

**POLICY/PLANNING
COMMITTEE MEETING**

ORDER PAPER

Thursday, 12 December 2019, 11.10am

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

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Chair - Councillor Angus Gordon

Deputy Chair - TBC

Membership

Councillors Cath Ash, Nigel Belsham, Fi Dalgety, Gill Duncan, Jane Dunn, Tracey Hiroa,
Richard Lambert, Waru Panapa and Dave Wilson.

His Worship the Mayor, Andy Watson.

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.

Making this place home.





Rangitikei District Council

Policy and Planning Committee Meeting

Agenda – Thursday 12 December 2019 – 11:30 a.m.

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1 Welcome

2 Apologies/Leave of Absence

3 Appointment of the Deputy Chair

Clause 25, Schedule 7 of the Local Government Act 2002, which relates to voting systems for certain appointments (including the election or appointment of the deputy mayor, the election or appointment of the chairperson and deputy chairperson of a committee, and the election or appointment of a representative of the local authority), states that:

(2) ... a local authority or a committee (if the local authority has so directed) must determine by resolution that a person be elected or appointed by using one of the following systems of voting:—

- (a) the voting system in subclause (3) ("system A");
- (b) the voting system in subclause (4) ("system B").

(3) System A—

- (a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and
- (b) has the following characteristics:—
 - (i) there is a first round of voting for all candidates; and
 - (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
 - (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and
 - (iv) in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

(4) System B—

- (a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
- (b) has the following characteristics:
 - (i) there is only 1 round of voting; and
 - (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.

Recommendations:

- 1 That EITHER System A OR System B be used to elect the Deputy Chair of the Policy/Planning Committee.
- 2 Thatbe appointed Deputy Chair of the Policy/Planning Committee.

4 Terms of Reference

The Terms of Reference are attached to review and confirm.

Recommendation:

That the "Terms of Reference" be reviewed and confirmed.

5 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.

6 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.

7 Chair's Report

A verbal update will be provided at the meeting.

File ref: 3-CT-15-1

Recommendation:

That the 'Chair's Report' to the Policy/Planning Committee meeting on 12 December 2019 be received.

8 Legislation and governance issues

A presentation will be provided at the meeting.

9 Environmental and Regulatory Challenges

A presentation will be provided at the meeting.

10 Update on Communication Strategy

A report is attached.

File ref: 3-CT-15-1

Recommendation:

That the 'Update on Communications Strategy' to the Policy/Planning Committee meeting on 12 December 2019 be received.

11 Activity Management

A report is attached.

File: 5-EX-3-2

Recommendation:

That the report 'Activity Management' to the Policy/Planning Committee on 12 December 2019 be received.

12 Receipt of minutes from the last meeting in the 2016-19 triennium

The minutes of the Policy/Planning Committee meeting on 12 September 2019 are attached.

File ref: 3-CT-15-2

13 Late items

As agreed in Item 5.

14 Future items for the agenda

15 Next meeting

Thursday 13 February 2020, 1.00pm

16 Meeting closed

Attachment 1

Council's three standing committees for the 2019-22 triennium

	Finance/Performance	Assets/Infrastructure	Policy/Planning
Chair	Cr Belsham	Cr Wilson	Cr Gordon
Purpose	To ensure robust and transparent management of the Council's finances and maximising performance	To ensure sustainable management of Council-owned assets/infrastructure which achieves compliance with government requirements and high community satisfaction	To ensure the Council has a comprehensive planning, policy and regulatory framework which reflects legislative requirements and builds resilient communities
Outcomes <i>The Council and the community are confident that.....</i>	<ul style="list-style-type: none"> • the Council's financial position and the delivery of Council services are <ol style="list-style-type: none"> (i) robust, (ii) readily accessible, (iii) are monitored and reported regularly and accurately, (iv) maximise efficiency from robust information systems, (v) reflect good practice, and (vi) compare favourably with councils of similar size and characteristics. • the rates struck each year – <ol style="list-style-type: none"> (i) are a fair representation of the cost and availability of 	<ul style="list-style-type: none"> • the Council's continuing investment in its infrastructure is clearly supported by – <ol style="list-style-type: none"> (i) accurate condition information and assessment, (ii) intelligent procurement, (iii) sound asset management practice, (iv) scheduled reviews of timeframes and priorities, and (v) informed understanding of present and future demand, in terms of legal requirements, economic activity and demographic projections. 	<ul style="list-style-type: none"> • the Council's plans are developed openly with the District's communities, reflect agreed priorities and are effectively implemented. • the Council's policies and bylaws recognise and support the priorities of the District. • the Council's engagement with communities – <ol style="list-style-type: none"> (i) is robust, (ii) occurs collaboratively, (iii) secures support from external agencies including central government, and (iv) builds resilience.

