



**Rangitikei**  
UNSPOILT...

Rangitikei District Council

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# Policy/Planning Committee Meeting

## Order Paper

**Thursday, 9 November 2017, 1pm**

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

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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 9 November 2017 – 1:00 PM

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The quorum for the Policy/Planning Committee is 5.

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 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 Assets/Infrastructure Committee meeting on 9 November 2017 be received.

## **6 Confirmation of Minutes**

The minutes of the Policy/Planning Committee meeting from 12 October 2017 are attached.

File ref: 3-CT-15-2

### **Recommendation:**

That the [amended] Minutes of the Policy/Planning Committee meeting held on 12 October 2017 be taken as read and verified as an accurate and correct record of the meeting.

## **7 Progress with strategic issues – Update**

With priority 4 projects (Earthquake-Prone buildings), Council agreed to undertake consultation on the location of priority areas in the urban centres over the period 7 October to 7 November 2017, with oral submissions being heard by this Committee at its meeting on 9 November 2017. As well as advising the Bulls, Marton and Hunterville Community Committees and the Taihape Community Board and making letter drops to all potentially affected businesses and property owners, there were public meetings held in Taihape and Marton.

A feasibility study on establishing the Marton Heritage Precinct Project as a collaborative initiative between private building owners and the Council with funding from the Lottery Heritage and Environment Fund is under consideration.

Further work to safeguard water and wastewater treatment plants was included in the 2017/18 Annual Plan programme.

A draft agreement for the continued delivery of Infrastructure Services by Manawatu District Council has been prepared, and is currently being finalised between the Chief Executives of both councils. The draft agreement builds on the original foundation of collaboration, but introduces a more structured arrangement and explicit performance framework.

A member of Te Roopu Ahi Kaa was appointed to the Assets/Infrastructure Committee (from its February 2017 meeting) with full speaking and voting rights.

## **8 Oral submissions to Priority areas for earthquake-prone buildings consultation**

Written submissions close on Tuesday 7 November 2017 and will be circulated to Committee members later that day. As at close of business 2 November 2017, Council had received 8 written submissions, with none of these submitters requesting to speak at the oral hearing. Oral hearings (if required) will be scheduled from 1.15pm. Deliberations on all submissions is scheduled for Council's meeting on 30 November 2017.

## **9 Increasing Delegations to Community Committees/Boards**

A report is attached.

File ref: 3-PY-1-1

### **Recommendations**

- 1 That the report 'Increasing Delegations to Community Committees/Boards' to the Policy/Planning Committee's 9 November 2017 meeting be received.
- 2 That the Policy/Planning Committee recommends to Council that the following matters are delegated to community committees/boards:
  - .....
  - .....

## **10 Traffic and Parking Bylaw – reconsideration of section 16**

At its meeting on 26 October 2017, Council resolved to bring the Traffic and Parking Bylaw into effect with the exception of section 16 (relating to heavy vehicles) where further work was requested.

A presentation will be provided to the meeting on this issue, with the intention of establishing the Committee's preferred wording to be conveyed to Council's meeting on 30 November 2017.

## **11 Youth Transitional Blueprint 2017/2018**

A report is attached.

File ref: 4-EN-12-4

### **Recommendations**

- 1 That the report 'Youth Transitional Blueprint 2017/2018' to the Policy/Planning Committee's 9 November 2017 meeting be received.
- 2 That the position and direction taken in this report be endorsed by the Policy/Planning Committee; being in agreement that this direction acts an effective a pathway for the Youth Development programme.

## **12 Update on Communications Strategy**

An update is attached.

File ref: 3-CT-15-1

### **Recommendation**

That the 'Communication Update' to the Policy/Planning Committee meeting on 9 November 2017 be received.

## **13 Legislation and Governance Update**

Parliament rose on 22 August 2017. The commission opening of the new Parliament will occur on Tuesday 7 November 2017. This is the day when Members take their Oath of Allegiance and elect the Speaker. The state opening of Parliament takes place the following day, when Members hear the Speech from the Throne by Governor General Dame Patsy Reddy.

## **14 MinTAS Youth Festival**

A report is attached

File ref: 4-EN-12-1

### **Recommendation:**

That the report 'MinTAS Youth festival 2017' to the Policy/Planning Committee meeting on 9 November 2017 be received.

## **15 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 – November 2017' be received.

## **16 Questions put at previous meetings for Council advice or action:**

To advertise on the Rangitikei District website the non-fluoridation of Rangitikei drinking water supply.

A fact sheet is being prepared for wide distribution and posting on the website during November.

Staff to investigate the accountability and current state of the \$120,000 of funding from MSD sitting with Taihape Community Development Trust.

The application was to develop more, and more accessible, health and social welfare services through collaboration between agencies in Taihape. It included a salary for 18 months, but the appointee left early and was not fully replaced. The accountable body was the Taihape Community Development Trust; they provided a report after twelve months and MSD did not require further reports after that. However, the Trust subsequently undertook a range of activities relating to the programme. It has been deleted from the grants schedule as no longer relevant to Council.

## **17 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.

**Recommendations:**

- 1 That the activity management templates for October 2017 for Community Leadership, Environmental and Regulatory Services and Community Well-Being be received.
- 2 That the memorandum 'Questions of Activity Management Templates' to the Policy/Planning Committee meeting on 9 November 2017 be received.

**18 Late items**

**19 Future items for the agenda**

**20 Next meeting**

Thursday 8 February 2018, 1.00 pm.

**Note:** Activity and compliance reports for November will be uploaded on 15 December 2017; those for December will be uploaded on 12 January 2018.

**21 Meeting closed**

# Attachment 1



# Rangitikei District Council

## Policy and Planning Committee Meeting

Minutes – Thursday 12 October 2017, 3.13 pm

(This meeting followed the Assets/Infrastructure Committee meeting.) -

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**Present:** Cr Angus Gordon (Chair)  
Cr Cath Ash  
Cr Richard Aslett  
Cr Nigel Belsham  
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 Carol Downs, Executive Officer  
Mr Blair Jamieson, Strategy and 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 5:**      Chair's Report

## 1 Welcome

The Chair welcomed everyone to the meeting

## 2 Apologies/Leave of Absence

That the apology for the absence of Cr Dunn and Cr Peke-Mason be received.

Cr Aslett / Cr Gordon. 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 indicated that item 8 would be deferred until Ms Downs was available. It turned out that no delay was required.

No late items had been suggested

## 5 Chair's Report

The Chair's report was tabled and taken as read.

|                               |                   |                 |                  |
|-------------------------------|-------------------|-----------------|------------------|
| <b>Resolved minute number</b> | <b>17/PPL/099</b> | <b>File Ref</b> | <b>3-CT-15-1</b> |
|-------------------------------|-------------------|-----------------|------------------|

That the Chair's Report to the Policy and Planning Committee meeting on 12 October 2017 be received.

Cr Gordon / Cr Sheridan. Carried

## 6 Confirmation of Minutes

|                               |                   |                 |                  |
|-------------------------------|-------------------|-----------------|------------------|
| <b>Resolved minute number</b> | <b>17/PPL/100</b> | <b>File Ref</b> | <b>3-CT-15-2</b> |
|-------------------------------|-------------------|-----------------|------------------|

That the Minutes of the Policy/Planning Committee meeting held on 14 September 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Sheridan. Carried

## 7 Progress with strategic issues – Update

The Committee noted the commentary in the agenda.

## 8 Update on Communications Strategy

Ms Downs spoke to the update highlighting:

- Rangitikei Line is now advertised on the Council Facebook page.
- In-house media training as taken place with Councillors and Managers.
- Re-branding costings are underway.

Ms Downs reminded the Committee to submit content to include in the Rangitikei Line; the deadline for such is the second to last week of each month.

|                               |                   |                 |                  |
|-------------------------------|-------------------|-----------------|------------------|
| <b>Resolved minute number</b> | <b>17/PPL/101</b> | <b>File Ref</b> | <b>3-CT-15-1</b> |
|-------------------------------|-------------------|-----------------|------------------|

That the 'Communication Update' to the Policy/Planning Committee meeting on 12 October 2017 be received.

Cr Ash / His Worship the Mayor. Carried

## 9 Legislation and Governance Update

Mr Hodder took the report as read.

|                    |                |   |
|--------------------|----------------|---|
| <b>Undertaking</b> | <b>Subject</b> | <b>Advertising of non-fluoridated water in Rangitikei</b> |
|--------------------|----------------|---|

To advertise on the Rangitikei District website the non-fluoridation of Rangitikei drinking water supply (and that it was chlorinated).

|                               |                   |                 |                 |
|-------------------------------|-------------------|-----------------|-----------------|
| <b>Resolved minute number</b> | <b>17/PPL/102</b> | <b>File Ref</b> | <b>3-OR-3-5</b> |
|-------------------------------|-------------------|-----------------|-----------------|

That the report 'Legislation and Governance Update' to the Policy/Planning Committee meeting on 12 October 2017 be received.

