



# Rangitikei District Council

## Policy and Planning Committee Meeting

Minutes – Thursday 13 July 2017 – 1:00 PM

---

### Contents

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

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.

**Present:** Cr C Ash  
Cr Nigel Belsham  
Cr Jane Dunn  
Cr Graeme Platt  
Cr Soraya Peke-Mason  
His Worship the Mayor, Andy Watson

**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 Nardia Gower, Governance Administrator

**Tabled Documents**

Item 8:	Update on Strategy
Item 13	Comments in response to Information Centre report
Item 16:	Environment and Regulatory Service Breakdown
Item 16:	Questions of Activity Management Templates

## 1 Welcome

His Worship the Mayor, acting as Chair in the absence of Cr Gordon (Chair) and Cr Aslett (Deputy Chair), welcomed everyone to the meeting.

## 2 Apologies/Leave of Absence

Mayor Watson recognised that due to the weather event and SH1 from Taihape to Hunterville being closed due to snow, a number of Councillors were unable to attend the meeting.

**Resolved minute number**                      **17/PPL/062**                      **File Ref**

That the apology for absence from Cr Sheridan, Cr Gordon, Cr Aslett and the late arrival of Cr Platt be received.

Cr Dunn / 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 Order of Business was not changed. There were no late items.

## 5 Confirmation of minutes

**Resolved minute number**                      **17/PPL/063**                      **File Ref**                      **3-CT-15-2**

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.

Cr Belsham / Cr Dunn. Carried

## 6 Chair's Report

Due to the absence of the Chair no report was tabled.

## 7 Progress with Strategic Intentions

The agenda update was noted.

## 8 Update on Communications Strategy

A memorandum was tabled. The issue around media's misrepresentation of the Bulls slogan was discussed.

**Resolved minute number**                      **17/PPL/064**                      **File Ref**                      **3-CT-15-1**

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

Cr Peke-Mason/ His Worship the Mayor. Carried

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

Ms Servante took the report as read and welcomed any questions.

The Committee identified two issues that require more focus/improvement:

- Animal Control noted as hard to contact
- Building Consents with a slight indication of inflexible

**Resolved minute number**                      **17/PPL/065**                      **File Ref**                      **5-FR-1-2**

That the report, "2017 Annual Residents' And Stakeholders' Perception Survey Results: Group of Activity Level" be received.

Cr Belsham / Cr Ash. Carried

**Resolved minute number**                      **17/PPL/066**                      **File Ref**                      **5-FR-1-2**

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.

Cr Belsham / His Worship the Mayor. Carried

## 10 Legislation and governance issues

Mr Hodder spoke briefly to the report. Some further detail was due shortly from the Ministry of Business Innovation and Employment regarding 'priority' earthquake buildings. Council's earlier desk-top analysis of potentially earthquake-prone buildings would be useful but did not constitute the required assessment under the Building (Earthquake-prone Buildings) Amendment Act.

**Resolved minute number**                      **17/PPL/067**                      **File Ref**                      **3-OR-3-5**

That the report 'Update on legislation and governance issues' to the Policy/Planning Committee meeting on 13 July 2017 be received.

His Worship the Mayor / Cr Belsham. Carried

## 11 National Monitoring System - Reporting Requirements

Ms Gray spoke to the memorandum highlighting that the National Monitoring System Report is a statutory required yearly report. She noted that any council's reporting data is available on <http://www.mfe.govt.nz/rma/rma-monitoring-and-reporting/reporting-201415/data-tool>

The Ministry for the Environment has yet to come back to Council to discuss feedback on any previous report.

**Resolved minute number**                      **17/PPL/068**                      **File Ref**                      **1-PL-1-2**

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

His Worship the Mayor / Cr Peke-Mason. Carried

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

Ms Gray gave an overview of the memorandum and committee responses highlighted within.

Discussion was held clarifying the process involved deciding on major tree removals. A marked up version of the draft Urban Tree Plan is to be circulated to Community Committees and Boards. It was requested that Bulls Community Committee receive the mark-up draft with adequate review time prior to their next meeting on 8 August.

**Resolved minute number**                      **17/PPL/069**                      **File Ref**                      **6-RF-1-1**

That the memorandum 'Draft Urban Tree Plan 2017 - Feedback from Community Committees/Boards' be received.

Cr Peke-Mason / Cr Dunn. Carried

**Resolved minute number**                      **17/PPL/070**                      **File Ref**                      **6-RF-1-1**

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 in public spaces, taking into account community consultation processes', and the advice of the Parks and Recreation team leader.

Cr Peke-Mason / Cr Belsham. Carried

**Resolved minute number**                      **17/PPL/071**                      **File Ref**                      **6-RF-1-1**

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].

Cr Dunn / Cr Belsham. Carried

**Resolved minute number**                      **17/PPL/072**                      **File Ref**                      **6-RF-1-1**

That the marked-up draft Urban Tree Plan 2017, be adopted.

His Worship the Mayor / Cr Belsham. Carried

Cr Platt arrived 1:37 pm

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

A document on Information Centres was tabled by Cr Platt. The Committee accepted that staff required additional time to review and comment on the information tabled.

**Resolved minute number**                      **17/PPL/073**                      **File Ref**                      **5-FR-1-2**

That the report 'Review of delivery of library and information centre services under section 17A of the Local Government Act 2002' be received

Cr Dunn / Cr Ash. Carried

**Resolved minute number**                      **17/PPL/074**                      **File Ref**                      **5-FR-1-2**

That a review of service delivery options not be undertaken at this time for 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.

Cr Belsham / His Worship the Mayor. Carried

**Resolved minute number**                      **17/PPL/075**                      **File Ref**

That the Committee receive a tabled report from Cr Platt 'Comments in response to Information Centre report, July 2017'

Cr Dunn / Cr Peke-Mason. Carried

That the review of the Information Centres services under section 17A of the local Government Act be further considered by Council on 27 July 2017 - **ruling by the Chair**

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

Ms Servante spoke to the memorandum.

Discussion was held around the Youth Zones and work of the Youth Co-ordinators. Feedback to Council on current youth engagement and activities was requested.

**Resolved minute number**                      **17/PPL/076**                      **File Ref**                      **1-CO-4**

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

Cr Peke-Mason / Cr Belsham. Carried

**Resolved minute number**                      **17/PPL/077**                      **File Ref**                      **1-CO-4**

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.

Cr Peke-Mason / His Worship the Mayor. Carried

**Resolved minute number**                      **17/PPL/078**                      **File Ref**                      **1-CO-4**

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.

Cr Ash / Cr Belsham. Carried

## 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:

Ms Servante and Mr Cullis were available for questions from the Committee.

The Committee commented that it was great to see more activity in consenting, indicating growing activity in the district.

**Resolved minute number**                      **17/PPL/079**                      **File Ref**

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

Cr Belsham / Cr Peke-Mason. Carried



**17 Late Items**

**18 Future Items for the Agenda**

**19 Next Meeting**

Thursday 10 August 2017, 1.00 pm

**20 Meeting Closed**

2.43 pm

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

Date: