



RANGITIKEI
DISTRICT COUNCIL

Making this place home.

Marton Community Committee

Order Paper

**Wednesday, 14 February 2018,
7.00 pm**

Youth Club, Humphrey Street, Marton

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

Email: info@rangitikei.govt.nz
Facsimile: 06 327-6970

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 14 February 2018 – 7:00 PM



Contents

1	Welcome	2	
2	Public Forum	2	
3	Apologies.....	2	
4	Members' conflict of interest	2	<i>Agenda note</i>
5	Confirmation of order of business and late items	2	<i>Agenda note</i>
6	Confirmation of Minutes.....	2	Attachment 1, pages 7-16
7	Chair's Report	2	<i>Verbal report</i>
8	Council decisions on recommendations from the Committee	2	<i>Agenda note</i>
9	Council responses to queries raised at previous meetings.....	2	<i>Agenda note</i>
10	Update from the Project Marton Co-ordinator	2	<i>Verbal update</i>
11	Update from the Marton Wastewater Advisory Group.....	3	<i>Verbal update</i>
12	Update on Youth Services	3	<i>Agenda note</i>
13	Update on place-making initiatives	3	<i>Verbal report</i>
14	Update on the Marton Civic Centre/Heritage Precinct project	3	<i>Agenda note</i>
15	Small Projects Grant Scheme update – February 2018	4	Attachment 2, pages 17-19
16	Increased Delegations.....	4	<i>Agenda note</i>
17	Traffic and Parking bylaw – Council decisions on local requirements	4	<i>Agenda note</i>
18	Extension of Mt View cemetery, Marton.....	4	Attachment 3, pages 20-23
19	Information on Creative Communities and Rural Travel Fund grants	4	Attachment 4, pages 24-49
20	Current Infrastructure projects/upgrades and other Council activities within the ward	5	Attachment 5, pages 50-55
21	Late Items.....	5	
22	Next meeting.....	5	
23	Meeting Closed	5	

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 13 December 2017 meeting are attached.

File ref: 3-CC-1-3

Recommendation

That the Minutes of the Marton Community Committee meeting held on 13 December 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

At its meeting on 25 January, Council confirmed the recommendation that Council consider the 24/7 toilet be located in Follett Street, next to the Rugby Club Rooms.

9 Council responses to queries raised at previous meetings

There were no queries raised at the last meeting.

10 Update from the Project Marton Co-ordinator

A verbal update will be provided at the meeting.

11 Update from the Marton Wastewater Advisory Group

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

12 Update on Youth Services

For the month of December the 'The Lobby' received a daily average patronage of 12 youth, with a median age of 13.

For the month of January the 'The Lobby' received a daily average patronage of 20 youth, with a median age of 14.

Health, Social and Well-being material continues to be supplied by Family Planning.

Educational and vocational material and on-site tablet computer are presently being supplied by UCOL

Mondays and Tuesdays are the two days per week that are being operated by volunteers.

13 Update on place-making initiatives

An update will be provided to the meeting

14 Update on the Marton Civic Centre/Heritage Precinct project

The 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) were not received by Christmas as anticipated. A draft for comment was provided earlier this month.

Opus has provided what could form the basis of an application to Lotteries Heritage for a feasibility study on establishing the Marton Heritage Precinct as a collaborative initiative between private building owners and Council. The precinct area contains 65 buildings, of which 16 are heritage listed and a further 19 have been previously evaluated by Opus as having a positive heritage contribution to the CBD. The proposal includes provision for earthquake assessments and strengthening options, as well as more detailed assessments of significant buildings.

The next funding round closes in February 2018. As previously noted, Lotteries will require that at least 1/3 of the project funds have been secured prior to considering any application for funding, which means a local share (Council and building owners) of around \$100,000. Discussions will need to be held with building owners to establish a basis for their contribution.

A meeting to update building owners was held on 18 December, although it was not well attended.

15 Small Projects Grant Scheme update – February 2018

A memorandum is attached.

File ref: 3-CC-1-3

Recommendation

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

16 Increased Delegations

Following the recommendation from the Committee's December 2017 meeting, Council resolved to give the Marton Community Committee the following delegations, subject to review in 12 months:

- Community Initiatives Fund - consideration of applications from the ward. The proposed funding is for \$12,000.
- 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 Centennial Park, Marton.

17 Traffic and Parking bylaw – Council decisions on local requirements

Following the recommendations from the Committee's December 2017 meeting, Council resolved to adopt the following changes to parking restrictions in Marton:

- The removal of the P15 signs next to the corner of High Street and Wellington Road, Marton.
- The addition of an accessibility park near the Council building at 46 High Street, Marton.

Additionally, Council decided to remove the P5 parking sign outside the former Palm Dairy in Wellington Rd, Marton.

18 Extension of Mt View cemetery, Marton

Attached is the proposed concept plan for extending the Mt View cemetery. It should be sufficient for at least 80 years of burials – and more ash plots have been included as these are becoming more popular. It is intended to start some of the road work this financial year.

19 Information on Creative Communities and Rural Travel Fund grants

An information pack is attached.

Recommendation

That the information pack 'Grants update February 2018' be received.

20 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 November-December 2017' be received.

21 Late Items

As accepted in item 6.

22 Next meeting

11 April 2018, 7.00pm

23 Meeting Closed

Attachment 1

Rangitikei District Council

Marton Community Committee Meeting

Minutes – Wednesday 13 December 2017 – 7:00 pm



Contents

1	Welcome	3
2	Public Forum	3
3	Apologies.....	3
4	Members' conflict of interest	3
5	Confirmation of order of business and late items	4
6	Confirmation of Minutes.....	4
7	Chair's Report	4
8	Council decisions on recommendations from the Committee	5
9	Council responses to queries raised at previous meetings.....	5
10	Proposed changes to delegations	5
11	Validation of current local parking enforcements (and suggestions for new ones)	5
12	Update from the Project Marton Co-ordinator	6
13	Update from the Marton Wastewater Advisory Group.....	7
14	Update on Youth Services	7
15	Update on place-making initiatives	7
16	Update on the Marton Civic Centre/Heritage Precinct project	7
17	Outcome of consultation on priority buildings – Building (Earthquake-prone buildings) Amendment Act	7
18	Small Projects Grant Scheme update – December 2017	7
19	Current Infrastructure projects/upgrades and other Council activities within the ward	8
20	Late Items.....	8
21	Next meeting.....	9
22	Meeting Closed	9

