



RANGITIKEI
DISTRICT COUNCIL

Making this place home.

Hunterville Community Committee

Order Paper

Monday 10 December 2018 at 6.30pm

Hunterville Town Hall, Bruce Street, Hunterville

Website: www.rangitikei.govt.nz
Telephone: 06 327-0099

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Chair
Karen Kennedy

Membership
Sandra Carroll, Maureen Fenton, Richard Gower, Trevor O'Connor, Jean Signal,
Lynette Thompson, Erina True, Jane Watson
His Worship the Mayor, Andy Watson, (ex officio)

Councillor Dean McManaway and Cr Ruth Rainey

Please Note: Items in this agenda may be subject to amendments or withdrawal at the meeting. It is recommended therefore that items not be reported upon until after adoption by the Council. Reporters who do not attend the meeting are requested to seek confirmation of the agenda material or proceedings of the meeting from the Chief Executive prior to any media reports being filed.



Rangitikei District Council

Huntermville Community Committee Meeting

Agenda – Monday 10 December 2018 – 6:30 pm

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The quorum for the Huntermville Community Committee is 6 plus an Elected Member.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

1 Welcome

2 Public Forum

3 Apologies

4 Members' conflict of interest

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, be dealt with as a late item at this meeting.

6 Confirmation of Minutes

The Minutes for the meeting of the Hunterville Community Committee held on 15 October 2018 are attached.

File ref: 3-CC-1-2

Recommendation:

That the Minutes of the Hunterville Community Committee meeting held on 15 October 2018 be taken as read and verified as an accurate and correct record of the meeting.

7 Chair's Report

A verbal update will be provided.

8 Council decisions on recommendations from the Committee

Footpath:

The resolution regarding the completion of the north eastern footpath of Onga Road (6 Onga Road to Wilson St) is currently being considered for inclusion in the 2019 Annual Plan. A request for an increase in budget to complete the works, is dependent on the NZTA confirmation that the works are eligible for a subsidy.

The motion for the following recommendation was lost:

18/HCC/047

The Hunterville Community Committee recommend to Council that Council approve the signage and donation for facility and site use of Queens Park, with proceeds used by the Hunterville Lions Club for future works at Queens Park, Hunterville.

9 Council responses to queries raised at previous meetings

Asbestos removal:

Bryce Tasker from McIlwaines has confirmed that Graces and the Playcentre have been advised of the asbestos removal date by letter.

Seating:

Council's handyperson is responsible for maintaining Councils property assets; the priority is community housing, public toilets and halls, and other buildings and facilities. There may be some scope to assist with community/place-making projects, however Mr Manuel is presently fully engaged for the next three to four months. Staff are about to begin preparing a framework for determining how community requests are managed and prioritised.

10 Community Initiatives and Event Sponsorship

At its meeting on 15 November 2018, the Policy/Planning Committee considered an alternative to the delegation provided to Community Boards and Community Committees to administer part of the Community Initiatives Fund. The recent round demonstrated the difficulty of aligning a District-wide perspective with more local concerns.

At its meeting on 30 November 2018, the Council approved the Policy/Planning Committee's endorsement of the use of SmartyGrants™ as the funding platform to manage the Community Initiatives Scheme, Creative Communities Scheme, Event Sponsorship Scheme, and Sport NZ Rural Travel Fund.

Each Community Board/Committee is asked to nominate an assessor, each of whom will assess the merits of each application. Assessors are required to be computer literate and have internet access as the platform is online based only. A training session will be provided to the assessors early 2019.

The Chair and Deputy Chair of Finance/Performance Committee have been appointed assessors, each of whom (like the assessors from the Community Boards/Committees) will assess the merits of each application. A report collating the individual assessments will be provided to the Finance/Performance Committee which will decide the amount to be granted to each applicant. The funding rounds of all schemes will coincide.

Recommendation:

That the Hunterville Community Committee nominate [*insert name*] as an assessor for future Community Initiatives and Event Sponsorship grant applications.

