



Rangitikei District Council

Telephone: 06 327-0099

Facsimile: 06 327-6970

**Rangitikei**  
UNspoilt...

# Policy/Planning Committee Meeting

## Order Paper

**Thursday, 11 May 2017,  
1.00 pm**

**Council Chamber, Rangitikei District Council  
46 High Street, Marton**

**Website:** [www.rangitikei.govt.nz](http://www.rangitikei.govt.nz)

**Email:** [info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)

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**Chair**  
Cr Angus Gordon

**Deputy Chair**  
Cr Richard Aslett

### **Membership**

Councillors Cath Ash, Nigel Belsham, Jane Dunn, Soraya Peke-Mason, Graeme Platt  
and Lynne Sheridan

His Worship the Mayor, Andy Watson (ex officio)

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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

## Policy and Planning Committee Meeting

Agenda – Thursday 11 May 2017 – 1:00 AM

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The quorum for the Policy/Planning Committee is 4.

At its meeting of 28 October 2010, Council resolved that “The quorum at any meeting of a standing committee or sub-committee of the Council (including Te Roou Ahi Kaa, the Community Committees, the Reserve Management Committees and the Rural Water Supply Management Sub-committees) is that required for a meeting of the local authority in SO 2.4.3 and 3.4.3.

## **1 Welcome**

## **2 Apologies/Leave of Absence**

## **3 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.

## **4 Confirmation of order of business**

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, ..... be dealt with as a late item at this meeting.

## **5 Confirmation of minutes**

The minutes of the Policy and Planning Committee meeting from 13 April 2017 are attached.

File Ref 3-CT-15-2

### **Recommendation**

That the Minutes of the Policy/Planning Committee meeting held on 13 April 2017 be taken as read and verified as an accurate and correct record of the meeting.

## **6 Chair's Report**

A report will be tabled at the meeting.

File ref: 3-CT-15-1

### **Recommendation**

That the Chair's Report to the Policy/Planning Committee meeting on 11 May 2017 be received.

## **7 Progress with Strategic Intentions**

With priority 4 projects (Earthquake-prone buildings), staff attended a briefing seminar run by the Ministry of Business, Innovation and Employment on the regulations which underpin the Building (Earthquake-prone Buildings) Amendment Act. This material will be critical in undertaking the discussions with the community, but those discussions will need to wait until the regulations have been issued.

There has been no progress with priority 5 projects (communication/engagement and collaboration).

## **8 Update on communications strategy**

A memorandum is attached. A draft communication strategy is included, with the intention that members discuss it at the meeting and give feedback over the next few weeks. A revised draft will be presented to the Committee's June meeting with a recommendation for adoption.

File ref: 3-CT-15-1

### **Recommendation**

That the update on the Communications Strategy to the Policy/Planning Committee meeting on 11 May 2017 be received.

## **9 Resource Legislation Amendment Act 2017**

An outline briefing of the main proposals in the Act prepared by Brookfields is attached for information.

Katrina Gray, Senior Policy Analyst/Planner, will deliver a presentation to the Committee outlining those provisions of the Act which will have the greatest impact on Council business.

## **10 Legislation and governance issues**

A report is attached.

File ref: 3-OR-3-5

### **Recommendation**

That the report 'Update on Legislation and Governance Issues' to the Policy/Planning Committee meeting of 11 May 2017 be received.

## **11 Review of Community Outcomes**

A discussion item is attached.

File ref: 1-LTP2018-28

### **Recommendation**

That the discussion document "Community Outcomes: considerations for 2018-28 Long Term Plan" be received.

## **12 Urban street tree plan**

A draft plan is attached. It is proposed to include it on the agenda of the meetings scheduled for Community Boards and Community Committees in June 2017 and report the feedback from these to the Policy/Planning Committee's meeting on 13 July 2017.



Athol Sanson, Park and Reserves Team Leader, will be present to talk with the Committee. This agenda item is timed to start at 2.00 pm.

### **13 Proposed Urban Development Authorities – submission on MBIE discussion document**

A draft submission is attached.

The Ministry's discussion paper is

<http://www.mbie.govt.nz/info-services/housing-property/consultation/urban-development-authorities/discussion-document.pdf>

At its meeting on 27 April 2017, Council considered a draft outline of a submission on the discussion document released by the Ministry for Business, Innovation and Employment on proposed legislation to establish Urban Development Authorities. That submission did not review the mechanism proposed; rather it suggested that there was merit in the Government looking at the capacity of rural New Zealand.

Council delegated to the Policy/Planning Committee the decision to authorise His Worship the Mayor to sign, on behalf of the Council, such a submission.

#### **Recommendation**

That, under delegated authority from Council, the Policy/Planning Committee authorises His Worship the Mayor to sign, on behalf of the Council, the submission [as amended/without amendment] on the discussion document released by the Ministry for Business, Innovation and Employment on proposed legislation to establish Urban Development Authorities.

### **14 Home occupation activity in the residential zone**

A memorandum is attached.

File ref: 2-EA-4-3

#### **Recommendation**

That the memorandum 'Home occupation activity in the residential zone' be received.

### **15 Policy and bylaw work schedule – proposed priorities and timelines**

#### **Recommendation**

That the 'Policy and bylaw work schedule – proposed priorities and timelines' be received.

### **16 Policy on external grants – review**

Following up on the Committee's discussion on 13 April 2017. A Review of policy on external grant application is attached.

File Ref 3-PY-1-11

### **Recommendation**

1. That the report A Review of policy on external grant application be received.
2. That the revised draft Policy on External Grant Applications Made by Council [as Amended] be adopted.

## **17 Update on the Path to Well-being Initiative**

A memorandum is attached.

File ref: 1-CO-4

### **Recommendation**

That the memorandum 'Update on the Path to Well-Being initiative and other community development programmes – May 2017 be received.

## **18 Geographical Review of Census Spatial Units**

The memorandum has been circulated to Te Roopu Ahi Kaa members and feedback sought on naming new Census Spatial Units by end of May. Statistics New Zealand has confirmed this timeline is acceptable.

## **19 Activity management:**

The Activity Management Templates (project reporting) for the following non-asset based groups of activities are attached:

- Community leadership
- Environmental services
- Community well-being

In accordance with Council resolution 17/RDC/055 which amended Standing Order 20.3 'Questions to staff', the following arrangement applies:

In the email advising Elected Members that the Committee Order Papers have been uploaded, they will be asked to email questions before the meeting to the relevant Group Manager (and copied to the Governance Administrator). The answers will be copied to all Elected Members, the Chief Executive and the Governance Administrator. The full email exchange will be tabled at the meeting. Outstanding questions will be noted in this document.

Questions may still be asked at the meeting. The minutes will record those which require further clarification or actions by staff and note whether this is to be by email before the next meeting (in which case it will be included as a document in the Order Paper) or through a report or agenda note at the next meeting.

The Request for Service Reporting for the above non-asset based groups of activities will be tabled at the meeting.

**Recommendation**

That the activity management templates for April 2017 for Community Leadership, Environmental and Regulatory Services and Community Well-Being be received.

**20 Late Items**

**21 Future Items for the Agenda**

**22 Next Meeting**

Thursday 8 June 2017, 1.00 pm

**23 Meeting Closed**

# Attachment 1

# Rangitikei District Council

## Policy and Planning Committee Meeting

Minutes – Thursday 13 April 2017 – 1:06 p.m.

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**Present:** Cr Angus Gordon (Chair)  
Cr Nigel Belsham  
Cr Cath Ash  
Cr Jane Dunn  
Cr Graeme Platt  
Cr Lynne Sheridan  
His Worship the Mayor, Andy Watson

**Also present:** Cr Ruth Rainey

**In attendance:** Mr Michael Hodder, Community & Regulatory Services Group Manager  
Ms Denise Servante, Strategy & Community Planning Manager  
Ms Katrina Gray, Senior Policy Analyst/Planner  
Mr Johan Cullis, Environmental Services Team Leader  
Ms Ellen Webb-Moore, Policy Analyst/Planner  
Ms Nardia Gower, Governance Administrator  
Ms Samantha Kett, Governance Administrator

**Tabled Documents:**

<b>Item 6</b>	<b>Chair's Report</b> – Chair's Report
<b>Item 8</b>	<b>Update on Communications Strategy</b> – Update on Communications Strategy
<b>Item 15</b>	<b>Activity Management</b> – RFS Reporting, and Question of Activity Management Templates



## **1 Welcome**

The Chair welcomed everyone to the meeting

## **2 Apologies/Leave of Absence**

That the apology for absence from Cr Aslett, and the apology for leaving early from Cr Peke-Mason be received.

Cr Gordon / Cr Belsham. Carried

## **3 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.

## **4 Confirmation of order of business**

The Chair informed the Committee that the only change to the order of business from that set out in the agenda would be that Item 13 and 14 would be taken after Item 8.

## **5 Confirmation of minutes**

**Resolved minute number** 17/PPL/022 **File Ref**

That the Minutes of the Policy/Planning Committee meeting held on 9 March 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Ash / Cr Sheridan. Carried

## **6 Chair's Report**

The Chair spoke briefly to his tabled report.

**Resolved minute number** 17/PPL/023 **File Ref** 3-CT-15-1

That the Chair's Report to the Policy/Planning Committee meeting on 13 April 2017 be received.

Cr Gordon / Cr Sheridan. Carried

## **7 Progress with Strategic Intentions**

The Committee suggested that this should be a standing item on all future agendas, with a brief update on progress with any of the projects.

## 8 Update on Communications Strategy

**Resolved minute number**

**17/PPL/024**

**File Ref**

**3-CT-15-1**

That the update on the Communications Strategy to the Policy/Planning Committee meeting on 13 April 2017 be received.

His Worship the Mayor / Cr Ash. Carried

Cr Peke-Mason left the meeting 1.15pm / 1.21pm

## 13 Clear Water Package 2017

Ms Webb-Moore narrated a presentation on the Ministry for the Environment's 'Clean Water' package – a package of Government initiatives which seek to improve our fresh water.

The Committee discussed the following points that should be included in Council's submission:

- Classification of bodies of water need to reflect actual conditions, year-round.
- Identify proximity of stock feed-pads to Rangitikei District Rivers as a contributing factor to water quality, as well as proximity of stock grazing behind break-fencing.
- Maps are needed to identify priority areas for improvement.
- Not just an issue of making water-ways 'swimmable'; also need to improve the whole ecosystem.

The draft submission will be circulated to all Committee members for further comment before inclusion in the Order Paper to Council's meeting on 27 April 2017.

Cr Rainey left the meeting 1.20pm / 1.24pm

## 14 Proposed Urban Development Authority

Ms Gray narrated a presentation on proposed Urban Development Authorities - proposed legislation that would allow nationally or locally significant urban development projects to be built more quickly.

The Committee discussed the following points that should be included in Council's submission:

- Would like to see Territorial Authorities have overriding say over projects considered.
- Limitations placed around the potential to use Maori Land for development (relating to the use of the Public Works Act to seize land).
- The cost implications of creating as many Authorities needs to be taken into consideration.
- Need to ensure that the establishment of these Urban Development Authorities doesn't erode the environmental bottom-line that underpins the Resource Management Act.
- Plant the seed in Central Government's mind that development outside of major centres (where less expensive land is available) as a solution to lack of housing/commercial space in growing urban populations.

The outline of the submission will be included in the Order Paper to Council's meeting on 27 April 2017 for further discussion, with a view to seek delegation to this Committee to approve the final submission for His Worship the Mayor to sign.

Cr Ash left the meeting 2.21pm / 2.24pm

## 9 Update on Legislation and Governance Issues

Mr Hodder spoke briefly to the report, highlighting the progress with the Local Government Act Amendment Bill and the Resource Management Act Amendment Bill. Further information on the latter will be provided in the next update to the Committee.

**Resolved minute number** 17/PPL/025 **File Ref** 3-OR-3-5

That the report 'Update on Legislation and Governance Issues' to the Policy/Planning Committee meeting on 13 April 2017 be received.

Cr Belsham / Cr Dunn. Carried

## 10 Geographical Review of Census Spatial Units

Ms Servante spoke briefly to the memorandum.

The Committee discussed the following points:

- Potential use 'Raumai' instead of 'Parewanui' and 'Murimoto' not 'Otiwhi', but need to seek the view of Te Roopu Ahi Kaa Komiti on the final names used for the Census spatial units.

**Resolved minute number** 17/PPL/026 **File Ref** 1-LTP-4-2

That the memorandum "Geographical review of Census spatial units" be received.

Cr Peke-Mason / Cr Sheridan. Carried

## 11 Policy and Bylaw work schedule 2016/17 (update) and 2017/18 (proposed)

Ms Servante spoke briefly to the memorandum.

The Committee discussed the following points:

- More appropriate name for the Urban Forest Policy; could be confusing for the community when thinking about urban trees as a forest.
- Need to prioritise the workload. The Committee requested that the list be brought to a future meeting with a priority element and timeframes added.
- Providing the Finance/Performance Committee's next meeting with a preliminary draft of a policy on incentives for new home builders/developers.

**Resolved minute number**

**17/PPL/027**

**File Ref**

**5-EX-3-2**

That the memorandum, "Policy and Bylaw work schedule 2016/17 (update) and 2017/18 (proposed)" be received.

Cr Ash / His Worship the Mayor. Carried

Afternoon Tea 3.02pm / 3.17pm

Cr Peke-Mason left the meeting 3.02pm

## **12 Review of Community Outcomes**

Ms Servante spoke briefly to the discussion document.

The Committee discussed the following points:

- Resourcing is an issue to completing some of the desired work, outside of Council's core-business. Needs to be a balance between desired outcomes and resources (the more desired outcomes the more resources needed, and therefore a higher cost).
- The current Community Outcomes are simple and easy for the Community to comprehend, but may need to be expended slightly to include some of the desired outcomes identified in Council's Strategic Intentions.
- Communication and Economic Development need to be worked into the current Community Outcomes, to give a fuller picture of Council's desired outcomes.

His Worship the Mayor agreed to produce a paper on Council's current position regarding engagement, promotion and economic development within the District.

**Resolved minute number**

**17/PPL/028**

**File Ref**

**1-LTP2018-28**

That the discussion document "Review of Community Outcomes" be received.

Cr Dunn / Cr Sheridan. Carried

## **15 Update on Youth Development – March 2017**

Ms Servante spoke briefly to the memorandum, highlighting the main issues facing the Youth Development Co-ordinators.

**Resolved minute number**

**17/PPL/029**

**File Ref**

**4-EN-12-4**

That the memorandum 'Update on Youth Development – March 2017' be received.

Cr Belsham / Cr Platt. Carried

## **16 Update on the Path to Well-Being Initiative and Other Community Development Programmes – April 2017**

Ms Servante spoke briefly to the report, highlighting the responses to questions raised around the external grants applied for.

The Committee suggested that there may be a need to review Council's Policy on External Grants, as it may be restrictive to Council staff being able to apply for external grants.

**Resolved minute number**                      **17/PPL/030**                      **File Ref**                      **1-CO-4**

That the memorandum 'Update on the Path to Well-Being initiative and other community development programmes – April 2017' be received.

Cr Ash / Cr Gordon. Carried

## **17 Activity Management**

The Activity Management Templates were each discussed individually:

- Community leadership
- Environmental services
- Community well-being

**Resolved minute number**                      **17/PPL/031**                      **File Ref**

That the activity management templates for March 2017 for Community Leadership, Environmental and Regulatory Services and Community Well-Being and the memorandum 'Questions on activity templates' be received.

Cr Ash / Cr Sheridan. Carried

Cr Ash left the meeting 4.11pm / 4.14pm

## **18 Late Items**

Nil

## **19 Future Items for the Agenda**

Policy on Abandoned Vehicles

## **20 Next Meeting**

Thursday 11 May 2017, 1pm

## 21 Meeting Closed – 4.35pm

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

Date: \_\_\_\_\_

Unconfirmed



# Attachment 2

## Update on Communications

This regular report provides the Committee with an update with progress on the Council's Communications Strategy; media and communication activity.

### Update on Action Plan – to 30 April 2017

<i>Action Description</i>	<i>Expected Completion</i>	<i>Lead Responsibility</i>	<i>Status</i>
Develop and implement Corporate Identity guidelines to reinforce our professionalism	Ongoing	Executive Officer (Carol Downs)	<ul style="list-style-type: none"> <li>• A Customer Service training programme will be implemented across the organisation in the next few months</li> <li>• A Council brand may be progressed</li> </ul>
Develop the Council website as the primary customer/resident self-help tool	Ongoing	Information Services Team Leader (Janet Greig)	<ul style="list-style-type: none"> <li>• On-line payment facilities are now available for dog registrations and rates</li> </ul>
Provide Elected members and staff with training to ensure appropriate standards are maintained	Early 2017	Executive Officer (Carol Downs)	<ul style="list-style-type: none"> <li>• Options for an in-house course will be looked at</li> </ul>
Key staff to have undertaken appropriate communications training	Early 2017	Executive Officer (Carol Downs)	<ul style="list-style-type: none"> <li>• Options for an in-house course will be looked at</li> </ul>
Investigate and implement (where appropriate) the most effective ways of communicating within and beyond Council	Ongoing	Executive Officer (Carol Downs)	<ul style="list-style-type: none"> <li>• Communication and customer services feedback opportunities will be part of the Customer Service programme to be rolled out across the organisation.</li> </ul>
Review the current Communications Strategy	April 2017	Executive Officer (Carol Downs)	<ul style="list-style-type: none"> <li>• This document is attached, Councillors feedback will be incorporated into the revised strategy.</li> </ul>

## Draft Communications Strategy 2017 – 2019

Attached is a draft Communications Strategy for 2017 – 2019, which includes an Action Plan outlining each action, expected completion and person responsibility for the delivery of the action. As part of the meeting there will be a presentation on this strategy and an opportunity for feedback from Councillors both at the meeting and after the meeting to feed into this Strategy. The final strategy will go to the Policy and Planning Committee in June for adoption.

### April Media Activity

The table below outlines the media activity during April, including printed media articles and website activity:

- Rangitikei Bulletin – This was published at the end of April, covering the key decisions from the April Council meeting, in particular the decisions in relation to the draft 2017/18 Annual Plan and featured in the Feilding - Rangitikei Herald and District Monitor.
- Rangitikei Line – an April edition was sent out on 28 April.
- Council's website and social media channels (Facebook and Twitter) are used to keep residents up to date with Council happenings. During the month the rain event that was expected, but didn't eventuate, resulted in a massive number of views to our website and Facebook pages, showing the usefulness of these two channels for getting our quick messaging out to the community.
- There were 12 media articles during the month, of these 2 were positive, and 10 were neutral.

Date	Media Channel	Article Heading and Topic
5/4/17	Wanganui Chronicle	<b>State of Emergency – Evacuations set for today as floods could be worse than 2015</b> A state of emergency has been declared by Rangitikei District Council as the region braces for flooding that may be worse than the June 2015 floods.
6/4/17	Wanganui Chronicle	<b>Deluge leaves town on edge</b> Rangitikei Mayor declared a state of civil emergency at 4.40pm on Tuesday.
6/4/17	Manawatu Standard	<b>Rangitikei escapes worst of floods</b> Rangitikei Mayor said river levels were not expected to reach the extremes that were signalled on Tuesday, when a state of emergency was declared.
6/4/17	Feilding Rangitikei Herald	<b>Mayors reminded of 2004 flood</b> Manawatu and Rangitikei's torrential weather has brought flashbacks of the 2004 and 2015 floods for the mayors of both regions.
6/4/17	Feilding Rangitikei Herald	<b>Support for dog desexing</b> The Manawatu and Rangitikei district councils have obtained funding to offer free desexing and reduce the costs of microchipping new and unregistered dogs in the area.
6/4/17	District Monitor	<b>Edale Aged Care Centre dementia unit to close in restructure</b>

		Edale has reached a critical point, forcing it to undergo restructuring to save its future.
6/4/17	District Monitor	<b>Marton dodged flooding bullet</b> RDC declared a state of emergency on Tuesday after record-breaking rain and flooding was predicted. Rain was not as severe as predicted.
6/4/17	District Monitor	<b>McGruer's welcomes the next century of trading</b> A big crowd gathered for the celebration of 100 years in business of McGruer's Store.
7/4/17	Manawatu Standard	<b>Underwater</b> Dozens of paddocks in rural Manawatu were left submerged by floodwaters. In the Rangitikei Andy Watson said staff and volunteers have helped with sandbagging and door knocking.
12/4/17	Manawatu Standard	<b>Taihape fights back against wasps</b> The Parks and Reserves team have set up about 70 bait stations along a steep bush-clad gully that runs alongside Taihape.
13/4/17	Feilding Rangitikei Herald	
12/4/17	Wanganui Chronicle	<b>Response to flooding threat first-rate</b> Write up by MP, Ian McKelvie praising RDC for their handling of the flood warning.
29/4/17	Wanganui Chronicle	<b>Alleged fraud puts squeeze on rest home</b> Edale Aged Care Centre request to Council for a loan.

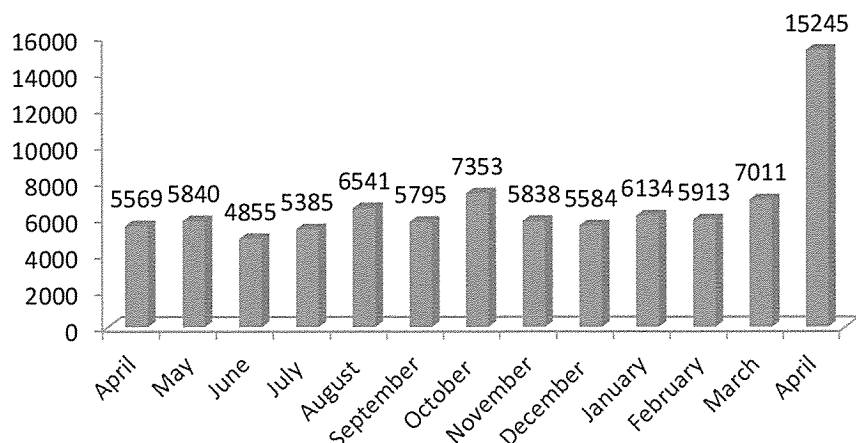
#### Current Consultations Underway:

There are no current consultations underway.

#### Website Statistics

Activity on Council's website for April 2016 – April 2017:

#### Website Visits 2016-17



In April 56% of those who visited Council's website were new visitors to the site.

**Top Council Webpages Visited (April)**

1. News2017/update-on-flood-event
2. News2017/update-on-rain-in-marton
3. Rates
4. Cemeteries / database
5. Rubbish-recycling / transfer stations

**Top Six Geographical Locations**

**Visiting the Website (April)**

1. Palmerston North area
2. \*Auckland
3. Christchurch
4. \*Wellington
5. Napier
6. Hamilton

\* note smaller areas can be recorded as Auckland or Wellington

Carol Downs

**Executive Officer**

# *Appendix 1*



## **Draft - Rangitikei District Council – Communications Strategy 2017 – 2019**

### **Introduction**

Rangitikei District Council affects the lives of thousands of people every day through our activities and services, and the way we communicate is central to this. Fundamentally, we want to help make the District thrive, and we know we need to work together, both within the Council and with our communities and stakeholders, if we are to make Rangitikei a better place.

We are committed to delivering quality, value for money services and want to be recognised as an open, engaging, positive and pro-active organisation. Good communication with our communities is essential if we are to live up to this goal.

We also consider it essential to engage in the most appropriate ways during times of emergency to reach people across our District.

This strategy provides focus for our communications activities over the next three years, and covers:

- The purpose of a communications strategy.
- What we aim to achieve through our communications.
- The principles we will follow in our communications.
- The key messages we want to deliver.
- The means by which we will communicate.
- The 2017 Action Plan and reporting on status of actions.
- How we measure the effectiveness of our communications.
- When and how this communications strategy will be reviewed.

### **Purpose**

To ensure Council's communication and engagement activities are aligned with and support our goals, priorities and responsibilities.

## **Aims and Objectives**

We listen to and understand what our communities/customers want and expect from us.

We involve and inform residents and other stakeholders about the work of Council, the services we provide and how they can influence decisions.

We promote, uphold and manage Council's identity as a community leader and provider of quality services.

We encourage an effective flow of information between staff and elected members, and other community representatives.

We have staff that are well-informed and engaged, who understand Council's goals and priorities and perform to a high standard.

## **Communication Principles**

Communication is undertaken by Council through a variety of channels and formats. Irrespective of the nature of the communication approach, the following principles will guide all our communications:

1. Open, honest and accurate
2. Clear, simple, consistent, regular and timely
3. Accessible to, and visible in our communities
4. Relevant and legitimate
5. Cost effective

## Key Messages

The essence of this communications strategy is best defined by the following key messages:

	Cost (Financially Responsible)	Accountable (Driven by Performance)	Appropriate (Good Practice)	Innovative (Future-Focused)	Accessible (Receptive)
Key Messages	<ul style="list-style-type: none"> <li>- Affordability is fundamental, best value is essential</li> <li>- We spend the right amount of money on the right things</li> <li>- Appropriate debt is good business</li> <li>- We focus on increasing efficiency</li> </ul>	<ul style="list-style-type: none"> <li>- Our performance tells the story</li> <li>- Our business plan is clear</li> <li>- We are responsible for our decisions</li> <li>- We are one part of Government</li> </ul>	<ul style="list-style-type: none"> <li>- Our decisions are for today and tomorrow</li> <li>- Our systems and processes are robust and understood</li> <li>- We have an improvement focus</li> </ul>	<ul style="list-style-type: none"> <li>- We want our community to thrive</li> <li>- We have a responsibility to foster success</li> <li>- We seek new ways and tools for doing things</li> <li>- We learn from others and our own experience</li> </ul>	<ul style="list-style-type: none"> <li>- We collaborate and build relationships</li> <li>- We seek an informed conversation with our community</li> <li>- We listen and respond in a timely manner</li> </ul>

## Communication Approaches

The following table sets out the techniques and tools we will use to give effect to our communication aims and objectives. This is in addition to minimum statutory communication and consultation requirements, such as public notices in newspapers, which Council will continue to meet.

