



Rangitikei District Council

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Rangitikei
UNspoilt...

Marton Community Committee

Order Paper

**Wednesday, 13 December 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

Agenda – Wednesday 13 December 2017 – 7:00 pm



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The quorum for the Marton 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, ie 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 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.

6 Confirmation of Minutes

The minutes from the 11 October 2017 meeting are attached.

File ref: 3-CC-1-3

Recommendation

That the Minutes of the Marton Community Committee meeting held on 11 October 2017 be taken as read and verified as an accurate and correct record of the meeting.

7 Chair's Report

A verbal report will be provided at the meeting.

8 Council decisions on recommendations from the Committee

There were no recommendations from the Committee's last meeting requiring Council approval.

9 Council responses to queries raised at previous meetings

There were no questions posed for Council to answer.

10 Proposed changes to delegations

File ref: 3-PY-1-1

A report is attached.

Recommendations

- 1 That the report 'Increasing Delegations to Community Committees/Boards' be received.
- 2 That the Marton Community Committee requests Council provides them the following increased delegations:
 -
 -
- 3 That the Marton Community Committee requests Council does NOT provide them the following delegations:
 -
 -

11 Validation of current local parking enforcements (and suggestions for new ones)

File ref: 1-DB-1-14

Council has now adopted the Traffic and Parking Bylaw (2017). The parking-related provisions came into force on 6 November 2017, with current parking restrictions becoming applicable from this date. Given the parking restrictions throughout the District are likely to have been in place for a significant period of time, Council would like the community committees/boards to consider whether they are still appropriate or require amendment. A map showing the existing parking restrictions will be tabled.

Recommendations

EITHER

That the Marton Community Committee recommends to Council that the following changes are made to parking restrictions:

-
-

OR

That the Marton Community Committee recommends to Council that no changes are made to parking restrictions.

12 Update from the Project Marton Co-ordinator

A verbal update 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

Youth services in Marton have had an over haul in the last few weeks, and the Marton Youth Zone is now called 'The Lobby' and is based at 285 Broadway. This has been a change in the works for a long time and it's great that it's all finally in place. The Lobby is open Monday – Friday 3pm - 5pm and is run mostly by volunteers. They are still looking for more people to volunteer in the space, especially over the summer holidays.

15 Update on place-making initiatives

A verbal update will be provided at the meeting.

16 Update on the Marton Civic Centre/Heritage Precinct project

Opus consultants have been commissioned to provide costings for an upgrade of buildings on the Marton Library site and the Marton Administration site so that they are fit for purpose as a reference point for the investigations on the Cobbler/Davenport/Abraham & Williams Buildings site. This work is expected by Christmas. This ties in with the anticipated application to Lotteries Environment and Heritage grant programme for funding to undertake a feasibility study on establishing the Marton Heritage Precinct as a collaborative initiative between private building owners and Council. This will be investigated and, if possible, a funding application will be lodged for the next funding round, which closes in February 2018. Typically, Lotteries will require that at least 1/3 of the project funds have been secured prior to considering any application for funding. A meeting to update building owners will be arranged prior to Christmas

17 Outcome of consultation on priority buildings – Building (Earthquake-prone buildings) Amendment Act

Under the new system for managing earthquake-prone buildings Council was required to consult with the community on areas where the strengthening of earthquake-prone buildings should occur faster (in half the time) due to their location in areas where there are high numbers of people or traffic – 'priority areas'. Council undertook consultation with the community during October 2017, with proposed priority areas in Bulls, Marton, Hunterville and Taihape. A total of 22 written submissions were received, with 5 submitters choosing to speak at the oral hearing. The majority of submissions were opposed to the proposed priority areas, expressing concerns about the economic viability of the proposal. Following this feedback from the community Council decided to adopt '**no priority areas**'. This means that Council will have 5 years to identify potentially earthquake-prone buildings and building owners will have 15 years to strengthen buildings after being issued an earthquake-prone building notice. Nevertheless, Buildings (such as medical centres, police stations and schools) will still be considered as priority (and have reduced timeframes) under section 133AE of the Building (Earthquake-prone Buildings) Amendment Act.

18 Small Projects Grant Scheme update – December 2017

A memorandum is attached.

Requests from the Croquet Club and Skate Park Extension Committee for funding will be tabled.

File ref: 3-CC-1-3

Recommendation

- 1 That the memorandum 'Small Projects Grant Scheme Update – December 2017' be received.
- 2 That the requests for funding from the Croquet Club and Skate Park Extension Committee be received.
- 3 That the Marton Community Committee formally approves the urgent funding of \$200 from the Small Project Grant Scheme to the Centennial Park Development Group - Skatepark Extension towards fundraising projects, that was paid on 23 November 2017.

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

A memorandum is attached.

File ref: 3-CC-1-5

Recommendation

That the memorandum 'Extract relating to Marton from activity reports to Assets/Infrastructure Committee Sep-Oct 2017' be received.

20 Late Items

As accepted in item 6.

