



Rangitikei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 14 June 2018 – 1:06 PM

Contents

| | | |
|----|--|----|
| 1 | Welcome | 3 |
| 2 | Apologies/Leave of Absence | 3 |
| 3 | Members' conflict of interest..... | 3 |
| 4 | Confirmation of order of business | 3 |
| 5 | Confirmation of Minutes..... | 3 |
| 6 | Chair's Report..... | 3 |
| 7 | Progress with strategic issues – Update..... | 4 |
| 8 | Update on Communications Strategy | 4 |
| 9 | Legislation and Governance Update | 6 |
| 10 | Proposed work plans for the partnering organisations under the Memorandum of Understanding (MOU) 2018/19 – 2021/22 | 7 |
| 11 | Review of Animal Control Bylaw 2013 | 9 |
| 12 | Considerations for the Community Housing Policy..... | 9 |
| 13 | Review of Procurement Policy and development of a Contract Management Policy.... | 10 |
| 14 | Update on the Path to Well-being Initiative | 10 |
| 15 | Questions put at previous meetings for Council advice or action: | 10 |
| 16 | Activity management | 10 |
| 17 | Late items..... | 11 |
| 18 | Future items for the agenda | 11 |
| 19 | Next meeting..... | 11 |
| 20 | Meeting closed..... | 11 |

Present: Cr Angus Gordon (Chair)
Cr Richard Aslett
Cr Nigel Belsham
Cr Jane Dunn
Cr Lynne Sheridan
Ms Tracey Hiroa (Te Roopu Ahi Kaa representative)
His Worship the Mayor, Andy Watson

In attendance: Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr Blair Jamieson, Strategy and Community Planning Manager
Ms Carol Downs, Executive Officer
Mr Lequan Meihana, Strategic Advisor - Mana Whenua *Kairāranga*
Ms Katrina Gray, Senior Policy Analyst/Planner
Mr Johan Cullis, Environmental Services Team Leader
Ms Nardia Gower, Governance Administrator

Tabled Documents

| | |
|----------------|-----------------------------|
| Item 9 | Legislation and Governance |
| Item 11 | Review Animal Control Bylaw |
| Item 12 | Community Housing |

1 Welcome

The Chair welcomed everyone to the meeting with particular note to new staff member Mr Lequan Meihana in the Council role of Strategic Advisor Iwi/Hapū.

2 Apologies/Leave of Absence

That the apology for the absence of Cr Ash and Cr Platt be received.

Cr Sheridan / Cr Dunn. 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.

Ms Hiroa declared a conflict of interest regarding Mokai Patea Services with relation to Item 10.

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,

Sponsorship recognition

be dealt with as a late item at this meeting.

There was no other scheduled change to the order of business, noting that Item 13 has been withdrawn from the meeting agenda

5 Confirmation of Minutes

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| Resolved minute number | 18/PPL/059 | File Ref | 3-CT-15-2 |
|-------------------------------|-------------------|-----------------|------------------|

That the Minutes of the Policy/Planning Committee meeting held on 10 May 2018 be taken as read and verified as an accurate and correct record of the meeting.

Cr Aslett / Cr Sheridan. Carried

6 Chair's Report

The Chair gave a verbal report highlighting the following topics:

- Progress with the work plans for Council's MoU partnering organisations has been made and will be presented to the Committee during the meeting.

- A decision on Council's Community Housing policy is expected the days meeting.
- There has been an endless supply of Government statutes lately which have required Council's comment; the outcome will be interesting.
- The Chair thanked those that that commented on proposed Council submission to the Productivity Commission's consultation paper.
- The submission to Horizons Regional Council on regional representation did not favour Rangitikei District Council's preference.

Resolved minute number **18/PPL/060** **File Ref** **3-CT-15-1**

That the Chair's report for June 2018 to the Policy/Planning Committee meeting on 14 June 2018 be received.

Cr Gordon / His Worship the Mayor. Carried

7 Progress with strategic issues – Update

The Committee noted the commentary in the agenda.

Discussion was had regarding Council's branding and its use in town and district signage. Points raised were:

- There are two types of signs proposed. One being District signage that welcomes and farewells travellers into and out of the Rangitikei. The second are individual town signs.
- The town signs have been discussed with Community Committees and Boards who are to recommend icon ideas for Council approval.

Undertaking **Subject**

Agenda notes to be provided to each of the Community Committees and Community Boards to provide clarity on Council's plans and process for town and District signage.

8 Update on Communications Strategy

Ms Downs spoke to the update with the following highlights:

- A new skin on Council's website incorporates the new logo and recently received a number of enhancements.
- Ms Jo Priestly, the new communications staff member, has been employed for over a month and has increased Council promotion including videos and information on 'What Council does'. For example the YouTube video and article explaining the woe-

to-go process of the Marton Water pipes, its complicated process, and improvements made in last few months. An increase in positive stories has been a focus and these have been well received.

- The Communications Action Plan and Strategy have been put on brief hold to allow input from Ms Priestly. A draft is expected for Council comment in August.

Ms Downs noted the following as not being in the attached update:

- Horizons Regional Council is promoting the Marton to Whanganui/Palmerston North Bus service with pamphlet drops, letter drops and on social media.

