



**RANGITIKEI**  
DISTRICT COUNCIL

*Making this place home.*

## Marton Community Committee

# Order Paper

**Wednesday, 18 April 2018,  
7.00 pm**

**Project Marton office, Humphrey Street, Marton**

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### **Chair**

Carolyn Bates

### **Membership**

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

Councillor Lynne Sheridan and Councillor Dave Wilson

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**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 18 April 2018 – 7:00 PM



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The quorum for the Marton Community Committee is 4 plus an Elected Member.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, 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**

Lucy Skou will address the committee.

## **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 14 February 2018 meeting are attached.

File ref: 3-CC-1-3

### **Recommendation:**

That the Minutes of the Marton Community Committee meeting held on 14 February 2018 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 to Council at the last meeting.

## **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**

Ms Hunter has resigned from the committee Marton Wastewater Advisory Group. Ms Bates has volunteered to join the group on behalf of the Committee.

**Recommendation:**

That the Marton Community Committee nominate Ms Carolyn Bates to join the Marton Wastewater Advisory Group.

## **12 Update on Youth Services**

For the following weeks of February the 'The Lobby' received the following daily average over the following Months:

- February: 18 Daily
- March: 15 Daily

Educational and vocational material and on-site tablet computers continue to be supplied by UCOL.

Tuesdays are being tested as a College Student only day to better assess the demand from the older aged Youth.

Mondays and Tuesdays are being operated by volunteers. Wednesday and Friday are staffed by Aaron Mulligan – both as paid casual employment and as part of Rangitikei Colleges IQ day. During this time he undertakes chores and painting around 'The Lobby'. Aaron Mulligan was the winner of the Rangitikei Youth Award – Leadership in 2017, and Deputy Head Boy at Rangitikei College.

## **13 Update on place-making initiatives**

A verbal update will be provided at the meeting.

## **14 Update on the Marton Civic Centre/Heritage Precinct project**

Funding has been applied for under the Lotteries Heritage and Environment Fund for the development of a feasibility study for the Marton Heritage Precinct. Results are expected mid-June 2018. An update will be provided then.

## **15 Speed Limit on Hendersons Line**

Council has recently received a request to extend the 70km/h speed limit along Hendersons Line (west of Pukepapa Road) to account for the number of dwellings in the area. Regulations for the setting speed limits have recently changed, with 70km/h no longer an option for Council (Council will have to choose between 60km/h and 80km/h when it introduces new speed limits, or reviews existing speed limits). Council is currently testing the scope of the new regulations in Taihape. The suggested change for Hendersons Line will be considered during a full review of the Speed Limit Bylaw in 2019.

## 16 Small Projects Grant Scheme update – April 2018

A memorandum is attached.

File ref: 3-CC-1-3

**Recommendation:**

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

## 17 Proposal for MoU partnering organisation

The work plans for the partnering agencies are still being developed regarding scope and aligning to Councils strategic priorities for the District. These updated work plans will be available for comment at the Committee's next meeting.

In order to clarify the expectations between Council, the partnering organisations, and the community committees/boards; the Memorandum of Understanding has been updated and is attached. The update includes a 'Working Relationship' Appendix to set out the nature of the relationships, communication pathways and how the increased delegations to the community committees/boards intends to operate.

The following summarises, from an operational standpoint this means for the Marton Community Committee:

- In relation to any issues the first point of contact between the Committee and Council is to be Blair Jamieson – Strategy & Community Planning Manager (blair.jamieson@rangitikei.govt.nz);
- If operational requests or directives (excluding requests for information) are being made to Project Marton by the respective community committees or boards, Project Marton has been instructed to notify the individual to relay their request through to the Strategy & Community Planning Manager;
- Project Marton will provide a copy of their draft proposed annual draft work plan (for the pending year, being July 1 - June 30th) to their respective community board/committee at their first meeting of the year; allowing the community board/committee to pass their comments and assessment to Council's scheduled meeting in February;
- The Marton Community Committee will be informed of any event or programme being undertaken to which they may have an interest in supporting or participating.