21 Next meeting

14 February 2017, 7.00pm

22 Meeting Closed

Attachment 1



Rangitikei District Council

Marton Community Committee Meeting

Minutes – Wednesday 11 October 2017 – 7:00 PM

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Present: Ms Carolyn Bates
Ms Jennifer Greener
Ms Pip Hancock
Ms Donna Harris
Ms Belinda Harvey-Larsen
Cr Lynne Sheridan
Cr David Wilson

In attendance: Mr Johan Cullis, Environmental and Regulatory Services Team Leader
Mr Blair Jamieson, Strategy and Community Planning Manager
Ms Nardia Gower, Governance Administrator

Unconfirmed

1 Welcome

The Chair welcomed everyone to the meeting

2 Public Forum

There was no Public Forum.

3 Apologies

That the apology for the absence of His Worship the Mayor, Ms Hunter and Ms Duncan is received.

Ms Hancock / Ms Harris

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.

5 Confirmation of order of business and late items

There were no late items proposed.

The meeting agreed with the Chair's suggestion that item 15 be taken first as Mr Cullis was present to speak to the tabled document.

15 Proposed consultation on priority buildings – Building (Earthquake-prone buildings) Amendment Act

Mr Cullis spoke to the Committee giving background to the consultation process, highlighting that the Rangitikei District has been categorised as a high seismic risk area meaning Council must identify potentially earthquake-prone priority buildings in the district within 2.5 years starting 1 July 2017. Building owners must strengthen or demolish earthquake prone priority buildings within 7.5 years from the date the earthquake-prone building notice is issued. Building that are deemed earthquake prone but not priority will have 15 years from the date the earthquake-prone building notice is issued and Council has 5 years to identify these buildings.

Further highlights from Mr Cullis:

When consulting with the community Council is asking for confirmation and/or input to the areas identified in the map as priority areas for consideration of earthquake-prone priority buildings. Following the consultation and solidifying of priority areas, Council will

investigate which buildings within that priority area could be considered priority building or not. There is strict criteria to identify a building as a being priority under the Act.

Committee discussed that this consultation is STAGE ONE which is focused on identifying priority areas, not to be confused with identifying priority buildings.

Committee supports the proactive nature that Council is taken in getting on with the issue.

| | | |
|--------------------|----------------|---|
| Undertaking | Subject | MCC submission to the Priority Buildings – Building (Earthquake prone Buildings) |
|--------------------|----------------|---|

Ms Bates to submit on Council's consultation of the Priority Earthquake prone Building expressing support from the Committee

6 Confirmation of Minutes

Page 4 of minutes- amendment to spelling of Ms Harvey-Larsen.

Page 7 of minutes -amendment from 7.5 to 15 years

| | | | |
|-------------------------------|-------------------|-----------------|-----------------|
| Resolved minute number | 17/MCC/039 | File Ref | 3-CC-1-3 |
|-------------------------------|-------------------|-----------------|-----------------|

That the amended minutes of the Marton Community Committee meeting held on 9 August 2017 be taken as read and verified as an accurate and correct record of the meeting.

Ms Bates / Ms Harvey-Larsen

7 Chair's Report

Signage

- Spoken to several entities regarding being involved with the project.
- Continuing to compile contact details of entities.
- District Monitor is happy to advertise both in the paper as well as via an email to all on their database asking for interested parties to get in touch to be involved in Signage Project.

Info Table with Lynne Sheridan

- Sat 7 Oct outside Pharmacy (future dates: Sat 4 Nov & Sat 2 Dec).

Council Meeting

- Attended RDC meetings.

New Residents

- Spoke with owner of Yoga Studio, Club Hotel, Bead Shop, Mailing/Distribution Co & Car Parts Co.

Hanging Baskets

- Ian Williamson, on behalf of Marton Lions Group, has asked that the Committee be thanked for their support to extend the Hanging Basket programme.

Centennial Skate Park Upgrade

- No meetings had been notified.

Wilson Park

- A written report was started, but not yet complete due to family medical commitments.

Maori Carvings

- Spoke to Gypsy Wright, he agreed to contact the Samuels family and report back once he had made contact regarding moving the Maori Carvings.

Neighbourhood Support

Following on from concerns raised on a Marton Facebook page:

- Advised George London (CPNZ Marton) of prospective Community Patrollers.
- Thanks to Jenny Greener for advertising the Marton Patrol as part of the Facebook discussion.
- Info has been requested from Neighbourhood Support in Wanganui to help locals start their own local Group(s).

Memorial Hall

- Painting is on hold while repairs are completed (some window frames and panels had been found to be rotting).

Future Minutes

- It was requested that minutes be provided to allow changes to be made prior to circulation to Council members.

The Committee discussed the signage into town with the following highlights:

- How to structure a formal group for dealing with this issue. Mrs Bates, Cr Sheridan and Ms Harvey-Larsen will start formalising the group.
- Service groups and organisations will be invited to participate.
- How to engage the community effectively.

Cr Wilson, and Ms Gower spoke to the Centennial Park Development Project – Skatepark and Family BBQ area Extension, informing the Committee of the declined Pub Charity application and the pending Lions Foundation and Duddings applications.