Cr Aslett / Cr Sheridan. Carried

## 10 Protected disclosures (“Whistle-blower”) policy

Mr Hodder spoke to the memorandum noting that the Protected Disclosures Act specifies an internal procedure. In Rangitikei, this procedure is contained within the staff handbook that is given to all staff members at the beginning of employment.

His Worship the Mayor noted that all gifts received by Councillors need to be declared.

**Resolved minute number** 17/PPL/103 **File Ref** 5-PO-1-1

That the memorandum ‘Protected disclosures (“Whistle-blower”) policy’ be received.

Cr Platt / Cr Ash. Carried

## 11 Update on Youth Development Programme

Ms Gray spoke to the memorandum highlighting:

- That a full report on the recent youth forum ‘MintAs’ will be available for the upcoming Policy/Planning Committee meeting.
- The current youth holiday programme was crafted from ideas given by the youth committee, the outcome of which will be delivered in a report.
- Ministry of Youth development partnership fund application for an ‘At risk girls’ programme was unsuccessful.
- Ms Gray noted that as of next month Mr Jamieson will be reporting to the committee on the Youth Development Programme.
- The focus on the 2016 youth forum ‘Level Up’ was about soliciting ideas from youth. Whereas the focus from the recent 2017 youth forum ‘MintAs’ was about giving youth an opportunity to learn skills and gain experiences.
- Northern Youth Co-coordinator has a focus on increasing the days of operation of the Youth Zone and has greater agency and volunteer support than the Southern Youth Zone.
- The Southern Youth Coordinator has had greater focus on funding applications that are of benefit across the district.

Mr Jamieson is composing a full report on Youth Development to present to Mayor and Councillors.

**Resolved minute number** 17/PPL/104 **File Ref** 4-EN-12-4

That the memorandum ‘Update on youth development programme – October 2017’ be received.

Cr Ash / Cr Gordon. Carried

## 12 Update on the Path to Well-being Initiative

Ms Gray spoke to the memorandum highlighting

Ms Webb-Moore helped the Rangitikei Heritage group with a submission to the Long Term Plan.

|                    |                |  |
|--------------------|----------------|--|
| <b>Undertaking</b> | <b>Subject</b> | <b>Accountability of MSD funding to Taihape Community District Trust</b> |
|--------------------|----------------|--|

Staff to investigate the accountability and current state of the \$120,000 of funding from the Ministry of Social Development sitting with Taihape Community Development Trust.

|                    |                |  |
|--------------------|----------------|--|
| <b>Undertaking</b> | <b>Subject</b> | <b>Outcome of working group on Maori Wards</b> |
|--------------------|----------------|--|

The outcome of the 'Working group on Maori wards' meeting to be sent to Cr Belsham

|                               |                   |                 |               |
|-------------------------------|-------------------|-----------------|---------------|
| <b>Resolved minute number</b> | <b>17/PPL/105</b> | <b>File Ref</b> | <b>1-CO-4</b> |
|-------------------------------|-------------------|-----------------|---------------|

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

Cr Ash / Cr Belsham. Carried

## 13 Questions put at previous meetings for Council advice or action:

None

## 14 Activity management

- Community leadership - Mr Jamieson

Mr Jamieson explained the current funding situation of the Iwi Liaison programme of work.

- Environmental services

The Committee discussed the merits of having a staff member attend the Tutaenui Restoration Society community meeting on Wednesday 17 October.

- Community well-being

There is current provision on the Council website and Facebook page to rehome suitable unclaimed dogs collected by Dog Control.

**Resolved minute number**

**17/PPL/106**

**File Ref**

**5-EX-3-2**

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

Cr Sheridan / Cr Aslett. Carried

## **15 Late items**

## **16 Future items for the agenda**

Rates incentives to new home builds, potential for amendment to Rates Incentive Policy

## **17 Next meeting**

Thursday 9 November 2017, 1:00 pm

## **18 Meeting closed**

4.15 pm.

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

**Date:**

# Attachment 2



# Report

**Subject:** Increasing Delegations to Community Committees/Boards

**To:** Policy/Planning Committee

**From:** Katrina Gray, Senior Policy Analyst/Planner

**Date:** 27 October 2017

**File:** 3-PY-1-1

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## **1 Executive Summary**

- 1.1 Community committees/boards have been established throughout the District since the reorganisation which occurred in 1989. They currently have a limited number of delegations to make decisions on local matters. The most significant is the distribution of the 'small projects fund'.
- 1.2 The following areas have been suggested as areas where the Policy/Planning Committee could consider increasing delegations to the community committees/boards –
- Community Initiatives Fund
  - Parks Upgrade Partnership Fund
  - MoU Group Work Programmes
- 1.3 In addition, it may be feasible (and useful) to specify which community facilities or services a community committee/board has oversight on.
- 1.4 It is suggested that the Policy/Planning Committee makes a recommendation to Council with the areas it believes should be delegated to the community committees/boards (if any). Following Council consideration, comment could be sought from the committees/boards themselves.

## **2 Background**

- 2.1 Since its establishment in 1989, the Rangitikei District has had two community boards, at Ratana and Taihape. Community boards are required to be reviewed every six years through the representation review (community committees are not). The 2006 and 2012 representation reviews confirmed their continuation.

- 2.2 Community boards have statutory provisions set out in the Local Government Act 2002<sup>1</sup>. The provisions set out requirements for their establishment membership, status, role and powers.
- 2.3 The statutory role of a community board is to—
- Represent, and act as an advocate for, the interests of its community
  - Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board
  - Maintain an overview of services provided by the territorial authority within the community
  - Prepare an annual submission to the territorial authority for expenditure within the community
  - Communicate with community organisations and special interest groups within the community
  - Undertake any other responsibilities that are delegated to it by the territorial authority.
- 2.4 In December 1997, Council resolved to establish Community Committees in Bulls and Hunterville, with the intention that they were established in other towns. Turakina was established in 2006 and Marton in 2008.<sup>2</sup>
- 2.5 The purpose of a community committee is -
- To provide a local link and point of contact for Council liaison with the community.
  - To also provide for the exchange of information, communication, and to assist with the Council's consultative processes.
  - To exercise delegated authority for the annual allocation of \$1.00 per rateable property for "defined small local works" in line with the guidelines provided<sup>3</sup>
  - Particularly, to help to ensure that any minor remedial or renewal works are brought to Council's attention through the Request for Service procedure in the appropriate manner through promoting the use of the Request for Service procedure and advising community members on how to use the Request for Service procedure
- 2.6 Community boards are required to be elected under the Local Electoral Act, while community committees are established in accordance with Council's delegations register, which also sets out the procedures for elections.

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<sup>1</sup> Sections 49-54

<sup>2</sup> Council, 18 December 1997: 97-RDC-89; Council, 27 April 2006: 06/RDC/113; Council, 26 June 2008: 08/RDC/152.

<sup>3</sup> Appended to the Delegations Register

- 2.7 While it is important to distinguish the differences, Council will have an opportunity to consider the merits of either approach during the representation review in early 2018 and to determine whether more or fewer community committees or board are to be established
- 2.8 Delegations to each community committee/board are decided by Council. The current delegations are attached (Appendix 1). The delegations for the community boards include:
- Determine and set names for roads
  - Seeking community views on projects or initiatives requiring or allocated Council funding or other support within the area<sup>4</sup>
  - Managing specified community facilities and services within the area
  - Authority to spend the \$5,000 annual allocation for “defined small local works” (note: Ratana has chosen not to rate its community for this)
  - Authority to make decisions on major tree removals in public spaces, taking into account community consultation processes’, and the advice of the Parks and Reserves team leader
  - Taihape only - Local governance of the Taihape Main Street upgrade project through convening a steering committee<sup>5</sup>.
- 2.9 The delegations to community committees include:
- Delegated authority for the annual allocation of \$1.00 per rateable property for “defined small local works” in line with the guidelines provided<sup>6</sup>
  - 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.<sup>7</sup>
- 2.10 The delegations between the community committees and boards are different due to historical changes to delegations. The delegations could be further aligned, however, consideration would need to be given to the effectiveness of the delegations and whether they are worth aligning (for example how often the delegations have been exercised).
- 2.11 Council has recently aligned secretarial services for the community committees/board. Staff prepare the agenda and distribute the order papers, attend meetings and take minutes and follow up on resolutions and other agreed actions

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<sup>4</sup>. This project is complete.

