



Rangitikei District Council

Telephone: 06 327-0099

Facsimile: 06 327-6970

Rangitikei
UNSPOILT...

Marton Community Committee

Order Paper

**Wednesday 8 February 2017
7.00 pm**

Youth Club, Humphrey Street, Marton

Website: www.rangitikei.govt.nz

Email: info@rangitikei.govt.nz

Chair

Carolyn Bates

Membership

Lyn Duncan, Jennifer Greener, Pip Hancock, Donna Harris,
Belinda Harvey-Larsen, Lynda Hunter, Wendy Wagner
His Worship the Mayor, Andy Watson, (ex officio)

Councillor Lynne Sheridan and Councillor Dave Wilson

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

Marton Community Committee Meeting

Order Paper – Wednesday 8 February 2017 – 7:00 p.m.

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The quorum for the Marton Community Committee is 4 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 Presentation by Mr Graham Rolls

If Mr Rolls is unable to attend, Cr Wilson will provide the update to the Committee.

4 Apologies

5 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.

6 Confirmation of order of business and late items

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.

7 Confirmation of Minutes

Recommendation

That the Minutes of the Marton Community Committee meeting held on 7 December 2016 be taken as read and verified as an accurate and correct record of the meeting.

File ref: 3-CC-1-3

8 Chair's Report

A verbal report will be provided at the meeting.

9 Combined meeting / workshop with Council and Community Committees

At 6.30pm on Tuesday 7 March 2017 a combined meeting / workshop will be held for Council and Community Committee members to discuss the Annual Plan. The meeting will be held in the Bulls Town Hall Supper Room. All members are encouraged to attend.

10 Council decisions on recommendations from the Committee

At its meeting on 15 December 2016, resolution 16/RDC/393, Council confirmed the appointment of Ms Lynda Hunter as representative on the RDC Marton Wastewater Advisory Group. (16/MCC/048)

11 Council responses to queries raised at previous meetings

There were no queries raised at the previous meeting.

12 Update from the Project Marton Co-ordinator

A verbal report will be provided at the meeting.

13 Update from the Marton Wastewater Advisory Group

The Committee's representative, Ms Lynda Hunter, will provide a verbal report at the meeting.

14 Update on Youth Services

A memorandum is attached.

File ref: 4-EN-12-4

Recommendation

That the memorandum 'Update on Youth Services January 2017' be received.

15 Update on place-making initiatives

A memorandum is attached.

File ref: 6-RF-1-19

Recommendation

That the memorandum 'Placemaking Marton' be received.

16 Update on the Marton Civic Centre/Heritage Precinct project

Following a call for Expressions of Interest, Opus was engaged to assist in preparing a heritage assessment and concept development, not just for the Council's site, but more generally within the Broadway precinct between High Street and Follett Street. The Opus team visited Marton on 23 November 2016 to undertake preliminary site investigations and discuss their initial thinking. The project was completed just before Christmas and 'rough-order' cost estimates provided for four options –

- retain, strengthen and refurbish;
- retain all facades, with new facility behind;

- retain, strengthen and refurbish Davenport; retain facades of Cobbler B and Abraham and Williams, with new facility behind, demolish Cobbler B and replace with new one storey build;
- demolish all and construct new facility.

In all cases, a structure at IL4 rating for the Civil defence function is envisaged on the Cobbler A site.

The costs are currently being peer-reviewed. Irrespective of the outcome, given the high community interest, the options could be included within the Consultation Document for the 2017/18 Annual Plan to inform the community and invite their views.

The Marton heritage precinct concept was shared before Christmas with building owners who showed interest in progressing it. The objective in this part of the project is to develop a heritage precinct plan which could be submitted for funding in the Government's Heritage Earthquake Upgrade Incentive Programme (EQUIP). Draft terms of reference for a Marton Heritage Panel have been prepared.

17 Marton / Council Street Table

Cr Lynne Sheridan will provide a verbal report.

18 Grants and Funding information and opening dates

The memorandum "Grants and Funding overview 2017" is attached for information purposes. The Committee is encouraged to share this information with their community.

19 Small projects Grant Scheme update – January 2017

A memorandum is attached.

File ref: 3-CC-1-3

Recommendation

That the memorandum 'Small Projects Grant Scheme Update - January 2017' be received.