	<p>services and facilities within the District,</p> <p>(ii) align favourably with the local government sector price index changes,</p> <p>(iii) avoid large differences between years, both for individual ratepayers and the District as a whole,¹</p> <p>(iv) do not result in material variations of payment by ratepayers in different area units.²</p> <ul style="list-style-type: none"> the District draws benefit from collaboration with other councils and agencies through demonstrable – <ul style="list-style-type: none"> (i) lower costs, (ii) improved services, and (iii) stimulus to the local economy 	<ul style="list-style-type: none"> opportunities for community management or ownership of Council facilities and local service contracts are thoroughly canvassed and implemented when demonstrably financially viable 	<ul style="list-style-type: none"> the Council looks for opportunities to protect the environment and to anticipate likely impacts on the District from climate change. the Council is well informed of all relevant government legislation and policies, and endeavours to influence proposed changes to these where the interests of the District are significantly affected.
Terms of reference	<ol style="list-style-type: none"> Financial strategy *Statutory financial policies³ Oversight of Council budgeting and financial management Investments and loans 	<ol style="list-style-type: none"> Infrastructure strategy Asset management planning Council owned infrastructure <ul style="list-style-type: none"> Water (including rural water supplies) 	<ol style="list-style-type: none"> *Annual Plan/Long Term Plan Legislation and governance issues *Statutory non-financial policies and statements Consultation processes⁶

¹ This will be achieved by rates modelling for all properties (and the consequent availability of ‘dummy’ rates assessments).

² These are the Statistics New Zealand group of mesh blocks.

³ As prescribed by the Local Government Act 2002 section 101.

⁶ Section 76AA of the Local Government Act 2002 provides for a Significance and engagement policy.

	<ol style="list-style-type: none"> 5. Major contracts⁴ – approval and subsequent monitoring 6. Regional collaboration/shared services with other councils 7. Economic development initiatives 8. Property sales, leases and licences to occupy 9. Forestry 10. Council-funded grant schemes⁵ <p>*Up to adoption</p>	<ul style="list-style-type: none"> • Sewage and the treatment and disposal of sewerage • Stormwater drainage • Consents management <ol style="list-style-type: none"> 4. Council roading and footpath network <ul style="list-style-type: none"> • Programme monitoring • Emergency works • New Zealand Transport Agency funding and requirements 5. Council owned facilities – <ul style="list-style-type: none"> • halls, toilets • parks, reserves, • swimming pools, community housing, • libraries, information centres • cemeteries 6. Solid waste management 	<ol style="list-style-type: none"> 5. Governance-level policies (non-statutory) 6. Path to Well-being Initiative and other community development programmes 7. District Plan monitoring 8. *Bylaw development and review 9. Emergency management planning <p>*Up to adoption</p>
Delegations	Each Committee has the power to delegate to a sub-committee any authority or power to determine matters within its field of activity or responsibility, as covered by Section 32(3) of Schedule 7 of the Local Government Act 2002		
Exclusions	Matters prohibited under clause 32(1) Schedule 7 of the Local Government Act 2002 from being delegated: <ul style="list-style-type: none"> • the power to make a rate, • the power to make a bylaw, • the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan, • the power to adopt a long-term plan, annual plan or annual report, • the power to appoint a chief executive, • the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement, or 		

⁴ Those exceeding the delegation to the Chief Executive to approve or where that delegation is not exercised.

⁵ Currently the Community Initiatives Fund and the small projects grants made available to Community Boards and Community Committees.

