

MINUTES



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

UNCONFIRMED: EREWHON RURAL WATER SUPPLY MANAGEMENT SUB-COMMITTEE MEETING

Date: Tuesday, 5 December 2023

Time: 4.00pm

Venue: Kokako Street Pavilion
2 Kokako Street
Taihape

Present

Mr Jock Stratton
Mr Peter Batley
Mr Barry Thomas
Mr Benjamin Mallalieu
HWTM Andy Watson
Cr Greg Maughan
Cr Jeff Wong (Alternative)

In attendance

Mr Andrew van Bussell, Operations Manager
Mr Dave Tombs, Group Manager- Corporate Services (Zoom)
Ms Rochelle Baird, Administration

Order of Business

1	Welcome / Prayer	3
2	Apologies	3
3	Public Forum	3
4	Conflict of Interest Declarations.....	3
5	Confirmation of Order of Business	3
6	Confirmation of Minutes	3
7.1	Follow-up Action Items from previous Erewhon Rural Water Supply Meetings	3
7	Chair's Report	4
8.1	Chair's Report - December 2023	4
8	Reports for Information.....	4
9.1	Operations Report-September/December 2023	4
9.2	Financial Summary - June 2023 (draft)	4

1 Welcome / Prayer

Mr Stratton opened the meeting from 4.01pm.

2 Apologies

Resolved minute number 23/ERWS/012

That the apologies from Mr Simon Plimmer, Mr Paul McLaren, Mr Geoff Duncan and Mr Steven Stoney be accepted.

Mr B Thomas/Mr P Batley. Carried

3 Public Forum

4 Conflict of Interest Declarations

5 Confirmation of Order of Business

Late Items – Asset Management Plan, Consent process for Horizons and quote for Pukerimu.

6 Confirmation of Minutes

Resolved minute number 23/ERWS/013

That the minutes of Erewhon Rural Water Supply Management Sub-Committee Meeting held on 6 June 2023 **without amendment** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Mr P Batley/Cr G Maughan. Carried

7 Follow-up Action Items

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

The report was taken as read.

8 Chair's Report

8.1 Chair's Report - December 2023

There was no Chairs report.

Recommendation

That the Chair's Report – December 2023 be received.

9 Reports for Information

9.1 Operations Report-September/December 2023

Mr Van Bussel spoke to his report.

Mr Smith said there had been two leaks in Mangaohane below the renewal which would be part of the proposed renewal and 3 – 4 leaks in the swamp area. Pukerimu line also had a few leaks otherwise it had just been general maintenance. Mr Smith said there is still a bit of silting when the sluices are run. Mr Mallalieu asked if the sluices are run less often could there be long time problems, Mr Smith said yes potentially but time would tell. Mr van Bussel would take a sample to test if its silt or algae.

Resolved minute number 23/ERWS/014

That the Operations Report – September/December 2023 Erewhon Rural Water Supply Committee be received.

Mr B Mallalieu/Mr B Thomas. Carried

9.2 Financial Summary - June 2023 (draft)

Mr Tombs spoke to his report and said they had wiped a lot of deficit but there is a need for an asset management plan to set future rates. Mr Tombs said the operating expenses were fairly stable and they should get a surplus of 160 k which can be banked or used for capex.

Resolved minute number 23/ERWS/015

That the report 'Financial Summary – June 2023 (draft)' be received.

Mr P Batley/Cr G Maughan. Carried

10. Late Items

10.1 Consent process for Horizons

Mr Stratton had emailed questions to Mr Kevin Ross, CE asking who pays for the consent and if its the Committee do they have the choice of who applies for the consent. The CE responded and said Council had previously applied on behalf of the committee and if the committee paid for the consent it would be up to them as to whom they hired. Mr Stratton asked how it would be actioned. His Worship the Mayor said a quote would need to be tabled and going to the open market there could be contestable alternative quotes. Mr Stratton asked could council put in a tender and the committee seek another. His Worship the Mayor cautioned that standards have changed since the previous consent in 2009 and to make sure their qualifications and reputation is acceptable to Horizons. He advised Mr Stratton to speak with Mr Arno Benadie about the process and what company he would suggest. Mr van Bussel said to engage with a planner who would liaise with Iwi, Doc and other interested parties and keep everyone on task. Cr Wong asked is the committee trying to save money. Mr Stratton said yes it is one of the motivations.

10.2 Asset Management Plan

Mr Stratton tabled and spoke to the 10 – 15 year plan on the assumption that it would be business as usual. Mr Tombs said it would be good to put the plan into the Long term plan. Mr Stratton said it is only a draft plan.