To clarify the increased delegation and how it relates to the MOU programme, the Marton Community Committee is tasked with:

- Acting as a recommending party (not approving party) for the development and/or fixed placement of community assets in areas of Council property;
- Acting as initial consulting party where a group or individual is looking to develop community assets on Council property. The Marton Community Committee would then make a recommendation to the Strategy & Community Planning Manager.

- Relaying any requests that may have come to them to the Strategy & Community Planning Manager. To clarify, the Marton Community Committee is not delegated to approve any event or activity, nor approve the use of, or grant access to any of Council's community assets or facilities (halls, information centres, parks, pools, libraries etc.).

File ref: 4-EN-10-2

**Recommendation:**

That the 'Memorandum of Understanding - with the partnering organisations undertaking work programmes within the community well-being group of activities' be received.

## 18 Request for Service

If a member of the public or committee/board wishes to inform the council of any issues they need help with, want to give us feedback on, think needs our attention or would like to know more about, these requests should be made via a 'fix-it' form. This can be found on the Rangitikei District Website, and is available to be downloaded, or completed electronically. Or they can call 0800 422 522.

Going forward the minute taker of the meeting will provide these forms for anyone wanting to raise a request, and will hand it in to the Council the following day for action.

Examples of issues raised recently, include:

Potholes, graffiti, rubbish collection, roaming animals, leaks on the water line, roads needing grading, noise complaints, and public toilet repairs.

## 19 Ultra-Fast Broadband schedule

Chorus has provided Council with an update on the timings for the fibre roll out throughout the country. Marton has been scheduled for UFB2 for 2019. The letter is attached.

**Recommendation:**

That the letter 'UFB2 Schedule Rangitikei' be received.

## 20 Simultaneous Consultation – alongside “Unfolding the plan – Rangitikei 2018/2028”

Council is also consulting on the following documents during the same period as the consultation “Unfolding the plan – Rangitikei 2018/2028”

- Draft Waste Management and Minimisation Plan
- Draft Significance and Engagement Policy
- Draft Rates Remission on Maori Freehold Land Policy
- Draft Revenue and Financing Policy
- Proposed Schedule of Fees and Charges 2018/19
- Proposed Policy on Development Contributions

The Statement of Proposal, Summary of Information and the submission forms are available on Council's website, or from its service centres in Bulls, Marton and Taihape.

## 21 Representation Review – Pre-consultation

During 2018 Council must consider its representation arrangements for how councillors are elected. This process is important for ensuring electoral arrangements are fair, and contribute to a transparent democratic process. Key decisions Council needs to make include the number of elected members, whether to have Community Boards, and ward structure. Council will be undertaking pre-consultation with the community from late-April through to late-May on the following issues:

- The structure of wards within the District – whether to retain an amended status quo, or if an alternative option could provide communities with more effective representation.
- Whether to retain the community boards for Taihape and Ratana.

The Policy/Planning Committee has been delegated the authority to approve the pre-consultation survey at their 12 April 2018 meeting. After this meeting Committee members will be provided with further information on the pre-consultation survey. The Community Committee members are asked use their networks to inform their communities of this consultation.

The process moving forward is as follows:

- Pre-consultation on the two options for wards throughout the District and whether to retain the Taihape and Ratana Community Boards.
- Council will consider the pre-consultation and develop a proposal.
- This proposal will be publicly notified – with the chance for the community to submit.
- Council will consider whether to make any changes based on the submissions received.
- The final proposal will be publicly notified by Council.
- The community may be able to put in an objection/appeal to the Local Government Commission to consider.

## 22 Long Term Plan consultation

The Long Term Plan is an important document which sets out the issues the District faces over the next 10 years, what services Council is planning on providing and where rates are spent. Council is consulting on the Consultation Document for the Long Term Plan between 4 April and 4 May 2018. His Worship the Mayor will be holding a public meeting at the Marton Friendship Hall on 24 April 2018 from 5.30pm to talk through the Consultation Document.

