillors Raukawa and Dalgety's reports.

At Zone 3 there were a number of discussions around the state of our roading networks throughout New Zealand, both state highway networks and local council roads. There have subsequently been the remits put forward by New Plymouth which are aimed really to challenge the level of Governmental funding put into our roading networks. I was one of three mayors invited to be part of Waka Kotahi board meeting held in Wellington recently. It is fair to say that the Waka Kotahi board is also concerned around the state of maintenance throughout New Zealand and the recent damage done through cyclones. Certainly we need to work with them in terms of engaging with Government. This comes at a time when Council is going to have to do a considerable amount of work around our Roding Procurement Strategy. We have had, and are, in the final stages of a 3x3 year contract with Higgins to provide for our roading maintenance work and emergency works. As that contract is coming to a close we will need to go out to tender for this work. This will involve a huge number of decisions by Council following Council staff presentations.

### **LGNZ Remits**

Council has been asked to consider supporting the following remits -

1. Hamilton City Council - Virtual Quorum / Kiwisaver for Elected Members / Wellbeing
2. New Plymouth District Council – Roding/Transport Funding
3. Timaru District Council – Exemption to Waste Levy
4. Manawatu District Council - Earthquake Prone Building Time Frames (already passed at Zone 3 Meeting 27 April – no further action required)
5. Horowhenua District Council – Rates Rebates (already passed at Zone 3 Meeting 27 April – no further action required).

Elected Member input was sought via email and the majority voted to support Remits 2 and 3.

*N.B. I am prepared to second the New Plymouth District Council remit at LGNZ Conference in July if asked, to give us a speaking right.*

## Mayors Engagement

May 2023

1	Attended Waka Kotahi Board Meeting in Wellington
2	Attended Regional Transport Matters – Regional Chiefs fortnightly catchup Attended Manawatu-Rangitikei Federated Farmers AGM Attended weekly catchup with Chief Executive Attended weekly catchup with Deputy Mayor
3	Attended Horizons Rangitikei River Scheme Liaison Committee Meeting
4	Attended meeting with AuditNZ re Annual Planning
5	Attended meeting at Manawatu District Council to discuss roading
9	Attended weekly catchup with Chief Executive Attended C4LD Plenary Group Zoom Meeting Attended weekly catchup with Deputy Mayor
10	Attended monthly Q&A with Executive Leadership Team Attended meeting with REDSO & Kanoa re Marton Rail Hub Attended Taihape Community Board Workshop
11	Attended Hearings (Annual Plan Submissions) Taihape & Marton Offices Attended Continuation of Hearing Submissions
14	Attended Suzuki Extreme 4x4 Challenge in Turakina
15	Attended sod turning ceremony for commencement of works at Ohakea roundabout Attended Hunterville Rural Water Supply Sub Committee Meeting Attended Youth Council Meeting
16	Attended Regional Transport Matters/Regional Chiefs RTC Workshop 2 Attended weekly catchup with Chief Executive Attended quarterly regional relationship meeting with Waka Kotahi Attended weekly catchup with Deputy Mayor
18	Attended Council Workshop
19	Attended Manawatu Defence Hub Zoom Attended fortnightly discussion on Economic Development
22	Visited Turakina Valley road locations to view blocked culvert with CE & COO Attended Youth Awards Judging
23	Attended weekly catchup with Chief Executive Attended Citizenship Ceremony Attended zoom meeting with LGNZ to discuss MTFJ programme Attended weekly catchup with Deputy Mayor
24	Attended Finance/Performance Meeting

**ITEM 8.1**

	Attended Council Meeting
25	To attend LGNZ Combined Sector Meeting in Wellington
26	To attend LGNZ Combined Sector Meeting in Wellington To attend NZ Farm Environment Trust – National Sustainability Showcase
29	To attend Climate Action Joint Committee Workshop
30	To attend Regional Transport Matters/Regional Chiefs fortnightly zoom meeting To attend Regional Leadership Group May Hui
31	To attend Tararua District Council Meeting to present \$20,000 funding for Cyclone Gabrielle To attend weekly catchup with Chief Executive

**Attachments:**

1. **Zone 3 Agenda** [↓](#)
2. **Elected Member Attendance- Oct 22- May 17** [↓](#)

**Recommendation 1**

That the Mayor's Report – May 2023 be received

**Recommendation 2**

That Rangitikei District Council endorses the remits from Timaru District Council and New Plymouth District Council.

**Agenda****Zone Three Meeting**

Dates: Thursday 27 and Friday 28 April

Hosted by: New Plymouth District Council

Venue: Len Lye Centre Cinema, 42 Queen Street, New Plymouth

**Thursday 27<sup>th</sup> April**

	11.55am	Health & Safety Briefing	Gallery staff
1.	12.00pm – 12.05pm	Welcome to the Zone Three meeting	Zone Three Chairs Andy Watson and Craig Little
2.	12.05pm - 12.15pm	Welcome to the New Plymouth District	Mayor Neil Holdom
<b>Lunch at the meeting venue – 12:15pm-12.45pm</b>			
3.	12.45pm - 1.15pm	Confirmation of agenda: - Confirmation of previous meeting minutes, - Zone 3 Fund Report - Remits	Zone Three Chairs Andy and Craig
4.	1.15pm - 2.00pm	Zone Topic – Cyclone Gabrielle	All Mayors or representatives
5.	2.00pm – 3.00pm	Ministerial Presentation / Chair Facilitated Q&A: - Three Waters Proposal - Future Funding and Financing for Local Government - Investment requirements following Cyclone Gabrielle (infrastructure, business support, resilience)	Hon Kieran McAnulty, Minister of Local Government New Zealand
<b>Afternoon Tea 3:00 – 3.15 pm (approx.)</b>			
	3.15pm - 4.00pm	Asset Management Presentation / Chair Facilitated Q&A	Karen Frew, General Manager Electricity, Powerco
	4.00pm - 4.30pm	Zone Topic – Annual Plan/Escalating Costs	All Mayors or representatives
	4.30pm – 5.00pm	Treasury Climate Economic and Fiscal Assessment 2023 Presentation / Chair Facilitated Q&A	Mayor Neil Holdom
	5.00pm	Tour of the Govett Brewster Art Gallery / Networking Drinks	
	6.00pm	Accommodation check-in and freshen-up	
	7.00pm	Dinner – Arborio Restaurant	

## Agenda



Friday 28<sup>th</sup> April

Item #	Time	Topic	Presenter
Tea/Coffee – 8:15-8:30am			
10.	8.30am - 10.00am	Around the Regions: Opportunities and Challenges (5 minutes per Council)  Food Waste Facility for Lower North Island	All Mayors or representatives  Hamish Waugh, Infrastructure Manager, Manawatu District Council
Morning Tea 10:00 – 10:15 am (approx.)			
11.	10.15am - 11.00am	Energy Presentation / Chair Facilitated Q&A	Paul Goodeve, CE FirstGas
12.	11.00am - 11.30am	LGNZ Update	Stuart Crosby, President LGNZ
13.	11.30am - 12.15pm	Iwi Economy & Housing Presentation / Chair Facilitated Q&A	Jamie Tuuta, Chair Iwi Collective Ka Uruora Trust
14.	12.15pm – 1.00pm	Climate Presentation / Chair Facilitated Q&A	Rod Carr, Chair Climate Change Commission
15.	1.00pm	Close of meeting.	
Own Arrangements for Lunch			

Elected Members

Date	Meeting	HWTM	Wilson	Calkin	Carter	Dalgety	Duncan	Hiroa	Lambert	Loudon	Maughan	Raukawa	Wong
25-Oct-22	Council (Inaugural)	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
03-Nov-22	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
14-Nov-22	Creative NZ Committee	PR					PR						
16-Nov-22	Audit and Risk	PR	PR	AT		PR		PR		AT	AT		
21-Nov-22	HRWS	PR							PR		AT		
23-Nov-22	Finance/Performance	PR	PR	AP	PR	PR	PR	AP	AB	PR		AB	PR
23-Nov-22	Council	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	AP	PR
29-Nov-22	ERWS	AP									PR		AT
29-Nov-22	Bulls												
30-Nov-22	Santoft DMC	PR		PR	PR								
01-Dec-22	Turakina CC	PR			PR								
12-Dec-22	Hunterville CC	PR				PR			PR				
13-Dec-22	TRAK	PR					PR						
14-Dec-22	Taihape CB	PR					PR						PR
14-Dec-22	Marton CC												
15-Dec-22	Finance/Performance	PR	PR	PR	PR	PR	AT			PR	PR		PR
15-Dec-22	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
20-Dec-22	Ratana CB	PR	AT		AT								
26-Jan-23	Workshop	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
01-Feb-23	Santoft DMC	PR		AT	PR								
08-Feb-23	Taihape CB	PR					PR	AT					PR
08-Feb-23	Marton CC	CB	AB								AB		
09-Feb-23	Workshop	PR	AP	PR	PR	PR	PR	PR	PR	PR	PR	AP	PR
09-Feb-23	Turakina CC	PR			PR								
13-Feb-23	Hunterville CC	AP				PR			PR				
14-Feb-23	Ratana CB	PR						PR					
16-Feb-23	Workshop	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	AP	PR
22-Feb-23	Finance/Performance	PR	PR	AP	PR	PR				PR	PR		PR
22-Feb-23	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	AP	PR
1-Mar-23	Workshop	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	AP	PR
07-Mar-23	ERWS	PR									PR		PR
09-Mar-23	A&I Workshop	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
09-Mar-23	P&P	PR	PR				PR	PR	PR		AP		
13-Mar-23	HRWS	AP				PR			PR				
14-Mar-23	BCC	PR		PR	PR								
15-Mar-23	R&A	PR	PR	AT		PR		AP		PR			
15-Mar-23	Council	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	PR	PR
20-Mar-23	Youth	PR					PR						PR
30-Mar-23	Finance/Performance	PR	PR	PR	PR	PR				AP	PR		PR
30-Mar-23	Council	PR	PR	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR
4-Apr-23	Ratana CB	AP						PR					
6-Apr-23	Turakina CC	PR			PR								
11-Apr-23	TRAK	PR					PR	PR					
11-Apr-23	Maori Rates Remission	PR				PR		PR					PR
11-Apr-23	Omatane RWS						PR						PR
12-Apr-23	Taihape CB	PR					PR						PR
12-Apr-23	Marton CC	AP	PR			AT					PR		
13-Apr-23	Assets/Infrastructure	PR	PR		PR	PR	PR		PR	PR	PR		PR
17-Apr-23	Youth						PR						PR
17-Apr-23	Hunterville CC	AP	AT			AP			PR				
20-Apr-23	Workshop	PR	PR	PR	PR	AP	PR	AP	PR	PR	AP	AP	PR
26-Apr-23	Council	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	PR	PR
27-Apr-23	Sport NZ RTF	AP	AT	PR	AT						PR		
27-Apr-23	Finance/Performance	AP	PR	PR	PR	AP				PR	PR		PR
10-May-23	Bulls CC	AP			PR								
11-May-23	Annual Plan Hearings	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	AP	PR
11-May-23	Annual Plan Hearings	PR	PR	AP	PR	PR	PR	AP	PR	PR	PR	AP	PR
15-May-23	HRWS	PR				PR			PR				
15-May-23	Youth	PR				PR	AP						PR

Present (and is a member of the committee)

Apology

Absent - no apology received

Not a member of the committee

Not a member of the committee (but still attended)

Not present as on Council business

Attended via Zoom [this indicator is no longer used]

PR

AP

AB

AT

CB

ZM

**ITEM 8.1    ATTACHMENT 2**



## 9 Chief Executive's Report

### 9.1 Chief Executive's Report - May 2023

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

**Authoriser:** Peter Beggs, Chief Executive

#### 1. Reason for Report

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

#### 2. Events Held in April

- 5 April – Taoroa School Fun Day - Memorial Park Taihape
- 25 April - ANZAC Day
  - March at Taihape Town Hall
  - ANZAC day preparations at Bulls and Marton Cenotaph

#### 3. Health Safety and Wellbeing Update

- 3.1 The dashboard for April 2023 is attached (Attachment 1).

#### 4. Staff Movements

- 4.1 In April, we welcomed the following team members to RDC:
- Andrew Matson as Quality / EDRMS Officer
- 4.2 We also farewelled the following team members:
- Chanelle Pretorius, Library Officer
  - Jen Britton, Strategic Advisor District Promotions

#### 5. Engagement and Consultation Schedule – 2022/23

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

#### 6. External Submissions

- 6.1 The updated list of current and recently closed submissions is attached (Attachment 3).  
Consultations proposed for submission
- 6.2 Consenting Improvements for Renewable Energy Generation and Transmission. Consultation information has been circulated for elected member feedback. Submissions close 1 June 2023.

ITEM 9.1

- 6.3 Draft advice on the second emissions reduction plan. LGNZ and Taituarā have circulated information to elected members and will prepare a joint submission. Submissions close 20 June 2023.
- 6.4 Conditions of contract for building and civil engineering construction NZ 3910. Officers are considering what impact the proposed revisions will have on Council and whether an operational submission is required. Submissions close 30 June 2023.
- 6.5 Review of protected records for local authorities. Officers are reviewing the changes proposed to the List and Notes and will prepare an operational submission. Submissions close 30 July 2023.

Consultations not proposed for submission

- 6.6 The Building Levy. Council collects the levy on building consents and passes it on to MBIE. Proposed changes have limited impact on Council. Submissions close 29 May 2023.
- 6.7 Inquiry into seabed mining. Council is not involved in consenting or monitoring of the activities covered by this inquiry. Submissions close 23 June 2023.

Consultations submitted on during May 2023

- 6.8 Transitional Levy on Fire Insurance Policies. Submissions closed 2 May 2023 (Attachment 4).
- 6.9 Charging our future strategy. Submissions closed 11 May 2023, Council was granted an extension to 17 May 2023 (Attachment 5).

**7. Cyclone Response Funding – Waka Kotahi**

- 7.1 A letter has been received from Waka Kotahi (Attachment 6) relating to funding provided to those Council affected by recent weather events.
- 7.2 For Rangitikei District Council any funding required for Cyclone Gabrielle repairs will be funded at the usual Funding Assistance Rate (FAR) plus 40% (which equates to 100% for RDC).

**8. Speed Management Urban and Rural**

- 8.1 The Interim Speed Management Plan covering schools is complete. Council employed the services of WSP to create the new draft Speed management plan with the next project workshop planned for 22 May.
- 8.2 In April this year Waka Kotahi notified all Territorial Authorities that there has been a change in deadlines for preparing speed management plans. In setting these deadlines the Director of Land Transport has been mindful that some road controlling authorities are dealing with extraordinary events and issues, including the impacts of Cyclone Gabrielle. The new deadlines set by Waka Kotahi is 5 October 2023 for the final date for the publication of any consultation draft speed management plan and 29 March 2024 for the final date for submitting the final draft speed management plan for certification. The draft RDC Speed Management Plan is expected to be completed by June 2023 and consultation with Iwi and the general public will occur between July and October 2023.

## 9. PFAS Results

- 9.1 In November 2022 Council conducted additional PFAS testing of two unused bores in Bulls. These two bores are located next to the closed Bulls landfill site at the back of the Bulls domain.
- 9.2 These two bores were used in the original testing of groundwater as part of the Ohakea air force base investigations conducted by the Defence Force.
- 9.3 Water samples from these bores was submitted to an accredited laboratory in Australia for PFAS analysis and returned the following results:

	NZ Drinking water Limit (ug/l)	Bore 1	Bore 1 duplicate	Bore 2
PFHxS + PFOS	0.07	0.032	0.031	0.0013
PFOA	0.56	0.008	0.008	<0.001

- 9.4 The use of the Drinking Water limit is for reference only. These bores are not in use and certainly not used as a drinking water source. It is clear from the results above that the bores showed very low levels of PFAS concentrations.

## 10. Update on Otara Bridge Repair

- 10.1 Below is a summary of work being undertaken to repair the Otara Bridge in May - June 2023:

- Testing the snapped hanger to investigate the cause of failure and further fatigue effects.
- In accordance with NZTA's Bridge Manual, the statistical analysis will require six other hangers to be tested. These will be removed from the bridge and replaced with new ones. This testing will give a much more precise assessment of the bridge fatigue limits, and capacity.
- The bridge has been surveyed. The survey will be used to determine the current bridge levels and compare them with the design drawings.

- 10.2 The following works are to be carried out in June - Aug 2023:

- Replace the damaged section of top chord.
- Replace the snapped hanger.
- If practical the bridge longitudinal camber will be adjusted to its original profile.
- Investigate strengthening the top chord to determine a practicable posting limit.

- 10.3 In the meantime the following restrictions apply:

- Weight limit of six tonnes and speed limit posted on the bridge.
- One vehicle to cross the bridge at a time.
- Vehicles to travel central to the bridge.

**ITEM 9.1**

10.4 Delays with engaging subcontractors/subconsultants has seen three weeks' slippage in the original programme.

10.5 Weekly updates will be provided on Council's website and social media.

**11. Water Reform – Merging of Water Service Entities**

11.1 On 13 April 2023, the Prime Minister and the Minister of Local Government announced several changes to the Government's Three Waters reform programme. The changes will be confirmed in a further piece of legislation, which is expected to be introduced prior to Government rising at the end of their term in office.

11.2 One aspect for Elected Members to consider is the ability for Water Service Entities to merge with each other, thus creating larger entities. The attached paper (Attachment 7) provides a summary of this.

11.3 The paper is for information only; no decision is requested at this time.

**12. Request from Mike and Rachel Maher re Extending Council's Rates Remission Policy**

12.1 A letter has been received from Mike and Rachel Maher, Bredins Line Development Ltd, (Attachment 8) asking Council to consider extending the Rates Remission Policy for 6 months for the properties that are part of the development at Campbell Place, Marton, to allow potential section buyers time to take advantage of the \$5,000 remission. A recommendation is included below - Recommendation 2.

**13. Poppy Places Project**

13.1 A letter has been received from Mr Stephen Parsons, asking that Council consider installing signage for "Poppy Places" across the District. Attached is the letter and further information from Mr Parsons on this project (Attachment 9).

13.2 Mr Parsons has asked that Council consider allocating funding and staff resource for this project. If Council chooses to progress with the initiative, this could be considered an unbudgeted item in the 2022/23 financial year; or put this forward for discussions as part of the deliberations on the 2023/24 Annual Plan, noting that each sign costs approximately \$300 and any work would require staff resource. A recommendation is included below – Recommendation 3).

**14. Financial Implications**

14.1 There are no financial implications for this operational report.

**15. Impact on Strategic Risks**

15.1 There are no strategic risk implications for this operational report.

**16. Mana whenua implications**

16.1 There are no mana whenua implications for this operational report.

**17. Statutory Implications**

17.1 There are no statutory implications for this operational report.

**18. Decision Making Process**

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

**Attachments:**

1. Health Safety Wellbeing Dashboard - April 2023 [↓](#)
2. RDC Consultation and Engagement Timeline - May [↓](#)
3. External submissions spreadsheet May [↓](#)
4. Transitional Levy Submission [↓](#)
5. EV Strategy Submission [↓](#)
6. Cyclone Response and Recovery Funding - Waka Kotahi [↓](#)
7. Merging water services entities [↓](#)
8. Letter from M&R Maher [↓](#)
9. Poppy Places - Attachments [↓](#)

**Recommendation 1:**

That the Chief Executive's Report – May 2023 be received.

**Recommendation 2:**

That Council agrees / does not agree *[delete one]* to extend Council's Rate Remission Policy for 6 months following the issue of titles for properties at the Campbell Place, Marton development to allow any potential buyers to apply for the \$5,000 rate rebate.

**Recommendation 3:**

That Council agrees to progress the Poppy Places Project for the 13 sites so far identified, noting that any expenditure would be unbudgeted in the 2022/23 financial year and is unlikely to exceed \$6,000;

Or

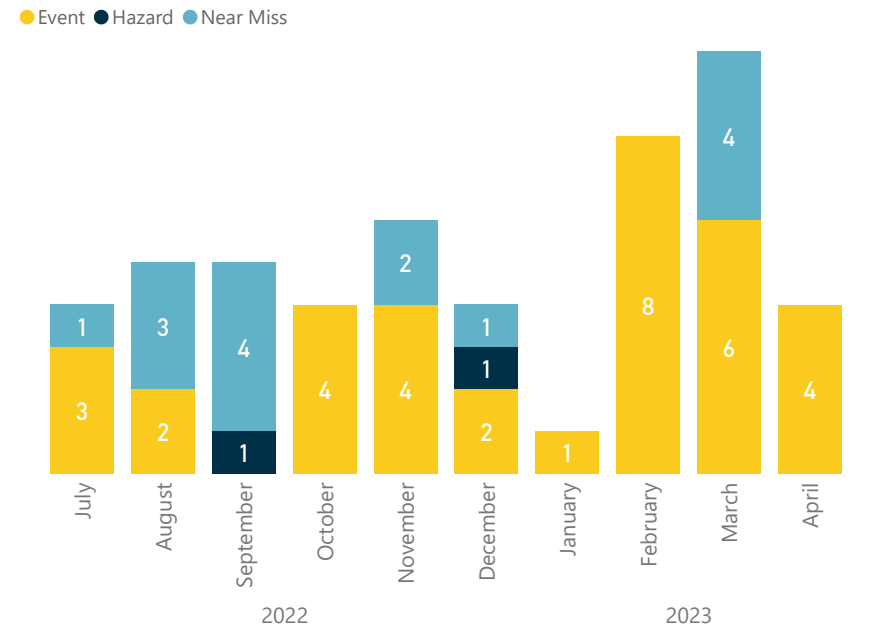
That Council agrees to discuss the Poppy Places Project as part of the deliberations on the 2023/24 Annual Plan.



# Rangitikei District Council Health & Safety

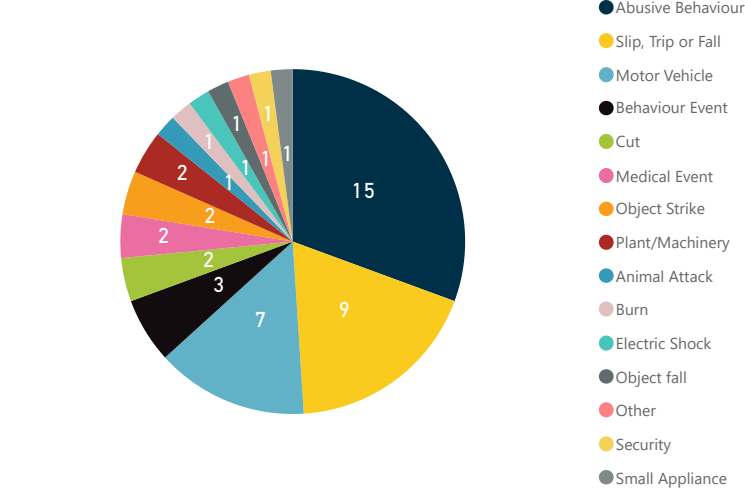
## Events, Hazards and Near Misses

01 June 2022 to date



## Event/Near Miss Category

01 June 2022 to date



## Wellbeing News

**Mental Health First Aid Training**  
Thank you for all those who attended the Mental Health First Aid Training Day, the course was a valuable learning experience for all those who attended. Further courses are in planning so if you're interested contact Matt to register interest.

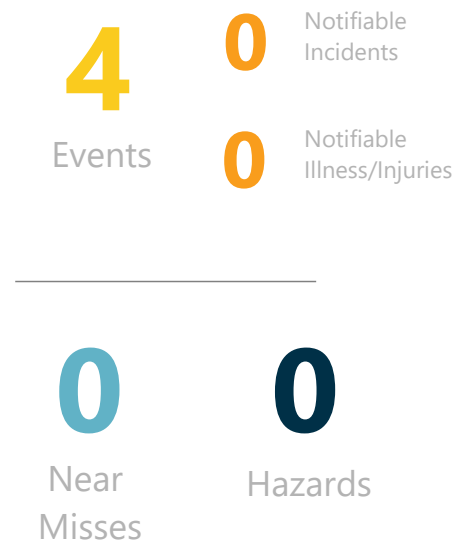
**Flu Vaccinations / Buccaline Tablets and Covid Boosters**  
Flu Vaccinations and Buccaline tablets are still available and are fully funded for all RDC employees. Additionally, Covid-19 boosters are now available to anyone over 30. Please contact Matt for more information.

**Upcoming Training Opportunities**  
Situational Awareness and Tactical Communications Training - Tuesday 23rd May  
First Aid Refresher - Tuesday 30th May  
Driver Simulator Training - Next course TBC

If interested in these courses please contact Matt to register interest.