<b>External Communications</b>	<b>Communication Tools</b>								
Audience	Council Website(s) <sup>1</sup>	Meetings/ Briefings <sup>2</sup>	Rangitikei Line Newsletter & Bulletin	Media Statements	Service Information	Targeted Newsletters	Community newspapers	Social Media <sup>3</sup>	Radio/TV <sup>4</sup>
Residents	✓	✓	✓		✓	✓	✓	✓	Limit use to emergency communication only
Ratepayers	✓	✓	✓		✓	✓	✓	✓	
Businesses	✓	✓	✓		✓		✓		
Community Groups	✓	✓	✓		✓		✓		
General Public <sup>5</sup>	✓	✓	✓		✓	✓	✓	✓	
Government Agencies	✓	✓	✓						
Media	✓	✓	✓	✓			✓	✓	
Community Boards	✓	✓	✓				✓		
Community Committees	✓	✓	✓				✓		

<sup>1</sup> Will contain information included as part of other tools e.g. Rangitikei Line Newsletter and Service Information (Fact Sheets). Upgrade – look, content & functionality - planned for 2017

<sup>2</sup> Covers formal and informal meetings

<sup>3</sup> Covers Facebook, Twitter

<sup>4</sup> For mass messaging e.g. broadcasting emergency information

<sup>5</sup> Includes workers, visitors and prospective residents/ratepayers

<b>Internal Communications</b>	Council Website(s)	Meetings/ Briefings	Intranet	CE Blog	Email	Media Releases
Council Members	✓	✓	✓		✓	✓
Staff	✓	✓	✓	✓	✓	✓

## Action Plan

<b>Action Description</b>	<b>Expected Completion</b>	<b>Lead Responsibility</b>
Review effectiveness of Rangitikei Line Newsletter and Bulletin	September 2017	Executive Officer (Carol Downs)
Review and update information about services Council provides	Ongoing	Executive Officer (Carol Downs)
Develop and implement Corporate identity branding and guidelines to reinforce our professionalism	September 2017	Executive Officer (Carol Downs)
Develop a consistent professional format for Council's brochures and booklets	October 2017	Executive Officer (Carol Downs) and Information Management Officer (Janet Greig)
Continue to ensure the Council website is the primary customer/resident self-help tool	Ongoing	Information Management Officer (Janet Greig)
Key staff to receive ongoing appropriate communications training	Ongoing	Executive Officer (Carol Downs)
Develop a draft Comms/Engagement Plan for the draft Long Term Plan process, consisting of two phases:  Phase one - stakeholder focused on conversations around issues / policies / process, etc.  Phase two - community consultation.	Second half of 2017 and first half of 2018	Executive Officer (Carol Downs)

Investigate and implement (where appropriate) the most effective ways of communicating within and beyond Council	December 2017	Executive Officer (Carol Downs)
<p>One-off campaigns, focussing on Council's priority areas, can include:</p> <ul style="list-style-type: none"> <li>- Promote and educate ratepayers on what Council does, finances, rates levels, affordability and value</li> <li>- Infrastructure service levels</li> <li>- Economic development</li> <li>- Community facilities</li> <li>- Earthquake prone buildings</li> <li>- Response and personal preparedness during an emergency</li> </ul>	December 2017	Executive Officer (Carol Downs)
Investigate alternative ways of communicating with residents (e.g for language barriers – translations into Samoan, Maori)	October 2017	Executive Officer (Carol Downs)
Enhance communications, explore use of animation, videos, apps	October 2017	Executive Officer (Carol Downs) and Information Management Officer (Janet Greig)

### **Communications Response in Civil Defence / Emergency Situations Action Plan 2017**

<b><i>Action Description</i></b>	<b><i>Lead Responsibility</i></b>
In 'peace times' promote consistent Civil Defence and educational messages	PIM (Carol Downs)
In times of emergency provide succinct appropriate communications over multiple media channels	PIM (Carol Downs)



## **Key Measures**

The effectiveness of our communications is measured as part of our annual Residents Survey. Since 2014 this survey has included questions to residents about the level of satisfaction of Council's communications. Where areas of concern are highlighted these will be addressed and monitored for improvement in the next year's survey results.

## **Reporting**

Actions in this strategy will be reported monthly to Council, through the Policy and Planning Committee.

## **Review**

The 2017 resident's survey results will also inform reviews/updates of our Comms activities. In line with the Council election cycle, this Strategy will be reviewed every three years. The key messages, approaches and action plan will be updated as appropriate.

# Attachment 3

## BROOKFIELDS LAWYERS

### Resource Legislation Amendment Bill Passes Third Reading

Almost 18 months after its introduction to the House, the Resource Legislation Amendment Bill has passed its third reading. The wide-reaching Act amends the Resource Management Act 1991 (**RMA**), the Reserves Act 1977, the Public Works Act 1981, the Conservation Act 1987, the Environmental Protection Authority Act 2011 and the Exclusive Economic Zone and Continental Shelf (Environmental Effects) Act 2012.

The most significant changes to the RMA are as follows:

- Increased emphasis on natural hazard management through amendment to section 6 matters of national importance
- A set of “procedural principles” are introduced, which persons exercising powers and performing duties under the RMA must follow
- Regional councils and territorial authorities have new functions relating to the long-term development capacity of their region or district
- Provision for a ‘National Planning Standard’ (the ‘National Planning Template’ from earlier versions of the bill) is introduced, and will apply to regional policy statements, regional plans and district plans
- ‘Iwi participation arrangements’ (Mana Whakahono a Rohe: Iwi participation Arrangements) are introduced, providing an opportunity for local authorities and iwi authorities to discuss, agree and record ways in which tangata whenua may participate in resource management and decision-making process under the RMA
- Local authorities are now able to apply to the Minister to use a streamlined planning process, in place of the Schedule 1 process
- Amendments are made to the processing of resource consent applications, including the introduction of new matters that a consent authority must and must not have regard to; a new ‘fast-track’ application process; and a new process to determine whether to publicly notify an application
- Financial contributions are phased out over five years.

We address these amendments in more detail. Amendments to other Acts will be addressed in a later Legal Landscape article.

## Natural Hazards

Section 6 of the RMA now includes subsection (h): *'the management of significant risks from natural hazards.'*

This provision is expected to be followed with a new National Policy Statement on Natural Hazard Management. The Ministry for the Environment expects to begin consulting on a draft statement shortly, with the new statement likely to come into force in 2018.

## Procedural Principles

The new section 18A of the RMA is a clear signal from the Government that processes under the RMA must be done in the most efficient and cost-effective manner. The section reads:

### ***18A Procedural principals***

*Every person exercising powers and performing functions under this Act must take all practicable steps to -*

- (a) use timely, efficient, consistent, and cost-effective processes that are proportionate to the functions or powers being performed*  
*or* *exercised; and*
- (b) ensure that policy statements and plans -*
  - (i) include only those matters relevant to the purpose of this Act; and*
  - (ii) are worded in a way that is clear and concise; and*
- (c) promote collaboration between or among local authorities on their common resource management issues.*

## New Functions for Local Authorities

Regional councils and territorial authorities now have new functions to ensure the long-term development capacity of residential and business land, specifically:

*the establishment implementation, and review of objectives, policies and methods to ensure that there is sufficient development capacity in relation to housing and business land to meet the expected demands of the region/district.*

(The addition of subsections 30(1)(ba) and 31(1)(aa))

Development capacity, in relation to residential and business land, is defined as the capacity of the land for urban development, based on:

- a. the zoning, objectives, policies, rules and overlays that apply to the land under the relevant proposed and operative regional policy statements, regional plans and district plans; and
- b. the capacity required to meet -
  - (i) the expected short and medium term requirements; and
  - (ii) the long term requirements; and
- c. the provision of adequate development infrastructure to support the development of land.

Obligations on regional councils and territorial authorities in relation to hazardous substances are also removed (sections 30(1)(c)(v), 30(1)(d)(v) and 31(1)(b)(ii)).

### **National Planning Standard**

National Planning Standards (**Planning Standards**) are introduced through new sections 58B to 58J of the RMA. Planning Standards will set out requirements relating to any aspect of the structure, format or content (including rules) of regional policy statements, regional plans and district plans. Planning Standards are required to give effect to National Policy Statements, National Environmental Standards, regulations made under the RMA and water conservation orders.

The first Planning Standard is to be developed by the Minister for the Environment (and the Minister of Conservation in relation to a regional coastal plan) within two years of Royal Assent to the Act. A draft will be publicly notified for submissions.

Local authorities will be required to recognise Planning Standards by amending their plans and policy statements.

### **Iwi Participation Arrangements**

The Amendment Act adds a new subpart 2 to Part 5 of the RMA, *Mana Whakahono a Rohe: Iwi participation arrangements*. The purpose of iwi participation arrangements is to provide a mechanism for iwi authorities (authorities authorised to represent an iwi) and local authorities to discuss, agree and record ways in which tangata whenua may participate in resource management and decision-making processes under the RMA.

Iwi authorities may invite one or more local authorities to initiate an iwi arrangement at any time (other than in the period 90 days before a general election). After receiving an invitation, local authorities are required to hold a hui or meeting within 60 days to discuss and agree on the process for negotiating the Mana Whakahono a Rohe or iwi arrangement.

## **Changes to Resource Consent Application Process**

The Amendment Act introduces a 'Fast Tracked' (10 day) consent category for minor activities. This will apply to a controlled activity that requires consent under a district plan (other than a subdivision of land), or an activity that has been prescribed as falling within the fast track category by the Governor-General (on recommendation of the Minister). If an application is fast tracked, a consent authority must decide whether to give public or limited notification within 10 working days after the date the application was first lodged with the authority (rather than the regular 20 working days).

Section 104 of the RMA is amended to require consent authorities, when assessing resource consent applications, to also consider any proposed measures to ensure positive environmental effects to offset adverse effects that may result from allowing the activity (addition of subsection 104(1)(ab)).

## **Phasing out of Financial Contributions**

Section 108 of the RMA is amended five years from the date of Royal assent by the repeal of subsections (2)(a), (9) and (10). These are the provisions that currently authorise a condition requiring that a financial contribution be made; define a financial contribution; and require financial contribution conditions to be imposed in accordance with specific provisions in a district plan.

In the meantime, a new section 108AA, which comes into force immediately, contains requirements for conditions of resource consents, except where:

- agreed to by the applicant, or
- within a rule specifying conditions for a class of activity; or
- as provided for in sections 106 or 220 in relation to subdivisions.

Section 108AA is further limited by subsection (5), which states that nothing in the section affects 108(2)(a), which enables a resource consent to include a financial contribution condition.

Section 108AA(5) thus allows the taking of financial contributions to continue under the existing regime until such time as district plans are amended, or the five year period elapses. The subsection is repealed, along with section 108(2)(a), (9) and (10) five years from the date of Royal assent.

Territorial authorities will be able to continue to impose conditions for the provision of infrastructure and reserves that directly service a subdivision, but the impact of development on infrastructure and reserve demands generally will have to be met from other funding sources. Inevitably this will mean an extension of the development

contribution regimes operated by many territorial authorities, and the adoption of development contribution policies by those that do not have them at present. It may also mean that greater provision is made for targeted rates to fund infrastructure in growth area.

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# Attachment 4





**Rangitikei**  
UNUS PLURIBUS...

# REPORT

SUBJECT:           **Update on legislation and governance Issues**

TO:                 Policy/Planning Committee

FROM:             Michael Hodder, Community & Regulatory Services Group Manager

DATE:             4 May 2017

FILE:             3-OR-3-5

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## **1       Executive summary**

- 1.1    The Fire and Emergency New Zealand Bill was enacted on 4 May 2017, bringing to an end the stator separation of urban and rural fire services.
- 1.2    Reporting back on the Local Government Act 2002 Amendment Bill (No. 2) remains due on 16 June 2016.

## **2       Resource Legislation Amendment Act**

- 2.1    This is the subject of a separate briefing to the Committee. There are a range of procedural matters on resource consents which will need attention in the coming months: the amendments made to the Resource Management Act come into force on 18 October 2017.

## **3       Building (Earthquake-prone Buildings) Amendment Act**

- 3.1    The Building (Earthquake-prone Buildings) Amendment Act comes into effect on 1 July 2017. The Rangitikei District is in the high risk area which means that priority buildings will need to be strengthened/demolished within 7.5 years and other buildings within 15 years from the date the Earthquake Prone Building notice is issued. From 1 July 2017 Council's existing Earthquake-prone Buildings Policy will be superseded.
- 3.2    Council will need to consult and determine with the community about priority buildings, those that could fall in an earthquake onto routes with sufficient traffic to warrant prioritisation, and buildings that could impede routes of strategic importance in an earthquake. Guidance from the Ministry of Business, Innovation and Employment (MBIE) on this consultation process is due to be released mid-May. Council will also need to set charges for exemption applications. These will be considered during the 2018/19 Fees and Charges

process as exemptions can only be applied for following the determination that a building is earthquake-prone.

- 3.3 In late 2016, MBIE consulted on proposed regulations, in particular the methodology. Analysis and decision-making is being completed, with the proposal considered by Cabinet on 3 May 2017.
- 3.4 There are concerns regarding the definition of 'significant alterations', where a significant alteration would trigger the requirement to strengthen. Currently the proposal in the draft regulations is 25% of rateable value would classify as a significant alteration. The Government did not want to allow local variation and is keen to advance the timing for seismic upgrades in medium and low risk areas of the country.
- 3.5 This threshold may have little effect for Marton because, although the rateable value of properties is low, and the work required to modify buildings remains at market rates, the likelihood of an owner undertaking substantial alterations ahead of the seismic upgrade is also low. However, the Chief Executive will be exploring options available to address the issue should it arise.

#### **4 Progress with other legislation**

- 4.1 The date for the Local Government and Environment Committee to report back to Parliament on the Local Government Act 2002 Amendment Bill (No. 2) remains 16 June 2017.
- 4.2 The Fire and Emergency New Zealand Bill had its third reading on 4 May 2017. Regulations under this legislation, the subject of discussion papers, have yet to be made explicit. Recruitment is under way for a Principal Rural Fire Officer for the Manawatu/Horowhenua/Rangitikei/Palmerston North area. Such roles are accountable to the Regional Manager Rural for managing, co-ordinating and delivering programmes ensuring the operational performance of rural fire within each specified area and are expected to work collaboratively with the relevant Urban Area Managers. There is an expectation that the PRFOs will ensure that "Volunteer Rural Fire Forces are engaged, supported and the retention of volunteers is maintained".
- 4.3 As noted in earlier reports, the Ture Whenua Maori Bill has been at the Committee of the Whole House since 13 December 2016.<sup>1</sup> An outline of business since that date was included in my report to the Committee's April meeting. The most recent debate on the Bill was on 3 May 2017.
- 4.4 The Health (Fluoridation of Drinking Water) Amendment Bill is not due for reporting back to Parliament until 6 June 2017.

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<sup>1</sup> Further debate was included in the Order Paper for 6 April 2017 but the House adjourned before that was taken.

## **5 Review of Civil Defence legislation**

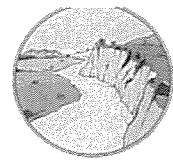
- 5.1 Last month's report noted that (a) the Minister of Civil Defence stated that the response to the fires in Christchurch City and the Selwyn District point to the need to streamline the Civil Defence Emergency Management Act and (b) the Ministry is currently preparing a report on how the situation evolved, lessons learned, and proposed corrective actions.
- 5.2 There has been no further announcement about progress with either of these.

## **6 Recommendations**

- 6.1 That the report 'Update on legislation and governance issues' to the Policy/Planning Committee's meeting of 11 May 2017 be received.

Michael Hodder  
Community & Regulatory Services Group Manager

# Attachment 5



**Rangitikei**  
UNESPOILT...

## Discussion Item

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TO: Policy / Planning Committee

FROM: Denise Servante, Strategy and Community Planning Manager

DATE: 7 April 2017

SUBJECT: Community Outcomes: considerations for 2018-28 Long Term Plan

FILE: 1-LTP2018-28

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### **1 Background**

- 1.1 At its meeting on 13 April 2017, the Policy Planning Committee was invited to provide feedback on some initial thoughts around the community outcomes that would be established to inform the 2018-28 Long Term Plan. Two options were put forward; firstly to retain the current six themed outcomes, and secondly, to integrate or replace these with the Council's Strategic Priorities identified for the 2016-19 triennium. The Committee requested further information be provided to enable fuller consideration.

### **2 History of community outcomes 2002 - 2009**

- 2.1 Prior to amendment in 2010, the Local Government Act contained two sections requiring local authorities to develop community outcomes following a prescriptive process ([Appendix 1](#)). Community outcomes were goals that the community identified as being important for its present and future social, economic, environmental and cultural well-being. Local authorities were required to develop community outcomes:
- identified through a consultation process, led by local authorities,
  - described by local authorities in their long-term council community plans,
  - monitored by local authorities, with progress reported at least every three years,
  - to use as a focus for encouraging local authorities, central government agencies, and other organisations to work together.
- 2.2 There was no legislative requirement for Council to take responsibility for achieving the community outcomes but it was required to specify (in its long term plan) how it would contribute to furthering the outcomes and all its decisions were required to assess how different options would promote or advance community outcomes. Neither was there any requirement for setting targets for progress towards the outcomes but in its long term plan the Council had to state what measures would to be used in assessing progress in achieving the community outcomes. There was, however, a responsibility for monitoring the outcomes and reporting on the progress the community has made in achieving the district's outcomes.
- 2.3 Council was required to identify ways in which it might contribute to the realisation of each outcome but the legislation indicated that local authorities are expected to get involved with other organisations and agencies to make the community outcomes a reality.

- 2.4 During 2005, Council undertook an extensive consultation process and developed 15 community outcomes and a set of 40 indicators to monitor progress for inclusion in the 2006-16 Long Term Council Community Plan (LTCCP). These are reproduced in [Appendix 2](#). Council produced monitoring reports for 2006/07, 2007/08, 2008/09 against these 15 community outcomes.

### **3 History of community outcomes 2009 - 2012**

- 3.1 During the preparation of the 2009-19 LTCCP, the community outcomes were reviewed. Council acknowledged that the process to develop the 15 outcomes had been led by the community consultations and interactive forums across the District. However, it also acknowledged that fifteen community outcomes are cumbersome for the community to remember and relate to. There was some duplication and overlap between the outcomes, some are **very** specific and some **extremely** general.
- 3.2 There were issues around collecting data to monitor progress. Twenty seven of the data sources identified for monitoring purposes are not easily accessible, either because the data was not available and required the Council to undertake extensive primary research and survey work or because Council relied upon data being provided by third parties who did not necessarily collect and supply data to suit Council timeframes. In addition, four indicators relied heavily on Census data which is only collected every 5 years and although providing robust and comprehensive information for long term planning, did not add to an annual monitoring regime.
- 3.3 As a result, Council adopted a condensed set of six Community Outcomes and included these in the 2009-19 LTCCP:
- CO1. Good access to health services
  - CO2. A safe and caring community
  - CO3. Lifelong learning opportunities
  - CO4. A buoyant district economy
  - CO5. A treasured natural environment
  - CO6. Enjoying life in the Rangitikei
- 3.4 As part of this, and recognising the legislative imperative to actively promote these outcomes to other agencies and stakeholders in the District, Council held the first Path to Well-being multi-agency conference in Taihape in April 2010 and established the six theme groups to work to progress the six community outcomes. This also acknowledged that the outcomes were not Council's responsibility alone.
- 3.5 The list of outcomes and the indicators selected to use to monitor them is included as [Appendix 3](#). These outcomes were monitored and reported through the Annual Reports in 2009/10, 2010/11 and 2011/12.

### **4 History of community outcomes 2012-2017**

- 4.1 In 2010, the LGA 2002 was significantly amended. Two of the most significant amendments were to amend section 3, the purpose of local government, and to repeal sections 91 and 92 relating to community outcomes.

4.2 Section 3 (Purpose) was

“The purpose of this Act is to provide for democratic and effective local government that recognises the diversity of New Zealand communities; and, to that end, this Act—

(a) states the purpose of local government; and

(b) provides a framework and powers for local authorities to decide which activities they undertake and the manner in which they will undertake them; and

(c) promotes the accountability of local authorities to their communities; and

(d) provides for local authorities to play a broad role in promoting the social, economic, environmental, and cultural well-being of their communities, taking a sustainable development approach.”

4.3 Following amendment in 2010, s.3 (d) was replaced with:

“(d) provides for local authorities to play a broad role in meeting the current and future needs of their communities for good-quality local infrastructure, local public services, and performance of regulatory functions.”

4.4 The Local Government Act 2002, as amended in 2010, now defines community outcomes as the “outcomes that a local authority aims to achieve in meeting the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions<sup>1</sup>”. Council must monitor its own progress towards achieving them.

4.5 The intent of the changes to the community outcomes process (repealing sections 91 and 92) in the amended Local Government Act was to refocus local authorities on the things that they have the capacity and influence to achieve. Elements of the community outcomes process (the process to identify them, the obligations to report) have disappeared completely from the statute so that Council’s approach to community outcomes is largely a matter for discretion. Council is still obliged to identify community outcomes and relate them back to activities and groups of activities.

4.6 During the preparation of the 2012-22 Long Term Plan, the advice from sector bodies (SOLGM and LGNZ) was that Councils, when designing the process to identify community outcomes, consider:

- The relevance of the existing set of community outcomes
- The actual track record
- Willingness of other parties to partner towards achievement of joint objectives
- Council’s mindset
- The available resources

4.7 At that time Council agreed that:

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<sup>1</sup> LGA 2002 s 5

- Its groups of activities could demonstrate their contribution towards one or more of the established community outcomes and this could translate into the statement of service performance
- The Path to Well-being had developed collaborative working across agencies in the District, had strengthened agency relationships across the District and were delivering projects of benefit across the District.
- That since the established outcomes were working well, remained relevant, had traction in the community and with other agencies and could easily be transferred to enable Council to meet its new obligations under the Local Government Act, there was little to be gained from a review of community outcomes.

4.8 This rationale and the six community outcomes were maintained for the 2015-25 LTP process.

## **5 The future community outcomes?**

5.1 As outlined above, the six themes of the current community outcomes were originally developed to provide a focus to encourage local authorities, central government agencies, and other organisations to work together. The discussion item to the Committee on 13 April 2017, Review of Community Outcomes, noted that Path to Well-being multi-agency collaborative partnerships have been pursued through the Community Partnerships Activity and that although the six themes still align well with the work that is undertaken, the theme groups themselves have developed to address specific projects.

5.2 Council has generally undertaken strategic planning sessions at the start of each triennium to identify priorities for the particular term of Council and to input these into the 10 year planning cycle. Since 2013, these priorities were fed through to the work programmes of Council, including the major projects that are reported upon as the Top Ten.

5.3 The six key priority issues adopted for the 2016-19 triennium have changed little from the priorities established for the 2013-16 triennium. They are:

- Infrastructure service levels: Ensuring services meet appropriate standards and are affordable
- Economic development: Facilitating growth through infrastructure investment, an enabling regulatory framework and collaboration
- Future-looking community facilities: Ensuring community facilities are future-fit and appropriately managed
- Earthquake-prone buildings: Reducing the people-risk from Council-owned earthquake-prone buildings and providing a leadership/support role for other earthquake-prone buildings
- Communication/engagement and collaboration: Ensuring communities are well-informed and engaged in decision-making, and productive partnerships are established/maintained
- Rates level/ affordability/value: Ensuring rate levels are prudent and value to ratepayers demonstrated

5.4 It is in this context that the suggestion was made that these strategic priorities perhaps more truly reflect the current definition for community outcomes to be “outcomes that a local



authority aims to achieve in meeting the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory function”.

- 5.5 However, the current six themed community outcomes are still useful to guide Council’s involvement in multi-agency collaborative partnerships have been pursued through the Community Partnerships Activity. This is the area where they currently carry weight and relevance.

## **6 Next steps**

- 6.1 This paper is intended to provide background material on community outcomes and how they fit into the Long Term Plan jigsaw. Council has agreed to a series of workshops to develop the 2018-28 Long term Plan, the first of which is an LTP 101 to be held on 18 May 2017.
- 6.2 The long-term plan must “to the extent determined appropriate by the local authority, describe the community outcomes for the local authority's district or region<sup>2</sup>”. It must also “undertake performance monitoring ... to evaluate its contribution to the achievement of ... the overall aims and outcomes of the local authority<sup>3</sup>”. Establishing the community outcomes is therefore one of the first stages in developing the LTP.
- 6.3 However, it is not suggested that any decisions about community outcomes are made at this meeting of the Policy/Planning Committee but rather that the Committee has a background knowledge of the history of the current community outcomes to bear in mind as discussions proceed.

## **7 Recommendations**

- 7.1 That the discussion document “Community Outcomes: considerations for 2018-28 Long Term Plan” be received.

Denise Servante  
Strategy and Community Planning Manager

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<sup>2</sup> LGA 2002 Part 1 (1)

<sup>3</sup> LGA 2002 s 65 1(c)

# *Appendix 1*

## **Appendix 1**

### **Section 91: Process for identifying community outcomes**

- (1) A local authority must, not less than once every 6 years, carry out a process to identify community outcomes for the intermediate and long-term future of its district or region.
- (2) The purposes of the identification of community outcomes are—
  - (a) to provide opportunities for communities to discuss their desired outcomes in terms of the present and future social, economic, environmental, and cultural well-being of the community; and
  - (b) to allow communities to discuss the relative importance and priorities of identified outcomes to the present and future social, economic, environmental, and cultural well-being of the community; and
  - (c) to provide scope to measure progress towards the achievement of community outcomes; and
  - (d) to promote the better co-ordination and application of community resources; and
  - (e) to inform and guide the setting of priorities in relation to the activities of the local authority and other organisations.
- (3) A local authority may decide for itself the process that it is to use to facilitate the identification of community outcomes under subsection (1), but the local authority—
  - (a) must, before finally deciding on that process, take steps—
    - (i) to identify, so far as practicable, other organisations and groups capable of influencing either the identification or the promotion of community outcomes; and
    - (ii) to secure, if practicable, the agreement of those organisations and groups to the process and to the relationship of the process to any existing and related plans; and
  - (b) must ensure that the process encourages the public to contribute to the identification of community outcomes.

### **Section 92: Obligation to report against community outcomes**

- (1) A local authority must monitor and, not less than once every 3 years, report on the progress made by the community of its district or region in achieving the community outcomes for the district or region.
- (2) A local authority may decide for itself how it is to monitor and report under subsection (1), but the local authority must seek to secure the agreement of organisations and groups identified under section 91(3)(a) to the monitoring and reporting procedures, including the incorporation of any research, monitoring, or reporting undertaken by those organisations and groups.

## *Appendix 2*

## Appendix 2: Community Outcomes and Identified Indicators 2005-2009

Outcome Statement	Measure	Source and availability
1. There will be a full range of local, affordable primary health and other essential services and amenities, and access to specialist services	Ratio of General Practitioners to population	NZ Medical Register
	Provision of health and other essential services	Unknown: data collection issues
2. There will be a safe community through effective partnership with local policing, rescue service, neighbourhood support and local initiatives.	Recorded Crime	NZ Police Statistics
	Perceptions of safety	Community Survey: data not collected to date
3. There will be a high quality, local and flexible education system that meets the lifelong needs of all community members	Level of educational attainment	Census
	No. Secondary school students leaving the district for education	Community Survey: data not collected to date
	Educational achievement	Unknown: data collection issues
	Provision of NCEA/NZQA-accredited courses	Unknown: data collection issues
4. There will be a thriving district economy supported by forward planning, minimal regulation and specific incentives for new and existing businesses	Social Deprivation	NZ Index of Deprivation (Census)
	Building and construction activity - level of residential building via building consents granted.	Rangitikei District Council
	Value Added District GDP	BERL
	District GST	Stats NZ
5. There will be a Rangitikei District that is recognised as a viable and attractive place to move to, work, learn and play in	Number of enrolled students at secondary schools in the district	Ministry of Education
	Net Migration (external arrivals – departures)	Stats NZ
	No of people leaving the district for retail services, employment, sports and recreation.	Community Survey: data not collected to date
6. There will be a more connected Rangitikei District that has a high standard of reliable transport and telecommunications and where people know what is going on	Quality of surface of roading network	Land Transport NZ
	Access to private motor vehicle	Census
	Percentage of population with telephone and internet access	Census
	Quality of broadband connections in the Rangitikei District	Unknown: data collection issues

Outcome Statement	Measure	Source and availability
7. There will be a Rangitikei District that is known for its heritage, primary production and tourism activities.	Number of "guest nights" and "guest arrivals"	Stats NZ
	Percentage of District land used from primary production	Unknown: data collection issues
	Number of visitors to District Museums	Unknown: data collection issues
8. There will be respected aquatic environments	Level of faecal contamination including e-coli and Enterococci	Awaiting data from Horizons Regional Council
	Water clarity/turbidity	Awaiting data from Horizons Regional Council
	Nutrient level (nitrate/dissolved reactive phosphorus)	Awaiting data from Horizons Regional Council
	Cultural Health Index Scores for nominated sites	Unknown: data collection issues
9. There will be residents of the Rangitikei District enjoying a wide range of sporting, cultural and recreational facilities.	Residents (children aged 5-17 and adults aged 18+) who are physically active for at least 30 mins per day	Community Survey: data not collected to date
	Residents who have participated in a cultural experience	Community Survey: data not collected to date
10. There will be an increasing resident population.	Population count/estimates	Census. Stats NZ
	Net migration (external arrivals – departures)	Stats NZ
11. There will be communities that are responsive to the vulnerable sectors of society	Perception of survey respondents who perceived selected groups as being subject to a great deal or some discrimination	Community Survey: data not collected to date
	Percentage of people who perceived that the community works well together and that people work well together	Community Survey: data not collected to date
12. There will be a minimised human impact on the environment.	Quantity of waste processed at Waste Transfer Stations per capita	Rangitikei District Council
	Percentage of land being used sustainably	Awaiting data from Horizons Regional Council
	Quality of air sampled at Marton and Taihape	Awaiting data from Horizons Regional Council
13. There will be a strengthened rural character of the Rangitikei by utilising available land in a sustainable, productive and profitable way.	Number of employees in agricultural, fishing and forestry sector	BERL/Stats NZ

Outcome Statement	Measure	Source and availability
14. There will be wide recognition of the integrity of the District's diverse natural resources	Trends in water levels and flows, consented water use and actual water use	Awaiting data from Horizons Regional Council
	Dollars spent on Department of Conservation and Council-owned reserves	Unknown: data collection issues
15. There will be a strong sense of people and place within the Rangitikei District celebrated through its stories, history, festivals and fairs.	Percentage of people that identify with the Rangitikei District	Community Survey: data not collected to date
	Number of people involved in established district festivals	Community Survey: data not collected to date

## *Appendix 3*



### Appendix 3: Community Outcomes and Identified Indicators 2009-2012

Outcome Statement	Measure	Source and availability
Good access to health services: <i>Achieving access to health services, whether it be the GP or the hospital is key.</i>	Ratio of General Practitioners to population	No. GPs taken from NZ Medical Register at any point in time Population statistics taken from latest District estimates from NZ statistics.
	Development of new/better services, better access to existing services	Qualitative
	Satisfaction with Council efforts to advocate on behalf of the District and to have a strategic and forward looking focus	Communitrak Survey (every 3 years)
A safe and caring community: <i>Through effective partnership with local policing, rescue services, neighbourhood support and local initiatives.</i>	Recorded crime	Central Districts Policing Region
	Respondents' perception that towns in the District are safe	Communitrak Survey (every 3 years)
	Percentage of people who perceive that the community works together and that people support each other	Communitrak Survey (every 3 years)
	Satisfaction with Council services that make our communities safer – averaged over 4 services: emergency management, street lights, footpaths, control of dogs.	Communitrak Survey (every 3 years)
Lifelong Educational Opportunities: <i>That meets the lifelong needs of all members of the community.</i>	Level of educational attainment	Census (every 5 years)
	Percentage of high school age children remaining within the District for education.	Local High School Roll <a href="http://www.tiki.org.nz/e/schools">www.tiki.org.nz/e/schools</a> Stats NZ
	Percentage of students achieving Level 1 literacy requirements compared to national average	NZQA website (annually)
	Percentage of students achieving Level 1 numeracy requirements compared to national average	NZQA website (annually)
	Development of new/better training opportunities to meet demand and skill shortages, including distance learning	Qualitative

Outcome Statement	Measure	Source and availability
A Buoyant District Economy: <i>With effective infrastructure and attractive towns that entice growth.</i>	Number of Employees in the agriculture, forestry and fishing sector	Statistics New Zealand (annually)
	Number of "guest nights" and "guest arrivals".	Statistics New Zealand Accommodation Survey (annually)
	Real value added(GDP) (percentage change on previous year): Regional Performance Indicators	BERL (annually)
	Percentage of population with access to the internet	Census (every 5 years)
	Satisfaction with Council services that promote our district to visitors and tourists – average over 3 services: Visitor Information Centres, Council's website users, tourism promotion.	Communitrak survey (every 3 years)
	Satisfaction with Council services that our ratepayers need - average over 4 services: council roads, overall contact with council, building activities and consent processes, District Plan.	Communitrak survey (every 3 years)
	The Towns in the District are attractive	Communitrak survey (every 3 years)
A Treasured Natural Environment <i>With a focus on sustainable use of our land and water-ways.</i>	Compliance with recommended water quality standards of the Rangitikei river	Horizons Regional Council (annually)
	Progress with the Sustainable Land Use Initiative in the District (percentage of land developing and/or implementing a farm plan	Horizons Regional Council (annually)
	Biodiversity levels of District (percentage of native vegetation)	Horizons Regional Council (annually)
	Quantity of waste processed at Transfer Stations per capita	Rangitikei District Council (annually)
	Satisfaction with Council services that protect our environment - average over 3 services: refuse disposal, including transfer stations, recycling (users) and water supply	Communitrak Survey (every 3 years)
Enjoying Life in the Rangitikei	Social deprivation: NZ Index of Deprivation 1 = less likely to be deprived 10 = more likely to be deprived	Ministry of Health from Census data (every 5 years)
	Population estimates	Statistics NZ (annually)
	Percentage of adults who participate in at least 30 minutes of moderate intensity physical activity on most, if not on all, days of the week	SPARC survey (every 5 years)
	Supporting efforts to preserve and protect the District's history and heritage	Communitrak survey (every 3 years)
	Satisfaction with Council community services and facilities - average over 6 services: libraries, swimming pools, parks and reserves, cemeteries, community halls and public toilets.	Communitrak survey (every 3 years)

# Attachment 6



Rangitikei  
District  
Council

2017

## Urban Tree Plan





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## 2 General Guideline Statement

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### 2.1 Introduction

Trees are important to our overall enjoyment of the environment in which we work, live and play, and form an integral and important aspect of any urban scene.

Trees provide ecological benefits, whether it is as a wildlife habitat, as food or shade, for soil retention or as an agent to purify the air. They can produce timber and crops, encourage biodiversity and improve the visual appeal of the landscape.

Trees also have a significant positive impact on the environment by enhancing and softening urban buildings, assisting with climatic control, providing shade, seasonal colour and amenity interest. They can be used to reflect local identity by marking an historic place or a location of particular interest, and provide character within the urban environment by framing important vistas or providing a structure to support a street layout.

Trees also make a significant contribution to the district's amenity, values and character. They contribute to good health by absorbing carbon dioxide and releasing oxygen into the air and providing habitats for birds, insects and other wildlife. Trees have the ability to filter dust and pollutants, reduce noise and moderate extremes of climate through the provision of shade and shelter. These values are further enhanced by their ability to provide beauty through flowers, berries, form and seasonal colour – either individually or in groups.

The Rangitikei district, with its diverse climate range presents its' own challenges for the establishment and management of trees. The Rangitikei can have particularly cold winters, unusually dry seasons, high winds and wet ground

The Council is responsible for the management of all trees on council owned or managed land including parks, reserves, and berms in urban streets. The Urban Tree Plan covers urban situations within the District and is intended to provide a blueprint for future tree management within the Rangitikei.





*Figure 1. Marton Park*

## 3 Trees in Parks, Reserves and other Council Properties

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### 3.1 Introduction

Reserves may offer the opportunity to plant trees that are too large for streets or private residential situations. These trees have an important and positive role to play in the amenity values of our parks, reserves and open spaces.

Appropriate species selection and positioning needs careful consideration and design to minimise losses through these climatic extremes. As trees have a limited life, an ongoing replacement programme is essential to ensure continuity of trees of varying ages in our parks.

Council wishes to see trees established and maintained on all parks and reserves.



Figure 2. Marton Park

### 3.2 Maintenance & Management

Good maintenance through the establishment phase reduces the future cost of maintenance and improves the final form and amenity value that the trees provide.

All maintenance of mature trees in parks and reserves will be undertaken by prequalified contractors (See Appendix 7.1). The parks and reserves team will be responsible for all maintenance of trees during their establishment. Maintenance includes pruning, mulching, staking, fertilising and replacement.

#### **GUIDELINE 1**

*Council is responsible for the maintenance of all trees, shrubs and vegetation in parks and reserves. It will undertake regular inspections and corrective pruning of trees, shrubs and vegetation.*



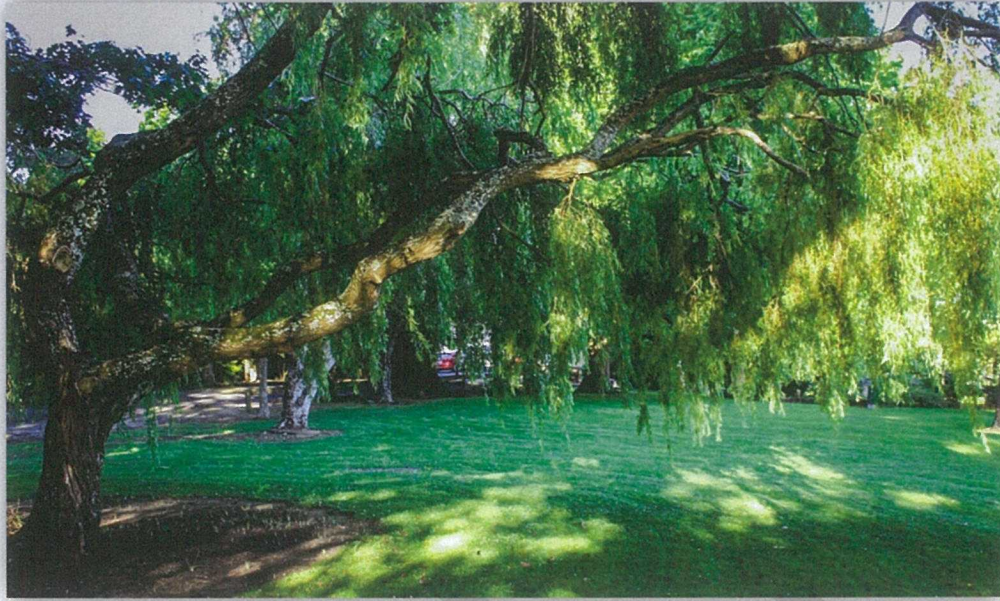


Figure 3. Marton Park

Community concerns raised about the maintenance and appropriateness of trees, shrubs and vegetation are a constant issue. These concerns will be considered on a case by case basis. Any unauthorised pruning of trees, shrubs or amenity plantings could lead to legal action for the purpose of recovering the costs of replacing damaged trees and shrubs, including any fees incurred in the recovery of cost.

Council will inspect and undertake routine maintenance of trees, shrubs and amenity planting on an appropriate cycle to suit location, plant species and site constraints. Established trees will be inspected annually and minor corrective work undertaken where required.

The usual maintenance regime for parks and reserves trees is:

Tree Age (from date planted)	Maintenance Cycle	Tasks to Undertake
Up to 10 years	1x per annum	Inspect, adjust/remove stakes & ties, corrective pruning, fertilise, as required
Over 10 years	1x every 3 years	Inspect, corrective pruning & clear services
Mature	As required	Inspect, corrective pruning & clear services

Non-essential work requested by a member of the community may be carried out by Council on the basis that all of the costs are met by those requesting the work.



*Figure 4. Marton Park*

### **3.2.1 Playground Trees**

Trees that are located within playground areas are assessed monthly as part of the routine playground inspections. This monthly inspection will be a visual inspection and will take into consideration any changes the tree may have experienced over the previous month. Special attention will be given to the stability of the tree and any damage that may have occurred during this time. All findings will be recorded on the playground site inspection checklist and relevant contactors notified if required.

A further inspection of the trees near playgrounds will occur by trained arborists at twelve month intervals. This inspection will be a more detailed risk analysis of the trees that will include any remedial actions that may be required to keep the trees in a healthy and safe condition for the park users. This inspection will be undertaken by Council approved sub-contractors that are familiar with the tree species being assessed. Should any tree require remedial work this will be undertaken without delay.

Parks with mature trees which will be assessed include:

- Walker Park, Bulls
- Bulls Domain
- Wilson Park, Marton
- Memorial Hall, Marton
- Memorial Park, Taihape
- Queens Park, Hunterville



## **GUIDELINE 2**

*Monthly visual inspections of trees in parks will be conducted to note any changes or damage to trees. Annual risk inspections will be carried out by an arborist to ensure the trees are healthy and safe.*

### **3.3 Species Selection**

It is intended that future trees in parks and reserves are appropriate for their location. Trees which are likely to obstruct views, cause shade problems or have invasive roots which could have an impact on adjoining property or underground services will not be planted.

The Parks and Reserves Team Leader will recommend tree species which are deemed suitable for each specific location. In some situations, this may see different species being planted in parks than those currently established.

Council will endeavour to plant trees that will provide significant scale, shade which will contribute to positive amenity values.

## **GUIDELINE 3**

*Future park tree plantings will be the largest growing species suitable for the location.*

Council wishes to avoid creating a monoculture of tree species in any park or reserve. This is to avoid the likelihood of a pest or disease causing the loss of all trees.

## **GUIDELINE 4**

*Tree species selection will avoid the creation of mono cultures.*

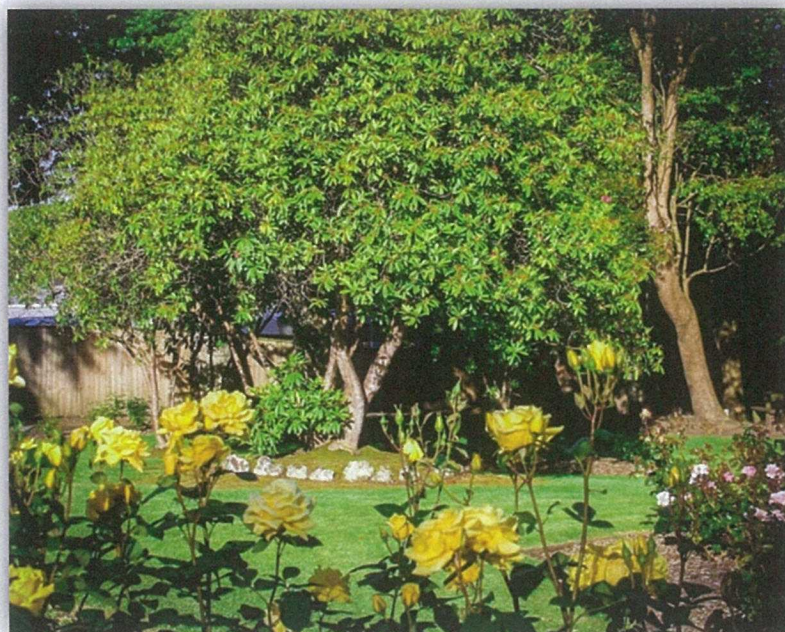


Figure 5. Marton Park

### 3.4 Tree Stumps and Tree Suckers

In an urban environment it is preferable to remove the stumps when trees are removed. The stumps can harbour pests and diseases which could spread to healthy trees and create a significant mowing obstacle. The preferred method to remove mature tree stumps is to grind the remaining stump and remove the chips from the site. However because of cost and location, it may not always be practical to remove the stumps.

#### **GUIDELINE 5**

*Where practical tree stumps are removed  
when trees are felled*

Tree suckers often develop from tree stumps or roots that have not been removed. Depending on the species of tree, the suckers may quickly become a new problem causing damage to hard surfaces. To remove tree suckers in hard surface areas, the appropriate approach is to use a weed killer. In grassed areas, constant mowing will gradually reduce growth over a period of years. Tree suckers from existing established trees will be removed by hand – not treated with weed killers.



### 3.5 Replacement & New Trees

#### 3.5.1 Replacements

A programme of ongoing tree planting will be established to ensure that there is continuity and that parks and reserves do not go through periods where there are no trees following the removal of older specimens.

In some situations, trees have been planted in an ad hoc way, while in others the trees have been planted as part of an overall, planned, planting programme.

As trees are removed they will be replaced on a tree for tree basis. Replacement trees may be of a different species than the tree being replaced, at the discretion of the Parks and Reserves Team Leader. Replacement planting will take into account the requirements of any adopted reserve management plan or adopted tree-planting plan for the reserve.

The intention is to have a mixed-age tree asset, consistent with the guidelines, on each reserve.



*Figure 6. Wilson Park*

## **GUIDELINE 6**

*Council intends to, maintain current  
planting levels and have a mixed age tree stock on  
each park and reserve.*

*Where trees on parks and reserves are removed,  
replacement tree planting will be undertaken.*

### **3.5.2 New Trees**

New tree planting in parks and reserves will be planned in advance by the Parks and Reserves Team Leader, generally taking into account the need to provide a mixture of green open spaces and planted areas. The Parks and Reserves Team Leader will plant trees that, when mature are appropriate in scale for the location.

Consideration will be given to potential impacts on essential services - both above and below ground. As a good neighbour Council will take into consideration the impact of the proposed plantings on adjoining neighbours. Planting will be designed to avoid blocking views or light, and by planting trees at a density that avoids potential difficulties in the future.

New, large growing tree species will be located a minimum of 5 metres away from adjoining property and road boundaries, unless there is an agreement with the owners to plant closer. Community input will be sought when tree planting plans are being prepared.



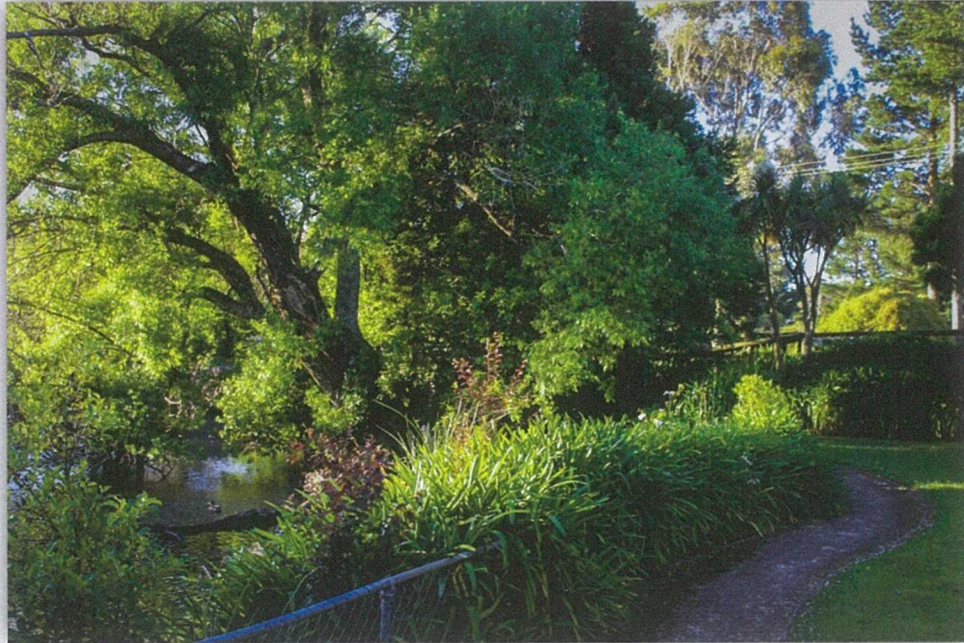


Figure 7. Frae Ona Park

## **GUIDELINE 7**

*Tree planting plans will be prepared for new tree planting. New trees will be selected in keeping with this guideline.*

*New trees in parks and reserves will be planted at least 5 metres from property and road boundaries.*

## **3.6 Donated, Sponsored and Memorial Trees**

### **3.6.1 Donated or Sponsored Trees**

From time to time Council receives offers for donated or sponsored tree plantings. Partnerships with the community are valued by Council and will be encouraged, as long as the proposed planting is in keeping with the terms of this guideline.

Sponsors will be encouraged to support tree planting in reserves where planting plans have already been established. The nature and terms of any partnership or sponsorship including tree species selection, financial contributions, signage and

ongoing maintenance and management will be set out in a formal letter of agreement before Council commits to any sponsorship programme.



Figure 8. Frae Ona Park

### **GUIDELINE 8**

*Council values partnerships with the community to establish trees where a tree planting plan has been adopted. The terms if any partnership or sponsorship are to be confirmed in writing with the agreement of both parties before planting occurs.*

#### **3.6.2 Memorial Trees**

Trees have been established in various parks, reserves and public areas to commemorate special events or as memorials.

The commemorative trees will be recorded in Council's commemorative tree register, together with details of any memorial plaque or local history known about the person/occasion being remembered.

Council does not encourage the establishment of memorial plantings. As communities grow and change, situations can arise in which a memorial planting needs to be



reconfigured or removed, resulting in concern and distress for the families of those commemorated. Commemorative trees can also become targets for vandalism.

While the plaque and the initial cost of planting may have been met by a benefactor, the ongoing costs are met by Council through rates.

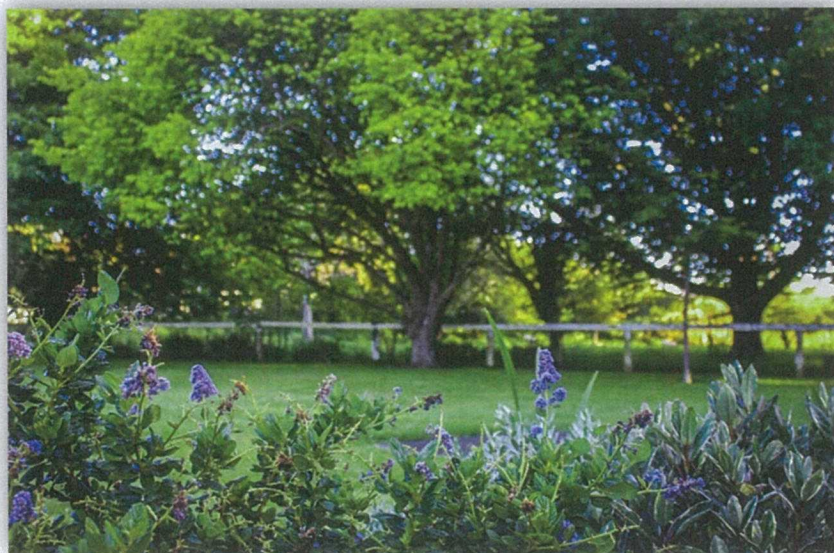


Figure 9. Frae Ona Park

## **GUIDELINE 9**

*Future commemorative trees and memorial plantings  
will not be located in parks or urban areas  
except by a decision by the Parks and Reserves Team Leader.*

### **3.7 Heritage Trees**

Heritage trees are important due to their age, species and provide a significant contribution to the District.

Heritage trees have special protection and are listed individually under the heritage tree list in the District Plan. Heritage status means those trees are protected and significant work cannot be undertaken on them without first obtaining resource consent from the Rangitikei District Council.

Trees serve as reminders of past generations and their achievements, and provide a sense of continuity and identity for the community. As such, they are a significant component of the heritage and amenity values of the District. This is particularly so in urban areas that is faced with continuous demand for intensive land development.

The heritage, amenity and natural values associated with these trees makes many of them deserving of protection, with their destruction negatively affecting these values. A number of these significant trees are located on private land, however, the majority are located in public parks and reserves.



Figure 10. Cooks Cottage

### 3.8 Removal of Trees in Parks and Reserves

Council occasionally receives a request to remove park trees. In some cases there is community consensus on the problems the trees are causing, however in most situations the request for removal comes from one property owner.

The council recognises the positive aspects that trees contribute to the wellbeing of the environment and will balance any possible tree removal against any adverse environmental impact.

Council acknowledges that in some situations inappropriate trees have been established which may have contributed to issues. The removal of healthy trees will only be considered where severe difficulties are being experienced by a neighbouring property (trees which inhibit views, shade property or drop debris are not considered to be causing severe difficulties).



Where a tree is under consideration for removal or is causing problems, Council's tree assessment checklist should be completed to record the tree condition and background information. A copy of the standard assessment form is attached in Appendix 7.2.

A tree may be removed where, in the opinion of a qualified arborist or suitably qualified person the tree is:

- Dead
- Dangerous
- Severely diseased
- Part of a planned replacement programme
- Where the tree has particularly poor form and provides limited amenity value

In some situations, trees may cause problems with services and roads. Remedial action will be considered in these situations. Removal will be the most extreme option and will only be considered where all other options have been explored.

Typical problems with trees and services include:

- Disruption to essential services
- Proposed road, footpath or driveway realignment and design options have been considered and discounted in order to retain tree/s

Where a significant tree is to be removed a photograph showing the condition of the tree will usually be taken for historical purposes.

Where a significant healthy tree is being considered for removal, community consultation will be undertaken and the final decision will rest with the relevant community committee/board.

### **GUIDELINE 10**

*Generally healthy park trees will be retained and their removal will be the exception. Decisions on major tree removal will be referred to the relevant community committee/board following public consultation.*



*Figure 11. Wilson Park*

### 3.9 Resolving Disputes

Tree and vegetation management can at times be an emotive issue with different elements of the community seeking opposing types of actions. On occasions consensus simply cannot be reached.

When this occurs, a 'tree assessment form' is to be completed as a prelude to a formal decision-making process. See Appendix 7.2.