Present: Carolyn Bates (Chair)
Pip Hancock
Donna Harris
Belinda Harvey-Larsen
Lynda Hunter
Cr Lynne Sheridan
Wendy Wagner
His Worship the Mayor Andy Watson (Ex-Officio)

In attendance:

Cr Cath Ash	Project Marton Co-ordinator
Sharon Galpin	Marton Rugby & Sports Club (Treasurer)
Pania Hemopo	Marton Skatepark Extension Committee
Ray Hemopo	Marton Skatepark Extension Committee
Blair Jamieson	Rangitikei District Council
Murray McNae	Marton Croquet Club (President)
David Winmill	Marton Croquet Club

1 Welcome

The Chair welcomed everyone to the meeting

2 Public Forum

Pania and Ray Hemopo (Marton Skatepark Extension Committee) spoke to the skate park proposal and how at present \$180,000 of funding has been reached for the project. Pania formally thanked the Committee for its previously intended contribution of \$200 and the \$80 able to be raised at Marton's Market Day. As the \$180,000 exceeded the amount that was intended for the current plan, Pania noted that the extra money was intended to be used on outdoor BBQs (with 20 minute run-times and tamper proof safety cut-off switches). An opportunity that sought funding from the Committee was then discussed around running a Scooter competition when the park opens. Pania and Ray Hemopo requested \$1000 in assistance for this (being BBQ supplies, raffles and fundraiser items), which would require an additional \$800 from the Committee.

Murray McNae and David Winmill from the Marton Croquet Club requested financial assistance from the Committee for the completion of their mural. The mural is being painted on the roadside frontage of the club building at 97 Tutaenui Road, Marton. The mural intends to act as both a form of marketing (improving the visual presence of the Marton Croquet Club) and to improve the aesthetic of the building. It was noted that the project would have an official unveiling sometime in December. The cost of the project is \$1620.00 which includes labour and materials, with \$600 sought by the club from the Committee.

3 Apologies (resolution)

Resolved minute number 17/ MCC/044 **File Ref**

That the apology of absence from Jenny Greener, Lyn Duncan and Cr Dave Wilson be received.

Carolyn Bates / Belinda Harvey-Larsen. 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.

Carolyn Bates acknowledged that her husband was a current member of the Marton Croquet Club and would abstain from voting in relation to their funding request.

5 Confirmation of order of business and late items

Council requested consideration of two 24/7 toilet sites as indicated on the tabled documents attached map. The recommendation from the Committee was addressed in '20 Late Items'.

6 Confirmation of Minutes (resolution)

Resolved minute number **17/ MCC/045** **File Ref** **3-CC-1-3**

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.

Carolyn Bates / Donna Harris. Carried

7 Chair's Report

Ms Bates reported on the following activities that she has been involved with, or undertaken since the last meeting.

Signage

- *Have been in touch with NZTA regarding their requirements.*
- *Spoken to a variety of people regarding town signage.*

Info Table

- *Assisted Lynne Sheridan (Lynne will speak on this).*

RDC Meeting(s)

- *Attended.*

Potential New Residents/Business

- *Spoke with a business owner in Wanganui who is keen to open an outlet in Marton.*
- *Turakina Maori Girl's College*

Croquet Club

- *Spoke with members of the Croquet Club regarding applying for funds from the Small Grants Fund.*

Centennial Park

- Spoke with Pania Hemopo regarding applying for funds from the Small Grants Fund, and attended meetings on the Skate Park Upgrade.

MCC Members

Have spoken to several residents - encouraged them to come along to MCC 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

Resolved minute number	17/MCC/046	File Ref	3-PY-1-1
-------------------------------	-------------------	-----------------	-----------------

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

Carolyn Bates / Donna Harris. Carried

Resolved minute number	17/MCC/047	File Ref	3-PY-1-1
-------------------------------	-------------------	-----------------	-----------------

That the Marton Community Committee requests Council provides them the following increased delegations:

- Community Initiatives Fund
- MOU Group Work Programmes
- Community Facilities/Services

Carolyn Bates / Pip Hancock. Carried

Resolved minute number **17/MCC/048** **File Ref** **3-PY-1-1**

That the Marton Community Committee requests Council does NOT provide them the following delegations:

- Increasing the engagement with wider/smaller communities of the ward (being seen as not relevant to the township of Marton)

Carolyn Bates / Pip Hancock. Carried

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

Resolved minute number **17/MCC/049** **File Ref** **1-DB-1-14**

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

- That the P15 area next to the corner of High Street and Wellington Road be changed to P60
- That in order to reduce any expenditure from the recommendation above, Council should solely remove the P15 signs rather than replacing them with P60 signage – as enforcement isn't presently undertaken.
- That the Council building frontage at 46 High Street should have disability parking at the front for improving access for those requiring assistance.

Belinda Harvey-Larsen / Donna Harris. Carried

(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.)

12 Update from the Project Marton

Cr. Cath Ash spoke to the success of Marton's Market Day. It was noted that a figure of 10,000 had been stated by local news outlets, highlighting that the event continues to grow year on year.

It was noted that on 20 December at 5:30 pm, Project Marton will be hosting an evening session on zero waste living. Hannah and Liam, the Two No-Waste Nomads behind The Rubbish Trip, will be speaking as to the practicalities and philosophy of waste reduction. Committee members were asked to attend and invite people to the event.

The Committee was also informed that Project Marton will be reopening its doors on 12 February 2018.

13 Update from the Marton Wastewater Advisory Group

Lynda Hunter spoke to the review process and that there were a number of workable options up for consideration. Details around the selection of options were noted as being confidential so prohibited her from discussing any of the details with the Committee.

14 Update on Youth Services

Blair Jamieson gave an update on the Youth services in Marton and how they have had an over haul over the last month, with the Marton Youth Zone moving from Humphries Street to 'The Lobby' - 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

The Committee members noted the commentary in the agenda.

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

His Worship the Mayor gave an update and discussed the process that Council was required to consult with the community on. The Committee were in agreement that the process had the best immediate outcome and that Central Government should consider reviewing the legislation.

18 Small Projects Grant Scheme update – December 2017

Resolved minute number

17/MCC/050

File Ref

3-CC-1-3

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

Belinda Harvey-Larsen / Donna Harris. Carried

Resolved minute number **17/MCC/051** **File Ref** **3-CC-1-3**

That the requests for funding from the Croquet Club and Skate Park Extension Committee be received.

Belinda Harvey-Larsen / Donna Harris. Carried

Resolved minute number **17/MCC/052** **File Ref** **3-CC-1-3**

That the Marton Community Committee increases its commitment to the Skatepark project by a further \$800, bringing the total contribution to this project to \$1000.