The Committee is encouraged to put in a written submission on key issues affecting the community. The community is encouraged to comment on three key issues:

- Rubbish and recycling services in the District's urban areas – Ratana, Koitiata, Scotts Ferry, Bulls, Marton, Taihape and Mangaweka
- Economic development
- Voluntary targeted rate for ceiling and underfloor insulation

Nevertheless the community is able to comment on the other projects Council is involved with provided in the 'What else is happening?' section of the document, or any other issues they want to raise with Council.

Key points of an effective submission include:

- Identify the key points of what you want to achieve.
- Do you support or oppose the proposal? Why?
- Give supporting evidence.
- Keep your argument relevant to the issue.
- Be brief.
- Indicate whether you wish to speak to your submission at the oral hearing.

The Consultation Document will be tabled at the meeting, but Committee members will be advised of where the document is found on the website when it is available.

**Recommendations:**

- 1 That the 'Consultation Document for the Long Term Plan 2018-28' be received.
- 2 That the Marton Community Committee nominate [*insert names of Committee members*] to put in a submission to the Consultation Document for the Long Term Plan 2018-28 on behalf of the Marton Community Committee.

## **23 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 January – February 2018' be received.

## **24 Number of Committee Members**

At the Committee's March 2018 meeting Ms Lynda Hunter resigned from the Committee. The Marton Community Committee is able to have between 7 and 10 members, with new members able to be co-opted onto the Committee via resolution.

## **25 Late Items**

As accepted in item 6.

## **26 Next meeting**

13 June 2018, 7.00pm

## **27 Meeting Closed**

# Attachment 1



# Rangitikei District Council



**RANGITIKEI**  
DISTRICT COUNCIL

## Marton Community Committee Meeting

Minutes – Wednesday 14 February 2018 – 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, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

## 1 Welcome

The Chair welcomed everyone to meeting. It was noted that Ms Hunter has resigned from the Committee due to relocation.

## 2 Public Forum

Nobody had requested this.

## 3 Apologies

None

## 4 Members' conflict of interest

There were no conflicts of interest stated.

## 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, District signage and branding, and a discussion around heavy vehicle access on Pukepapa Road, Hendersons Line, and Broadway be dealt with as a late item at this meeting.

## 6 Confirmation of Minutes

<b>Resolved minute number</b>	<b>18/MCC/001</b>	<b>File Ref</b>	<b>3-CC-1-3</b>
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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.

Mrs Bates / Mrs Harris. Carried

## 7 Chair's Report

The Chair's provided a report:

### Signage

- Initial meeting called – it was held on Thu 8 Feb 18. Of >100 invited +/-20 attended.

### Info Table

- Assisted Lynne Sheridan

### RDC Meeting(s)

- Unable to attend.

### Centennial Park

- Unable to contact Pania Hemopo regarding an update for the meeting.

**Croquet Club**

- The Club have now had their official unveiling of their mural, the assistance provided by MCC was kindly acknowledged during the opening ceremony.

**MCC Members**

- Have spoken to two residents - encouraged them to come along to MCC meetings, one indicated they were interested but could not come this month.

**Resolved minute number**                      **18/MCC/002**                      **File Ref**

That the Chair's report the Marton Community Committee on 14 February was received.

Mrs Bates / Mrs Greener. Carried

**8 Council decisions on recommendations from the Committee**

The Committee noted the commentary in the agenda.

**9 Council responses to queries raised at previous meetings**

The Committee noted the commentary in the agenda.

**10 Update from the Project Marton Co-ordinator**

Cr Cath Ash – Project Marton Co-ordinator gave the following highlights in her update:

- Harvest Fair is on the 25 March – expecting the same high numbers of attendance.
- Jax Hamilton will be the celebrity chef at Harvest Fair.
- Seeking help and volunteers for the event.
- Draft work plan for 2018/19 is being rolled over with an increase focus on engagement.
- Project Marton is working with an external educator to deliver Literacy and Numeracy courses for the Marton Samoan community.