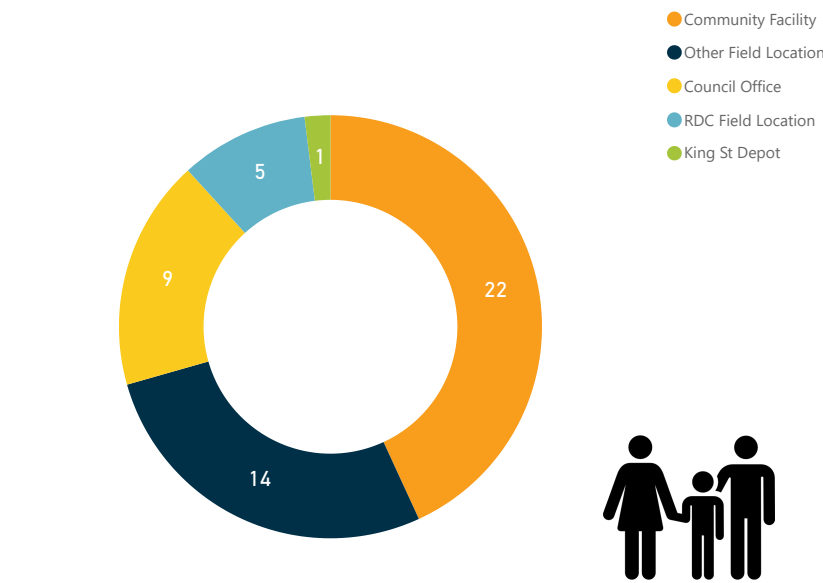
## Last Month

April 2023

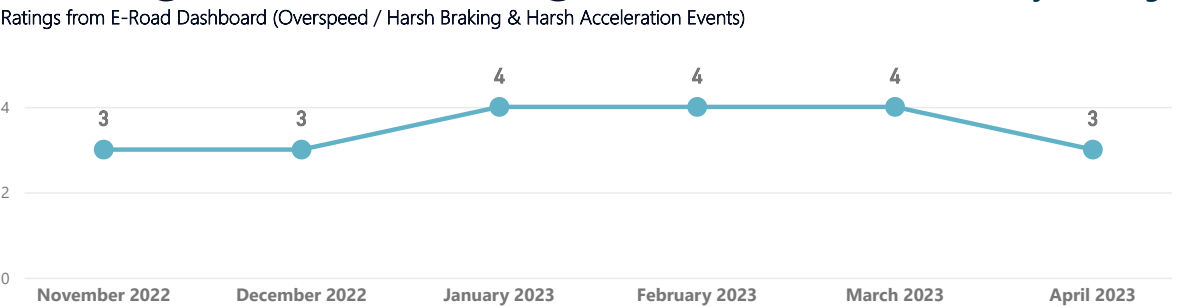


## Location

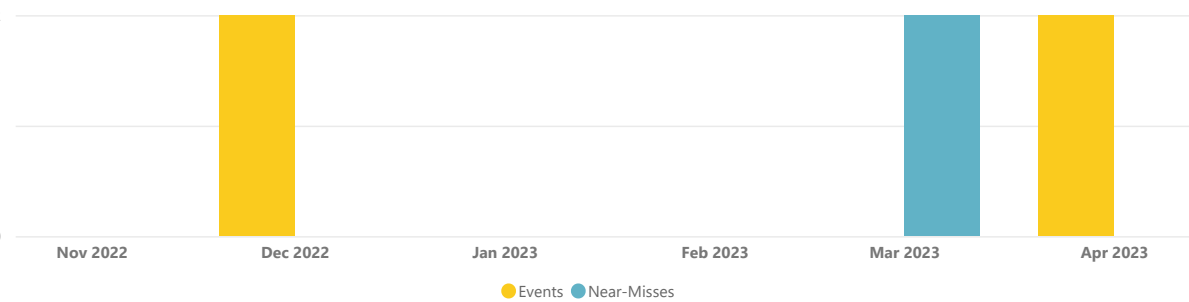
Events, Hazards and Near Misses



## Average Driver Ratings



## Vehicle Incidents



Engagement / Consultations - 2022/23

RANGITĪKEI DISTRICT COUNCIL

TOPIC	Staff (Lead)	Elected Member (Lead)	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Pae Tawhiti Rangitikei Beyond - Spatial Plan	Katrina											Public Consultation			
Future of Local Government	Peter		Stakeholder Engagement	Public Consultation											FINAL REPORT DUE
Three Waters	Arno							NEXT STEPS	TO BE CONFIRMED						
RMA Reforms	Katrina								Public Consultation						
Annual Plan 2023/24	Carol												Public Consultation		
Proposed Fees & Charges 2023/24	Georgia												Public Consultation		
Rates Remission Policy Amendment	Dave												Public Consultation		
Revenue and Financing Policy Amendment	Dave												Public Consultation		
Forestry Differential	Dave							Public Consultation							
Traffic and Parking Bylaw	Georgia												Public Consultation		
Local Body Elections	Carol	N/A	Local, Regional and National Campaign												
Community Committee Nominations	Carol							Public Consultation							
Business Baseline Survey	Jo		Public Engagement												
Primary Producers' Needs Assessment	Jo			Public Engagement											
Welcoming Communities Rangitikei	Rhianna		Public Engagement				Stakeholder Engagement								

Key

Stakeholder Engagement (by other orgs)


Stakeholder Engagement (RDC)

Public Consultation

Public Engagement

Public Consultation (by Central Government)

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

 Election Day

## ITEM 9.1

## ATTACHMENT 3

Submissions Currently Open					
Name of initiative	Agency engaging	Due date	Description	RDC Action	Submission Lead
<a href="#">The Building Levy</a>	MBIE	29-May-23	Increase to the levy threshold. Change to the levy rate. Increase investment in MBIE's building system performance services.	Do not submit	N/A
<a href="#">Consenting Improvements for Renewable Energy Generation and Transmission</a>	MfE/MBIE	1-Jun-23	Proposed changes to the National Policy Statement for Renewable Electricity Generation and the National Policy Statement for Electricity Transmission under the Resource Management Act (RMA). Creating consent pathways, enable renewable electricity generation activities.	Submit	Tiffany Gower
<a href="#">Draft advice on the second emissions reduction plan</a>	CCC	20-Jun-23	He Pou a Rangi Climate Change Commission's independent, evidence-based advice on the direction of policy, taking a systems-wide view, on how to achieve the second emissions budget.	Contribute to joint submission	TBC
<a href="#">Inquiry into seabed mining</a>	Environment Select Committee	23-Jun-23	This inquiry will examine the potential benefits and risks of seabed mining in New Zealand, and whether changes to New Zealand's domestic regulatory framework are required.	Do not submit	N/A
<a href="#">Conditions of contract for building and civil engineering construction NZS 3910</a>	Standards NZ	30-Jun-23	NZS 3910 provides a standard form of general conditions of contract for incorporation into construction contract documents. It enables Principals, Engineers, and Contractors to quickly establish contractual arrangements that deliver a wide variety of building and civil engineering projects.	TBC	TBC
<a href="#">Review of protected records for local authorities</a>	Archives nz (with ALGIM)	30-Jul-23	Review to: Draft an updated version of the List based on the ALGIM Retention and Disposal Schedule. Ensure the Notes align with current recordkeeping advice and guidance as well as identifying any new guidance.	Operational submission	Michael Hodder
Submissions Closed May 2023					
<a href="#">Land Transport Management (Regulation of Public Transport) Amendment Bill</a>	Transport and infrastructure committee	28-Apr-23	This Government bill establishes the Sustainable Public Transport Framework for the planning, procurement, and delivery of public transport services, which addresses systemic issues affecting the sector. This new framework will replace the Public Transport Operating Model.	Do not submit	N/A
<a href="#">Transitional Levy on Fire Insurance Policies</a>	Fire and Emergency NZ	2-May-23	Proposing to increase the transitional levy on fire insurance policies to meet a forecast funding shortfall for the 2025 and 2026 financial years.	Submit	Georgia Etheridge
<a href="#">Charging our future strategy</a>	MoT	11-May-23	EV Charging Strategy to provide certainty to all parties about the role government will play in supporting EV charging infrastructure.	Submit	Kezia Spence





27 April 2023

Transitional Levy Consultation  
Fire and Emergency New Zealand  
PO Box 2133  
Wellington 6140

*Submitted via email to TransitionalLevy2023@fireandemergency.nz*

Tēnā Koutou,

**Rangitikei District Council Submission on the Fire insurance transitional levy increase consultation**

The Rangitikei District Council (Council) thanks FENZ for the opportunity to submit on this consultation.

Council acknowledges the cost pressures faced by individuals and organisations across New Zealand, and Fire and Emergency New Zealand is not exempt from these.

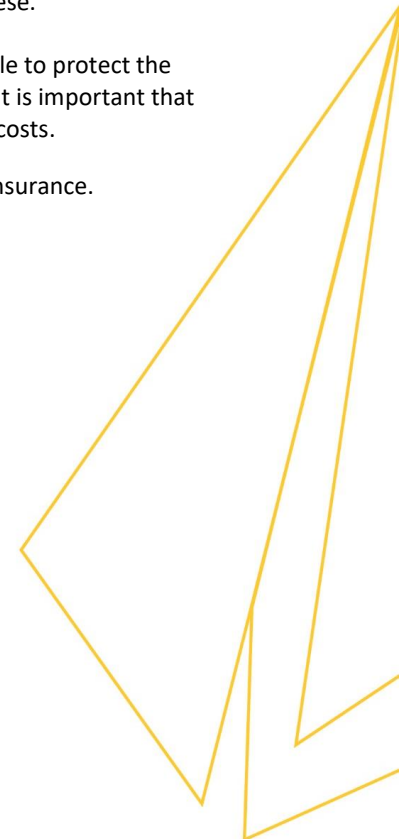
The services provided by Fire and Emergency New Zealand are valuable to protect the health and safety of our people and environment, and we agree that it is important that FENZ does not reduce services in order to compensate for increasing costs.

Council therefore supports the proposal to increase the levy on Fire Insurance.

Ngā Mihi

Andy Watson

Mayor of the Rangitikei



*Making this place home.*

06 327 0099

[info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)

[www.rangitikei.govt.nz](http://www.rangitikei.govt.nz)

46 High Street, Private Bag 1102, Marton 4741

12 May 2023

[evchargingstrategy@transport.govt.nz](mailto:evchargingstrategy@transport.govt.nz)



To whom it may concern

Thank you for the opportunity to submit on the Government's discussion document on Charging Our Future strategy. Council has previously advocated for the mitigation and reduction of carbon emissions and limiting the impact of climate change through the submission made in 2019 on the Climate Change Response (Zero Carbon) Amendment Bill and through responses to submitters on our previous annual plan. Rangitikei District Council has been supportive of previous initiatives and agrees that strategic planning around electric vehicles and associated infrastructure is needed to support high demand on the grid and to plan for infrastructure in our main centres.

When well planned, charging stations can add to positive local and visitor perception of a location as a destination or travel stop. State Highways 1 and 3 pass through the district, including a number of our towns such as Taihape, Hunterville, Bulls, and Turakina. These are key routes during summer holidays and public holidays. We support the government's initiative to co-fund some chargers and urge the government to consider prioritising areas with high traffic and limited charging infrastructure available, such as in the Rangitikei.

We believe that a well-functioning EV charging system would have EVs chargers available where people are already planning to be, with a charging speed that matches how long they will be there. An example of EV chargers in the Rangitikei district is our new EV charger installed in Bulls behind Te Matapihi Hall. This 300kW hyper rapid charger was the first of its kind in the Manawātū- Whanganui region and is powered by 100% renewable electricity sourced from wind, hydro and solar. Overall emission can be driven by the source of electricity as well as use of the vehicle. This project was support by Council but also other stakeholders- Ngati Parewahawaha, Ngati Kauwhata, and chargenet. We encourage the roll-out of this infrastructure, especially public funded chargers, includes all stakeholders in considering appropriate locations.

In addition, we recommend the Government also prioritise rural and isolated areas. Rural communities are likely to face greater challenges in shifting towards lower-emissions transport options and EVs. Supporting charging infrastructure will play an important role in supporting rural and lower-density communities to transition towards lower-emissions transport. As a district that is rural and is prominently in the agricultural and manufacturing sectors, we encourage the government to take into account the uptake of the full range of electric vehicles, such as heavy and commercial vehicles.

Thank you for your consideration of our comments. We look forward to seeing the Government's plan on how they will tackle the challenges we have identified and how they will support our district's transition to a low-carbon future.

Yours sincerely

Andy Watson  
Mayor of the Rangitikei

*Making this place home.*

06 327 0099

[info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)

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9 May 2023

Mayor and Chief Executive  
Rangitikei District Council

By email: [andy.watson@rangitikei.govt.nz](mailto:andy.watson@rangitikei.govt.nz); [peter.beggs@rangitikei.govt.nz](mailto:peter.beggs@rangitikei.govt.nz)

Dear Mayor Andy and Peter

As the response continues to the devastating impacts of the January and February extreme weather events, Waka Kotahi has been working closely with the Crown to develop options for assisting with the response works beyond 30 June 2023, as well as with subsequent reinstatement and rebuild. Ministers and Waka Kotahi are aware of the issues faced by Councils and that the recovery will take time, funding, and resources.

*Initial response*

The \$250m granted by the Crown to date has largely achieved its purpose of providing impacted Councils with funding support to deal with the initial response from Cyclone Gabrielle and the Auckland Anniversary flooding event.

While Budget 2023 decisions have yet to be announced, we can confirm that funding assistance from the NLTF will continue to be provided at the Special FAR (normal FAR plus 40%) for the completion of all initial response activity, including any initial response works beyond 30 June 2023.

Waka Kotahi will shortly be providing additional guidance to councils however, for reference, initial response costs cover activities including: debris clearance, temporary route reinstatement, emergency bridging (e.g. Bailey bridges), restoration of drainage, temporary protection measures, temporary traffic management. It also covers minor reinstatements or non-complex recovery, geotechnical and structural investigations and programme scoping, costing and planning for recovery.

Waka Kotahi is still working with The Treasury on the treatment of damage from Cyclone Hale. However, we can confirm that:

- Where damage has occurred from both Cyclone Hale **and** Cyclone Gabrielle / Auckland Anniversary flooding event, then the entire event is treated as being from Cyclone Gabrielle / Auckland Anniversary flooding event.
- Where damage occurred from Cyclone Hale only, with no further damage from later events, we are still working with The Treasury on the application of a higher FAR.

While we hope this letter is welcome news, we also know you will be similarly concerned about funding arrangements for recovery and rebuild activities. Funding for these stages cannot be

confirmed – in large part because the scale of investment that will be required across affected councils is not yet clear.

#### *Recovery*

We understand that the development of recovery programmes is on-going and these may not be available for some time yet. As a starting assumption, funding for recovery (i.e. reinstatement in the same location to a similar level of service) will be funded at FARs in line with the Waka Kotahi emergency works policy. The policy allows for consideration of bespoke FAR arrangements in cases of financial hardship but also anticipates some contribution from councils to the costs.

Note that the planning for recovery is considered part of initial response and funded accordingly.

#### *Rebuild*

A prudent default assumption is that rebuild activities (i.e. reinstatement or rebuild that incorporate improvements, retreat or realignment) would be funded as capital improvement projects i.e. funded at normal FAR and may, depending on scale and/or other factors, trigger the need for a business case approach.

However, it is recognised that the scale of investment required for rebuild in many cases is likely to exceed the financial capacity of councils to meet their “normal” local share and, therefore, require a “one-off” funding approach. We understand that Crown funding support for rebuild (both for local roads and state highways) is under consideration.

It is important to also acknowledge that the level of emergency works in this NLTP period to date (and looking forward as well) is putting significant pressure on the NLTF. Waka Kotahi is required to manage within its available funding (including any additional financial support from the Crown). Funding arrangements are, therefore, always decided in consideration of affordability across the NLTF as a whole.

If you have further questions on this matter, please contact the Ministerial Services team by email at [official.correspondence@nzta.govt.nz](mailto:official.correspondence@nzta.govt.nz). Otherwise, as noted above, we will advise on any further funding arrangements as soon as we are able.

Yours sincerely



**Linda Stewart**

Director Regional Relationships – Waka Kotahi NZ Transport Agency

### Merging / Amalgamating the New Water Services Entities

On 13 April 2023, the Prime Minister and the Minister of Local Government announced several changes to the Government's three waters reform programme. The changes will be confirmed in a further piece of legislation, although the date for this to be introduced into Parliament has yet to be publicly confirmed.

The number of water services entities will increase from four to ten, allowing every mayor to be a member of the relevant regional representative group. Such groups appoint and remove members of the entity board<sup>1</sup>, participate in setting the entity's strategic direction and performance expectations, review the entity's performance and approve the entity board's appointments and remuneration policy.<sup>2</sup> The board is the governing body of the entity.

The increased number of entities would still provide substantial savings in future water bills. For example, for the new Manawatū-Whanganui water services entity (whose boundaries coincide with those of the Horizons Regional Council), Internal Affairs has calculated the average household costs in 2054 would be \$3,020 compared with \$7,540 under the current approach. The Minister accepted that the savings under ten entities were less than under the four-entity model and noted (both in his initial online briefing to mayors and his subsequent media briefing) that it would be possible for any of the ten entities to merge with one another if they decided to do that:

"If one regional representative group gets 75% support for a merger and that's matched with the other one, then it just happens. If they don't want to merge, they don't have to, but I suspect they'll start to recognize the benefits of scale, and they'll have those conversations, but it has to be regionally led"

The 75% requirement reflects the decision-making provisions for regional representative groups in the Water Services Entities Act 2022.<sup>3</sup>

This opportunity for merger has already been noted formally by some other councils<sup>4</sup>. However, the briefing papers released by Internal Affairs do not refer to this option for merger or elaborate on the greater savings which merging of entities could provide. An indication of the savings can be obtained by referring to details from the earlier analysis by various consultants in developing the reform proposals.

<sup>1</sup> However, it is the Minister of Local Government who makes the initial appointments to the Board: Water Services Entities Act, clause 7, Schedule 7.

<sup>2</sup> Water Services Entities Act, section 28.

<sup>3</sup> Section 30 of the Water Services Entities Act provides that decisions made by a regional representative group of a water services entity must be made—(a) by consensus if consensus can be reached by regional representatives taking all reasonably practicable steps to reach consensus in accordance with a procedure, and within a time frame, specified in the constitution; and (b) in any other case, by 75% of the regional representatives present and voting.

<sup>4</sup> Ruapehu District Council, 26 April 2023: Update on the Affordable Water Reform Programme <https://www.ruapehudc.govt.nz/repository/libraries/id:2dyphjrmg1cxby65trfv/hierarchy/Meetings/Ruapehu%20District%20Council%20%28RDC%29/20230426/20230426%20Council%20Public%20Agenda%20APPROVED.pdf> pp.29-30 ; Waitomo District Council, 26 April 2023: 3 Waters Reform Update... <https://www.waitomo.govt.nz/media/czsdm0tf/council-agenda-2023-04-26-file-1.pdf> pp.89-90.

The Water Industry Commission of Scotland undertook extensive modelling of various scenarios for Internal Affairs. In a four-entity model, the Commission's estimated average household bill for councils in Entity B<sup>5</sup> in 2051 was \$1,220. Even allowing for a three-year difference, this means that could be substantial savings in a merger by the Manawatū-Whanganui entity with one or more neighbouring entities. There are four possibilities – listed with the estimated 2054 household costs: Taranaki (\$4,430), Waikato (\$2,760), Gisborne-Hawke's Bay (\$4,010) or Wellington (\$2,280). The different level of savings is driven by the different population numbers served by each entity.

In at least one of the new water services entities – Te Tau Ihi (Marlborough District, Nelson City and Tasman District) – the mayors are considering forming an interim Water Reform Joint Committee. If Rangitikei wished to get consideration for a merger of the Manawatū-Whanganui entity with one or more neighbouring entities, one way would be to engage with the other six territorial authorities (Ruapehu, Whanganui, Manawatū, Palmerston North, Taranaki and Horowhenua) which comprise the entity. A formal decision cannot be taken ahead of the establishment of the regional representative group which will include seven mana whenua representatives. Such groups are not required to be established before 1 July 2024 – and this is likely to be extended to reflect the extended timeframe for establishing the ten entities.

Merging with a neighbouring entity would increase the size of the regional representative group, to allow for membership of all mayors and equivalent number of mana whenua. For example, a merger between Manawatū-Whanganui and Taranaki (comprising New Plymouth, Stratford and South Taranaki District Councils) means the regional representative group would have 20 members instead of 14.

It is possible that the size of the regional representative groups in some entities could change. The altered arrangement proposed for the Northland-Auckland entity (the same as the current Entity A) will allow Auckland Council to have three members on the regional representative group. Hamilton City Council is approaching the Minister of Local Government to add the independent Chair of Future Proof<sup>6</sup> to the Waikato entity. Its Council report noted that Christchurch City Council is also considering extra positions on the Canterbury regional representative group.<sup>7</sup> The suggested discussion with other territorial authorities within the Manawatū-Whanganui entity area would enable that possibility to be considered too.

11 May 2023

<sup>5</sup> Entity B (Western-Central Water Services Entity) comprises 22 territorial authorities, including Rangitikei.

<sup>6</sup> Future Proof partners are: Hamilton City Council, Matamata-Piako District Council, Waikato Regional Council, Waipā District Council, Waikato District Council, Tainui Waka Alliance, Ngā Karu Atua o te Waka, Waikato-Tainui, Central Government (Ministers Woods, Wood, McAnulty), Auckland Council, Auckland Mana Whenua Kaitiaki Forum): <https://futureproof.org.nz/>

<sup>7</sup> Hamilton City Council, 4 May 2023: Three Waters Reform – Regional Representative Group – Consideration of Advocacy Opportunity. <https://storage.googleapis.com/hccproduction-web-assets/public/Uploads/Documents/Agendas-and-minutes/Agendas/Council-Open-Agenda-4-May-2023.pdf> (pages 52-56)

20/4/2023

Peter Beggs

Chief Executive

Rangitīkei District Council

Dear Peter,

We are in the process of completing our 32 Lot Development at 52/62 Bredins Line (Campbell Place). Earthworks began early 2022 with the hope of finishing construction of the road and titles by the end of 2022.

Unfortunately, due to a wet winter/spring as well as labour shortages the development has been delayed considerably. We are now hoping for Earthworks to be completed by the end of May 2023 and titles issued 3-4 months following. This will see building consents starting to come in for this development before Xmas.

Throughout the marketing of our development, we promoted the Council's Rates Remission policy where any new build would receive \$5000 towards the rate bill on that dwelling.

We understand if a Building Consent is not issued by 30<sup>th</sup> June 2023, then this will no longer be available.

We as the Directors of Bredins Line Developments Ltd are asking for you to consider extending this Rates Remission Policy for 6 months following the issue of titles at the Campbell Place development to allow potential section buyers time to take advantage of this offer. Still allowing a further 18 months following building consent to achieve a Code of Compliance Certificate.

Yours Sincerely

Mike & Rachel Maher

Directors

Bredins Line Developments Ltd

52 Bredins Line, Marton

**Carol Gordon**

**Subject:** FW: Poppy Places Project

**From:** Stephen Parsons <[stephenparsonsconsulting@gmail.com](mailto:stephenparsonsconsulting@gmail.com)>

**Sent:** Wednesday, April 26, 2023 1:14 PM

**To:** Karen Cowper <[Karen.Cowper@rangitikei.govt.nz](mailto:Karen.Cowper@rangitikei.govt.nz)>

**Subject:** Poppy Places Project

Stephen Parsons Consulting  
to  
[karen.cowper@rangitikei.govt.nz](mailto:karen.cowper@rangitikei.govt.nz)  
Rangitikei District Council

Mr Peter Beggs  
Chief Executive

ref **POPPY PLACES TRUST**

Peter, thank you for the time on Friday, 21, 2023, for discussing the Poppy places trust and the placement of properties on the streets in the Bulls, Marton, and Mangaweka areas.

The trust acknowledges your enthusiasm and looks to the completion of the project in the next few months. To help you, I've included a PowerPoint document.

Also, as an Update, below is information from Keegan Aplin-Thane of The PNCC outlining their agreed responsibilities. The cost of each sign, I recollect, is \$300 [approx.to](#) guide you with financial planning.

*From PNCC Keegan Aplin-Thane, 18th April 2023, I Can confirm the following at our end:*

- *We resource PP sign installs and replacements via our Roading Signs Maintenance programme.*
- *Directionz Ltd would design and supply the signs from Lower Hutt.*
- *Fulton Hogan would do the installation.*
- *Expect a 2-month turnaround.*
- *New street sign requests can come through me (ideally in bundles), and I can coordinate with Roading to deliver.*

*Note the above likely wouldn't extend to 'site signs', which are currently assumed to be considered as part of wider works to a particular site.*

Peter, I would be happy to help with any presentation in person or online.  
Kind regards

Stephen Parsons

 **Poppy Places Trust with Rangitikei District Cou...**





**Stephen Parsons**

Stephen Parsons Consulting  
+64 6 3578705 | 027 355 7447 | stephenparsonsconsulting@gmail.com

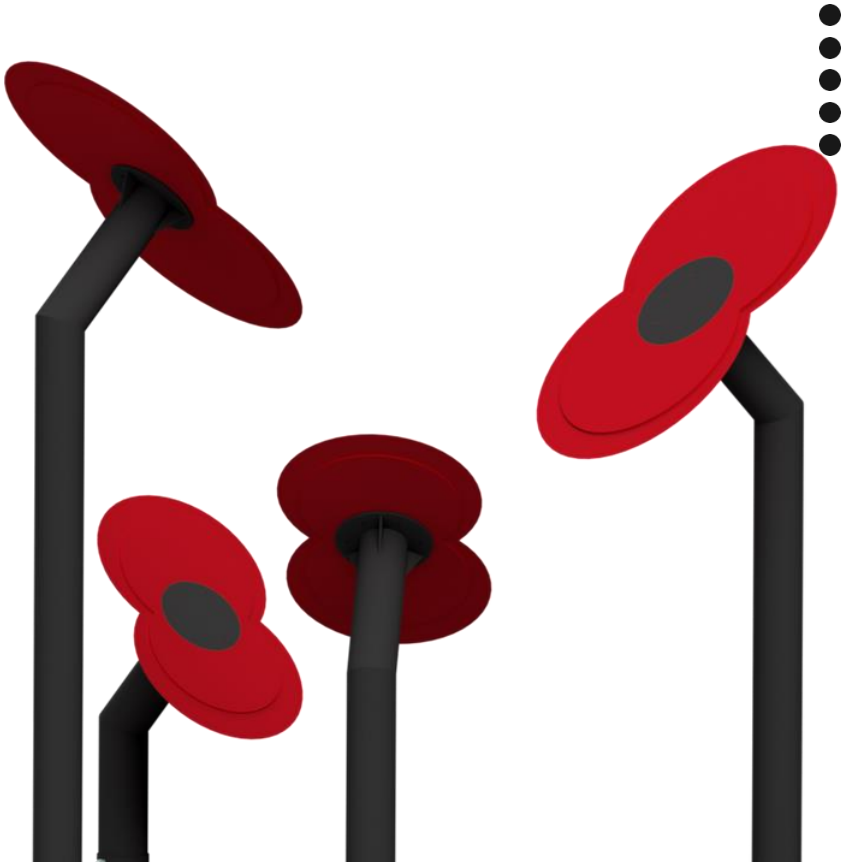
83 Russell Street  
Roslyn  
PALMERSTON NORTH 4414  
NEW ZEALAND



Create your own email signature




# Poppy Placement *2023 Project*



Presentation by Stephen Parsons

Ph 027 355 7447  
stephenparsonsconsulting@gmail.  
com →



02

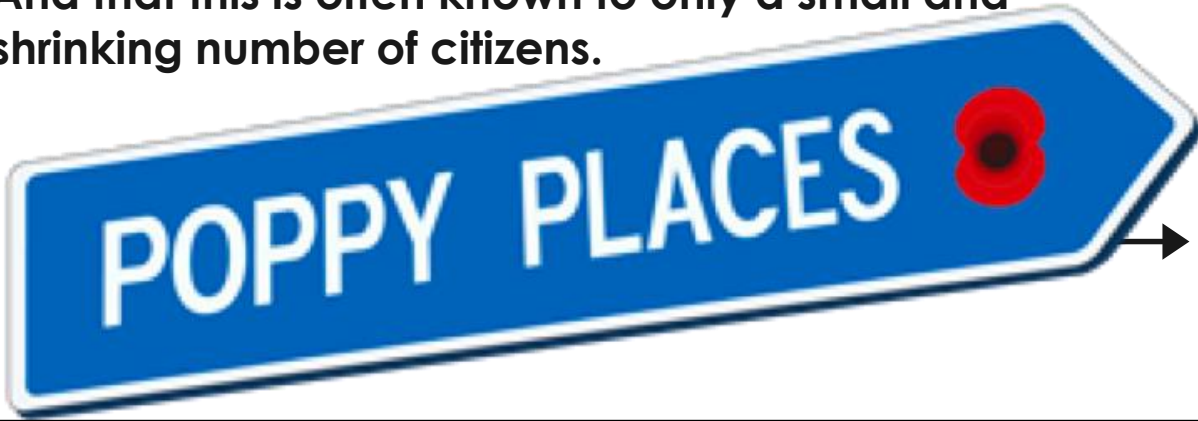
**[www.poppypplaces.co.nz](http://www.poppypplaces.co.nz)**

The Poppy is the most powerful and easily recognised symbol of both courage and sacrifice that we have as New Zealanders.

The Places of Remembrance project is about ensuring we never forget. It is about a place where our heroes' contributions and their stories are linked to the physical via the simple placement of a poppy.

The genesis of the project is in knowing that many of our street names and places are directly related to people and events from overseas military history.

And that this is often known to only a small and shrinking number of citizens.