11 Representation review

Council has published its final proposal – which continues the three ward structure in the initial proposal. However, a change was made to the boundaries of the Taihape Community Board so that they aligned with those of the proposed Northern Ward.

Objections and appeals must be with the Council no later than 11 December 2018. The Local Electoral Act requires these to be referred to the Local Government Commission which must make a binding decision by 11 April 2019. Before doing that, the Commission may hold, but

is not obliged to hold, meetings with the Council or any persons who have lodged an appeal or objection and have indicated a desire to be heard by the Commission in relation to that appeal or objection.

12 Youth Council

At its meeting on 29 November 2018, Council agreed to the establishment and funding of a Rangitikei Youth Council. Applications are open now through to 1 February 2019, for 13-24 year old Rangitikei residents who would like to be considered for one of the 11 member seats. Members will be chosen through a selection, not election, process. The main criteria in selecting members would be that they are motivated, enthusiastic and driven to participate in Youth Council and in the community. Following that, consideration would be to ensure a fair representation of the districts youth community with regard to gender, culture and residential location.

This will be an opportunity for our rangatahi to become engaged in civic duties, grow their leadership qualities, learn about governance and represent their communities. The Youth Council will create an annual work plan with measurable targets in which to review value of time, energy and money invested.

The application form is attached. Further information can be found on the Council's website www.rangitikei.govt.nz

Further queries can be directed to council's Strategic Advisor for Rangatahi/Youth – Nardia Gower nardia.gower@rangitikei.govt.nz

Recommendation:

That the 'Youth Council Application Form' be received.

13 Update on place-making initiatives

Committee members will report.

14 Extension of Rangitira Cemetery

At its meeting on 29 November 2018, Council agreed to the extension of the cemetery. Negotiations are in progress over purchasing land, which will be followed by fencing and the installation of an initial berm. The proposed layout is attached.

15 Small Projects Fund – December update

A memorandum is attached.

File ref: 3-CC-1-1

Recommendation:

That the memorandum 'Small Projects Grant Scheme Update – December 2018' be received.

16 Fitness Track update

A verbal update will be provided at the meeting. At its meeting on 15 November 2018, the Assets/Infrastructure Committee approve a grant of \$7,882 from the Parks Upgrade Partnership Fund as Council's contribution.

17 Queens Park

The new toilet at the north end of the Park, together with rubbish bin and drinking water fountain have been completed.

18 Current infrastructure projects/upgrades and other Council activities within the ward

An extract is attached.

File ref: 3-CC-1-4

Recommendation:

That the extract 'Current infrastructure projects/upgrades and other Council activities within the ward' dated September-October 2018 be received.

19 Late Items

As accepted in item 5.

20 Next meeting

18 February 2019 at 6:30 pm

21 Meeting Closed

Attachment 1



Rangitikei District Council

Hunterville Community Committee Meeting

Agenda – Monday 15 October 2018 – 6:30 pm

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Present:

Ms Sandra Carroll
Ms Erina True
Mr Richard Gower
Ms Jean Signal
Ms Jane Watson
Ms Lynette Thompson
His Worship the Mayor, Andy Watson

In attendance:

Ms Nardia Gower, Governance Administrator

Unconfirmed

1 Welcome

The meeting started at 6.35pm. Richard Gower, as acting Chair, welcomed everyone to the meeting.

2 Public Forum

Nil.

3 Apologies

That the apology of Ms Karen Kennedy, Cr Dean McManaway, and Ms Maureen Fenton be received.

Ms True / Ms Signal. Carried

4 Members' conflict of interest

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

There were no declared conflicts of interest.

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, Role of Community Committees be dealt with as a late item at this meeting.

6 Confirmation of Minutes

Resolved minute number

18/HCC/036

File Ref

3-CC-1-2

That the Minutes of the Hunterville Community Committee meeting held on 20 August 2018 be taken as read and verified as an accurate and correct record of the meeting.