Belinda Harvey-Larsen / Donna Harris. Carried

Resolved minute number **17/MCC/053** **File Ref** **3-CC-1-3**

That the Marton Community Committee contribute the \$600 as requested to the Marton Croquet Club mural.

Belinda Harvey-Larsen / Donna Harris. Carried

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

Resolved minute number **17/MCC/054** **File Ref** **3-CC-1-5**

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

Carolyn Bates / Belinda Harvey-Larsen. Carried

20 Late Items

Sharon Galpin (Marton Rugby & Sports Club - Treasurer), asked the Committee to recommend that the 24/7 toilet be placed next to the Rugby & Sports Club on Follett Street. Sharon spoke on the parking, lighting, security, public access and proximity to town as being the benefits of this location.

His Worship the Mayor asked the Committee to recommend the Centennial Park location, being just north of the township. Proximity to the Skatepark and being on the main street of

Marton were the benefits of this location. The Committee put the selection to a vote with the vast majority in favour of the 24/7 toilet option; being next to the Rugby & Sports Club on Follett Street.

Resolved minute number

17/MCC/055

File Ref

That Marton Community Committee recommends to Council that Council consider the 24/7 toilet be located in Follett Street, next to the Rugby Club Rooms.

Carolyn Bates / Belinda Harvey-Larsen. Carried

21 Next meeting

14 February 2017, 7.00pm

22 Meeting Closed

Confirmed/Chair: _____

Date:

Attachment 2

MEMORANDUM

TO: Marton Community Committee

FROM: Nardia Gower, Governance Administrator

DATE: 11 January 2018

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

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*
 - \$800 – To the Centennial Park Development Group - Skatepark Extension towards fundraising projects – *paid 15 January 2018*
 - \$600 – To the Croquet Club - towards the mural on the building. – *paid on 15 January*

4 Remaining Budget

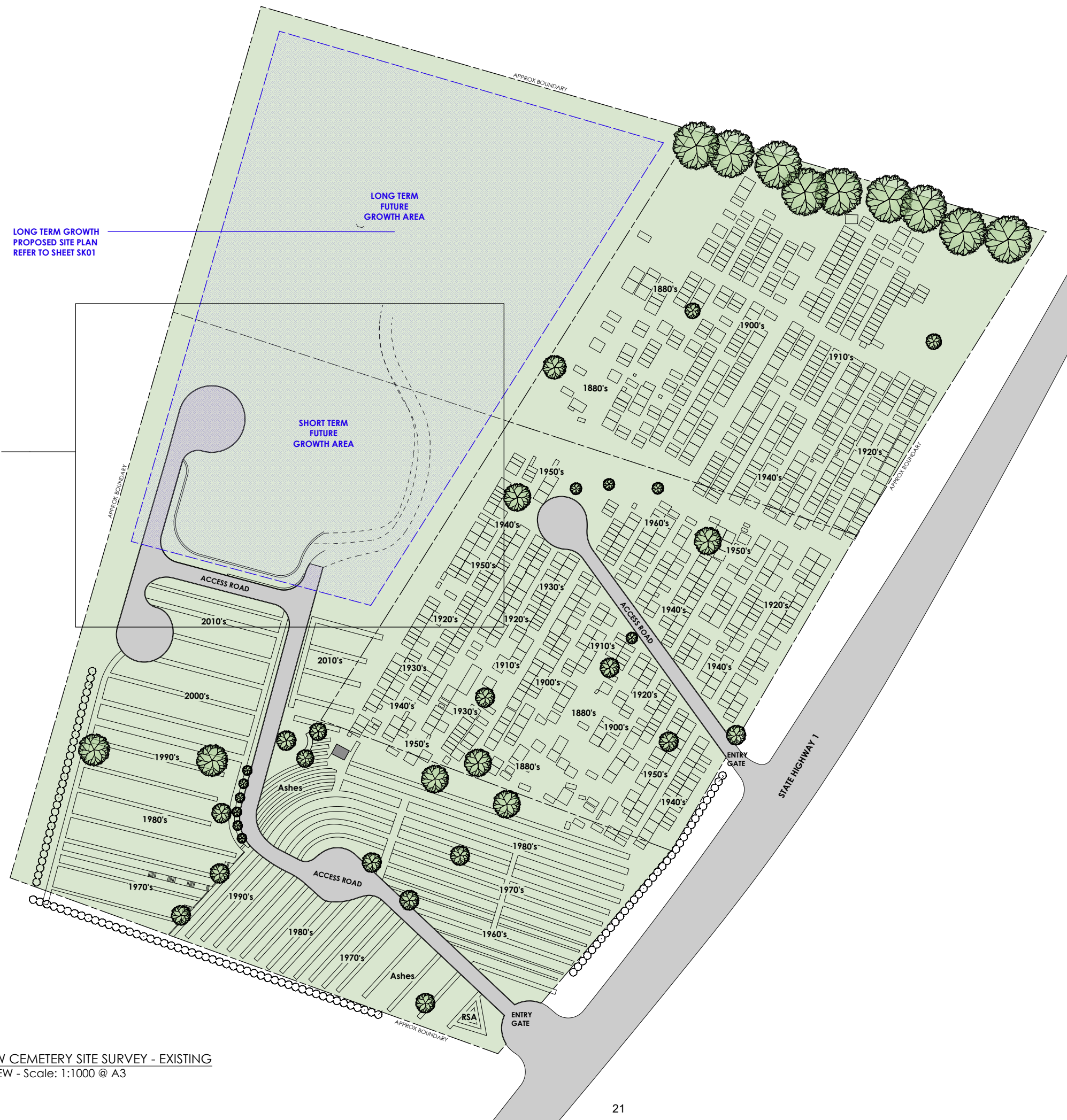
- This leaves a remaining budget for the 2017-2018 financial year of \$4054.00.

5 Recommendation

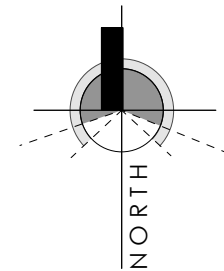
- 5.1 That the memorandum 'Small Projects Grant Scheme Update – February 2018 be received.

Nardia Gower
Governance Administrator

Attachment 3



DO NOT SCALE
CONTRACTOR MUST VERIFY ALL DIMENSIONS ON SITE BEFORE
COMMENCING ANY WORK



No.	Date	Appr	Revision Notes
00	25/06/2017	D.C	Existing Site Survey drafted for review
01	25/09/2017	D.C	Short Term Growth Landscape Plan issued for review.
02	28/01/2018	D.C	Amendments made post review. Issued to client.