<sup>5</sup>Resolved Minute Number 08/RDC/155, 26 June 2008

<sup>6</sup> Appended to the Delegations Register

<sup>7</sup> Resolved Minute Number 17/RDC/264, 27 July 2017

### 3 Potential options

#### Community Initiatives Fund

- 3.1 The Community Initiatives Fund is intended to support community-based projects in the Rangitikei District that develop community cohesion and community resilience. The fund is currently awarded by the Finance/Performance Committee.
- 3.2 Applications are open to groups (not individuals) whose projects show benefit in one of the following areas:
- Community service and support
  - Leisure promotion
  - Heritage and environment.
- 3.3 There are two funding rounds per year, usually opening in June and November. There is an annual fund available of \$30,000. Grants are usually up to a maximum of \$2,500 for any project in any one financial year.
- 3.4 Because most projects are local in nature, delegating responsibility to community committees/boards could increase the profile of this fund. If Council decided to delegate responsibility, a split in the current budget would be needed. One option is to use the electoral population (with amendment to take into consideration the Ratana Community Board). Other methods of splitting the funding could also be considered.

| Committee/Board                 | Funding amount |
|---------------------------------|----------------|
| Marton Community Committee      | \$12,000       |
| Taihapa Community Board         | \$7,200        |
| Bulls Community Committee       | \$5,400        |
| Hunterville Community Committee | \$2,700        |
| Ratana Community Board          | \$1,350        |
| Turakina Community Committee    | \$1,350        |

- 3.5 If the community committee/board considered a project was really valuable and was worthy of increased funding beyond what they had been allocated, they could make a recommendation for Council to consider further funding. The Small Projects Fund permits carry-forwards of unspent funds of up to one year's allocation. In this instance, it seems preferable that any unspent funds are used to increase the sum available to all community committees/boards in the following year.

#### Parks Upgrade Partnership Fund

- 3.6 The Assets/Infrastructure Committee currently distributes funds (up to \$50,000 annually) for the Parks Upgrade Partnership Fund. The fund is for small-scale community-led capital projects and contributes one third of funding for a project.
- 3.7 There is scope to allocate these funds throughout the District to the community committees/boards as identified for the Community Initiatives Fund above (by population).

| <b>Committee/Board</b>           | <b>Funding amount</b> |
|----------------------------------|-----------------------|
| Marton Community Committee       | \$20,500              |
| Taihape Community Board          | \$12,000              |
| Bulls Community Committee        | \$9,000               |
| Hunternville Community Committee | \$4,500               |
| Ratana Community Board           | \$2,250               |
| Turakina Community Committee     | \$2,250               |

- 3.8 If the community committee/board considered a project was really valuable and was worthy of increased funding, they could make a recommendation for Council to consider further funding. Carry-forward provisions would logically be the same as those which apply to the Community Initiatives Fund.

#### MoU Group Work Programmes

- 3.9 Through the Long Term Plan workshops, an increase in responsibility for community committees/boards with regard to the MoU work programmes with town-centred community trusts/organisations was discussed. This is an area that could be delegated to the relevant community committees/boards (Bulls, Marton, Taihape) so that they considered and agreed work plan proposals for the year ahead (or made a recommendation to Council) and received progress updates from the relevant trust/organisation at their bi-monthly meetings. Council would still determine the general priorities they wished to fund and the funding available to each community trust/organisation.

#### Community facilities or services

- 3.10 Most community committees/boards have one or major parks in their respective areas and take a keen interest in their management and development. The exceptions are Ratana (where none of the land is Council-owned) and Turakina (where there is a separate reserve management committee for the Turakina Domain). Already there is active consultation with the relevant community committee/board about upgrades and all community committees/boards receive update information about projects on community facilities and projects in their respective areas, extracted from information provided to the Assets/Infrastructure Committee.<sup>8</sup>
- 3.11 The Taihape Memorial Park User Group is a sub-committee of the Taihape Community Board. That approach may be useful for the community committees to have as well, particularly for Queen's Park (Hunternville), Centennial Park (Marton) and the Bulls Domain (Bulls).

#### Other options

- 3.12 The Committee is asked to consider whether there are any other Council functions which could be delegated to the community committees/boards.

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<sup>8</sup> The exception is Ratana, where maintenance and upgrades

#### **4 Next Steps**

- 4.1 It is suggested that the Policy/Planning Committee recommends to Council the matters which it considers should be delegated to the community committees/boards.
- 4.2 Following Council consideration at their 30 November 2017 meeting, a discussion paper could be provided to the community committee/board meetings in December 2017 with feedback considered at Council's meeting on 25 January 2018 and reported back to the community committees/boards at their February meetings.

#### **5 Recommendations**

- 5.1 That the report 'Increasing Delegations to Community Committees/Boards' to the Policy/Planning Committee's 9 November 2017 meeting be received.
- 5.2 That the Policy/Planning Committee recommends to Council that the following matters are delegated to community committees/boards:

- .....
- .....

Katrina Gray  
Senior Policy Analyst/Planner

# Attachment 3



# Youth Transitional Blueprint 2017/2018

**Subject:** Remaining youth strategy for current financial year

**To:** Policy & Planning Committee

**From:** Blair Jamieson, Strategy & Community Planning Manager

**Date:** 1 November 2017

**File:** 4-EN-12-3

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Following the initial report and presentation made to the LTP Workshop on Youth Development, effective strategy needs to be agreed to in order to provide workable programmes for the remaining 7½ months left in this financial year. This strategy will be based around working towards the philosophy of centralising the administration of Youth Development, running effective youth spaces, and then looking to the future (both in regards to the development of brand equity and potential budgetary increases for the 2018/2019 financial year) for undertaking a single weekly event across the district (i.e. Friday night events across the region being run one week in Marton, the next week in Bulls, and the following week in Taihape; 3 weeks a month).

## **1 Considerations till June 2017**

- 1.1 There is \$20,887.25 left in Councils Youth budget till June 2018; which factors wages until end of February.
- 1.2 The research undertaken prior to this paper highlights that 'Youth' should be defined in the Rangitikei as being between the ages of 13-18.
- 1.3 Council staffing levels for Youth Development at the operational level consist of 0.65 FTE over the whole region.
- 1.4 The current Youth Zone in Marton is having mid-week patronage of no more than 2-3 during programme offerings. The site does not have the adequate entertainment or learning assets.
- 1.5 The Youth Zone in Taihape is having patronage of no more than 9 during programme offerings with all being 12 and under - highlighting that attending age ranges here fall outside of the present youth scope.



- 1.6 Due to the geographical size and demographics of the district, running mid-week programmes without a desirable central location will not be undertaken. Therefore the immediate direction will be solely focused on facilitating effective and desirable youth spaces.
- 1.7 The current blueprint acts as a strategic foundation towards building capacity (both volunteer and asset based) toward facilitating a single weekly event across the district.

## **2 Contributions & Partnerships**

- 2.1 Event based programmes such as the MintAs Festival and Level-Up programmes will only be undertaken if 110% of the project cost is being covered by external funding.
- 2.2 The use of volunteers to support the districts Youth Development (till June 2018) shall at this stage solely be sought for staffing the Youth Zones. The strategic selection of candidates for this would be considered to increase engagement across different demographics, i.e. Samoan Community.
- 2.3 Agreement has been reached with Jasmin Vanderwerff – Youth and Families Worker for St Andrews Church to staff the pending Marton Youth Zone for 2/3 days during after school hours, plus hours on Saturday.
- 2.4 Agreement has been reached with Farani Vaa – Samoan Pastor to staff the pending Marton Youth Zone for at least a day during after school hours, plus have engagement with his youth group.
- 2.5 The next phase of discussion with Te Oranganui will be taking place shortly for the provision of mental health material and/or services within the pending Marton Youth Zone.
- 2.6 The layout and nature of the Youth Zones should incorporate a space for our community partners to provide services or access for areas such as Health Advice, Smoking Alcohol and Drug Support and Mental Health Awareness.
- 2.7 The facilitation of a single weekly event across the regions would be run in conjunction with partners who provide suitable indoor and outdoor spaces, i.e. Rangitikei College (who we have agreement with) and Taihape Area School (pending agreement).

## **3 Youth Zone Marton**

- 3.1 In order to be actively present in the central areas of Marton, the Youth Zone needs to be relocated centrally around Broadway as soon as practically possible.
- 3.2 The area is to be provided a social space that is seen as 'safe', to be staffed during school terms from 3pm onwards, and during school holidays from 10:30-late.

- 3.3 Staffing during school term days will be made up of an appropriate age volunteer base with Youth Staff present for a few hours, working from a hot-desk coupled with the presently acquired volunteer base from the Southern Youth Advisory Group.
- 3.4 Staffing during school holidays will be made up of an appropriate age volunteer base with Youth Staff and Volunteers present for a few hours. The zone would also be staffed by a select few part time workers (17-18 age range) from local Colleges costing an estimated \$203.80 per school holiday week.
- 3.5 There will be no holiday-type programmes as such run from this space, only being open during school holidays allowing for the space to be interactive rather than prescriptive in programme nature. If the Youth Zone provides a secondary isolated space then this may become an option but would only be provided by third parties if financial considerations were to be favourable.
- 3.6 The cost estimated for fitting out the zone to provide basic entertainment and educational ability, social area and seating, consult area, and gender appropriate facilities is expected to cost no more than \$5143.00 – which facilitates the basic needs for the following three financial years.
- 3.7 The cost for the currently desirable space on Broadway for the Youth Zone is \$7040 (\$220/wk), being leased until June 2018, with the ability of first right of renewal to continue at the same rate for \$220/wk.
- 3.8 The cost to provide computers capable of performing to the present and future requirements for entertainment and education are estimated to be \$950 each.