Ms Carroll / Ms Signal. Carried

7 Chair's Report

The Chair's report was taken as read, with special mention on the low volunteer numbers for the Clean Up Day.

Resolved minute number **18/HCC/037** **File Ref**

That the Chair's report for the 15 October 2018 meeting of the Hunterville Community Committee be received.

Ms Signal / Ms Thompson. Carried

8 Council decisions on recommendations from the Committee

Ms Gower, Governance Administrator, noted a correction to the agenda. The Hunterville Community Committee had made recommendation 18/HCC/028 to demolish the old firestation building. This was confirmed by Council in resolution number 18/RDC/325. This work has now been added to Council's work schedule.

Resolved minute number **18/HCC/038** **File Ref**

The Hunterville Community Committee requests that Council ensures that the asbestos removal contractors inform neighbouring properties and the Playcentre of the asbestos removal date no later than two working days prior.

Ms Thompson / Ms Watson. Carried

9 Council responses to queries raised at previous meetings

Tree root service request

The Committee noted that the trees have been cut to trunk level, however removal of the trunks remain.

Onga Road footpath

Resolved minute number **18/HCC/039** **File Ref**

The Hunterville Community Committee recommend to Council that Council include in the 2019 Annual Plan the completion of the north eastern footpath of Onga Road (6 Onga Road to Wilson St), unless the 2018/19 budget allows for earlier completion.

Ms Fenton / Ms Watson. Carried

10 Council's plans and process for town and District signage

His Worship the Mayor spoke to the item expressing Council's desire to have continuity of branding through the district. Individual communities are being consulted on their preferred image for their community's sign.

Resolved minute number **18/HCC/040** **File Ref**

That the 'template for district signage' be received.

Ms Watson / Ms Signal. Carried

Resolved minute number **18/HCC/041** **File Ref**

That the Hunterville Community Committee recommend to Council that the Huntaway dog is used for the Hunterville district-wide branding sign and that the Committee nominate Ms Carroll as the designated contact person for the final image.

Mr Gower / Ms Signal. Carried

11 Representation review

The Committee noted the commentary in the agenda and expressed their strong desire that a Hunterville councillor be the community's representative in any ward structure.

His Worship the Mayor spoke to the item, explaining the stance of Turakina Community Committee to retain a designated community interest with a Ward Councillor Representative.

Council will decide on the final ward structure for public consultation in the coming weeks. Should one person submit in opposition to Council's final proposal the Local Government Commission will then make the final decision on the District's ward structure and representation of communities of interest.

12 Kerbside Rubbish and Recycling – Consultation

The Committee noted the commentary in the agenda.

13 Liquor Control Bylaw review

The Committee supported the proposal and completed the submission on the night for Ms Gower to return to Council.

Resolved minute number **18/HCC/042** **File Ref**

That the consultation documents for the Control of Liquor in a Public Place Bylaw 2018 be received.

Ms Thompson / Ms True. Carried

14 Review - Animal Control Bylaw

The Committee noted the commentary in the agenda.

15 Advice from Council on delegation of Community Initiatives Fund

The Committee noted the commentary in the agenda.

16 Community Initiatives Fund – consideration of applications to the September 2018 Round

Mr Gower spoke to the application noting that previous successful funding applications for heat pumps have been sourced from other funders.

Resolved minute number **18/HCC/043** **File Ref** **3-GF-8-3**

That the report 'Consideration of applications for the Community Initiative Fund 2018/19 – September Round' be received.

Ms True / Ms Watson. Carried

17 Advice to Council on delegation of the Community Initiatives Fund

The Committee considered that under the current structure the application information received can be complicated. Further raised was whether Community Committees and Boards have the right skill set to be considering such applications. Discussion was had over the rules making some applications for funding assistance from the Community Initiative Fund ineligible. The Committee was undecided on whether to retain or not retain the delegation to consider Community Initiative applications.