GENERAL NOTES:
1. All site layout indicated on plan taken from supplied desktop & aerial information only. All dimensions to be confirmed onsite.
2. Site Survey ONLY
3. Any queries please ask.
4. Copyright © Prorata_LA 2017. Reproduction or copying of this drawing shall only be undertaken with prior consent by RDC & Prorata_LA.



CLIENT:
RANGITIKEI DISTRICT COUNCIL

PROJECT:
MT VIEW CEMETERY EXTENSION
SH 1, MT VIEW

DRAWING:
SITE SURVEY - EXISTING SITE

DESIGNED: D.C	CHECKED BY: D.C	REVISION: D.C
------------------	--------------------	------------------

PROJECT NO: PR1705435	REVISION NO: 02
--------------------------	--------------------

DWG NO: SS01	DATE: 28/01/2018
-----------------	---------------------

DRAWN BY: D.C	DATE: 28/01/2018
------------------	---------------------

SCALE: 1:500 @ A1, 1:1000 @ A3	SHEET: 1 of 3
-----------------------------------	------------------

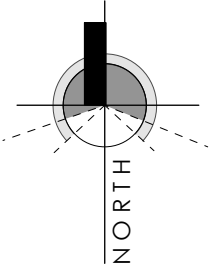
ISSUED:
EXISTING



SHORT TERM GROWTH
PROPOSED LANDSCAPE PLAN
REFER TO SHEET SK02

1
SK01 MT VIEW CEMETERY - PROPOSED SITE
PLAN VIEW - Scale: 1:1000 @ A3

DO NOT SCALE
CONTRACTOR MUST VERIFY ALL DIMENSIONS ON SITE BEFORE
COMMENCING ANY WORK



No.	Date	Appr	Revision Notes
00	25/04/2017	D.C	Existing Site Survey drafted for review
01	25/09/2017	D.C	Short Term Growth Landscape Plan issued for review.
02	28/01/2018	D.C	Amendments made post review. Issued to client.

- GENERAL NOTES:**
1. All site layout indicated on plan taken from supplied desktop & aerial information only. All dimensions to be confirmed onsite.
 2. Developed Concept Drawing ONLY. Subject to Detail Design
 3. Any queries please ask.
 4. Copyright © Prorata LA 2018. Reproduction or copying of this drawing shall only be undertaken with prior consent by RDC & Prorata LA.



CLIENT:
RANGITIKEI DISTRICT COUNCIL

PROJECT:
MT VIEW CEMETERY EXTENSION
SH 1, MT VIEW

DRAWING:
SITE - PROPOSED

DESIGNED: D.C	CHECKED BY: D.C	REVISION: D.C
------------------	--------------------	------------------

PROJECT NO:
PR1705435

DWG NO: SK01	REVISION NO: 02
-----------------	--------------------

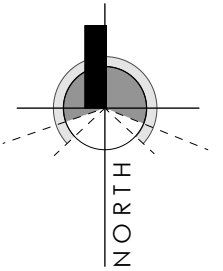
DRAWN BY: D.C	DATE: 28/01/2018
------------------	---------------------

SCALE: 1:500 @ A1, 1:1000 @ A3	SHEET: 2 of 3
-----------------------------------	------------------

ISSUED:
DEVELOPED CONCEPT



DO NOT SCALE
CONTRACTOR MUST VERIFY ALL DIMENSIONS ON SITE BEFORE
COMMENCING ANY WORK



No.	Date	Appr	Revision Notes
00	25/04/2017	D.C	Existing Site Survey drafted for review
01	25/09/2017	D.C	Short Term Growth Landscape Plan issued for review.
02	28/01/2018	D.C	Amendments made post review. Issued to client.

- GENERAL NOTES:
1. All site layout indicated on plan taken from supplied desktop & aerial information only. All dimensions to be confirmed onsite.
 2. Developed Concept Drawing ONLY. Subject to Detailed Design
 3. Any queries please ask.
 4. Copyright © Prorata LA 2018. Reproduction or copying of this drawing shall only be undertaken with prior consent by RDC & Prorata LA.



CLIENT:
RANGITIKEI DISTRICT COUNCIL

PROJECT:
MT VIEW CEMETERY EXTENSION
SH 1, MT VIEW

DRAWING:
SHORT TERM GROWTH AREA -
LANDSCAPE PLAN

DESIGNED: D.C	CHECKED BY: D.C	REVISION: D.C
------------------	--------------------	------------------

PROJECT NO:
PR1705435

DWG NO: SK02	REVISION NO: 02
-----------------	--------------------

DRAWN BY: D.C	DATE: 28/01/2018
------------------	---------------------

SCALE: 1:125 @ A1, 1:250 @ A3	SHEET: 3 of 3
----------------------------------	------------------

ISSUED:
DEVELOPED CONCEPT

prepared by:
prorata LA
landscape architecture — urban design
prorata@xtra.co.nz / 0276175035 / www.prorata.co.nz
Copyright © Prorata Landscape Architecture 2017

Attachment 4

Memorandum

To: The Marton Community Committee

From: Christin Ritchie

Date: 12 February 2018

Subject: **Grants and Funding Overview**

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 has previously been awarded by the Finance / Performance Committee. However this year the decision has been delegated to the respective Community Committees and Boards to make.

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.

2018 Dates

2018	R1 opens	R1 closes	Decision made	R2 opens	R2 closes	Decision made
Creative Communities Scheme	Thurs, 1 March	Thurs, 29 March	Tues 24 April	Mon, 1 October	Fri, 2 November	Tues, 27 November
Sport NZ Rural Travel Fund	Thurs, 1 March	Thurs 29 March	Thurs, 26 April	n/a	n/a	n/a
Community initiatives Fund	Mon, 16 April	Thurs, 17 May	Early –mid June	Mon, 13 August	Thurs, 13 September	Early – mid October
Event Sponsorship Fund	Mon, 28 May	Fri, 29 June	Thurs, 26 July	Mon, 1 October	Fri, 2 November	Thurs, 29 November

Christin Ritchie
Governance Administrator

RURAL Travel Fund

2017 - 2018 GUIDELINES




SPORT
NEW ZEALAND

Community sport

CONTENTS OF GUIDELINES

1)	Background	page 2
2)	Eligible teams	page 2
3)	Eligible travel	page 2
4)	Accountability for funding	page 3
5)	Goods and services tax (GST)	page 3
6)	Return of unspent funding	page 4
7)	Further information	page 4
8)	FAQs	page 4

Guidelines

1) Background

Geographical isolation, urban drift, lack of employment opportunities, and lack of access to other funding sources have been identified as barriers to participation in sports by young people in rural communities. The Rural Travel Fund was launched by Sport New Zealand in response to concerns raised by Territorial Authorities about the lack of participation in sports by young people living in rural communities.