	<ul style="list-style-type: none"> • the power to adopt a remuneration and employment policy. <p>Other matters to be dealt with directly by Council</p> <ul style="list-style-type: none"> • Council’s governance structure, standing orders etc., • Council representation on external bodies, • Remuneration to Elected Members (including allowances and reimbursement of expenses), • Delegations to the Chief Executive and other staff, • Submissions (and deliberation on submissions), • Petitions and Public Forum, • Recommendations from the Community Boards or any Council committee (including Te Roopu Ahi Kaa, the community committees and the rural water supply management sub-committees), • Liaison and agreements with Iwi • Reports from the Chief Executive on staffing, internal capability, process and system improvements, and other operational matters, • Responses made to any exercise of Ministerial powers of assistance and intervention⁷ and • Any matter deemed necessary to be considered in a ‘public excluded’ meeting. <p>Any resolution at any Committee which three or more Elected Members vote against and ask for their votes to be recorded <i>or</i> which the Chair rules (on the basis of advice from the Chief Executive) as being substantially different from any option presented in the officer’s report – such resolutions to be recast as recommendations to the Council.</p>
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Adopted by Council, 31 October 2019: 19/RDC/....

⁷ Local Government Act 2002, Part 10.

Attachment 2

Update on Communications Strategy

This report provides the Committee with an update on media activity; current consultation processes underway and progress on the action plan in the current Communications Strategy.

November 2019 Media Activity

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

- Rangitikei Bulletin – This was published in the Feilding - Rangitikei Herald and District Monitor on 31 October and covered the key decisions from the October Council meeting. The next edition will be 19 December.
- Rangitikei Line – the December edition, the last one for the year, will be distributed via mailchimp. The focus for this edition will be the Bulls Community Centre, Auction House and the make-up of the new Council and Community Boards.
- There were 8 media articles during November:

Date	Media Channel	Article Heading and Topic
04/11/2019	Wanganui Chronicle	Community hub gets boost with house proceeds – Article on Bulls auction house sale
7/11/2019	District Monitor	House sale ensures Bulls contribution Article - Bulls community house project saw the refurbished home and property of 8 Walton Street being sold for \$382,000.
7/11/2019	District Monitor	Restoring forgotten Parewanui cemetery Article - Cr Jane Dunn has been organising a clean up to restore the old cemetery off Parewanui Road which is thought to be 160 years old.
7/11/2019	District Monitor	How he sees it - A word from Mayor Andy Watson Discussion about the Bulls Community house project.
09/11/2019	Wanganui Chronicle	New CEO aims to deliver on Rangitikei vision Interview with CEO Peter Beggs by Whanganui Chronicle reporter.
14/11/2019	Fielding-Rangitikei Herald	Electric vehicle charger installed in Bulls Article - Electric vehicle owners can now power their vehicles in Bulls with the installation of the first 50 kilowatt charger.
21/11/2019	District Monitor	How he sees it - A word from Mayor Andy Watson Included: working through things with the new elected Council and new CEO; District is facing a building boom; Bulls Community Centre project is back on track after short halt.
28/11/2019	District Monitor	Exciting new tech industry for Marton

Date	Media Channel	Article Heading and Topic
		Article - re announcement that there was funding of \$380,000 from the Government's Provincial Growth Fund (PGF) for research that could lead to a bioplastics plant being built in Marton, potentially creating hundreds of jobs.

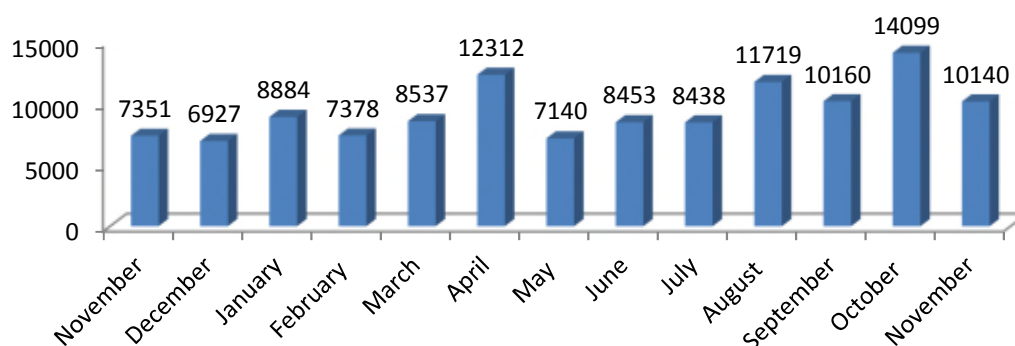
Requests under Local Government Official Information and Meetings Act (LGOIMA)

As at 2 December, 70 requests have been received this year.

Website Statistics

Activity on Council's website for November 2018 – November 2019:

Website Visits 2018-19



In November 75% of those who visited Council's website were new visitors to the site.