Elected Member discussion resulted in the following notes:

- Part of the website development includes the ability for staff to take over the website and use it as a tool in emergency situations including turning the front page red.
- The Communications team will arrange a time with new staff member Mr Lequan Meihana, Strategic Advisor Iwi/Hapū, to introduce himself and how the role has come about.
- Incorporate into the Communications Strategy guidelines on informing the public and local ward Councillors of works projects that effect livelihoods and/or public daily life.
- Staff are maintaining the Rangitikei.com website. Ms Downs should be informed of any information requiring update. It was noted that events loaded onto Eventfinder.co.nz automatically feed into Rangitikei.com
- It was suggested that the YouTube video, regarding Marton Wastewater, could be used as a blueprint to further highlight Council work such as slip-lining.

Undertaking Subject

That in the 'contact us' section of the website includes a link to Councillor contacts

Undertaking Subject

Fix the issue of the overlap of photo and wording of Ward Councillors.

Undertaking Subject

Load contacts, information and when possible photos of Te Roopu Ahi Kaa Members to the website.

Resolved minute number 18/PPL/061 File Ref 3-CT-15-1

That the 'Communications Strategy Update' to the Policy/Planning Committee meeting on 14 June 2018 be received.

Cr Belsham / Cr Dunn. Carried

9 Legislation and Governance Update

Mr Hodder spoke to the update with the following comments:

- A short submission is being proposed regarding interest in electronic voting.
- Tabled is an amended draft to the Litter (Increased Infringement Fee) Amendment Bill. Staff felt it was worth highlighting in the draft the Government's inconsistency regarding local government's sharing in the infringement revenue, for example this Bill and the Sale and Supply of Alcohol legislation.

Elected Members' discussion had the following highlights:

- It is expected that the Government will make a decision on Three Waters in October.
- Elected Members discussed two perspective options:
 - 1: to sit back and wait until Government makes a decision in October
 - 2: be proactive and take the opportunity to drive change from a regional basis, potentially talking to the two issues of potable water and sewerage.
- Opportunities for a discussion and collaboration with neighbouring Districts, with one possibility of Government looking for a willing trial region to partner with.
- Further discussion was had regarding the District sewerage system and the combination of out of District sewerage being combined, noting cultural considerations along with resource management.

Undertaking Subject

Provide a briefing on Planning Standards to the next Policy Planning Committee prior to a draft submission going to Council for approval.

Resolved minute number **18/PPL/062** **File Ref** **3-OR-3-5**

That the report 'Legislation and Governance Update, June 2018 be received.

Cr Gordon / Cr Aslett. Carried

Resolved minute number **18/PPL/063** **File Ref**

In light of the three waters report at the Policy/Planning Committee meeting on 14 June 2018 and the Government's stance on the changes that will occur within the three waters, the Policy Planning Committee recommends to Council that it endorses a wider regional conversation that Rangitikei District Council convene with regional Mayors.

His Worship the Mayor / Cr Belsham. Carried

Resolved minute number **18/PPL/064** **File Ref** **3-OR-3-5**

That His Worship the Mayor be authorised to sign, on behalf of the Council, the submission as without amendment] to the Parliamentary Justice Committee on the Local Electoral Matters Bill.

Cr Dunn / Cr Sheridan. Carried

Resolved minute number **18/PPL/065** **File Ref** **3-OR-3-5**

That the Policy/Planning Committee request retrospective approval from Council for making a submission to the Parliamentary Environment Committee on the Litter (Increased Infringement Fees) Amendment Bill and, on this basis, authorise His Worship the Mayor to sign, on behalf of the Council, such a submission so that it is received by the closing time.

Cr Belsham / Cr Dunn. Carried

10 Proposed work plans for the partnering organisations under the Memorandum of Understanding (MOU) 2018/19 – 2021/22

Mr Jamieson spoke to the report providing the Committee with a summary presentation.

Main points discussed were:

- Council's potential to print and provide Rangitikei branded envelopes to the MoU partner for to hold the information in their 'Welcome to town' packs.
- The merits of contracts containing organisation outcomes that sit outside work requested and contracted by Council. It was suggested that clear distinction should be made between the two. It was noted that Council does not fund the organisations entirely and clarity could be given to the value of each Council deliverable, and if not achieved deducted from the contract price.
- MoU partnering organisations are required to help Council with communications as part of the relationship contract and to liaise with the community over Council matters, whether organisation individuals agree with the message or not.
- Accountability forms requiring MoU partnering organisations to demonstrate and detail the delivered outcomes.
- Mr Jamieson stated he would have greater involvement with the MoU partnering organisations.
- Council's ability to promote the MoU partner organisations.
- The potential to have the same contract across the District allowing the measuring of outcomes to be clearly and consistent.
- Previously relationships were strictly between partnering organisations and Council, with the new approach now involving Community Committees and Community

Boards. It is a new way of working noting assessments and improvements will occur as the process evolves.

- As Council moves into a more active role with economic development that aspect could potentially be removed from some work plans.
- Amendments to work plans to include more targeted reporting mechanism.