#### **4 Youth Zone Taihape**

- 4.1 The Youth Zone at this time should be kept in its current location with greater effort placed on modifying the brand equity to encourage Youth age members to attend.
- 4.2 The staffing at this stage should continue in its current format until the Community MOU's have run their processes.
- 4.3 The programme format at this stage should continue in its current format until the Community MOU's have run their processes.
- 4.4 The cost estimated for fitting out the zone to provide basic entertainment and educational ability, social area and seating, consult area, and gender appropriate facilities is expected to cost no more than \$1753.00 – which facilitates the basic needs until the Community MOU's have run their processes.
- 4.5 The cost to provide computers capable of performing to the present and future requirements for entertainment and education are estimated to be \$950 each.

## **5 Youth Zone Bulls**

- 5.1 A Youth Zone at this time should developed to build the Youth Development Brand Equity within the district – especially developing a strategic foundation towards building capacity (both volunteer and asset based) and facilitating a single weekly event in the town.
- 5.2 The staffing to daily manage the area would factor into the Community MOU, with a hot-desk staffing approach led by Jan Harris.
- 5.3 The programme and daily format would follow the same structure as detailed above in **3.0 Youth Zone Marton**.
- 5.4 The cost estimated for fitting out a zone in an area like the vacant space in Skullys - with basic entertainment and educational ability is expected to cost no more than \$2273.00 – which facilitates the basic needs until space is made suitable in the pending Bulls Centre.

## **6 Committees & Advisory Groups**

- 6.1 The present structure for the advisory groups would continue to June 2018.
- 6.2 A Northern Youth Committee will be established and run over social media by the Southern Youth Development Co-ordinator. This would be a process replication of the Southern Youth Committee framework.
- 6.3 Council is having satisfactory engagement with the Southern Youth Committee. That being said, delivery strategies need to be developed to ensure that contributions remain within Councils means and ability to deliver.

## **7 Financial Considerations**

- 7.1 Considering the costs defined above and the \$20,887.25 left in Councils Youth budget till June 2018, the following shows how this is expected to be spent:
  - 7.1.1 Marton Youth Zone = \$12,183.00  
This factors acquiring the rental space asap (for immediate school holidays) on Broadway until June 2018 with the option of renewal PLUS fitting the zone out with a basic entertainment and educational ability, spray painting area and consultation area.
  - 7.1.2 Taihape Youth Zone = \$1753.00  
This cost factors fitting the zone out with basic entertainment and educational ability plus providing it Apple Computers being donated from the Marton ICT Hub.

- 7.1.3 Bulls Youth Zone = \$2273.00 + rental/improvement considerations.  
\$4000 will be held back for this area in the budget (unless funding is acquired) to provide cover for a basic rental space and allowing for the fit out of the zone with a basic entertainment and educational ability if a desired site becomes available (prior to the Bulls Centre being constructed)
- 7.1.4 \$2951 will be left in the budget to cover and facilitate any of the volunteer or part time staffing requirements till June 2018.

## **8 Recommendations**

- 8.1 That the report 'Youth Transitional Blueprint 2017/2018' to the Policy/Planning Committee's 9 November 2017 meeting be received.
- 8.2 That the position and direction taken in this report be endorsed by the Policy/Planning Committee; being in agreement that this direction acts an effective a pathway for the Youth Development programme.

# Attachment 4

## Communications Update

This report provides the Committee with an update on media activity; current consultation processes underway; and updates on the Action Plan from the 2017-19 Communications Strategy.

### October Media Activity

The table below outlines the media activity during October; printed media articles published during the month and website activity:

- Rangitikei Bulletin – This was published at the beginning of November, covering the key decisions from the October Council meeting and featured in the Feilding - Rangitikei Herald and District Monitor.
- Rangitikei Line – the latest edition was distributed in late October.
- Council's website and social media channels (Facebook and Twitter) are used to keep residents up to date with Council happenings.
- CDEM Facebook page – as per the roster for the Region, RDC was responsible for posting messages onto the CDEM Facebook page and Twitter for October.
- An update on the Marton Broadway project was distributed on 30 October to all affected businesses.
- An update to the Bulls Community on the Community Centre project was distributed the week of 6 November.
- There were 17 media articles during the month, of these 7 were positive, 2 were negative and 8 were neutral.

| Date     | Media Channel    | Article Heading and Topic  |
|----------|------------------|--|
| 5/10/17  | District Monitor | <b>Enviroschools award for Marton Childcare</b> - awarded an Enviroschools bronze medal.   |
| 5/10/17  | District Monitor | <b>At the Council</b> - A group of years 8, 10, 11 and 12 students from Taihape Area School sat in and observed part of what was a very busy afternoon session of the Council's monthly meeting.<br><br><b>Not notable trees</b> - After researching their interest in the elm trees along the Marton School Boundary, Council has discovered that a Marton Borough Council's historic listing of them as notable trees does not apply to the trees in front of the school.<br><br><b>Taihape Pool Review Two</b> - speakers from Marton and Taihape pools made presentations to the Council meeting, outlining their skills and experience as possible contractors to manage the Taihape swimming pool complex. |
| 12/10/17 | District Monitor | <b>Taihape households to receive emergency info</b> - Taihape households are being sent forms to develop their own Civil Defence Plan. RDC recently acknowledged that the snow storm that cut off Taihape and districts earlier this year, differed from more recent experience in dealing with flooding, as snow brings a different set of challenges.  |

| Date     | Media Channel              | Article Heading and Topic   |
|----------|----------------------------|---|
| 12/10/17 | District Monitor           | <b>Traffic and parking bylaw causes alarm for forestry road users</b> - Three submitters spoke to Council about their problems with the proposed new Traffic and Parking By-law that could affect the forestry industry in the Rangitikei.  |
| 12/10/17 | Feilding/Rangitikei Herald | <b>Proposed tax irks forestry industry</b> - Forestry workers are up in arms over a proposal to restrict heavy vehicles from using Rangitikei roads unless compensation is paid for any damage the might cause.   |
| 13/10/17 | Wanganui Chronicle         | <b>Council crews kept busy after 10 slips</b> - rain caused about 10 slips around the District.   |
| 19/10/17 | District Monitor           | <b>RDC gains LG rating</b> - Council has completed its inaugural assessment as part of the CouncilMARK local government excellence program and been given an overall rating of BB.  |
| 19/10/17 | District Monitor           | <b>Funding boost for Bulls project</b> - A grant of \$200,000 has been received from the JBS Dudding Charitable Trust for the proposed Bulls Community Centre.  |
| 21/10/17 | Wanganui Chronicle         | <b>Council CEO reappointed</b> - Council reappointed it's Chief Executive, Ross McNeil for a further two years.   |
| 25/10/17 | Wanganui Chronicle         | <b>Mayors' wish list for incoming Government</b> - The region's mayors are hoping an election campaign focus on the regions continues under the new Labour-led Government. High on Mayor Andy Watson's agenda was continuing to get government help in accessing the districts largely Maori-owned, land-locked land. |
| 25/10/17 | Wanganui Chronicle         | <b>Swimming lessons coming to Taihape</b> - Swimming lessons for Rangitikei 4-year-olds will extend to Taihape as West End Aquatics (WEA) take over the running of the Taihape Swim Centre.   |
| 25/10/17 | Wanganui Chronicle         | <b>Trust grant brings Bulls centre closer</b> The proposed Bulls Community Centre has been given a \$200,000 boost with a grant from the JBS Dudding Charitable Trust.  |
| 26/10/17 | District Monitor           | <b>Taihape swim contract awarded</b>  |
| 26/10/17 | Feilding/Rangitikei Herald | <b>Safety checks on Taihape buildings</b> - Taihape building owners are being warned: the clock is ticking. The warning comes after a meeting in town about the Council's plans for earthquake-prone buildings.   |
| 31/10/17 | Manawatu Standard          | <b>Progress after Bulls crisis talks</b> - Officials who were forced into crisis talks have received a welcome funding boost from   |

| Date | Media Channel | Article Heading and Topic   |
|------|---------------|---|
|      |               | JBS Dudding Trust for the construction of the Bulls Community Centre. |

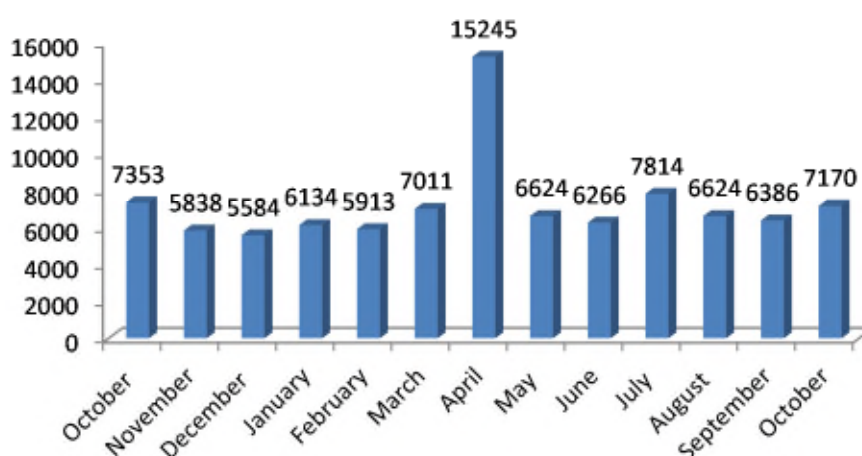
#### Current Consultation Underway:

- Consultation on Earthquake Prone buildings closed on 7 November.