The Rural Travel Fund subsidises travel for junior teams participating in local sports competitions outside of school time.

Sport New Zealand provides Rural Travel Funding to Territorial Authorities that have less than 10 people per square kilometre, and who wish to participate in the Rural Travel Fund. Those Territorial Authorities then provide the funding to junior teams, and administer the funding.

Sport New Zealand is making Rural Travel Funding available to Territorial Authorities in 2017/2018, so that they can allocate funding to eligible teams to use for travel to sports competitions.

2) Eligible teams

Applications for funding from the Rural Travel Fund can be made by rural sport club teams and rural school club teams within the Territorial Authority region, with members aged between 5 and 19 years, who require financial assistance with transport costs so that they can participate in local sports competitions.

3) Eligible travel

The following criteria will be applied by Territorial Authorities when considering applications for funding made by eligible teams (along with any other criteria that the Authority considers appropriate).

A rural school club team will be eligible for funding if it is participating in a regular local sports competition out of school time, which excludes inter-school and intra-school competitions run during school time.

A rural sports club team will be eligible for funding if it is participating in an organised, regular sports competition through club membership outside of school time.

Please note: Funding will **not** be provided for, and may not be used for, the purpose of travel to **regional** or **national** sports competition.

4) Accountability for funding

You must only use the funding for travel costs that arise from the team participating in a local competition, and as agreed with the relevant Territorial Authority.

You must return an accountability form to the Territorial Authority administering your funding that shows how the funding was spent, including by providing proof of purchases made and any receipts.

Please note: Accountability forms must be returned by 30 May 2018. If you do not return your accountability form by the date specified above, it may jeopardise the provision of future funding to your team.

5) Goods and Services Tax (GST)

GST registered organisations

If you are a GST registered organisation, the Territorial Authority administering your funding will pay your funding plus GST. You must then account for the GST to the Inland Revenue Department (IRD).

Non-registered GST organisations

If you are not GST registered, the Territorial Authority administering your funding will not add GST to your funding.

6) Return of unspent funds

You must return any funds you have not spent as at 30 June 2018 to the Territorial Authority administering your funding.

7) Further information

If you have any questions regarding the Rural Travel Fund, there are FAQs at the back of these Guidelines. Sport New Zealand also has a FAQ section on its website at <http://www.sportnz.org.nz/managing-sport/programmes-and-projects/sport-new-zealand-rural-travel-fund>.

If you would like to speak to someone in person, please contact Fiona Ramsay at Sport New Zealand on 04 472 8058 – extension 3012 or email fiona.ramsay@sportnz.org.nz.

8) FAQs

Q. What is the Sport New Zealand Rural Travel Fund?

- A. The Sport New Zealand Rural Travel Fund is a partnership between Sport New Zealand and Territorial Authorities that assists the development of junior sport in rural communities by providing funding to subsidise travel.

Q. Who administers this funding?

- A. Sport New Zealand provides Rural Travel Funding to Territorial Authorities who administer and allocate the funding in their regions.

Q. Can individuals apply for funding?

- A. No, all applications must come from sport club teams or school club teams. Funding will not be provided to individual players, coaches or officials for the purpose of travel.

Q. How are Territorial Authorities selected to participate in the Rural Travel Fund?

- A. Sport New Zealand has selected Territorial Authorities based on a formula that takes into account population density. Eligible Territorial Authorities have a population density of less than 10 people per square kilometre.

Q. Where can I get an application form?

- A. Application forms can be obtained from your local Territorial Authority.

Q. Who can apply for funding?

- A. Sport club teams and school club teams within a Territorial Authority that receives Rural Travel Funding, who have members aged between 5 and 19 years, and who meet the Rural Travel Fund eligibility criteria.

Q. Our team has applied for funding to help pay for travel expenses to get to National Champs. Are we eligible?

- A. No, you are not. Funding is only available for travel to regular, local competition. For example, Saturday morning or week night games.

Q. Can we get funding for our school team for a one off or annual inter school competition?

- A. No, funding is only available for travel to regular, local competition.

Q. How can I find out about the application process for the Rural Travel Fund?

- A. Contact your local Territorial Authority for more information.

Q. Who should I contact at Sport New Zealand for more information?

A. Please contact Fiona Ramsay at Sport New Zealand on 04 472 8058 or email fiona.ramsay@sportnz.org.nz

Applicants should be resident in the Rangitikei District Council area.

- Please complete one application form per project.
- If you require assistance, please contact the SPORT NZ Rural Travel Fund Administrator at the Rangitikei District Council.
- For clarity please type or print in black ink. Applications are photocopied.
- Please provide supporting information on A4 paper for photocopying purposes.

Please complete this form by writing details in the spaces provided.

Closing date for applications: **Thursday, 29 March 2018, 12.00 pm (noon)**

Send your application to:

Postal Address: Private Bag 1102, Marton 4741

Courier or hand deliver to: 46 High Street, Marton

Mark your application for the attention of: **Christin Ritchie**

Late applications will not be considered.

First check your eligibility

The Rural Travel Fund is designed to help subsidise travel for junior teams participating in local sport competition.

RURAL TRAVEL FUND ELIGIBILITY

Application for the Rural Travel Fund is open to rural sports clubs and rural school teams with young people aged between 5-19 years who require subsidies to assist with transport expenses to **local** sporting competitions.

Please Note: The Rural Travel Fund is managed by the local territorial authority and funding cannot be provided for the purpose of travel to regional or national events.

ASSESSMENT CRITERIA

The following criteria shall be applied when considering applications for funding. School club teams and sport club teams are defined as:

- “A school club team participating in local sport competition in weekends, that **excludes** inter-school and intra-school competitions played during school time”; and/or
- “A sports club team participating in organised sport competition through club membership outside of school time”.