Cr Sheridan and Ms Bates requested they be included in all correspondence for the Skate Park and Family BBQ area Extension Committee.

Resolved minute number**17/MCC/040****File Ref**

That Council accepts the relinquishment from the Marton Community Committee of \$6,000 of allocated funds towards the BBQ and seating project at Sir James Wilson park as resolved in 15/AIN/102.

Ms Harvey-Larsen / Ms Bates Carried

8 Council decisions on recommendations from the Committee

There were no recommendations from the Committee's last meeting requiring Council approval.

9 Council responses to queries raised at previous meetings

There were no questions posed for Council to answer.

10 Update from the Project Marton Co-ordinator

Ms Gower spoke to the Committee highlighting the upcoming events

- Project Marton AGM on the 16th October and Marton with guest speaker Pahia Turia
- Marton Market Day 25 November 2017

11 Update from the Marton Wastewater Advisory Group

No update was provided as Ms Hunter was absent from the Marton Community Committee meeting.

12 Update on Youth Services

| Resolved minute number | 17/MCC/041 | File Ref |
|-------------------------------|-------------------|-----------------|
|-------------------------------|-------------------|-----------------|

That the overview 'Update on Youth Services' to the Marton Community Committee's meeting on 11 October 2017 be received.

Ms Bates / Cr Wilson

13 Update on place-making initiatives

Ms Gower informed the Committee that the mural painting on the Old Post Office building will resume when weather allows.

14 Update on the Marton Civic Centre/Heritage Precinct project

The Committee noted the commentary in the agenda.

Cr Wilson reiterated the earthquake prone area consultation process has started.

15 Small Projects Grant Scheme update – October 2017

Resolved minute number **17/MCC/042** **File Ref** **3-CC-1-3**

That the memorandum 'Small Projects Grant Scheme Update – October 2017' be received.

Ms Bates / Ms Hancock. Carried

Undertaking **Subject** **Lett to Project Marton regarding town maps and distribution**

That a letter be sent from the Marton Community Committee Chair to Project Marton enquiring as to what town maps are in print and what collaborative approach could be made for additional maps to be available for distribution through town retailers.

Cr Wilson / Ms Harris. Carried

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

Resolved minute number **17/MCC/043** **File Ref** **3-CC-1-5**

That the memorandum 'Extract relating to Marton from activity reports to Assets/Infrastructure Committee, 14 September' be received.

Ms Bates/ Ms Hancock. Carried

Cr Wilson informed the Committee of the substantial road works planned on Broadway from Follett to Signal Streets; businesses have been informed. The gains to both infrastructure and aesthetics will be worthwhile. He suggested avoiding the area as much as possible during that time.

18 Late Items

None

Next Meeting

Wednesday 13 December 2017, 7:00 pm – apology from Ms Jenny Greener for this upcoming meeting

19 Meeting Closed at 8:20

Confirmed/Chair: _____

Date:

Attachment 2



Report

Subject: Increasing Delegations to Community Committees/Boards

To: Taihape Community Board
Ratana Community Board
Marton Community Committee
Bulls Community Committee
Turakina Community Committee
Huntermville Community Committee

From: Katrina Gray, Senior Policy Analyst/Planner

Date: 5 December 2017

File: 3-PY-1-1

1 Executive Summary

1.1 Currently community committees/boards have limited delegation. Council has considered a number of options for increasing delegations and has requested that the committees/boards consider whether they would like the following increased delegations:

- Community Initiatives Fund - consideration of applications from the relevant ward or the Ratana community).
- MoU Group Work Programmes - consideration of annual work programme, recommending this to Council and receiving regular written and oral updates.
- Community Facilities/Services - user groups at Taihape Memorial Park; Queen's Park, Huntermville; Centennial Park, Marton; and Bulls Domain.
- Increased engagement with wider/smaller communities of the ward represented.

1.2 Additionally, Council has set up additional processes to ensure that community committees/boards are most effectively used.

- Encouragement of groups to approach the relevant committee/board prior to Council (e.g. through public forum).
- Applicants to the Parks Upgrade Partnership Fund are referred to the relevant community committee/board prior to consideration by Council.
- Projects for placemaking activities on Council land are referred to the relevant community committee/board before consideration by the Chief Executive.

2 Background

2.1 Since its establishment in 1989, the Rangitikei District has had two community boards, at Ratana and Taihape. Under the Local Electoral Act 2001, community

boards are required to be reviewed every six years through the representation review. The 2006 and 2012 representation reviews confirmed their continuation. Community committees are established by Council, and are not subject to the requirements of the Local Electoral Act.

2.2 Delegations to each community committee/board are decided by Council. The delegations for the community boards include:

- Determine and set names for roads
- Seeking community views on projects or initiatives requiring or allocated Council funding or other support within the area¹
- Managing specified community facilities and services within the area
- Authority to spend the \$5,000 annual allocation for “defined small local works” (note: Ratana has chosen not to rate its community for this)
- Authority to make decisions on major tree removals in public spaces, taking into account community consultation processes’, and the advice of the Parks and Reserves Team Leader
- Taihape only - Local governance of the Taihape Main Street upgrade project through convening a steering committee².