Top Council Webpages Visited (November)

1. Library
2. Rates Search
3. Cemeteries
4. Rubbish & Recycling
5. Contact Us
6. GIS map

Communications and Graphic Designer Role

Leah Johnston has been appointed into this role and starts on 13 January 2020.

Communications Strategy 2018 – 2020 – Update on Actions in the Action Plan

Statutory Communications	Timeframe	Status
None at the moment.		
Proactive Communications	Timeframe	Status
Applications for Youth Council	Closes 6 December	Applications sought from 13-24 year olds for RDC Youth Council

Statutory Communications	Timeframe	Status
Expressions of Interest for TUIA Rangatahi Leadership Programme	Closes 13 December	Applications currently being sought
Ensure the Council website is the primary source of information for customers, staff and residents	Ongoing	Content continually updated and site improved. Pleasing to see RDC's website ranked 17 (out of 78) in the last ALGIM rankings.
Social media	Ongoing	High use of this channel to promote and publicise events, open days and ongoing promotion of council's services
Project and Event Communications	Timeframe	Status
Council projects - Bulls Community Centre	December 2019	Update included in Council's December e-newsletter – Rangitikei Line. Monthly updates will continue to be provided through the e-newsletter.

A complete review of the Communications Strategy will take place in the first quarter of 2020.

Recommendation:

That the 'Update on Communications Strategy' to the Policy/Planning Committee meeting on 12 December 2019 be received.

Carol Gordon

Team Leader - Communications

Attachment 3

COMMUNITY LEADERSHIP GROUP OF ACTIVITIES 2019/20						Nov-19
Major programmes of work outlined in the Annual Plan 2019/20						
What are they:	Programme/Activity	Status	Progress for this reporting period	Start Date	Completion Date	Planned for the next two months
Strategic Planning Activity	Annual Report 2018/19	Adopted 31 October 2019				
	Annual plan 2020/21	Not yet started				Review of planned activity and budgets as specified for 2020/21 in the Long term Plan.
	Delivery of programme of policy and bylaw review		Reported below.			Reported below
	Section 17A reviews Pools and waste transfer station	Not yet started Not yet started				None None
	Respond to climate change by continuing to maintain and upgrade its infrastructure.	Ongoing				
Elections	Prepare the pre-election report (for the 2019 election)	Completed.				
	Conduct the 2019 elections	Completed.	Election was held, very successfully. Induction programme was undertaken, new Council, Community Boards and Committees are now in place.			Election process completed.
Council	Induction of Council, Community Boards/Committees for the 2019-21 triennium	Completed.				Training for chairs
	Prepare the Local Governance Statement and update the Elected Members' Handbook	In preparation				Complete this programme/activity.
	Preparation of order papers that ensure compliant decision-making	Ongoing	Order papers prepared for Council, Council Committees, Community Boards, Community Committees			Order papers prepared as required.
	Internal Audit programme	Pending	None			Determine work programme (for consideration at Audit/Risk February 2020 meeting)
	Engagement with sector excellence programmes		Participation in LG Council MARK programme - assessor visit in June 2020			
	Draft submissions to government proposals and plans	As required				
Iwi Liaison	Te Rōpū Ahi Kā strategic plan – implementing actions	In preparation				To be workshopped with Te Rōpū Ahi Kā following the completion of MOU: Tūtohinga
	Confirming Te Rōpū Ahi Kā membership for the 2019-21 triennium	In preparation				Provision of an update to the Komiti members around this requirement.
	Meet with representatives from the Kauangaroa Marae to discuss helping support the relocation of the Marae					No work planned during this period
Carry forward programmes from 2018/19						
What are they:	Programme/Activity	Status	Progress for this reporting period	Start Date	Completion Date	Planned for the next two months
Managing Risk	Legal Compliance Project -Four areas for updated analysis identified - Building consents, Enforcement, Health and safety, Resource consents		No progress to report.			No work planned.
Bylaw	Review Water Related Services Bylaw	A report to policy/planning recommending to Council that the Bylaw is still the most appropriate form of bylaw.	Elected Members resolved that Council would continue with a Water Related Services Bylaw.		2020	Waiting for management to discuss maps
TRAK	Te Roopu Ahi Kaa Strategic Plan - review		Internal review, and a position from TRAK is pending and with the appropriate reporting completed.			To be workshopped with Te Rōpū Ahi Kā following the completion of MOU: Tūtohinga
Scoping report on the level of service for different ONRC classifications			No progress to report.		2018	No work planned.
Policy on Council's relationships with community organisations in the District			No progress to report.		2018	No work planned until following the local elections - will likely form part of a workshop with elected members