10.3 Pukerimu Quote

The committee discussed the quote for Pukerimu.

The meeting closed at 5:10pm

The minutes of this meeting were confirmed at the Erewhon Rural Water Supply Management Sub-Committee held on 5 March 2024.

.....
Chairperson

MINUTES

UNCONFIRMED: RISK AND ASSURANCE COMMITTEE MEETING

Date: Wednesday, 6 December 2023

Time: 9.00am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present Mr Philip Jones
Cr Simon Loudon
Cr Fi Dalgety
Cr Dave Wilson
HWTM Andy Watson

In attendance Mr Kevin Ross, Chief Executive
Mr Arno Benadie, Chief Operating Officer
Mrs Carol Gordon, Group Manager- Democracy and Planning
Mrs Sharon Grant, Group Manager- People and Performance
Mr Dave Tombs, Group Manager- Corporate Services
Ms Gaylene Prince, Group Manager- Community Services
Mrs Adina Foley, Group Manager- Capital Projects
Mr Matt Gordon, Health, Safety and Wellbeing Advisor
Ms Kezia Spence, Governance Advisor

Order of Business

1	Welcome / Prayer	3
2	Apologies	3
3	Public Forum	3
4	Conflict of Interest Declarations.....	3
5	Confirmation of Order of Business	3
6	Confirmation of Minutes	3
7	Follow-up Actions.....	3
	7.1 Follow-up Action Items from Risk and Assurance Meetings.....	3
8	Chair's Report	4
	8.1 Chair's Report - December 2023	4
9	Reports for Information.....	4
	9.1 Protected Disclosures Update.....	4
	9.2 Privacy Update	4
	9.3 Health, Safety and Wellbeing Update	4
	9.4 Risk and Assurance Committee Work Programme	5
	9.5 Treasury Reporting.....	5
	9.6 Insurance Update	5
	9.7 Audit NZ Management Letter Points	5
	9.8 Internal Audit Programme	6
	9.9 Marton Rail Hub - Project Risks Review	6
	9.10 Strategic Risk Review - Climate Change	6
10	Public Excluded	6
	10.1 Public Excluded Risk and Assurance - 21 September 2023.....	7
	10.2 Cybersecurity.....	7
	10.3 Fraud Reporting.....	7
11	Open Meeting	7

1 Welcome / Prayer

Mr Jones opened the meeting at 9.02am and read the council prayer.

2 Apologies

Resolved minute number 23/ARK/060

Apologies were received from Cr Calkin and Cr Piki Te Ora Hiroa.

Cr F Dalgety/Cr S Loudon. Carried

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts of interest declared.

5 Confirmation of Order of Business

Cr Wilson arrived during this item at 9.04am.

Item 9.9 was withdrawn from the agenda due to new information.

6 Confirmation of Minutes

Resolved minute number 23/ARK/061

That the minutes of Risk and Assurance Committee Meeting held on 21 September 2023 **without amendment** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Mr Jones/Cr F Dalgety. Carried

7 Follow-up Actions

7.1 Follow-up Action Items from Risk and Assurance Meetings

The report was taken as read.

Resolved minute number 23/ARK/062

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

Mr Jones/Cr D Wilson. Carried

8 Chair's Report

8.1 Chair's Report - December 2023

Mr Jones emphasised implications for Council's Long Term Plan processes and the amount of uncertainty due to changes signalled by Central Government.

Resolved minute number 23/ARK/063

That the Chair's Report –December 2023 be received.

Mr Jones/HWTM A Watson. Carried

9 Reports for Information

9.1 Protected Disclosures Update

The report was taken as read.

Resolved minute number 23/ARK/064

That the report 'Protected Disclosures Update' report be received.

Cr D Wilson/Cr S Loudon. Carried

9.2 Privacy Update

The report was taken as read.

Resolved minute number 23/ARK/065

That the report 'Privacy Update' be received.

Cr D Wilson/Cr S Loudon. Carried

9.3 Health, Safety and Wellbeing Update

Mrs Grant explained there is a detailed internal investigation being undertaken for the notifiable injury that took place in the November reporting period, during a staff training event. There will be no further training of this nature until the investigation has been completed.

Mr Jones requested that future reports show whether contractors are complying with health and safety requirements to give assurance to the committee.

Resolved minute number 23/ARK/066

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

Cr S Loudon/HWTM A Watson. Carried

9.4 Risk and Assurance Committee Work Programme

His Worship the Mayor left the meeting during this item at 9.42am.

The Rate Remission policy will be reviewed in 2024.