**"A project worthy of those who have served our country"**

**-Stephen Parsons**



**04**



# 02 The Process

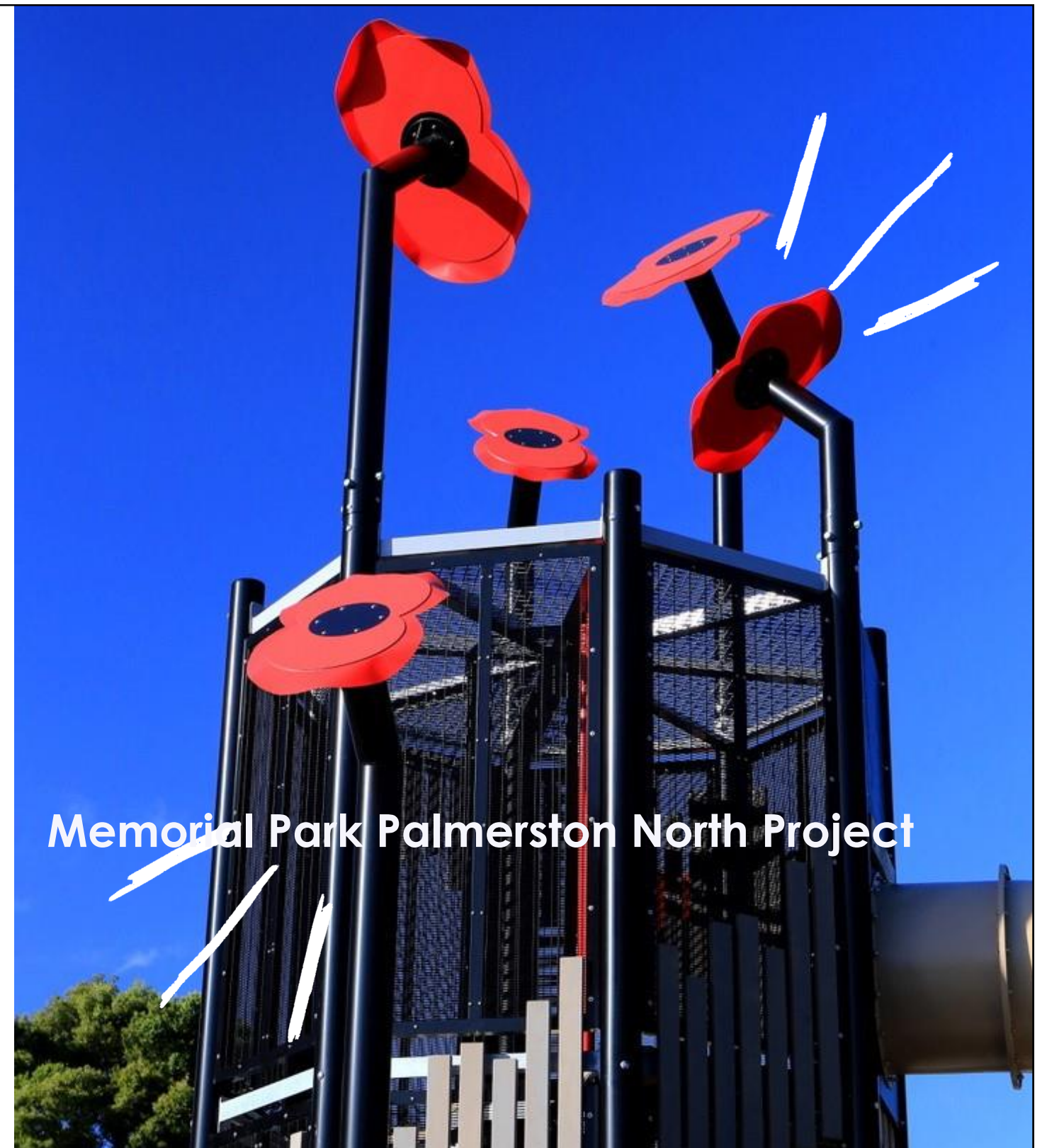
## Discussions and decisions to be had inside Rangitikei District Council

Goal :

Understand about the Poppy Places Trust project and

→ adopt in the District

06





# Rangitekei District Council

## -Poppy Project

- 1) Agree its a worthy project for the District
- 2) Ensure have the staff to handle project  
Construction and maintenance staff-  
this is a long term commitment
- 3) Identify streets /locations --perhaps  
seek public input as locations may not  
just be streets , there may be locations  
worthy of a Poppy
- 4) Cost the project



**07**



ITEM 9.1 ATTACHMENT 9

08

LINZ	Street	Town	Conflict	Possible Reason for Naming ?
1333308	Andrew Street	Feilding	WW1	Named in honour of Corporal Les Andrew VC ?
1334308	Churchill Avenue	Feilding	WW2	Wartime British Prime minister
1311946	Freyberg Street	Feilding	WW2	Lt Gen Freyberg GOC 2 NZ Div?
1312791	Keith Elliott Street	Feilding	WW2	Keith Elliott VC
1333760	Montgomery Street	Feilding	WW2	Field Marshal Bernard Montgomery?
1314860	Russell Street	Feilding	WW1	Major General Sir Andrew Russell GOC NZ Div?
1364160	Andrews Road	Marton	WW1	Named in honour of Corporal Les Andrew VC ?
1339116	Cobber Kain Avenue	Marton	WW2	Flying Officer "Cobber" Kain first ace?
1291401	French Street	Marton	WW1	Field Marshall Sir John French 1852-1925?
1291589	Russell Street	Marton	WW1	Major General Sir Andrew Russell GOC NZ Div?
1291692	Clifton Street	Bulls	WW2	NZ Brigadier George Clifton?
1374467	Corsair Place	Bulls	WW2	Corsair is an USA fighter aircraft WW II and Korean War?
1291436	Hudson Avenue	Bulls	WW2	Military aircraft flown by NZ flyers?
1339131	Kittyhawk Row	Bulls	WW2	Military aircraft flown by NZ flyers?
1373902	Vampire Grove	Bulls	Korea	Military aircraft flown by NZ flyers?
1291643	Ventura Grove	Bulls	WW2	RNZAF Bomber aircraft?
1291657	Ward Street	Bulls	WW2	Sergeant James Ward VC RNZAF?
1291600	Soldiers Road	Mangaweka	WW1	Land on this road was balloted to returned soldiers who settled there.
1291379	Achilles Drive	Taihapa	WW2	HMNZS Achilles - battle of the River Plate?





**RNZAF Base Ohakea**  
**whilst not having any on base**  
**streets approved to date , the**  
**Chapel as has been the**  
**base .Biggin Hill is under**  
**consideration.**

**09**





**Where else besides streets mentioned in Marton, Bulls & Mangaweka could the Poppy be placed ?**



1  
0





Stephen Parsons is available for discussion ,  
guidance and finalisation..this would need to be  
a committed long term plan/project

1  
1

## 10 Reports for Decision

### 10.1 Analysis of Submissions and Adoption of the Traffic and Parking Bylaw

**Author:** Georgia Etheridge, Corporate Planning Advisor

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

#### 1. Reason for Report

- 1.1 To provide an analysis of submissions received on the draft Traffic and Parking Bylaw to enable Council's deliberation and adoption.

#### 2. Context

- 2.1 The Traffic and Parking Bylaw was first created in 2017 under the Land Transport Act 1998 (LTA) and Local Government Act 1974 (LGA 74).
- 2.2 Recently Council identified areas of concern including usage of the Bulls Bus Lane, for which officers were to identify options to address. The Traffic and Parking Bylaw was identified as a mechanism to address some of these. Due to the time elapsed since the last changes to the Bylaw, a review of the full Bylaw was completed.
- 2.3 A proposal was prepared for addition of clauses allowing Council to restrict the use of roads, as well as removal of clauses that duplicate existing powers or covered matters now being addressed outside of the Bylaw process.
- 2.4 Consultation on the draft Bylaw was undertaken from 25 May to 27 April, alongside the consultation on the draft Annual Plan – Framing 2023/24.

#### 3. Submissions

- 3.1 Three submissions were received on the Traffic and Parking Bylaw (refer to Attachment 1).

#### 4. Summary of Submissions and Officer Comment

- 4.1 Submissions 1 and 2 identified proofing errors, but otherwise indicated support for the proposed changes. Officers have amended the proofing errors.
- 4.2 Submission 3 indicated general support for the Bylaw and noted a range of queries and suggestions. These are outlined in the document Analysis of Submissions on the Traffic and Parking Bylaw, which includes officer responses to the queries and suggestions (refer to Attachment 2). This document includes recommendations for Council to make decisions on possible changes to the Bylaw, which are also listed in the Recommendations section of this report.

#### 5. Financial Implications

- 5.1 This Bylaw enables Council to issue various fines. There are also costs associated with enforcement and removal of vehicles. As there are limited changes to the existing Bylaw, the proposed Bylaw will have low financial implications. Any decision made under the Bylaw will require consideration of the costs and benefits.

**6. Impact on Strategic Risks**

- 6.1 The risks associated with the Bylaw include:
- Regulatory effectiveness is questioned.
- 6.2 This Bylaw will continue to enable authorised staff to act upon relevant community requests or complaints on relevant matters.

**7. Mana whenua implications**

- 7.1 There are no significant mana whenua implications identified for this report.

**8. Statutory Implications**

- 8.1 Council has the authority to make this Bylaw under the Land Transport Act section 22AB.
- 8.2 Council consulted on the proposed Traffic and Parking Bylaw alongside the draft Annual Plan 2023/24, meeting the consultation requirements outlined in section 22AD of the Land Transport Act 2002 and section 156 of the Local Government Act 2002.

**9. Conclusion**

- 9.1 Submissions were received on the proposed Traffic and Parking Bylaw outlining suggested changes and querying details of the Bylaw and associated matters but indicating overall support for the proposal.
- 9.2 Proofing changes noted in submissions 1 and 2, as well as a minor wording change suggested in submission 3 have been incorporated in the draft Traffic and Parking Bylaw (Attachment 3).
- 9.3 Content changes suggested by submitters are listed in the recommendations section of this report, for Council's consideration.

**10. Decision Making Process**

- 10.1 The degree of significance for this decision is considered to be moderate. Consultation has occurred in accordance with legislative requirements.

**Attachments:**

1. **Submissions on the Traffic and Parking Bylaw 2023** [↓](#)
2. **Analysis of Submissions on the Traffic and Parking Bylaw** [↓](#)
3. **Draft Traffic and Parking Bylaw** [↓](#)

**Recommendation**

That the report 'Analysis of Submissions and Adoption of the Traffic and Parking Bylaw' be received.

**Recommendation 2**

That submissions 1 to 3 received on the proposed Traffic and Parking Bylaw be received.

**Recommendation 3**

That Council amends / does not amend *[delete one]* the Bylaw to prescribe the nature of Mobility Permits that will be accepted.

**ITEM 10.1**

AND/OR

That Council amends / does not amend *[delete one]* sections 8.1(e) and 8.4(a)(iii) to allow for vehicles other than Goods Service Vehicle to use loading zones.

OR

That Council adopts the attached Traffic and Parking Bylaw with / without *[delete one]* amendment.

#1

**Submission to Rangitikei District Council's Traffic and Parking Bylaw 2023**

**Name:** Carolyn Bates  
**Address:** 7 Dalrymple Place, Marton 4710  
**Email:** [setabac@gmail.com](mailto:setabac@gmail.com)  
**Phone:** 021-342-524

**Do we wish to speak to this submission on 11 May?** No  
**I am happy that the above details are publicly available.**

Corrections required:

Page 6, 13.2 refers to s12.1, however, s12.1 refers to Engine Braking, not Sales.

Page 7, s16.2 refers to s17.2, however, there is no such section in the draft document.

Other than the corrections above, I am supportive of the proposed changes to simplify work for staff.

#2

**Marton Community Committee****Submission to Rangitikei District Council's Traffic and Parking Bylaw 2023**

**Name:** Carolyn Bates  
**Organisation:** Marton Community Committee (MCC)  
**Address:** C/o 7 Dalrymple Place, Marton 4710  
**Email:** [martoncc.cab@gmail.com](mailto:martoncc.cab@gmail.com)  
**Phone:** 021-342-524

**Do we wish to speak to this submission on 11 May?** No  
**I am happy that the above details are publicly available.**

MCC note that:

Page 6, 13.2 refers to s12.1, however, s12.1 refers to Engine Braking, not Sales.

Page 7, s16.2 refers to s17.2, however, there is no such section in the draft document.

Other than the corrections above, MCC are supportive of the proposed changes to simplify work for staff.



# TRAFFIC AND PARKING

**1.Ingoa/Name**

Trevor Clark

#3

**2.Topūtanga/Organisation (if applicable)**

**3.Kāinga noho/Address**

438 Rongoiti Road RD6 Taihape 4796

**4.Waea/Phone**

021 191 0259

**5.Īmēra/Email**

clarktrevor2007@yahoo.com.au

**6.Speaking to your submission**

I do not wish to speak to my submission

**7.Details to remain private**

I do not want my details to remain private

**8. Please provide your comments on the Traffic and Parking Bylaw**

I am in favour of the traffic and parking by law it request some clarification and possible amendments. I would like to send this feedback in a word document. Can you supply and address to which I can submit to. Happy to discuss. Trevor Clark

---

**From:** Trevor Clark <clarktrevor2007@yahoo.com.au>  
**Sent:** Sunday, 30 April 2023 10:04 pm  
**To:** Georgia Etheridge  
**Subject:** Re: Traffic and Parking Bylaw

Hello Georgia

Please see my feedback and queries re the proposed Traffic and Parking Bylaw 2023.

As per my online feedback I support the proposed the by law but seek clarification on a couple of points and have some suggestions I feel may tighten it up slightly.

Happy to discuss if you would like further clarification or information.

Regards

Trevor

Trevor Clark  
 06 388 7515 // 021 191 0259

Feedback starts...

General

Will the existing restrictions:

- a) be reviewed to ensure they serve the needs of the community?
- b) be resolved retrospectively by council?
- c) will the signage of these existing restrictions be updated?
- d) will the signs and road markings be as required by the Land Transport Rule: Traffic Control Devices 2004?
- e) are there any town centre parking plans or corridor management plans in existence. If not are there any plans to review town centres or corridors especially in relation to walking and cycling modes?
- f) in relation to driveway/property access points does this apply to all zones? Eg residential, commercial and rural/farming areas?
- g) will the council conduct public consultation on any proposed changes to parking or traffic restrictions?

Specific to the by law

1.1 ...should that be 2017 or 2023 as per the cover?

Section 7 Mobility Parking

I feel the Mobility permit section should be more prescriptive and I use as an example Auckland Transport's by law 2015 eg disabled person's parking permit or mobility parking permit:

- a) Issued by CCS Disability Action Incorporated or Sommerville Centre for Special Needs Whanganui Incorporated;
- or

b) Approved by ....( in this instance Rangitikei District Council as per delegated authority)

The following section (11) from the Manawatu Parking Bylaw could be a better fit than section 7 as proposed

#### *11 Mobility Parking*

*11.1 The Council may, by resolution, reserve any Parking Space, whether on a Road or Parking Place, for the exclusive use of disabled persons.*

*11.2 A person may Park a Vehicle in a Mobility Park only if: a) a current Approved Disabled Person's Parking Permit is on display in the Vehicle and clearly legible; and b) the Vehicle is being used to convey a disabled person or to pick up or drop off a disabled person*

#### ROAD

As an example,would the car park behind the New World Taihape(Hautapu Street) be considered a road as it is a place to which the public have access?

#### 8.PARKING

Appropriate signage- is there a reference to what is appropriate signage and road markings? Referencing the Manawatu Bylaw again (which from my experience is enforceable):

#### *Council to Install Markings and Signage*

*8.1 Where the Council makes a resolution under Part 2 or 3 of the Bylaw, it must install any signs and markings that are required by the Land Transport Rule: Traffic Control Devices 2004.*

*8.2 Such resolutions will have effect only once any such signs and markings have been installed.*

#### 8.1 E

This should be changed to a LOADING ZONE as opposed to a GOODS SERVICE VEHICLE LOADING ZONE. As an example the LOADING ZONE in front of Caught Short in Tui Street Taihape is a LOADING ZONE where any class of vehicle can stop to drop off and pick up items ( eg a private car)>Limiting these zones to GSVs will make it illegal to do this.

8.3 Time Limits-suggest time limits be consistent and this clause be used Under clause 6.4(2) of the Land Transport (Road User) Rule 2004, a sign that incorporates the symbol "P" on the top of the sign, or relates to a loading zone, applies between the hours of 8am and 6pm on days other than public holidays, unless otherwise specified on the sign or on a supplementary sign. All other signs apply at all hours of the day and night, unless a time period is specified on the sign.

Thank you

## Proposed Traffic and Parking Bylaw

### Submission points and officer responses

Topic	Page
1. Existing restrictions	1
2. Signage	1
3. Parking and Corridor Management Plans	1
4. Property Access Points	2
5. Consultation	2
6. Title of Bylaw	2
7. Mobility Parking	2
8. Definition of Road	3
9. Loading Zones	3
10. Time Limits	3

#### 1. Existing restrictions

The submitter queried whether Council will review existing restrictions, and whether existing restrictions will be resolved retrospectively.

##### Officer Comment

The review of the bylaw covers the nature of the rules Council can make, while the application of the rules can be adjusted at any time. The community are welcome to request changes to parking or road use limits if there are any concerns.

Only new sections 10 and 11 require a resolution of Council to establish. Where a resolution is not required, authorised officers of Council are able to establish the appropriate location to establish controls or allow exemptions as outlined in the bylaw, so no retrospective resolutions are required.

#### 2. Signage

The submitter queried whether the signage of existing restrictions will be updated, whether signage will be as required by the Land Transport Rule: Traffic Control Devices 2004, and suggested a reference within the Bylaw to what constitutes appropriate signage.

##### Officer Comment

Council is required to follow the Land Transport Rule: Traffic Control Devices 2004, and seeks to maintain signage and road markings appropriately. If there are concerns over specific road markings or signage, please contact Council and officers can review if any updates are needed. As compliance with the Land Transport Rule: Traffic Control Devices 2004 is a requirement of Council, there is no need to duplicate or reference the Rule.

#### 3. Parking and Corridor Management Plans

The submitter queried whether there are any town centre parking plans or corridor management plans in existence, or if not, whether there are plans to prepare these with reference to walking and cycling.

**Officer Comment:**

There are currently no parking or corridor management plans. The draft Community Spatial Plan recently consulted on identified possible future actions around parking for some towns.

**4. Property access points**

The submitter queried whether the sections on driveways and property access points apply to all zones.

**Officer Comment:**

As no limitations on locations are stated in the bylaw, section 14 and 15 do apply to all zones, however the standard crossing designs provided on Council's website differ based on matters including rural or urban location, residential or commercial use, and whether the road has existing kerb and channel or footpath.

**5. Consultation**

The submitter queried whether Council will conduct public consultation on proposed changes to parking or traffic restrictions.

**Officer comment:**

Council is required to hold a Significance and Engagement Policy, which guides the Council in determining the level of impact of any proposal, as well as what level of engagement is necessary. This will be used in determining whether to consult on future changes made under the bylaw.

**6. Title of Bylaw**

The submitted queried the title of the Bylaw, stated variously as 2017 or 2023.

**Officer Comment**

Officers acknowledge the confusion caused by the dates on the bylaw, and suggest removing the year adopted/amended from the title of the bylaw.

**7. Mobility parking**

The submitter suggested that Council be more prescriptive on the appropriate permit, including stating the issuing authority and/or indicating that Council must approve a mobility parking permit before use.

**Officer Comment**

Officers note that the definition of a Mobility Permit indicates that the permit is to be issued by the New Zealand CCS or similar organisation. Officers are not aware of any concerns regarding the use of mobility parking. Should there be concerns about use of mobility parking locations, officers can investigate whether inappropriate usage is occurring, or may consider designating additional mobility parking spaces if demand exceeds availability.

**Recommendation:** That Council does/does not [delete one] amend the Bylaw to prescribe the nature of Mobility Permits that will be accepted.

**8. Definition of Road**

The submitter queried whether the definition of road in 7.1 would make a car park a road.

**Officer Comment:**

The bylaw's definition of a road (sourced from the Land Transport Act 1998) includes locations including car parks. The Waka Kotahi NZTA website acknowledges that this is wider than the traditional understanding of a road. Section 4 of the Bylaw states that the Bylaw applies to roads that are administered by Council, as well as state highways within urban areas if Council has been delegated authority to apply the bylaw by NZTA. Therefore the bylaw does not apply to carparks owned by businesses.

**9. Loading Zones**

The submitter suggested that the term "Goods Service Vehicle Loading Zone" be replaced with "Loading Zone", to allow private vehicles to make brief stops for goods or passengers.

**Officer Comment:**

Officers suggest that there are sufficient regular parking spaces to allow for the above uses, and that the current wording be retained to ensure appropriate space is available for commercial loading or unloading.

**Recommendation:** That Council does/does not [delete one] amend sections 8.1(e) and 8.4(a)(iii) to allow for vehicles other than Goods Service Vehicle to use loading zones.

**10. Time Limits**

The submitter suggested that time limits are made consistent and that the bylaw refer to clause 6.4(2) of the Land Transport Road User Rule 2004, that loading zones and time limited parking apply between 8am and 6pm other than public holidays or unless otherwise specified, and that all other signs apply at all times, unless otherwise specified.

**Officer Comment:**

Under the clause referenced, these conditions apply as a default, and it is not necessary for Council to establish rules and requirements under the bylaw that have already been established by other legislation, including secondary legislation. Section 8.3 in the Bylaw outlines the times in which limits will be enforced, being more permissive than the Rule as they also do not apply on Sunday.

REGULATORY SERVICES

# TRAFFIC AND PARKING BYLAW

Date of adoption: XX

Resolution number: XX

Review Date: XX

Statutory reference for adoption:  
Land Transport Act 1998 22AB



*Making this place home.*

**ITEM 10.1    ATTACHMENT 3**

Action	Date	Resolution Number
Adoption	26 October 2017	17/RDC/278
Amendment	x	xx
Review Date	x	



**1. TITLE**

- 1.1. This bylaw shall be known as the Rangitikei District Council Traffic and Parking Bylaw  
**2017**

**2. COMMENCEMENT**

- 2.1. *[to be updated with adoption and commencement date post consultation]*

**3. SCOPE**

- 3.1. This bylaw is made under authority given by section 22AB of the Land Transport Act.

**4. APPLICATION**

- 4.1. This Bylaw applies to all roads within the Rangitikei District that are administered by Council. It also included the parts of the state highway network within urban areas where Council has been given delegated authority by Waka Kotahi to enforce the provisions of this Bylaw.

**5. PURPOSE**

- 5.1. The purpose of this bylaw is to set requirements for parking and the control of vehicles, and other roading related issues on any public road or public place.

**6. REVIEW**

- 6.1. This Bylaw will be reviewed by *[date to be inserted]*<sup>1</sup>.

**7. INTERPRETATION**

- 7.1. For the purposes of this Bylaw the following definitions apply:

**ADVERTISING SIGN** means any notice, placard, flag, delineation, poster, handbill, sandwich board, billboard, advertising device or appliance or anything of a similar nature and shall include all parts, portions, units and materials of the same together with the frame, background, structure and support or anchorage thereof.

**AUTHORISED OFFICER** means any person appointed by the Council to act on its behalf and with its authority and may include a police officer.

**BUS** means a registered commercial vehicle designed solely or principally for the carriage of ten (10) or more persons.

**CHIEF EXECUTIVE** means the Chief Executive of the Rangitikei District Council or an officer delegated with the Chief Executive's authority under this Bylaw.

**COUNCIL** means the Rangitikei District Council or an authorised officer of Council.

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<sup>1</sup> 5 years following commencement

**FOOTPATH** means that portion of the road reserve or private way laid out or constructed by or under the authority of the Council principally for the use of pedestrians and also includes any footbridge.

**GOODS SERVICE** means the carriage of goods on any road, whether or not for hire or reward, by means of a motor vehicle.

**GOODS SERVICE VEHICLE** means a motor vehicle used or capable of being used in a goods service for the carriage of goods.

**HEAVY VEHICLE** means a vehicle the gross laden weight of which exceeds 3,500kg but it excludes vehicles used, kept, or available for the carriage of passengers for hire or reward.

**MOBILITY DEVICE** means a vehicle that is designed and constructed (not merely adapted) for use by persons who require mobility assistance due to a physical or neurological impairment, and is powered solely by a motor that has a maximum power output not exceeding 1500 W; or a vehicle that the New Zealand Transport Agency has declared under section 168A(1) of the Land Transport Act 1998 to be a mobility device.

**MOBILITY PERMIT** means a permit issued by the New Zealand CCS or similar organisation.

**MOBILITY SPACE** means a parking space reserved by Council, for the exclusive use of disabled persons with a Mobility Permit.

**PERMIT** means a permit or written permission issued by Council.

**PUBLIC PLACE** means any place that, at any material time, is under the control of the Council and is open to or being used by the public, whether free or on payment of a charge, and includes any road (as defined by section 315 of the Local Government Act 1974) or berm whether or not it is under the control of the Council. It also includes, without limitation, every reserve, park, domain, beach, foreshore and recreational ground under the control of the Council.

**PUBLIC WORK** means work undertaken for the purposes of public work and includes, but is not limited to: telecommunications, power, gas, roading and underground services.

**ROAD** means:

- a) a street
- b) a beach
- c) a place to which the public have access, whether as of right or not
- d) all bridges, culverts, and fords forming part of a road or street
- e) a roadway.

**VEHICLE** means a device equipped with wheels, tracks or revolving runners upon which it moves or is moved. It includes:

- f) Trailers
  - g) Caravans
  - h) Boats
  - i) The shell or hulk of a vehicle
- but does not include:
- j) A perambulator or pushchair
  - k) A mobility scooter
  - l) A bicycle
  - m) A skateboard
  - n) A motorised wheelchair.

**VEHICLE CROSSING** means a formed area usually at right angles to the road edge and extending from the edge of the roadway to the property boundary, constructed by or under the authority of the Council principally for the purpose of allowing vehicles to access and egress the property without damaging the footpath or berm.

## 8. PARKING

- 8.1. Council, subject to the placing and maintenance of the appropriate signs or markings, may:
- a) Limit, restrict or prohibit parking on any part of any road.
  - b) Specify any part of the road for use as mobility spaces.
  - c) Specify any part of the road for use by buses for picking up and setting down passengers and for the standing of buses between trips.
  - d) Specify any part of the road for use by emergency services vehicles, such as police, fire, or ambulance service vehicles, in the vicinity of their premises.
  - e) Specify any part of the road for use by goods service vehicles as a loading zone.
- 8.2. A vehicle loading or unloading in the course of trade while being used as a licensed goods service vehicle may park on the road with due consideration for the safety and convenience of other road users and where there is no reasonably practicable alternative.
- 8.3. Time limits displayed for the parking of vehicles within parking spaces pursuant to this Bylaw shall be applied between the hours of 8.00am and 6.00pm Mondays to Saturdays excluding statutory holidays and Sundays or where a sign relating to those parking spaces indicates otherwise.
- 8.4. It is an offence under this Bylaw to:
- a) Stop or park, or permit the stopping or parking of, any vehicle at any of the following places or areas:
    - i. On or alongside no-stopping areas indicated by the appropriate signage or a broken yellow line
    - ii. Designated bus stops

- iii. Designated loading zones, unless the vehicle is a licensed goods service vehicle in the course of its business
- iv. Leave a vehicle in any parking space for longer than the time specified.
- b) Leave a vehicle in any parking space during the time the parking space is reserved by the Council for some other person or is not permitted to be used at that time by any vehicle.
- c) Leave a vehicle straddling more than one defined parking space.

#### **9. MOBILITY PARKING**

- 9.1. Where the Council has reserved parking spaces as mobility spaces, the space may be used by vehicles displaying a Mobility Permit provided:
  - a) The Mobility Permit shall be displayed so that it is visible and legible through the front windscreen, or on the vehicle if no windscreen is fitted;
  - b) The Mobility Permit must be valid (not expired);
  - c) The Mobility Permit is used by the permit holder.
- 9.2. Any vehicle displaying a Mobility Permit will be permitted to park in a time restricted place for twice the time allowed as specified by Council, provided:
  - a) The Mobility Permit shall be displayed so that it is visible and legible through the front windscreen, or on the vehicle if no windscreen is fitted;
  - b) The Mobility Permit must be valid (not expired);
  - c) The Mobility Permit is used by the permit holder.
- 9.3. It is an offence under this Bylaw to:
  - a) Park in any parking space set aside for persons with mobility difficulties in accordance with section 8.1 (b) of this bylaw.

#### **10. SPECIAL VEHICLE LANES**

- 10.1. The Council may by resolution prescribe a road, or a part of a road, as a special vehicle lane.
  - a) Any resolution made under this clause must specify, as the case may be –
  - b) the type of special vehicle lane; and
  - c) the hours of operation of the special vehicle lane (if any) when it is restricted to specific classes of vehicles.
- 10.2. A person must not use a special vehicle lane contrary to any restriction made by the Council under this clause.

#### **11. TRAFFIC CONTROL BY SIZE, NATURE, OR GOODS**

- 11.1. The Council may by resolution prohibit or restrict the use of roads as unsuitable for the use of any specified class of traffic or any specified motor vehicles or class of vehicle due to their size or nature, or the nature of the goods carried; with regard to safety, damage to the road, or any other matter.

- 11.2. A person must not use a road contrary to a prohibition or restriction made by the Council under this clause.

#### **12. ENGINE BRAKING**

- 12.1. The use of compression release engine brakes (Jacobs Brakes) by heavy vehicles is prohibited where they cause or create excessive noise, where the permanent speed limit does not exceed 70km/h, or where signs are displayed stating "No Engine Braking".
- 12.2. Discretion should be used when considering the restriction of engine brakes, taking into account any safety issues that may arise by restricting their use, including the steepness of the road gradient.

#### **13. ADVERTISING**

- 13.1. A private resident may sell one private vehicle immediately outside their residential address on residential zoned land that is not adjacent to a State Highway.
- 13.2. With the exception of sales under section 13.1 no person shall, without the prior written permission of an authorised officer, stop or park any vehicle on any road or public place for the principal purpose of advertising that vehicle for sale or storing that vehicle pending its sale.

#### **14. VEHICLE CROSSINGS**

- 14.1. Any person wishing to construct, repair, remove or widen any vehicular crossing shall first obtain a permit from the Council.
- 14.2. An authorised officer may require information reasonably necessary for the proper consideration of the application.
- 14.3. All new vehicle crossings shall have their location and design approved by an authorised officer and shall be constructed by a Council approved contractor.
- 14.4. All costs associated with the construction, repair, relocation, and maintenance of a vehicle crossing shall be the responsibility of the owner or owners of the property or properties benefitting from that vehicle crossing, except when Council has decided to make repairs or replacement of the associated footpath due to normal wear and tear or to upgrade the footpath. In this situation Council will be responsible for the costs associated with the construction, repair, relocation, and maintenance of the portion affected by regular maintenance.
- 14.5. A permit issued by the Council under section 14.1 of this Bylaw may be subject to conditions regarding location, design, dimensions, and materials.
- 14.6. In the event that an authorised officer determines that the current condition or location of an access/accesses is to the detriment of road safety Council may issue a

written notice requiring the property owner(s) to undertake repairs or relocate an access within a specified period of time.