Resolved minute number **18/HCC/044** **File Ref**

That the Hunterville Community Committee recommends to Council that it reviews the delegation to Community Committees of the Community Initiatives Fund.

Ms Signal / Ms True. Carried

Resolved minute number **18/HCC/045** **File Ref**

That the Hunterville Community Committee recommend to council that Council review the criteria of the Community Initiatives Fund.

Mr Gower / Ms Carroll. Carried

18 Update on place-making initiatives

Ms Carrol gave an update on the Placemaking seating noting the Chief Executive questioned the request for financial assistance for labour as this is not covered by the Placemaking grant.

Undertaking

Subject

That the Chief Executive investigates the potential for Council's Handyman, Mr Manuel, to complete the sanding and painting of the 6 identified seats.

19 Small Projects Fund – update

Resolved minute number

18/HCC/046

File Ref

3-CC-1-1

That the memorandum 'Small Projects Grant Scheme Update – October 2018' be received.

Mr Gower / Ms True. Carried

20 Fitness Track update

Mr Gower updated the Committee on this item, displaying a map showing the three stages of the track build. Both track one and two are complete. Track three, which will include fitness stations, is scheduled to be completed in summer when the ground is dry. Hunterville School is applying for funding for the build through Council's Parks Upgrade Partnership fund.

Mr Gower stated he was advised that Council will fund the drinking fountain at the Grandstand on the Hunterville Domain

Mr Gower further spoke to the committee about the health and safety issue of the grandstand with concern that the open ends of the grandstand seating make it possible for a person to fall. Council staff have investigated the issue and plans are underway to rectify the hazard, potentially using tensioned cables.

21 Voluntary charging for campers at Queens Park

The Committee noted the level of work that the Hunterville Lions Club invest in Queens Park and are supportive of a honesty box donation charge with proceeds going to the Hunterville Lions Club for future work in Queens park. The legality of charging a fee for the reserve was questioned.

Resolved minute number **18/HCC/047** **File Ref**

The Hunterville Community Committee recommend to Council that Council approve the signage and donation for facility and site use of Queens Park, with proceeds used by the Hunterville Lions Club for future works at Queens Park, Hunterville.

Ms Signal / Ms Watson. Carried

22 Creative Communities Scheme

Resolved minute number **18/HCC/048** **File Ref**

That the Creative Communities Scheme brochure and 2018 application form be received.

Ms True / Ms Carroll. Carried

23 Event Sponsorship Scheme

Resolved minute number **18/HCC/049** **File Ref**

That the Events Sponsorship Scheme 2018 application form be received.

Ms Thompson / Ms Fenton. Carried

24 Current infrastructure projects/upgrades and other Council activities within the ward

Resolved minute number **18/HCC/050** **File Ref** **3-CC-1-4**

That the extract 'Current infrastructure projects/upgrades and other Council activities within the ward' dated July-August 2018 be received.

Ms Carroll / Mr Gower. Carried

Undertaking **Subject**

Staff to ensure that the text boxes in the spreadsheet show all the information.

25 Late Items

Role of Community Committee

His Worship the Mayor spoke to late item, noting that Community Committees and Community Boards could exercise more initiative under the current structure. Council governs as elected members to set overarching documents like the District Plan, zoning and rules within the zones. Community Boards and Community Committees can express changes they may want to see in those rules. The scope is there for the Committees and Boards to be the representatives for change.

Council, as governors, also set budgets in the annual plan and 10 year long term plans that are revised every three years. Community Boards and Committees can submit and apply for how to Council should spend the budget within those two financial plans.

Community Boards and Committees can utilise the request for service system to request action from Council staff to complete council work within the community such clear sumps, fix roads, attend to parks.

Lastly there are set delegations for the Community Boards and Committees that are set out in the delegations register available on the Council website, such as considering applications to the Community Initiatives Fund.

His Worship the Mayor further stated that Council and the Ward Councillor would welcome the opportunity to help facilitate the Community Committee to run workshops with their communities.