Mr Jones requested that reviews that are legally required should be highlighted in the report, and that the report should include the date these need to be reviewed by.

Mr Jones requested that he receive the Revenue and Financing policy when the draft is completed.

Resolved minute number 23/ARK/067

That the report 'Risk and Assurance Committee Work Programme' be received, noting that the Rates Remission policy is currently under review.

Mr Jones/Cr F Dalgety. Carried

9.5 Treasury Reporting

The report was taken as read.

Resolved minute number 23/ARK/068

That the report 'Treasury Reporting' be received.

Cr D Wilson/Cr S Loudon. Carried

9.6 Insurance Update

Mr Tombs confirmed Council have received a letter regarding Risk Pool.

Resolved minute number 23/ARK/069

That the report 'Insurance Update' be received.

Mr Jones/Cr F Dalgety. Carried

9.7 Audit NZ Management Letter Points

The committee were disappointed that the new management letter had not been received yet from Audit NZ.

Resolved minute number 23/ARK/070

That the report Audit NZ Management Letter Points be received.

Cr F Dalgety/Cr S Loudon. Carried

9.8 Internal Audit Programme

Mr Jones recommended that the effectiveness of the committee be discussed at the next meeting.

Resolved minute number 23/ARK/071

That the report 'Internal Audit Programme' be received.

Cr D Wilson/Cr F Dalgety. Carried

9.9 Marton Rail Hub - Project Risks Review

This item was withdrawn.

9.10 Strategic Risk Review - Climate Change

Mr Jones requested that the risks associated with climate change come back to the committee.

Resolved minute number 23/ARK/072

That the report on Strategic Risk – Climate Change be received.

Mr Jones/Cr F Dalgety. Carried

10 Public Excluded

The meeting went into public excluded session 10.14am

Resolution to Exclude the Public

Resolved minute number 23/ARK/073

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

- 1 Risk and Assurance Committee Meeting - 21 September 2023
2. Cybersecurity
3. Fraud Reporting

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
---	---	---

10.1 - Risk and Assurance Committee Meeting - 21 September 2023	To consider the minutes relating to matters that were the subject of discussion at the 21 September meeting	S48(1)(a)
10.2 - Cybersecurity	s7(2)(j) - Improper Gain or Improper Advantage	s48(1)(a)(i)
10.3 - Fraud Reporting	s7(2)(a) - Privacy	s48(1)(a)(i)

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

Cr D Wilson/Cr F Dalgety. Carried

11 Open Meeting

The meeting went into open session 10.30am

Resolved minute number **23/ARK/074**

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

22/RDC/074- 22/RDC/0756

Cr D Wilson/Cr S Loudon. Carried

The meeting closed at 10.30am.

The minutes of this meeting were confirmed at the Risk and Assurance held on 20 March 2024.

.....Chairperson

MINUTES



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

UNCONFIRMED: TURAKINA COMMUNITY COMMITTEE MEETING

Date: Thursday, 7 December 2023
Time: 7.00pm
Venue: The Anglican Church Hall, St George's
State Highway 3
Turakina

Present
Mr Duran Benton
Ms Linda O'Neill
Ms Rachel Cvitanovich
Cr Brian Carter
HWTM Andy Watson

In attendance
Ms Melanie Bovey, Manager- Heritage and Culture
Mr Greg Smith, Bulls Community Committee- Chair
Mr David Yates, Bulls Community Committee
Mr Colin Fanning, Bulls Community Committee

Order of Business

1	Welcome.....	3
2	Apologies	3
3	Public Forum	3
4	Conflict of Interest Declarations.....	3
5	Confirmation of Order of Business	3
	RC to join Turakina FB page to see what to write on Whangaehu FB page. To be updated after meeting with Paul. Marae, Hall and school will form plan for Whangaehu. The marae plan will be scanned and sent to TCC.....	3
6	Confirmation of Minutes	3
7	Chair's Report	3
7.1	Chair's Report - December 2023	3
	Emergency plan-yet to talk with Paul.....	3
8	Reports for Decision	4
8.1	Mayor's Report - November 2023.....	4
	Kevin Ross is the new CE for up to 2 years.....	4
	Resignation of Jarrod Calkin will trigger a bi-election within 6 weeks.....	4
	New government in place with 4x MPs working for the Rangitikei	4
8.2	Small Projects Fund Update - December 2023	4
9	Reports for Information.....	4
9.1	Funding Schemes Update - December 2023	4
9.2	RDC Engagement and Consultations	4
10	Discussion Items.....	5
10.1	Turakina Reserve- Main Gate	5

1 Welcome

2 Apologies

Apologies received from Mr Ian Stephens.