#### Website Statistics

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

### Website Visits 2016-17



In October 54% of those who visited Council's website were new visitors to the site.

#### Top Council Webpages Visited (October)

1. Rates
2. Rubbish/recycling/transfer stations
3. Cemeteries / database
4. Cemeteries
5. Contact us
6. Meetings

#### Top Six Geographical Locations

##### Visiting the Website (October)

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

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

#### Communications Strategy 2017 – 2019 – Update on Action Plan

| Action Description  | Expected Completion | September Update  |
|---|---------------------|---|
| Review effectiveness of Rangitikei Line Newsletter and Bulletin | September 2017      | An email is being sent to all Library users asking if they want to subscribe to the newsletter. |



| <b>Action Description</b>  | <b>Expected Completion</b>                 | <b>September Update</b>   |
|--|--|---|
| Key staff to receive ongoing appropriate communications training   | Ongoing                                    | In-house media training was held on 26 September for Councillors and key staff. |
| Review and update information about services Council provides  | Ongoing                                    | "Fact Sheets" for key areas and services of Council are being developed.        |
| Continue to ensure the Council website is the primary customer/resident self-help tool   | Ongoing                                    | A Plan is being developed.  |
| Develop and implement Corporate identity branding and guidelines to reinforce our professionalism  | October 2017                               | Presentation at Council workshop on 5 October.                                  |
| Develop a consistent professional format for Council's brochures and booklets  | October 2017                               | Will be developed as part of new brand (if going ahead).                        |
| Investigate alternative ways of communicating with residents (e.g for language barriers – translations into Samoan, Maori)   | October 2017                               | Will be developed as part of new brand (if going ahead).                        |
| Enhance communications, explore use of animation, videos, apps   | December 2017                              |   |
| Develop a draft Comms/Engagement Plan for the draft Long Term Plan process, consisting of two phases:<br><br>Phase one - stakeholder focused on conversations around issues / policies / process, etc.<br><br>Phase two - community consultation.  | Second half of 2017 and first half of 2018 |   |
| Investigate and implement (where appropriate) the most effective ways of communicating within and beyond Council   | December 2017                              |   |
| One-off campaigns, focussing on Council's priority areas, can include: <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                              |   |

Carol Downs  
Executive Officer

# Attachment 5

# MINTAS

## Youth Festival 2017

This year the youth festival MinTAS was facilitated by Bronwyn Meads and Gillian Bowler and held on 25 September 2017 at Taihape Area School. Funding was secured through the Health Promotion Agency, with an aim to inspire, motivate, collaborate and establish new friendships while also trying to reduce the risk of alcohol and drug harm in our communities.

In attendance were students from Taihape Area School, Nga Tawa, Rangitikei College and Feilding High School with around 40 young people attending in total. Having the event late in the year resulted in the attendance of MinTAS being much lower than expected but was still a successful day with the youth that attended.

The Multi-Purpose facility at Taihape Area School was a fantastic place to hold the event as it had all the technology (mics, projector, stage) to have a successful event. There were also great break out spaces (classrooms) and the staffroom was absolutely perfect for accommodating our special visitors. Having the event in Taihape was great as there hadn't been a youth event in the north for an extended period of time.

A group of students were given jobs/responsibilities leading up to the event and on the day which included logo creation, registration desk, hosting, technical assistance, timekeeping, entertainment and catering. These young people volunteered their skills and time to help manage the creation and coordination of the event. Council staff, TAS faculty and guests were all blown away with the professionalism and high standard of the youth helping. By allocating tasks to the young people, it also meant they could develop/improve skills such as leadership, event management, organisation and public speaking that they may not have had the chance to otherwise.



The speakers that were gathered for the event were Rhys Williams, Will Hall, Siobhan Marshall, and Michael Andrews. We were very lucky to have such a high calibre of guests come to share their life stories and skills. Each speaker brought something different and unique to the day. From Rhys' many accomplishments from such a young age, Will's persistent drive to achieve doing what he loves, Siobhan's love of creating and producing to Michael's passion for small communities and keeping our young people on a drug free path in life. Each speaker facilitated a workshop that was run twice throughout the day. Will had a focus on fun and confidence building, playing drama games such as 'Name Game' and 'Where Do You Come From?'. He

encouraged all youth to participate and get involved, bringing most out of their shells. Michael introduced the young people to his 'Map Book'. This enabled the youth to sit down and think about what they want out of their future. He made it possible for them to visually see where they want to go in life. Siobhan introduced the participants to creative writing and the art of using their minds to collaborate and come up with stories. Her workshop focused around working together and team work. It pushed students from different schools to work



together to have a positive outcome. Rhys had the young people thinking about their strengths and what makes them special. He made them think about what qualities in people they would take into a hypothetical bomb shelter, only to have them realise that others only know of your strengths if you show them. This was quite powerful for some students as it had them think about their own worth and what they can offer. The youth connected really well to the guests, and thoroughly appreciated how lucky they were to have been involved in such an event with remarkable people who they could learn immense skills from. Many comments came from the speakers about how much they enjoyed the event and how engaged the youth were. They said they would definitely come back for another event like this one.

The team behind the creation of this event and on the day were incredible. Special thanks to Katrina Gray, Nardia Gower, Cath Ash, Jasmine Vanderwerff, Healthy Families, Taihape Area School, Rangitikei College, Nga Tawa, Feilding High School, Southern Youth Committee, Subway Taihape, Telephonic Café, New World Taihape and Westpac Marton.



The evaluation that was conducted provided us with data to be able to measure our success in delivering Mintas. It said that 75% of participants thought the event was excellent with Will Hall and Shiobahn Marshall both gaining the most votes for favourite speaker. What the youth said they gained from Mintas was inspiration for the future and tip and tricks of how to cope with life, and where it may take them. Suggestions about making the event better were to have shorter speaker sessions, be able to attend all work shops and to have more varied backgrounds of speakers. There is an idea to go back to a group of attendees in 6 months

and ask them how the event helped them, and what they still may be using in their daily lives.

Over all the day was a success with the youth coming out buzzing with ideas and inspirations. Comments from teachers, guests, students and agencies have said they look forward to another event like MinTAS in the future.

Gillian Bowler and Bronwyn Meads

# Attachment 6

# Memorandum

TO: Policy/Planning Committee

FROM: Blair Jamieson

DATE: 1 November 2017

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

## 2 Meetings

| What?                                  | When/Where?                             | Why?   |
|--|---|--|
| Samoan Youth                           | 3 October<br>Sugar Plum Café - Marton   | Secondary meeting to assess the needs facing the Samoan Youth Community  |
| Youth Forum Assessment                 | 3 October<br>Council - Marton           | Assessment of the programme and deliverables from the recent Youth Forum   |
| Healthy Families                       | 9 October<br>Council - Marton           | Discussion about future collaboration opportunities.   |
| Regional Community Development         | 6 October<br>Council – Palmerston North | Collaboration and networking support for those engaged in Youth Development across the neighbouring regions                |
| Horowhenua Youth Programme Observation | 13 October<br>Te Takere - Levin         | Assessment and observation of the range of programmes delivered to Horowhenua Youth, followed by a tour of all facilities. |
| Project Marton – Youth General &       | 16 October                              | To seek greater engagement with community stakeholders in this space. The meeting had                                      |

| What?                         | When/Where?   | Why?  |
|-------------------------------|---|---|
| Mental Health Meeting         | The Health Centre - Marton                                  | brief presentations made on Pornographic issues with Youth and Family Planning's presence in the community.   |
| Youth Development Assessment  | 17 October<br>Council - Marton                              | Continuing internal assessment of the deliverables from Councils regional youth programme offerings   |
| Youth Offending Data          | 17 October<br>Police Station - Marton                       | To acquire the figures and/or find the appropriate channel to collect figures on the offending of Youth in the Rangitikei   |
| Rangitikei Heritage Group     | 17 October  | Bimonthly meeting with members of the heritage group about respective projects  |
| Youth Development Assessment  | 18 October<br>Info Centre - Bulls                           | Meeting with Jan Harris as part of the continuing internal assessment of the deliverables from Councils regional youth programme offerings  |
| Southern Youth Advisory Group | 18 October<br>Youth Zone - Marton                           | Meeting with Southern Rangitikei stakeholders in Youth Development. This meeting was also seen as part of the continuing internal assessment of the Councils regional youth development programme                     |
| Truancy Meeting               | 18 October<br>Youth Zone - Marton                           | Meeting with Angela Coleman on assessing the levels of Truancy within Marton  |
| Swim 4 All                    | 18 October<br>Council - Marton                              | Meeting with Trevor Nicolls regarding the Swim 4 All programme progress in Taihape  |
| Northern Youth Advisory Group | 19 October<br>Taihape                                       | Meeting with Northern Rangitikei stakeholders in Youth Development.   |
| Youth Zones                   | 23 October<br>Three Meetings Across Marton                  | Meeting with landlords and looking at premises that offer potential for a relocation of the Southern Youth Zone to a central area   |
| Community Development MOUs    | 24 October<br>Town Hall - Bulls                             | Meeting with the Bulls District Community Trust to discuss the current and future MOU arrangements  |
| Healthy Families Rangitikei   | 25 October<br>Te Oranganui Iwi Health Authority - Whanganui | Meeting with regional stakeholders for the promotion of Healthy Communities. Rangatahi/Youth Development was a primary factor for this meeting and provides working assistance in the mental & physical health space. |