Undertaking Subject

Council and staff to workshop the MoU partnership work plans and potential of a District-wide template.

Resolved minute number 18/PPL/066 File Ref 4-EN-10-2

That the report on 'Proposed work plans for the prospective partnering organisations under the Memorandum of Understanding (MOU) 2018/19 – 2021/22' be received.

Cr Sheridan / Cr Dunn. Carried

Resolved minute number 18/PPL/067 File Ref 4-EN-10-2

That the Policy/Planning Committee endorses the draft proposed work plans amended to Council for consideration on 28 June, 2018.

Cr Sheridan / Ms Hiroa. Carried

Resolved minute number 18/PPL/068 File Ref 4-EN-10-2

That the Policy/Planning Committee endorses the following payment schedule for the partnering organisations to Council for consideration on 28 June, 2018:

| | | |
|---------|-------------------------------------|--------------------------|
| Taihape | Taihape Community Development Trust | One-year trial: \$20,000 |
| | Mokai Patea Services | One-year trial: \$6,500 |

| | | |
|--------|----------------|---|
| Marton | Project Marton | Three-year contract: \$30,500 in 2018/19 |
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|-------|------------------------------------|---|
| Bulls | Bulls and District Community Trust | Three-year contract: \$26,500 in 2018/19 |
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His Worship the Mayor / Cr Aslett. Carried

11 Review of Animal Control Bylaw 2013

Mr Cullis and Ms Gray took the Committee through a presentation seeking feedback on the review of the Animal Control Bylaw. The following key issues were discussed:

- Bees – issues with bees in the rural environment, and the potential permitting of urban bees.
- Any prohibitions should have an ability to be permitted by an authorised officer.
- Cats – concerns were raised with stray cats in urban areas. More research needs to be done on the options Council has to address this issue.
- Animal welfare issues cannot be addressed through a bylaw
- Retain the definition of urban area based on the District Plan zoning, however, consider what consultation might be appropriate with the smaller communities to see if they still want to be urban.
- Widen the nuisance definition.
- Consider charging a small fee \$50 - \$100 for permits.

Further research will be undertaken on the issues of bees and cats and will be discussed at the next Policy/Planning Committee meeting on 12 July 2018.

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| Undertaking | Subject | Biosecurity Act – treatment of meat |
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Confirm whether the freezing of meat is considered as treatment.

12 Considerations for the Community Housing Policy

Mr Jamieson spoke to his tabled presentation, and took questions of his report.

Main points discussed were:

- The Healthy Homes Guarantee Act comes into effect next year; the cost to bring each unit up to standard could be up to \$20,000. Bringing community housing up to market rent will enable Council to increase the standards of each unit.
- Ministry of Social Development has stated that they would have personnel to meet and support every single superannuitant and work through the process with them. The housing supplement will help offset the rental increase. Elected Members discussed the options of having in house staff to further support tenants understanding the change and requesting social support.
- An action plan to implementing an increase is being drafted by staff.

Resolved minute number

18/PPL/069

File Ref

6-CF-1-14

That the memorandum 'Considerations for the Community Housing Policy' be received.

Cr Belsham / Cr Aslett. Carried

Resolved minute number **18/PPL/070** **File Ref** **6-CF-1-14**

That the Policy/Planning Committee recommends to Council that a market rate rent should be set for Community Housing; doing so for 2018/19 at the Property Brokers figure of \$150, by way of:

- absorbing (on a reducing scale) the additional rental through a subsidy of power to tenants.

Cr Belsham / Cr Aslett. Carried

Resolved minute number **18/PPL/071** **File Ref** **6-CF-1-14**

That the Policy/Planning Committee recommends to Council that:

- a rental limit of 33% of gross National Superannuation should be set for Community Housing tenanted by those receiving National Superannuation.

Cr Belsham / His Worship the Mayor. Carried

~~13 — Review of Procurement Policy and development of a Contract Management Policy~~

~~A presentation will be provided to the meeting.~~

14 Update on the Path to Well-being Initiative

Resolved minute number **18/PPL/072** **File Ref** **1-CO-4-8**

That the memorandum 'Update on the Path to Well-Being initiative and other community development programmes – April 2018' be received.

His Worship the Mayor / Cr Aslett. Carried

15 Questions put at previous meetings for Council advice or action:

The committee noted the commentary in the agenda.

16 Activity management

Resolved minute number **18/PPL/073** **File Ref**

That the activity management templates for May 2018 for Community Leadership, Environmental and Regulatory Services and Community Well-Being be received.

Cr Gordon / Cr Sheridan. Carried

17 Late items

Sponsorship recognition

Resolved minute number **18/PPL/074** **File Ref**

That the Policy Planning committee recommend to Council that Council agree that those sponsoring \$500 to the new Bulls Community Centre get their name on both a brick and a chair.

His Worship the Mayor / Cr Belsham. Carried

18 Future items for the agenda

Maori rates remission policy. Comparison to Horizons policy, process and documentation.

19 Next meeting

Thursday 12 July 2018, 1.00 pm.

20 Meeting closed

5.12 pm.

Confirmed/Chair: _____

Date: