



Rangitikei District Council

Policy and Planning Committee Meeting

Agenda – Thursday 13 July 2017 – 1:00 PM

Contents

1	Welcome	2	
2	Apologies/Leave of Absence	2	
3	Members' conflict of interest.....	2	<i>Agenda note</i>
4	Confirmation of order of business	2	<i>Agenda note</i>
5	Confirmation of minutes	2	Attachment 1, pages 8-17
6	Chair's Report.....	2	<i>To be tabled</i>
7	Progress with Strategic Intentions	2	<i>Agenda note</i>
8	Update on Communications Strategy	3	<i>To be tabled</i>
9	Annual residents survey – analysis and improvement plan for each activity	3	Attachment 2, pages 18-26
10	Legislation and governance issues	3	Attachment 3, pages 27-56
11	National Monitoring System - Reporting Requirements.....	3	Attachment 4, pages 57-61
12	Urban tree plan – feedback from Community Boards and Community Committees	4	Attachment 5, pages 62-68
13	Review of delivery of library and information centre services under section 17A of the Local Government Act 2002.....	4	Attachment 6, pages 69-77
14	Update on the Path to Well-being Initiative	4	Attachment 7, pages 78-86
15	Questions put at previous meetings for Council advice or action	5	<i>Agenda note</i>
16	Activity management:	5	Attachment 8, pages 88-94
17	Late Items.....	6	
18	Future Items for the Agenda.....	6	
19	Next Meeting	6	
20	Meeting Closed	6	

The quorum for the Policy/Planning Committee is 4.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

1 Welcome

2 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 8 June 2017 are attached.

File ref: 3-CT-15-2

Recommendation

That the Minutes of the Policy/Planning Committee meeting held on 8 June 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 13 July 2017 be received.

7 Progress with Strategic Intentions

With priority 4 projects (Earthquake-prone buildings), discussions with the community on the implications of the Act need to wait until the regulations have been issued. However, the methodology for identification of earthquake-prone buildings has now been released. Further work to safeguard water and wastewater treatment plants has been include in the 2017/18 Annual Plan programme

With priority 5 projects, a more detailed agreement for infrastructure shared services is under discussion with the two chief executives. The revised communication strategy has been adopted and a communication plan for the Long Term Plan was part of the Council workshop discussions on 22 June 2017.

8 Update on Communications Strategy

A memorandum will be tabled.

File ref: 3-CT-15-1

Recommendation

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

9 Annual residents survey – analysis and improvement plan for each activity

A memorandum is attached.

File ref: -FR-1-2

Recommendations

- 1 That the report, “2017 Annual Residents' And Stakeholders' Perception Survey Results: Group of Activity Level” be received.
- 2 That, following feedback from the Policy/Planning Committee, the issues identified as requiring more focus/improvement are input into the project to establish, implement and monitor continuous improvement and higher customer service standards across the Council organisation.

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 on 13 July 2017 be received.

11 National Monitoring System - Reporting Requirements

A memorandum is attached.

File ref: 1-PL-1-2

Recommendation

That the memorandum ‘National Monitoring System - Reporting Requirements’ be received.

12 Urban tree plan – feedback from Community Boards and Community Committees

A memorandum is attached.

File ref: 6-RF-1-1

Recommendations

- 1 That the memorandum 'Draft Urban Tree Plan 2017 - Feedback from Community Committees/Boards' be received.
- 2 That the Policy/Planning Committee recommends to Council that the delegations to Community Boards and Community Committees include 'authority to make decisions on major tree removals following community consultation processes'.
- 3 That the Policy/Planning Committee allows/does not allow [delete one] the Bulls Community Committee further time to consider the draft Urban Tree Plan at their 8 August 2017 meeting, [with their recommendations to be tabled for consideration at the Policy/Planning Committee meeting on 10 August 2017].
- 4 That the draft Urban Tree Plan 2017, as amended, be adopted.

13 Review of delivery of library and information centre services under section 17A of the Local Government Act 2002

A report is attached.

File ref: 5-FR-1-2

Recommendations

- 1 That the report 'Review of delivery of library and information centre services under section 17A of the Local Government Act 2002' be received
- 2 That a review of service delivery options not be undertaken at this time for:
 - a) libraries because of the small numbers of staff involved, the three dispersed locations, the national collaborations for digital resources, the present lack of interest in developing a regional cluster and the integration of the service with the visitor information service;
 - b) information centres because of their integration with libraries in both premises and staffing and the uncertainty about any viable alternative which would deliver a similar level of service;

14 Update on the Path to Well-being Initiative

A memorandum is attached

File ref: 1-CO-4

Recommendation

- 1 That the memorandum 'Update on the Path to Well-Being initiative and other community development programmes – July 2017' be received.
- 2 That the Policy/Planning Committee approve that Council acts as fundholder for two applications to the Community Initiatives Fund as follows:
 - On behalf of Rangitikei Heritage for the publication of an historical memoir and
 - On behalf of the community in Whangaehu to investigate the feasibility of re-locating a church/community hall from the flood zone.
- 3 That the Policy / Planning Committee approve that Council apply to the Whanganui Community Foundation under their Quick Response Grants for up to \$10,000 for the Swim 4 All programme 2017-2018.

15 Questions put at previous meetings for Council advice or action

- Terms of lease of the toilets Rangitikei Junction / Wallace Development and the possibility of breaking agreement once Community Centre is built
The lease has an initial term of fifteen years, with two rights of renewal each for five years. There is no specific provision in the lease for early termination: it would require agreement with (and likely financial compensation to) the owner.

16 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 July 2017 for Community Leadership, Environmental and Regulatory Services and Community Well-Being be received.

17 Late Items

18 Future Items for the Agenda

19 Next Meeting

Thursday 10 August 2017, 1.00 pm

20 Meeting Closed