### **3      Treasured Natural Environment Group**

3.1      The Treasured Natural Environment Group worked together to put on activities during Conservation Week. The stream study was cancelled due to weather. Activities included:

- Planting with Mataroa School at Memorial Park.
- Working bee at the Bulls river reserve.
- Public meeting to discuss the Tutaenui Stream.
- Pest control at Ngā Tawa School

### **4      Funding**

4.1      An update on all funding applications is summarised in Appendix 1.

4.2      The application for Les Vincent's memoir to the Earle Trust was declined.

4.3      There have been no funding applications submitted during this reporting period.

4.4      Funding has been successful for:

- Swim 4 All - \$5000 from Healthy Promotion Agency

### **5      Recommendation**

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

Blair Jamieson  
Strategy & 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             |
|--------------------------|---|--|-----------|---|--------------|-------------------------|---|------------------------------|
| 2016/17 Annual Plan      | 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                       |
| LTP                      | Community Facilities Fund, Lottery            | Capital contribution to the Bulls multi-purpose community centre (\$750,000 applied for) | \$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 applied for)                       | \$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                       |
| LTP                      | Four Regions Trust (formerly Powerco Trust)   | Capital contribution to the Bulls multi-purpose community centre (\$200,000 applied for) | \$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 9 Feb 2017           | Four Regions Trust (formerly Powerco Trust)   | Drinking fountains in parks (\$21,598 applied for)                                       | \$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                       |
| 17/PPL/044               | KiwiSport                                     | Swim-4-All 2017/18 (\$10,000 applied for)  | \$5,000   | For the swim programme in the 2017/18 season                                    | RDC          | Lead agency, fundholder | Prepared application, holds funds, manages project, reports back to funder                            | May-18                       |
| 17/PPL/044               | Community Action on Alcohol partnerships Fund | Training for youth workers and volunteers (\$5,700 applied for)                          | \$5,700   | Youth development programme in the District                                     | RDC          | Lead agency, fundholder | Prepared application, holds funds, manages project, reports back to funder                            | Dec-17                       |
| Council March 2017       | Mid-Sized Tourism Facilities Fund             | Public toilets in visitor hotspots   | \$140,000 | Toilets in Mangaweka, Bulls River <sup>1</sup> , Papakai Park and Bruce Reserve | RDC          | Lead agency, fundholder | Prepared application, holds funds, manages project, reports back to funder                            | Dec-17                       |

<sup>1</sup> This location was declined.

|            |                                     |  |             |   |     |                         |   |                     |
|------------|-------------------------------------|--|-------------|---|-----|-------------------------|---|---------------------|
| 17/PPL/044 | COGS                                | Swim-4-All 2017/18<br>(\$10,000 applied for)                         | \$4,000     | For the swim programme in the coming season                   | RDC | Lead agency, fundholder | Prepared application, holds funds, manages project, reports back to funder                            | Sep-18              |
| LTP        | JBS Dudding Trust                   | Capital contribution to the Bulls multi-purpose community centre     | \$200,000   | To develop the centre in Bulls + ongoing support to libraries | RDC | Lead agency, fundholder | Prepared application, holds funds, manages project, reports back to funder                            | Submitted June 2017 |
| 17/AIN/045 | Pub Charity                         | Drinking fountains in parks  | \$6,844     | Increased access to drinking water.                           | RDC | Lead                    | Contributed to application, implementation of RDC portion of project through Parks and Reserves Team. | Oct-17              |
| 17/AIN/046 | Lion Foundation                     | Drinking fountains in parks  | \$3,500     | Increased access to drinking water.                           | RDC | Lead                    | Contributed to application, implementation of RDC portion of project through Parks and Reserves Team. | Oct-17              |
| LTP        | Significant Projects Fund - Lottery | 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                            | Not successful      |
| 17/PPL/077 | Community initiatives fund          | Rangitikei Heritage for the publication of an historical memoir      | \$2,000     | Publishing memoir   | RDC | Lead                    | Prepared application, holds funds, manages project, reports back to funder                            | Jul-18              |
| 17/PPL/078 | Earle Trust                         | Publishing of Les Vincent's memoir                                   | \$8,000     | Publishing memoir   | RDC | Lead                    | Prepared application, holds funds, manages project, reports back to funder                            | Not successful      |
| 17/PPL/077 | Community initiatives fund          | The feasibility of re-locating a church/community hall in Whangaehu. | \$2,500     | Feasibility study   | RDC | Lead                    | Prepared application, holds funds, manages project, reports back to funder                            | Jul-18              |
| 17/PPL/078 | Whanganui Community Foundation      | Swim 4 All (applied for \$10,000)                                    | \$4,000     | To run the Swim 4 All programme.                              | RDC | Lead agency, fundholder | Contributed to application, holds funds, manages project, reports back to funder.                     | Sep-18              |

|                     |   |   |            |  |                        |                               |   |                           |
|---------------------|---|---|------------|--|------------------------|-------------------------------|---|---------------------------|
| 17/PPL/086          | Youth in Civil Defence  | Camp for 10 youth to learn more about civil defence                       | \$5,000    | To implement Council's youth development proposals   | RDC/<br>Horowhenua DC  | Joint lead agency             | Supported the preparation of the application, joint reporting, support for implementation | Submitted August 2017     |
| 17/PPL/086          | Ministry of Youth Development Partnership Fund                  | Support up to 20 young girls to navigate teenage years. Mentoring/skills  | \$16,600   | To implement Council's youth development proposals. Provide support for at risk female youth   | RDC/ St Andrews Church | Joint lead agency, fundholder | Supported the preparation of the application, joint reporting, support for implementation | Not successful            |
| 17/PPL/086          | Tourism Infrastructure Fund                                     | Ratana – footpaths, kerb and channel, bus parking, wastewater upgrade     | \$425,000  | Upgraded toilet facilities for Ratana  | RDC                    | Lead agency, fundholder       | Prepared application, holds funds, manages project, reports back to funder                | Submitted September 2017  |
| 17/PPL/089          | Health Promotion Agency Community Partnership Fund              | Support for the Swim for All Programme. Free swimming lessons for Taihape | \$5,000.00 | Children up to 4 years of age will have access to free swimming lessons in Taihape (as is already the case with sponsorship in Marton) | RDC                    | Lead agency, fundholder       | Prepared application, holds funds, manages project, reports back to funder                | 15-May-18                 |
| LTP                 | Community Facilities Fund – Lottery – supplementary application | 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                | Submitted early September |
| LTP                 | Tourism Infrastructure Fund                                     | Capital contribution to the Bulls multi-purpose community centre          | \$300,000  | To develop the centre in Bulls   | RDC                    | Lead agency, fundholder       | Prepared application, holds funds, manages project, reports back to funder                | Submitted early September |
|                     | 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       | To be determined  |                           |
| 2016/17 Annual Plan | Ethnic communities 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 determined  | Open for EOI              |
|                     | 3/05/2017   | Confirmed   | \$910,700  |  |                        |                               |   |                           |