- 14.7. Failure to complete the works as instructed by Council or its authorised officer within the notified time period will result in the works being undertaken on behalf of Council, by a Council approved contractor. All related costs shall be recovered from the property owner or owners.

#### **15. TEMPORARY VEHICLE CROSSINGS**

- 15.1. Where a temporary vehicle crossing is required, whether in connection with construction, repair, or excavation work, or otherwise, such crossing shall not be constructed, laid in place or used without the prior written permission of an authorised officer.
- 15.2. All works must be undertaken by a Council approved contractor. Council may impose such conditions as it thinks fit on the design and use of temporary crossings with regard to the safety and convenience of users of the crossing and the road, the protection of the road, or any other matters.

#### **16. CONTAINERS, OBJECTS AND VEHICLES ON ROADS**

- 16.1. No person shall leave on a road within the District any vehicle:
  - a) Which has no effective motor power in or attached to it; or
  - b) Which has no current Warrant of Fitness displayed on it; or
  - c) Which is not licensed for the current licensing year; or
  - d) Which is in such a state that it cannot safely be driven or is so disabled or damaged that it cannot be driven.
- 16.2. A 'Notice of Intention to Impound' may be placed on any vehicle which does not comply with section 16.1.
- 16.3. After the period listed on the Notice of Intention to Impound elapses, Council may remove, impound, or dispose of the vehicle in accordance with the Local Government Act 1974 (356).
- 16.4. No person shall use or place or leave upon any road, private road, or public place, any container, object, or other material that in the opinion of an authorised officer of Council is an obstruction or causes a traffic safety hazard, or is likely to cause a traffic safety hazard.
- 16.5. If any container or object on any road or public place under the control of Council is in the opinion of an authorised officer of Council an obstruction or traffic safety hazard, or is likely to cause a traffic safety hazard, an authorised officer may take or require action to remove the container or object and may impound it immediately.
- 16.6. If any container or object which has been impounded or removed is not claimed and the expenses of removal and/or of storage are not paid by the owner or some other person having an interest therein within two (2) months after the date of removal or

impounding, an authorised officer of Council may proceed to dispose of the container or object.

#### **17. PROHIBITED ACTIVITIES**

- 17.1. Except with the prior permission of the Council or an authorised officer a person shall not:
- a) Drive or park any vehicle in a public place except in an area set aside for the driving or parking of vehicles.
  - b) Drive in a manner that is dangerous or inconsiderate to pedestrians or other vehicles in a public place.
  - c) Carry out any work on any motor vehicle in a public place, except in the case of any accident or emergency when repairs are necessary to allow the vehicle to be removed.
  - d) Drive any vehicle across any berm unless by means of a crossing properly constructed in accordance with all bylaws of the Council in force at the time of such construction.
  - e) Park a motor vehicle on a footpath, raised or painted traffic island, verge, or cultivated area forming part of a road.
  - f) Ride, drive or park any vehicle on any grass within any park or reserve, any river bank or stop bank unless that grass, path or river bank has been provided for that purpose by the Council.
  - g) Stop or park a vehicle, whether attended or not, so that any part of the vehicle obstructs or partially obstructs any vehicle entranceway.
  - h) Wilfully and negligently obstruct any public place. If any vehicle is left unattended in a public place so as to cause a nuisance or obstruction, and the owner, driver or person entitled to thereof, or the person entitled to possession, cannot be found after reasonable enquiry in the vicinity, any Police Officer or authorised officer may have the vehicle removed to some other position, including any appropriate premises of the Council or of the Police.

#### **18. DAMAGE**

- 18.1. No person shall undertake any activity that causes or may cause damage to any road, footpath or berm or causes a safety hazard.
- 18.2. Where damage to any road has occurred, Council may undertake repairs to the road and an authorised officer may recover the costs of and associated with the replacement or repair from the person causing the damage or from any person who has committed a breach of the Bylaw in connection with the damage.

#### **19. VEGETATION**

- 19.1. No person shall plant or erect any trees, shrubs, hedges, scrub, or other growth, or fences or walls that in the opinion of an authorised officer are likely to obstruct visibility or become a source of nuisance or a danger to traffic at corners, bends, or intersections on roads. Council may require the property owner to trim or remove such trees, shrubs hedges, scrub, or other growth.

**20. EXEMPTIONS**

20.1. The provisions of this bylaw shall not apply to:

- a) Any vehicle parked, stopped or diverted by the direction of any Police Officer, traffic control sign or authorised officer.
- b) Any emergency services vehicle which is engaged on urgent business;
- c) Any vehicle engaged in a public work at that place, where:
  - i. No other practicable alternative is available, and;
  - ii. The vehicle is being used with due consideration to other road users, and;
  - iii. The act is reasonably necessary for the purposes of the public work.
- d) Any event or activity with a Traffic Management Plan that has been approved by an authorised officer and is operating within the conditions and specifications of the Traffic Management Plan.
- e) Any person may apply to the authorised officer for an exemption to any part of this Bylaw. The authorised officer may approve/decline the exemption application and, if granted, may impose conditions.

**21. FEES**

21.1. Fees for the issue of any permits or exemptions under this Bylaw are set out in Council's Schedule of Fees and Charges.

**22. APPEALS**

22.1. Where any person is dissatisfied with the actions or directions given by an authorised officer (unless a police officer), that person may request the Chief Executive to review the matter.

**23. OFFENCES AND PENALTIES**

- 23.1. Any person who commits an offence or fails to comply with any aspect of this Bylaw may either be subject to the penalties as set out in section 22AB of the Land Transport Act 1998 or the Land Transport (Offences and Penalties) Regulations 1999.
- 23.2. Any person who fails to comply with the parking requirements of this Bylaw at least twice in a period of four weeks, may have their vehicle impounded, and be required to pay the costs of the removal.
- 23.3. In addition to any fine imposed in accordance with this Bylaw, the Council may recover costs from any party as a result of its officer or agents taking any action authorised under any part of this Bylaw.



## 10.2 Analysis of Submissions and Adoption of the Proposed Schedule of Fees and Charges 2023/24

**Author:** Georgia Etheridge, Corporate Planning Advisor

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

### 1. Reason for Report

- 1.1 To provide an analysis of submissions received on the Proposed Schedule of Fees and Charges for 2023/24 to enable Council's deliberation and adoption.

### 2. Context

- 2.1 Consultation on the Proposed Schedule of Fees and Charges 2023/24 was undertaken simultaneously with the consultation on the draft Annual Plan - Framing 2023/24.
- 2.2 Consultation was undertaken in accordance with the Special Consultative Procedure set out in Section 83 of the Local Government Act.
- 2.3 All fees (except those set by legislation or regulation) were proposed to increase by 6%, the CPI index provided by economic consultancy BERL. In addition, changes were made in the following areas:
- **Halls:** Adjustment to fee structure and removal of options that were not required.
  - **Regulatory:** Application fee added for various applications, increase to deposit fees for those applications under the Resource Management Act to reflect processing costs. Simplification of staff hours. Change from a five-dog cap to working dogs, to instead be a fee of \$10.00 per dog, for the 6<sup>th</sup> and additional dogs.
  - **Solid Waste:** Increase of weighbridge fee for refuse to \$200 per tonne.
  - **Miscellaneous Charges:** Changes where the nature of request have changed or are no longer used. Requests for Official information aligned with Ministry of Justice Guidelines
- 2.4 The Proposed Schedule of Fees and Charges is attached (refer to Attachment 1).

### 3. Submissions

- 3.1 One submission was received on the Annual Plan which also provided feedback on the proposed Schedule of Fees and Charges. This submission is attached (Attachment 2).

### 4. Summary of submissions

- 4.1 Submitter 219 – Annual Plan indicated that it was difficult to give feedback on this document as it did not compare current fees and charges for 2022/23 and proposed 2023/24 values side-by-side.

### 5. Officer Comment

- 5.1 Staff note the feedback on presentation of the proposed schedule of fees and charges for consultation and will consider this for future documents.
- 5.2 No changes (except for minor proofing edits) are proposed to the proposed schedule that was adopted for consultation.

**6. Mana whenua implications**

6.1 There are no significant mana whenua implications identified for this report.

**7. Statutory Implications**

7.1 Statutory requirements have been followed in the consideration of fees and charges including:

- Local Government Act 2002 section 150
- Building Act 2004 section 219
- Resource Management Act 1991 section 36

7.2 Council has consulted on the Fees and Charges alongside the draft Annual Plan 2023/24, as per the consultation requirements outlined in the Local Government Act.

**8. Decision Making Process**

8.1 The degree of significance for this decision is considered to be moderate. Consultation has occurred in accordance with legislative requirements.

**Attachments:**

1. **Schedule of Fees and Charges 2023/24** [↓](#)
2. **Submission on proposed Fees and Charges 2023/24** [↓](#)

**Recommendation 1:**

That the report 'Analysis of Submissions and Adoption of the Proposed Schedule of Fees and Charges 2023/24' be received.

**Recommendation 2:**

That submission 213 to the draft Annual Plan 2023/24 also be received as a submission under the Proposed Schedule of Fees and Charges 2023/24.

**Recommendation 3:**

That the Schedule of Fees and Charges for 2023/24 be adopted as amended/without amendment *[delete one]*.

# Ngā Utu Kaunihera

## Schedule of Fees and Charges

1 July 2023 to 30 June 2024

All fees expressed on a  
GST inclusive basis (15%)



*making this place home*

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ITEM 10.2

ATTACHMENT 1

Rangitikei District Council | Fees and Charges 2023/2024

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Rangitikei District Council   Fees and Charges 2023/2024	
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Explanatory note

Setting of some fees require the use of the special consultative procedure in the Local Government Act 2002.

In general, fees have been increased by 6.0% (the anticipated increase in CPI), and rounded up to a whole dollar figure. In some cases, rounding is not applied where it would introduce distortion.

Those fees set by statute or regulation are noted. The schedule will be amended should any changes to these fees occur.

The variations to this approach are as follows:

- Halls: a formula method has been introduced to ensure proportionality for the hirage rates across halls. Some hall fee structures were simplified. Hourly rates were increased by 6%.
- Printing fees at Council offices and Libraries were not increased.
- Adjustments were made to the presentation of Building Consent Fees and Resource Management Administration Fees to increase clarity. Some fees and deposits were increased over the level of inflation to better reflect the cost to Council. Fees have been added where it has been identified that there is a cost to Council in processing documentation or applications.
- Replacement of the capped fee of 5 working dogs with a full fee for up to 5 working dogs, and a reduced fee of \$10 for any additional dogs.
- An increase to the per-tonne rate for disposing of solid waste.
- Adjustments to miscellaneous charges including charges for requests under the Local Government Information Act, and removing additional charges that could be considered under the Act. Removal or simplification of some charges, and addition of the cost to Council of courier bags.

Adjustment to rents in Council’s community housing must be made in accordance with the requirements of section 24 of the Residential Tenancies Act 1986. This means that not all rental increases will take place from 1 July 2023.

Several Council-owned or administered facilities are managed by other organisations, which set their own fees (typically in consultation with the Council), these include:

Marton Swim Centre.....	Community Leisure Management
Taihape Swim Centre .....	Nicholls Swim Academy
Huntermville Town Hall .....	Huntermville Sports and Recreation Trust
Turakina Domain .....	Turakina Reserve Management Committee
Koitiata Hall .....	Koitiata Residents Association
Shelton Pavilion .....	Marton Saracens Cricket Club

### Cemetery Charges

Charges for the cemeteries under the administrative control of the Rangitikei District Council (except at Ratana):

	2023/2024
<b>Plot</b>	
Adult – over 12 years	\$1,007.00
Child – up to and including 12 years of age	\$386.00
Ashes – all sections	\$224.00
Memorial wall plaque – Mt View	\$122.00
Rose berm – Mt View	\$122.00
<b>Interment Fees</b>	
Wall niche – Bulls	\$224.00
Adult – over 12 years	\$1,007.00
Child – up to and including 12 years of age	Free
Stillborn	Free
Ashes	\$264.00
Ashes – placed by family	\$48.00
Extra depth – extra charge	\$202.00
Saturdays & Public Holiday Sexton fees – extra charge	\$592.00
Extra charge for all out of district interments – does not apply to ashes, stillborn or child interments	\$994.00
Disinterment/re-interment charges	\$2,180.00
Disinterment of ashes	\$244.00
Monumental permit - fee will be waived if an image of the headstone is supplied	\$39.00
RSA burials at Marton and Taihape - interment fees only apply	



***Ratana Cemetery Separate Charges***

All interments are arranged by individual whanau under Council’s approved best practice guidelines (available from the Council or Ratana Communal Board). The fee of \$538.00 paid for a plot includes ongoing plot maintenance (e.g. sinkage top-up) by the Ratana Communal Board. Allocation of plots outside business hours is managed by Ratana Community Board.

	2023/2024
Adult – over 12 years (including plot reinstatement/maintenance)	\$538.00
Child – up to and including 12 years of age	Free
Stillborn	Free
Ash plot	\$156.00

## Parks and Reserves

Fees below are for exclusive use of Council-owned parks. Anyone may use Council-owned parks for leisure and recreational activities. Where exclusive use is required, the schedule of fees and charges applies and reflects the wear and tear on the grounds of various activities. These fees, but not deposits against damage, can be waived at the discretion of the Chief Executive. Where an organisation or group wishes to have exclusive use of a Council facility not otherwise specified in the Schedule, the fee (if any) will be determined by the Chief Executive or his/her nominee.

Turakina Domain is managed by the Turakina Reserve Management Committee. For bookings, please contact Laurel Mauchline Campbell on 027 441 8859.

	2023/2024
<b>Memorial Park – Taihape</b>	
<b>Annual users per annum**</b>	
No 1, 2 and 3 fields (each)	\$695.00
Taihape Area School – for a maximum of 5 days exclusive use of all three fields (with the exception of any equestrian event)	\$2,111.00
<b>Casual one-off exclusive users per use (1 day)</b>	
No 1, 2 and 3 fields (each)	\$238.00
<b>Huntermville Domain</b>	
Annual users per annum**	\$396.00
Casual one-off exclusive users per use (1 day)	\$238.00
<b>Bulls Domain, Marton Park, Centennial Park and Wilson Park</b>	
Annual users per annum (per ground)**	\$695.00
Casual one-off exclusive users per use (1 day)	\$238.00
<b>All Parks</b>	
Special event users (per day) to include circus, equestrian events, festivals and tournaments	\$835.00
<b>Refundable Damages Bond***</b>	
<b>Refundable key deposit</b>	\$170.00
<b>Village Green – mobile traders (per day)</b>	\$29.00
After-hours staff call out	\$170.00
<b>Annual ground rental for community facilities on Council land</b>	\$226.00

### Notes:

Discounted fees and charges (excludes refundable key deposit)

- Hockey, cricket, softball 50% of fee
- Athletics, marching, other contact sports 25% of fee
- Non-contact sport, non-profit recreational users 10% of fee

\*\* Annual User charges give sole use of a ground to a sporting code for Saturday and practice night. Actual electricity use to be charged to clubs by measured and metered arrangement.

\*\*\* The fee to be decided on at the discretion of the Parks & Reserves Manager, time of year and type of event taken into consideration. This also applies to those outlined in note 1 with discounted fees and charges.

## Hall Charges

The charges outlined below relate to hiring the whole facility or dedicated meeting rooms. The full fee is payable by any commercial hirer, and a discount applied for non-profit community users. Fees, but not deposits against damage or for keys, can be waived at the discretion of the Chief Executive within the delegation agreed by Council. Where an organisation or group wishes to have exclusive use of a Council facility not otherwise specified in the Schedule, the fee (if any) will be determined by the Chief Executive or his/her nominee.

	2023/2024	Local not-for-profit
<b>Standard charges</b>		
Refundable deposit against damage to be charged to all users <sup>1</sup>	\$191.00	\$191.00
Refundable deposit against damage to be charged for 21st birthdays <sup>1</sup>	\$583.00	\$583.00
Key deposit for all halls Refundable when key returned <sup>2</sup>	\$59.00	\$59.00
Multiple days useage for all halls	One day at full cost, consecutive days at half the full day rate	
Cancellation fee for all halls Payable if cancelled less than 14 days prior to booked event	Full fee	Full fee
Callouts – staff	\$56.00	\$56.00
Callouts – security	\$181.00	\$181.00
<b>Te Matapihi (Bulls Community Centre)</b>		
Hall per hour (use of kitchen included)	\$38.00	\$23.00
Up to 5 hours	\$162.00	\$97.00
Full day (key returned before 5:00pm)	\$244.00	\$146.00
Evening (key returned before 10am the following day)	\$244.00	\$146.00
Full day and evening	\$342.00	\$206.00
Commercial Use (per day)	\$657.00	\$657.00
<b>Regular Users (weekly-monthly use)</b>		
Per hour	\$27.00	\$17.00
Up to 5 hours	\$115.00	\$69.00
Full day (key returned before 5:00pm)	\$173.00	\$104.00
Evening (key returned before 10am the following day)	\$173.00	\$104.00
Full day and evening	\$243.00	\$146.00

<sup>1</sup> Where the damage costs are more than the deposit, the actual cost of reparation will be charged

<sup>2</sup> Where the replacement cost is more than the deposit, the actual cost will be charged

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## Rangitikei District Council | Fees and Charges 2023/2024

	2023/2024	Local not-for-profit
<b>Ohakea Room/Santoft Room (each)</b>		
Per hour	\$27.00	\$17.00
Up to 5 hours	\$115.00	\$69.00
Full day (key returned before 5:00pm)	\$162.00	\$98.00
Evening (key returned before 10am the following day)	\$162.00	\$98.00
Full day and evening	\$292.00	\$175.00
<b>Scotts Ferry Room</b>		
Per hour	\$16.00	\$10.00
Up to 5 hours	\$68.00	\$41.00
Full day (key returned before 5:00pm)	\$103.00	\$62.00
<b>Marton RSA &amp; Citizens Memorial Hall</b>		
Hall per hour (use of kitchen included)	\$38.00	\$23.00
Up to 5 hours	\$162.00	\$97.00
Full day (key returned before 5.00 pm)	\$244.00	\$146.00
Evening (key returned by 10.00 am the following day)	\$244.00	\$146.00
Full day and evening	\$342.00	\$206.00
Commercial Use (per day)	\$657.00	\$657.00
<b>Regular Users (weekly-monthly use)</b>		
Per hour	\$27.00	\$17.00
Up to 5 hours	\$115.00	\$69.00
Full day (key returned before 5.00 pm)	\$173.00	\$104.00
Evening (key returned by 10.00 am the following day)	\$173.00	\$104.00
Full day and evening	\$243.00	\$146.00
<b>Upstairs Meeting Room</b>		
Per hour	\$22.00	\$11.00
Up to 5 hours	\$75.00	\$38.00
Full day (key returned before 5.00pm)	\$96.00	\$48.00
<b>RSA Supper Room</b>		
Per hour	\$16.00	\$7.00
Up to 5 hours	\$68.00	\$41.00
Full day (key returned before 5.00pm)	\$103.00	\$62.00
Commercial kitchen use <sup>3</sup>	\$19.00	\$19.00
<b>Mangaweka Town Hall</b>		
Per hour	\$38.00	\$23.00
Up to 5 hours	\$162.00	\$97.00
Full day (key returned before 5.00 pm)	\$244.00	\$146.00
Evening (key returned by 10.00 am the following day)	\$244.00	\$146.00
Full day and evening	\$342.00	\$206.00

<sup>3</sup> Local residents preparing food for sale within the district, on a casual basis, up to 10 times per year. More frequent usage would be at the daily charge for hall hireage

## Rangitikei District Council | Fees and Charges 2023/2024

Commercial use (per day)	\$657.00	\$657.00
<b>Regular Users (weekly-monthly)</b>		
Per hour	\$27.00	\$17.00
Up to 5 hours	\$115.00	\$69.00
Full day (key returned before 5.00 pm)	\$173.00	\$104.00
Evening (key returned by 10.00 am the following day)	\$173.00	\$104.00
Full day and evening	\$243.00	\$146.00
<b>Kokako Street Pavillion, Taihape</b>		
Per hour	\$38.00	\$23.00
Up to 5 hours	\$162.00	\$97.00
Full day (key returned before 5.00 pm)	\$244.00	\$146.00
Evening (key returned by 10.00 am the following day)	\$244.00	\$146.00
Full day and evening	\$342.00	\$206.00
<b>Regular Users (weekly-monthly)</b>		
Per hour	\$27.00	\$17.00
Up to 5 hours	\$115.00	\$69.00
Full day (key returned before 5.00 pm)	\$173.00	\$104.00
Evening (key returned by 10.00 am the following day)	\$173.00	\$104.00
Full day and evening	\$243.00	\$145.00

Fees for using the Hunterville Town Hall are set by the Hunterville Sport and Recreation Trust which has a lease agreement with Council to operate the Hall.  
Contact Jane Watson on 06 322 8360 for all bookings.

Fees for the Shelton Pavilion are set by Rangitikei Netball and Marton Saracens Cricket Club. Contact Felix Bell on 06 327 8984.

Fees for using our Rural Halls are set by the relevant Rural Hall Committee. Contact details are on our website.

**Library Charges**

	<b>2023/2024</b>
<b>All borrowing</b> , for first three weeks (DVD/CDs one week)	Free
Borrowing limit (per borrower)	20 Items
DVDs limit (per borrower)	5 Items
<b>Renewals</b>	
For second and third week periods	No charge
Overdue charge (per day)	No charge
Borrowing may be suspended if any item is overdue for more than three weeks	
<b>Reserves</b>	\$1.00
<b>Interloans</b> (interloan libraries)	\$7.00
<b>Replacement cards</b>	\$1.00
<b>Internet</b>	
Use of computers <sup>4</sup>	Free
<b>Photocopying and printing</b> (per page)	
A4	\$0.20
A3	\$0.50
A4 colour	\$3.00
A3 colour	\$4.00
<b>Fax: New Zealand</b>	
First page	\$2.20
Following pages (per page)	\$0.30
<b>Fax: International</b>	
First page	\$2.30
Following pages (per page)	\$1.10
<b>Fax: Receiving</b> (per page)	\$0.30
<b>Out of District Membership</b>	Free

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<sup>4</sup> Public access PCs in the Council libraries are Aotearoa People's Network Kaharoa machines.

## Building Consent Fees

Set by Council in accordance with Section 219 of the Building Act 2004 and Section 150 of the Local Government Act 2002.

		2023/2024
<b>Work Type : Exempt Building Work</b>		
The Building Act 2004, Schedule 1, allows for some works to be undertaken without a Building Consent. Each application will be considered on a case-by-case basis. See Council's website for details of how to apply. <sup>5</sup>	No charge (unless application for exemption made so project documented in Council's records)	
Under the Building Act 2004, Council may exempt other building work using its discretion (specified in Clause 2 of Part 1, Schedule 1). Council may allow exemptions for temporary structures and engineer-reviewed solutions. A formal application is required.	Deposit required +Staff time	\$338.00
<b>Work Type: Fixed Building Consent Fee<sup>6</sup></b>		
<b>Domestic/Residential Small Projects</b>		
Install freestanding fire		\$512.00
Install inbuilt fire		\$655.00
If installation includes a wet back	In addition	\$74.00
Residential demolition <i>Demolition of stand-alone structures is exempt under Schedule 1.</i>		\$655.00
Proprietary garage, carport, pole shed, garden shed, unplumbed sleep out		\$1,017.00
Temporary/freestanding signs		\$727.00
Conservatory placed on existing deck		\$987.00
Grease trap installation		\$645.00
Remove an interior wall <i>Consent required for load-bearing walls only.</i>		\$655.00
Install external window/door <i>Consent required if installation to take place in fire-rated wall.</i>		\$655.00
Install storm water drain		\$645.00
Install WC/shower		\$645.00
Install hot water cylinder		\$645.00
Install on-site effluent disposal system and field		\$709.00
Any Marquee greater than 100m <sup>2</sup>		\$402.00
Any Marquee erected for longer than a month		\$402.00
Property Information Memorandum – if requested prior to lodging a building consent application		\$212.00
<b>Work Type: Variable Building Consent Fee (Deposit)</b>		

<sup>5</sup> <https://www.rangitikei.govt.nz/services/building-consents-information/consents/exemptions>

<sup>6</sup> Fixed fee consents will be charged at stated rate.

## ITEM 10.2 ATTACHMENT 1

## Rangitikei District Council | Fees and Charges 2023/2024

		2023/2024
Variable fee consents will be calculated based on actual and reasonable costs. In the event that a deposit is insufficient to cover Council's costs, for example where additional inspections are required or where specialist technical or professional consultation is required, additional charges may be applied to recover actual and reasonable costs.		
<b>Larger Domestic/Residential Projects</b>		
Swimming pools and fencing	Deposit required	\$727.00
New dwellings and alterations/additions	Deposit required	
Project value up to \$10,000		\$847.00
Project value \$10,001 to \$100,000		\$1,219.00
Project value \$100,001 to \$250,000		\$1,501.00
Project value more than \$250,000		\$1,840.00
Kerb and footpath bond (potentially refundable)		\$855.00
<b>Agricultural/Rural Buildings</b>		
Wool sheds, dairy sheds, silos, intensive agriculture	Deposit required	\$1,019.00
<b>Commercial, Government, Educational Building Work</b>		
Project value: \$0.00 to \$10,000.00	Deposit required	\$875.00
Project value: \$10,001.00 to \$100,000.00	Deposit required	\$1,586.00
Project value: \$100,001.00 to \$250,000.00	Deposit required	\$3,032.00
Kerb and footpath bond (potentially refundable)		\$3,480.00
Notice to fix		\$300.00
<b>PIM Fees</b>		
<b>Domestic/Residential Small Projects</b>		
Install freestanding fire		\$19.00
Install inbuilt fire		\$19.00
Residential demolition		\$40.00
Proprietary garage, carport, pole shed, garden shed, un-plumbed sleep out		\$51.00
Conservatory placed on existing deck		\$51.00
Remove an interior wall		\$76.00
Install storm water drain		\$49.00
Install on-site effluent disposal system and field		\$49.00
<b>Larger Domestic/Residential Projects</b>		
Swimming pools and fencing		\$51.00
New dwellings and alterations/additions		\$184.00
<b>Agricultural/Rural Buildings</b>		
Wool sheds, dairy sheds, silos, intensive agriculture		\$109.00
<b>Commercial, Government, Educational Building Work</b>		
Project value: \$0.00 to \$10,000.00		\$76.00
Project value: \$10,001.00 to \$100,000.00		\$102.00
Project value: \$100,001.00 to \$250,000.00		\$133.00
<b>Other Fees</b>		<b>2023/2024</b>
Compliance Schedule (new or amendment)		\$300.00



## Rangitikei District Council | Fees and Charges 2023/2024

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Other Fees		2023/2024
Building Warrant of Fitness (renewal)		\$174.00
BWOF 1 <sup>st</sup> late reminder 1 – 21 days		\$249.00
BWOF 2 <sup>nd</sup> late reminder 22 – 43 days		\$375.00
BWOF 3 <sup>rd</sup> late reminder 43 – 64 days		\$563.00
BWOF 4 <sup>th</sup> late reminder 64 days or more	+ infringement fee for no BWOF in Building.	\$842.00
<i>BWOF reminder fees are not cumulative – each reminder notice includes the fee for the previous notice/s.</i>		
Inspections ( swimming pool, building consent, general compliance) All inspections include travel time to the site.		\$239.00
Certificate for Acceptance for unconsented work done under urgency (Sec 42 and 96(1)(b) of the Building Act 2004)	+ Staff time	\$368.00
Certificate of Acceptance for unconsented work not done under urgency (Sec 96(1)(a) if the Building Act 2004)	+ Staff time	\$2,000.00
Certificate of Public Use	+ Staff time	\$500.00
Extension to consent timeframes (maximum 12 months)		\$200.00
Application for amendment	+ Staff time	\$338.00
Building and Town Planning certificate to meet liquor licensing requirements		\$394.00
Consent endorsements (Sec.72, 75 certificates etc.)		\$500.00
Independently Qualified Person – registration		\$435.00
Independently Qualified Person – renewal		\$108.00
LIM Report – residential (within 10 working days)		\$265.00
LIM Report – commercial (within 10 working days)		\$318.00
Property file access - residential (other than by property owner)		\$16.50
Property file access – commercial (other than by property owner)		\$20.00
Kerb and footpath bond (potentially refundable) for relocating a house off or onto a property		\$856.00
Code compliance certificate – residential		\$350.00
Code compliance certificate – commercial		\$500.00
Change of use		\$500.00
Notice to fix issue		\$500.00
Scanning fee -Building consents Council has an online portal for building consent applications. Where paper copies are provided, a digitisation fee will be applied.		\$113.00

Rangitikei District Council   Fees and Charges 2023/2024		
Other Fees		2023/2024
BRANZ and MBIE Levies on projects over \$20,444	per \$1,000	BRANZ \$1.00
		MBIE \$1.75
A building consent accreditation fee is payable for projects:		Residential - \$1.00 per \$1000 of value (capped at \$200).
		Commercial - \$1.00 per \$1000 of value (capped at \$500).