26 Next meeting

10 December 2018 at 6:30 pm. Location to be confirmed.

27 Meeting Closed

9.24pm

Confirmed/Chair: _____

Date:

Attachment 2

Personal Information

1. Full name	
2. Address	
3. Date of Birth	
4. Contact Phone Number	
5. Email address	
6. School or Occupation (if still a student, or current occupation)	
7. Ethnicity	

Questions

8. Why do you want to join the Rangitikei Youth Council
9. What particular skills do you think you can bring to the Youth Council

10. Tell us something you have done that you are proud of – for example a challenge you have faced, something you accomplished as part of team, a project you finished

11. In your opinion, what is one of the challenges facing youth of the Rangitikei District

12. What would be your best idea to solve this challenge and how do you think it could be achieved

13. What other commitments do you have? For example sport, part-time work, other groups – and how often is that commitment?
14. Can you commit to meeting approximately every 6 weeks and to completing a 2 day training and team building weekend on the 16 and 17 March 2019?
15. How did you hear about the Rangitīkei Youth Council
16. Is there any other information you would like to share with us? – Feel free to include additional pages.

Thank you for taking the time to apply to be on the Rangitīkei Youth Council.
We will be in touch by 8 February 2019 regarding the status of your application.

Please return to Rangitīkei District Council by Friday 1 February 2019

Email to info@rangitikei.govt.nz

Or drop the completed application form into the Rangitīkei District council customer service team at either

Rangitīkei District Council Main Office, 46 High Street, Marton

Taihape Information Centre, Taihape town Hall, 90 Hautapu St (SH1), Taihape

Attachment 3



Attachment 4

MEMORANDUM

TO: Huntermville Community Committee

FROM: Christin Ritchie, Governance Administrator

DATE: 19 November 2018

SUBJECT: **Small Projects Grant Scheme Update – December 2018**

FILE: 3-CC-1-2

1 Allocation

- 1.1 The amount of the 2017-18 Small Projects Grant Scheme for Huntermville Ward is \$857.00.
- 1.2 The allocation of the Small Projects Grant Scheme is for the period 1 July to 30 June each year. At its meeting on 29 February 2016, Council resolved to allow carry-forward from one financial year to the next of up to 100% of the annual allocation for any Committee's Small Projects Grant Fund, with the proviso that this be a specific resolution of the Committee.
- 1.3 At its last meeting for the 2017-18 year the Committee resolved to carry-over the balance of the Scheme; the remaining balance was \$359.00. This gives a total allocation for the 2018-2019 year of \$1,216.00.

2 Breakdown

- 2.1 Nothing for the 2018-2019 year as yet.

3 Remaining Budget

- 3.1 This leaves a remaining budget for the 2018-19 financial year of \$1,216.00.

4 Recommendation:

- 4.1 That the memorandum 'Small Projects Grant Scheme Update – December 2018' be received.