# Attachment 7

| COMMUNITY LEADERSHIP GROUP OF ACTIVITIES 2017/18                                      |   |   | Oct-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 2016/17   | Annual report adopted.  | Completed.  |
|   | 2018-28 Long Term Plan  | Workshops held for; Community Well-being, Community Leadership, Statement of Service Performance, Revenue and Financing Policy, Community Housing   | Final workshops, walk through of draft LTP.   |
|   | Performance Framework: Resident's and Stakeholders' Surveys   | Completed   | Completed   |
| Elections   | Commence Representation Review Process  | Further consideration of Maori wards.   | Further consideration of Maori wards  |
| Iwi/Maori Liaison   | Delivering the Māori Community Development Programme (two years funding) for to build capacity in hapu and iwi to take part in Council's strategic planning and decision-making<br><br>Review key outcomes of the Māori Community Development Programme for input into the 2018-28 Long Term Plan | Ngati Hauiti have agreed to the newly developed Memorandum of Understanding that seeks to increase the level of engagement and relationship. The funding for the Hapu Noho programmes has been invoiced and approved for payment. | Ongoing hui to further refine goals for programme 2018/19   |
| Council   | Delivery of programme of policy and bylaw review, focusing on review of non-statutory policies  | See below   |   |
|   | Co-ordinate actioning recommendations following the section 17A reviews   | Nothing to report for this period.  | (Complete except for Hunterville Rural Water, to be included in LTP process)  |
|   | Co-ordinate preparation of submissions to government proposals and plans.   | Nothing to report for this period.  | Nil   |
|   | Preparation of order papers that ensure compliant decision-making   | Order papers prepared for; Council, Audit/Risk Committee, Policy/Planning Committee, Assets/Infrastructure Committee, Finance/ Performance Committee, all community committees and boards, TRAK, HRWS                             | Preparation of relevant order papers.   |
| Policy and Bylaw Review   | Compliance/end date   |   |   |
| Finalisation of urban/rural stormwater drainage maps to complete Water Services Bylaw | tbc   | No progress during this period  | Sections of the Bylaw ready for review.   |
| Rates Policy  | tbc   | No progress during this period  |   |
| Section 17A review: Rural Water Schemes   | 16 August 2017  | No progress during this period  | (Complete except for Hunterville Rural Water, to be included in LTP process)  |
| Koitiata Waste Water Reference Group  | tbc   | No progress 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 2018 |
| Complaints Policy   | tbc   | No progress during this period  |   |
| Urban Tree Plan   | 30 December 2017  | Completed   | Completed   |
| Section 17A review: Libraries & Information Centres                                   | 16 August 2017  | Completed   | Completed   |
| Policy to develop incentives for new home buyers                                      | 31 December 2017  | Working group established - reporting to Finance/Performance Committee.   |   |
| Review of Significance and Engagement Policy  | 1 October 2017  | Considered through LTP workshop.  | To be considered further through LTP process.   |
| Policy on Development Contributions   | 30 June 2018  | Considered through LTP workshop.<br>Policy on development agreements presented to FPE.  | Refine development agreements within context of wider Council policy on development.  |

|  |  |  |  |
|--|--|--|--|
| Statement on development of Maori capacity to contribute to decision-making  | 30 June 2018                               | Joint workshop held with Council.                  | To be considered further through LTP process.  |
| Revenue and Financing Policy   | 30 June 2018                               | Continuing progress through the worksheets         | Complete review of activities in LTP workshops   |
| Financial Strategy   | 30 June 2018                               | Ongoing work.                                      | To be considered by further LTP workshops (and integrated with Infrastructure Strategy). |
| Associated review of Treasury Management Policies  |  |  |  |
| Infrastructure Strategy  | 30 June 2018                               | Continued development of AMPs                      | To be considered by further LTP workshops (and integrated with Financial Strategy)       |
| Associated review of Asset Management Policies   |  |  |  |
| Scoping report on the level of service for different ONRC classifications  | 30 September 2017                          | No progress during this period                     |  |
| Policy on Council's relationships with community organisations in the District   | 30 June 2018                               | No progress during this period                     |  |
| Policies relating to the regional growth study<br>1) Maintenance and Protection of Public Roads<br>2) Impact on rates of neighbouring properties on those planted for Manuka Honey | 1 October 2018                             | No progress during this period                     |  |
| Earthquake-prone buildings - priority areas  | 11 July 2019                               | Consultation on priority areas during this period. | Consultation, oral hearings, deliberations, adoption.                                    |
| Carried forward  | Reference for inclusion                    |  |  |
| Legal Compliance Project   | Managing risk                              | No progress during this period                     | Finalise outstanding issues  |
| Investigate policy developments in line with the Local Government Excellence Programme   | tbc  | Initial presentation provided to Council.          | Specific projects to be identified   |
| Speed Limit Bylaw  | Request from the public                    | No progress during this period                     | Further consideration for Taihape (and possibly Ratana)                                  |
| Parking and Traffic Bylaw  | Request from Finance/Performance Committee | Adopted at Council.                                | Section 16 to be further considered.   |
| Other pieces of work   | Reference for inclusion                    |  |  |

| ENVIRONMENTAL AND REGULATORY SERVICES GROUP OF ACTIVITIES 2017/18 |   |   |  | Oct-17   |  |
|---|---|---|--|--|--|
| Major programmes of work outlined in the LTP/Annual Plan 2017/18  |   |   |  |  |  |
| What are they:  | Targets   | Progress for this reporting period  | Planned for the next two months  |  |  |
| Give effect to the Food Act 2014                                  | Supporting local business in the final transition year  | Regulations now in effect.  |  |  |  |
| Regional collaboration over regulatory functions                  | Continue to engage in regional collaboration over regulatory functions  | Meeting held on 13 Oct 2017 PNC,RDC,RUAPEHU DC,WDC, CHBDC, TDC attended.  |  |  |  |
| Implementation of Buildings (Pools) Amendment Bill                | Start initial year of inspections as required by the Buildings (Pools) Amendment Act 2016 i.e. within six months of the anniversary date of each pool | Standards now approved for Alternative solutions  | Compiled pool register, inspections ongoing  |  |  |
| Online processing of regulatory functions                         | Trial online lodgement of building consents as the first stage towards online processing  | 8 councils piloting process but RDC not one of them, waiting for feedback from pilot programme  |  |  |  |
| Resource Legislation Amendment Act                                | Prepare for the enactment and implementation  | Currently consulting on new fee structure   |  |  |  |
| Other regulatory functions  |   |   |  |  |  |
| What are they:  | Targets   | Statistics for this month   | Narrative (if any)   | Year to Date   |  |
| Building Consents   | Report on number of building consents processed, the timeliness and the value of consented work   | 19 BC processed: 100% completed on time, average days to process was 9 days. Value of building work was \$1,047,919   | New 3 bdrm house valued at \$393,420, Fire damaged house reinstatement at \$125,000, Mangaweka ablution block & cabins valued at \$200,00. All the rest of the work was polesheds, garages, woodfires, alterations and additions | 56 BC processed this year, value of work \$2,100,526. 100% processed within 20 working days.                                   |  |
|   | Code of Compliance Certificates, Notices to Fix and infringements issued.   | 30 CCC issued: 100% completed on time, average days to process was 1 days . 6 NTF issued for illegal building work and 1 NTF issued for drainage issues from a building |  | 103 CCC issued, 29 NTF   |  |
| Resource Consents   | Report on:<br>a) number of land use consents issued and timeliness  | 4 Land Use Resource Consents granted, 100% completed on time, average days to process was 16.5 days.  |  | 7 Land Use consents granted  |  |
|   | b) subdivision consents and timeliness  | 5 Subdivision Resource Consent granted, 80% completed on time, average days to process was 19.2   |  | 10 Subdivision Resource Consent granted  |  |
|   | c) section 223 and 224 certification and timeliness,  | No section 223 and no section 224 certificates issued this month.   |  | 6 s223 and 4 s224 certificates granted   |  |
|   | d) abatement and infringements issued.  | 1 abatement notice issued, 5 infringements issued   |  | 3 abatement notices issued, 5 infringements issued for failing to comply with NTF  |  |
| Dog Control   | Report on number of new registrations issued, dogs impounded, dogs destroyed and infringements issued.  | 85 New Dogs Registered, 19 Impounded, 19 Infringements, 4 destroyed   |  | 4687 Total Dogs Registered, 55 Impounded, 50 Infringements, 16 destroyed, 115 Unregistered                                     |  |
| Bylaw enforcement   | Enforcement action taken  | 2 Letters regarding litter sent for explanation. No infringements.  |  |  |  |
| Liquor Licensing  | Report on number and type of licences issued .  | Renew 8 Manager Certificates, Issue 2 New Managers, Renewal 1 Club Licence, 1 Special   |  | Renew 12 Managers, 5 New Managers, 8 Specials, 3 Temporary Authorities, Renew 3 Clubs, Renew 2 On licences, 2 New Off Licences |  |