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**Resource Management Act Administrative Charges**

Set in accordance with section 36 of the Resource Management Act 1991

	2023/2024
<b>Resource Management Act Administrative Charges (Deposit)</b>	
<p>The deposit required for the below applications is offset against the final invoice. However, Council cannot guarantee the final invoice amount that will be due to cover the actual and reasonable costs incurred in processing the consent.</p> <p>Fees will be calculated to cover other actual and reasonable costs incurred at the applicable staff charge-out rate together with the costs associated with employing the services of professional consultants where necessary.</p> <p>Any difference will be payable/refundable once a decision has been made on the application as per the relevant section of the Resource Management Act 1991. Actual and reasonable costs associated with any resource consent hearing will be recovered from the applicant.</p> <p>Interim invoices for the processing of Resource Consents may be generated when costs exceed the deposit paid.</p>	
Resource Consent applications – notified (land use and subdivision)	\$3,099.00
Resource Consent applications – limited notification (land use and subdivision)	\$1,861.00
Resource Consent applications – non-notified (Conjoint application)	\$1,500.00
Resource Consent applications – non-notified (land use)	\$1,378.00
Resource Consent applications – non-notified (subdivision) 1-3 lots	\$1,484.00
Resource Consent applications – non-notified (subdivision) 4-10 lots	\$1,697.00
Resource Consent applications – non-notified (subdivision) 11+ lots	\$2,120.00
Boundary activities as permitted activities	\$530.00
Marginal or temporary non-compliance permitted activities	\$530.00
RMA certification 1 – 3 lots (e.g. s223, s224 etc.)	\$373.00
RMA certification 4+ lots (e.g. s223, s224 etc.)	\$689.00
Section 226 applications (separation of title)	\$530.00
RMA certification (section 241, 243) outside of a s223/224 certification process	\$373.00
RMA certification (section 139, 139A) outside of a s223/224 certification process	\$850.00
Requests for Plan Changes	\$6,991.00
Application for alteration to designation – notified	\$2,480.00
Application for alteration to designation – non-notified	\$1,000.00
Cancellation/change of consent conditions (s127) or consent notice (s221)	\$1,100.00
Resource consent extension (s125)	\$750.00
Right of Way application (s348 LGA)	\$750.00
Outline plans for designations	\$650.00
Waiver for requirement for Outline Plan	\$650.00
RMA hearing deposit	\$2,727.00
<b>Resource Management Act Administrative Charges (Fixed Fee)</b>	
Site visit	\$232.00

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## Rangitikei District Council | Fees and Charges 2023/2024

	2023/2024
Resource Consent applications - controlled activity signage The fixed fee will apply only if the application is lodged as complete and no further information requests are required. If these conditions are not met then the relevant land use consent fees will apply.	\$500.00
Hard copy of District Plan Available free on RDC website	\$408.00
Heritage bond application	\$550.00
<b>Building Control and Resource Management Staff Hours</b>	<b>2023/2024</b>
Pre-application discussion with planning staff on feasibility of a proposal – first half hour free Meeting with building control staff – first half hour free <i>Does not include site visits and inspection fees</i>	
Administrator	\$131.00
Officer	\$239.00
Senior Planner/Consultant Planner (Resource Consent Processing only)	\$255.00
Technical and professional staff from all other Council units	\$239.00
Manager/Team Leader	\$273.00
Technical expert (consultant)	At cost + disbursement
Commissioner	At cost + disbursement
All advertising, consultant and solicitor fees associated with all work types including processing of a consent or certificate (including specialist technical or legal advice) and new Notice of Requirements, designation alterations, removal of designations and District Plan changes	At cost + disbursement

**Fees Applying to Specific Licences**

	2023/2024
<b>Amusement Device Permit</b> (prescribed by the Amusement Devices Regulations 1978)	
<b>One device at one site:</b>	
First seven days	\$11.50
Second and subsequent seven-day period	\$1.00 per week
<b>Additional device at one site:</b>	
First seven days	\$2.00
Second and subsequent seven-day period	\$1.00 per week
<b>Licensed Premises Fees</b> – set by Council in accordance with the Health (Registration of Premises) Regulations 1966 and Section 150 of the Local Government Act 2002	
Hairdressers	\$476.00
Funeral Director	\$476.00
Amusement Gallery	\$476.00
Camping Ground	\$476.00
Mobile Shop selling goods	\$476.00
Offensive Trade*	\$476.00
Any inspections or advisory visits requested by licence holders or other persons (per hour)	\$226.00

\*Means any trade, business, manufacture, or undertaking, as specified in Schedule 3 of the Health Act 1956 including blood or offal treating; bone boiling or crushing; collection and storage of used bottles for sale; dag crushing; fellmongering; fishing cleaning; fishing curing; flax pulping; flock manufacturing, or teasing of textile materials for any purpose; tanning; gut scraping and treating; nightsoil collection and disposal; refuse collection and disposal; septic tank desludging and disposal of sludge; slaughtering of animals for any purpose other than human consumption; storage, drying, or preserving of bones, hides, hoofs, or skins; tallow melting; wood pulping; and wool scouring.

**Liquor Licensing Fees**

Prescribed by the Sale and Supply of Alcohol (Fees) Regulations 2013.

<b>Applications for new licences</b>	<b>2023/2024</b>	<b>Transferred to ARLA<sup>7</sup></b>
Cost/risk rating*		
Very low (0-2)	\$368.00	\$17.25
Low (3-5)	\$609.50	\$34.50
Medium (6-15)	\$816.50	\$51.75
High (16-25)	\$1,023.50	\$86.25
Very high (26 and over)	\$1,207.50	\$172.50
<b>Annual licence fees</b>		
Cost/risk rating*		
Very low	\$161.00	\$17.25
Low	\$391.00	\$34.50
Medium	\$632.50	\$51.75
High	\$1,035.00	\$86.25
Very high	\$1,437.50	\$172.50
<i>*The cost/risk ratings are those specified in clause 5 of the Regulations</i>		
<b>Other application fees</b>		
Manager's Certificate	\$316.50	\$28.75
Temporary Authority	\$296.70	N/A
Temporary Licence	\$296.70	N/A
Extract of Register	\$57.50	\$57.50 (if extracted from ARLA register)
<b>Special Licences</b>		
Class 1: 1 large event, more than 3 medium events, more than 12 small events	\$575.00	
Class 2: 3-12 small events; 1-3 medium events	\$207.00	
Class 3: 1 or 2 small events	\$62.30	

Clause 9 of the Regulations provides the following definitions:

Large event = more than 400 people

Medium event = 100 to 400 people

Small event = fewer than 100 people

<sup>7</sup> Alcohol Regulatory and Licensing Authority

**Food Act Fees**

	<b>2023/2024</b>
Hourly charge out rate – up to one hour	\$225.00
Additional fee per hour – 15 minute blocks	\$225.00
FCP registration fee - up to one hour	\$225.00
Additional FCP registration fee per hour – 15 minute blocks	\$225.00
NP registration fee - up to one hour	\$225.00
Additional NP registration fee per hour – 15 minute blocks	\$225.00
FCP renewal fee	\$225.00
NP renewal fee	\$225.00
Verification fees FCP – up to one hour	\$225.00
Additional verification fees FCP per hour – 15 minute blocks	\$225.00
Verification fees NP – up to 30 minutes	\$113.00
Additional verification fees NP per hour – 15 minute blocks	\$225.00
Voluntary suspension	\$100.00
Improvement notice	\$150.00 + staff time
Statement of compliance	\$150.00 + staff time

### Dog Registration Fees

Set by Council in accordance with Section 37 and 68 of the Dog Control Act 1996. The Act makes provision to fix reduced fees for dogs under a specified age (not exceeding 12 months). However, Council has not made provision for reduced fees for young dogs/pups.

	2023/2024
<b>Registration fees</b>	
Working dogs (each, for up to five dogs)	\$48.00
Sixth and additional working dogs (each)	\$10.00
Working dogs (late payment)	
Reduced fee does not apply	\$74.00
Non working dogs	\$149.00
Non working dogs (late payment)	\$223.00
Non working dogs de-sexed	\$100.00
Non working dogs de-sexed (late payment)	\$151.00
Good owner dog	\$70.00
Good owner dog (late payment) <sup>8</sup>	\$223.00
Multi Dog Permit	\$33.00
<b>Dangerous Dogs</b>	
Section 32(1) of the Dog Control Act, Effect of classification as dangerous dog states "...must, in respect of every registration year commencing after the date of receipt of the notice of classification, be liable for dog control fees for that dog at 150% of the level that would apply if the dog were not classified as a dangerous dog".	
<b>Impounding Charges</b>	
Impounding first offence (within 12 month period)	\$155.00
Impounding second offence (within 12 month period)	\$218.00
Impounding third offence (within 12 month period)	\$279.00
Sustenance - per day	\$14.00
Destruction fee – per dog	\$43.00
<b>Other fees</b>	
Replacement tags	\$4.20
Micro-chipping and registration onto National Dog Database	\$64.00

Note:

The Dog Control Act 1996 does not allow Council to levy separate fees for application and monitoring in respect of Approved Good Owner Classification but does allow Council to set fees having regard to the relative cost of registration and monitoring. Therefore, these fees have been incorporated into the fees applicable to Approved Good Owner Classifications.

<sup>8</sup> Under Council's Dog owner responsibility policy, late registration means the loss of approved good owner classification for one registration year.



**Stock Impounding**

Set by Council in accordance with sections 14, 15 and 33(3) of the Impounding Act 1955

	2023/2024
<b>Poundage Fees</b>	
Sheep, goats (per animal)	\$39.00
Cattle, horses, deer, pigs	\$106.00
<i>These charges are to be doubled for impound of stock of any owner that are impounded more than once in a 12 month period</i>	

**Sustenance Charges**

	2023/2024
<b>No of Animals (per animal, per day)</b>	
Sheep, goats (per animal)	\$7.00
Cattle, horses, deer, pigs	\$15.00
* or actual expenses, if higher	

**Driving Charges**

	2023/2024
Float Hire/Transport	At cost
Callout	Fee will be based on recovery of actual and reasonable costs incurred associated with the callout – minimum charge of \$186.00

**Animal Control Miscellaneous Fees**

	2023/2024
Costs associated with, but not limited to, tagging (NAIT), vet treatment, inspection, supplementary feeding or animal husbandry will be charged at cost plus hourly rate for staff time if applicable.	Actual cost + staff time (\$66.00 per hour)
Trespass charges, where applicable, are prescribed by clause 7 of the Impounding Regulations 1981.	

**Storage of Hazardous Substances**

Set by Council in accordance with section 23 of the Hazardous Substances and New Organisms Act 1996 and section 150 of the Local Government Act 2002.

	2023/2024
Charge out rate for carrying out any of the enforcement functions required by section 97 (h) of the Hazardous Substances and New Organisms Act 1996 (per hour)	\$239.00

**Noise Control**

	2023/2024
Charge to property owner for every call out attended by Council's noise control contractors where in the view of the officer a noise reduction instruction was warranted	\$89.00
Charge to complainant for unsubstantiated complaint where the complainant has lodged three previous unsubstantiated complaints within the preceding 12 months	\$89.00

**Miscellaneous Permits/Authorities/Fees**

	2023/2024
<b>Certificates under the Overseas Investment Act</b>	
Set in accordance with Section 150 of the Local Government Act 2002	\$163.00
<b>Return of Property Seized Pursuant to Section 328 of the Resource Management Act 1991</b>	
Set in accordance with Section 36 of the Resource Management Act 1991 and Section 150 of the Local Government Act 2002	\$238.00
<b>Gambling Venue Consent – Application Fee</b>	
Set in accordance with Section 150 of the Local Government Act 2002	\$238.00
<b>Costs associated with removal of dumped rubbish</b>	
Set in accordance with Section 150 of the Local Government Act 2002	Actual cost + staff time
<b>Trading in a Public Place</b>	
Permit fee	\$150.00
<b>Council Bylaws</b>	
Processing of Bylaw permits or exemptions	\$250.00

**Water Charges – Urban Areas**

	2023/2024
<b>Extraordinary<sup>9</sup> Users (Water by Meter)</b>	
Marton, Taihape, Ratana, Bulls and Mangaweka	\$2.42 per m <sup>3</sup>
ANZCO (Bulls)	\$1.57 per m <sup>3</sup>
Taihape untreated water per m <sup>3</sup>	\$1.72 per m <sup>3</sup>
Ordinary supply – 20mm diameter – domestic only, per single dwelling unit to property boundary, maximum overall length 5m, unmetered, manifold.	As charged by Contractor
New connections will be installed by approved Contractors	Plus proportionate share of the targeted rate for water (connected) due for the balance of the year
Extraordinary supply – all other connections to property boundary	Quote
New connections shall be installed by approved Contractors.	Plus proportionate share of the targeted rate for water (connected) due for the balance of the year
<b>Disconnection Fees (including restrictors)</b>	
<i>All types of supply</i> - per disconnection Includes all work to disconnect service. Work shall be undertaken by Rangitikei District Council. Where applicable, a final meter reading shall be taken and the applicant will be responsible for payment of water consumed to the date of disconnection	\$352.00
<b>Reconnection Fees (including restrictors)</b>	
Per reconnection	Quote based on investigation
<b>Bulk Water Sales</b>	
Marton – located in King Street	\$3.50 per m <sup>3</sup> plus \$6.80 per load
Taihape – located behind Town Hall	
One free tanker load per year for each unconnected property in the District (freight not covered) <i>The cost of the water is reimbursed by Council on presentation of an invoice from the cartage company.</i> [Access is via PIN for pre-approved contractors]	

<sup>9</sup> Consumers using more than 250m<sup>3</sup> per year.

Extraordinary use includes:

- (a) Domestic – spa or swimming pool in excess of 10 m<sup>3</sup> capacity, fixed garden irrigation systems, and/or
- (b) Commercial and business
- (c) Industrial;
- (d) Agriculture;
- (e) Horticulture;
- (f) Viticulture;
- (g) Fire protection systems other than sprinkler systems installed to comply with NZS 4517;
- (h) Out of district (supply to, or within another local authority);
- (i) Temporary supply.

### Rural Water Schemes

Rural Water Schemes are managed entirely by committees established by the users of each scheme. Council sets a targeted rate for users of each scheme based upon the cost of running the schemes. Committees are invited to submit feedback on their targeted rate prior to rates being set.

#### Hunterville Rural Water Scheme

10% penalty will be incurred on late payment. Reconnection fee of \$500.00.

### Stormwater Charges – Urban Areas

	2023/2024
<b>Connection Fees</b>	
100mm diameter – New stormwater connections to be installed by approved contractors. New connections shall be installed by approved contractors.	As charged by Contractor, plus proportionate share of the targeted rate for stormwater (urban) due for the balance of the year
<b>Disconnection Fees</b>	
Per disconnection, capped at boundary	Quote based on investigation
<b>Reconnection Fees</b>	
Per reconnection	Quote based on investigation

**Wastewater Charges**

	2023/2024
<b>Extraordinary Consumers</b>	
Refer to Rates Notice	
<b>Volumetric wastewater charges</b>	
Base charge per water meter co-nection - charged per 3-month period includes 76m³ of flow use per period	\$870.00
Domestic wastewater discharge consumption is calculated at 80% of the volume of water used as measured by water meter. (This cost excludes trade waste) This rate applies to domestic institutions (e.g. nursing homes) where water consumption exceeds the normal consumption for a single house	\$3.30
<b>Connection and Reconnection Fees</b>	
All connections and reconnections. New connections shall be installed by approved Contractors. Cost is highly dependent on depth of connection, length of later and mains diameter.	Quote based on investigation, plus proportionate share of targeted wastewater (connected) rate due for balance of year
<b>Disconnection Fees</b>	
Per disconnection	\$322.00
<b>Septage Discharge Fee</b>	
Per cubic metre	\$30.00
<b>Trade Waste Charges</b>	
Flow per cubic metre	\$1.22
BOD per kg	\$0.80
COD per kg	\$0.80
TSS per kg	\$0.80
Phosphorous charge per kg	\$40.00
Ammoniacal nitrogen per kg	\$40.00
<b>Other Trade Waste Charges</b>	
Trade Waste Consent (includes first 2 hours of processing)	\$257.00
Consent processing fee (cost per hour)	\$123.00
Annual compliance monitoring	\$489.00
Re-inspection fees (per inspections)	\$128.00
Oil or Grease trap inspection and annual monitoring (cost per visit)	\$82.00

**Solid Waste**

	<b>2023/24</b>	
<b>Waste Transfer Station</b>	<b>Refuse</b>	<b>Greenwaste Marton, Bulls, Taihape</b>
Rubbish bag	\$3.45	\$1.50
Wheelie bin	\$16.20	\$8.10
Car boot	\$23.00	\$11.45
Van/station-wagon	\$39.00	\$18.60
<b>Trailers/Trucks</b>		
Per tonne*	\$200.00	\$84.00
Small trailer (deck)	\$49.00	\$23.00
Medium (deck up to 2.4 m long)	\$60.00	\$30.00
Large (deck up to 3.0 m long)	\$88.00	\$43.00
- Overloads (loads greater than 1.5m in height)	\$106.00	\$52.00
Oversize (deck over 3.0m long)	\$170.00	\$87.00
- Overloads (loads greater than 1.5m in height)	\$221.00	\$114.00

\*Trucks and trailers are subject to a standard weighbridge charge per tonne where this service is available. Where a weighbridge is not available, listed fees will be applied.

	<b>2023/2024</b>
<b>Other chargeable items</b>	
Hazardous waste (household quantities – max 20 litres/kilos (Marton, Bulls, Taihape WTSs only)	\$0.00
Fridges and freezers – degassing fee	\$19.10
Whiteware – except refrigeration (each)	\$0.00
Microwave/small appliances	\$0.00
TVs	\$30.00
Monitors - LCD/Plasma models	\$18.00
E-waste desktop/VCRs/Fax/Scanners/Printers/UPS	\$6.40
Tyres – car	\$8.50
Tyres – 4x4	\$10.60
Tyres – light truck less than 50 kg	\$19.90
Tyres – long-haul vehicle	\$26.00
Tyres – tractor	\$106.00
Automotive oil (per litre in excess of 20 litres)	\$0.32/litre
Gas bottles (each)	\$6.40
Fluorescent tubes (each)	\$0.00
Eco bulbs (each)	\$0.00
PCBs per kg (fluorescent light ballasts)	\$78.00
Paint 4 litre pail (each)	\$3.20
Paint 10 litre pail (each)	\$6.40

## Rangitikei District Council | Fees and Charges 2023/2024

	2023/2024
<b>Recycling –accepted - no gate charge (Marton, Bulls, Taihape and Ratana)</b>	
Paper and cardboard - unsoiled	\$0.00
Glass bottles –And jars - colour sorted	\$0.00
Tins and cans - rinsed clean	\$0.00
Plastics 1-5 - rinsed clean	\$0.00
Metals (charges may apply if scrap incurs handling charges)	

	2023/2024
<b>Recyclables not accepted for recycling</b>	
Plastic bags	Refuse rate
Plastic wrap	Refuse rate
Food contaminated recyclables	Refuse rate
Hazardous waste contaminated recyclables	Refuse rate

**Roading**

	2023/2024
<b>Corridor Access Request Fee (includes kerb opening and street opening)</b>	
Excavations in road, footpath, berm or road reserve – including Network Utility Operators and trenchless technology	\$123.00
<b>Road Encroachments Survey and Documentation</b>	Actual cost
<b>Vehicle Crossing Application Fee</b> (private works)	\$321.00
<b>Stock Crossing Application Fee</b>	\$321.00
All work in road to be done by Council-approved contractor	

**Miscellaneous Charges**

	2023/2024
<b>Council publications, (Draft Annual Plan, Annual Plan, Annual Report, Long Term Plan (including Consultation Document), Activity Management Plans)</b>	
To district residents and ratepayers	Free
To non-ratepayers and non-residents (reproduction costs)	Actual cost
<b>Customer Services</b>	
<i>Photocopying charges</i>	
Black and white A4	\$0.20
Black and white A3	\$0.50
Black and white A2	\$4.00
Black and white A1	\$5.00
Colour A4	\$2.00
Colour A3	\$3.00
<b>District Electoral Roll</b>	
Full District listing	\$103.00
<b>Rural Numbers</b>	
Application and placement of rural numbers	Free
Replacement rural number plates	\$31.00
<b>Valuation Rolls/Rating Information Database</b>	
One booklet for the whole district	\$323.00
Electronic version	\$168.00
<b>Postage Fees</b>	
Shorthaul Courier	\$9.50
Longhaul Courier	\$14.50



Community Housing

Rental rates apply to superannuitant tenants only. Council reserves the right to charge non-superannuitants a market rent for the housing units. Adjustment to rents in Council’s community housing must be made in accordance with the requirements of section 24 of the Residential Tenancies Act 1986. This means that not all rental increases will take place from 1 July 2023. Council has included a provision for a small contract with external agencies to support elderly residents to remain independent in their housing.

	2023/2024
Single	\$164.00
Couple	\$197.00

Requests for Official Information

Official information requests are able to be made to the Council by any person, in accordance with the Local Government Official Information and Meetings Act 1987.

Council reserves the right to charge for this information as follows, in alignment with the guidelines provided by the Ministry of Justice:

	2023/2024
Official Information Request	
Staff time – first hour	Free
Staff time – each subsequent half hour (after the first hour)	\$38.00
Photocopying – first 20 pages	Free
Photocopying – each subsequent page (after the first 20 pages)	\$0.20
Other actual and reasonable costs	At cost

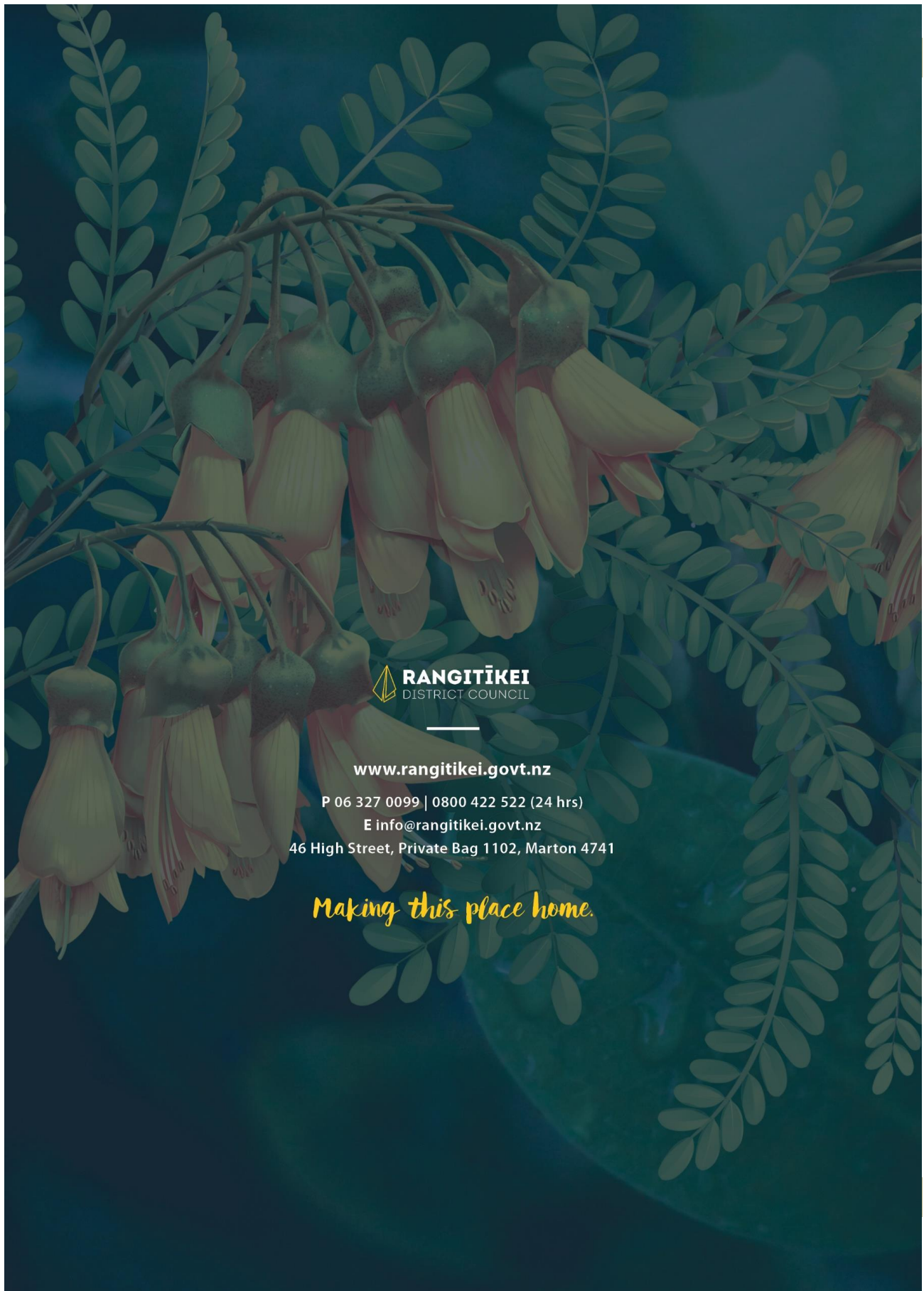
(These charges are drawn from guidelines issued by the Ministry of Justice on Official Information Act requests.)

A deposit may be required where the estimated cost of the request exceeds \$76.00.

Charges may be modified or waived at the Council’s discretion.

End of document

ITEM 10.2 ATTACHMENT 1



#219

**Submission:** Annual Plan 2023-2024, Rangitikei District Council (25 Apr 2023)

To: Rangitikei District Council  
[info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)

Submitter: Gretta Mills

- ☒ I would like to speak to my submission at the Council Hearings on 11 May 2023
- ☒ I want my details (but not my name) to remain private.

**Summary:**

**Key Choice 1-** Taihape Town Hall/Civic Centre- **Option 1**

**Key Choice 2-** Marton Civic Centre- **neither option**

**Key Choice 3-** New active mobility pathway along Calico Line- **neither option**

**I support:**

**Key Choice 1 - Taihape Town Hall/Civic Centre- Option 1**

1. **The Taihape Town Hall-** is an iconic building on SH1 i.e. the main street, Taihape. It already has many community functions such as the library, information centre & council offices. This key community building should be fully restored to improve all spaces and be earthquake strengthened as soon as practicable.
2. **Taihape Memorial Park Grandstand-** I commend the Taihape Heritage Group for their work with this building that has enabled Heritage New Zealand to grant Category 2 Heritage building status in January 2023. I support the RDC commitment of up to \$1million toward the earthquake strengthening of this historic building.

**I do not support:**

**Key Choice 2 - Marton Civic Centre- neither options 1 or 2 are supported**

1. **Existing Rangitikei District Council Headquarters, Marton-** the Rangitikei District Council has existing buildings that are used as council headquarters. The buildings are single-storied, on a large flat site which is not in a flood zone. The main buildings face onto High Street and the site adjoins quiet streets. There is ample parking in the vicinity. This site should be renewed and brought up to standard for a public building used as the RDC Headquarters.

2. **Better Business Case-** following on from the expensive fiasco with the Bulls Town Hall- Te Matapihi, the council decided to complete a 'better business case' appraisal of three options for Marton:
  - a. **Build a brand new Marton Civic Centre** (i.e. demolish the heritage buildings in town) - an extremely expensive option which is not justifiable and is not affordable. It is intended to be funded by huge borrowings supported from the District's approximately 8,000 rated premises
  - b. **Restore and renovate the heritage buildings in town**
  - c. **Do nothing** (except earthquake strengthen RDC's current facilities)- this is the cheapest option in the safest position with ample parking.