The process provides for:

- An inspection by a nominated Parks and Reserves Team Leader to identify problems
- Consultation with the local community/adjoining property owner
- The completion and review of the tree assessment form
- Appropriate remedial work to be carried out in compliance with sound arboriculture practices (the costs of which may be shared between the parties)
- The consideration of the removal of the tree as per this guideline by the Parks and Reserves Team Leader if remedial work is not deemed to be satisfactory.
- The initiation of mediation.



In the event that the Parks and Reserves Team Leader does not agree to corrective pruning or the removal of the tree or vegetation, and of mediation is unsuccessful, then the issue may be referred to Council for formal consideration.

### **GUIDELINE 11**

*Where, following local community consultation, agreement on the removal of trees/vegetation cannot be reached the issue will be referred to the the Chief Executive.*



*Figure 12. Marton Park*

## 4 Street Trees & Amenity Planting

---

### 4.1 Introduction

Council supports the general principle of planting and establishing street trees in the urban environment where appropriate.

In some streets it is difficult to provide quality street trees and match residents' expectations. Street trees bring tremendous benefits to our region, but they are not always trouble-free. Across the community, opinions about street trees vary greatly.

Street trees have importance beyond the individual property closest to them. Council manages the street tree asset as a coordinated collection of trees which adds value and character to the urban area overall. A street tree's amenity value is enjoyed by people walking and driving along the street and those living, working, shopping, dining and recreating nearby. Mature trees help to give a neighbourhood an established feel.

The Urban Tree Plan accepts that good quality vegetation or specimen trees on private property may offset the need for street trees at some sites. While, lack of quality vegetation on private properties may increase the need for Council to provide street trees.

However, the street berm has a shared function, providing potential road widening opportunities, pedestrian access, and a location for essential services including both overhead and underground services. This means there are limited opportunities for trees and beautification (Refer Appendix 7.3).

In some situations the existing services, proximity to road intersections or specific sight limitations may prevent the establishment of either trees or amenity plantings (See Appendix 7.4). Utility authorities have a statutory right to locate services in the road berm and to have access to the services. The security of these services must be the prime consideration.





*Figure 13. Civic Square, Marton*

## 4.2 Taking Responsibility

Council is the owner of road reserves and is responsible for all specimen trees on them.

Providing the District with a range of quality trees is a 20 year project. Surveying of all street trees will be undertaken during 2017 and a database of all the trees growing in the region will be established. This database will include the current condition of the specimen, GPS location, species and street number.

Future planting of trees will be handpicked from species known to thrive locally. A species selection has been developed for the Rangitikei District that varies due to the District's varied climatic extremes (See Appendix 7.5).



### 4.3 Legislation

Sections 332 to 338 of the Property Law Act 2007 guides the management of trees where residents experience problems with shade, leaf litter and views planted on private property or Council land, including road reserve.

Where a resident disagrees with a Council officer's decision to retain a tree the matter can escalate. This process involves officers submitting a report to the local community committee/ board.

Beyond Council's own decision making processes, residents may wish to pursue the issue by making an application for a court order under Section 334 of the Property Law Act 2007.





*Figure 14. Broadway, Marton*

#### **4.4 Street Tree Maintenance**

Trees and shrubs often struggle to grow well in a street environment. An ongoing approach to maintenance through the establishment phase will reduce the future cost of replacement and maintenance and improve the final amenity value.

Council trees are maintained by approved contractors. It is a requirement that the contractors hold the relevant Health and Safety requirements and qualifications for work on the trees.

Contractors are selected for their skill in their particular area of expertise. When power line clearance is required Council only use companies with correct certification for this role.

All maintenance of street vegetation, shrubs and trees will be undertaken by Council staff or contractors with the required skills. Maintenance includes pruning, mulching, staking, fertilizing and, where necessary, replacement. Council will continue to seek assistance from the community for the watering of establishing trees and shrubs during summer months.

Council will consider any concerns that arise about the maintenance and appropriateness of trees. However; any unauthorised pruning or removal of trees could lead to legal action to recover the costs of replacing damaged trees including any fees incurred in recovering costs.

Council will inspect and undertake routine maintenance of trees on an appropriate cycle to suit the location, plant species and site. Juvenile trees will be inspected annually and minor corrective work undertaken.

The usual maintenance regime for street trees is:

Tree Age (from date planted)	Maintenance Cycle	Tasks to Undertake
Up to 10 years	1x per annum	Inspect, adjust/remove stakes & ties, corrective pruning, fertilize, as required
Over 10 years	1x every 3 years	Inspect, corrective pruning & clear services
Mature	As required	Inspect, corrective pruning & clear services

### **GUIDELINE 12**

*Council is not responsible for the maintenance of amenity planting on street berms. It will undertake regular inspections and corrective pruning of trees, shrubs and vegetation.*

#### **4.4.1 Lifting Footpaths and Damage to Underground Services**

Where quality street trees cause significant damage to footpaths and driveways Council will consider available methods for retaining the tree. This may involve alternative surfaces, root pruning or realignment.

In exceptional circumstances, Council may promote the idea of rearranging infrastructure in favour of an outstanding tree.

If a resident suspects that their pipes are being blocked by roots from a street tree they should contact Council.

Consideration will be given to tree removal if alternative mitigation is not possible. Full consultation will be undertaken by the Parks and Reserves Team Leader with the property owner prior to any work being initiated.





Figure 15. Marton Park

#### 4.4.2 Pollarding: Plane Trees *Platanus orientalis* London Plane Tree

Pollarding or high coppicing is a method of pruning that keeps trees smaller than they would naturally grow. It is normally started once a tree or shrub reaches a certain height, and annual pollarding will restrict the plant to that height.

Due to historic reasons a number of London Plane trees throughout the region have been pollarded. While this is not ideal for this species it will be an ongoing maintenance requirement for the trees growing in the locations listed below.

The pollarding that is undertaken on these sites differs from other pollarding techniques. A new framework for these trees has been established based on a network of short branches rather than a stump. In the future they will be pruned back to this new framework each year.

It is envisaged that the trees will be pruned during July-August of any year. A smaller supplemental prune may be required during summer to avoid the trees growing into overhead power lines.

Street	Town	No of trees left	Comment
Bond Street	Marton	16	Whole Street
Stewart Street	Marton	3	Outside Courthouse
Lyon Street	Marton	2	Harris Street to Beaven street
Bruce Street	Hunternville	3	Hunternville School to Waitipapa Road
Raumaewa	Mangaweka	2	SHI to Broadway

Street			
Eagle Street	Taihape	5	Kaka Street intersection
Wren Street	Taihape	6	
Thrush Street	Taihape	11	From Kaka Road
Memorial Park	Taihape	2	Memorial park
	Total	48	

## 4.5 Pruning Techniques

Council supports the principle of trees being encouraged to grow true to form. Accordingly, trees will be maintained in keeping with established arboricultural standards to enhance the amenity the trees, shrubs and vegetation provide and to assist in maintaining the long term health of plants and trees.

In urban areas tree pruning is a skilled operation. Pruning will be carried out by experienced or appropriately qualified contractors, as listed in Appendix 7.1.

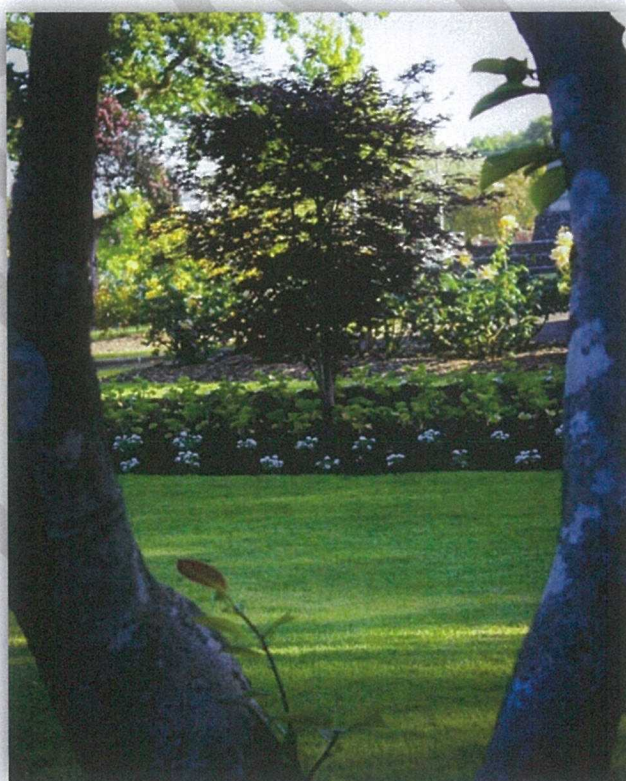


Figure 16. Marton



## **GUIDELINE 13**

*Trees, vegetation and shrubs will be encouraged to grow true to form and any maintenance work will be carried out to established horticultural or arboricultural standards.*

### **4.6 Deciduous Trees on Road Reserves**

Deciduous trees can pose a flood risk when leaves block sumps or storm water grates. Contractors are aware of the problem and in the autumn clear drainage systems on a regular basis.

### **4.7 Trees near Power Lines**

Overgrown and inappropriate trees near power lines are one of the biggest contributors to electricity supply failures. Even when trees appear to be well clear of the lines, they still pose a threat to the power supply during storms and strong winds.

The overhead and underground power lines in the Rangitikei District are managed by PowerCo. The company asks for public cooperation to keep trees away from power lines.

Where Council or a landowner has declared an interest in a tree near power lines they are responsible for all costs of trimming the tree to regulation safety distances. Where no interest is declared, the line company can fell the tree if it so chooses.

Power line clearance will be undertaken following discussions between the Parks and Reserves Team Leader and the approved contractor.

Methods of tree reduction will be discussed and all options considered prior to commencement of any pruning work.

Should a tree be a threat to a power supply it may be removed. Consultation with neighbouring landowners will be undertaken prior to any tree removal.

All contractors undertaking work within the following distances need to be PowerCo approved with the relevant competencies and all work must be done in line with Arboricultural Code of Practice Part 2 (ACoP2).

In short the required distances are:

33,000v 3.5m

11,000v 2.6m

400v 0.5m

For further detailed information on the requirements of pruning trees beneath or beside power lines refer to Electricity Regulations 2003 Page 28.

The other standards that need to be adhered to are the Safety Manual Electricity Industry (SM-EI) Parts 2 and 3.

Currently Council employs one preapproved sub-contractor who is certified to undertake this work. Refer to the Council approved contactor list in Appendix 7.1.

#### 4.8 Street Tree Species Selection

Council intends to ensure that future street tree planting is appropriate for the location. Trees which are likely to obstruct views, cause shade problems or have invasive roots will not be planted.

The criteria to be considered when selecting street trees will include:

- Street amenity
- Soil type
- Drainage
- Local climate
- Width of berm
- Views
- Location of services
- Suitability of species in terms of growth habit
- Proximity to property (shading issues)
- Existence of other trees on both private property and berms
- Probability of leaf drop
- Mature size of tree and its effects

#### **GUIDELINE 14**

*Future street tree planting will be  
suitable for the location.*





*Figure 17. Marton town centre amenity planting*

#### **4.8.1 Planting Guide**

Without good planning, the planting and management of trees on public space can occur in an ad hoc manner with the resulting tree cover lacking strength and cohesion. The community and Council staff have identified that in the past inappropriate species have been planted in some sites. It is especially important that appropriate species are selected for each public space. Inappropriate species can damage infrastructure and generate excess maintenance or replacement costs. Appropriate species selection will maximize the benefits the tree provides as well as reducing the long term cost on the ratepayer.

The intent of the Planting Guide is to foster coherent and sustainable street tree plantings. It recommends the use of trees that are tolerant of the environmental conditions for their site, have low maintenance needs, have long lives, and retain their attractiveness into their maturity.

The Planting Guide is to be used as a guide for the planting of street trees. It is intended for landscape architects, developers, contractors, council staff and tree suppliers. It will assist with the selection of replacement trees or new street trees in existing areas, as well as for road corridors in new subdivisions.

While this document has been produced to assist with the selection of street tree species it is a guide only and the final decision as to the species to be used in any situation rests with the Parks and Reserves Team Leader.

Every year up to 40 large street trees will be planted throughout the District. These trees will be planted under the guidance of the Parks and Reserves Team leader. The trees will be planted in accordance with the planting guidelines in Appendix 7.7.

#### 4.9 Requests for New Street Trees / Vegetation

Council values partnerships with the community to establish trees and will consider the establishment of street trees in appropriate locations as described in this section of the guideline (See Appendix 7.8). Priority will be given where there is a coordinated approach from the community. Individuals or groups may make an application for planting to the Parks and Reserves Team Leader.

Priority for new street tree planting will be given to streets where utility services such as power lines are underground.

Where there is a request for trees to be planted in a street, or where Council wishes to plant trees in streets, the Parks and Reserves Team Leader will seek agreement from the majority of residents so that a consistent pattern of planting can be achieved (Refer Appendix 7.9).

Individual 'one off' new tree planting will be considered in an ad hoc basis upon application to the Parks and Reserves Team Leader.

Consideration will be given to minimizing the possible future impact new trees may have on essential services both above and below ground.



Figure 18. Street trees in Marton town centre



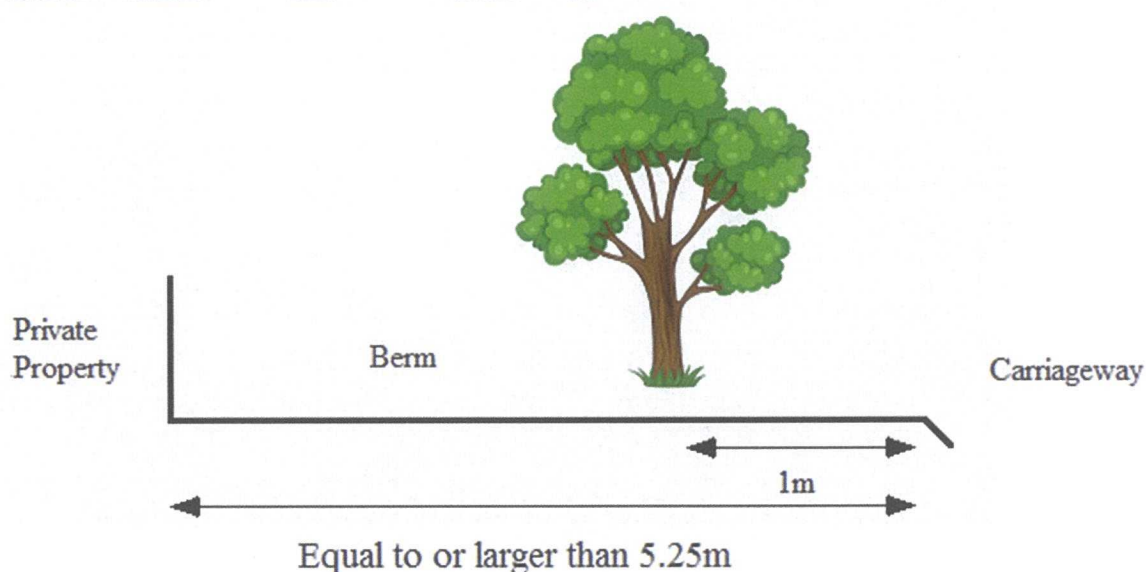
## GUIDELINE 15

*Council will be responsible for planting of trees and other amenity plantings on berms. Where inappropriate planting is identified the persons responsible will be consulted with, and may be requested to remove the plantings. Alternatively, if necessary, Council will remove the planting and recover costs.*

In urban areas Council permits one tree per property frontage where the berm has a minimum width of 5.25m (measured from private boundary to kerb edge). A suitable tree species will be identified in consultation with the Parks and Reserves Team Leader. Trees will usually be planted at least 1m back from the kerb edge and no closer than 1m to underground services. Where the berm is less than 5.25m planting is at the discretion of the Parks and Reserves Team Leader.

For larger residential sites, with large berms or on the urban fringe, one tree per 30m or property frontage will be considered, subject to the site being suitable in terms of services, sight lines and berm width. Council will seek consensus prior to undertaking street planting.

The diagram below indicated suitable planting distances for trees on street berms.



## **GUIDELINE 16**

*Council permits one tree per road frontage  
on urban berms which are at least 5.25m wide.*

*Larger residential sites may be considered for planting on the  
basis of one tree per 30m of frontage.*

Developers may be able to plant trees on the berms, provided it is in keeping with this guideline and with the consent of the Parks and Reserves Team Leader. Initial planting will be completed as part of the final landscape works at the time of subdivision. All plantings shall be maintained by the developer for at least 18 months.

## **GUIDELINE 17**

*Before any tree or amenity planting is permitted on  
Council berms as part of the subdivision process, consultation must  
occur with the Parks and Reserves Team Leader.*

*The consent will include conditions for the planting and  
maintenance.*

Where established trees have been removed and where the location is suitable, they will be replaced with an appropriate tree species. This may not be the same species as the tree removed. Where recently established trees are to be replaced if possible they will be replaced with similar species.

## **GUIDELINE 18**

*Established trees that have to be removed may be  
replaced in a similar suitable location, and with a  
suitable species, where appropriate subject to funding.*

### **4.9.1 Trees and traffic safety**

In addition to amenity values, trees assist with:

- Traffic management by constraining lateral vision

- Identifying traffic control measures such as traffic islands

Trees will not be allowed to compromise the safety of road or footpath users.

### **GUIDELINE 19**

*Trees, vegetation and shrubs will not compromise  
the safety of road and footpath users.*

#### **4.10 Removal of Street Trees**

A number of requests are received each year to remove street trees. Council acknowledges that in some situations inappropriate trees have been established which may have contributed to difficulties people are experiencing.

Perceived problems include shading, leaf fall and blocked views. In some cases, there is local community consensus as to the problems, but in most situations the request for removal comes from one property owner.

Generally Council relies on expert advice to determine whether large trees (5m or taller) should be retained or removed. Again, the key question is whether the trees are quality specimens or are likely to develop into quality specimens.

Requests for street tree removal are processed by a Parks and Reserves Team Leader. The removal of healthy trees will continue to be the exception and will only be considered:

- Where street redevelopment is to be implemented and options to retain the tree have been investigated and discounted
- Where severe hardship is being experienced (trees which inhibit views, shade property or drop debris are not generally considered to be causing severe hardship)
- Other community assets and infrastructure are impacted by trees or vegetation
- Where a tree is being considered for removal or causing problems the council tree assessment checklist should be completed to record the tree condition and background information. A copy of the standard assessment form is attached in Appendix 7.2

A tree may be removed where in the opinion of a qualified arborist or the Parks and Reserves Team Leader it is:

- Dead
- Dangerous
- Severely diseased
- Part of a planned replacement programme



- Where the tree has particularly poor form and provides limited amenity value as determined by a qualified arborist

Remedial action will be considered in extreme situations where problems are being caused with services and roads. Removal will be the last option and will only be considered where all other options have been explored.

Typical problems between trees, roads and services include:

- Disruption to essential services;
- Proposed road, footpath or driveway realignment and design options have been considered and discontinued in order to retain the tree/s;
- Interference with pavement integrity of road and/or footpath;
- Root intrusion into service ducts.

## **GUIDELINE 20**

*Healthy street trees will generally be retained.*

*Decisions on major tree removals will be referred to the relevant community committee/ board. Public consultation will be undertaken.*

Where a tree is to be removed a photograph of the condition of the tree will usually be taken for historical purposes.

### **4.10.1 Shade and Views**

During their lifespan, trees can periodically interfere with views and sunlight enjoyed by residential properties. Where a tree is, or is likely to become a quality specimen, pruning may improve a resident's situation. Views over Taihape are important to many residents in town, particularly in the Western Hills. Prospective landowners and tenants need to consider the effect of nearby trees, including their potential to grow larger. Although Council does not prioritise panoramic views as part of managing street trees, there is often scope to improve views with modern pruning techniques as part of the regular maintenance work.

Council and an approved contractor will carry out pruning where the result is going to benefit the residents and have little effect on the quality of the tree.

Where poor quality trees cause interference Council may consider removing the tree.



*Figure 19. Marton Park*

When residents believe that quality street trees unreasonably interfere with sunlight and views of residential properties Council will consider whether it is practical to manage the situation individually or by pruning.

Overall, Council prefers to retain quality specimens, or specimens that are likely to develop into quality specimens. This preference needs to be weighed up against other considerations in the street, including neighbours expectations. Council's role is to consider whether tree removal will reduce the attractiveness of the area for neighbours. The function of the road reserve is also a very important consideration.

As trees grow taller the space under the crown is likely to increase, improving light and views for residential neighbours. Trees with large crowns often offer more opportunities for thinning the crown (improving light and views) than smaller trees. It is not practical to manage the street trees to provide all residential properties with panoramic views. In any case, Council is only responsible for a portion of the specimen trees that affect light and views.

Council is committed to being a good neighbour. We recognise that street trees aren't always appreciated by everyone and that some neighbours favour views and sunlight over street trees. Council aims to provide quality street trees without creating unreasonable view and shade problems for neighbours. Generally Council's position is that quality street trees will be retained.



## **GUIDELINE 21**

*Quality street trees will be retained*

### **4.11 Application Costs / Cost Sharing**

Council will meet the ongoing maintenance costs for trees including routine corrective pruning and replacement. The majority of street tree maintenance costs are met through rates.

Council wishes to be a good neighbour in terms of maintenance of its trees and vegetation. However Council does not make financial provision for meeting the costs of pruning trees to enhance views or for other non-essential arboricultural work. 'Cosmetic' pruning or tree planting, where appropriate, will be considered on a case by case basis and a financial contribution may be sought from those requesting the work.

## **GUIDELINE 22**

*Council wishes to be a good neighbour in terms of sharing costs for non-essential tree maintenance, removal and new planting and will negotiate acceptable contributions towards actual costs.*

### **4.12 Resolving Disputes**

Tree and vegetation management can at times be an emotive issue with different elements of the community seeking opposing types of actions. On occasions consensus simply cannot be reached.

When this occurs, a 'tree assessment form' is to be completed as a prelude to a formal decision-making process.

The process provides for:

- An inspection by a nominated Parks and Reserves Team Leader to identify problems
- Consultation with the local community/adjoining property owner
- The completion and review of the tree assessment form
- Appropriate remedial work to be carried out in compliance with sound arboriculture practices (the costs of which may be shared between the parties)
- The consideration of the removal of the tree as per this guideline by the Parks and Reserves Team Leader if remedial work is not deemed to be satisfactory.
- The initiation of mediation.



If agreement still cannot be reached the matter will be referred to the Chief Executive for a final decision.

### **GUIDELINE 23**

*Where, following local community consultation,  
agreement on the removal of trees/vegetation  
cannot be reached the issue will be referred to the  
Chief Executive.*

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## 5 Private Trees, Vegetation and Shrubs

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### 5.1 Introduction

The local environment is significantly enhanced by the collective tree cover that is provided by private property owners, Council and government agencies such as the Department of Conservation (DoC). However, Council is not responsible for trees on private property. As with other privately owned assets, responsibility for privately owned trees and vegetation predominantly rests with the property owner.

In general terms the council will not be involved in issues surrounding privately-owned trees, with the following exceptions:

- Trees interfering with public footpaths, roadways, road signs, and in some situations, services
- Trees planted by other parties on council-owned land without prior consent or agreement
- Notable trees as identified by the District Plan.

#### **GUIDELINE 24**

*Maintenance of trees on private land is the responsibility of the land owner, within the provisions of the District Plan.*

### 5.2 District Plan

The district plan sets out the framework of issues, objectives, policies and rules to manage the effects of land use and development and to protect the natural and physical resources of the Rangitikei District. One of Rangitikei District Councils objectives derived from the District Plan is that Notable trees and culturally significant flora are identified, conserved and maintained and their amenity values are recognized.

#### **Rule B1.16 Notable Trees and Culturally Significant Flora**

B1.16-1 Notable Trees listed in Schedule C2 may be maintained through trimming to ensure the general health of the tree, provided that the trimming maintains the natural shape and form of the tree. This excludes pollarding or any other hard pruning practices.

B1.16-2 Notable Trees listed in Schedule C2 must not be removed without obtaining resource consent, unless:

a) there is imminent danger to human life; or

b) in the written opinion of a suitably qualified person (e.g. an arborist) the tree health has significantly declined through natural causes (for example, insect infestation or disease) and there is no reasonable remedy to be able to restore tree health.

### **5.3 Privately Planted Trees on Council Land**

All trees and amenity planting on council land, including road berms are owned by and are the responsibility of Council.

Council, as land owner will carry out any approved tree planting on street berms, and must be consulted if members of the community want to place trees or amenity plantings on road berms, parks or reserves.

While community initiatives for tree planting are supported, these must be in keeping with the guidelines set out.

In situations where plantings have been established by organisations or individuals on Council land, these will be managed in keeping with this guideline. Those responsible for planting the tree/s will not receive any special degree of consultation on the management of the vegetation, unless there is a previous agreement with Council. The former planter of the tree has no authority to undertake tree pruning or removal without specific Council consent.

At times it may be necessary to remove plantings by members of the community where these have occurred without prior agreement. In these situations Council will attempt to consult with those concerned with the original planting.

The cost of maintaining trees on council land is generally met through rates contributions. However this guideline sets out areas where contributions from the community will be sought for operational works.

The community is encouraged to work with the council to see appropriate trees established in suitable locations within the District.





Figure 20. Marton Park

## 5.4 Hazardous Trees

Council has a responsibility to keep community assets as safe as reasonably possible. Any issue relating to potentially hazardous trees and amenity plantings between privately-owned properties is a matter for those neighbours to resolve and is outside the influence of Council. At times private trees and vegetation can impact on safety in a number of ways including:

- Shading of roads and footpaths resulting in formation of ice patches in winter
- Impeding access to footpaths
- Affecting sightlines and obstructing lights and visibility of road signs
- Interfering with services both overhead and underground
- Branches from private trees encroaching on road reserves or parks
- Footpaths becoming hazardous due to encroachment of tree roots
- Unstable trees

Appendix 7.6 outlines the criteria for encroaching vegetation or trees that are not in accordance with this guideline, where staff will take the following steps:

The Parks and Reserves Team Leader will send a notice in writing to the property owner, requesting they trim the vegetation (Appendix 7.10.1)

- The Parks and Reserves Team Leader will inspect the property within four weeks

- If vegetation has been trimmed, a 'thank you' letter should be sent (Appendix 7.10.2)
- If no action has been taken a reminder letter will be sent (Appendix 7.10.3)
- If after the reminder letter, the situation has not improved, the council can enter the property and carry out the work required. The property owner will have to bear the cost and may also be fined under the Local Government Act 2002, section 335 (Refer Appendix 7.11)

On rare occasions a private tree may become dangerous to the community, for example in a storm, and in these situations urgent action may be required. Council has powers under the Local Government Act 2002 to take remedial action to negate an urgent danger without the tree owners consent.