| COMMUNITY WELL-BEING GROUP OF ACTIVITIES 2017/18   |  |   | Oct-17   |
|--|--|---|--|
| Major programmes of work outlined in the LTP/Annual Plan 2017/18   |  |   |  |
| What are they:   | Targets  | Progress to date  | Planned for the next two months  |
| Community Partnerships   | Facilitation of Path to Well-being groups  | See below   |  |
|  | Facilitation of Rangitikei Growth Strategy   | See below   |  |
|  | Delivery of work programme through the MOU   | See below   |  |
| Key elements of the work outlined in Path to Well-being, Rangitikei Growth Strategy, MOU work plans 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<br>Timely and effective interventions that create economic stability, opportunity and growth<br>A wide range of gainful employment opportunities in the District | Develop collaborative economic development and District promotion services across the Horizons region  | Further discussion on economic development in October workshop.<br>See above.     | Workshops to develop the ED and District Promotion programme for 2017/18 and 2018 onwards.<br>Implementation of Digital Enablement Plan: monitor rollout of UFB2 in the District towns<br>Prepare District Promotion strategy for 2017/18<br>Develop further collaborative economic development and District promotion services across the Horizons region |
|  | Progress solutions to water availability in area between Marton and Hunterville  | Work ongoing on Tutaenui Feasibility Study. Being reported to AIN.                | Progress solutions to water availability in area between Marton and Hunterville  |
|  | Review effectiveness of District promotion activities undertaken for the 2018-28 Long Term Plan.   | Workshop held during October in conjunction with economic development discussion. | To be considered through LTP.  |
|  | Facilitate and lead on a Rangitikei Growth Strategy that also aligns with and contributes to a regional Agribusiness Strategy  | No progress during this period  | To be considered through LTP.  |
|  |  |   |  |
| Attractive and vibrant towns that attract business and residents   | Implement Town Centre Plans (provision of good infrastructure, well-maintained streets in the CBD of main towns)<br>Continue to discuss the concepts around the Marton Heritage precinct, particularly with business/property owners | Continue fundraising for Bulls Community Centre - local component ongoing.        | Continue fundraising for Bulls Community Centre: Gates Foundation, central government funding, Whanganui Community Foundation<br>Continue developing concepts and plans for Marton - develop the compelling invitation for Boutique Town Marton with or without Morrison Low   |
|  | Place-making support in Marton, Bulls and Taihape  | No progress during this period  | Continue to support activities   |
|  | Events, activities and projects to enliven the towns and District<br>Five + high profile events and 20 community events<br>Council sponsorship of events aiming to increase visitor numbers (compared to 2015/16)                    | Applications open during October  | Applications to be decided and applicants notified.  |
| Up to date and relevant information for visitors and residents on a range of services, activities and attractions  | Maintain and develop information centres in Marton, Taihape and Bulls and develop "libraries as community hubs" concept  | Business as usual   |  |
|  | Contract with local organisations to provide a range of information, including:<br>* Up-to-date calendar of events, and<br>* Community newsletters distributed through Marton, Bulls and Taihape                                     | Business as usual   |  |
| An up to date, relevant and vibrant on line presence with information about services, activities and attractions, the  | Maintain a website that provides information about Council and community services and activities   | Business as usual   |  |



|  |  |  |   |
|--|--|--|---|
| District lifestyle, job opportunities and social media contacts  | Develop www.rangitikei.com as a 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)   | Video featuring Mangaweka completed.   | We have identified 3 people to feature in video, interview, coordinate interviews, and filming, content and scripting. Marton, Mangaweka and Bulls                                    |
| 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  | No progress during this period   |   |
|  | Work with the Edale Home Trust Board to improve governance capability and financial sustainability, including approval for an interest-free loan of up to \$200,000 from Council, should Council deem that necessary   | No progress during this period   |   |
| Opportunities for people with children to access the quality of life they desire for their families  | Maintain Taihape and Marton Youth Zones as a central coordination point for youth activities, continue to seek contributions from external sources<br>- Develop services for young people (0-18), such as driving safety, career development pathways, Youth Voice in local decisions<br>Achievement Scholarships fro Taihape Area School and Rangitikei College<br>Rangitikei Youth Awards Scheme 2017 and 2018<br>Rangitikei Youth Forum 2017/18 | Ongoing weekly activities.<br>Full report elsewhere on PPL agenda<br>LTP workshop during October | Continue to seek funding from external sources<br>Engagement with young people<br>Development of programme of activities<br>Ongoing coordination of activities and services for youth |
| A more equal and inclusive community where all young people are thriving, irrespective of their start in life  | Coordinate a Swim-4-All programme 2016/17<br>Investigate and open water safety strategy  | Collating schools participation registration forms for Swim 4 All                                | Continue to seek funding from external sources  |
|  | Healthy Families programme: take part in Governance Group, act as local Prevention Partnership, participate in Strategy Group  | Reported through another item on PPL agenda.   |   |
|  | Rangitikei College – potential to share assets   | Discussions on provision of mowing services and youth services                                   | Decision on provision of mowing services expected.<br>Reconsideration of opportunities at Marton Swim Centre  |
| 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)  | MoU's currently being reviewed.  | Progress draft work programme and delivery mechanism for Taihape and Bulls  |
|  | Organise the annual Path to Well-being Conference 2017/8   | No progress during this period   | PTWB conference will occur in 2018  |
|  | Planning for Ratana Centennial celebrations, 2018  | No Council involvement during this period  | tbc   |
|  | Implement Heritage Strategy<br>Development of a heritage inventory of Maori narratives and collections<br>Development of a heritage inventory of European/ non-indigenous settler narratives and collections   | Heritage catalogue being finalised   | Work on narratives  |
|  | Through Treasured Natural Environment Theme Group:<br>- Support Hautapu and Tutaenui catchment groups<br>- Continue to produce and distribute the Theme Group newsletter   | Conservation week activities held.   | Newsletter, coordination of activities for Conservation Week  |

|  |  |  |   |
|--|--|--|---|
| 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   | Funding applications were open for the following grants: Creative Communities, Community Initiatives and Event Sponsorship | Decisions of the grant applications made in November.                                 |
|  | 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 | No progress during this period   | 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 continues to remain in place and two staff members have recently completed ITF training.                          | ITF training available in Dec 2017  |
|  | Arrange regular planning and operational activities  | Review of current procedures and guidance for EOC currently underway. Improvement plan conveyed to Council.                | New procedures implemented and tested; implementation of improvement plan progressed. |

## Service Request Breakdown for September 2017-First Response

| Service Requests  | Compliance        |                |             |
|---|-------------------|----------------|-------------|
| Department  | Responded in time | Responded late | Grand Total |
| <b>Animal Control</b>                                       | <b>63</b>         | <b>1</b>       | <b>64</b>   |
| Animal welfare concern                                      | 4                 |                | 4           |
| Barking dog   | 11                |                | 11          |
| Dog attack  | 1                 |                | 1           |
| Dog property inspection (for Good Owner status)             | 10                |                | 10          |
| Found dog   | 4                 |                | 4           |
| General Enquiry   | 2                 |                | 2           |
| Lost animal   | 7                 |                | 7           |
| Property investigation - animal control problem             | 1                 | 1              | 2           |
| Roaming dog   | 10                |                | 10          |
| Wandering stock   | 13                |                | 13          |
| <b>Building Control</b>                                     |                   | <b>1</b>       | <b>1</b>    |
| Property inspection   |                   | 1              | 1           |
| <b>Environmental Health</b>                                 | <b>38</b>         |                | <b>38</b>   |
| Dead animal   | 2                 |                | 2           |
| Dumped rubbish - outside town boundary (road corridor only) | 3                 |                | 3           |
| Dumped rubbish - under bridges, beaches, rivers, etc        | 1                 |                | 1           |
| Dumped rubbish - within town boundary                       | 2                 |                | 2           |
| Food premises health issue                                  | 1                 |                | 1           |
| Livestock (not normally impounded)                          | 2                 |                | 2           |
| Noise   | 25                |                | 25          |
| Untidy/overgrown section                                    | 1                 |                | 1           |
| Vermin  | 1                 |                | 1           |
| <b>Grand Total</b>  | <b>101</b>        | <b>2</b>       | <b>103</b>  |

Percentage responded to in time

98%

## Service Request Breakdown September 2017 - Resolution

| Service Requests  | Compliance        |                |             |
|---|-------------------|----------------|-------------|
| Department  | Completed in time | Completed late | Grand Total |
| <b>Animal Control</b>                                       | <b>55</b>         | <b>9</b>       | <b>64</b>   |
| Animal welfare concern                                      | 3                 | 1              | 4           |
| Barking dog   | 11                |                | 11          |
| Dog attack  |                   | 1              | 1           |
| Dog property inspection (for Good Owner status)             | 8                 | 2              | 10          |
| Found dog   | 3                 | 1              | 4           |
| General Enquiry   | 2                 |                | 2           |
| Lost animal   | 6                 | 1              | 7           |
| Property investigation - animal control problem             | 1                 | 1              | 2           |
| Roaming dog   | 10                |                | 10          |
| Wandering stock   | 11                | 2              | 13          |
| <b>Building Control</b>                                     |                   | <b>1</b>       | <b>1</b>    |
| Property inspection   |                   | 1              | 1           |
| <b>Environmental Health</b>                                 | <b>37</b>         | <b>1</b>       | <b>38</b>   |
| Dead animal   | 2                 |                | 2           |
| Dumped rubbish - outside town boundary (road corridor only) | 3                 |                | 3           |
| Dumped rubbish - under bridges, beaches, rivers, etc        |                   | 1              | 1           |
| Dumped rubbish - within town boundary                       | 2                 |                | 2           |
| Food premises health issue                                  | 1                 |                | 1           |
| Livestock (not normally impounded)                          | 2                 |                | 2           |
| Noise   | 25                |                | 25          |
| Untidy/overgrown section                                    | 1                 |                | 1           |
| Vermin  | 1                 |                | 1           |
| <b>Grand Total</b>  | <b>92</b>         | <b>11</b>      | <b>103</b>  |

Percentage complete in time

89%