SPORT NZ RURAL TRAVEL FUND APPLICATION FORM 2017-2018

A Details

Name of organisation: _____

Postal address: _____

PO Box address: _____

Telephone: _____

Email: _____

B Contact Names *(please provide 2 contacts)*

Name: _____ Phone: _____

Name: _____ Phone: _____

C Organisation Details

1 How many members belong to your club/organisation? _____

2 Are you a club or a school? _____

3 Will the travel subsidy benefit participants aged between 5 and 19 years? ☐ Yes ☐ No

(If YES, please show how many participants)

4 How many participants are aged between 5-12 years? _____

5 How many participants are aged between 13-19 years? _____

6 Does your application involve a partnership with a local school? ☐ Yes ☐ No

7 What is this funding going to be used for? *(Briefly explain)*

8 What percentage of your members live in the Rangitikei District? _____ %

D Financial Details

1 Are you registered for GST?

☐

Yes

☐

No

(If YES, please write you GST number in the space provided)

--	--	--	--	--	--	--	--	--

2 How much money are you applying for?

\$ _____ Sport NZ funding

\$ _____ other funders

\$ _____ your contribution

\$ _____ TOTAL

3 Have you applied to any other organisation for funding and if so what was the result (*briefly explain*) - refer to Table 1 below

Table 1

Organisation - (<i>including other councils</i>)	Amount requested (\$)	Results date (<i>if known</i>)

4 Do you have endorsement of your local affiliated club/school for this application for funding? (*This is only relevant if the group applying is the regional body.*)☐

Yes

☐

No

(If YES, please briefly explain and attach evidence of this)

F Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct.

We consent to the Rangitikei District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1	Name:	_____
	Position in organisation/title:	_____
	Signature:	_____
	Date:	_____
2	Name:	_____
	Position in organisation/title:	_____
	Signature:	_____
	Date	_____

Please attach:

- 1 A balance sheet from your organisation (ie financial statement)
- 2 A deposit slip (in case your application is approved)
- 3 Evidence of your endorsement from your local affiliated club/school (if required)

Checklist:

- 1 Have you answered every question?
- 2 Have you attached the relevant documents with your application?
- 3 Send your application form with the relevant documents to your local authority by:
Thursday, 29 March 2018, 12.00 pm (noon)

Funding for local arts

Get involved

COVER

Rashid Ansorali at Mixit
Refugee Youth Arts.
Photo by Wendy Preston.

This brochure tells you if your project is able to be funded through the Creative Communities Scheme (CCS) and how to make an application.

CCS helps to fund local arts projects. Each year Creative New Zealand provides CCS funding to city and district councils to distribute in their area.



RIGHT

Mixed ability circus workshop. Photo by Circability.

Can I get funding for my project?

To get funding through CCS your arts project must do at least one of the following:

Participation

Create opportunities for local communities to engage with, and participate in local arts activities, for example:

- > Performances by community choirs, hip-hop groups, theatre companies, musicians or poets
- > Workshops on printmaking, writing or dancing
- > Creation of new tukutuku, whakairo or kowhaiwhai for a local marae
- > Exhibitions by local craft groups promoting weaving, pottery and carving
- > Festivals featuring local artists

- > Creation of a community film or a public artwork by a community
- > Artist residencies involving local artists or communities
- > Seminars for local artist development

Diversity

Support the diverse artistic cultural traditions of local communities, for example:

- > Workshops, rehearsals, performances, festivals or exhibitions in Māori or Pasifika heritage or contemporary art forms
- > Workshops, rehearsals, performances, festivals or exhibitions by local migrant communities
- > Arts projects bringing together groups from a range of different communities
- > Workshops, rehearsals, performances, festivals or exhibitions by groups with experience of disability or mental illness

Young people

Enable young people (under 18 years) to engage with, and participate in the arts, for example:

- > A group of young people working with an artist to create a mural or street art
- > A group of young people creating a film about an issue that is important to them
- > Printing a collection of writing by young people
- > Music workshops for young people
- > An exhibition of visual art work by young people

Your project must also:

- > Take place within the city or district where the application is made
- > Be completed within 12 months of funding being approved
- > Benefit local communities
- > Not have started or finished before CCS funding is approved
- > Not have already been funded through Creative New Zealand's other arts funding programmes



More than 1,800 projects are supported through the scheme every year.

LEFT

Auckland Niutao community performing a Tuvalu fatele (dance) at the exhibition opening of Kolose: The Art of Tuvalu Crochet at Māngere Arts Centre – Ngā Tohu o Ueunuku. Photo by Sam Hartnett.

Who can apply

You can be an individual or a group. Individuals must be New Zealand citizens or permanent residents.

If you have already received CCS funding for a project, you must complete a report on that project before making another application, unless the project is still in progress.

What costs can I get funding for?

- > Materials for arts activities or programmes
- > Venue or equipment hire
- > Personnel and administrative costs for short-term projects
- > Promotion and publicity of arts activities

How much can I apply for?

There is no limit to how much you can apply for, but most CCS grants are under \$2,000.

Look at previously funded projects on your council website to get an idea of what sort of projects have been supported in the past and the average amount granted.

How often can I apply and how are decisions made?

Local councils have up to four application rounds per year. Your application will go to an assessment committee of people from your area. They are appointed for their knowledge and experience of the arts and local communities.

What types of projects can't get CCS funding?

- > Fundraising activities
- > Developing galleries, marae, theatres or other venues or facilities
- > Local council projects

- > Projects which are mainly focused around other areas e.g. health, education or the environment and that only have a very small arts component
- > Arts projects in schools or other education institutions that are the core business of that institution or that are normally funded through curriculum or operating budgets

What costs cannot be funded?

- > Ongoing administration or personnel costs that are not related to the specific project
- > Costs for projects already started or completed
- > Travel costs to attend performances or exhibitions in other areas
- > Food or refreshment costs
- > Buying equipment, such as computers, cameras, musical instruments, costumes, lights or uniforms

Continued over...

Next steps

Search 'Creative Communities Scheme' on your council website for:

- > An application form
- > An application guide
- > Closing dates

You can also call your local council and ask to speak to the Creative Communities Scheme administrator for advice on how to apply.

What costs cannot be supported? (continued)

- > Entry fees for competitions, contests and exams
- > Prize money, awards and judges' fees for competitions
- > Royalties
- > Buying artworks for collections
- > Debt or interest on debt



RIGHT

Mixit, an Auckland based community project that brings refugee, migrant and local youth together through creativity. Photo by Ella Becroft.