### **GUIDELINE 25**

*Where trees on private property are causing a nuisance  
or hazard to community assets the owner will be  
requested to undertake appropriate maintenance.  
If necessary Council will remove the hazard and  
recover associated costs from the tree owner.*

## **5.5 Pruning**

Some landowners may be pruning roadside trees and windbreaks and leaving the cuttings on the road reserve.

The debris restricts Council's ability to maintain berms. Footpaths and drains can be blocked, causing flooding during heavy rain.

While the landowners are responsible to maintain private trees overhanging road reserve they also are responsible for the removal and disposal of debris.



## 6 Tree Programmes / General Tree Issues

### 6.1 Introduction

Planting trees provides long term environmental and community benefits. The added value gained from community partnership projects together with the 'ownership' that is created for the completed plantings has encouraged Council to continue to support these initiatives.

Council will continue to make every effort to accommodate community groups seeking to contribute to tree planting projects.

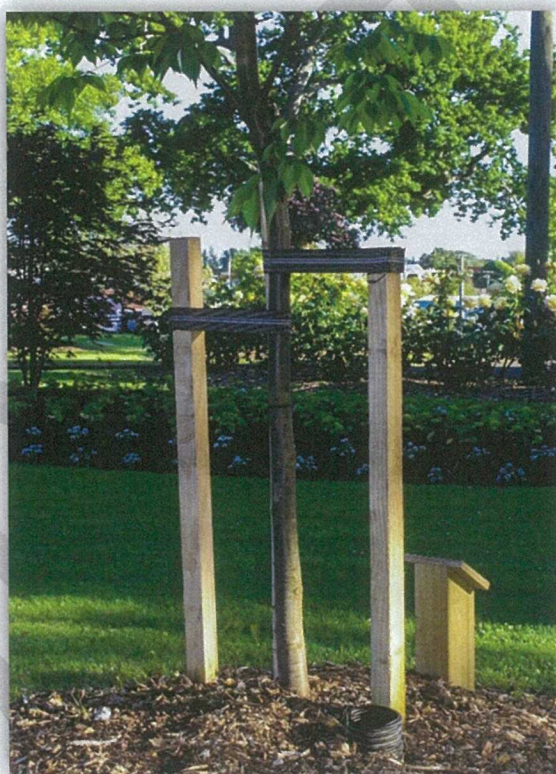


Figure 21. Marton Park

### 6.2 Tree Planting Programmes

The community is encouraged to be involved in tree and amenity planting projects in appropriate areas, particularly on Arbour Day. Reserves will be used rather than road berms for community plantings.

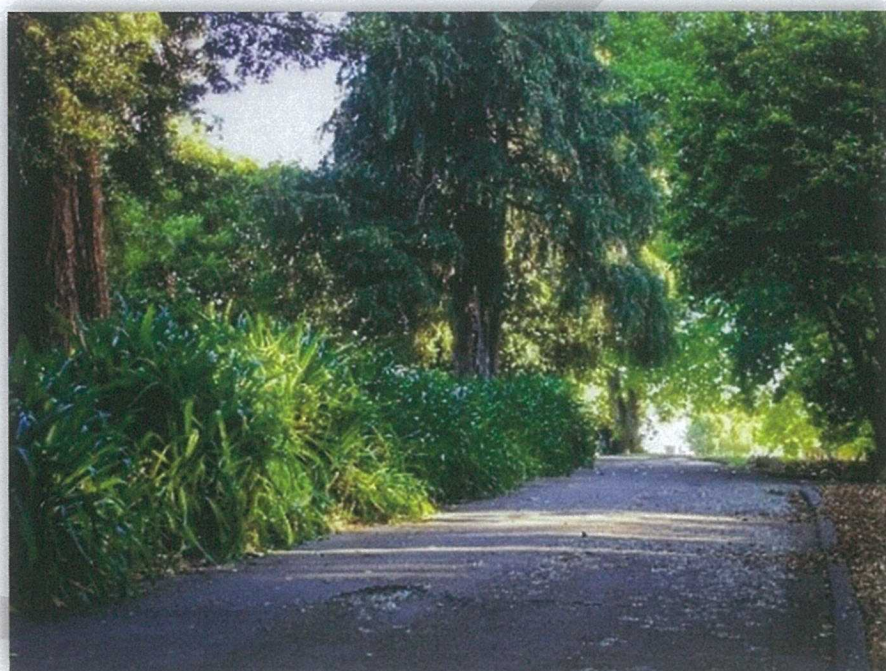
Sites will be chosen which have existing planting plans or have been chosen to benefit the District's environment. Where community organizations or schools are seeking to plant on public land, Council may assist with either technical advice or plants, materials and labour.



Support for Keep New Zealand Beautiful projects, and any community projects seeking to plant on public land, will be considered where there is a long-term community benefit.

### **6.3 Wilful Damage to Trees**

Occasionally trees on public land are the targets for vandalism including poisoning, graffiti, and breaking of tree limbs, removal and damage to tree bark. Deliberate damage is referred to the New Zealand Police for investigation. Reparation will be sought where the persons responsible have been identified.



*Figure 22. Marton Park*

## 7 Appendices

### 7.1 Prequalified Contractors

- Robinson Tree Services Ltd, Feilding
- Treescape Bulls Ltd, Bulls
- Steve Bron – Bronco Ltd, Feilding

### 7.2 Tree Assessment Checklist for Reserves & Street Trees

- Location \_\_\_\_\_
- Tree Species \_\_\_\_\_
- Girth \_\_\_\_\_
- Height \_\_\_\_\_
- Spread \_\_\_\_\_
- Approximate Age \_\_\_\_\_
- Tree Health/Condition (1 excellent – 5 very poor) \_\_\_\_\_
- Berm Width \_\_\_\_\_

#### 1 Roadway Damage Assessment

- |                                     |        |
|-------------------------------------|--------|
| 1.1 Footpath damage?                | Yes/No |
| 1.2 Has the footpath been replaced? | Yes/No |
| 1.3 Kerb & channel damaged?         | Yes/No |
| 1.4 Road pavement damage?           | Yes/No |
| 1.5 Buried services damaged?        | Yes/No |

#### 2 Adjoining Property Impact Assessment

- |  |                       |
|--|-----------------------|
| 2.1 What side of the property is tree on?          | North/South/East/West |
| 2.2 Is tree shading the property?                  | Yes/No                |
| 2.3 Is tree damaging the property?                 | Yes/No                |
| 2.4 Comment on tree damage                         |                       |
| _____  |                       |
| 2.5 Is tree a danger to the property if it fell?   | Yes/No                |
| 2.6 Do the adjoining owners want the tree removed? | Yes/No                |
| 2.7 Is the tree encroaching on power lines?        | Yes/No                |

### 3 Values and Options Assessment

- 3.1 Has the tree protection under the District Plan? Yes/No
- 3.2 Has the tree historic or other significance? Yes/No
- 3.3 Can the tree be correctively pruned to overcome current problem Yes/No
- 3.4 What is the frequency of trees on the street/reserve?

---

3.5 Are there mature trees in private gardens, parks or street berms adjoining this site?

Yes/No

3.6 How significant is the tree in the local landscape?

---

### 4 Proposed Action

4.1 What species of tree is a suitable replacement?

---

4.2 Do you recommend the removal of the tree? Yes/No

4.3 Do you recommend the replacement of the tree? Yes/No

4.4 Can work be safely completed near power lines or is an Rangitikei District Council prequalified contractor required?

Yes/No

4.5 General comment:

---



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4.6 Have digital photographs been taken?

Yes/No

Parks Team Leader:

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Date:

---

### Approval

Approval of tree removal

Approved/Declined

Reasons

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Name

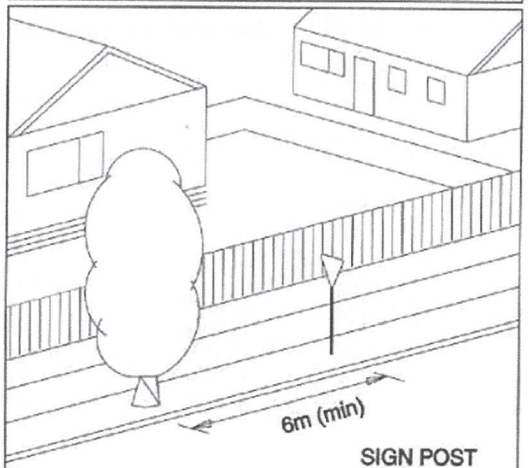
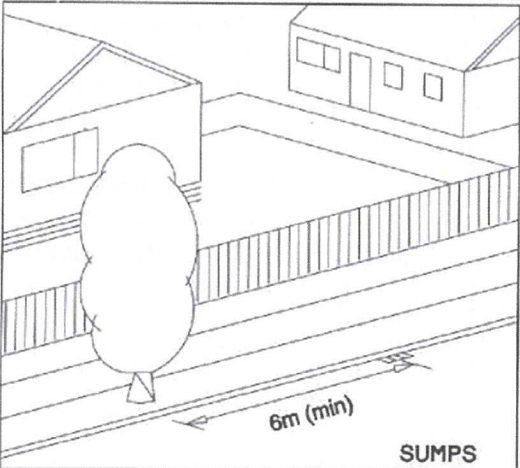
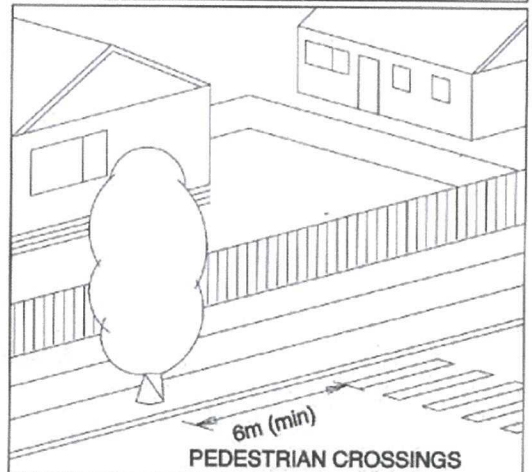
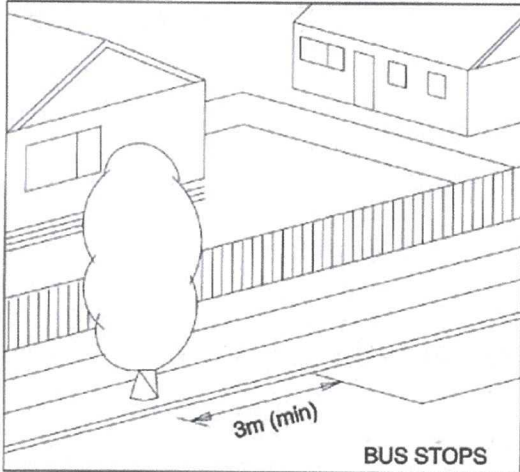
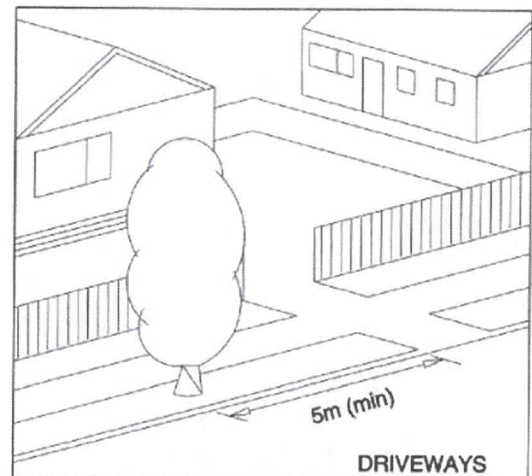
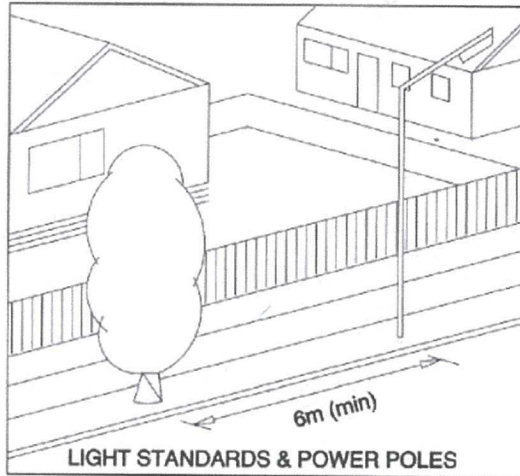
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Date

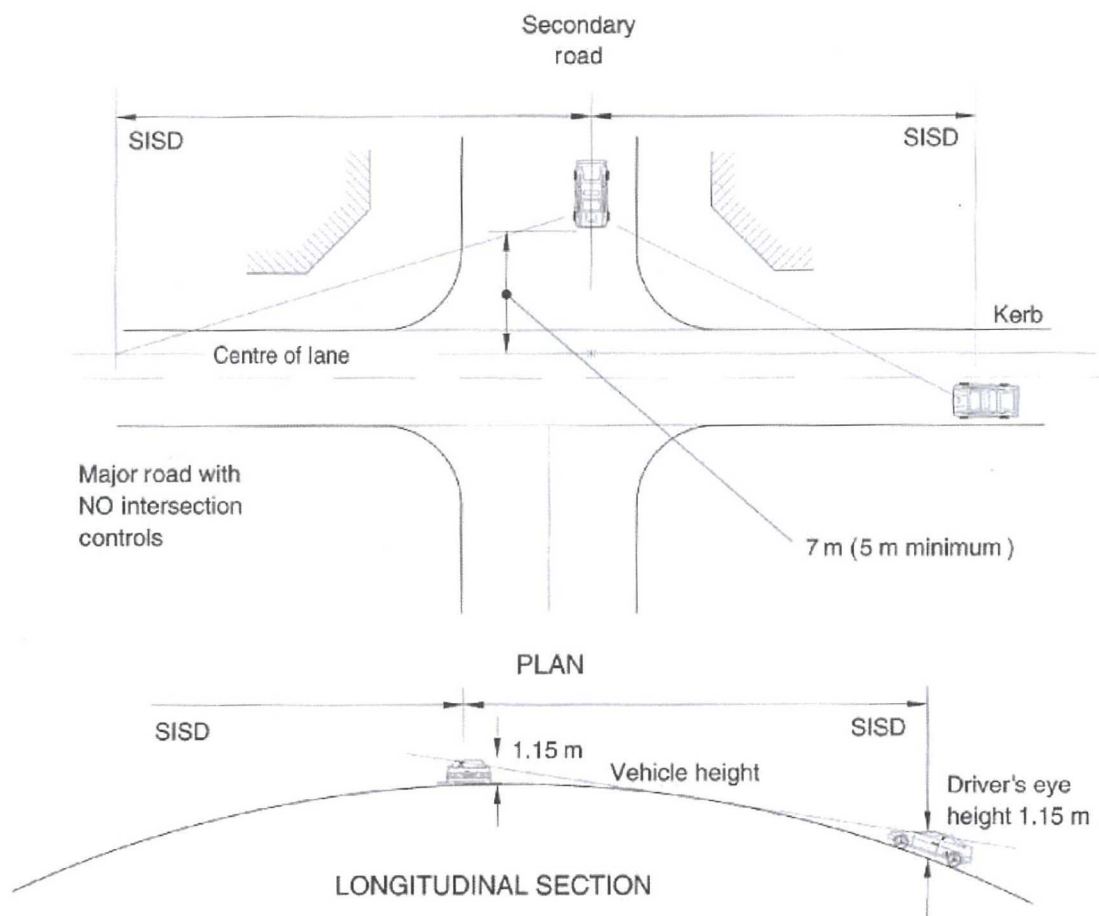
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### 7.3 Street Tree Planting Distances



## 7.4 Line of sight requirements



### NOTE –

1. It is desirable that plants are placed far enough back from the intersection so that even when mature the SISD is maintained
2. See Transit New Zealand's guidelines for planting for road safety for more details.

Speed Value (km/h)	Safe Intersection Sight Distance (SISD)	
	Rural	Urban
40	70	60
50	90	80
60	115	105
70	140	130
80	175	165
90	210	-
100	250	-
110	290	-
120	330	-

Figure 7.2 – Intersection sight distances for clear sight lines for landscaping

## 7.5 Charter Areas and Preferred Species

### 7.5.1 Character Area: Bulls

Like Marton and Taihape, Bulls has outstanding historical character in its diverse range of Victorian/Edwardian buildings that have been landscaped with English trees. The species selection has been chosen for known species that will thrive both on private and public land in this town.

Unfortunately many of the Bulls road berms are too narrow to consider planting street trees; however a number of streets will support street tree population.

The climate in Bulls and soil conditions make it ideal growing condition for tree establishment.

#### Preferred species for narrow berms (no overhead wires)

<u><i>Carpinus betulus</i></u> "Fastigiata"	<u><i>Ginkgo biloba</i></u> "Fastigiata"
<u><i>Fagus sylvatica</i></u> "Dawyck Purple"	<u><i>Malus tschonoskii</i></u>
<u><i>Prunus campanulata</i></u> "Superba"	<u><i>Prunus campanulata</i></u> "Felix Jury"
<u><i>Quercus robur</i></u> "Fastigiata"	

#### Preferred species for wider berms (no overhead wires)

<u><i>Aesculus carnea</i></u> "Briotii"	<u><i>Betula utilis</i></u> "Jacquemontii"
<u><i>Crataegus laevigata</i></u> "Pauls Scarlet"	<u><i>Fraxinus pennsylvanica</i></u> "Cimmzam"
<u><i>Fraxinus</i></u> "Purple Spire"	<u><i>Fraxinus ornus</i></u>
<u><i>Malus</i></u> varieties and cultivars	<u><i>Melia azedarch</i></u>
<u><i>Nyssa sylvatica</i></u> varieties (Wet Soils)	<u><i>Platanus orientalis</i></u> "Autumn Glory"
<u><i>Pryus calleryana</i></u> "Bradford"	<u><i>Pryus calleryana</i></u> "Candelabra"
<u><i>Pryus calleryana</i></u> "Aristocrat"	<u><i>Prunus</i></u> species (NB: larger growing cultivars)
<u><i>Sophora godleyi</i></u> Rangitikei Kowhai	<u><i>Ulmus parvifolia</i></u> "Frontier"
<u><i>Ulmus carpinifolia</i></u> "Variegata"	

#### Preferred species for berms and reserves with overhead wires

<u><i>Liquidambar styraciflua</i></u> "Little Richard"	<u><i>Ginkgo biloba</i></u> "Jade Butterflies"
<u><i>Malus</i></u> "Ellerslie" plus other cultivars Max height 2.5m	<u><i>Ulmus parvifloria</i></u> "Jacqueline Hillier"



### 7.5.2 Character Area: Hunterville/Mangaweka

Like the other areas, Hunterville and Mangaweka has outstanding character in their diverse range of Victorian/Edwardian building that have been planted with English trees. The following species selection reflects and helps maintain the heritage of these centres.

Many of the berms have been planted in Hunterville with a number of different *Prunus* species and cultivars. These current trees provide the town with spring colour that is constantly commented on by locals and visitors to this centre.

Hunterville and Mangaweka have different climate and soil conditions than any other centres in the Rangitikei District. Winters are often cold and soil conditions can get extremely wet.

These centres have wide berms which will make the planting of new trees a must for these towns.

#### Preferred species for narrow berms (no overhead wires)

<i>Carpinus betulus</i> "Fastigiata"	<i>Crataegus laevigata</i> "Pauls Scarlet" or "Coccinea Plena"
<i>Ginkgo biloba</i> "Fastigiata"	<i>Fagus sylvatica</i> "Dawyck Purple" or "Dawyck Gold"
<i>Cornus kousa</i> "Milky Way"	<i>Liriodendron tulipifera</i> "Snowbird"
<i>Liriodendron tulipifera</i> "Fastigiatum"	<i>Magnolia</i> "Burgundy Star"
<i>Malus tschonoskii</i>	<i>Prunus</i> "Amanogawa"
<i>Prunus campanulata</i> "Superba"	<i>Prunus</i> campanulata "Felix Jury"
<i>Quercus robur</i> "Fastigiata"	

#### Preferred species for wider berms (no overhead wires)

<i>Alnus glutinosa</i> "Laciniata"	<i>Aesculus carnea</i> "Briotii"
<i>Crataegus laevigata</i> "Pauls Scarlet"	<i>Fraxinus pennsylvanica</i> "Cimmzam"
<i>Fraxinus</i> "Purple Spire"	<i>Magnolia</i> species
<i>Platanus orientalis</i> "Autumn Glory"	<i>Pryus calleryana</i> "Bradford"
<i>Pryus calleryana</i> "Candelabra"	<i>Quercus acutifolia</i>
<i>Robinia pseudoacacia</i> "Tropical Splash"	<i>Sophora godleyi</i> Rangitikei Kowhai
<i>Ulmus parvifolia</i> "Frontier"	<i>Ulmus carpinifolia</i> "Variegata"

*Zelkova carpinifolia*

**Preferred species for berms and reserves with overhead wires**

<u><i>Camellia</i></u> cultivars	<u><i>Liquidambar styraciflua</i></u> "Little Richard"
<u><i>Ginkgo biloba</i></u> "Jade Butterflies"	<u><i>Malus</i></u> "Ellerslie" plus other cultivars Max height 2.5m
<u><i>Ulmus parvifloria</i></u> "Jacqueline Hillier"	<u><i>Camellia</i></u> cultivars

**7.5.3 Character Area: Koitiata/Turakina/Scott's Ferry**

Koitiata Beach and Turakina townships are the main coastal communities in the Rangitikei District. Turakina is also one of our most historic settlements so careful tree selection is essential to maintain the character of this settlement. Koitiata has reasonably wide berms with few overhead power lines which makes them ideal to plant. These communities experience significant salt laden winds year round that limit the species that can be planted in these areas. These areas also have a high water table so care needs to be exercised to ensure the correct tree and planting method has been adhered to.

Native species have been chosen due to the resilience of these trees.

**Preferred species for wider berms (no overhead wires)**

<u><i>Kunzea ericoides</i></u>	<u><i>Metrosideros</i></u> "Mistral"
<u><i>Metrosideros</i></u> "Maori Princess"	<u><i>Sophora godleyi</i></u> Rangitikei Kowhai

**7.5.4 Character Area: Marton**

Marton, being the main centre for the Rangitikei District, has significant street tree populations. Marton has outstanding historical character in its diverse range of Victorian / Edwardian buildings that have been landscaped with English trees.

Marton is a historic township with many English trees planted on Council berms. The species selection reflects the diverse range of trees that thrive in this centre on both private and public land.

Marton has the advantage of reasonably wide road berms which are ideally suited to future plantings.

Careful consideration has gone into the species selection for Marton. This selection is based on trees that can withstand the weather extremes the region experiences.

**Preferred species for narrow berms (no overhead wires)**

<i>Carpinus betulus</i> "Fastigiata"	<i>Ginkgo biloba</i> "Fastigiata"
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<u><i>Fagus sylvatica</i></u> "Dawyck Purple"	<u><i>Malus tschonoskii</i></u>
<u><i>Prunus campanulata</i></u> "Superba"	<u><i>Prunus campanulata</i></u> "Felix Jury"
<u><i>Quercus robur</i></u> "Fastigiata"	

#### PREFERRED SPECIES FOR WIDER BERMS (NO OVERHEAD WIRES)

<u><i>Aesculus carnea</i></u> "Briotii"	<u><i>Betula utilis</i></u> "Jacquemontii"
<u><i>Crataegus laevigata</i></u> "Pauls Scarlet"	<u><i>Fraxinus pennsylvanica</i></u> "Cimmzam"
<u><i>Fraxinus</i></u> "Purple Spire"	<u><i>Fraxinus ornus</i></u>
<u><i>Malus</i></u> varieties and cultivars	<u><i>Melia azedarch</i></u>
<u><i>Nyssa sylvatica</i></u> varieties (Wet Soils)	<u><i>Platanus orientalis</i></u> "Autumn Glory"
<u><i>Pryus calleryana</i></u> "Bradford"	<u><i>Pryus calleryana</i></u> "Candelabra"
<u><i>Pryus calleryana</i></u> "Aristocrat"	<u><i>Prunus</i></u> species (NB: larger growing cultivars)
<u><i>Sophora godleyi</i></u> Rangitikei Kowhai	<u><i>Ulmus parvifolia</i></u> "Frontier"
<u><i>Ulmus carpinifolia</i></u> "Variegata"	

#### Preferred species for berms and reserves with overhead wires

<u><i>Liquidambar styraciflua</i></u> "Little Richard"	<u><i>Ginkgo biloba</i></u> "Jade Butterflies"
<u><i>Malus</i></u> "Ellerslie" plus other cultivars Max height 2.5m	<u><i>Ulmus parvifloria</i></u> "Jacqueline Hillier"

#### 7.5.5 Character Area: Taihape

Taihape is an inland community with major seasonal climatic extremes; winter is cold and in summer the region experiences prolonged dry periods.

Taihape is a historic township with many English/European trees planted on Council berms. The species selection reflects the diverse range of trees that thrive in this centre on both private and public land.

Future plantings in this town will centre on the planting of *Sophora godleyi* Rangitikei Kowhai in many locations. This tree is an icon of Taihape and is admired in spring by locals and travellers to the region. Council believes that this tree will someday be a significant feature to the streetscape of Taihape.