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts of interest declared.

5 Confirmation of Order of Business

RC to join Turakina FB page to see what to write on Whangaehu FB page. To be updated after meeting with Paul. Marae, Hall and school will form plan for Whangaehu. The marae plan will be scanned and sent to TCC

6 Confirmation of Minutes

Resolved minute number 23/TCC/031

That the minutes of Turakina Community Committee Meeting held on 5 October 2023 **without amendment** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Ms R Cvitanovich/Ms L O'Neill. Carried

7 Chair's Report

7.1 Chair's Report - December 2023

Emergency plan-yet to talk with Paul

Replacement of gate Domain for discussion

Resolved minute number 23/TCC/032

That the verbal Chair's Report – December 2023 be received.

Mr D Benton/Ms L O'Neill. Carried

8 Reports for Decision

8.1 Mayor's Report - November 2023

Kevin Ross is the new CE for up to 2 years

Resignation of Jarrod Calkin will trigger a bi-election within 6 weeks

New government in place with 4x MPs working for the Rangitikei

LTP work continues

Resolved minute number 23/TCC/033

That the Mayor's Report – 30 November 2023 be received.

HWTM A Watson/Cr B Carter. Carried

8.2 Small Projects Fund Update - December 2023

Suggestions of Community notice boards, Makohau Hall, assist to replace gate at Domain

\$1253.40 remains.

RC will request permission from RDC Murray Phillips and Gaylene Prince to put boulders around Whangaehu sign.

Resolved minute number 23/TCC/034

That the 'Small Projects Fund Update – December 2023' report be received.

Mr D Benton/Ms L O'Neill. Carried

9 Reports for Information

9.1 Funding Schemes Update - December 2023

The report was taken as read.

Resolved minute number 23/TCC/035

That the Funding Schemes Update – December 2023 be received.

Mr D Benton/Ms R Cvitanovich. Carried

9.2 RDC Engagement and Consultations

The report was taken as read.

Resolved minute number 23/TCC/036

That the report 'RDC Engagement and Consultations' be received.

Mr D Benton/Ms L O'Neill. Carried

10 Discussion Items

10.1 Turakina Reserve- Main Gate

Gate has been damaged, its old galvanised pipe, offer for a donation to replace has been received by an anonymous donor.

Advise Murray Phillips and Gaylene Prince when this has been completed.

Resolved minute number 23/TCC/037

The offer of replacement of the gate be accepted and a letter of thanks sent to the donor by Durry. If necessary funds from the small Projects funds will be used to 'top-up'.

Mr D Benton/Ms R Cvitanovich. Carried

The meeting closed at 7.46pm.

The minutes of this meeting were confirmed at the Turakina Community Committee held on 15 February 2024.

.....
Chairperson

MINUTES

UNCONFIRMED: RĀTANA COMMUNITY BOARD MEETING

Date: Tuesday, 12 December 2023

Time: 6.30pm

Venue: Ture Tangata Office
Ihipera-Koria Street
Rātana Pa

Present Mr Charlie Mete
Mr Jamie Nepia
Ms Grace Taiaroa

In attendance Monica Nichols, GIS Officer
Katrina Gray, Senior Strategic Advisor

Order of Business

1	Welcome / Prayer	3
2	Apologies	3
3	Public Forum	3
4	Conflict of Interest Declarations.....	3
5	Confirmation of Order of Business	3
6	Confirmation of Minutes	3
7.1	Follow-up Action Items from Ratana Community Board Meetings.....	3
7	Chair's Report	4
8.1	Chair's Report - December 2023	4
8	Reports for Decision	4
9.1	Mayor's Report - November 2023.....	4
9.2	Rātana Road Property Numbering	4
9	Reports for Information.....	5
10.1	Update on Te Roopuu Ahi Kaa Komiti	5
10.2	Lake Waipu Improvement and Ratana Wastewater Treatment Project - Update	5
10.3	Update on the 2024-2034 Long Term Plan	5
10.4	Cemetery Update - December 2023	5
10.5	Funding Schemes Update - December 2023	6
10.6	RDC Engagement and Consultations	6
10	Discussion Items.....	6
11.1	Discussion item: Speed sign outside Ratana kura	6

1 Welcome / Prayer

Jaime Nepia opened the meeting at 6.31 and read the whakamoemiti.

2 Apologies

Apologies received from Cr Piki Te Ora Hiroa, Lequan Meihana and HWTM Andy Watson.

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts of interest declared.

5 Confirmation of Order of Business

That item 9.2 be moved to prior to the confirmation of minutes.