Creative Communities Scheme

Application Form

Funding for local arts projects

Ngā pūtea mō ngā toi te haukāinga

CLOSING DATE:

29 March 2018

**FOR PROJECTS THAT TAKE
PLACE BETWEEN:**

1 December 2017 – 1 December 2018

**TO SUBMIT YOUR CREATIVE
COMMUNITIES SCHEME
APPLICATION PLEASE
COMPLETE, PRINT AND
RETURN THIS FORM TO:**

***Christin Ritchie
Governance Administrator
Rangitikei District Council
Private Bag 1102
Marton 4741***

BEFORE YOU START

Read the *Creative Communities Scheme Application Guide*

Before you prepare your application you should read the *Creative Communities Scheme Application Guide*. This guide tells you:

- whether you are able to apply for Creative Communities Scheme funding for your project
- which projects and costs are eligible and ineligible
- what information you will need to include in your application

Note the local funding priorities for the Creative Communities Scheme: Rangitikei District

Priority will be given to applications that:

- Demonstrate growth
- Demonstrate quality and excellence
- Promote partnership and inclusion

Complete the *Creative Communities Scheme Application Form*

- Applications can only be submitted using this document (*Creative Communities Scheme Application Form* or an online version of this document)
- To complete this application form in Microsoft Word (version 2003 or newer) you need to type your answers to each question in the boxes provided.

Example:

- **IMPORTANT – DO NOT edit any text outside of these boxes**
- **If you are unable to type into the boxes provided please print a copy and complete by hand**
- If you need more space, attach information to the back of this application form. Please include the section headings to help assessors.
- We recommend that you keep a copy of your completed application for your own reference.
- Contact the CCS administrator if you need advice on your application (see contact details on the cover page).

Before submitting your application, complete this checklist: *(mark with an X)*

- ☐ My project has an arts or creative cultural focus
- ☐ My project takes place in the local authority district that I am applying to
- ☐ I have answered all of the questions in this form
- ☐ I have provided quotes and other financial details
- ☐ I have provided other supporting documentation
- ☐ I have read and signed the declaration
- ☐ I have made a copy of this application for my records

APPLICANT DETAILS

Name and contact details

Are you applying as an individual or group?

Individual

☐

Group

☒

Full name of applicant:

Contact person (for a group):

Street address/PO Box:

Suburb:

Town/City:

Postcode:

Country:

Email:

Telephone (day):

All correspondence will be sent to the above email or postal address

Name on bank account:

GST number:

Bank account number:

If you are successful your grant will be deposited into this account

Ethnicity of applicant/group (mark with an X, you can select multiple options)

New Zealand European/Pākehā:

☐

Detail:

Māori:

☐

Detail:

Pacific Island:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

Would you like to speak in support of your application at the CCS assessment committee meeting?

Yes:

☐

No:

☐

If you mark yes, talk to your local CCS administrator before you go so you know who you will be speaking to and for how long

How did you hear about the Creative Communities Scheme? (select **ONE** and mark with an X)

☐

Council website

☐

Creative NZ website

☐

Social media

☐

Council mail-out

☐

Local paper

☐

Radio

☐

Council staff member

☐

Poster/flyer/brochure

☐

Word of mouth

☐

Other (please provide detail)

PROJECT DETAILS

Project name:

Brief description of project:

Project location, timing and numbers

Venue and suburb or town:

Start date:

Finish date:

Number of *active* participants:

Number of viewers/audience members:

Funding criteria: (select **ONE** and mark with an X)

Which of the schemes three funding criteria are you applying under? If your project meets more than one criterion, choose the one that is the project's main focus.

☐

Access and participation: *Create opportunities for local communities to engage with, and participate in local arts activities*

☐

Diversity: *Support the diverse artistic cultural traditions of local communities*

☐

Young people: *Enable young people (under 18 years of age) to engage with, and participate in the arts*

Artform or cultural arts practice: (select **ONE** and mark with an X.)

☐

Craft/object art

☐

Dance

☐

Inter-arts

☐

Literature

☐

Music

☐

Ngā toi Māori

☐

Pacific arts

☐

Multi-artform (including film)

☐

Theatre

☐

Visual arts

Activity best describes your project? (select **ONE** and mark with an X)

☐

Creation only

☐

Presentation only (performance or concert)

☐

Creation and presentation

☐

Presentation only (exhibition)

☐

Workshop/wānanga

Cultural tradition of your project (mark with an X, you can select multiple options)

European:

☐

Detail:

Māori:

☐

Detail:

Pacific Island:

☐

Detail:

Asian:

☐

Detail:

Middle Eastern/Latin American/African:

☐

Detail:

Other:

☐

Detail:

PROJECT DETAILS (budget)

Project details

The boxes below will expand as you type. If you are completing this application by hand you may need to expand these boxes *before* you print this form and/or add additional sheets. If you do, please clearly label these additional sheets using the headings below.

1. The idea/Te kaupapa: What do you want to do?

2. The process/Te whakatutuki: How will the project happen?

3. The people/Ngā tāngata: Tell us about the key people and/or the groups involved.

4. The criteria/ Ngā paearu: Tell us how this project will deliver to your selected criterion: access and participation, diversity or young people.

PROJECT DETAILS (budget)

5. The budget/Ngā pūtea

See the CCS Application Guide for more detail on how to complete this section.

Are you GST registered?

Yes

☐

Do NOT include GST in your budget

No

☐

Include GST in your budget

Project costs	Write down all the costs of your project and include the details, eg materials, venue hire, promotion, equipment hire, artist fees and personnel costs.	
Item <i>eg hall hire</i>	Detail <i>eg 3 days' hire at \$100 per day</i>	Amount <i>eg \$300</i>
Total Costs		\$
Project Income	Write down all the income you will get for your project from ticket sales, sale of artwork, other grants, donations, your own funds, other fundraising. Do not include the amount you will be requesting from CCS.	
Income <i>eg ticket sales</i>	Detail <i>eg 250 tickets at \$15 per ticket</i>	Amount <i>eg \$3,750</i>
Total Income		\$
Costs less income	<i>This is the maximum amount you can request from CCS</i>	\$
Amount you are requesting from the Creative Communities Scheme		\$

PROJECT DETAILS

Other financial information

Tell us about any other funding you have applied for or received for this project (remember you can't receive funds for your project from both CCS and Creative New Zealand's other funding programmes).

Date applied	Who to	How much	Confirmed/ unconfirmed

Tell us about other grants you have received through the Creative Communities Scheme in the past three years.

Date	Project title	Amount received	Project completion report submitted (yes/no)

Other financial information

Groups or organisations must provide a copy of their latest financial statement. This can be a copy of the audited accounts, an income and expenditure statement or a copy of the unaudited management accounts.