**11 Update from the Marton Wastewater Advisory Group**

Mrs Hunter has resigned from the committee. Ms Bates indicated she was happy to be the replacement committee member for the Marton Wastewater Advisory Group.

**12 Update on Youth Services**

The Committee noted the commentary in the agenda.

**13 Update on place-making initiatives**

Rich Landscapes is starting the design phase of the Marton Skate park extension in March.

The Elim Church/White Heart site is soon under development as a community collaboration between Rotary Club of Marton and Marton Lions, along with business input in kind and Council soil.

#### **14 Update on the Marton Civic Centre/Heritage Precinct project**

The Committee noted the commentary in the agenda. Cr Wilson provided an update with the following points:

- Request for another meeting with Business owners.
- A draft for comment was provided earlier this month.

#### **15 Small Projects Grant Scheme update – February 2018**

The Committee discussed the availability of funds and how members could undertake to procure project requiring funding.

<b>Undertaking</b>	<b>Subject</b>	<b>Funding Avenues for Seating</b>
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Mrs Harvey-Larsen and Mrs Hancock to investigate finding potential avenues to secure funding for park/reserve seating.

<b>Resolved minute number</b>	<b>18/MCC/003</b>	<b>File Ref</b>	<b>3-CC-1-3</b>
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That the memorandum 'Small Projects Grant Scheme Update – February 2018' be received.

Mrs Bates / Mrs Harvey Larsen. Carried

#### **16 Increased Delegations**

The Committee noted the commentary in the agenda.

#### **17 Traffic and Parking bylaw – Council decisions on local requirements**

The Committee noted the commentary in the agenda.

#### **18 Extension of Mt View cemetery, Marton**

The Committee noted the commentary in the agenda.

#### **19 Information on Creative Communities and Rural Travel Fund grants**

The Committee asked for clarity on the Sport NZ Rural travel fund which Cr Wilson provided. It was suggested that the Committee members up skill and increase their knowledge on such funding. All funding information that the Council provides can be found on the website.

**Resolved minute number**                      **18/MCC/004**                      **File Ref**

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

Mrs Bates / Mrs Hancock. Carried

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

**Resolved minute number**                      **18/MCC/005**                      **File Ref**                      **3-CC-1-5**

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

Mrs Bates / Mrs Hancock. Carried

## **21 Late Items**

Mr Jamieson presented potential town and district signage options and explained the Council's vision for a uniformed visual approach for Rangitikei, building awareness of the district. The Committee agreed to consult with the community over possible ideas for the image on the Marton's sign.

Mrs Wagner discussed a number of issues around heavy vehicle use on Pukepapa Road, Hendersons Line, and Broadway/Wellington Road. The reasons why heavy vehicles were required to use Pukepapa Road and Hendersons Line were addressed. However, it has been noted that Envirowaste/rubbish collection trucks have been using Broadway. A RFS form was to be completed by Mrs Wagner to fill and complete prior to Council consideration.

## **22 Next meeting**

11 April 2018, 7.00 pm

## **23 Meeting Closed**

9.25 pm

**Confirmed/Chair:** \_\_\_\_\_

Date:



# Attachment 2



# MEMORANDUM

TO: Marton Community Committee

FROM: Nardia Gower, Governance Administrator

DATE: 9 March 2018

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

FILE: 3-CC-1-3

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## **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 – *this was paid on 15 January 2018*
  - \$600 – To the Croquet Club - towards the mural on the building. – *this was 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 – April 2018 be received.