2.3 The delegations to community committees include:

- Delegated authority for the annual allocation of \$1.00 per rateable property for “defined small local works” in line with the guidelines provided³
- Authority to make decisions on major tree removals in public spaces, taking into account community consultation processes’, and the advice of the Parks and Reserves Team Leader.⁴

2.4 The delegations between the community committees and boards are slightly different due to historical changes to delegations.

3 Suggested Delegations

Community Initiatives Fund

3.1 The Community Initiatives Fund is intended to support community-based projects in the Rangitikei District that develop community cohesion and community resilience. The fund is currently awarded by the Finance/Performance Committee. There is an annual fund available of \$30,000. Grants are usually up to a maximum of \$2,500 for any project in any one financial year.

¹. This project is complete.

²Resolved Minute Number 08/RDC/155, 26 June 2008

³ Appended to the Delegations Register

⁴ Resolved Minute Number 17/RDC/264, 27 July 2017

- 3.2 Because most projects are local in nature, Council considers that delegating responsibility to community committees/boards to decide on the funding applications could increase the profile of this fund. Delegation would be for a one year trial. A review would follow the trial period to determine whether the arrangement should continue, be modified or cease.
- 3.3 The preferred option for splitting the funding is to use the electoral population (with amendment to take into consideration the Ratana Community Board).

| Committee/Board | Population⁵ | Funding amount | Amended funding amounts |
|----------------------------------|-------------------------------|-----------------------|--------------------------------|
| Marton Community Committee | 6170 | 12,300 | 12,000 |
| Taihape Community Board | 3630 | 7,200 | 7,200 |
| Bulls Community Committee | 2680 | 5,400 | 5,400 |
| Huntermville Community Committee | 1260 | 2,400 | 2,400 |
| Ratana Community Board | 350 | 600 | 1,000 |
| Turakina Community Committee | 930 | 1,800 | 2,000 |
| Totals | 15020 | 29,700 | 30,000 |

- 3.4 If the community committee/board considered a project was really valuable and was worthy of increased funding beyond what they had been allocated, they could make a recommendation for Council to consider further funding.
- 3.5 Unspent funds would not be carried-forward and would be used to increase the sum available to all community committees/boards in the following year.
- 3.6 Council would continue to promote the fund and would administer all applications sending the applications to the relevant community board/committee for decision. Council would provide guidance and guidelines to committees/boards on applications.
- 3.7 Community boards/committees would be required to seek engagement with isolated communities within their ward.

MoU Group Work Programmes

- 3.8 It is proposed that community committees/boards would have increased responsibility for the MoU work programmes with town-centred community trusts/organisations.
- 3.9 The committee/board would work with the MoU group to consider and make recommendations to Council for work plan proposals for the year ahead and receive

⁵ Population estimates as at 30 June 2017

progress updates from the relevant trust/organisation at their bi-monthly meetings. Council would still determine the general priorities they wished to fund and the funding available to each community trust/organisation.

Community facilities or services

- 3.10 Most community committees/boards have one or major parks in their respective areas and take a keen interest in their management and development. The exceptions are Ratana (where none of the land is Council-owned) and Turakina (where there is a separate reserve management committee for the Turakina Domain).
- 3.11 Already there is active consultation with the relevant community committee/board about upgrades and all community committees/boards receive update information about projects on community facilities and projects in their respective areas, extracted from information provided to the Assets/Infrastructure Committee.
- 3.12 To extend this relationship the sub-committee approach as is used with the Taihape Memorial Park User Group was suggested as a mechanism that could be used for Queen's Park (Huntermville), Centennial Park (Marton) and the Bulls Domain (Bulls).

Increased engagement with wider/smaller communities

- 3.13 The current community committee/board structure lends itself to being fairly urban focused. However, these committees/boards often represent much wider communities. For example Bulls Community Committee represents Scotts Ferry, while Turakina Community Committee represents Koitiata and Whangaehu. The Policy/Planning Committee recommended that the committees/board have more emphasis placed on them to ensure greater engagement with wider/smaller communities.

4 Additional processes

- 4.1 Council also put in place additional processes to ensure that community committees/boards are most effectively used:
- Groups are required to approach the relevant Community Committee/Board prior to approaching Council. Where that is not possible Council will ensure the relevant Community Committee/Board is informed.
 - That applications for the Parks Upgrade Partnership Fund are considered and commented on by the relevant community committee/boards prior to the application being considered by Council.
 - That, where Placemaking initiatives are taking place on Council land, they will be considered and commented on by the relevant community committee/board before the application is considered by the Chief Executive.