If your group or organisation has reserves which are not being used for this project you should include your reserves statement or policy

PART 3: DECLARATION

You must read and sign the following. Please place an X in each box to show that you have read the information and agree to each section.

- ☐ I/We understand that if this application is successful I/we cannot receive funds for the same project from Creative New Zealand's other funding programmes.
- ☐ I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions.

If this application is successful, I/we agree to:

- ☐ complete the project as outlined in this application (or request permission in writing from the CCS Administrator for any significant change to the project)
- ☐ complete the project within a year of the funding being approved
- ☐ complete and return a project report form (this will be sent with the grant approval letter) within two months after the project is completed
- ☐ return any unspent funds
- ☐ keep receipts and a record of all expenditure for seven years
- ☐ participate in any funding audit of my organisation or project conducted by the local council
- ☐ contact the CCS administrator to let them know of any public event or presentation that is funded by the scheme
- ☐ acknowledge CCS funding at event openings, presentations or performances
- ☐ use the CCS logo in all publicity (eg poster, flyers, e-newsletters) for the project and follow the guidelines for use of the logo. Logo and guidelines can be downloaded from the Creative New Zealand website:
<http://www.creativenz.govt.nz/about-creative-new-zealand/logos>
- ☐ I understand that the Rangitikei District is bound by the Local Government Official Information and Meetings Act 1987
- ☐ I/we consent to the Rangitikei District recording the personal contact details provided in this application, retaining and using these details, and disclosing them to Creative New Zealand for the purpose of evaluating the Creative Communities Scheme.
- ☐ I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material.
- ☐ I/we undertake that I/we have obtained the consent of all people involved to provide these details. I/we understand that I/we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993

Name

(Print name of contact person/applicant)

(Print name of parent/guardian for applicants under 16 years of age)

Signed:

(Applicant or arts organisation's contact person)

Signed:

(Parent/guardians signature for applicants under 16 years of age)

Date:

Date:

Attachment 5

COMMUNITY AND LEISURE ASSETS GROUP OF ACTIVITIES 2017/18				Dec-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.	Three drinking water fountains have been purchased (for Centennial Park, Marton, Bulls Domain, and Memorial Park, Taihape) and initial discussions held re installation. One water fountain has been installed to date (at Centennial Park). MCC has confirmed they no longer require the \$6000 towards a BBQ and seating for Sir James Wilson Park.	The Mt Stewart lookout tower was completed and an opening ceremony held on 21 December. A water fountain was installed at Memorial Park, Taihape (and the Bulls Domain drinking fountain was installed mid-January.) These carry-forward project from 2016/17 are now complete.	
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. 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.	The costings from Opus Consultants are now expected at end of January. Opus has provided what could form the basis of an 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. The precinct area contains 65 buildings; 16 are listed as heritage and a further 19 have previously been evaluated by Opus as having a positive heritage contribution. A meeting to update building owners was held on 18 December, with a very low number of attendees.	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). The next funding round for Lotteries closes in February.
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.	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. In-house team commenced.	This item is now complete.	
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 carried out.	Painting commenced in December.	
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.	This project is now complete.	
Swimming Pools: carry forward projects from 2016/17				
Marton Swim Centre renewals: new shed, new plant	Building Consent issued for new shed.	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.	Council resolved, at their November meeting, that the management/ownership of community housing remain in-house for the time-being. Council also resolved that it investigates a rental policy, effective 1 July 2018, determining criteria for break-even rentals and market rentals, and also implements an integrated approach to the delivery of an effective and efficient capital renewal programme including ways to improve the warmth and energy efficiency, and reconfigure and improve the functionality, including sale and purchase, and re-builds and new builds.		Rental policy will be prepared.
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. Certificate of title has been finalised.	This project is now complete.	
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
Investigate and report upon				
* 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 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. Perimeter fencing has been installed.		

* 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	
ROADING AND FOOTPATHS GROUP OF ACTIVITIES 2017/18					Dec-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	43101	43132	Design completed
Marton: Galpins Road	RP. 1080-1800; 720m	road section brought forward from 2018/19 prog	43070	43191	Construction underway.
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:	507				1789375
Drainage Renewals	10687				352425
Pavement rehabilitation	214863				1688679
Structures component replacement	175				189163
Traffic services renewal	176516				224950
Associated improvements	This category has been deleted				
Unsealed road metalling	159916				460125
TOTAL	562,664 (12%)				4704717
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.	Targeted maintenance			Targeted Maintenance/refurbishment to be carried out.
New Footpaths	Design/ Scoping	Tender/Contract docs	Under construction	Complete	
Marton Wilson Place.	survey and design complete.			Oct-17	
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 (Marton) 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					James road site to be completed - carried over from the 16/17 year.
Repairs to damage from Debbie event April 2017					Most sites have been designed for repair and repairs currently underway
Repairs for damage to network arising from July 13/14 event.					Considerable damage to the network as a result of this event. Most designs completed and work has commenced on some sites

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

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
Marton 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 LTP workshop held in December-Revised costings for various options tabled	Costs provided for proposed initiatives 1) Kerbside recyclables collection: All major towns 2) Recycling container container at Koitiata. 3) Council funded kerbside rubbish bag collection.
Waste minimisation	Waste Education NZ visits.	Marton School -August	Participation is optional
	Horizons Enviroschools programme.	Kumara cluster workshop	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	Councillors received copy of draft -Dec 17	Consultation on draft WMMP 2017

STORMWATER GROUP OF ACTIVITIES 2017/18 Dec-17

Major programmes of work outlined in the LTP/Annual Plan 2017/18				
Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
Marton: renewal of stormwater reticulation in Milne Street (\$80,000).	Renewal of 450mm dia culvert between 2-17 Milne Street Marton 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
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	Hammond St project is complete	Completed Nov 2017

SEWERAGE AND THE TREATMENT AND DISPOSAL OF SEWAGE GROUP OF ACTIVITIES 2017/18				Dec-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.	230k of Relining work completed in Oct 2017. No further relining work is programmed for Marton this financial year. Remainder of relining programme to start in Taihape in March/April 2018.	
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) tender has been awarded to Doughty Contractors.	Contract awarded to Doughty Contractors	
Continue review of trade waste agreements. This was noted in the LTP specifically for Midwest Disposals	Dependent on Consent renewal - consent lodged 2015.			
WATER SUPPLY GROUP OF ACTIVITIES 2017/18			Dec-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. Initial design completed and being reviewed by Treatment team.	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 Roothing 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	Project underway.	