Nardia Gower  
Governance Administrator

# Attachment 3



## Memorandum of Understanding

*with the partnering organisations undertaking work programmes within the community well-being group of activities*

Agency Name:	
Address:	
Ward/Township for Service:	
Duration of Service:	July 1 <sup>st</sup> 2018- June 30 <sup>th</sup> 2021, <i>first three years of the 2018-28 Long Term Plan</i>

### 1. Preamble

- a) The Rangitikei District Council (“the Council”) has a long-term commitment to invest in community activities and events. That investment is dependent on open and robust working relationships with partnering organisations in which so many of the District’s residents are involved with a shared purpose of making Rangitikei the best possible place for people to be.
- b) The Council has a particular interest in strengthening its working relationships with the Bulls and District Community Trust, Project Marton, the Taihape Community Development Trust and Mokai Patea Services because of the significant contribution each intends to make to the quality of life in the District.
- c) Council and the partnering organisations have agreed to a set of priorities and, in its 2018/28 Long Term Plan, Council has made provision for an annual payment to be made to the partnering organisations in conjunction with an agreed work programme.
- d) The intent of this Memorandum of Understanding is to provide a framework for strengthening the relationships by ensuring a shared understanding of:
  - how Council intends to work with the partnering organisations,
  - how each partnering organisation intends to use the Council’s grant, and
  - how the Council will be made aware of and consider the outcomes from this expenditure.
- e) The Council understands (and indeed hopes) that the partnering organisations will have access to other funding. As a result the Council grant may not be the sole source for funding particular projects.

### 2. Collaboration

- a) The Council encourages the partnering organisations to work supportively together to promote –
  - maximum leverage from events both for Rangitikei residents and for visitors from other districts;

- increasing use of the Council's community facilities (halls, information centres, pools, libraries etc.) by residents, businesses and visitors;
  - support for local community initiatives and projects;
  - progress with the Path to Well-being Action Plan.
- b) The Council undertakes to provide nominated officers to –
- facilitate meetings involving the partnering organisations on a regularly scheduled basis, not less than every six months;
  - ensure the partnering organisations are informed of any consultative group or working party which Council convenes in which they may have an interest in participating;
  - discuss provision of services and facilities so that (within the limitations of Council's resources) they provide the most useful support to the partnering organisations in achieving their objectives;
  - assist in long-term planning and building relationships with external stakeholders within the Horizons region – in particular, potential funders, educational institutions, government agencies and regional sports/arts/heritage groups;
  - meet with the governing bodies of any of the partnering organisations on at least an annual basis.
- c) The Council requires the partnering organisations to work collaboratively with their respective community board/committee to –
- ensure the local community boards/committees are able to make comment on the township co-ordinators annual work plans and quarterly reporting;
  - ensure the local community boards/committees are informed of any event or programme being undertaken to which they may have an interest in participating;
  - potentially secure additional funding from the community board/committee and/or connect those within the community to the community boards/committees funding programme;
  - encourage both parties to be able to make comment on placemaking activities before consideration by Council, noting that projects for placemaking activities on Council land are to be referred to the relevant community committee/board before consideration by the Chief Executive.
- d) The Council encourages each of the partnering organisations to raise opportunities or concerns with the Council as soon as practicable and it will respond in a timely manner.

### **3. Work plan**

- a) Each of the partnering organisations will provide (to the Council's Chief Executive) a draft work plan no later than 28 February each year (to allow inclusion in Council's draft Annual Plan). This plan is an opportunity for each organisation to highlight to Council how it intends to spend the grant and the major projects or programmes which the grant will support.

- b) The Chief Executive may require clarification before accepting and signing the work plan.

#### **4. Reporting**

- a) Brief written reports (not more than two pages) against the agreed work plan are due every three months to the Chief Executive by 20 November, 20 February, 20 May and 20 August. These reports are intended to highlight achievements as well as showing and explaining variances to the projects proposed in the work plan, in terms of timing and budget. They are also an opportunity to bring issues to Council's attention.
- b) A presentation will be made once a year by representatives of each partnering organisation to Council's nominated committee in the morning of its scheduled February meeting for committees.
- c) A copy of each organisation's annual report, including the annual accounts, as presented to the Annual General Meeting will be provided to the Chief Executive.