5 Recommendations

5.1 That the report 'Increasing Delegations to Community Committees/Boards' be received.

5.2 That the *[Insert name here]* Community Committee/Board requests Council provides them the following increased delegations:

-
-

5.3 That the *[Insert name here]* Community Committee/Board requests Council DOES NOT provide them the following delegations:

-
-

Katrina Gray
Senior Policy Analyst/Planner

Attachment 3



MEMORANDUM

TO: Marton Community Committee

FROM: Nardia Gower, Governance Administrator

DATE: 23 November 2017

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

FILE: 3-CC-1-3

1 Allocation

- 1.1 The amount of the 2017-2018 Small Projects Grant Scheme for Marton Ward is \$3,422.00.
- 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 2016-2017 year the Committee resolved to carry-over the balance of the Scheme; the remaining balance was \$3,232.00. This gives a total allocation for the 2017-2018 year of \$6,654.00.

2 Urgent Funding

- 2.1 It was agreed by the following committee members: Donna Harris, Jenny Greener, Lynda Hunter, Lynne Sheridan and Carolyn Bates, to approve urgent payment of \$200 to the Centennial Park Development Group - Skatepark Extension to assist with fundraising at the Marton Market Day held on 25 November 2017. A resolution to formally approve this grant is required at the Marton Community Committee meeting on 13 December 2017.

3 Breakdown

- 3.1 For the 2017-18 year the following amounts have been used by the committee
 - \$1000 – To the Lions Club of Marton for their street hanging basket project - *this was paid in August 2017*
 - \$200 – To the Centennial Park Development Group - Skatepark Extension towards fundraising projects – *this was paid on 23 November 2017*

4 Remaining Budget

- This leaves a remaining budget for the 2017-2018 financial year of \$5454.00.

5 Recommendation

- 5.1 That the memorandum 'Small Projects Grant Scheme Update – December 2017' be received.
- 5.2 That the Marton Community Committee formally approves the urgent funding of \$200 from the Small Project Grant Scheme to the Centennial Park Development Group - Skatepark Extension towards fundraising projects, that was paid on 23 November 2017.

Nardia Gower
Governance Administrator

Attachment 4

| COMMUNITY AND LEISURE ASSETS GROUP OF ACTIVITIES 2017/18 | | | | Sep-17 |
|---|--|--|---|---|
| Major programmes of work outlined in the LTP/Annual Plan 2017/18 | | | | |
| Parks and Open Spaces | Design/ Scoping | Progress to date | Progress for this period | Planned for the next two months |
| Commence tree replacement programme in Council's parks | Tree planting schedule completed | Trees planted in a number of parks and road reserves. Trees planted in various locations. Marton, Turakina, Koitiata and Mangaweka. Winter tree planting was completed. | | |
| Parks Upgrade Partnership- \$50,000 available | | \$3400 has been granted to Taihape Showjumping Group for upgrading horse yards at Memorial Park, Taihape. | No new applications | |
| Parks and Reserves: carry forward projects from 2016/17 | | | | |
| Parks Upgrade Partnership Fund: BBQ & seating, Wilson Park (proposal from Marton Community Committee) \$6,000 Friends of Mt Stewart – Lookout \$14,226.00 RDC - Drinking Fountains - \$9,343.57 | Building consent issued for lookout tower. | Friends of Mt Stewart - lookout tower: no further progress will be made until ground conditions dry out. External funding of \$15,343.71 has been received by RDC meaning (with Council's contribution) that three fountains can be purchased. | MCC has confirmed they no longer require the \$6000 towards a BBQ and seating for Sir James Wilson Park. Three drinking water fountains have been purchased (for Centennial Park, Marton, Bulls Domain, and Memorial Park, Taihape) and initial discussions held re installation. | Installation of fountains |
| Community Buildings | Design/ Scoping | Progress to date | Progress for this period | Planned for the next two months |
| Prepare a concept design with costings on (a) retaining all the facades of the Cobbler/Davenport/Abraham & Williams buildings (High Street/Broadway, Marton) and building new behind them, and (b) demolishing all buildings and erecting an entirely new building, together having regard to the impact on the Broadway streetscape and opportunities for external funding support and (c) scoping and costing the upgrade of buildings on the Marton Library site and the Marton Administration Building site so that they are fit for purpose as a reference point for a. and b. | Opus was engaged to prepare a heritage assessment and concept development design. They undertook preliminary site investigations in mid-November. Consultation on the extent of the present buildings to be preserved was conducted as part of the 2017/18 Annual Plan process. | Council has agreed to do further work to clarify costs between heritage preservation and a new build for the proposed Marton Civic Centre on the corner of Broadway and High Street. | Commence developing a brief for making current Marton Administration and Library buildings in High Street fit for purpose (as well as earthquake-strengthened) as a comparative reference for the Cobbler/Davenport/Abraham & Williams proposals. | Finalise brief for existing Marton Administration and Library buildings. Commission concept drawings and costings for this and Cobbler/Davenport/Abraham & Williams site (preserve facades/complete new build). |
| Identify and assess viable options for community (amenities/grandstand/recreational) facilities on Taihape Memorial Park, engaging user groups in the process, so that there is a well-defined proposal | Council has agreed to set aside the outcome of last year's Annual Plan for a new amenity block on Taihape Memorial Park and conduct an intensive consultation process focussed on Taihape residents, to encompass a range of design and location options for amenity/grandstand/recreational facilities on that park. A project brief and timeline to be prepared to guide the identification and assessment of viable options for community facilities on the Park. | A draft terms of reference for the project was presented to June Assets/Infrastructure meeting. It was agreed to delay presenting the draft document to the Taihape Community Board meeting and ask for the Board's view on appropriate terms of reference at their 13 June meeting. The Board asked that the Taihape Grandstand decision be set aside and that the project focus on where the new amenities block is to be located. Council adopted a project brief at its meeting on 29 June 2017. | Project is currently focussed on information gathering. | Collection of all relevant information, allocation of site for the community facility and concept designs by December Council meeting. |
| Investigate longer-term options for the community groups using the former Taihape College buildings. | Potentially part of the immediately above project | | See project immediately above | |