### Preferred species for narrow berms (no overhead wires)

<u><i>Carpinus betulus</i></u> "Fastigiata"	<u><i>Crataegus laevigata</i></u> "Pauls Scarlet" or "Coccinea Plena"
<u><i>Ginkgo biloba</i></u> "Fastigiata"	<u><i>Fagus sylvatica</i></u> "Dawyck Purple" or "Dawyck Gold"
<u><i>Cornus kousa</i></u> "Milky Way"	<u><i>Liriodendron tulipifera</i></u> "Snowbird"
<u><i>Liriodendron tulipifera</i></u> "Fastigiatum"	<u><i>Magnolia</i></u> "Burgundy Star"
<u><i>Malus tschonoskii</i></u>	<u><i>Prunus</i></u> "Amanogawa"
<u><i>Prunus campanulata</i></u> "Superba"	<i>Prunus campanulata</i> "Felix Jury"
<u><i>Quercus robur</i></u> "Fastigiata"	

### Preferred species for wider berms (no overhead wires)

<u><i>Alnus glutinosa</i></u> "Laciniata"	<u><i>Aesculus carnea</i></u> "Briotii"
<u><i>Crataegus laevigata</i></u> "Pauls Scarlet"	<u><i>Fraxinus pennsylvanica</i></u> "Cimmzam"
<u><i>Fraxinus</i></u> "Purple Spire"	<u><i>Magnolia</i></u> species
<u><i>Platanus orientalis</i></u> "Autumn Glory"	<u><i>Pryus calleryana</i></u> "Bradford"
<u><i>Pryus calleryana</i></u> "Candelabra"	<u><i>Quercus acutifolia</i></u>
<u><i>Robinia pseudoacacia</i></u> "Tropical Splash"	<u><i>Sophora godleyi</i></u> Rangitikei Kowhai
<u><i>Ulmus parvifolia</i></u> "Frontier"	<u><i>Ulmus carpinifolia</i></u> "Variegata"
<u><i>Zelkova carpinifolia</i></u>	

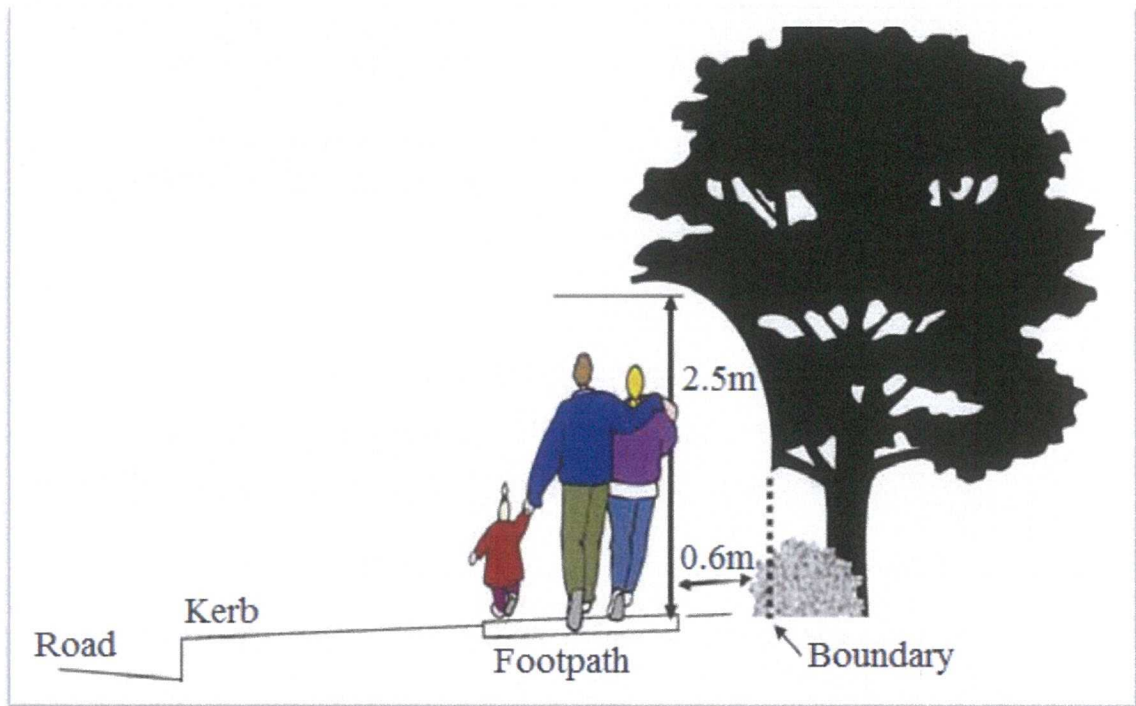
### Preferred species for berms and reserves with overhead wires

<u><i>Camellia</i></u> cultivars	<u><i>Liquidambar styraciflua</i></u> "Little Richard"
<u><i>Ginkgo biloba</i></u> "Jade Butterflies"	<u><i>Malus</i></u> "Ellerslie" plus other cultivars Max height 2.5m
<u><i>Ulmus parvifloria</i></u> "Jacqueline Hillier"	<u><i>Camellia</i></u> cultivars

## 7.6 Shrubs and Trees Encroaching onto the Road Reserve

Overhanging vegetation can enhance the look of the street and therefore the council will allow vegetation to cross the boundary from private property to public space as long as it is within the following criteria:

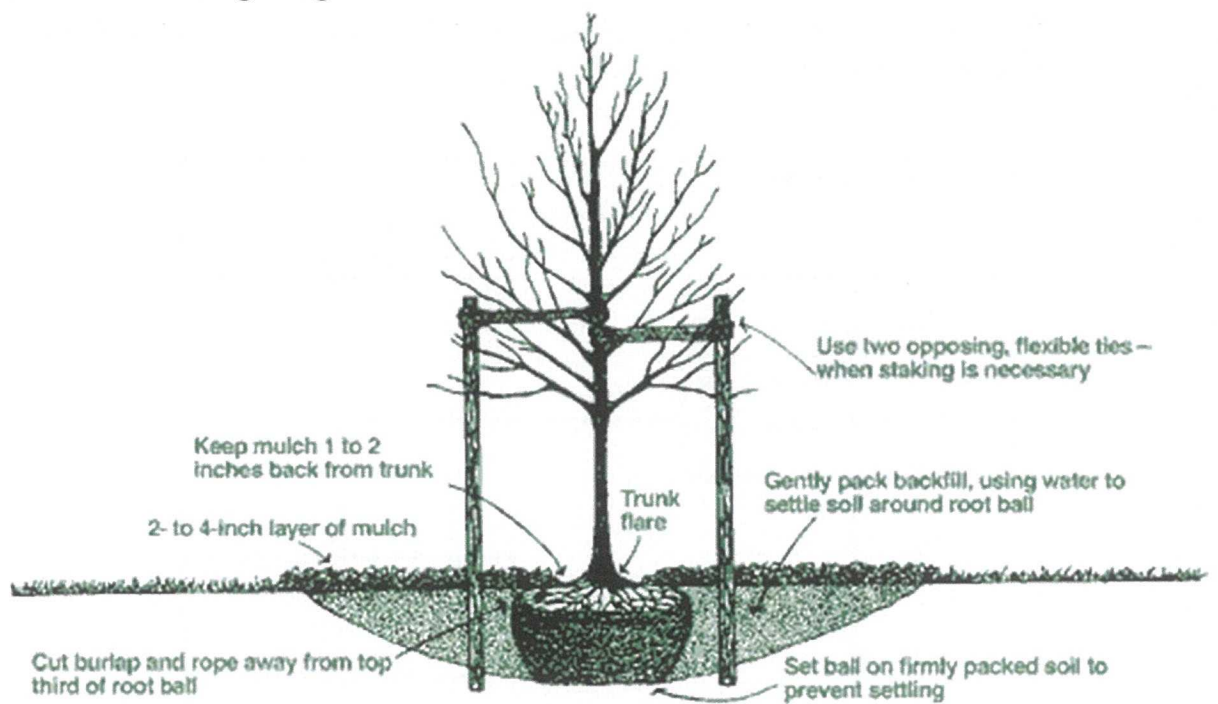
- Overhanging vegetation must be maintained to a minimum height of 2.5m above the footpath or berm.
- The vegetation cannot obstruct the footpath, pedestrian access or visibility.



(Above) Overhanging vegetation encroaching onto the footpath and obstructing pedestrian access

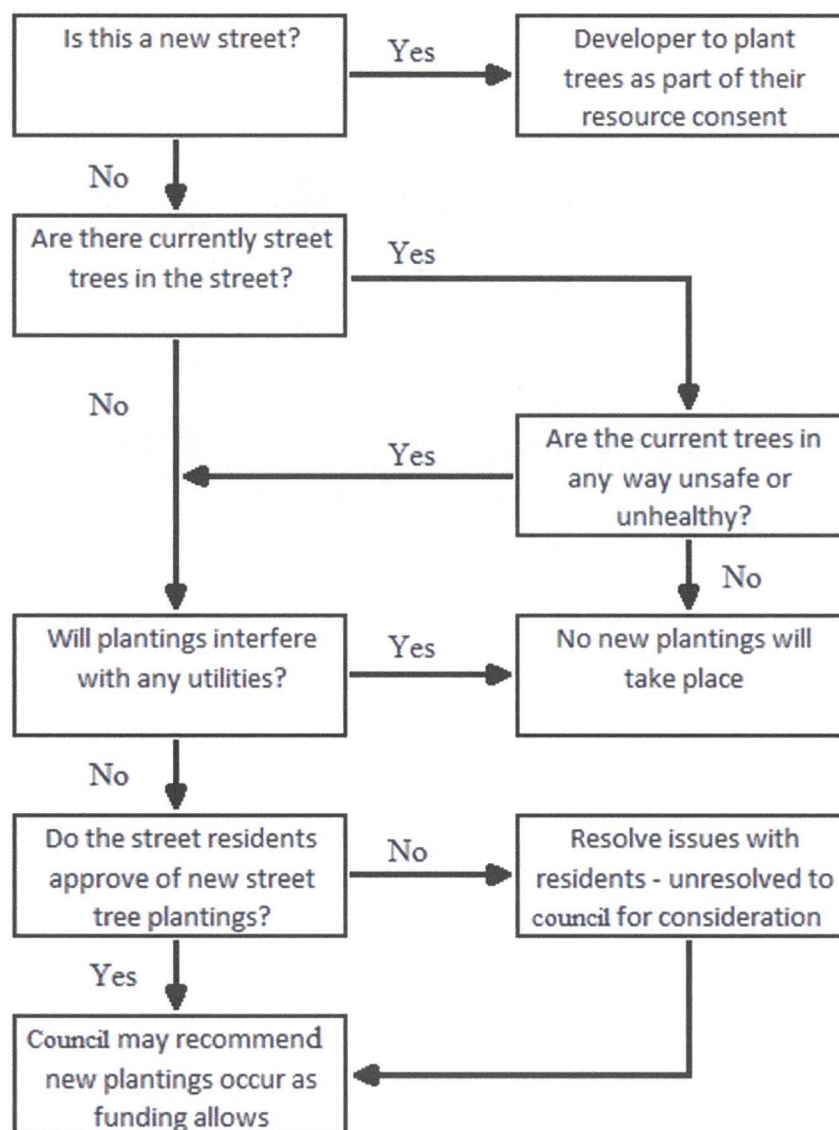


## 7.7 Correct Planting Diagram



## 7.8 Street Tree Selection Criteria

The following process will be used to decide whether or not a street will receive new street tree plantings.



## 7.9 Draft Street Tree Planting Letter

Date

Address

Dear Sir/Madam

### Possible street tree planting

Council would like to identify the views of the local community on possible street tree planting in (Name Street/Road/Place/Avenue/Way).

Before planting can proceed, the Council's Urban Tree Plan requires consensus from the residents on whom the project is likely to have an impact.

We are proposing to plant (species) at an approximate spacing of one tree per property. For street tree planting to be aesthetically successful it is necessary for the planting to be of a consistent nature. In the event that a property has a longer than average road frontage, consideration will be given to planting more than one tree in that particular area.

Council may/may not proceed with the planting where the predominant view is that residents don't wish to see trees established.

Please complete the slip below and return to the council in the pre-paid envelope enclosed by (date). If you have any questions please phone 0800-920-029 during office hours.

If there is majority support for the project we plan to complete the planting within six weeks of the above date.

Once planting has been completed the trees will be maintained by the council on an annual basis. However, because the trees are vulnerable to water stress in their first two seasons we would appreciate your help in keeping them watered during the summer months.

Yours faithfully

[insert name]

Parks and Reserves Team Leader



Name:

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Property address:

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**I/we do support / don't support** (delete one) the planting of street trees in

[Name Street/Road/Place/Avenue/Way].

Comments:

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## 7.10 Standard Letter Templates

### 7.10.1 Letter Requesting Clearance of Overgrowth from Footpath Area

Date:

To the occupant:

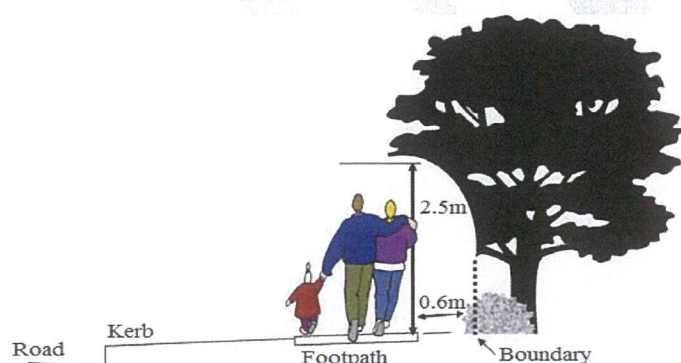
Dear Sir/Madam

#### Clearance of overgrowth from footpath area

It has come to Rangitikei District Council's attention that vegetation growing on your property at the above address is encroaching on the footpath area. This is causing an obstruction to pedestrians and may cause injury.

The council requires that property owners keep trees and vegetation clear of footpaths and roadways.

Your cooperation is sought to eliminate the problem identified on your property. It would be appreciated if you could arrange for the offending branches/trees/vegetation to be removed or trimmed as soon as possible to meet the clearances shown below:-



Should you wish to discuss this matter or require any further assistance, please do not hesitate to contact me at the above address.

Yours faithfully

[insert name]

**Parks and Reserves Team Leader**

### **7.10.2 Thank You Letter**

Date:

To the occupant:

Dear Sir/Madam

#### **Clearance of overgrowth from footpath area**

Thank you for arranging the trimming of vegetation from the footpath/road in front of your property.

As trees and shrubs tend to grow back again we would ask that you continue to monitor the situation and take prompt action to keep the footpath and road clear.

Yours faithfully

[insert name]

**Parks and Reserves Team Leader**

### 7.10.3 Reminder Letter to Clear Overgrowth from Footpath Area

Date:

To the occupant:

Dear Sir/Madam

#### **Clearance of overgrowth from footpath area**

On (date) Council wrote to you asking that you arrange to clear the overhanging vegetation from the road/footpath.

Following a re-inspection it appears that the necessary work has not yet been completed. If there is a genuine reason for the work not being completed it would be appreciated if you could contact the council as soon as possible. Alternatively, please arrange to have the work completed within the next two weeks.

Should you wish to discuss this further, I can be contacted at the address above.

The council can enforce the requirement to keep footpaths and roadways clear of vegetation under the Local Government Act 2002, but would rather work co-operatively with you.

We are required however to ensure the safety of road and footpath users is placed ahead of other considerations.

Yours faithfully

[insert name]

**Parks and Reserves Team Leader**

## 7.11 Local Government Act 2002 (section 355 of 1974 Act)

### 355. Council may require removal of overhanging trees, etc.

(1) The council may, by notice in writing under the hand of the Chairman or the [[principal administrative officer]], require the owner of any land abutting upon any road within the district to do any of the following acts:

(a) To remove, lower, or trim to the satisfaction of the council any tree or hedge overhanging or overshadowing the road in cases where, in the opinion of the council, the removal, lowering, or trimming is necessary in order to prevent injury to the road or obstruction to the traffic thereon or to any channel, ditch, or drain appertaining thereto:

(b) To cut down or grub up, as the council directs, and remove all obstructions to traffic or drainage arising from the growth of plants or the spreading of roots upon or under the road up to the middle line thereof along the whole frontage of the land occupied or owned by him:

(c) To remove, lower, or trim to the satisfaction of the council any tree or hedge, or to lower any fence or wall, if in the opinion of the council the tree, hedge, fence, or wall is likely, by reason of its obstructing the view, to cause danger to the traffic on that or any other road.

(2) Within 10 days after service of the notice, the owner may apply to a [[District Court]] for an order setting aside the notice.

(3) On the hearing of the application, the Court, whose decision shall be final, shall determine whether the notice should or should not be set aside, and in the former case the notice shall be deemed to be void.

(4) In the case of a notice which is not set aside as aforesaid, if the owner fails to do any such act in compliance therewith within 1 month from the service thereof, or, where application as aforesaid has been heard, then within 1 month after the giving of the decision of the Court, he commits an offence and is liable to a fine not exceeding \$5 for every day during which the failure has continued, and the council, by its officers or agents, may enter on the land and do that act and recover the cost from him.

(5) The said cost shall be a charge upon the land.

(6) In any case where the council might give any such notice as aforesaid in respect of any land, any resident of the district may, by notice in writing, request the council to do so.

(7) If for the space of 28 days after the receipt of the last-mentioned notice the council fails to comply therewith, the resident making the request may apply to a [[District Court]] for an order requiring the council to comply with that notice.

(8) On the hearing of the application, the Court shall determine whether and to what extent the notice shall be complied with by the council, and the decision of the Court shall be final.

(9) The council may remove, lower, cut down, grub up, or trim, as the case may be, any fence, wall, tree, hedge, or plant to which subsection (1) of this section applies, after giving oral notice to the occupier, or, where there is no occupier, to the owner, of the land, if life, property, or any road is in imminent danger. The cost of the work shall be a charge against the land as if notice had been given under subsection (1) of this section and had not been set aside by a [[District Court]].



(10) For the purposes of this section the term “cut down” means cutting down and keeping cut down or removing or controlling by chemical means the stem and roots of any plants so as to prevent their throwing out any leaf, offshoot, or flower.]

**LG355.04 Subsection (1) (a):**

A notice by the council must be limited on its face to a tree or hedge overhanging or overshadowing a road: *Grey v Thomson* [1917] NZLR 926.

In *Dowling v South Canterbury Electric Power Board* [1966] NZLR 676, it was held in relation to a similar provision in s 19 Electricity Act 1966 that a notice given by an Electric Power Board requiring the owner to remove all or any trees on his or her land, or such parts thereof as were likely to cause damage to the electric lines, is not a notice complying with the section. It should not be left to the owner to decide which trees or parts thereof are likely to cause damage to the lines, and, in order to be effective the notice must specify the tree or trees to be removed, and, if the complete removal of a tree is not required, the extent to which it is to be removed.

**LG355.05 Subsection (1) (b):**

The duty imposed by this subsection is absolute and unconditional, and is not limited to obstructions originating from plants growing on the land of the owner or occupier: *Bremner v Dunn* (1902) 22 NZLR 22; (1902) 4 GLR 455. For a contrary view, see *Barns v Nixon* (1898) 17 NZLR 95.

**LG355.07 Subsection (8):**

The District Court has a complete discretion in deciding whether notice under this section should be set aside. It must not only examine the validity of the notice on its face but also hear and decide on the facts raised by the parties. The merits on both sides, including any alternatives, are relevant to the exercise of the Court's discretion: *Marlborough Electric Power Board v Watts* [1973] 2 NZLR 406.

**Local Government Act 2002 section 137 (1) (a)**

Makes it an offence to plant any tree or shrub on a road without authorisation from the council or any other Act.

# Attachment 7



19 April 2017

File No: 3-OR-3-5

David Smol  
Construction and Housing Markets, BRM  
Ministry Of Business, Innovation and Employment  
15 Stout Street  
PO Box 1473  
Wellington 6140

By email: [UDA.Consult@mbie.govt.nz](mailto:UDA.Consult@mbie.govt.nz)

Dear David

## Urban Development Authorities Consultation

Thank you for the opportunity to comment on the proposal to establish Urban Development Authorities. The Rangitikei District is not experiencing sustained growth at this time which the proposed reforms are seeking to address. However, Council would like to use this opportunity to suggest the Government consider opportunities that regional New Zealand can provide in addressing issues associated with fast-paced growth in our urban areas – i.e. affordable housing with ready access to employment, educational and recreational facilities.

In particular, the Rangitikei District has opportunities to accommodate growth, both in Marton and Bulls ([Figure 1](#)). These towns are located in close proximity to larger centres, being only 30 minutes from Palmerston North and Whanganui. These are distances that make Marton and Bulls a suitable option for people live in, while they might work in the larger urban areas. A detailed analysis of the benefits and capacity for these areas to cope with further residential development is provided below.



Figure 1. Location of Marton and Bulls

## Marton

Marton is located only 5 minutes from State Highway 1, and 30 minutes from Palmerston North and Whanganui. It is also on the North Island Main Trunk Line, although there is currently no passenger pick-up service at the Marton Junction station. The town currently has a population of 4,548<sup>1</sup> residents and has previously had a population of up to 5,059<sup>2</sup> residents.

Marton has a range of local amenities including cafés and restaurants, two major supermarkets, petrol stations, Mitre 10 and range of other retail shops. The town has access to a range of outdoor spaces and associated activities including; three main parks, a number of playgrounds, a skate park, rugby club, cricket club and netball club. Marton has a range of health services including a pharmacy, health centre, doctors, dentist and optician. The town contains options for families with early childhood centres, local primary schools and two high schools.

Marton has fantastic heritage character present in the main shopping centre. There are 17 heritage listed buildings within a small radius, as well as, other unlisted historic buildings which create a heritage precinct. While a number of these buildings will require work to comply with the earthquake-prone buildings legislation, Council is involved with a number of initiatives to support the redevelopment.

Council acknowledges the collective importance of the heritage buildings in the main street and implemented a heritage precinct and 'heritage offsets' through a District Plan Change. To stimulate thinking about this Council funded a heritage assessment of the Marton CBD which considered strategies for the retention or enhancement of the overall heritage 'look and feel' of central Marton. Council is working to co-ordinate an application on behalf of private heritage building owners to put a case forward for funding through the Heritage Earthquake Upgrade Incentive Programme.

Additionally, Council is the owner of three heritage buildings in the town centre and is in the early stages of a project to redevelop them to include the Council offices, learning centre, information centre, for local businesses to create the civic centre for the town.

### Zoning

Marton has land which is readily available for a range of development, both residential (grey) and rural lifestyle (light green) (Figure 2). Subdivision down to 400m<sup>2</sup> in the residential zone and 2 hectares in the rural living zone is provided for as a restricted discretionary activity.

Marton has a significant amount of residential zoned land which could provide up to 1,700 new residential lots. Additionally, there is significant scope for brownfield development, in the subdivision and intensification of existing lots. Many lots in Marton remain large – at approximately 800 m<sup>2</sup> – 1000m<sup>2</sup>.

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<sup>1</sup> 2013 Census

<sup>2</sup> 1986 Census



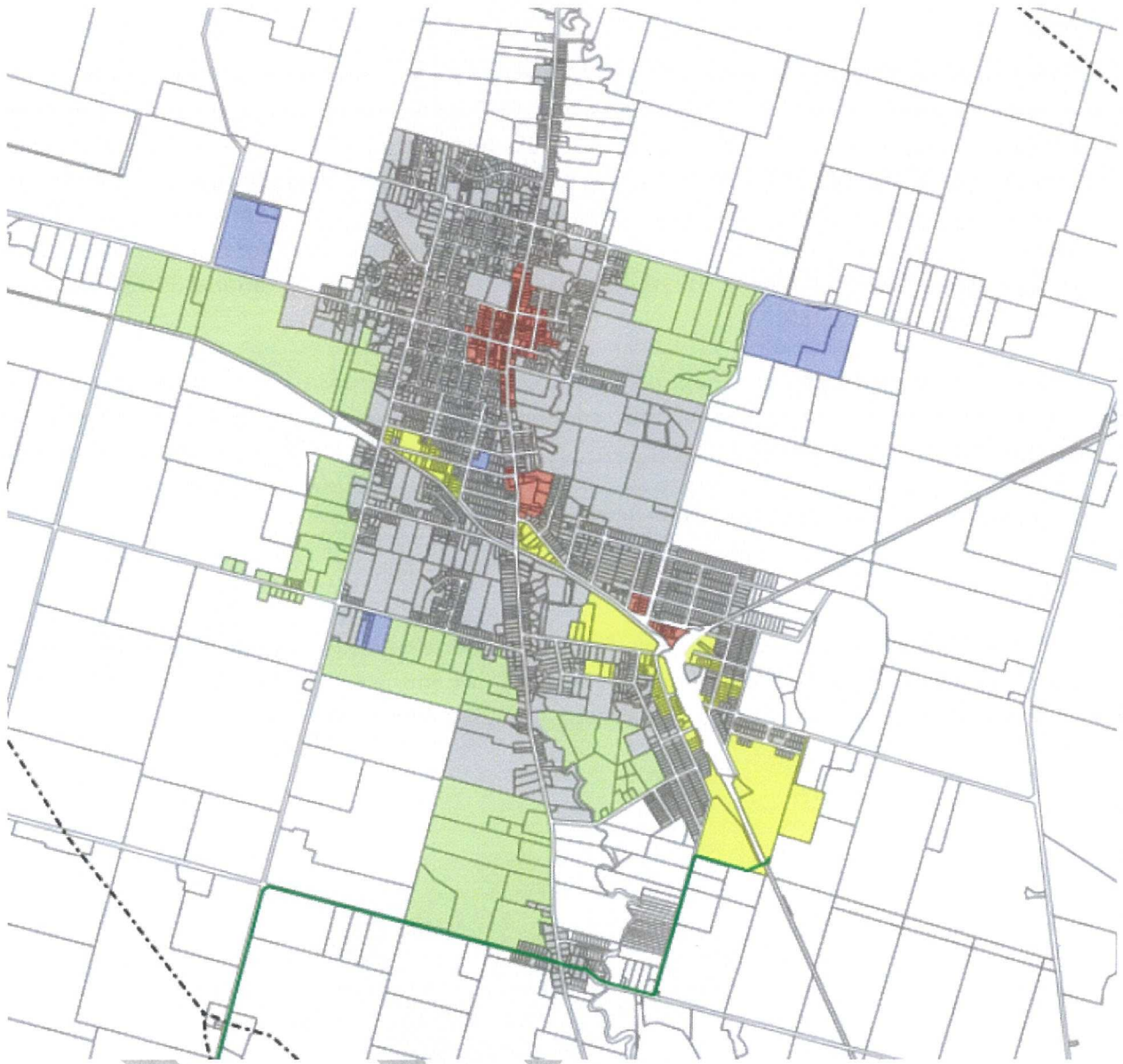


Figure 2. Zoning of Marton

Marton also has rural living zoned land which could be developed to provide up to 77 additional lifestyle blocks.

### Infrastructure

Marton currently has the infrastructure to cope with additional development, as the infrastructure was developed for a population exceeding 5,000 residents. Council's reticulated water, wastewater and stormwater network already extends to the fringes of the town. While the network does have sections which are nearing the end of their life, there is an active programme of renewals which could readily be adapted to meet increased demand. The Marton Waste Water Treatment Plan consent expires in 2019, and Council has been engaged in developing solutions for a renewal application.

## Bulls

Bulls is located at the intersection of both State Highway 1 and 3 and in close proximity to the Ohakea Air Base. The town currently has a population of 1,524<sup>3</sup> residents and has previously had a population of up to 1,965<sup>4</sup> residents. Bulls has a range of local amenities including local boutique retail shops, cafés, a pharmacy, petrol stations and outdoor spaces (including local parks, playgrounds, sports grounds and a skate park). Bulls is located adjacent to the Rangitikei River, where there is access to a river walk. Additionally, the town hosts a number of events throughout the year including 'Rhythm in Bulls', 'Wear-a-Bull Arts', annual Christmas parade and a Matariki celebration.

Council is currently in the process of developing a multi-purpose facility to service the town which will contain the learning hub, information centre, town hall and will have space for local organisations. Bulls also has great primary schools and easy transportation to local high schools. Its proximity (20 minutes to Palmerston North) and affordability make it a great option for people looking to relocate to the suburbs or a lifestyle block.