#### **5. Annual review**

- a) The Council will review progress at the May meeting of the Policy & Planning Committee.
- b) The Committee may request further investigation and a report from the Chief Executive before forming its view regarding progress.

#### **6. Grant allocation and payment**

- a) Council will make an annual assessment to determine the amount given to the partnering organisations to undertake the agreed work plan.
- b) Provided the required reporting and meeting with Council has been undertaken and Council is satisfied with the way in which its funding has been used, the grants will be paid in one instalment on 31 July of each year.

Signed on behalf of (Agency) on (date): \_\_\_\_\_

Signed: \_\_\_\_\_

Name  
Title

Signed on behalf of Rangitikei District Council on (date): \_\_\_\_\_

Signed: \_\_\_\_\_

Ross McNeil  
Chief Executive, Rangitikei District Council

## ***Appendix 1: Working Relationship Defined***

### **1.1 Nominated Officer**

Rangitikei District Council provides the Strategy & Community Planning Manager as their nominated officer, to act as:

- the first point of contact between the partnering organisations and Council;
- the officer meeting with the partnering organisations on a regular basis, as defined in Section 2 above;
- the officer to whom the partnering organisations raise opportunities or concerns with as soon as practicable.

If requests or directives are being made to the partnering organisations by staff or elected members of Council or the respective community committee/board, the partnering organisation shall notify that party or individual to relay their request through the Strategy & Community Planning Manager.

### **1.2 Community Committee/Board Relationship**

The following are the baseline requirements for the partnering organisations in working collaboratively with their respective community board/committee:

- partnering organisations are to provide a copy of their draft proposed annual draft work plan (for the pending year, being July 1 - June 30<sup>th</sup>) to their respective community board/committee at their first meeting of the year; allowing the community board/committee to pass their comments and assessment to Council's scheduled meeting in February;
- partnering organisations are to provide copies of their quarterly progress reports to Council's Chief Executive against the agreed work plan, in conjunction with this, the quarterly progress reports are to be given to the respective community board/committee - giving updates where necessary;
- community boards/committees should be informed of any event or programme being undertaken to which they may have an interest in supporting or participating.

Additionally, as community boards/committees have received increased delegation by Council, they act as a *recommending party* for the development and/or fixed placement of community assets in areas of Council property. Council expects any party seeking to develop community assets on Council property *to consult* with their respective community board/committee, who will then make a *recommendation* to the Strategy & Community Planning Manager.

Please note, community boards/committees are not delegated to approve any event or activity, nor approve the use of, or grant access to any of Council's community assets or facilities (halls, information centres, parks, pools, libraries etc.).



# Attachment 4



15 March 2018

Hello

As promised late last year, we are pleased to be able to confirm not only the timings for the extension to our fibre roll out throughout the country, but also that Broadspectrum is our service partner for UFB2 and Visionstream for the UFB2+ extension.

Following work with the Government, Crown Infrastructure Partners and our build companies, we have been able to bring the programme completion forward by a massive two years from 2024 to 2022.

This is great news for towns all around the country.

The following table shows what this means for your community and we've included separate maps to show where we will be building:

<b>Classification</b>	<b>Candidate Area</b>	<b>Build Start Year</b>	<b>Build Complete</b>
UFB2+	Ratana/Whangaehu	FY19	Sep-19
UFB2	Marton	FY19	Oct-19
UFB2+	Mangaweka	FY20	Jan-21
UFB2+	Huntermville	FY20	Feb-21
UFB2	Taihape	FY20	May-21
UFB2	Bulls	FY22	Jun-22

Chorus had another busy year in 2017 and in December we were more than 70 per cent of the way to our original goal of bringing fibre within reach of over a million potential customers.

By the end of 2017 we had achieved 42 per cent uptake on the fibre network and that's a big step up from the 35% uptake as recently as August last year.