*The findings of the better business case process have not been made transparent so ratepayers are unable to make informed decisions.*

3. **Rangitikei District Council Staff and Functions-** placing Marton Council staff in a new Civic Centre in Broadway won't make a more vibrant town centre. It is a business and staff go home at 5pm then there is an empty building!  
Marton Council Staff include:
  - a. Staff who work full-time at the Marton Council headquarters
  - b. Marton Council Staff who work from home or elsewhere some days per week.
  - c. Staff who live out of town or in neighbouring towns/cities.

*There are also elected representatives who meet for council purposes- not always at the Council buildings.*

4. **Alternative accommodation for Marton Council Staff-** while existing premises are renovated or for a more permanent solution for new premises:
  - a. Te Matapihi, Bulls Town Hall- it is near amenities, there is parking, EV charging and a bus depot for public transport to/from nearby towns/cities.
5. **Cost projections-** the proposal to borrow funding for either option: \$33-\$34+ million is an outrageous expense that a town of 6000 people doesn't need and cannot afford.
6. **Developer role-** the RDC is not a Developer and nor should they act for any Developer. The group of heritage buildings on the corner High Street and Broadway, which were purchased by the RDC, should be sold so that some else can privately renovate and repurpose these buildings.

**Key Choice 3-** New active mobility pathway along Calico Line, Marton- **neither options 1 or 2 are supported**

1. **Active mobility pathways-** active mobility pathways should be sited well away from existing busy roads. The edge of the road on Calico Line between Nga Tawa Road and Bredins Line is far too narrow to be safe.
2. **Health and safety for all-** active mobility pathways should ideally be off-road & safe for people of all ages- walking, riding slow moving scooters, wheelchairs etc.

The RDC states, *while plans to construct a pathway along Nga Tawa Road are already in place, we are seeking your views on what we should do about the Calico Line pathway. I have no idea what the RDC already has planned?*

#### Alternative ideas

3. **Subdivision Roading-** the RDC/ratepayer already funds/has funded roadways into two new subdivisions in Hereford Heights (off corner - Bredins Line and Hereford streets) and also off Nga Tawa Road. These roads have been provided for the community so it would be sensible to look at options to extend their use:
  - a. **New subdivision links-** an active mobility pathway through the trees at the rear of the Hereford Heights subdivision? There are already 'fenced alleyway' links at the rear of Hereford Heights. I have driven around these two subdivisions and looked on Google Maps. A walkway that links the Nga Tawa Road subdivision and the Hereford Heights subdivision should be investigated.
  - b. **Marton Junction active mobility pathways-** there should also be a safe pathway from the Junction's Marumaru Street alongside Wilson Park/Nga Tawa Road to the new road/housing off Nga Tawa Road.

\*Nga Tawa School students walking into town to replenish their tuckboxes etc. has been a weekly event for many years- why is it suddenly an issue now?

*If Nga Tawa School provides a safe pathway South along Nga Tawa Road, but within their school grounds, the students could then cross Nga Tawa Road to the 'Nga Tawa Road' subdivision and walk through both subdivisions to Bredins Line. From this point they could either walk down Hereford Street and into town or they could walk along Bredins Road to Rangitikei College and access the walkway opposite the school which will take them straight into Hammond Street, Marton. Another shorter option would be to investigate how Nga Tawa students could get to/ from Nga Tawa Road across 'private' land to access the 'public' Rangitikei College grounds and then use the walkway across Bredins Road from the school to access Hammond Street & Broadway, Marton.*

#### Other issues:

#### What key projects are we planning?

*The Rangitikei District Council needs to differentiate between 'wants' and 'needs' and to decide if they should have the expertise and/or should they take on the role to engage in some projects.*

- **The Marton Rail Hub \$9.1m-** this project has already been overspent and if it proceeds it has many unknowns that have not been fully costed
- **Marton Water Strategy (including new bore) \$11m-** is this going to result in Marton having 'quality' drinking water that doesn't stink?
- **Marton to Bulls Wastewater Centralisation Project \$25m-** we have now paid to build an empty 'fresh air' pipeline from Marton wastewater treatment ponds to nowhere...in Bulls. The land based treatment stage has not yet purchased land or been planned. How will this 'jumping the gun' expenditure be affected by the new 'Water Services Reform Programme'?

- **Marton Civic Centre Development \$33m-** no,no,no! This 'want' is not affordable, desirable or necessary!
- **Improving Roads, Drainage, Cycleways and Bridges \$113m-**
- **Improving Three Waters Infrastructure \$14.2m-** this expenses will presumably be affected by the planned 'Water Services Reform Programme'

**What will our rates look like?**

- **Rates-** need to be kept under control having respect in regard to ratepayers' ability to pay. The present projections are not acceptable. They should definitely be kept below a rate of 5-6%. *I notice that the Council has already raised all its service and other fees by 6%.\**

**What about debt?**

- **Debt** should be only for absolutely essential services i.e. 'needs' not 'wants'.
- **Ratepayers-** already have personal debt to deal with e.g. essential mortgages. They do not need the Council indebteding them, their children or their grandchildren.

**What else are we consulting on?**

*I have read both of the documents below and it is impossible to compare the changes for 2023/2024 with the previous 2022/2023 figures.*

1. **Proposed Schedule of Fees and Charges 2023/2024-** *it would be very helpful if there was a previous years charges column was added for a clear comparison*
2. **Revenue and Financing Policy- Part B-** many of the rating have changed and the colours for *primary\**, *secondary* and *minor* funding levels have changed from 2022/2023

*\*I am pleased that someone has a sense of humour - images of pigs, including a big flying fat pink to represent the largest source of activity funding!*

Thank you for the opportunity to submit,

Gretta Mills

**10.3 Rate Remission Policy - Update**

**Author:** Dave Tombs, Group Manager - Corporate Services

**Authoriser:** Dave Tombs, Group Manager - Corporate Services

**1. Reason for Report**

- 1.1 To seek Council approval for amendments to Council's Rate Remission Policy

**2. Context**

- 2.1 A proposed change to the Rate Remission Policy was one of the matters included in the recent Consultations.
- 2.2 As explained as part of the Consultation, a section was previously inadvertently removed from the Rate Remission Policy and the recent Consultation provided details about the reinstatement of this section (Section 4 of the attached proposed amended Policy).
- 2.3 The recommended change would see the re-instatement of Section 4 of the attached draft Policy.
- 2.4 Council received no comments with regards to this so Officers are seeking to re-instate Section 4 of the attached draft Policy (along with another minor administrative-type change as detailed below and as highlighted in the attached draft Policy).

**3. Additional Amendments**

- 3.1 Officers have also identified the following minor amendments (these are either 'procedural in nature' or adding some clarification on various matters:
- a. Section 9 : remove reference to 'extenuating circumstances' as this essentially overlaps with Section 11 (Any Other Matters) and wording clarification
  - b. Section 6.2 and Section 10: wording clarification and/or procedural efficiency
- 3.2 Additionally, Section 11 proposes the awarding of a delegation for the approval of smaller remissions (as currently exists in Section 9) to Officers. Officers invite Council to nominate their preferred amounts for such delegations.

**4. Financial Implications**

- 4.1 None.

**5. Impact on Strategic Risks**

- 5.1 None.

**6. Mana whenua implications**

- 6.1 None.

**7. Statutory Implications**

7.1 None.

**Attachments:**

1. **Rate Remission Policy - Proposed** [↓](#)

**Recommendation**

That Council approves the changes to the Rate Remission Policy 2023 and approves the following delegations for approving Other Rate Remissions:

- Group Manager of Corporate Services \$xxxxxx
- Chief Executive Officer \$yyyyy
- Council : over \$yyyy





**RANGITIKEI**  
DISTRICT COUNCIL

## RATES REMISSION POLICY

<b>Date of adoption by Council</b>	<i>TBC upon adoption<sup>1</sup></i>
<b>Resolution Number</b>	<i>TBC upon adoption</i>
<b>Date by which review must be completed</b>	2028
<b>Relevant Legislation</b>	Local Government Act 2002 s102(3)(a) and s.109(2A)
<b>Statutory or Operational Policy</b>	Statutory
<b>Included in the LTP</b>	No

This policy remits rates under eleven specific objectives and criteria:

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

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

### 1 Rates Relief for economic development

#### 1.1 Objective

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

#### 1.2 Conditions and criteria

<sup>1</sup> This policy was first adopted 15 July 2004 (04/RDC/154), reviewed 29 June 2006 (06/RDC/193), reviewed 25 June 2009 (09/RDC/233), reviewed 28 June 2012 (12/RDC/112), reviewed 2 May 2013 (13/RDC/109), amendment for earthquake-prone buildings 30 October 2014 (14/RDC/233), amendment for incentives for business development 29 October 2015 (15/RDC/307), amendments for financial hardship, disproportionate rates, extenuating circumstances 26 May 2016 (16/RDC/117), amendments for incentivising residential development 31 January 2019 (19/RDC/019), 31 October 2019 (19/RDC/395), 12 December 2019 (19/RDC/427), reviewed 25 June 2020 (20/RDC/209), amended 9 June 2022 (22/RDC/189) amended xx (xx)

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

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

### 1.3 Consideration of Applications

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

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

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

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

ATTRIBUTE	EXPLANATION	SIGNIFICANCE
Employment opportunities	Regard will be given to the number of new jobs created by the expansion, their characteristics (seasonal/skill etc.) and the likelihood that they will be filled by people who live locally	High (25%)
Impact of the business on the local economy	Regard will be given for the significance of the business in the local (or district) economy, and how the business will complement, support or develop other enterprises	High (25%)

Impact of the business on the local community	Regard will be had for how the business will engage with the community, e.g. by way of sponsorship, involvement with volunteer groups etc.	Medium (15%)
Stability of investment	Regard will be had for likelihood of the expansion being sustained over the longer term	Medium (15%)
Technological leadership	Regard will be had for the extent to which the business applies/develops technology to improve the quality of its product, extend market reach etc.	Low/Medium (10%)
Ownership structure	Regard will be had for the extent to which the business is owned and managed locally	Low/Medium (10%)

## 2 Incentives to address earthquake-prone buildings

### 2.1 Introduction

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

This policy applies to

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

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

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

## 2.2 Remission during building work

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

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

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

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

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

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

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

## 2.3 Remission following completion of building work

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

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

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

#### 2.4 Consideration of applications

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

The Chief Executive has authority to grant the remission up to \$5,000 (excl GST). Amounts above this level require Council approval.

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

#### 3.1 Objective

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

#### 3.2 Conditions and criteria

This part of the policy applies to land owned or occupied by a charitable organisation, (by or in trust for any society or association of persons, whether incorporated or not) which is used exclusively for the free maintenance and relief<sup>2</sup> of persons in need<sup>3</sup>, or provides welfare, sporting, recreation, or community services. The policy does not apply to organisations operated for private pecuniary profit.

##### Full Remission

To qualify, land –

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

<sup>2</sup>An Institution will be treated as carried on for the free maintenance and relief of the persons to whom this clause applies if;

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

<sup>3</sup>Persons in need are defined as persons in New Zealand, who need care, support, or assistance because they are orphaned, aged, infirm, disabled, sick or needy.

- is not leased to a third party and the terms of the lease provide for rates to be paid by the Lessor.
- excludes land in respect to which a club licence under the Sale of Liquor Act 1989 is for the time being in force.

The Council will grant the following rates remission:

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

Partial Remission

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

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

### 3.3 Application Information

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

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

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

### 3.4 Consideration of Applications

Applications for this type of rate remission should be made to the Chief Executive officer. The Chief Executive Officer has the authority to assess and approve, as appropriate, this type of rate remission application.

## 4 Contiguous rating units owned or leased by a single ratepayer

### 4.1 Objective

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

#### 4.2 Conditions and Criteria

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

- a) used jointly as a single unit; and
- b) contiguous or separated only by a road, railway, drain, water race, river, or stream, and
- c) leased so as to meet all the requirements of Section 11 of the Local Government (Rating) Act 2002 such that the lessee is entered into the rating information database and district valuation roll as the ratepayer in respect of a rating unit.

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

Entry of ratepayer in rating information database and district valuation roll

- 1) The name of the following persons must be entered in the rating information database and district valuation roll as the ratepayer in respect of a rating unit:
  - a) the owner of the rating unit; or
  - b) the lessee of the rating unit under a lease that—
    - i) is registered, after the commencement of this section, under section 115 of the Land Transfer Act 1952; and
    - ii) is for a term (including renewals) of not less than 10 years; and
    - iii) provides that the lessee must be entered in the rating information database and the district valuation roll as the ratepayer in respect of the unit.
- 2) The name of a person who is a lessee of a rating unit must be entered in the rating information database and district valuation roll as the ratepayer in respect of the unit if—
  - a) the name of the person was, immediately before the commencement of this section, entered in the district valuation roll as the occupier of a separately rateable property under the Rating Powers Act 1988 that substantially corresponds with the rating unit entered in the rating information database; and
  - b) the person is a party to a lease or licence with the owner—
    - i) that was entered into by the owner and the person before 8 August 2001; and
    - ii) remains in force; and

iii) either—

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

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

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

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

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

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

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

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

#### 4.3 Application Information

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

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

### 5 Remission of rates set on Multiple Toilet Pans

#### 5.1 Objective

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

#### 5.2 Conditions and criteria

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



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

### 5.3 Application of remission

This remission is applied by Council staff, based on historical data and any new building/resource consents that are received.

## 6 Remission of penalties

### 6.1 Objective

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

### 6.2 Conditions and criteria

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

## 7 Remission of rates on Land Affected by Natural Calamity

### 7.1 Objective

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

### 7.2 Conditions and criteria

This part of the policy applies to a single event where erosion, subsidence, submersion, or other natural calamity has affected the use or occupation of any rating unit. The policy does not apply to erosion, subsidence, submersion, etc that may have occurred without a recognised major event.

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

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

#### 7.3 Consideration of applications

Applications for this type of rate remission may be made at any time to the Council's Chief Executive. Applications will be presented to Council for consideration.

### 8 Rates remission on Land Protected for Natural Conservation Purposes

#### 8.1 Objective

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

#### 8.2 Conditions and Criteria

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

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

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

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

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

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

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

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

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

### 8.3 Consideration of applications

Applications for this type of rate remission may be made at any time to the Council's Chief Executive. Applications will be presented to Council for consideration.

## 9 Financial hardship or disproportionate rates compared to the value of the property or other extenuating circumstances

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

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

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

### 9.1 Consideration of applications

Applications for this type of rate remission can be approved as follows:

Disproportionately High:	Finance Officers
Financial Hardship:	
• up to \$5,000:	Group Manager Corporate Services
• over \$5,000:	Council

**10 Incentivising residential development***Objective*

To increase the amount of housing stock in the Rangitikei.

Rates remission on new or relocated dwellings

1. Council may grant a rates remission on a new residential building constructed anywhere in the Rangitikei District or a relocated dwelling if brought from outside the District and so certified by the agency undertaking the relocation.
2. The remission will be for a total of \$5,000 (GST inclusive), and available after the Council has issued a building code compliance certificate for the dwelling. The remission will end once \$5,000 of rates has been remitted. The remission applies to the property and if sold will be transferred to the subsequent owner.
3. If more than one qualifying new or relocated dwelling is constructed on a single rating unit, the remission is increased proportionate to the number of dwellings.
4. A remission will be considered, by way of waiver of internal building consent costs, if the otherwise qualifying new or relocated dwelling is replacing an existing dwelling. Waiving of internal building consent costs for a new dwelling replacing an existing dwelling be calculated by taking the percentage increase in ratable value between the new house and the existing house and applying this percentage to the \$5,000 ratable value, with the proviso that \$5,000 would be the maximum amount waived.
5. The remission is not available retrospectively for otherwise qualifying new or relocated dwellings which have been completed before the commencement date of this policy.
6. If approved the remission will be allocated against the rate account pertaining to that property.

Rates remission on subdivisions for residential purposes

1. Council may grant a rates remission on a residential subdivision with a minimum of three sections anywhere in the Rangitikei District.
2. Once a subdivision for residential purposes receives the relevant certificates of title, Council will remit all rates which are fixed amounts\* for up to three years (commencing from 1 July) on the lots which are unsold during that time provided at least one lot has been sold.
3. Any section sold from a subdivision for residential purposes during the three-year period when a remission has been granted over the whole site will be remitted 75% of all rates which are fixed amounts for one year. The remission available for new or relocated homes will apply after that year, if eligible.
4. New rates are calculated and applied at 1 July, being the start date for Council's financial year.
5. If approved, the remission will be credited against the rate account pertaining to that property.

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

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

#### Conditions and criteria

This remission is applied in two different ways, depending upon the location of the property.

For locations at the northern end of the District (effectively Hunterville and to the north of Hunterville) this remission applies. Such locations are identified based on District valuation numbers, being:

13580; 13330; 13350; 13360; 13560; 13310; 13530; 13290; 13320

The following map below shows these roll numbers.

For all other locations:

1. The remission for new or relocated dwellings only applies where:
  - A building consent has been issued by 30 June 2023; and
  - The building construction is complete and a Code Compliance Certificate has been issued by Council inspection no later than 31 December 2024.
2. The remission for residential subdivision for residential purposes only applies where the resource consent has been granted before 30 June 2023.

#### 10.1 Consideration of applications

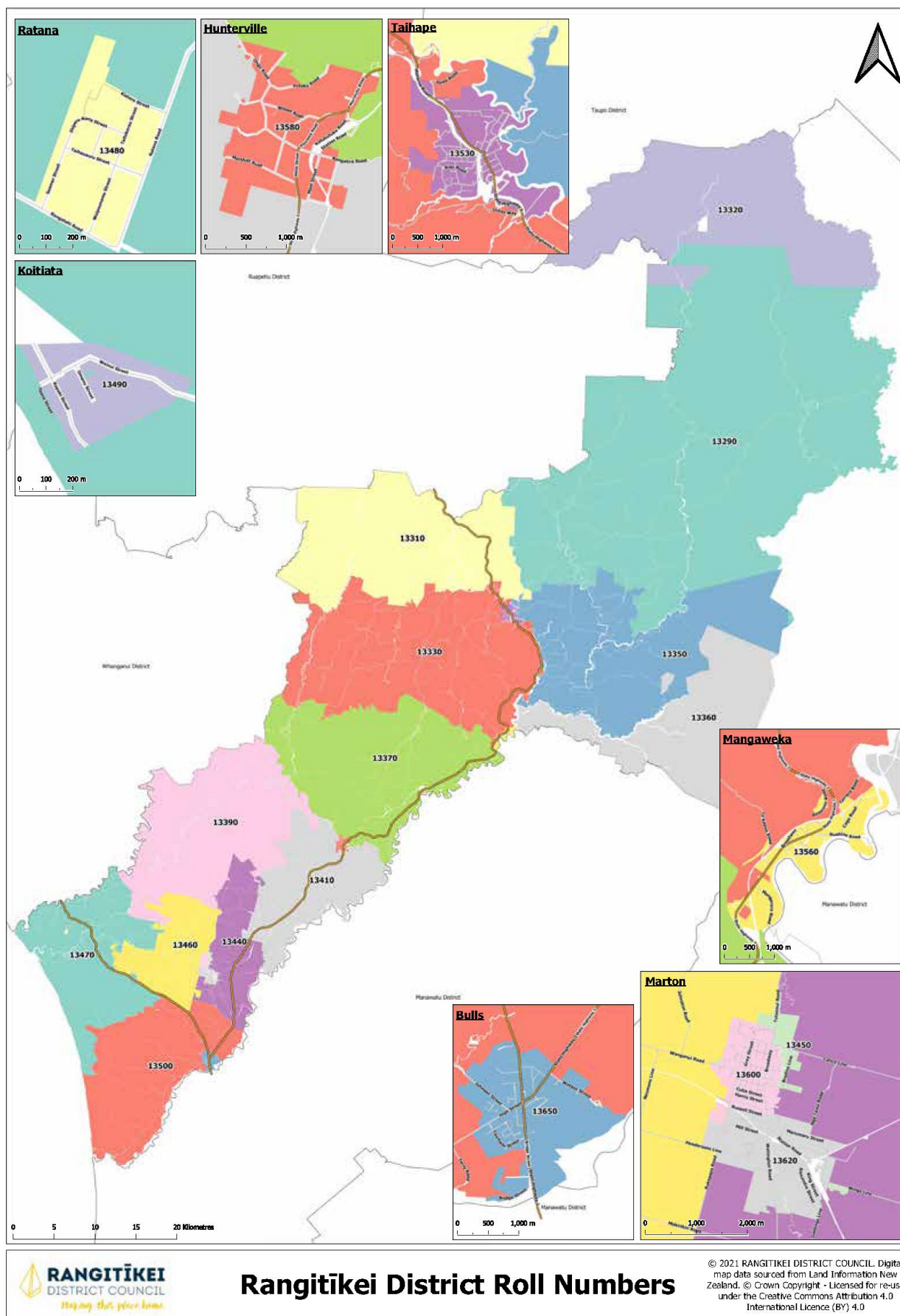
Applications for this type of rate remission may be made at any time to the Council's Chief Executive. The Chief Executive Officer has the authority to assess and approve, as appropriate, this type of rate remission application.

### 11 Any other matters

- 11.1** This list of rate remissions in this Policy is to be regarded as a list of the most common types of rate remissions. Any rate payer can apply for a remission on rates for any other reason. Such applications can be made to the Chief Executive and will be presented to Council for decision or Group Manager Corporate Services and approved as follows:

- |                                    |              |
|------------------------------------|--------------|
| • Group Manager Corporate Services | \$xxx        |
| • Chief Executive Officer          | \$xxx        |
| • Council                          | above \$xxxx |

ITEM 10.3 ATTACHMENT 1



**10.4 Adoption of Delegation to Position Policy****Author:** Carol Gordon, Group Manager - Democracy & Planning**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning**1. Reason for Report**

- 1.1 The purpose of this report is for Council to consider and adopt a Delegation to Position Policy.

**2. Context**

- 2.1 Council has previously had a Delegations Register, which has now been reviewed. The previous Delegations Register was an extensive document and outlined delegations to community boards, community committees and all other committees, including naming members of these, this meant that any change to the make-up, Terms of Reference or frequency of meetings deemed the document out of date.
- 2.2 The document also contained an extensive list of delegations to around 40 named titles of officers.

**3. Approach Taken for Review**

- 3.1 A number of staff have been involved in reviewing the current document and looking at what other Councils do to deal with their delegations.
- 3.2 The aim in our review was to produce a document that was simple to follow, would not get outdated quickly even if titles or people changed. It was also timely to review issues that the current Delegations Register posed, for example an instance where a \$30 waiver had to come to Council for a decision as it was over the Chief Executive's 50% delegation to waive this fee.

**4. Proposed Approach**

- 4.1 It is proposed to take a three-prong approach – a Delegations to Position Policy; a Governance Structure Document; and a Register of Delegations.
- 4.2 Delegations to Position Policy
- 4.2.1 This is the Policy that is agreed to formally by Council (Attachment 1). This effectively provides delegation to the Chief Executive from Council, and where appropriate and necessary, to a specific Group Manager. This Policy would be reviewed at the beginning of each triennium.
- 4.2.2 The Policy has three main sections – Its Purpose and Scope; Schedule 1 - Delegations Listed to Elected Members; Schedule 2 - Delegations to the Chief Executive and Specified Officer; and Schedule 3 – Financial Delegations to the Chief Executive and Group Managers. Some of the amounts have been increased from the previous Delegation Register, these changes are shown as tracked changes. There has also been additional information added in relation to waivers (clauses 14 and 15) which are also shown as tracked changes.



#### 4.3 Governance Structure Document

4.3.1 This document is referred to in the Delegations to Positions Policy. It will contain Terms of Reference; membership and any delegations for each Council Committee (all Community Boards; Community and other committees). This can be updated easily if changes are made to membership, meeting frequency etc and will sit on Council's website. If Council approves the Delegations to Position Policy the next step will be to go to each committee and review their Terms of Reference and relevant information with them, for this document.

4.3.2 As part of this process it is proposed to work with each Community Committee (Huntermville; Bulls; Marton and Turakina) to look at how their small project allocations are provided. With the recent change in the ward structure it has meant that there have been some changes to the allocations, as they are currently funded on a per property basis. It may be more appropriate to have an allocated amount for each community committee in future budgets and move away from the rateable property basis.

#### 4.4 Register of Delegations

4.4.1 If the Delegations to Positions Policy is adopted by Council the next step is to complete the Register of Delegations to ensure appropriate delegations, from the Chief Executive, are given to officers.

### 5. Revoking Previous Delegations

5.1 If Council approves the Delegations to Position Policy, the previous Delegations Register and any delegations made as part of that document, will need to be revoked as and when substituting Delegations are granted by Council or the Chief Executive. This is covered in Recommendation 3 below.

### 6. Financial Implications

6.1 There are no direct financial implications or risks arising from the recommendations, specific financial delegations are outlined in the Policy.

### 7. Impact on Strategic Risks

7.1 There are no strategic risk implications for this report.

### 8. Mana whenua implications

8.1 There are no mana whenua implications for this report.

### 9. Statutory Implications

9.1 There are no statutory implications for this report. References to relevant legislation are made throughout the Policy.

### 10. Decision Making Process

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



**Attachments:**

1. **Draft Delegations to Positions Policy - May 2023** [↓](#)

**Recommendation 1:**

That Adoption of Delegation to Position Policy report be received.

**Recommendation 2:**

That Council adopts as amended / without amendment *[delete one]* the Delegations to Positions Policy; noting that Governance Structure Document and Register of Delegations will be developed.

**Recommendation 3:**

That in adopting the Delegations to Positions Policy, Council notes that development of the Governance Structure Document and Register of Delegations lead to current delegations becoming redundant as and when the new Register of Delegations is adopted and will require formal revocation by Council.

## Delegations to Positions Policy

### Purpose and scope

1. Part of Council's strategic and governance role is to ensure that its statutory responsibilities, duties and powers are carried out at the most effective and efficient levels. This Policy sets out the delegations from Council to specified elected members and officers.
2. Matters outside the scope of this Policy are:
  - a. Delegations from Council to Committees, which are specified in the Governance Structure<sup>1</sup>; and
  - b. Delegations from the Chief Executive to subordinate officers through management policies or by way of a specific delegation.

### Definitions

Term	Definition
<b>Committee</b>	A committee or subcommittee of Council, as listed in the Governance Structure.
<b>Delegated Financial Authority</b>	The financial limit delegated to: <ol style="list-style-type: none"> <li>a. the Chief Executive or a specified Officer under this Policy; or</li> <li>b. an officer under the relevant management policy or a specific delegation from the Chief Executive; or</li> <li>c. the Chief Executive or a specified officer under a specific delegation from Council.</li> </ol>
<b>Governance Structure</b>	The Council's Governance Structure document, including the terms of reference and delegations for Council and Committees, for the current triennium.
<b>Officer</b>	A Council staff member who is for the time being the holder of a specified office.

### Principles

1. Where local authority activities do not contain a governance component and are not limited by statutory restrictions then they should be delegated to the Chief Executive, who may sub-delegate to officers.
2. To be effective and of legal standing, all delegations from Council must be precise and in writing (i.e. via this Policy or by Council resolution).
3. The delegate is acting in their own name on behalf of the Council when exercising delegated authority. In so doing, the delegate will ensure they act in accordance with any:
  - a. binding statutory authority (in relation to each delegation, relevant sections of legislation will be identified); and

<sup>1</sup> To be developed if policy is adopted  
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- b. relevant Council policy or process, including delegated financial authority and reporting requirements.
4. Council retains ultimate responsibility for its governance, statutory and financial responsibilities, duties and powers at all times. No delegation relieves Council of the liability or responsibility for the performance of the delegated responsibility, duty or power.
5. Those with responsibility for a delegated task or function should always have the authority to carry it out effectively.
6. Those with authority to perform a delegated responsibility, duty or power should always be responsible for the performance of the delegation in a full, fair and objective manner. To this end, it is open to the person delegated a responsibility, duty or power to consider whether or not to exercise that delegated responsibility, duty or power, or to refer the matter back to Council or the relevant Committee.
7. Subject to any legislative restrictions, a responsibility, duty or power delegated to an officer is also delegated to all officers in a direct line of authority above that officer and is also delegated to any officer who is in an acting capacity for that officer.
8. Any delegation made includes any ancillary responsibilities, duties or powers necessary to give effect to that delegation.
9. Unless specifically restricted by law or expressed to be for a defined period, a delegation continues in force until expressly revoked or varied by either the Chief Executive or by resolution of Council. A delegation will survive any change in the person occupying the office to which the delegation was made.
10. Unless otherwise expressly stated in the Policy:
  - a. all financial values stated in this Policy are GST exclusive; and
  - b. all references to a repealed enactment should read as a reference to its replacement.
11. Where any currently adopted delegation to Council staff refers to a position title and the name of the position title has subsequently changed without substantial changes being made to the position-holder's job description (in respect of the function to which the delegation relates), any delegations in the name of the previous position title are and shall be effective for the position-holder of the new position title.