20 Current Infrastructure projects/upgrades and other Council activities within the ward

The reports for December 2016 and January 2017 will not be ready in time to include in the meeting Order Paper. They will be tabled at the meeting.

Recommendation

That the memorandum 'Current Infrastructure Projects/Upgrades and other Council Activities in the Marton Ward, December 2016 – January 2017' be received.

21 Late Items

As accepted in item 6.

22 Next Meeting

Wednesday 12 April 2017, 7:00pm

23 Meeting Closed

Attachment 1



Rangitikei District Council

Marton Community Committee Meeting

Minutes – Wednesday 7 December 2016 – 7:00 p.m.

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Present: Carolyn Bates (Chair)
Jennifer Greener
Lynda Hunter
Pip Hancock
Donna Harris
Lyn Duncan
Cr Lynne Sheridan
Cr Dave Wilson
Mayor Andy Watson

In attendance: Cath Ash, Project Marton
Denise Servante, Strategy and Community Planning Manager
Cameron Randles, Stewart Rovers Crew

Tabled documents: Item 6: Updated memo on Administrative processes
Item 7: Flyer on Stewart Rover Crew

1 Welcome

The Mayor welcomed everyone to the meeting and congratulated the Committee members on their election to the Committee. The Mayor chaired the meeting until item 5.

2 Apologies

Resolved minute number 16/MCC/39 **File Ref**

That apologies be received from Belinda Harvey-Larsen and Wendy Wagner

Ms Bates/Ms Harris Carried

3 Election of Chair

Resolved minute number 16/MCC/40 **File Ref**

That the Marton Community Committee, for the purpose of electing or appointing persons under Clause 25, adopt voting System B.

Ms Harris/Cr Wilson Carried

Resolved minute number 16/MCC/41 **File Ref**

That Carolyn Bates be appointed Chair of the Marton Community Committee.

Ms Greener/Ms Duncan Carried

4 Election of Deputy Chair

Resolved minute number 16/MCC/42 **File Ref**

That Jenny Greener be appointed Deputy Chair of the Marton Community Committee.

Ms Harris/Ms Hancock Carried

5 Terms of Reference

The Committee noted the Terms of Reference as contained in the Council's Delegations Register.

6 Administrative Processes

An updated document was tabled reflecting the decisions made by Council to provide secretarial support to the Committee. Other changes were to simplify or clarify language. It was noted that the Committee is a committee of Council and must operate to the same

standards adopted by Council for its committees, as well as certain statutory obligations relating to public notification of meetings and the items for discussion.

Resolved minute number **16/MCC/43** **File Ref** **3-CC-1-5**

That the memorandum "Guidance for Community Committees" be received and noted.

Ms Bates/Ms Greener Carried

7 Public Forum

Cameron Randles spoke about his 8-person team, newly established as part of the service organisation, Stewart Rover Crew: Marton people have joined the Whanganui scouting region. Keen to be involved and find out what community service can be done. A brief summary of the group and contact details was circulated and recorded as a tabled document.

8 Members' conflict of interest

The Mayor outlined that a conflict of interest is where you, or a family member, stand to gain personally (financially or otherwise) from a decision made by the committee. If an interest is declared, the person may stay at the table, leave the room, answer questions etc. at the discretion of the Committee but cannot vote.

No conflicts of interest were declared.

9 Confirmation of order of business/late items

Two late items were proposed:

- 1) The appointment of the Committee's representative of the Rangitikei District Council's Marton Wastewater Treatment Advisory Group because (i) the request to make this appointment was not known when the Committee's agenda was prepared and (ii) a decision at this Committee meeting ensures the Committee's representative receives adequate notice of the Advisory Groups next meeting.
- 2) The Marton/Council Street Table for discussion because (i) the request for this item to be on the agenda was not known when the Committee's agenda was prepared and (ii) the proposal for the street table to take place on the first Saturday of February prevents the item being deferred until the meeting in February 2017.

Resolved minute number **16/MCC/44** **File Ref**

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, Appointment of representative on Council's Marton Wastewater Treatment Advisory Group and the Marton / Council Street Table be dealt with as a late item at this meeting.

Ms Bates/Ms Harris Carried

10 Minutes of last meeting

The minutes of the last meeting of the previous committee were noted. There is a typo on item 3 to be amended.

11 Outstanding matters from the 2013-2016 triennium

The Committee considered the two outstanding items.