When we're done, more than 1.3 million customers will be able to connect to our fibre network. That's about three-quarters of the 87% of New Zealanders to be covered, with the balance provided by the other local fibre companies.

It makes sense to get the best you can and we already have very fast VDSL available in most towns so this is a good interim answer while waiting for fibre. We encourage people to check what they could be getting through our broadband checker at: <https://www.chorus.co.nz/tools-support/broadband-tools/broadband-checker> or go on to our Ask For Better site: <https://www.askforbetter.co.nz/>

But we're not just focused on connecting people to fibre. We're also thinking about what else can connect to our network and provide opportunities for growth. It's an exciting future, with Chorus at the heart of the information superhighway.

Exchange buildings as data centres, fibre connecting CCTV and other smart devices, and infrastructure for micro cell sites. These are all logical extensions of the network infrastructure we have today. We're testing some of these scenarios and you can expect to hear more on that over the coming year.

We haven't forgotten our rural communities and will also continue to upgrade our lines and equipment where we can, bringing faster broadband over the existing copper network.

Thanks for your patience while we finalised our build timings. We're happy to meet with you and your council if you think this would be worthwhile.

Please just let me know.

Cheers



Jo Seddon  
Stakeholder Communications Manager  
Chorus



<https://www.askforbetter.co.nz/>

# Attachment 5



**COMMUNITY AND LEISURE ASSETS GROUP OF ACTIVITIES 2017/18** **Feb-18**

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. \$46,600 still available.	
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. 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. Water fountains have been installed at Centennial Park (Marton), Memorial Park (Taihape) and Bulls Domain.	These carry-forward projects 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. A meeting to update building owners was held on 18 December, with a very low number of attendees. 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	An application has been made 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.	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).
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.	

<b>Community Buildings: carry forward projects from 2016/17</b>				
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 Jubilee Pavilion was completed. This project is now complete.	
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.	
<b>Swimming Pools: carry forward projects from 2016/17</b>				
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.		No further work until swim centre closes for season.
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.		Housing inspections will be carried out in Bulls, Marton & Ratana in March. Insulation top-up in the ceiling of Cobber Kain flats scheduled for March.
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				
<b>Other major programmes of work carried out during 2017/18</b>				
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 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. Perimeter fencing was installed in November.	Perimeter fencing is completed.	
* 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 Feb-18

### 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.	Mar-18	Apr-18	Construction Pending.
Marton: Galpins Road	RP. 1080-1800; 720m	Road section brought forward from 2018/19 prog due to increase deterioration.	Dec-17	Apr-18	Construction currently 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:	5507	266,097			1,789,375
Drainage Renewals	10,687	109,571			352,425
Pavement rehabilitation	214,863	422,073			1,688,679
Structures component replacement	175	45,322			189,163
Traffic services renewal	176,516	189,514			224,950
Associated improvements	This category has been deleted				
Unsealed road metalling	159,916	223,395			460,125
TOTAL	562,664 (12%)	1,255,972 (27%)			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.	There are approximately 100 LED's left to be replaced most of these in Taihape, these should be completed by February.				As there was savings on the purchase for stage 2 LED's there will be a surplus of funds which will be used to start stage 3 which are the higher use roads in Marton. Lighting designs for stage 3 have been completed. All funds at the advanced FAR will be spent this year.
<b>Footpath Renewals</b>	<b>Design/ Scoping</b>	<b>Tender/Contract docs</b>	<b>Under construction</b>	<b>Complete</b>	
Marton Broadway, north of Follett Street	site under investigation and design.		Feb-18	Apr-18	
Marton Hendersons Line .	site under investigation and design.	Targeted maintenance	Nov-17	Dec-17	Completed
<b>New Footpaths</b>	<b>Design/ Scoping</b>	<b>Tender/Contract docs</b>	<b>Under construction</b>	<b>Complete</b>	
Marton Wilson Place.	survey and design complete.			Oct-17	Complete
<b>Other major programmes of work carried</b>					
<b>Projects</b>	<b>Design/ Scoping</b>	<b>Tender/Contract docs</b>	<b>Under construction</b>	<b>Complete</b>	
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;					(1) Not physically possible to construct crossing at this location. (2) 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