## Policy

### The meaning of delegation

1. For the purpose of this Policy, delegation means the transfer of a responsibility, duty or power from Council to specified Elected Members, the Chief Executive or other specified officers, together with the authority to carry out that responsibility, duty or power or complete the action delegated.
2. General delegation means the granting of authority to determine a range of matters of a similar kind as and when they arise over a period of time without further reference to the delegator.
3. From time to time the Council may delegate authority by resolution to determine a specific issue. This specific delegation will exist only so long as that matter is unresolved and will then lapse at a specified time.
4. General delegations will be updated in this Policy as they are confirmed. Specific delegations may not necessarily be recorded in this Policy due to the fact that they would be largely historical by the time they are recorded.

#### Legal basis

5. The delegations in this Policy are made in accordance with the Local Government Act 2002 and any other legislation permitting delegation.
6. Council **cannot** delegate the power to:
  - a. make a rate; or
  - b. make a bylaw; or
  - c. borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan or otherwise as expressly covered in this Policy; or
  - d. adopt a long-term plan, annual plan, or annual report; or
  - e. appoint a Chief Executive; or
  - f. adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement; or
  - g. adopt a remuneration and employment policy.

*(Local Government Act 2002 - Schedule 7, Clause 32(1))*

7. Council may reserve other matters for its sole decision, these will be recorded in the Governance Structure.
8. The Chief Executive and other specified officers may further delegate one or more of their delegations to any other officer, subject to certain restrictions.

*(Local Government Act 2002 – Schedule 7, clause 32B)*

#### Delegations by the Council to Elected Members

9. Delegations from Council to specified Elected Members are detailed in Schedule 1.

#### Delegations by the Council to Chief Executive and Specified Officers

10. Delegations from Council to the Chief Executive and specified officers (including Financial Delegations) are detailed in Schedules 2 and 3.
11. This Policy is to be read alongside the Rangitikei District Council delegation register that records the specific delegations from the Chief Executive to subordinate officers. Although inherently linked to this Policy and governed by the same general principles, the delegation register is a separate document, and the delegations may be changed or updated at any time by the Chief Executive.

#### Review of Policy

1. This Policy shall remain in effect until such time as it is varied or revoked by resolution of the Council. It is intended that this Policy will be reviewed and updated from time to time; and at the start of each triennium, as a minimum.

**Schedule 1 - Delegations by the Council to Elected Members**

<b>Position</b>	<b>General Delegations</b>
<b>Mayor</b>	<p>The Mayor is elected by residents of the Rangitikei District as a whole and as one of the elected members shares the same responsibilities as other members of Council.</p> <p><b>Authorities</b></p> <ul style="list-style-type: none"> <li>• Lead the development of Council's plans (including the long-term plan and the annual plan), policies and budgets for consideration by the Council.*</li> <li>• To appoint the Deputy Mayor.*</li> <li>• To establish committees of the Council.*</li> <li>• To appoint the chairperson of each committee.*</li> <li>• Act as a Justice of the Peace.</li> <li>• Requisition a meeting of Council.</li> <li>• Declare a local Civil Defence emergency.</li> <li>• Authority of a chairperson of a Council meeting under Standing Orders.</li> <li>• In relation to the Chief Executive's employment contract, has delegated authority to manage <u>routine</u> employment matters such as; approving leave provisions; deduction and overpayment arrangements; approving expenditure and travel reimbursement claims, but excluding changes to employment contract provisions.</li> </ul> <p><b>*Note:</b> Subject to the provisions of Section 41A of the Local Government Act 2002.</p>
<b>Position</b>	<b>General Delegations</b>
<b>Deputy Mayor</b>	<p><b>Authorities</b></p> <ul style="list-style-type: none"> <li>• All the authorities of the Mayor when the Mayor is not available and including, in relation to the Chief Executive's employment contract, the delegated authority to manage <u>routine</u> employment matters such as; approving leave provisions; deduction and overpayment arrangements; approving expenditure and travel reimbursement claims, but excluding changes to employment contract provisions, and the Mayor's powers under section 41A(3) of the Local Government Act 2002.</li> </ul>

## Schedule 2 - Delegations by the Council to the Chief Executive and Specified Officers

Where any currently adopted delegations to Council staff refer to a position title and the name of the position title has subsequently changed without substantial changes being made to the position holder's job description (in respect of the function to which the delegation relates), that any current delegations in the name of the previous position title are and shall be effective for the position holder of the new position title.

Position Chief Executive Officer	General Delegations
	<p>In accordance with clause 32 of <a href="#">Schedule 7</a> of the Local Government Act 2002, the Chief Executive is hereby delegated all Council's responsibilities, duties and powers to act on any matter, subject to the Exclusions, Conditions and Notes below.</p> <p>In accordance with clause 32(3) of <a href="#">Schedule 7</a> of the Local Government Act 2002 the Chief Executive may choose to delegate those responsibilities, duties and powers to Officers, unless delegation is specifically restricted by statute or the terms of the Chief Executive's delegation. Every delegation by the Chief Executive will be recorded in writing and captured in the delegations register.</p> <p>To the extent that they are relevant, the following Exclusions, Conditions and Notes below also apply to the Financial Delegations section in this Schedule.</p> <p>Exclusions:</p> <ul style="list-style-type: none"> <li>Any responsibilities, duties and powers that the Council is prohibited by legislation or operation of law from delegating to officers, including those set out in the Legal Basis section - paragraph 6 of this Policy (page 3).</li> <li>Any responsibilities, duties and powers conferred on Council by an external entity that the entity has prohibited the Council from delegating to officers.</li> <li>Any matter that can only be given effect to by a resolution of the Council.</li> <li>Any responsibilities, duties and powers that have been delegated by Council to a Committee, unless sub-delegated to the Chief Executive by resolution of that Committee.</li> <li>Any matter that is above the limits of the Chief Executive's delegated financial authority (refer to Schedule 3 of this document).</li> <li>In relation to the Resource Management Act 1991 ('RMA'):             <ul style="list-style-type: none"> <li>Sub-delegation by the Chief Executive (section 34A(1))</li> <li>Approval of a Proposed District Plan (section 34A(1)(a))</li> <li>Notification of a Proposed District Plan</li> <li>Rejection of a private plan change request</li> <li>Hearing and determining objections to officer-declined resource consent applications (delegated to independent hearings commissioners).</li> </ul> </li> </ul>

	<p>Conditions:</p> <ul style="list-style-type: none"> <li>The Council's delegations to the Chief Executive do not preclude the Chief Executive from referring any matter to the Council or a Committee for decision if the matter is particularly significant; of political importance or sensitivity; of special community interest or for any other reasons the Chief Executive determines.</li> </ul> <p>Notes:</p> <ul style="list-style-type: none"> <li>The Chief Executive shall exercise this delegation in accordance with any plans, policies, and procedures and bylaws adopted by Council and with any specific directives given by way of resolution of the Council or a Committee.</li> <li>For the purposes of the Trespass Act 1980, the Chief Executive is the person in lawful occupation of land owned, occupied or controlled by the Council.</li> <li>For clarity, the Chief Executive has the Council's general authority to exercise all of the Ministerial powers that have been delegated to the Council under the Reserves Act 1977.</li> <li>The Chief Executive has the Council's general authority to delegate to any officer any of the Chief Executive's functions, powers and duties under the Sale and Supply of Alcohol Act 2012, other than the general power of delegation.</li> </ul>
<b>Position</b>	<b><i>Signing and Sealing of Warrants</i></b>
<b>Chief Executive Officer</b>	<p>Pursuant to Clause 32A, Schedule 7 of the Local Government Act 2002 Council delegates to the Chief Executive and to the General Manager Regulatory authority to sign and apply the Council seal on any warrant of appointment required by law to be signed under seal.</p> <p><b>Note:</b> Council has delegated the power to issue warrants under Council Seal to enforcement officers pursuant to Clause 32A, Schedule 7 to the Local Government Act 2002 to the Chief Executive and the General Manager Regulatory.</p> <p><b>Note:</b> Where a document does not need to be executed under Council seal it may be signed by:</p> <ul style="list-style-type: none"> <li>the Chief Executive</li> <li>his / her nominee</li> <li>or any other officer who is authorised under delegated authority, whether under this Policy or otherwise, to approve the transaction involved.</li> </ul>

<i><b>Position</b></i>	<i><b>General Delegations</b></i>
<i><b>Acting Chief Executive</b></i>	<p>Unless specifically excluded the Acting Chief Executive is delegated all the responsibilities, duties and powers of the Chief Executive and may act for the Chief Executive in:</p> <ul style="list-style-type: none"> <li>the formal and recorded absence of the Chief Executive; or</li> <li>an emergency where the Chief Executive cannot be contacted.</li> </ul>
<i><b>Group Managers</b></i>	<p>Group Managers are delegated the following responsibilities, duties and powers within their respective areas of responsibility, where that is permitted by law, in accordance with any Council policy (as appropriate) and subject to any condition, limitation or prohibition imposed by Council or any statutory limitation:</p> <ul style="list-style-type: none"> <li>The responsibilities, powers and duties delegated to them from the Chief Executive, as are recorded in management policies or specific written delegations, from time to time.</li> <li>The power to commit Council to financial transactions subject to their delegated financial authority (as outlined in Schedule 3).</li> <li>The power to sub-delegate, unless expressly restricted by law or the terms of Council's delegation to the Group Manager. All such sub-delegations must be recorded in writing on the central register.</li> <li>The power to undertake their specific delegations without further reference (though some may require to be reported).</li> <li>The power to act for the Chief Executive in an emergency where the Chief Executive and the Acting Chief Executive cannot be contacted, provided this is done through prior consultation with the Executive Leadership Team.</li> </ul>
<i><b>Group Manager - Community</b></i>	<p>The General Manager – Community may exercise the following specific powers where that is permitted by law, in accordance with any Council policy (as appropriate) and subject to any condition, limitation or prohibition imposed from time to time by Council or any statutory limitation:</p> <ul style="list-style-type: none"> <li>All the powers and functions Council may exercise as an administering body under the Reserves Act 1977.</li> </ul>
<i><b>Group Manager – People and Performance</b></i>	<p>The Group Manager – People and Performance is appointed Privacy Officer for the Council pursuant to <a href="#">section 201</a> of the Privacy Act 2020 and is delegated the associated responsibilities of this position. The Group Manager – People and Performance may sub-delegate such responsibilities, duties and powers to other officers, except for the power to delegate under that Act.</p>
<i><b>Group Manager – Corporate Services</b></i>	<p>1. The Group Manager – Corporate Services is specifically delegated the responsibility to approve and pay:</p> <ul style="list-style-type: none"> <li>all Council tax returns to the Inland Revenue Department; and</li> <li>regular sums for utilities such as power, phone, rates, insurance etc.</li> </ul> <p>In addition, the Group Manager – Corporate Services is specifically delegated the responsibility to:</p>



	<ul style="list-style-type: none"><li>• amend any entries in the district valuation roll (under <u>section 14</u> of the Rating Valuations Act 1998) or the rating information database (under <u>section 40</u> of the Local Government (Rating) Act 2002) which are the result of an error or which are no longer correct as a result of changed circumstances.</li><li>• Approve and apply remissions and postponements to rates in accordance with Council's Rates Remissions and Postponements Policy.</li></ul> <p>Note:</p> <ul style="list-style-type: none"><li>• The functions, powers or duties under the Local Government (Rating) Act 2002 and the Rating Valuations Act 1998 delegated by the Council to the above specified officers, including the Chief Executive, may not be sub-delegated.</li></ul> <p>Exclusion:</p> <ul style="list-style-type: none"><li>• Neither Council nor the Delegates in 1. Above shall delegate to any officer:<ul style="list-style-type: none"><li>a) the power to delegate in 1. above; or</li><li>b) a function, power or duty conferred by subpart 2, Part 1 or subpart 1, Part 5 of the Local Government (Rating) Act 2002.</li></ul></li></ul>
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**Schedule 3 – Financial Delegations to the Chief Executive**

1. Approve expenditure, including for any multi-year contracts, of authorised works or services which have been budgeted for in Council's Long Term Plan and/or Annual Plan.
2. Authority (whether in relation to statutory, discretionary statutory, operational or general delegations) to approve either capital or operational expenditure up to a total value or total project value of one million dollars (\$1,000,000) excluding GST, subject to meeting the following criteria:
  - The expenditure is for authorised works or services for which provision has been made in Council's approved budget;
  - Negotiate terms and interest rates for loans, which have been agreed by Council;
  - Council's purchasing, tendering and contract tendering procedures are followed and complied with.
3. To open, to operate and to close the Council's bank accounts in conjunction with the Group Manager - Corporate Services
4. To exempt the calling of tenders over Fifty Thousand Dollars (\$50,000) (GST inclusive) in accordance with an approved budget, and in accordance with Council's Procurement Policy.
5. To certify and authorise the payment of progress payments in relation to contracts entered into by the Council.
6. To write off unrecoverable debts up to a maximum of fifteen thousand dollars (\$15,000) in any one case.
7. Jointly with the Group Manager - Corporate Services, to issue and monitor the use of Credit Cards.
8. To ensure that material unbudgeted expenditure is reported to the Finance / Performance Committee.
9. Authority, in conjunction with the Group Manager - Corporate Services, to authorise and approve any expenditure in an emergency, in accordance with Council's Procurement Policy.
10. Authority to enter into Developer Agreements, where appropriate, which is a contract with a developer for a new subdivision or development (noting Council's policy is not to require development contributions).
11. In respect to the Local Government Rating Act 2002, to perform the functions of the Council as specified in the Act, in particular:
  - Section 54 - Not Collecting Small amounts (less than \$2,000)
  - Sections 63-68 - Recovery of rates
  - Section 77 - Sale of abandoned land
12. In respect to the Local Government Rating Act 2002, to perform the functions of the Council as specified in the Act, except:
  - Section 13-23 - Setting Rates
  - Section 55 - Policy for early payment
  - Section 56 - Policy for payment of rates for subsequent year
  - Section 57 - Penalty for unpaid rates
  - Section 58 - Imposition of penalty
  - Sections 117B-D - Lump sum contributions

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- Section 119 - Setting rates again
- 13. To enter into arrangements with ratepayers for the settlement of outstanding rates and remit penalties on amounts under consideration or for current rates that are being paid by regular payment and where a conflict between payment date and penalty date occurs.
- 14. To waive up to \$2,000 of the cost of excess water usage due to a leak on private property beyond the Council's meter. Any waiver and amount are recorded and available for audit purposes.
- 15. To waive up to \$2,000 for requests for fee waivers relating to building consents; liquor licensing fees; hireage of Councils facilities (parks, halls); or similar minor requests. Any waiver and amount are recorded and available for audit purposes.

#### Financial Delegations to Group Managers

- 16. Approve expenditure of authorised works or services which have been budgeted for in Council's Long Term Plan and/or Annual Plan.
- 17. Authority (whether in relation to statutory, discretionary statutory, operational or general delegations) to approve either capital or operational expenditure up to a total value or total project value of:
  - Group Manager – Corporate Services – \$100,000 excluding GST
  - Group Manager – Community - \$50,000 excluding GST
  - Group Manager – Regulatory - \$50,000 excluding GST
  - Group Manager – Democracy & Planning - \$50,000 excluding GST
  - Group Manager – Infrastructure / Chief Operating Officer - \$50,000 excluding GST
  - Group Manager – People and Performance - \$50,000 excluding GST
  - Group Manager – Capital Projects- \$100,000 excluding GST

subject to meeting the following criteria:

- The expenditure is for authorised works or services for which provision has been made in Council's approved budget;
- Council's purchasing, tendering and contract tendering procedures are followed and complied with.

**10.5 District Name Alteration - Inclusion of Macron****Author:** Bonnie Brown, Kaitakawaenga- Maori Liaison**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning**1. Reason for Report**

- 1.1 An email was received in April from LINZ (refer to Attachment 1) asking Council to consider a formally process to change Rangitikei District to Rangitīkei District (adding the macron above the second i).
- 1.2 The showing of support for te reo Māori by correcting the official name of the district with the inclusion of a macron (tohutō) is a simple administrative correction and will read Rangitīkei. Adding the correct spelling gives the right meaning.
- 1.3 The New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa (NZGB) is the agency that a proposal will be put forward to, they are responsible for the altering of regional and district names, this is an uncomplicated process.

**2. Context**

- 2.1 Ensuring the correct spelling of the district name shows a commitment to Māori within the community and shows that the Rangitīkei District Council is a leader by example. It shows the Councils support of te reo Māori, the Māori community and learners and speakers of te reo Māori.
- 2.2 The cost to implement this is minimal but would ensure the district's title is orthographically correct.
- 2.3 The district is already using the orthographically correct title in many places so it would provide consistency and widespread normalisation of the spelling.
- 2.4 The Guidelines for Māori Language Orthography (Te Taura Whiri I te Reo Māori, The Māori Language Commission's, 2009). This book is the standard to follow, and it promotes consistency in the use of written te reo providing examples on the use of macron (tohutō).
- 2.5 The tohutō (macron) provides an important guide on how to pronounce the name correctly. The macron indicates a long vowel sound which is extremely important in te reo Māori.
- 2.6 Rangitīkei translates to the day of the long stride however it refers to the good progress that was made by Haunui during his day of travels before he encountered the river. The river like the majority along the coast was named by *Haunui a Nanaia*.
- 2.7 The district names were gazetted prior to the use of macrons and with an understanding of the name and with the application of the guidelines for Māori Language orthography we now know it should be written Rangitīkei.
- 2.8 Many staff already use macrons within Council's digital platforms in external and internal correspondence. We need to follow this process to use the correct spelling in official legal documents.
- 2.9 The function of using macrons is readily available in the Microsoft Suite of programmes and is managed through the settings in the language preferences. Many council staff already use the function. There are no administrative or technological costs associated with the use of macrons.

- 2.10 If the amendment/correction is approved all signage and publications using the current branding would stay on existing material and equipment. Any future replacement of equipment, signs or publications would have the macron included. The amendment of branding electronic and digital templates should not come at a cost. There could be consideration of adding the macron to “Rangitikei” on the outside of the High Street building and this would incur a small cost.

### **3. Iwi Engagement**

- 3.1 It is imperative for the council to engage with Iwi to gauge their support and seek their approval on the name change of the district. If the proposal to alter the district name is agreed to it will be first step of the process.

### **4. Process**

- 4.1 The New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa (NZGB) is responsible for altering region and district names. Section 11 of the New Zealand Geographic Board (Ngā Pou Taunaha o Aotearoa) Act 2008, states that the NZGB may alter the name of a district or region if by resolution a meeting of the relevant local authority requests the alteration.
- 4.2 The NZGB will give public notification of the proposed alteration. They will receive and consider submissions prior to making a decision.

### **5. Financial Implications**

- 5.1 The financial implications are minimal as it is proposed that signage be replaced when they are due / need to be replaced.

### **6. Impact on Strategic Risks**

- 6.1 The correction of the spelling of Rangitikei to include the macron mitigates areas noted in the Strategic Risk “Failure to honour the commitments of Te Tiriti o Waitangi”.

### **7. Mana whenua implications**

- 7.1 It is intended to directly engage with iwi on this matter.

### **8. Statutory Implications and Decision Making Process**

- 8.1 The New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa (NZGB) is responsible for altering region and district names. Section 11 of the New Zealand Geographic Board (Ngā Pou Taunaha o Aotearoa) Act 2008, states that the NZGB may alter the name of a district or region if by resolution a meeting of the relevant local authority requests the alteration.

#### **Attachments:**

1. Email - LINZ re Macron [🔗](#)

#### **Recommendation 1:**

That District Name Alteration - Inclusion of Macron report be received.

#### **Recommendation 2:**

That Council agrees to include the macron (tohutō) into the name “Rangitīkei” to ensure it is orthographically correct and progresses the formal process with the New Zealand Geographic Board.

**Carol Gordon**

**Subject:** FW: Official name: Rangitikei District

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**From:** Wendy Shaw <[wshaw@linz.govt.nz](mailto:wshaw@linz.govt.nz)>  
**Sent:** Thursday, April 20, 2023 8:57 AM  
**To:** info <[RDCInformation@rangitikei.govt.nz](mailto:RDCInformation@rangitikei.govt.nz)>  
**Subject:** Official name: Rangitikei District

Kia ora Sarah,

Thank you for speaking with me over the phone just now.

I'm keen to speak with someone from your council about formerly changing Rangitikei District to Rangitīkei District (ie with the macron on the 'i').

A formal process exists under the New Zealand Geographic Board Act 2008 to alter district (and region) names followed by an order in council from the Governor-General to change the name of your territorial authority to match. Please refer to [s.3\(f\)](#), [11\(2\)&\(3\)](#), [s.22](#), [s.23](#), [s.32](#).

The current official name for your district is in the online Gazetteer here:  
<https://gazetteer.linz.govt.nz/place/15004>.

Information on making a proposal to change the name of your district is here:  
<https://www.linz.govt.nz/guidance/place-naming/propose-place-name/district-or-region-name-change-proposal>

I also mentioned that I had phoned Manawatu District Council about changing their district name to Manawātū.

Other councils who've gone through the formal processes of the Geographic Board to officially change their district or region names are [Whanganui District](#), [Manawātū-Whanganui Region](#), [Ōtorohanga District](#), [Ōpōtiki District](#). I can share copies of their proposals if that will help.

Because we have a compliance provision in our Act (s.32), it'd be great to sort this out as soon as possible please. I'd be very happy to speak with the appropriate person to talk them through what's needed.

Ngā mihi,

**Wendy Shaw**

Hēkeretari/Secretary, Ngā Pou Taunaha o Aotearoa New Zealand Geographic Board  
 Office of the Surveyor-General  
[wshaw@linz.govt.nz](mailto:wshaw@linz.govt.nz) or [wshaw@toitutewhenua.govt.nz](mailto:wshaw@toitutewhenua.govt.nz) | **DDI** 04 460 0581 | **MOB** 027 480 7082

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**10.6 Marton to Bulls Centralisation - GHD engagement****Author:** Adina Foley, Senior Project Manager**Authoriser:** Peter Beggs, Chief Executive**1. Reason for Report**

- 1.1 Council approval is sought to continue the engagement of GHD on the design of the remaining crossings for the Marton to Bulls wastewater pipeline.

**2. Context**

- 2.1 In December 2018, GHD was engaged by Manawatu District Council (MDC) on RDC's behalf to complete the detailed design of the wastewater pipeline from the Marton Wastewater Treatment Plant (WWTP) to the Bulls WWTP.
- 2.2 A number of variations have been required to progress the design.
- 2.3 The only remaining outstanding work of currently approved work is the delivery of the design for one of the three pipe bridges to cross a stream.
- 2.4 The PMO had requested GHD to submit a variation for the remaining two pipe bridges on the pipeline project to fully complete the pipeline component of the project.
- 2.5 This requested variation has been prepared by GHD for the remaining two bridges / stream crossings and has come to a total of \$99,980.
- 2.6 The total contract value is now \$295,388 and therefore needs to be authorised by Council.
- 2.7 RDC's PMO took over this project from MDC in approximately August 2021 to expedite procurement of a contractor and minimise programme loss.

**3. Discussion and Options Considered**

- 3.1 Starting to use a different consultant at this stage would not be recommendable as GHD has completed all prior designs and is the most suitable to complete the design process for this work.
- 3.2 Any other consultant would have to spend a lot of time on getting to know the existing design and make up of the pipeline and would lead to increased costs and loss of time.

**4. Financial Implications**

- 4.1 This project is part of a programme of work centralising wastewater from Marton to Bulls with funding from the Three Waters Reform.
- 4.2 There are currently sufficient funds available in the budget to complete this work.

GHD	Date	VO value	Scope	Spend to Date
Original Contract	22/01/19	\$53,140.00	Detailed design	\$49,560.00
Variation #01	19/12/19	\$33,000.00	Geotechnical investigation (pipe bridge only)	\$29,700.00



Variation #02	19/12/19	\$2,155.00	Planning assessment	\$2,155.00
Variation #03	15/07/21	\$3,780.00	Geotechnical desktop report (pipeline route)	\$3,780.00
Variation #04	9/09/21	\$17,670.00	Pipe size confirmation and drawing updates	\$17,670.00
Variation #05	10/01/22	\$57,688.00	Bridge Crossing 1 Detailed Design \$18,770.00 2 Contract Documentation \$25,060.00 3 Planning and preparation of regional consent application \$8,755.00 4 Pipe Installation Options, Producer Statements, and Inspection and Maintenance Regime \$4,350.00 5 Resource consent application deposit fee \$753.00	\$45,032.20
Variation #6	20/01/22	\$15,000.00	Ad-Hoc assistance for resource consent application during construction and technical advice/assistance during construction	\$13,636.10
Variation #6A	20/03/23	\$12,975.00	Ad-Hoc assistance for resource consent application during construction and technical advice/assistance during construction	\$0.00
Variation #7	2/05/23	\$99,980.00	Two more stream crossings (inc. design, resource consent, inspections)	\$0.00
<b>TOTAL</b>		<b>\$295,388.00</b>		<b>\$161,533.30</b>

## 5. Consultant Procurement

- 5.1 GHD was approached directly by MDC on RDC's behalf to submit a proposal for the work as it was estimated that the value of the contract would be less than the \$50,000 sole source threshold in RDC's procurement policy. Their price was \$53,140, and the contract was signed by Ross McNeil, previous Chief Executive of RDC.
- 5.2 Since then individual variations to contract (as seen in the table above) were approved as they arose.
- 5.3 The initial engagement of GHD was in full compliance with the procurement policy, as it was reasonable to expect the value of the contract would be under the \$50,000 threshold for sole source procurements. It is a grey area in the procurement policy as to whether variations to that initial engagement, increasing the value significantly beyond the threshold, comply with the procurement policy or not. Direct negotiation for subsequent stages of work is allowed under the procurement policy if the initial engagement was through an open or closed tender, however in this case GHD has not been undertaking subsequent stages of work – they have completed additional work to their initial contract arising from previously unknown factors. The scope of detailed

design of the pipe from Marton to Bulls has not changed; but it has been more complex than originally understood.

**6. Conclusion**

- 6.1 This paper seeks authorisation from Council to continue the engagement of GHD on the remaining stream crossing designs for the Marton to Bulls pipeline and does this with transparency to Council to reflect the whole engagement period and the project of the pipeline as a whole.
- 6.2 The PMO recommends proceeding with GHD to complete their work as it would be detrimental to the project by changing consultants now, when most of the pipeline is constructed and GHD has all the detailed knowledge on the design of the pipeline.

**Recommendation 1**

That the report 'Marton to Bulls Centralisation - GHD engagement' is received.

**Recommendation 2**

That Council authorises the Chief Executive to sign the GHD variations V06A and V07 and to increase the purchase order for the work bringing the total contract value to \$295,388.

## 11 Reports for Information

### 11.1 Roding Budget correction

**Author:** Arno Benadie, Chief Operating Officer

**Authoriser:** Peter Beggs, Chief Executive

#### 1. Reason for Report

- 1.1. This report is to inform Councillors of a Roding Budget correction to allocate carry over funding from the previous financial year into the correct work categories in this financial year budgets.

#### 2. Context

- 2.1. At the end of the 21/22 financial year Waka Kotahi transferred all un-spent funds from the operational work categories (WC100s) and the capital work categories (WC200s) into a single operational work category 111. The total sum of carry-over funding that was transferred to the 111-work category was \$589,000. This \$589,000 has previously been reported as an operational expense budget
- 2.2. RDC applied to Waka Kotahi to reallocate these funds into the correct work categories to align with the work that it was originally allocated to:
- \$183,711 re-allocated to Sealed Road Resurfacing
  - \$280,000 re-allocated to Sealed Road Pavement Rehabilitation
  - \$75,000 re-allocated to Bridge and Structure Renewals
  - \$50,000 re-allocated to Footpath Renewals.
- 2.3. The proposed change back to the original allocations has been approved by Waka Kotahi. The carry-over funds will now be spent on the work programme items and activities that it was allocated for in the previous financial year.

#### 3. Financial Implications

- 3.1. Although the correction of the carry-over funding is from an operational budget (111 work category) to a capital work category, there will be no financial implications.