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| Secure a new contract for the cleaning of Council properties | Council resolved to seek tenders for several geographically defined contracts allowing tenders to cover one, some or all of the contracts, with the new contract/s to start from 1 November 2017, to include the proposed Mangaweka village and Papakai Park toilet facilities, to be inclusive of all cleaning and stock consumables, and to be for a two year period, and that, simultaneously with seeking tenders, staff investigate the implications of bringing the cleaning service in-house. | Specifications and conditions of contract have been reviewed. Requests for Information (RFI) have been sought (on Tenderlink) from suitably experienced contractors interested in tendering for the contract. RFI closes 14 August. Council has resolved that an in-house cleaning service for council properties, district-wide, will be implemented, effective 1 November 2017. | Materials and consumables have been sourced. Health & Safety briefing has been planned for transferring staff, and appropriate consumable guides and wall charts have been prepared for each council site. | Options will be considered for external sourcing of window cleaning, deep cleaning of toilets, carpet cleaning etc. |
| Community Buildings: carry forward projects from 2016/17 | | | | |
| Painting of Marton Park Jubilee Pavilion | Colours have been confirmed by Marton Community Committee - White and Dark Charcoal. | Quote has been received. Purchase order has been issued for exterior/interior painting excluding roof, which will be washed down to clean up tiles. | | Minor maintenance will be carried out before painting. Painting to be carried out during summer. |
| Painting of Marton Memorial Hall | Colours have been confirmed by Marton Community Committee - White and Dark Charcoal. | Tender was let to Programmed Property Services. Surface preparation underway. | Painting has been completed. | |
| Swimming Pools: carry forward projects from 2016/17 | | | | |
| Marton Swim Centre renewals: new shed, new plant | Building Consent issued for new shed. | Foundation prepared. Framing has been completed, and inspected. Awaiting on cladding, roofing and roller door. Construction of shed has been completed. | Code of Compliance for shed has been issued. Stairs, safety rail and kick plate have been installed on tank viewing platform in original shed. | Emergency wash shower will be relocated. |
| Community Housing | Design/ Scoping | Progress to date | Progress for this period | Planned for the next two months |
| Continue the upgrade programme for Council's community housing (unless the ownership and control is transferred to another organisation) | Inspections will be carried out using the Housing Warrant of Fitness Assessment Checklist and Manual as prepared by the Otago Medical School. | The majority of units have been inspected over May, June and July using the checklist. Tenants who were unavailable on the day will be contacted to arrange another time. | Staff held strategic planning meeting with regards to Housing WoF, and maintenance and renewal planning. | |
| Property | Design/ Scoping | Progress to date | Progress for this period | Planned for the next two months |
| Exercise the right to purchase 7 King Street, Marton (site of waste transfer station and works/parks team depot) | Formal advice to LINZ as specified under the lease | Clarification that no iwi or other interests require further consideration. LINZ preparing offer price. Council confirms authority for Chief Executive to purchase up to budgeted sum. | Sale and purchase agreement ready for signing by Council and LINZ | Finalise certificate of title |
| Cemeteries | Design/ Scoping | Progress to date | Progress for this period | Planned for the next two months |
| Extend roadway at Mt View cemetery, Marton | | | | |
| Other major programmes of work carried out during 2017/18 | | | | |
| Projects | Design/ Scoping | Progress to date | Progress for this period | Planned for the next two months |
| * installing fencing on the perimeter of Centennial Park (Marton) and security cameras over the pavilion | The netting surround the courts requires replacement. Several of the posts that have been set into a raised concrete footing are starting to expand resulting in the concrete cracking in these locations. These cracks will continue to expand as the post rust further. The netting is also badly damaged in a number of areas and is badly stretched caused by vandalism, historic plant growth and long term wear. A local contractor has designed and priced a system where the posts are bolted/bracketed onto the existing concrete footings so the footings do not need to be removed or replaced. The cost is approx \$24,000. | A purchase order has been issued. | | This work will be completed by end of November. |

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| * fencing the open drain at Marton Park | The objective in fencing is to prevent small children falling into the deep-sided drain. However, it needs to be of an open mesh design so that the area remains visible. | An alternative to fencing is to create a gentle swale with a gradient which can be mowed. This will be discussed with the group involved in planning the upgrade of Marton Park. | | Confirm which alternative is to proceed |
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ROADING AND FOOTPATHS GROUP OF ACTIVITIES 2017/18