Ms Bates will follow up with

A) Rob Snijders to update on promotional signage. She will circulate any information received before the next meeting. It was noted that some of the intention to look at combined branding between the signage proposed by Mr Snijders and Project Marton had not yet materialised.

B) Athol Sanson about progress with the painting of the fence at Wilson Park.

Resolved minute number	16/MCC/45	File Ref	3-CC-1-3
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That the memorandum "Outstanding matters from the 2013-2016 triennium" be received.

Ms Bates/Cr Sheridan Carried

12 Small Projects Grant Scheme update – December 2016

Resolved minute number	16/MCC/46	File Ref	3-CC-1-3
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That the memorandum 'Small Projects Grant Scheme Update - December 2016' be received.

Ms Bates/Ms Hancock Carried

It was noted that additional funding may be required to complete the fence painting at Wilson Park. The Committee will maintain a watching brief.

The Committee noted that the small projects fund is available to support any group in the community as well as projects that the Committee itself wants to implement. Since it is not advertised, the Committee recognised the need to promote the fund to the community. It also noted that it was not desirable to be the sole funder for projects – community groups should be encouraged to look elsewhere for matching funding.

Ms Ash advised that the Marton Community Garden was in desperate need of equipment to irrigate the garden over the summer period.

Resolved minute number	16/MCC/47	File Ref	3-CC-1-3
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That the Marton Community Committee agrees to spend up to \$250 on irrigation equipment

for the Marton Community Garden subject to a formal request and quote being received by the Committee Secretary and circulated by email to all Committee members for approval.

Cr Wilson/Ms Hunter Carried

13 Current Infrastructure projects/upgrades and other Council activities within the ward

It was noted that the latest version of this report will be available from 12 December 2016. The Committee requested that Council staff provide the latest information available even if it is a month out of date.

His Worship The Mayor updated on local key infrastructure projects.

The Elim Church has been demolished – this is nothing to do with Council and although Council will do what it can to make the site less of an eyesore, it is not Council's site.

Site for the new civic centre in the CBD. Purchase of site between the old BNZ and Alliance Spot. Opus has been commissioned to do a Heritage Assessment and concept plans. This should be available in the New Year.

Crofton WWP – new consent needed by 2018. Consent conditions come from Horizons Regional Council. Previously there was a trades waste agreement with Bonny Glen for disposing of the leachate. Council has resolved that after December 2017, no further leachate would be accepted. Bonny Glen would need to treat it on-site or at an alternative disposal site.

Council processes: currently working on the 2017/18 Annual Plan. This sits in the context of the Long Term Plan (10 years) which outlines the major programmes and works to be carried out, in detail for three years and in outline for the remaining seven. This document is refreshed every three years. In the intervening years, there is an Annual Plan produced reinforcing and/or outlining the changes from the work programme contained in the LTP. The 2017/18 Annual Plan will be subject to a public submissions process. The following year will be a year to refresh the LTP – gives more scope to make big changes to Council's work programmes.

Wanganui Road – took too long. An issue with the contractor not being able to deliver (at their expense) but some changes to the project design mid-way through. His Worship the Mayor is following up on some aspects of the finished job.

Committee reminded of the RFS system and Fix-it Forms for anything that needs to be done by Council. If not satisfied with the service received, can raise it with the Chief Executive or with the Ward Councillors or with the Mayor, but please not to individual staff members. If it is raised with the Chief Executive and still not satisfied with service, then the Ward Councillors or the Mayor should be approached.

Ms Greener left at 8.34 pm

14 Late Items

Resolved minute number 16/MCC/48 File Ref

That the Marton Community Committee appoints Lynda Hunter to be its representative on the Rangitikei District Council's Marton Wastewater Advisory Group

Ms Harris/Ms Hancock Carried

Cr Sheridan reported on the street table which has been happening over the past three years once a month. It is intended to encourage people to get to know about Council and how to get involved. Will take place on first Saturday of the month starting in February. Volunteers to support the stall are very welcome - two hours a month.

Cr Wilson suggested that Committee members would find it useful to subscribe to Council's online newsletter (via the website) and to regularly look at the website for information www.rangitikei.govt.nz

15 Future items for the agenda

Cr Wilson would invite Graham Rolls to speak with the Committee at Public Forum at the next meeting. Mr Rolls is well known in the community and has recently returned to Marton and has passion and ideas for the town going forward.