#### 4. Conclusion

- 4.1. Waka Kotahi transferred all carry-over funding from the 21/22 financial year into a single operational work category in the 22/23 budgets. This reallocation of these funds into the correct work categories will allow the work items that the money was allocated for in the previous financial year to proceed.

#### Recommendation

That the report "Roding Budget correction" be received.

That Council approve the transfer of \$589,000 of roading operating budget to the RDC capital program.

**11.2 Drinking Water Compliance Report****Author: Arno Benadie, Chief Operating Officer****Authoriser: Peter Beggs, Chief Executive****1. Reason for Report**

- 1.1. This report is to update Councillors on the comparison between the internal Drinking water standards compliance reporting to the Assets and Infrastructure Committee and the external Wai Comply LTD Drinking water standards compliance report received early in 2023.

**2. Context**

- 2.1. In previous years the compliance with the NZ Drinking Water Standards was managed by the Department of Health and the Drinking Water Assessors. With the change to the new Water Services Act 2021, this activity currently is the responsibility of all drinking water suppliers. In November 2022 RDC engaged Wai Comply LTD to complete an independent audit of compliance with the Drinking Water Standards for the period 1 July 2021 to 30 June 2022.

- 2.2. This independent audit returned the following results:

<b>DWSNZ2005(18) RDC Water Supplies Performance</b>			
Ratana	Compliant	Taihape	Non-compliant
Bulls	Non-compliant	Huntermville	Non-compliant
Mangaweka	Non-compliant	Marton	Non-compliant

- 2.3. During the 2021/22 financial year the drinking water compliance was reported to the Assets and Infrastructure committee on six occasions as these meetings occurred every second month. Compliance was reported for August, October, December, March, April and June.
- 2.4. The compliance reporting reflected performance of the month that the meeting was held and not a cumulative picture of how compliance was tracking for the year. During the reporting months mentioned above Taihape, Mangaweka and Huntermville Urban was reported as non-compliant.
- 2.5. It is reasonable to expect that members of the Assets and Infrastructure committee would not have a detailed view of the Drinking water compliance across the financial year and would potentially be surprised when receiving the results from independent audit.

**3. Discussion and Options Considered**

- 3.1. Wai Comply Ltd has been asked by Rangitikei District Council to undertake the Drinking Water Standards New Zealand 2005 (revised 2018) (DWSNZ) Annual Audit as well as the Drinking Water Quality Assurance Rules audit for the 2022\_23 year. This Audit has two parts, and these two parts are defined by the changes from the DWSNZ to the DWQAR Rules from 14th of November 2022.

- 3.2. There will be 2 parts to this audit and 2 parts to the audit report based on both standards and requirements. Both reports acknowledge the changes in legislation and standards and rules and resultantly there are clear exceptions relating to the current legislation (Water Services Act 2021) and the repeal of the Health Act clauses.
- 3.3. With the creation of the external compliance audit reports, it is suggested that the compliance reporting to the Assets and Infrastructure committee follow the same format as these external audits. It is suggested that the reporting to the Assets and Infrastructure committee follows an annual cumulative report on the overall compliance of all the water treatment plants to notify elected members of non-compliance across the financial year.
- 3.4. This new format of compliance reporting will remove differences between the internal reporting and the external audit report at the end of the financial year.

#### **4. Conclusion**

- 4.1. The bi-monthly drinking water compliance reporting to the Assets and Infrastructure committee showed different results to the external annual report created by Wai Comply LTD.
- 4.2. There are no additional non-compliant water treatment plants not recorded in the external audit or in the reports to the Assets and Infrastructure committee during the year.
- 4.3. It is proposed to change the format of the internal reporting to the Assets and Infrastructure committee to align with the external audit report to remove reporting differences and avoid any confusion or surprises when the annual audit report is presented to Council.

#### **Recommendation**

That the report "Drinking Water Compliance Report" be received.

**11.3 Recent Weather Event Damage to Road Network****Author:** Arno Benadie, Chief Operating Officer**Authoriser:** Peter Beggs, Chief Executive**1. Reason for Report**

- 1.1. Three recent weather events have caused substantial damage to the Councils Roding Network. A claim has been made to the Waka Kotahi Emergency Works fund to cover the cost of the response and recovery for this event.
- 1.2. The purpose of this report is to provide Council with an overview of the impacts of these events

**2. Context**

- 2.1. Three weather events occurred on 17 November 2022, 11 January 2023 Event (Cyclone Hale) and 14 February 2023 (Cyclone Gabrielle) and caused extensive damage to the roading network in the northern parts of the district. The clean-up response phase of all events is complete, and all roads are currently open. However, there are approximately 35 large under-slip sites that will require reinstatement. This work is likely to take eighteen months to complete.
- 2.2. The total estimated cost for the repairs to the network is \$3,263,967. Rangitikei District Council have applied to Waka Kotahi for Emergency Works funding.
- 2.3. The total values of the claims have not yet been confirmed by Waka Kotahi.

**3. Discussion and Options Considered**

- 3.1. The objective of all repairs is to reinstate the network to its previous condition without making any improvements or omitting any necessary repair work. No options apart from repairing like with like have been considered.

**4. Financial Implications**

- 4.1. Waka Kotahi funding rules offer local Authorities an increased subsidy once the estimated cost of the annual total for Emergency Work exceeds 10% of the approved Maintenance and Renewal Programme.
- 4.2. The works that need to be completed that exceeds the cumulative value of 10% of the Council's total cost of its maintenance programme for the year receives the normal Funding Assistance Rate (FAR) plus 20%.
- 4.3. In this case the repair work will be subject to the normal FAR rate subsidy (64%) for the first million dollars with the remainder subsidised at this FAR rate plus 20% (84%), as summarised in the table below.

Event and FAR subsidy	Event type	Amount Claimed	Waka Kotahi Share	RDC Share
17 Nov 2022 (FAR 64%)	Heavy rainfall	\$695,563	\$445,160	\$250,403
11 Jan 2023 (64% for the first \$300K, 84% for the remainder)	Cyclone Hale	\$1,068,404	\$837,459	\$230,945
14 Feb 2023 (FAR 84%)	Cyclone Gabrielle	\$1,500,000	\$1,260,000	\$240,000
<b>Total</b>		<b>\$3,263,967</b>	<b>\$2,542,619</b>	<b>\$721,348</b>

- 4.4. The amounts noted in the table above documents the claim that has been submitted to Waka Kotahi. The “RDC share” column documents the share to be contributed by RDC if the standard Waka Kotahi emergency works FAR rates allowances are applied. Waka Kotahi notified all Local Authorities that as much as 100% FAR rate will be available for damage caused by Cyclone Gabrielle, and RDC will pursue these higher subsidies to reduce the RDC share for the repair of the damage. At this stage the claim has not been finalised and the final RDC share is still unknown, but it will not exceed the \$721,348 noted in the table above.
- 4.5. While both Council and Waka Kotahi staff are involved in ongoing discussions regarding the finalisation of these claims, the claims have not yet been approved. Based on the total value of our claims to Waka Kotahi, the total local share is \$721,348.
- 4.6. As has been reported to each Finance and Performance Committee meeting since November 2022, the local share of these costs will either be debt funded or offset against underspends in other project budgets
- 4.7. Council will be informed of any planned work that will have to be deferred to allow these repairs to be completed if that is required to fund these repairs. The final repairs and financial contributions will only be finalised once the Waka Kotahi claim has been settled.

### Recommendation

That the report ‘Recent Weather Event Damage to Road Network’ be received.

That Council notes the additional expenditure of up to \$3,263,967 plus GST for roading emergency works for the 17 November 2022, 11 January 2023 and 14 February 2023 weather events, noting that significant proportion of expenditure will be claimed as a Waka Kotahi subsidy when the claim is approved.

**11.4 Project Management Office Report - May 2023****Author:** Adina Foley, Senior Project Manager**Authoriser:** Peter Beggs, Chief Executive**1. Reason for Report**

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

**2. Notes for the Report**

2.1 The colours in the report follow a traffic light system of **red**, **orange** and **green** to indicate health of the *overall project* as well as health in the categories: *H&S, Programme, Cost, Quality* and *Top 5 Risks*.

2.1.1 **Green – no / low concerns**

2.1.2 **Orange – some concerns**

2.1.3 **Red – significant concerns**

2.2 The top 5 risks are included in the report; further risks and their mitigations can be found in the work plan for each project. The risks are identified and are all actively managed by the PMO office, and the Project Manager assigned to the project. The risks get updated and new ones added when they have been identified. Any new risks that raise concerns will be brought back to Council as an update in the PMO report.

**3. Projects Overview****Wastewater Projects**

- 3.1 Marton to Bulls Wastewater Centralisation Project
- 3.2 Lake Waipu Improvement and Ratana Wastewater Treatment Project
- 3.3 Papakai Pump Station Taihape

**Water Projects**

- 3.4 Marton Water Strategy

**Community Facilities & Other Projects**

- 3.5 Taihape Amenities Building
- 3.6 Marton Civic Centre
- 3.7 Taihape Town Hall / Civic Centre
- 3.8 Marton Industrial Park and Rail Hub

**4. Miscellaneous Projects and Updates****4.1 Scotts Ferry Stormwater Pump**

- 4.1.1 The contract for this work is currently being prepared by MDC.



- 4.1.2 Work will start in June which will include ordering the generator and getting ready to complete the work on site.

**Attachments:**

1. PMO report May - three waters projects [↓](#)
2. PMO report May - community facilities and other projects [↓](#)

**Recommendation 1**

That the report 'Project Management Office Report - May 2023' be received.

Project Name	Project Summary	Project Lead	Est Start Date	Est Finish Date	Health/Safety	Programme	Cost	Quality	Top 5 Risks	Project Budget	Actual Spend to date	Iwi Consultation	Key Tasks Completed	Next Steps (May Update)
Wastewater														
Marton to Bulls Wastewater Centralisation	The purpose of the project is to improve the current Marton and Bulls wastewater network to become efficient, effective, and reliable wastewater collection, treatment and disposal services in a culturally sensitive and environmentally responsible manner that meets evolving regulatory requirements and ongoing sustainable compliance. The Marton to Bulls wastewater centralisation scope includes the construction of a wastewater pipeline from Marton Wastewater Treatment Plant to Bulls Wastewater Treatment Plant, development of best practical option for the discharge, consenting, upgrades of the treatment plants at Marton and Bulls	Dave Te Maro-Geary, Adina Foley	Oct-20	Jun-25	No concerns to date	There is urgency around the delivery of the project. The draft consenting strategy shared with Horizons Regional Council has been received positively and currently no further fines or legal action are to be expected (if the project continues to progress).	The budget is \$25mil, however it is not possible yet to put confident costs against all the components of the project	No concerns to date.	1. Infringement notices, fines or Court Order by Horizons until project is completed due to slow progress 2. Unrealistic Expectations of what can be delivered 3. Budget not sufficient for scope 4. Land not available (if land discharge) 5. Long consenting periods & unrealistic consent conditions	\$ 25,000,000	\$ 7,735,114	Ongoing meetings set up with iwi. Iwi is a partner in this project.	Pipeline construction is mostly completed, except for three crossing which need to be designed, consented and implemented. Project Management has been brought back into PMO with dedicated Project Manager.	Staff have submitted a high-level consenting strategy to Horizon Regional Council in March and received positive feedback from Horizons on this. Continue iwi engagement and PUG meetings. Planner has been engaged and a meeting has been held with iwi to meet the planner. Wastewater engineering experts to be engaged directly in June. Variation from GHD has been received for detailed design of two remaining stream crossings (see separate paper in May Council meeting).
Lake Waipu Improvement and Ratana Wastewater Treatment	This project is 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 will need to be completed by December 2023. 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.	Damien Wood	Jul-18	Dec-23	No concerns to date	Construction will need to be completed by December 2023, duration of when the resource consent will be approved are unknown and further testing details have been requested by Horizon Regional Council.	Actual construction costs can only be finalised once all detail has been specified or designed and the resource consent conditions are known. The costs are expected to be more than the current estimates, however staff are evaluating all potential solutions to minimise (or eliminate) any budget overspend.	No concerns to date	1. Tight timeframe to complete project by December 2023. 2. Ongoing discharge to waterway/ Lake Waipu may be grounds for public notification of the consent application (or limited notification). 3. Unforeseen requirements/ consent conditions for RDC. 4. The approved budgets might not be sufficient to cover the full cost of the upgrade. 5. Funding by MfE is linked to milestones, if the project is delayed there is a chance of funding loss.	\$ 2,425,000	\$ 902,670	Regular meetings and updates via email by the PM. Iwi is on board with the project and its approach and supports the irrigation to land option.	Land has been found and purchased. Pipeline design started and negotiation with affected parties ongoing. Irrigation design started. Treatment plant upgrades defined. Resource consent has been lodged.	Onsite groundwater sample collection to be continued throughout the consenting period. Pipeline easement negotiations with landowners continue towards acquisition of easements. Technical investigations and reporting work is continuing to enable a thorough response to the HRC s92 request. RDC s92 request has been responded to and draft consent conditions are being discussed. Iwi hui to be organised once the Resource Consent application has been advanced. Budget update report to be brought to council for decision (after consent conditions are known). Earthworks design is advancing for Storage pond and drainage works at disposal site.
Taihape/ Papakai wastewater pump station	Design and construction of a new wastewater pump station and rising main. Includes upgrade to power supply.	Damien Wood / MDC	Jan-23	Oct-23	No concerns to date	Alternative tank design will push out programme to Sept 2023, but will result in cost savings. Power Transformer works have been delayed and are now scheduled for completion in Jul 2023	No concerns to date. Tank design variation has potential savings	No concerns to date	1. Delays due to bad weather or supply chain challenges. 2. Poor communication to residents affected by road closures.	\$ 6,358,184	\$ 1,086,285	Regular meetings and updates via email by the PM.	Construction has started in Jan 2023.	Finalise alternative design for fibreglass storage tanks to save cost and enhance efficiency for the construction. This saving has been estimated at \$150-200k. Alternative design is being reviewed. Pump expected to be operational by July 2023. New tank installed in September 2023. Physical works continue ahead of program. Community engagement to continue.
Water (Drinking)														
Marton Water Strategy	The Marton Water Strategy has been developed with a new bore as its foundation to replace the current source for potable water for Marton. It includes: - Construction of new raw water bore - Design of treatment plant refurbishment and consenting - Upgrades to existing treatment plant Once all the project is completed, Marton will be provided with pleasant tasting and smelling potable water that meets the NZ Drinking Water Standards. Staff will look at options for the use of the dams once Marton is drawing water from a bore. This will include looking at restoring flow to the Tutaenui Stream. All work is expected to be completed by the end of 2024.	Dave Te Maro-Geary / MDC	Jun-22	Dec-24	No concerns to date	The target completion of the end of 2024 is still expected to be achieved.	Additional costs for the new pilot hole is covered within project contingency.	No concerns to date	1. Long consenting periods & unrealistic consent conditions 2. Challenges in the engineering consulting market making it difficult to secure contract for design in a timely manner. 3. Cost overrun due to market escalations	\$ 11,000,000	\$ 1,140,152	Initial discussion held with iwi, they are very supportive.	Total depth of drilling has been reached at 462m. Engineering consultant procurement is underway. Bore is being developed to the 270-287m strata.	Tenders have been reviewed and are not suitable. Direct negotiation will continue with one of the tenderers to discuss a suitable outcome. RDC has given MDC the go ahead to develop the Bore to the 270-287m strata as this is included in the contract with Welldrillers. This work will be completed by September 2023. The water quality is suitable and similar to the Tutaenui Bore which will make treatment easier.

Project Name	Project Summary	Project Lead	Est Start Date	Est Finish Date	Health/ Safety	Programme	Cost	Quality	Top 5 Risks	Project Budget	Actual Spend to date	Iwi Consultation	Key Tasks Completed	Next Steps (May Update)
Community Facilities														
Taihape Amenities Building / Ngā Awa Block	This project is to build a new sports and community group facility within Taihape Amenities Park with 4 changing rooms including toilets, showers. Staff were successful in applying for external funding: \$40,000 from Four Regions Trust and \$374,000 from the Lotteries Funding.	Adina Foley	Nov-20	Jun-23	No concerns to date	Construction started March 2022. Significant delays have occurred due to bad weather and design challenges. Completion expected in May 2023.	Staff are being vigilant on scope changes and monitor the budget and contingencies closely.	No concerns to date	1. Risk of delays caused by bad weather, illness and supply chain challenges 2. Risk of cost overruns. 3. Risk of lengthy process to achieve CCC	\$ 4,648,757	\$ 3,720,010	Discussions have been held with Ngāti Tamakopiri, PMO to keep engaging with iwi.	Building Consent approved. Construction started. Communication updates on various channels. The building is weather tight.	Construction to continue. Interior work to continue. Communication to continue. Further delays are still being experienced through workload challenges of subcontractors which will see the opening of the building pushed out to June 2023. Staff have communicated this with iwi and the park users via email.
Marton Civic Centre	The current Council civic buildings in Marton are earthquake prone and are required to be strengthened to meet government legislation. Council purchased several heritage buildings in Marton’s town centre with the option to restore the buildings and use them as a replacement Civic Centre/library/community hub. To identify the best way forward, a Better Business Case (BBC) was undertaken to help Council better plan the projects. The shortlist options have been presented to Council in the September 2022 meeting. Due to rising construction costs, only the bare minimum option was within the LTP budget.	Adina Foley	Oct-19	Dec-27	No concerns to date	Project scope has not yet been confirmed, LTP planned for this project to be completed in year 2-4, this is unlikely to be achieved.	Project scope has not yet been confirmed, LTP budget is \$19m, however all costed options are well above the budgeted amount.	Project scope has not yet been confirmed	Project scope has not yet been confirmed	\$ 19,000,000	\$ 312,328	Ngā Wairiki Ngāti Apa was invited to BBC workshops. Need to engage again.	Draft Better Business Case has been presented to Council in Sept 2022 Architect has created concept design for the alternative option to upgrade the existing Marton Office and Library. Cost estimates of all options are higher than the current budget.	Community to share feedback on Key Choice within the Annual Plan Consultation in March/April 2023. Next steps to be decided by Council.
Taihape Town Hall and Library Redevelopment	Council included costs for the refurbishment of the Taihape Town Hall within the 2021-31 LTP. Since the LTP was adopted, the Town Hall and Library was closed due to the earthquake risk posed to staff and the public (the detailed seismic assessment report provided a rating of only 10% of National Building Standard). To identify the best way forward, a Better Business Case (BBC) was undertaken to help Council better plan the projects.	Adina Foley	Feb-22	Dec-27	No concerns to date	Project scope has not yet been confirmed	Project scope has not yet been confirmed, LTP budget is \$9.7m, however all costed options are well above the budgeted amount.	Project scope has not yet been confirmed	Project scope has not yet been confirmed	\$ 9,700,000	\$ 121,536	Iwi were an active part of workshop panel.	Building was closed. Business case workshops completed. Concept designs of the shortlisted options have been completed. All options have been estimated by QS.	Community to share feedback on Key Choice within the Annual Plan Consultation in March/April 2023. Next steps to be decided by Council.
Other & Community-Led Developments														
Marton Industrial Park and Rail Hub	The Marton Rail Hub (MRH) project is a Rangitikei District Council sponsored initiative to establish a rail hub and, in partnership with private investor/s, a log yard on currently rural designated land parallel to Makirikiri Road, Marton. A change to the District Plan is required by rezoning 65Ha from rural to industrial use. The District Plan change is currently before the Environment Court and its timeline for the decision is open ended. However, to minimise programme delay, design in support of Resource Consent submissions (assuming a positive Court outcome) is progressing in parallel. The Council is investing \$0.75M and has secured an additional \$9.1M grant funding from central government.	Mark Barnes	Oct-20		No concerns to date	Original completion is well delayed due to the extensive Environment Court process. The MRH programme will be reviewed following the Court decision. Design in support of Resource Consent being progressed.	Forecast costs align with approved Council and PGF funding provision.	Design deliverables align with business case.	1. Further lengthy delays due to lengthy court process 2. Design challenges in the collaboration with kiwi rail 3. Cost escalations	\$ 9,850,000	\$ 2,983,728	Discussions have been extensive with Ngā Wairiki Ngāti Apa	Environment Court submissions completed. Project financial audit completed. Contracts requiring variation identified. Resource consent-level design 60% complete.	Continued discussions with developer(s) The Environment Court has <b>dismissed</b> the appeal against Rangitikei District Council around a proposed change to the District Plan.

## 12 Minutes from Committees

### 12.1 Minutes from Committees

**Author:** Kezia Spence, Governance Advisor

#### 1. Reason for Report

- 1.1 Committee and Board minutes are attached for Council's receipt. These are under separate cover due to size.

#### Attachments:

1. R/A 15 Mar 23 (under separate cover)
2. RCB 04 Apr 23 (under separate cover)
3. TRAK 11 Apr 23 (under separate cover)
4. MCC 12 Apr 23 (under separate cover)
5. YC 17 Apr 23 (under separate cover)
6. YC 15 May 23 (under separate cover)
7. F/P 27 Apr 23 (under separate cover)
8. SRTF 27 Apr 23 (under separate cover)

#### Recommendation

That the following minutes are received:

- Risk and Assurance- 15 March 2023
- Ratana Community Board- 04 April 2023
- Te Roopuu Ahi Kaa Komiti- 11 April 2023
- Marton Community Committee- 12 April 2023
- Youth Council- 17 April 2023
- Youth Council-15 May 2023
- Finance and Performance- 27 April 2023
- Sport NZ Rural Fund- 27 April 2023

## 13 Recommendations from Committees

### 13.1 Recommendations from the Marton Community Committee

**Author:** Kezia Spence, Governance Advisor

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

#### 1. Reason for Report

1.1 To receive and discuss two recommendations from the Marton Community Committee, from their meeting held on 12 April 2023. These were:

1.1.1 The Marton Community Committee discussed Council's afterhours service and said they did not think the team were familiar with locations in the Rangitikei, in particular RDC streets / names of towns / parks etc.

1.1.2 The Marton Community Committee discussed the ongoing blockages at the Sewage Disposal point on King Street, as this has been reported several times recently, but is continuing to be a problem for users. Overflowing sewage is a concern, particularly out of hours / at weekends.

#### 2. Officer Comment

2.1 The nature of the questions regarding Council's after-hours service relate to an operational function of Council but some clarity is provided below.

2.2 AlarmWatch from Whanganui are Council's after hours provider. They have provided services to Rangitikei District Council for over 10 years and also provide this service for other Councils, including Whanganui District Council. Their offices are based in Guyton Street, Whanganui. Due to commercial sensitivity the cost for AlarmWatch to provide the after hours service will not be provided. Council receives daily and weekly reports from AlarmWatch on measures such as average call handling time, percentage of missed calls and average waiting time and this is monitored by staff. If anyone is unhappy with any service of Council they are encouraged to lodge a Request for Service (RFS) or report via our complaint form [Resolution Coordinator: Rangitikei District Council](#) or email [complaints@rangitikei.govt.nz](mailto:complaints@rangitikei.govt.nz).

2.3 In relation to the second recommendation, this refers to the effluent dump station at King Street, Marton. Council has a shared services contract in place for the sewage point.

#### Recommendation 1

Marton Community Committee request details of: Where do afterhours calls go [where is the after hours call centre located]. How much does it cost. How is the service measured. What is the feedback system, if users are not happy.

#### Recommendation 2

Marton Community Committee request details of: Who is responsible for clearing blockages at the Sewage Point at King Street, Marton. During hours as well as out of hours. [Is it RDC Staff or a Contractor?]

The Sewage Point at King Street, Marton has no signage to alert staff of any issues, can that be rectified, to ensure 24/7 reporting is available.

**13.2 Recommendation from Ratana Community Board****Author:** Kezia Spence, Governance Advisor**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning**1. Reason for Report**

- 1.1 To receive and discuss the recommendation from the Ratana Community Board from their meeting held on 11 April 2023.
- 1.2 The Ratana Communal Board that looks after the property in Ratana have a number of mattresses that have been moved from the main building to a shed. Committee members requested that Council cover all or part of the costs of moving the mattresses.

**2. Officer Comment**

- 2.1 The request was also made directly to the Chief Executive on the day prior to the mattresses being dumped. The Chief Executive advised the requestor to pay the standard dumping fee and submit a request to him for consideration of a refund/part refund. The Chief Executive stressed this did not mean he would automatically approve the request, but would be happy to consider it when the cost to Council is known. At the time of writing this report, no request has been made.

**Recommendation**

That Ratana Community Board request Council support with funding the transport of mattresses from Ratana Communal Board to those who need them to areas effected from Cyclone Gabrielle and Council to reach out to those effected if they need them. If this is not needed, the financial support from Council to dispose of the mattresses.

### 13.3 Rangitikei Youth Council Annual Plan Submission

**Author:** Kelly Widdowson, Strategic Advisor - Youth

**Authoriser:** Gaylene Prince, Group Manager - Community Services

#### 1. Reason for Report

- 1.1 To inform Council of Rangitikei Youth Council's feedback on the Annual Plan.

#### 2. Context

- 2.1 During the April Youth Council meeting, Corporate Planning Advisor Georgia Etheridge presented her 'Annual Plan' report.
- 2.2 Through this presentation, she gave details of how and why it is important to submit on local plans, providing three particular topics for consideration.

#### 3. Discussion and Options Considered

- 3.1 Youth Council discussed and considered all options presented to them.

#### 4. Decision Making Process

- 4.1 Rangitikei Youth Council decided to submit a report directly to Council to open communication lines between both committees.

#### Attachments:

1. Annual Plan Submission [↓](#)

#### Recommendation 1:

That the report 'Rangitikei Youth Council Annual Plan Submission' be received.

#### Recommendation 2:

That Council provide written feedback to Rangitikei Youth Council on their submitted report.



8<sup>th</sup> May 2023

Rangitikei Youth Council thanks the Rangitikei District Council for the opportunity to submit on the Annual Plan 2023/24.

Youth Council has discussed the key choices and would like to submit the following feedback for Council's consideration.

#### **Key Choice 1: Taihape Town Hall**

Youth Council support Option One: Strengthened Taihape Town Hall

There are too many memories in the grandstand to see it gone or changed to the purpose it has now.

It's still heavily used for sports clubs which are central to our community mana. It's part of growing up in Taihape. The grandstand has more meaning to it than adults realise.

The Town Hall is the best option of the two. To be great jazzed up and made safe, although it is a lot of money.

#### **Key Choice 2: Marton Civic Centre**

Youth Council support Option Two: Refurbish Existing Buildings

Having these buildings refurbished would boost our morale as a little town.

Youth Council suggests that refurbishing the existing buildings would better fit with other heritage buildings in Marton, unless Council is suggesting that the rest of the town is likewise replaced with modern buildings.

We note costs are very similar for both options.

Youth Council appreciates the availability for carparking out the back of the proposed offices and centre.

#### **Key Choice 3: Pathway Along Calico Line**

Youth Council support Option Two: Wait and apply for funding

Youth Council suggests that Nga Tawa School, as a substantially richer school with further resources available, should contribute to this project.

Building a footpath is not going to increase or improve connection with community. This is done through relationship, not a footpath. Council should work with students that attend to understand their perspectives on Community Connection.

Council should not take on debt associated with this project for the the community to repay, when only a small number of students would actually use it.

Youth Council notes financial pressures, when rates are already significantly rising, and would prefer Council seeks external funding, including the possibility of local businesses and Nga Tawa parents sponsoring the project.

Thank you again for the opportunity to submit.



## 14 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. Public Excluded Council Meeting- 26 April 2023
2. Follow-up Action Items from Council (Public Excluded) Meetings
3. Waiver of Charges on Water Accounts
4. Developer Agreement for Johnson Street subdivision in Bulls
5. Ratana Waste Transfer Station - Renewal of lease

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>14.0- Public Excluded Council Meeting- 26 April 2023</b>	[enter text]	s48(1)(a)
<b>14.1 - Follow-up Action Items from Council (Public Excluded) Meetings</b>	s7(2)(a) - Privacy s7(2)(b)(ii) - Commercial Position s7(2)(h) - Commercial Activities s7(2)(i) - Negotiations	s48(1)(a)(i)
<b>14.2 - Waiver of Charges on Water Accounts</b>	s7(2)(a) - Privacy s7(2)(b)(ii) - Commercial Position	s48(1)(a)(i)
<b>14.3 - Developer Agreement for Johnson Street subdivision in Bulls</b>	s7(2)(b)(ii) - Commercial Position	s48(1)(a)(i)
<b>14.4 - Ratana Waste Transfer Station - Renewal of lease</b>	s7(2)(b)(ii) - Commercial Position	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.

**15 Open Meeting**