Christin Ritchie
Governance Administrator

Attachment 5

COMMUNITY AND LEISURE ASSETS GROUP OF ACTIVITIES 2018/19				Oct-18	
Major programmes of work outlined in the LTP 2018-28					
Parks and Open Spaces	Progress to date	Progress for this period	Planned for the next two months		
Parks Upgrade Partnership Fund	No applications so far this year	No progress to report	No known applications due at this stage		
Community Buildings	Progress to date	Progress for this period	Planned for the next two months		
Asbestos Management	A purchase order has been issued for the demolition and removal of the ex-Hunterville Fire Station, as well as the disconnection of services.	Removal of the ex-Hunterville Fire Station will commence after the Hunterville Huntaway Festival. All neighbouring properties have been notified.	Signage will be installed as appropriate. Asbestos Management Plans for each building will continue to be developed/updated. Ex Hunterville Fire Station will be demolished.		
Community Housing	Progress to date	Progress for this period	Planned for the next two months		
Refurbishment of housing stock	Funding allocated in 2018/19 budget.	Alf Downs Group will be installing heat pumps. Some curtains have been installed, with some tenants preferring to keep their own curtains. In these instances curtains will be installed when the flat becomes vacant. Tenants have provided information required for power reimbursement. Tenants have been kept informed on progress, delays etc.	Heating to be installed.		
Public Toilets	Progress to date	Progress for this period	Planned for the next two months		
Hunterville - Queens Park	\$75,000 grant has been received to improve facilities for freedom campers. A single dry-vault toilet will be installed (along with a drinking fountain and a compacting rubbish bin). A resource consent is required due to Queens Park being zoned residential.	The Resource Consent has been lodged, the building consent exemption applied for, and the products ordered.	On track for installation at end of November.		
ROADING AND FOOTPATHS GROUP OF ACTIVITIES 2018/19				Oct-18	
Major programmes of work outlined in the LTP 2018/28					
Pavement Rehabilitation	Route Position Length	Status	Start date	Completion date	Planned for the next two months
Rehabilitation of 6.52 km of existing sealed roads subject to Project Feasibility Reports to determine validity for progressing to the design and construction phase.					
Mangahoe Road	RP 3.995 - 5.157	Removal of vegetation/trees first, physical works to follow	Jul-18	Feb-19	Construction In Progress.
Pavement Seal widening		Status	Start date	Completion date	Planned for the next two months
Mangatipona/Kauangaroa/Okirae Road	At the intersection of these roads length approx	subject to Geotech design	Jan-19	Mar-19	Plan to commence in January
Street Lighting	Design/ Scoping	Tender/Contract docs	Under construction	Complete	Planned for the next two months F74:F88
Accelerated renewal programme of LED carriageway lighting	Stages 1&2 completed.	Non LED lights remaining after the completion of stage 3 will be a handful of lights for Parks and Reserves, some decorative lights for Marton, Taihape & Bulls plus some pedestrian crossings. There is money in year 2 and 3 of NZTA budget excluding Parks and Reserves.	Aug-18	Dec-18	There are 65 lights yet to install, these are on order and should arrive mid November, the contractor will then commence the installation which should then be completed in December. Once these are installed this will complete stage 3.
Carry forward programmes from 2017/18					
Repairs to damage from Debbie event April 2017	Designs for all sites completed.				Sites approx 98% complete.
Repairs for damage to network arising from the July 13/14 2017 event.	Designs for all sites completed.				Only one site left from this event.
RUBBISH AND RECYCLING GROUP OF ACTIVITIES 2018/19			Oct-18		
Major programmes of work outlined in the LTP 2018-28					
What are they:	Targets	Progress to date	Work planned for next three months		
Greenwaste Acceptance:					

Huntermville		Ex recycling hook bins purchased, bin at engineers	Get quotes for sites works	
Other projects				
What they are:	Targets:	Progress to Date	Work planned for next three months	
Waste minimisation	Waste Education NZ visits.	Moawhango, Whangaehu and Huntermville Schools	Monitor and review teacher reports	
Waste minimisation	Horizons Enviroschools programme.	Meeting with Horizons re: further schools interested in joining Enviroschools	Monitor and review facilitator reports	
SEWERAGE AND THE TREATMENT AND DISPOSAL OF SEWAGE GROUP OF ACTIVITIES 2018/19				Oct-18
Major programmes of work outlined in the LTP 2018-28				
Wastewater Reticulation Renewals - District wide				
Infiltration reduction through relining programme	2018/2019 programme to be prioritised	Investigation underway		
WATER SUPPLY GROUP OF ACTIVITIES 2018/19				Oct-18
Major programmes of work outlined in the LTP 2018-28				
Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
Huntermville Water Supply upgrade	In the final year of Capital assistance Programme, funding was received from the Ministry of Health to enable a new source of water to be developed for the Huntermville Urban water supply. This project is to sink an exploratory borehole on council land on Paraekaretu St to determine water quality and availability	Report to Council to award contract		