Ms Taiaroa requested several late items be discussed at the end of the meeting.

6 Confirmation of Minutes

It was requested that the minutes note there was no meeting in October.

Resolved minute number 23/RCB/032

That the minutes of Rātana Community Board Meeting held on 08 August 2023 **without amendment** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Mr C Mete/Ms G Taiaroa. Carried

7 Follow-up Actions

7.1 Follow-up Action Items from Ratana Community Board Meetings

Item 4 - Has been completed.

Item 6 - This item is still in progress. Mrs Bovey is getting into touch with rural cemeteries and what they currently using.

Resolved minute number 23/RCB/033

That the report 'Follow-up Action Items from Ratana Community Board Meetings' be received.

Mr C Mete/Ms G Taiaroa. Carried

8 Chair's Report

8.1 Chair's Report - December 2023

Mr Mete is keen to see the report from Thrive on council assets.

Mr Mete has spoken with council staff regarding getting a bollard to deter those driving through the park. Mrs Bovey advised that the Turakina community is having the same issue of young people speeding through.

Resolved minute number 23/RCB/034

That the Chair's Report – December 2023 be received.

Ms G Taiaroa/Mr J Nepia. Carried

9 Reports for Decision

9.1 Mayor's Report - November 2023

The report was taken as read.

Resolved minute number 23/RCB/035

That the Mayor's Report – 30 November 2023 be received.

Mr C Mete/Mr J Nepia. Carried

9.2 Rātana Road Property Numbering

This item was moved to after item 7.

Ms Gray and Ms Nichols took members through the report.

The board advised that the original name for Ratana road was unofficially Main Road, then the original name was changed back to Ratana Road. This is not a new issue for the community as there have been issues with mail, ambulance and power companies being confused.

The Board would prefer further consultation with those affected as to their preference noting that the preference would be not to delay for too long.

The Board will personally deliver a brief note with the options of allocating new numbers for addresses or renaming the roads.

Resolved minute number 23/RCB/036

That the report Rātana Road Property Numbering be received.

Mr C Mete/Ms G Taiaroa. Carried

10 Reports for Information

10.1 Update on Te Roopuu Ahi Kaa Komiti

There was no meeting and therefore no update.

10.2 Lake Waipu Improvement and Ratana Wastewater Treatment Project - Update

The report was taken as read.

Resolved minute number 23/RCB/037

That the report 'Lake Waipu Improvement and Ratana Wastewater Treatment Project – Update' be received.

Mr C Mete/Mr J Nepia. Carried

10.3 Update on the 2024-2034 Long Term Plan

The report was taken as read.

Resolved minute number 23/RCB/038

That the Update on the 2024-34 Long Term Plan report be received.

Mr J Nepia/Mr C Mete. Carried

10.4 Cemetery Update - December 2023

The report was taken as read.

Resolved minute number 23/RCB/039

That the report 'Cemetery Update – December 2023' be received.

Mr J Nepia/Mr C Mete. Carried

10.5 Funding Schemes Update - December 2023

The report was taken as read.

Resolved minute number 23/RCB/040

That the Funding Schemes Update – December 2023 be received.

Mr C Mete/Mr J Nepia. Carried

10.6 RDC Engagement and Consultations

Mrs Bovey to follow up on the speed bump not being replaced on the road coming in to Ratana.

Resolved minute number 23/RCB/041

That the report 'RDC Engagement and Consultations' be received.

Mr J Nepia/Ms G Taiaroa. Carried

11 Discussion Items

11.1 Discussion item: Speed sign outside Ratana kura

Mr Nepia led the discussion about the need for signage outside the school as vehicles drive fast down the road and do u turns outside the school.

It was requested that Reuben from the roading team come to the board's next meeting to discuss options for signage or the possibility of a speed bump.

Late Items

Ms Taiaroa included several late items:

That there is a meeting with His Worship the Mayor and the Ratana Communal Board on Dudding Trust. This is for the Ratana Communal board to understand more about the grant process and putting an application in for the roof.

Ms Taiaroa noted that the health clinic is Council property and that the toilet needs repairing. This had been requested a number of times and has not been fixed. Ms Bovey will follow up with the property team.

Ms Taiaroa noted that there has been dumping on the main road which is an issue for residents. Staff advised putting an RFS in however, this an ongoing issue Council is having across the district and that enforcement for this type of offending is challenging.

The meeting closed at 8.10pm.

The minutes of this meeting were confirmed at the Ratana Community Board held on 13 February 2024.

.....
Chairperson

Unconfirmed