## Zoning

Bulls has land which is readily available for a range of development, both residential (grey) and rural lifestyle (light green). Subdivision down to 400m<sup>2</sup> in the residential zone and 2 hectares in the rural living zone is provided for as a restricted discretionary activity.

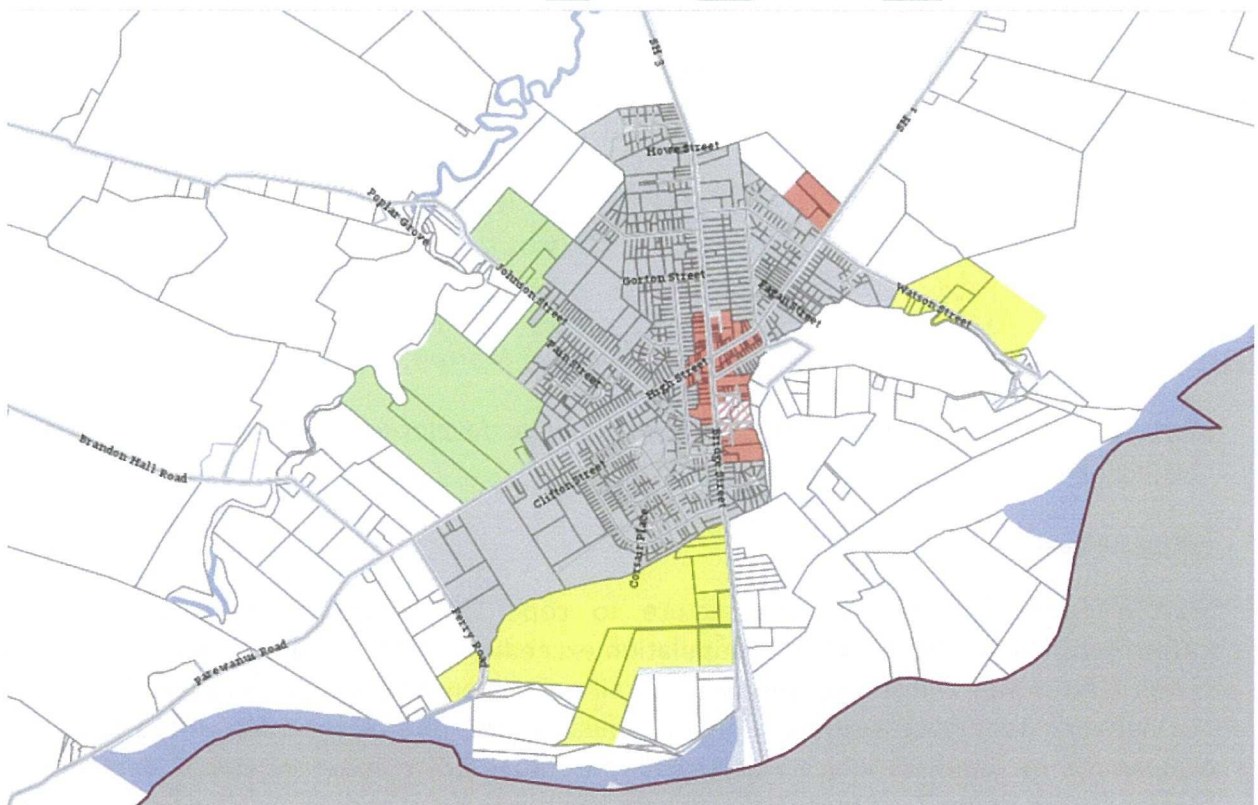


Figure 3. Zoning at Bulls

<sup>3</sup> 2013 Census

<sup>4</sup> 1976 Census



Specifically, Council has two sites it currently owns that it is in the process of being sold which are prime residential sites – Johnson Street and Walton Street (Figure 4.).

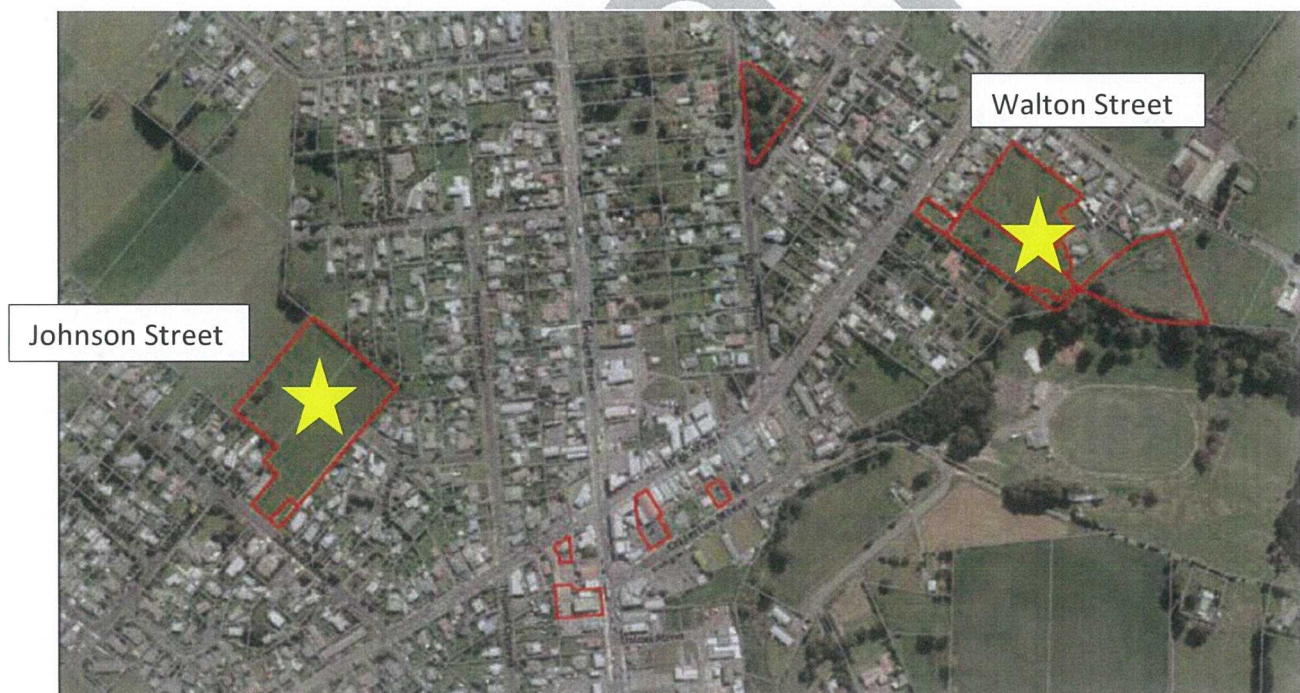
- The Johnson Street site is 18,864 m<sup>2</sup> in size. This site has the ability to accommodate approximately 37 sections<sup>5</sup>.
- The Walton Street site is 22,808 m<sup>2</sup> in size. The site has the ability to accommodate approximately 5 sections.

There is an additional land zoned for residential use which could provide for up to approximately 696 new residential lots.

There is currently 41.3 hectares of land zoned for rural lifestyle purposes which could provide for up to 20 rural lifestyle lots.

Overall, Bulls has the ability under current zoning to provide for an additional 803 residential and rural living lots. Council would also consider undertaking a plan change to open up further rural land for residential purposes if there was demand to support the development.

Additionally, there is significant scope for brownfield development, in the subdivision and intensification of existing lots. Many lots in Bulls remain large – at approximately 800 m<sup>2</sup> – 1000m<sup>2</sup>.



*Figure 4. Council land available for residential development*

### Infrastructure

Bulls currently has the infrastructure to cope with additional development, as the infrastructure was developed for a population exceeding 2,000 residents. Council's water, wastewater, and stormwater network already extends to the fringes of the town and, as in Marton, there is an

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<sup>5</sup> 400m<sup>2</sup> in size.

active programme of renewals which could readily be adapted to meet increased demand. Consent processes are underway to renew the Bulls Waste Water Treatment Plant.

### **Property prices**

A key attraction for people relocating to the regions is the price of housing. From October 2016 to March 2017 there were 52 dwelling sales in Marton with a median sale price of \$187,500. In Bulls there were 18 dwelling sales with a median sale price of \$167,500. These low prices provide the opportunity for people to relocate and live either mortgage free, or with a much lower mortgage than they would be able to achieve living in a larger urban centre.

### **Consenting**

Issues have arisen in larger centres about the timeliness of processing both building consents and resource consents as a result of increasing demand. If the Rangitikei District was to be considered as a solution for growth, we would ensure that there was adequate staff to cope with the additional processing requirements

### **Summary**

Thank you for the opportunity to comment on the proposal to establish Urban Development Authorities. Council would like the Government to consider opportunities that regional New Zealand can provide in addressing issues associated with fast-paced growth in our urban areas. In particular, the Rangitikei District has opportunities to accommodate growth, both in Marton and Bulls as follows:

- Marton – 1,700 residential lots and 77 rural lifestyle lots
- Bulls – 696 residential lots and 20 rural lifestyle lots.

There are likely to be other towns in a similar position which could provide residential development to help assist with the strong growth of urban areas.

I would welcome an opportunity to discuss our thinking further with you.

Yours sincerely

Andy Watson  
**Mayor of the Rangitikei**



# Attachment 8

# Memorandum

**To:** Policy/Planning Committee

**From:** Johan Cullis

**Date:** 3 May 2017

**Subject:** Home occupation activity in the residential zone

**File:** 2-RE-4-3

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At the Committee's last meeting, a concern was raised over the number of vehicles parked outside several residential properties which appeared to be related to long-term activity of undertaking vehicle repairs on site.

## Background

For at least the past five years Council has received complaints about this type of activity in Marton, primarily related to the number of vehicles parked on the street, rather than any work being undertaken on them and noise from doing that.

Council does not have a specific parking bylaw. Clause 6.1(a) of the Public Places Bylaw prohibits placing in a public place (which includes roads) any vehicle likely to create a nuisance. Clause 7.1(d) prohibits carrying out any work on any motor vehicle in a public place, except in the case of any accident or emergency when repairs are necessary to allow the vehicle to be removed.

The District Plan allows 'home occupation' activity in the residential zone, defining 'home occupation' as an occupation, business, trade, craft or profession 'the primary purpose of which is to derive income'. It must not involve 'exterior storage, display or other indication of the home occupation...' The definition of home occupation specifically excludes motor vehicle repairs and automotive wrecking – i.e. they are not a permitted activity.

## Comment

Vehicles parked on the streets near such properties are almost invariably warranted and registered in the name of the property owner or a close relative. There is no legal basis for moving such vehicles. They are not 'abandoned' and so the powers under section 356 of the Local Government Act 1974 do not apply. An amendment to the Public Places Bylaw to allow removal of vehicles left on a road with no effective motor power, or which cannot be driven, or which is unwarranted or unregistered is unlikely to have any useful long-term effect.

Taking a prosecution through the Courts using the 'nuisance' provision in the Public Places Bylaw on the number of vehicles parked in close proximity would be very unlikely to

succeed. In general, the work on the vehicles is undertaken within the property rather than the street.

Although the scale and duration of this activity (as evidenced by the number of vehicles parked) implies income generation, Council has no obvious way of verifying that this is actually the case. Without that proof, refuting a counter-claim that the activity was being undertaken to help family and friends would seem impossible. And without that proof, the presence of vehicles on the road could not be regarded as evidence of a non-residential activity and thus is not in contravention of the District Plan.

However, the scale and duration of this activity may be viewed as compromising the character or amenity of the area: one of the policies in the District Plan for the residential zone is specific about providing for such non-residential activities that do not have this compromising effect.

### **Nest steps**

Evidence of at least one abatement notice being issued (during 2013) has been found, but it did not lead to an infringement notice or prosecution.

Legal advice will be sought on what solutions are available to the Council to curtail this type of activity.

### **Recommendation**

That the memorandum 'Home occupation activity in the residential zone' be received.

Johan Cullis  
Environmental & Regulatory Services Team Leader

# Attachment 9



## Policy and Bylaw review work programme 2017

Priority 1 = statutory requirement, Priority 2 = Council resolution, Priority 3 = other					
Priority	Objective	Committee approving	Start Date	Completion Date Target	Notes
1	Finalisation of urban/rural stormwater drainage maps to complete Water Services Bylaw	AIN & PPL	1 May 2013	tbc	Bulk of Bylaw adopted in May 2013: remaining sections pending agreement of maps of public/private stormwater drainage. Draft maps adopted for consultation, July 2013. Decision deferred to March 2014 (13/RDC/240). Further deferral to 2015/16. See entry above for Water-related Services Bylaw
1	Rates Policy	FP	1 July 2016	tbc	Highlighted shortcomings in the rates legal compliance module requiring a policy to guide officer delegated authority for action in certain circumstances.
1	Section 17A review: Rural Water Schemes	PPL	1 July 2016	16 August 2017	Initial briefing to Omatane Scheme as model for the other schemes
2	Koitiata Waste Water Reference Group	AI	1 July 2016	tbc	
3	Complaints Policy	PPL	11 August 2016	tbc	To be integrated into Customer Service Charter in development by CE
3	Urban Tree Plan	PPL	1 January 2017	30 December 2017	Part of developing operational policy for Parks and Reserves Team
1	Section 17A review: Libraries & Information Centres	PPL	1 February 2017	16 August 2017	Schedule Paper to Council 30 June 2016: paper to go to PPL in June 2017.
3	Policy to develop incentives for new home buyers	FP	30 March 2017	31 December 2017	Identified as part of strategic priorities 2018-28
1	Section 17A review: Civil Defence	PPL	1 May 2017	30 June 2017	Being negotiated with neighbouring Councils to be in place by 20 June 2017
1	Review of Significance and Engagement Policy	PPL	1 July 2017	1 October 2017	Early review to ensure right debate for CD document for 2018-28 LTP
1	Policy on Development Contributions	FP/Council	1 July 2017	30 June 2018	Required under Local Government Act 2002 s102 and 106. Current policy reviewed and not amended in October 2011 - 3 year statutory timeframe for review. Council agreed to continue without a development contributions policy and consulted upon this concurrently with the 2015-25 LTP. Strategic intentions for current triennium include consideration of such a policy.
1	Statement on development of Maori capacity to contribute to decision-making	PPL/TRAK/ Council	1 July 2017	30 June 2018	Required under Local Government Act 2002, schedule 10. Must be in LTP. Last reviewed and adopted as part of LTP June 2015
1	Revenue and Financing Policy	FP/Council	1 July 2017	30 June 2018	Required under Local Government Act 2002, s 102, s 103: must be included in the LTP. Can be amended at anytime, subject to scp. Significant amendments trigger an amendment to the LTP. Most recent amendments approved in adopting the 2015/25 LTP.
1	Financial Strategy Associated review of Treasury Management Policies	FP/Council	1 July 2017	30 June 2018	
1	Infrastructure Strategy Associated review of Asset Management Policies	AIN/Council	1 July 2017	30 June 2018	
2	Scoping report on the level of service for different ONRC classifications	AIN & PPL	1 July 2017	30 September 2017	Being undertaken as part of review of the Asset Management Plan for Roading.
2	Policy on Council's relationships with community organisations in the District	PPL/Council	1 July 2017	30 June 2018	Review with LTP
2	Policies relating to the regional growth study 1) Maintenance and Protection of Public Roads 2) Impact on rates of neighbouring properties on those planted for Manuka Honey	FP/Council	1 July 2017	1 October 2018	1) Briefing on potential impact of forestry logging on roads reported to AIN in March 2017. Date for report back from sector working party not yet known. Noted that other Councils have implemented differential rating policies. 2) Noted that land planted to encourage production of Manuka Honey may be used for the same commercial product by neighbouring properties where no planting has taken place.

# Attachment 10



**Rangitikei**  
UNUSUALLY...

# REPORT

**SUBJECT:** Review of policy on external grant applications made by Council

**TO:** Policy / Planning Committee

**FROM:** Denise Servante, Strategy and Community Planning Manager

**DATE:** 3 May 2017

**FILE:** 3-PY-1-11

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## 1 Background

- 1.1 At its meeting of 30 August 2012, the Strategic Planning and Policy Committee adopted a policy 'External Grant Applications made by Council' (Appendix 1). This was intended to ensure that Council was fully aware of the rationale, obligations and amount of the funding applications before they are submitted.
- 1.2 The development of a policy was also in response to Council becoming more active in seeking external funding to support community development and community partnerships. The "Working Together for a Better Rangitikei" operational plan specifically identifies maximising external funding to contribute towards all Council services as an outcome. Hence the scope and scale of Council's efforts to attract external funding has grown to involve all Council services and all Council departments.
- 1.3 It should be noted that at the time the Policy was developed, the Council had only one Committee (which included all elected members), the Strategic Planning and Policy Committee. Virtually all Council business passed through this single Committee.
- 1.4 In requesting a policy, the Committee did not wish to make applications for such funding more difficult, but saw it as important that there was prior knowledge of the applications and, in particular, an understanding of the potential resource implications (including staffing). However, in practice it has proved cumbersome for staff to comply fully with the operational process outlined in the Policy.
- 1.5 This is particularly with respect to the requirements for a detailed operational oversight of funding applications by the Committee viz staff resourcing plan, sign off on the actual application before it is submitted and sign off on the final report to funders before it is submitted. The practicalities of responding within tight timeframes and of the requirement to provide often more detailed information than the funders themselves require, is acting as a brake on activity rather than an enabler.

- 1.6 The non-compliance with the Policy has been raised in Policy/Planning Committee at least twice. On one occasion, the Committee expressed the view that, provided the intent of the grant applications was known and agreed (for example for Swim 4 All, or the Bulls Community Centre or the Youth Development Programme), staff should be given discretion to apply for funding to meet these needs as required. The Committee confirmed this view at its meeting on 13 April 2017 and requested that a review be undertaken.

## **2 Current practice**

- 2.1 In the monthly updates to the Policy/Planning Committee on the Path to Well-being and other community partnerships, the Policy Team report on applications that (they know) are pending and what project the application will be directed towards. The Team also reports when funding has come to an end and a final report has been submitted.
- 2.2 The monthly appendix lists the external funding that has been received, brief details of the project that is being funded, and Council's role in the project/funding application. It also identifies "end dates" where a final report is required. Once a project has been successfully completed and signed off with funders, it drops off the monthly appendix. The appendix also identifies applications that have been submitted and when the outcome will be known.
- 2.3 Following the Committee meeting last month, a column has been added to the appendix which identifies where the Council mandate for the application can be found.

## **3 Comment**

- 3.1 The current policy was intended to apply in *"instances where the government sets aside contestable funding for specific projects and an application is proposed,<sup>1</sup> as well as to grants offered by the philanthropic sector"* but not to *"ongoing funding for any group of activity noted in the Long Term Plan<sup>2</sup>".* This implies the "project-based" nature of external funding applications.
- 3.2 The current Policy contains detailed processes before any application for external funding can be made and for reporting back once the funded project has been completed. There is provision to deal with situations where tight timeframes do not allow for pre-approval by Council of a specific funding application. However, the impact is an additional layer of reporting/decision-making that may require more detail than either the project management or the external funding processes.

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<sup>1</sup> An example is the Waste Minimisation Fund.

<sup>2</sup> This includes the NZTA funding for roads and bridges.



- 3.3 In practice, Council/Committees approve a project and identify that there may be external funds available to support the activity. It then becomes an operational matter to pursue those external funds. Project progress is reported to the relevant Committee, including financial and other resourcing implications.
- 3.4 In practice, funding applications for an approved Council project do not require the detailed governance oversight/scrutiny as required by paragraphs 1.4, 1.5, 1.6 and 1.8 of the current policy. It is in this context that the current Policy may act as a brake on activity rather than an enabler.

#### **4 Proposal**

- 4.1 It is suggested that the aims of the Policy are:
- To meet Council's directive to attract maximum external funding for approved activities/projects.
  - To protect against "rogue" applications made in its name to external funding agencies without its mandate.
  - To enable attracting maximum external funding as cost effectively as possible.
- 4.2 A suggested draft Policy is attached as Appendix 2. This is based on the current practice in Policy/Planning Committee i.e. a monthly update on grants and applications that are in progress.
- 4.3 The column with a reference for the authority/mandate from Council may come from any Committee that has project oversight. The Policy Team will endeavour to capture any funding applications that are developed by other Council staff teams in line with Council/Committee mandates.
- 4.4 The Policy Team will continue to use the monthly "Update on the Path to Well-being and other community development initiatives" to alert the Committee to applications from projects that come within its oversight.

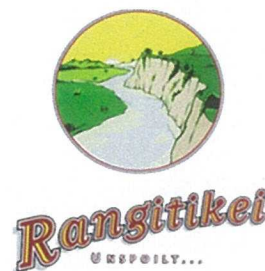
#### **5 Recommendations**

- 5.1 That the report 'Review of policy on external grant applications made by Council' be received.
- 5.2 That the revised draft Policy on External Grant Applications Made by Council [as amended] be adopted.

Denise Servante  
Strategy and Community Planning Manager

# *Appendix 1*

## POLICY ON EXTERNAL GRANT APPLICATIONS MADE BY COUNCIL



<b>Date of adoption by Strategic Planning and Policy Committee</b>	30 August 2012
<b>Resolution Number</b>	12/SPP/050
<b>Date by which review must be completed</b>	Review as required
<b>Relevant Legislation</b>	Not applicable
<b>Statutory or Operational Policy</b>	Operational
<b>Included in the LTP</b>	No

- 1.1 Council may seek funds from external organisations to increase achievement of Council's outcomes. This will normally be done collaboratively with other agencies and/or community organisations (including the Theme Groups of the Path to Well-being initiative).
- 1.2 The Strategic Planning and Policy Committee will be advised of potentially relevant grant opportunities as they arise. The Committee may decide to delegate further action to the chief executive or require further information before the application is made.
- 1.3 In making such an application, Council will always be the accountable body but has a preference for the project/programme to be undertaken by a local community organisation.
- 1.4 In addition to providing an application which meets the requirements of the external organisation, a resourcing plan will be prepared, showing the expected staff time and other Council resources which will be required
- 1.5 When (under 1.2) the Strategic Planning & Policy Committee requires further information (or has not previously been advised of a grant opportunity), the proposed application, it (and the resourcing plan) will be conveyed to the Committee for approval.
- 1.6 Where the timeframe for submitting an application precludes the process in 1.5, the application must be agreed by the Mayor and Deputy Mayor and reported to the next available meeting of the Strategic Planning and Policy Committee.

- 1.7 When successful, commentary on progress with the grant-funded projects/programmes will be noted in the bi-monthly activity reports of the Community Services Group. A summary table of grants in progress will be provided to Council at the same time as the quarterly Statement of Service Performance.
- 1.8 Formal reporting is almost invariably required by the organisation providing the funds and will be provided to all Elected Members.
- 1.9 This policy applies to instances where the government sets aside contestable funding for specific projects and an application is proposed,<sup>1</sup> as well as to grants offered by the philanthropic sector.
- 1.10 This policy does not apply to ongoing funding for any group of activity noted in the Long Term Plan<sup>2</sup>.

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<sup>1</sup> An example is the Waste Minimisation Fund.

<sup>2</sup> This includes the NZTA funding for roads and bridges.

## *Appendix 2*



## POLICY ON EXTERNAL GRANT APPLICATIONS MADE BY COUNCIL

<b>Date of adoption by Strategic Planning and Policy Committee</b>	30 August 2012
<b>Review at Policy/Planning Committee</b>	11 May 2017
<b>Resolution Number</b>	12/SPP/050 17/PPL/xxx
<b>Date by which review must be completed</b>	Review as required
<b>Relevant Legislation</b>	Not applicable
<b>Statutory or Operational Policy</b>	Operational
<b>Included in the LTP</b>	No

- 1.1 Council will seek to maximise external funding, provided that it contributes to the delivery of projects and programmes approved through its Long Term Plan/Annual Plan<sup>1</sup> or through Committee decisions and does not require additional resources other than those provided from the external funding.
- 1.2 In addition, Council may support other applications for funds that will contribute to the achievement of good quality local infrastructure and local services. This will normally be done collaboratively with other agencies and/or community organisations. In supporting such an application, Council may be the accountable body but has a preference for the project/programme to be undertaken by a local community organisation.
- 1.3 Progress with the grant-funded projects/programmes will be reported regularly through Council's Committees.
- 1.4 A summary table of grants in progress will be provided to Policy/Planning Committee monthly and will provide the following information:
  - Reference for Council authority for the grant application (or Council/Committee decision)
  - The name of the funding body
  - A description of the project
  - The value of the application/grant
  - The desired outcomes or milestones
  - The lead agency
  - Council's role
  - Staff role
  - Final reporting timeframe

<sup>1</sup> This policy does not apply to ongoing funding for any group of activity noted in the Long Term Plan, for example, the NZTA funding for roads and bridges.

# Attachment 11

# Memorandum

TO: Policy/Planning Committee

FROM: Denise Servante

DATE: 2 May 2017

SUBJECT: **Update on the Path to Well-Being initiative and other community development programmes – May 2017**

FILE: 1-CO-4

## 1 Background

- 1.1 This report identifies meetings that have taken place involving members of the Policy Team through the Community Partnerships activity, focussing on the Path to Well-being initiatives. Added commentary is provided where necessary.
- 1.2 This report also covers applications for external funding as required by the Policy on external grant applications made by Council.
- 1.3 This report covers the period April 2017.

## 2 Meetings

What?	When/Where?	Why?
Rangitikei Heritage	4 April Huntermville	Bi-monthly meeting: focus on Rangitikei Weekend (mid May)
Northern Youth Advisory Group	6 April Taihape	Support and advice for youth development coordinator
Rangitikei Tourism	10 April Marton	Handover: business and timeline
Access to water	12 April Whanganui	Meeting to discuss the split of the funding from Powerco between the local authorities for the installation of drinking fountains.
Ngati Rangi/OTS Treaty Settlement Process	13 April Marton	Officer meeting to be briefed on process to establish the Whangaehu river catchment group as part of the Ngati Rangi settlement process.

What?	When/Where?	Why?
Regional Collaboration Economic Development officers group	19 April  Palmerston North	Regular meeting: focus for discussion project to be led by the Regional Business partnership as part of Growing Business enabler of Accelerate 25

### **3 Youth Development Programme**

- 3.1 The focus for the month has been establishing and managing school holiday activities in each of the Youth Zones.
- 3.2 In Taihape, the Youth Development Coordinator has used a room at the Taihape Area School set up as a drop in space with various activities available. The programme has been supported by the Healthy Families coordinator in Taihape who ran several programmed activities in addition to those offered through the Council funded role.
- 3.3 In addition, a bus trip was done to Palmerston North for a session at Flip City Trampoline Park and Bowlerama. The aim was to develop a core of young people from Taihape to form the nucleus of a Youth Committee. Approximately 20 young people took part in the trip.
- 3.4 In Marton, the Youth Development Coordinator has developed a group of high school students who are meeting regularly as a fledgling youth Committee for the southern part of the District. She also secured a small grant from the Marton Christian Welfare to refresh the Youth Zone at the bowling club rooms off Humphrey Street in Centennial Park. This was the focus of activity over the school holiday programmes and the Youth Zone is now very much owned by this group.
- 3.5 Both Zones have Advisory Group meetings in the week before the Committee meeting. Focus for the coming month will be Youth Awards for 2017.