The Committee suggested the following standing items for future agendas:

- Update on the Marton WW Advisory Group
- Update from Project Marton

The Committee suggested that the standing item where late items can be accepted should be reworded as:

- Confirmation of order of business/late items

16 Next Meeting

Wednesday 8 February 2017, 7:00 pm

Agenda items to be with the Chairperson by Monday 30 January 2017

The Committee noted that there will be a combined meeting of Community Committees on 7 March 2016 to discuss the draft Annual Plan.

17 Meeting Closed

9.00 pm

Confirmed/Chair: _____

Date:

Unconfirmed

Attachment 2



Memorandum

To: Policy/Planning Committee
Taihape Community Board
Marton Community Committee

From: Denise Servante

Date: 12 January 2017

Subject: **Update On Youth Services January 2017**

File: 4-EN-12-4

1 Background

- 1.1 At its meeting on 1 December, Council received a report on the interim arrangements pending recruitment of Youth Development Coordinators (Taihape and Marton). That report, and the verbal update to the meeting, confirmed that preferred candidates for each position had been identified and would be confirmed following the required process and police vetting procedures. In the interim, HYPE Academy would provide a school holiday programme to finish on 28 January 2017. Rotary Clubs in Taihape and Marton had provided activity costs for these programmes. A report on these programme is due from HYPE Academy on 10 February and will be circulated in due course.

2 Update

- 2.1 Oliver Sanderson took up his role as the Youth Development Coordinator in Taihape on 30 January 2017. He will be based at the Taihape Town Hall. Initially, the after-school provision will remain on Tuesday and Thursday as Oliver establishes connections and recruits volunteers to support an extension.
- 2.2 The recruitment in Marton fell through early in the New Year. The position has been readvertised. In the interim, Gillian Bowler has been appointed to caretake the position until such a time as an appointment can be made. Gillian will be known to Council as a Youth Award winner this year and active in the Marton Place-making

Group. The after-school provision in Marton is being delivered on a roster of local agencies, comprising chiefly YouthLine and Youth Services.

- 2.3 Funding of \$10,000 has been secured from the Community Action on Alcohol Partnership Fund to organise a District-wide Youth Forum and evening activities for older teens in both Marton and Taihape.
- 2.4 In addition, it is hoped to undertake two 7-day makeover projects (one each in Marton and Taihape) as part of a school holiday programme. Council funding from the Place-making fund will be sought.
- 2.5 The Advisory groups (North and South) met in December and meet again in mid-February.

3 Recommendations

- 3.1 That the memorandum, "Update on Youth Services – January 2017" be received.

Denise Servante
Strategy & Community Planning Manager

Attachment 3



Memorandum

To: Marton Community Committee
From: Athol Sanson
Date: 24 January 2017
Subject: Placemaking Marton
File: 6-RF-1-19

During November 2016 I met with Nardia Gower and other to discuss the next Placemaking initiative in the Marton CBD.

It was agreed that the Countdown garden area was an ideal site for the group to start planning their next project. Discussions took place on a number of issues for this site that needed to be addressed.

We discussed the recent reinstatement of the seat in this area, this seat had been removed a number of years back. This seat is being well utilised and the RDC is getting constant positive feedback about its reinstatement from the business community. It was agreed that some form of seating at a similar height needs to be incorporated into the next placemaking design.

Nardia was to organise a planning session with the team and then present a proposal to the RDC for approval.

In early January I received an email from Julie Turner (Progressive Property Management) thanking us for the placement of the seat outside Countdown and requested that the two sets that were removed outside Itsa deal be reinstated. The request was so that the elderly could enjoy the afternoon sun.

I have discussed this with Nardia who has contacted the wider placemaking group and we have agreed on reinstatement of one of these seats. I have replied to Julie who is happy that a seat will be reinstated shortly.

Athol Sanson
Parks & Reserves Team Leader

Attachment 4



Memorandum

To: Community Committees
Community Boards
Te Roopu Ahi Kaa

From: Linda Holman

Date: 24 January 2017

Subject: Grants and Funding overview 2017

File: 3-GF-3-1

Overview

There are five different Grants and Funds open to the public, with different funding rounds throughout the year. Full information about these schemes can be found on the Council website: <https://www.rangitikei.govt.nz/district/community/grants-funding>

Creative Community Scheme

This fund is supplied by Creative NZ and administered by the RDC. Members of the public are nominated to the committee, and are joined by a Councillor and the Mayor. Committee terms are for three years, with the latest term beginning in November 2016.