Feb-18

### 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. Shop income recorded for feasibility purposes.
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.	Draft WMMP 2018 out for consultation in association with LTP.
Waste minimisation	Waste Education NZ visits.	Marton School -August	Participation is optional
	Horizons EnviroSchools programme.	Kumara cluster workshop	Participation in programme - optional
<b>Other projects</b>			
What they are:	Targets:	Progress to Date	Work planned for next three months
WMMP 2017	Prepare Draft for Consultation	Draft WMMP out for consultation	Consultation on draft WMMP 2018

**STORMWATER GROUP OF ACTIVITIES 2017/18** **Feb-18**

**Major programmes of work outlined in the LTP/Annual Plan 2017/18**

Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
<p>Marion: renewal of stormwater reticulation in Milne Street (\$80,000).</p>	<p>Renewal of 450mm dia culvert between 2-17 Milne Street Marion as existing main assessed as condition 5 (very poor)</p>	<p>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 Marion WTP entranceway is completed.</p>		

**Other major programmes of work carried out during 2016/17**

Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
<p>Improvements to Marion stormwater reticulation (locations dependent on final modelling from Horizons Regional Council) (\$470,000)</p>	<p>Hot spots investigation and design mitigation underway.</p>	<p>Contract awarded to Doughty Contractors for Hammond Street \$124,796.00</p>	<p>Hammond St project is complete</p>	<p>Completed Nov 2017</p>

**SEWERAGE AND THE TREATMENT AND DISPOSAL OF SEWAGE GROUP OF ACTIVITIES 2017/18** **Feb-18**

**Major programmes of work outlined in the LTP/Annual Plan 2017/18**

Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
<p>Marion: various reticulation renewals (\$411,000).</p>	<p>Sewers for renewal being surveyed ready for lining.</p>	<p>Relining contract awarded to Pipetech 450k per annum. Hotspots identified through condition assessment (CCTV) and schedule of works provided by Pipetech.</p>	<p>230k of Relining work completed in Oct 2017. No further relining work is programmed for Marion this financial year. Remainder of relining programme to start in Taihape in April 2018.</p>	
<p>Marion – treatment renewals prior to full assessment and drafting of consent application (\$267,000).</p>	<p>Scope to be confirmed.</p>			
<p>Continue review of trade waste agreements. This was noted in the LTP specifically for Midwest Disposals</p>	<p>Dependent on Consent renewal - consent lodged 2015.</p>			

**Other major programmes of work carried forward from 2016/17**

Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
<p>Marion wastewater treatment plant upgrade in terms of the new consent requirements.</p>	<p>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.</p>	<p>1) Infrastructure team is responsible for consent. 2) tender has been awarded to Doughty Contractors.</p>	<p>Contract awarded to Doughty Contractors.</p>	

**WATER SUPPLY GROUP OF ACTIVITIES 2017/18** **Feb-18**

**Major programmes of work outlined in the LTP/Annual Plan 2017/18**

Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
<p>Marion: seismic strengthening of clarifier (\$225,000), poly machine renewals and rotork valves etc. (\$70,000).</p>	<p>Detailed seismic investigation underway.</p>	<p>Tender awarded to Calibre. Initial design completed, but on hold until water strategy completed between Marion &amp; Bulls.</p>	<p>Investigation only</p>	

**Major projects Carry-forwards 2016/17**

Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete

<p>Marton: Broadway duplication (\$140k)</p>	<p>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 rooding programme.</p>	<p>Tender awarded to I D Loaders 31 August 2017, watermain and stormwater have been installed. Kerb &amp; Channel and Carriageway to be done.</p>	<p>Project underway.</p>	
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