### **4 Marton B and C Dam Management Plan**

- 4.1 Following a request from the Tutaenui Stream Restoration Society to open up public access to the Marton B and C Dams, a draft Management Plan was developed for the site. The Management Plan covered all aspects of the management of the site including operational and recreation aspects. Staff undertook site visits of the Turitea Dam in Palmerston North and Lake Mangamahoe in New Plymouth to gain an insight into the management of public access near water supplies in other areas.
- 4.2 The Management Plan was considered at Council's 27 April meeting, with further work requested on costs and implementation options. This information will be considered following the harvesting of pines on the site.

### **5 Funding**

- 5.1 An update on all funding applications is summarised in [Appendix 1](#). Applications submitted this month are:
  - The Mid-sized Tourism Facilities Fund (public toilets in visitor hotspots)
  - Kiwi Sport (Swim 4 All)
  - Community Action on Alcohol Partnership (Smashed 'N Stoned facilitators' training)



- 5.2 An application for Swim-4-All to COGS is pending in May 2017.
- 5.3 The application to Powerco Trust for drinking fountains in parks co-ordinated by Te Oranganui was approved in March for \$15,000. This value was lower than the \$62,500 applied for. The three local authorities involved have agreed to split the funding evenly - \$5,000 each.

## **6 Recommendations**

- 6.1 That the memorandum 'Update on the Path to Well-Being initiative and other community development programmes – May 2017' be received.

Denise Servante  
Strategy and Community Planning Manager

Ref for Council decision	Fund	Project description	How much	Desired outcomes and milestones	Lead Agency	Council role	Policy Team Role	Final report due
	MSD - Quality Services and Innovation Fund	Taihape Community Connections; to develop better collaborative and referral practices amongst local health and social service providers, collation and provision of information about services within Taihape.	\$120,000	Central information resource, improved access to services	Taihape Community Development Trust	Support Agency	Prepared application, project steering group: no reporting responsibilities	MSD reporting requirements completed but money unspent and in TCDT accounts
	Whanganui DHB, Whanganui RHN, Work and Income, Pasific Health Trust, Creative Communities NZ	Samoa Independence Day	\$918	Delivery of Samoa Independence Day	Samoa Community Support Committee	Fundholder	Prepared application, holds funds, reports back to funder	Carried forward: no report due
	KiwiSport	Swim 4 All	\$10,000	Swimming lessons for Primary School aged children in the Rangitikei District	RDC	Lead agency, fund holder	Prepared application, holds funds, manages project, reports back to funder	After 2016/17 swim season
	MPI Irrigation Assessment Fund	Pre-feasibility study for Tutaenui Community irrigation/Stockwater Scheme	\$75,000	Part of strategic water assessment programme	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Jul-17
	COGS	Swim-4-All 29016/17	\$5,000	For the swim programme in the coming season	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	After 2016/17 swim season
LTP	Community Facilities Fund, Lottery	Capital contribution to the Bulls multi-purpose community centre	\$500,000	To develop the centre in Bulls	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Following project completion
2016/17 Annual Plan	Community Action on Alcohol partnerships Fund	Youth development programme in the District	\$10,000	Funding for activities; after school, holiday and evening events	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Dec-17

Ref for Council decision	Fund	Project description	How much	Desired outcomes and milestones	Lead Agency	Council role	Policy Team Role	Final report due
LTP	Powerco Trust	Capital contribution to the Bulls multi-purpose community centre	\$50,000	To develop the centre in Bulls	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Mar-18
PPL 13 April 2017	Marton Christian Welfare	Refreshing the Marton Youth Zone	\$450	To implement Council's youth development proposals	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Received
PPL 9 Feb 2017	Powerco Trust	Drinking fountains in parks	\$5,000	Increased access to drinking water.	Te Oranganui	Support Agency	Contributed to application, implementation of RDC portion of project through Parks and Reserves Team.	Mar-18
LTP	Significant Projects Fund	Capital contribution to the Bulls multi-purpose community centre	\$2,000,000	To develop the centre in Bulls	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Submitted March 2017
PPL 11 May 2017	KiwiSport	Swim-4-All 2017/18	\$10,000	For the swim programme in the 2017/18 season	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Submitted April 2017
Council March 2017	Mid-Sized Tourism Facilities Fund	Public toilets in visitor hotspots	\$140,000	Toilets in Mangaweka, Bulls River, Papakai Park and Bruce's Reserve	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Submitted April 2017
PPL 11 May 2017	Community Action on Alcohol partnerships Fund	Training for youth workers and volunteers	\$5,700	Youth development programme in the District	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Submitted April 2017
	Upcoming							
LTP	Whanganui Community Foundation	Capital contribution to the Bulls multi-purpose community centre	tbc	To develop the centre in Bulls	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	To be submitted mid 2017

Ref for Council decision	Fund	Project description	How much	Desired outcomes and milestones	Lead Agency	Council role	Policy Team Role	Final report due
	Upcoming							
LTP	JBS Dudding Trust	Capital contribution to the Bulls multi-purpose community centre Contribution towards community libraries	tbc	To develop the centre in Bulls + ongoing support to libraries	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	To be submitted mid 2017
2016/17 Annual Plan	The Working Together More Fund	Youth development programme in the District	tbc	To implement Council's youth development proposals	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Closed April 2017; did not apply
	COGS	Swim-4-All 29016/17	\$5,000	For the swim programme in the coming season	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Closes 24 May 2017
2016/17 Annual Plan	Community led Development Fund	Youth/Samoan development programme in the District	tbc	To implement Council's youth development proposals and support Samoan community	RDC	Lead agency to be decided	To be discussed	Open for EOI
	3/05/2017	Confirmed	\$776,368					

# Attachment 12



COMMUNITY LEADERSHIP GROUP OF ACTIVITIES 2016/17			Apr-17
Major programmes of work outlined in the LTP/Annual Plan 2016/17			
Major programmes of work outlined in the LTP/Annual Plan			
What are they:	Targets	Progress for this reporting period	Planned for the next two months
Strategic Planning Activity	Annual Report 2015/16	Complete	
	Annual Plan 2017/18	Oral hearings to be held on 20 April 2017 and deliberations report prepared for Council meeting on 27 April 2017.	Adoption of Annual Plan
	Giving effect to the adopted option to replace the current infrastructure shared service with Manawatu District Council, for example, the establishment of an Infrastructure Council Controlled Organisation	No progress to report during this period.	To be confirmed
	Preparation of Project Plan for 2018-28 Long Term Plan and begin implementation	Scoping of consideration to review and confirm community outcomes for the 2018-28 Long Term Plan discussed at Policy Planning committee in April and further work agreed.	Early scoping of medium-long-term issues for consideration in financial and infrastructure strategies, review of non-statutory policies to ensure alignment with financial and infrastructure strategies, identify further research required to describe strategic environment for this LTP
Elections	Managing the triennial election process, preparation of the pre-election report, preparation and conduct of the 2016 triennial election	Complete	Completed
	Review governance structure, specifically (before the triennial elections) community and reserve management committees and (following triennial election) Council's standing committees	Complete	Completed
	Managing induction processes for the new Council and Community Boards, including updating the Local Governance Statement and Elected Members' Handbook, co-ordinating provision of comprehensive background information, arranging Powhiri, and supporting initial strategic scene setting	Complete	Completed
Iwi/Maori Liaison	Delivering the Māori Community Development Programme to build capacity in hapu and iwi to take part in Council's strategic planning and decision-making	Nothing to report during this period: April TRAK meeting did not take place.	Ongoing hui to further refine goals.
Council	Delivery of programme of policy and bylaw review, focusing on review of non-statutory policies (see below) and preparing for review of statutory policies for inclusion in 2018-28 LTP	Reported below.	Reported below.
	Preparation of order papers that ensure compliant decision-making	Order papers prepared for Council meeting, Assets/Infrastructure, Policy/Planning and Finance/Performance Committees, Te Roopu Ahi Kaa, Hunterville Rural Water Supply, Omatane Rural Water Supply, Turakina, Hunterville, Marton and Bulls Community Committee's, Ratana and Taihape Community Board.	Ongoing for meetings are required.
Policy and Bylaw Review	Compliance/end date	Progress for this reporting period	Planned for the next two months
Section 17A review: Regulatory Services	31 August 2016	Complete	
Section 17A review: Infrastructure Services	30 June 2017	Complete	
Rates Policy	30 June 2017	No progress to report during this period.	
Legal Compliance Project	30 June 2017	No progress to report during this period.	Finalise outstanding issues.

Review Earthquake Prone Buildings Policy	30 June 2017	Completed.	Process complete.
Section 17A review: Rural Water Schemes	30 June 2017	No progress to report during this period.	Report to Hunterville and Erewhon Rural Water Committees.
District Plan change	30 September 2016	Completed.	Completed.
Koitiata Waste Water Reference Group	tbc	No progress to report during this period.	Ongoing (but smaller scale) monitoring of water bores. Information sheet to go out to the community. Next project team meeting due end 2017.
Development of reserve management plans: Marton Park	31 December 2016	Completed.	Process complete.
Appointment of Directors	30 June 2017	Put on hold - CCO for infrastructure services not proceeding at this stage	Nothing planned.
Residents' survey	31 March 2017	Survey open for response. Letter posted to everyone on the electoral roll inviting their participation.	Survey monkey for residents survey open til 8 May 2017. Stakeholders survey drafted to be emails to stakeholders in mid May.
Section 17A review: Libraries & Information Centres	30 April 2017	Nothing to report during this period.	
Section 17A review: Civil Defence	30 June 2017	In progress - working draft of options being discussed with councils which have a contract with Horizons	Finalise outstanding issues.
Finalisation of urban/rural stormwater drainage maps to complete Water Services Bylaw	tbc	Report taken to April Assets/Infrastructure Committee.	Report due to AIN Committee in June 2017. Complete maps, activate bylaw
Noxious weeds (analysis of problems on Council land including road reserves - background for deciding the long-term operational programme with Horizons and REG)	tbc	Nothing to report during this period.	
Contaminated land (initially to analyse how the current budget is used, followed by discussion paper on contaminated land in the district and issues needing consideration)	tbc	Nothing to report during this period.	
Other pieces of work	Reference for inclusion	Progress for this reporting period	Planned for the next two months
Begin investigation into Development Contributions Policy	Towards 2019 - Strategic Priorities 2018	Nothing to report during this period.	Scoping report
Policy to develop incentives for new home builders/developers	Towards 2019 - Strategic Priorities 2018	Discussion item at April FPE.	Scoping report, options for consideration
Investigate policy developments in line with the Local Government Excellence Programme	tbc	Assessment undertaken during March	No progress feasible. Projects to be identified pending recommendations from assessment (not until after July, which is when Council expects to receive the assessment report)
Feral cats policy- investigation	tbc	Council agreed during deliberations that no further work to be undertaken in this area at present	Nothing planned.
Urban Forest Policy	To replace Street tree Policy	Draft prepared	Policy for consideration at May meeting of Policy/Planning Committee
Complaints policy	tbc	Nothing to report during this period.	Develop a draft policy for consideration.
Speed Limit Bylaw	Request from the public	Completed.	Further consideration for Taihape (and possibly Ratana)
Easter Sunday Shop trading Policy	Amendment of the Shop Trading Hours Act	Completed.	Completed.
Submissions	Strategic Planning Activity LOS for Council to be a strong and successful advocate for the District's interests	Submissions to: Horizons Annual Plan Clean Water	Submissions to: Proposed Urban Development Authorities

ENVIRONMENTAL AND REGULATORY SERVICES GROUP OF ACTIVITIES 2016/17			Apr-17
Major programmes of work outlined in the LTP/Annual Plan 2016/17			
What are they:	Targets	Progress for this reporting period	Planned for the next two months
Complete any outstanding actions in the targeted review of the District Plan	Continuous monitoring of operative District plan for minor changes.	Complete - work now focused on DP Change	Nothing planned - focus on Plan Changes.
	District Plan change process complete	Plan changes became formally operative.	Process complete.
Give effect to the Food Act 2014	Implement the Food Premises Grading Bylaw	Regulations now in effect.	
Regional collaboration over regulatory functions	Form a regional regulatory committee	First meeting held on 21 October 2016 PNC,RDC,HDC,WDC attended.	
Prepare for implementation of Buildings (Pools) Amendment Bill (when enacted and in effect)	In effect 1 Jan 2017	Alternative solution now provided under F9	Currently compiling pool register
Prepare for next accreditation review as Building Consent Authority (April 2017)	Feb-17	IANZ visit took place 8-10 February 2017, still waiting for the report.	Accreditation review preparation and tie with assessor
Other regulatory functions			
What are they:	Targets	Statistics for this month	Narrative (if any)
Building Consents	Report on number of building consents processed, the timeliness and the value of consented work	26 BC processed: 96% completed on time (IT issues with Magiq upgrade and Goget unavailable for processing) , average days to process was 11 days. Value of building work was \$423,501	Earthquake strenghtening at St Davids Hall values at \$50,000, new lookout tower on Mt Stewart valued at \$40,000, new staff entry portico at ANZCO valued at \$35,000 All the rest of the work was polesheds, garages, woodfires, alterations and additions
	Code of Compliance Certificates, Notices to Fix and infringements issued.	11 CCC issued: 100% completed on time, average days to process was 1 day. 0 NTF issued for unconsented building work	
Resource Consents	Report on:	1 Land Use Resource Consent granted, 100% completed on time, average days to process was 18 days.	
	a) number of land use consents issued and timeliness		
	b) subdivision consents and timeliness	4 Subdivision Resource Consent granted, 100% completed on time, average days to process was	
	c) section 223 and 224 certification and timeliness,	1 section 223 and no section 224 certificates issued this month, 100% completed on time.	
	d) abatement and infringements issued.	None issued this month	
Dog Control	Report on number of new registrations issued, dogs impounded, dogs destroyed and infringements issued.	37 New Dogs Registered, 18 Impounded, 0 Infringements, 5 destroyed, 139 Unregistered	
Bylaw enforcement	Enforcement action taken	7 Letters regarding litter sent for explanation. No infringements.	
Liquor Licensing	Report on number and type of licences issued .	Renew 6 Manager Certificates, 1 Temporary Authority, 7 Specials	

Development of reserve management plans: Marton Park	31 December 2016	Completed.	Process complete.
Appointment of Directors	30 June 2017	Put on hold - CCO for infrastructure services not proceeding at this stage	Nothing planned.
Residents' survey	31 March 2017	Survey open for response. Letter posted to everyone on the electoral roll inviting their participation.	Electoral roll to be mailed and invited to participate. Survey monkey open till 8 May 2017.
Section 17A review: Libraries & Information Centres	30 April 2017	Nothing to report during this period.	
Section 17A review: Civil Defence	30 June 2017	In progress - working draft of options being discussed with councils which have a contract with Horizons	Finalise outstanding issues.
Finalisation of urban/rural stormwater drainage maps to complete Water Services Bylaw	tbc	Nothing to report during this period.	Report due to AIN Committee in May 2017. Complete maps, activate bylaw
Noxious weeds (analysis of problems on Council land including road reserves - background for deciding the long-term operational programme with Horizons and REG)	tbc	Nothing to report during this period.	
Contaminated land (initially to analyse how the current budget is used, followed by discussion paper on contaminated land in the district and issues needing consideration)	tbc	Nothing to report during this period.	
Other pieces of work:	Reference for inclusion	Progress for this reporting period	Planned for the next two months
Begin investigation into Development Contributions Policy	Towards 2019 - Strategic Priorities 2018	Nothing to report during this period.	Scoping report
Policy to develop incentives for new home builders/developers	Towards 2019 - Strategic Priorities 2018	Discussion item at April FPE.	Scoping report, options for consideration
Investigate policy developments in line with the Local Government Excellence Programme	tbc	Assessment undertaken during March	No progress feasible. Projects to be identified pending recommendations from assessment (not until after July, which is when Council expects to receive the assessment report)
Feral cats policy- investigation	tbc	Nothing to report during this period.	Review policies from other councils.
Urban Forest Policy	To replace Street tree Policy	Draft prepared	Policy for consideration at May meeting of Policy/Planning Committee
Complaints policy	tbc	Nothing to report during this period.	Develop a draft policy for consideration.
Speed Limit Bylaw	Request from the public	Completed.	Further consideration for Taihape (and possibly Ratana)
Easter Sunday Shop trading Policy	Amendment of the Shop Trading Hours Act	Completed.	Completed.
Submissions	Strategic Planning Activity LOS for Council to be a strong and successful advocate for the District's interests	Submissions to: Horizons Annual Plan Clean Water	Submissions to:  Proposed Urban Development Authorities

COMMUNITY LEADERSHIP GROUP OF ACTIVITIES 2016/17			Apr-17
Major programmes of work outlined in the LTP/Annual Plan 2016/17			
Major programmes of work outlined in the LTP/Annual Plan			
What are they:	Targets	Progress for this reporting period	Planned for the next two months
Strategic Planning Activity	Annual Report 2015/16	Complete	
	Annual Plan 2017/18	Oral hearings to be held on 20 April 2017 and deliberations report prepared for Council meeting on 27 April 2017.	Adoption of Annual Plan
	Giving effect to the adopted option to replace the current infrastructure shared service with Manawatu District Council, for example, the establishment of an Infrastructure Council Controlled Organisation	No progress to report during this period.	To be confirmed
	Preparation of Project Plan for 2018-28 Long Term Plan and begin implementation	Project Plan prepared and Project Team identified. Staff attendance at Infrastructure Strategies Forum in Wellington late March and launch of OAG report "Asset Management and Long Term Planning - Learning from Audit Findings 2015-2017"	Early scoping of medium-long-term issues for consideration in financial and infrastructure strategies, review of non-statutory policies to ensure alignment with financial and infrastructure strategies, identify further research required to describe strategic environment for this LTP
Elections	Managing the triennial election process, preparation of the pre-election report, preparation and conduct of the 2016 triennial election	Complete	Completed
	Review governance structure, specifically (before the triennial elections) community and reserve management committees and (following triennial election) Council's standing	Complete	Completed
	Managing induction processes for the new Council and Community Boards, including updating the Local Governance Statement and Elected Members' Handbook, co-ordinating provision of comprehensive background information, arranging Powhiri, and supporting initial strategic scene	Complete	Completed
Iwi/Maori Liaison	Delivering the Māori Community Development Programme to build capacity in hapu and iwi to take part in Council's strategic planning and decision-making	Nothing to report during this period.	Ongoing hui to further refine goals.
Council	Delivery of programme of policy and bylaw review, focusing on review of non-statutory policies (see below) and preparing for review of statutory policies for inclusion in 2018-28 LTP	Reported below.	Reported below.
	Preparation of order papers that ensure compliant decision-making	Order papers prepared for Council meeting, Assets/Infrastructure, Policy/Planning and Finance/Performance Committees, Te Roopu Ahi Kaa, Hunterville Rural Water Supply, Omatane Rural Water Supply, Turakina, Hunterville, Marton and Bulls Community Committee's, Ratana and Taihape Community Board.	Ongoing for meetings are required.
Policy and Bylaw Review	Compliance/end date	Progress for this reporting period	Planned for the next two months
Section 17A review: Regulatory Services	31 August 2016	Complete	
Section 17A review: Infrastructure Services	30 June 2017	Complete	
Rates Policy	30 June 2017	No progress to report during this period.	
Legal Compliance Project	30 June 2017	No progress to report during this period.	Finalise outstanding issues.
Review Earthquake Prone Buildings Policy	30 June 2017	Completed.	Process complete.
Section 17A review: Rural Water Schemes	30 June 2017	No progress to report during this period.	Report to Hunterville and Erehwon Rural Water Committees.
District Plan change	30 September 2016	Completed.	Completed.
Koitiata Waste Water Reference Group	tdc	No progress to report during this period.	Ongoing (but smaller scale) monitoring of water bores. Information sheet to go out to the community. Next project team meeting due end 2017.



COMMUNITY WELL-BEING GROUP OF ACTIVITIES 2016/17			Apr-17
Major programmes of work outlined in the LTP/Annual Plan 2016/17			
What are they:	Targets	Progress to date	Planned for the next two months
Community Partnerships	Facilitation of Path to Well-being groups	See below	
	Delivery of work programme through the MOU	See below	
Key elements of the work outlined in Path to Well-being, MOU workplans and Annual Plan			
What are they:	Targets	Progress to date	Planned for the next two months
Advocacy to support the economic interests in the District at regional and national level	Develop collaborative economic development and District promotion services across the Horizons region	Nothing to report	To actively promote the District through multi-media advertising, the Mayor and Chief Executive undertake promotional tours on behalf of the District.
		Regional collaboration between economic development officers in April agreed to a proposal from CEDA through the Regional Business Partnership for a project to support businesses "to take the next step" as part of the Growing Business Enabler under Accelerate 25.	Implementation of Digital Enablement Plan: monitor rollout of UFB2 in the District towns.  Develop further collaborative economic development and District promotion services across the Horizons region.
Timely and effective interventions that create economic stability, opportunity and growth	Progress solutions to water availability in area between Marton and Hunterville	Marton, Taihape and Bulls included in rollout of UFB2. Programme will take place over 5 years 2017-2022.	Progress solutions to water availability in area between Marton and Hunterville.
A wide range of gainful employment opportunities in the District	Facilitate and lead on a Rangitikei Growth Strategy that also aligns with and contributes to a regional Agribusiness Strategy	Nothing to report	Growing Business programme to be confirmed.
Attractive and vibrant towns that attract business and residents	Provision of good infrastructure, well-maintained streets in the CBD of main towns	Direction for developments in Bulls and Marton CBD confirmed in deliberations of the Annual Plan submissions.	Continue fundraising for Bulls, continue developing concepts and plans for Marton.
	Place-making support in Marton, Bulls and Taihape Events, activities and projects to enliven the towns and District Five + high profile events and 20 community events Council sponsorship of events aiming to increase visitor numbers (compared to 2015/16)	Nothing to report. All sponsored events took place: schedule for events reports forwarded to Market View.	To be confirmed Analyse events reports from MarketView and prepare evaluation report on events sponsorship scheme for visitor numbers and economic impact for Finance/Performance Committee in June 2017
Up to date and relevant information for visitors and residents on a range of services, activities and attractions	Maintain information centres in Taihape and Bulls, the gateways to the District.	Business as usual	
	Develop an information centre in Marton as part of the "libraries as community hubs" concept.	The updating of the Council database is ongoing.	Information Centres team will maintain the website.
	Contract with local organisations to provide a range of information, including: * Up-to-date calendar of events, and * Community newsletters distributed through Marton, Bulls and Taihape	Final changes made to website by Rangitikei Tourism. Passwords etc. have been handed over to Council Information Centre staff.	Smooth transition from Rangitikei Tourism to Council staff of the www.rangitikei.com site
An up to date, relevant and vibrant on line presence with information about services, activities and attractions, the District lifestyle, job opportunities and social media contacts	Maintain a website that provides information about Council and community services and activities	Nothing to report for the period.	Business as usual
	Dynamic and attractive web presence for the District and towns (Provide a website that is a gateway to the District, with links through to more local web pages, with information about living in the District and Interactive and appropriate social media opportunities	Web content to be developed.	Web content for lifestyle sections of rangitikei.com to be developed as part of new website: to be led by Community Programmes Manager.

Opportunities for residents to remain socially and physically active into their retirement years, to enable them to stay in the District for as long as possible	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District	Nothing to report for the period.	Business as usual
Opportunities for people with children to access the quality of life they desire for their families	Establish youth development service based in Taihape and Marton, transitioning from current arrangements to a one-stop shop concept involving other agencies - \$60,000 from Council (continuing to seek equivalent contribution from external sources) - Develop services for young people (0-18), such as driving	Holiday programmes took place during Easter school holidays.	Youth Awards and Youth Week Continue to seek funding from external sources
	Coordinate a Swim-4-All programme 2016/17	Swimming has finished for the season. Final reportys to funders being collated and applications for funding for 2017/18 season in preapration.	Complete process to report to funders from 2016/17 and apply for funds for 2017/18
	Healthy Families programme: take part in Governance Group, act as local Prevention Partnership	Nothing to report for this period	Continue to support
A more equal and inclusive community where all young people are thriving, irrespective of their start in life	Council will facilitate and lead on a Community Charter that supports all young people in our District to become the best adult that they can Annual achivement Scholarships fro Taihape Area School and Rangitikei College	As above	Engagement with young people Development of programme of activities Ongoing coordination of activities and services for young people
Cohesive and resilient communities that welcome and celebrate diversity	Develop high trust contracts with agencies to undertake community development in each of the three main towns (Marton, Bulls and Taihape)	Work programmes for 2017/18 have been received from Project Marton and Bulls and District Community Trust. Quarterly reports from all three agencies due next month.	Report to Council in May on recommendations for funding 2017/18
	Organise the annual Path to Well-being Conference 2016/17	Completed	Completed
	Through Treasured Natural Environment Theme Group: - Support Hautapu and Tutaenui catchment groups - Develop access to Kahui reserve, Mangaweka - Continue to produce and distribute the Theme Group	No progress to report.	Newsletter to be prepared.
Funding schemes which have clear criteria, which are well publicised, and where there is a transparent selection process	Facilitate at least an annual opportunity for community organisations to apply for funding under the various grant schemes administered by the Council	Second round of Creative Communities Scheme and only round of Sport NZ Rural Travel Fund completed and funds allocated.	Complete paperwork for recent funding rounds.
	Publish the results of grant application process to a Council-run forum show-casing the results of grant application processes where successful applicants provide brief presentations and are open to questions	Ongoing	Publish results of all funding rounds on Council's website and Rangitikei Line.
To see Council civil defence volunteers and staff at times of emergency (confidence in the activity)	Contract with Horizons to provide access to a full-time Emergency Management Officer	Contract remains in place and staff available on full time basis.	
	Arrange regular planning and operational activities	Awaiting final plan for Koitiata.	
To be assured of adequately trained, resourced and responsive rural fire force to reduce the incidence of life and property threatening fire	Provide fully trained and adequately resourced volunteer personnel who are in a position to respond to rural fire call-out with the minimum of delay: - Staff EMIS Training (Emergency Management Information Training)	Volunteers receiving training and train regular to maintain and enhance skills. Basic EMIS training undertaken, further ITF training to be undertaken before advanced EIMES training to take place(ITF - CIMS two full day course)	NRFA Audit undertaken of Rural Fire Authority and awaiting audit report.