Applications are encouraged from community groups and individuals whose projects demonstrate growth over time, develop and support local artistic communities, and that encourage a transfer of artistic skills. Diversity, inclusion, and projects with a youth focus are also encouraged. *An example is workshops teaching kids screen-printing techniques to create posters for display.*

There are two funding rounds per year, usually opening in March and October.

Sport NZ Rural Travel Fund

This fund is supplied by Sport NZ and administered by the RDC. The Committee is made up of two Councillors and the Mayor.

The fund was developed in response to concerns raised about the lack of participation in sport by young people living in rural communities. It is targeted at young people aged between 5 and 19 years, and is open to all rural sports clubs with eligible members who require subsidies

to assist with transport expenses to local sporting competitions. *An example is Hunterville Children's Saturday Morning Sports Club.*

There is one funding round per year, usually opening in March.

Community Initiatives Fund

This is an RDC fund intended to support community-based projects in the Rangitikei district that develop community cohesion and community resilience. The fund is awarded by the Finance / Performance Committee.

Applications are open to groups (not individuals) that show benefit in one of the following areas: community service and support, leisure promotion, and heritage and environment. Applications are open to local groups as well as those from outside the Rangitikei, however, clear benefit to the Rangitikei must be demonstrated. *An example is a community support group for diabetes sufferers.*

There are two funding rounds per year, usually opening in July and November.

Events Sponsorship Scheme

This is a Council fund intended to support events in the district that help to develop community cohesion and reinforce economic growth. The fund is awarded by the Finance / Performance Committee. There is a maximum cap of 50% of eligible costs that can be funded.

There are three main categories of events: high profile, community, or high profile community events. Applications are open to groups (not individuals) whose events take place within the Rangitikei, and that aren't funded by the RDC ratepayers through other means. The impact of high profile events on the local economy will be measured and reported upon. *An example is the Marton Country Music Festival.*

There are two funding rounds per year, usually opening in July and November.

Parks Upgrades Partnership Fund

This is a Council fund and is the only fund that is available for capital purchases. The fund is awarded by the Assets / Infrastructure Committee and is open year-round. The Council provides up to 33% in cash of the value – in cash or in kind - of the contribution from the community.

The fund aims to encourage partnerships with community groups to develop facilities for recreation and leisure. Focus is on community-led, small-scale projects which create, replace or improve local assets. *An example is the purchase and installation of irrigation equipment for a community garden.*

Funding is open year-round.

2017 dates

	Round 1 open	Round 1 close	Decision made	Round 2 open	Round 2 close	Decision made
Creative Communities Scheme (CCS)	Monday 6 March	Friday 31 March	Wednesday 26 April	Monday 9 Oct	Friday 27 Oct	Wednesday 22 Nov
Sport NZ Rural Travel Fund (RTF)	Monday 6 March	Friday 31 March	Wednesday 26 April	Only one round per year		
Community Initiatives Fund (CIF)	Monday 29 May	Friday 30 June	Thursday 27 July	Monday 9 Oct	Friday 3 Nov	Thursday 30 Nov
Event Sponsorship Scheme (ESS)	Monday 29 May	Friday 30 June	Thursday 27 July	Monday 9 Oct	Friday 3 Nov	Thursday 30 Nov
Parks Upgrades Partnership Fund	Always open					

Linda Holman
Governance Administrator

Attachment 5

MEMORANDUM

TO: Marton Community Committee

FROM: Samantha Kett, Governance Administrator

DATE: 18 January 2017

SUBJECT: **Small Projects Grant Scheme Update – February 2017**

FILE: 3-CC-1-3

1 Allocation

- 1.1 The 2016/17 Small Projects Grant Scheme for the Marton Ward is \$3,232.
- 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 2015/16 year the Committee resolved to carry-over \$504.20, giving a total allocation for the 2016/17 year of \$3,736.20.

2 Breakdown

- 2.1 For the 2016/17 year the following amounts have been used by the Committee:
- \$250.00 – irrigation equipment for the Marton Community Garden.

3 Remaining Budget

- 3.1 This leaves a remaining budget for the 2016/17 financial year of \$3,486.20.

Samantha Kett
Governance Administrator