Oct-17

| Major programmes of work outlined in the LTP/Annual Plan 2017/18 | | | | | |
|--|--|---|-------------------------|-------------------------|--|
| 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. | | | | | |
| Marton: Jeffersons Line | RP. 3840-4415; 575m | road section brought forward from 2018/19 prog due to increase deterioration. | November | December | Design completed - commence construction |
| Marton: Galpins Road | RP. 1080-1800; 720m | road section brought forward from 2018/19 prog due to increase deterioration. | January | March | In the design phase. |
| Sealed Road Resurfacing (over 200m) | Route Position Length | Status | Start date | Completion date | Planned for the next two months |
| Sealed road resurfacing of 60.9 km (over 200 metres). This list is indicative and subject to alteration when and where reprioritised sites and conflicts with external activities are identified. | | | | | |
| Marton Beaven Street | RP. 6 - 471 - 465m | | | | |
| Marton Broadway | RP 221 - 458 - 237m | | | | |
| Marton Bruce Road | RP. 760 - 3137 - 2377m | | | | |
| Marton Calico Line | RP. 175 - 515 - 340m | | | | |
| Marton Follett Street | RP. 5 - 30 - 25m (AC) | | | | |
| Marton Gowers Road | RP. 6 - 868 - 862m | | | | |
| Marton Griffins Road | RP. 420 - 1340 - 920m | | | | |
| Marton High Street | RP. 22 - 540 - 518m | | | | |
| Marton Jeffersons Line | RP. 5760 - 8481 - 2721m | | | | |
| Marton Lower High Street | RP. 0 - 153 - 153m (AC) | | | | |
| Marton Main Street | RP. 78 - 415 - 337m | | | | |
| Marton Makuhou Road | RP. 5827 - 6000 - 173m | | | | |
| Marton Onepuhi Road | RP 23 - 1823 - 1800m & 2046 - 4160 - 2114m | | | | |
| Marton Potaka Street | RP. 4 - 114 - 110m | | | | |
| Marton Station Road & Extension | RP. 1095 - 1152 - 57m plus 88m | | | | |
| Capex report 2017/18 | cumulative to 30/09/2017 | cumulative to 31/12/2017 | cumulative to 30/3/2018 | cumulative to 30/6/2018 | Budget |
| Sealed road surfacing: | | | | | 1,789,375 |
| Drainage Renewals | | | | | 352,425 |
| Pavement rehabilitation | | | | | 1,688,679 |
| Structures component replacement | | | | | 189,163 |
| Traffic services renewal | | | | | 224,950 |
| Associated improvements | This category has been deleted | | | | |
| Unsealed road metalling | | | | | 460,125 |
| TOTAL | | | | | 4,704,717 |
| Streetlight renewals | Design/ Scoping | Tender/Contract docs | Under construction | Complete | Planned for the next two months F74:F88 |
| LED replacements – accelerate the replacement of high pressure sodium in pedestrian category lighting areas[1] so that the programme of replacing all 1098 streetlights not yet replaced by LEDs is complete before December 2018 [1] This category includes all the District's local urban roads except for some high use routes n Marton. State highways are outside the scope of this programme. | | | | | LED Order expected by October and work will commence as soon as possible to replace existing lights. |
| Footpath Renewals | Design/ Scoping | Tender/Contract docs | Under construction | Complete | |
| Marton Broadway, north of Follett Street | site under investigation and design. | | | | |
| Marton Hendersons Line | site under investigation and design. | | | | |

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| New Footpaths | Design/ Scoping | Tender/Contract docs | Under construction | Complete | |
| Marlon Wilson Place. | site under investigation and design. | | | | |
| Other major programmes of work carried | | | | | |
| Projects | Design/ Scoping | Tender/Contract docs | Under construction | Complete | |
| Investigate and report on | | | | | |
| * installing a new pedestrian crossing on Wellington Road (Marlon) between Hereford and Morris Streets and on Bridge Street (Bulls) between the Burger bar and the Information Centre; | | | | | Not physically possible to construct crossing. Awaiting decision from NZTA re Bulls and the potential upgrade of the intersection with SH's 1 & 2 is part of a strategic plan NZTA have named 'Accessing Central New Zealand' |
| Carry forward programmes from 2016/17 | | | | | |
| Other areas of network following storm event in June 2015 | | | | | All other areas completed. |
| Repairs to damage from Debbie event April 2017 | | | | | Repair to sites with quite major damage currently being designed. |
| Repairs for damage to network arising from July 13/14 event. | | | | | Damage quite substantial and sites still being assessed. |

RUBBISH AND RECYCLING GROUP OF ACTIVITIES 2017/18 Oct-17

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| Major programmes of work outlined in the LTP/Annual Plan 2017/18 | | | |
| What are they: | Targets | Progress to date | Work planned for next three months |
| Marlon Waste Transfer Station - recycle shop - trial | Fully-funded by the waste levy and the contractor. | Shop operational | Monitor participation rate by public |
| Review the Waste Management and Minimisation Plan | This must be complete by 30 June 2018: Waste Management Act, section 50. Consultation will coincide with that undertaken for the 2018-28 Long Term Plan. The waste assessment (prescribed under section 51 of the WMA) must be complete before that review starts. Ideally, this work entails an analysis of all waste streams. However, as all kerb-side collection of waste in the District is done by private contractors, access to information about the characteristics of this waste is unlikely. This means the analysis is confirmed to waste taken to the waste transfer stations. Budget Waste takes its waste direct to the landfill. | Council workshop held in August-Draft WMMP awaiting recommendations from Council | Scope out costs for proposed initiatives 1) Kerbside recyclables collection: All major towns 2) Investigate feasibility of a shipping container recycle container at Koitiata. 3) Investigate implications of Council funded kerbside rubbish bag collection. 4) Altering of WTS opening hours- One general unified time for <u>most</u> WTSs |
| Waste minimisation | Waste Education NZ visits. Horizons Enviroschools programme. | No visits in August No visits in August | Participation is optional Participation in programme - optional |
| Other projects | | | |
| What they are: | Targets: | Progress to Date | Work planned for next three months |
| WMMP 2017 | Prepare Draft for Consultation | First workshop held in August | Consultation on draft WMMP 2017 |

STORMWATER GROUP OF ACTIVITIES 2017/18 Oct-17

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| Major programmes of work outlined in the LTP/Annual Plan 2017/18 | | | | |
| Projects | Design/ Scoping | Tender/Contract docs | Under construction | Complete |
| Marlon: renewal of stormwater reticulation in Milne Street (\$80,000). | Renewal of 450mm dia culvert between 2-17 Milne Street Marlon as existing main assessed as condition 5 (very poor) | Investigation underway, CCTV of pipe shows little defects with majority of problems with sump leads. 1) stormwater modelling to determine if 450mm dia culvert size is sufficient 2) Stormwater repairs to be undertaken by Doughty drainage after Hammond St is completed. | | |
| Other major programmes of work carried out during 2016/17 | | | | |
| Projects | Design/ Scoping | Tender/Contract docs | Under construction | Complete |

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| Improvements to Marton stormwater reticulation (locations dependent on final modelling from Horizons Regional Council) (\$470,000) | Hot spots investigation and design mitigation underway. | Contract awarded to Doughty Contractors for Hammond Street \$124,796.00 | Commencement 4th September 2017 with contract due for completion mid October. | |
| SEWERAGE AND THE TREATMENT AND DISPOSAL OF SEWAGE GROUP OF ACTIVITIES 2017/18 | | | | Oct-17 |
| Major programmes of work outlined in the LTP/Annual Plan 2017/18 | | | | |
| Projects | Design/ Scoping | Tender/Contract docs | Under construction | Complete |
| Marton: various reticulation renewals (\$411,000). | Sewers for renewal being surveyed ready for lining. | Relining contract awarded to Pipetech 450k per annum. Hotspots identified through condition assessment (CCTV) and schedule of works provided by Pipetech. | Relining work is scheduled to start 17th October - updates are included in Special report. | |
| Marton – treatment renewals prior to full assessment and drafting of consent application (\$267,000). | Scope to be confirmed. | | | |
| Continue review of trade waste agreements. This was noted in the LTP specifically for Midwest Disposals | Dependent on Consent renewal - consent lodged 2015. | | | |
| Other major programmes of work carried forward from 2016/17 | | | | |
| Projects | Design/ Scoping | Tender/Contract docs | Under construction | Complete |
| Marton wastewater treatment plant upgrade in terms of the new consent requirements. | Works needed to assist with Consent renewal (subject to successful treatment of leachate and advice from Advisory Group) to prepare for consent renewal in 2018. Sucker truck dump site required. | 1) Infrastructure team is responsible for consent. 2) Design of road is completed in negotiation with roading maintenance contractor (Higgins). | Price received from Maintenance contractor, pricing given by Higgins not same as rates in maintenance contract. Initial price 30k over engineers estimate so plan to get two additional prices as per procurement policy. | |
| WATER SUPPLY GROUP OF ACTIVITIES 2017/18 | | | | Oct-17 |
| Major programmes of work outlined in the LTP/Annual Plan 2017/18 | | | | |
| Projects | Design/ Scoping | Tender/Contract docs | Under construction | Complete |
| Marton: seismic strengthening of clarifier (\$225,000), poly machine renewals and rotork valves etc. (\$70,000). | Detailed seismic investigation underway. | Tender awarded to Calibre | Investigation only | |
| Major projects Carry-forwards 2016/17 | | | | |
| Projects | Design/ Scoping | Tender/Contract docs | Under construction | Complete |
| Marton: Broadway duplication (\$140k) | Programme was for 2015-2016 ahead of major Rooding work; approx. 460 m between High St and Signal St; duplicate existing 150 mm AC on east side with new 150 mm on west side. Design only and defer to year 6 or later to align with replacement of AC main. Stage 1- Follett to Signal block, upsizing from 150 mm to 200 mm to align with 2017/2018 roading programme. | Tender awarded to I D Loaders 31 August 2017 | | |