Regional Growth	Policies relating to the regional growth study 1) Maintenance and Protection of Public Roads 2) Impact on rates of neighbouring properties on those planted for Manuka Honey		No progress to report.		2018	No work planned.
Strategy	Economic Development Strategy	Draft to Council, 29 August 2019	No progress to report.		2020	Workshop 30 January 2020
Policy	Review Procurement Policy	Completed.			2019	
	Programme/Activity	Status	Progress for this reporting period	Start Date	Completion Date	Planned for the next two months
Policy, Bylaw & Strategy Review/Development	Heritage Strategy		No progress to report.			No work scheduled during this period.
	Policy on preparing, delivering and reporting on capital projects		Assessment as part of nine-month Statement of Service Performance			Full-year assessment as part of 2018/19 Statement of Service Performance in Annual Report
Other pieces of work	Programme/Activity	Status	Progress for this reporting period	Start Date	Completion Date	Planned for the next two months
Annual Resident Survey 2019	Completed - except for improvement actions analysis					Development of the final report with improvement actions
Annual Stakeholder Survey 2019	Completed - except for improvement actions analysis					Development of the final report with improvement actions
LTP	Kerbside Rubbish/Recycling		Put on hold pending Central Government position on recycling.			Monitor initiatives taken by MfE, MW LASS and Central Government

COMMUNITY WELL-BEING GROUP OF ACTIVITIES 2019/20						Nov-19
Major programmes of work outlined in the Annual Plan 2019/20						
What are they:	Programme/Activity	Status	Progress for this reporting period	Start Date	Completion Date	Planned for the next two months
Community Partnerships	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District					
	Contract with local organisations to provide a range of information, such as: Up-to-date calendar of events, and community newsletters					Bi-monthly catch-up with the township coordinators
	Investigate contribution to the Marton and Districts Historical Society for their expenses (to be brought back to Council for a decision)					
	Investigate funding assistance for the new Hunterville St John Operational building					Bi-monthly catch-up with the township coordinators
Economic development and district promotion	Management of Rangitikei.com	Live-Work-Play database major update started. R.com Facebook actively employed to promote district. All other activity suspended while website under review.	Listings update continuing. One post per week uploaded to R.com Facebook.			Reported through Finance/Performance committee.
	Implementaion of Economic Development Strategy		The draft Economic Development Action Plan.			Strategy to be discussed with new trienium Elected Members
Youth Development	Youth Committee and networking meetings		Youth concentrating on NCEA. Youth Council			Select new Youth Council Members
	Establishment of a Youth Zone in Bulls	This is in development phase as part of the New Community Centre build				Engage with Bulls Youth and Ohakea regarding design of space.
	Ongoing facilitation of the Youth Zones in Taihape, and Marton		Well Utilised			Reported through Policy/Planning Committee
Emergency Management	Civil Defence - increasing the District's resilience		Contract continues to remain in place with HRC.			Progress with community response plans
Key elements of the work outlined in Path to Well-being, Rangitikei Growth Strategy, MOU work plans and Annual Plan						
What are they:	Programme/Activity	Status	Progress for this reporting period	Start Date	Completion Date	Planned for the next two months
Advocacy to support the economic interests in the District at regional and national level Timely and effective interventions that create economic stability, opportunity and growth A wide range of gainful employment opportunities	Develop collaborative economic development and District promotion services across the Horizons region		Ongoing-activity.			Continued engagement between the regional collaborators on developing the economic development portfolio within Council.
	Progress solutions to water availability in area between Marton and Hunterville		PGF application approved.			
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) Continue to discuss the concepts around the Marton Heritage precinct, particularly with business/property owners		Marton - decision on concept design study and application to Lotteries Environment and Heritage, from which a \$50,000 grant was approved to partly fund this work.			Public consultation to happen.
	Place-making support in Marton, Bulls, Taihape, Turakina, Hunterville		Nothing to update			Create an advertising campaign for 2020 recapping what placemaking is and how to apply. Targeting already established Placemaking groups.
	Events, activities and projects to enliven the towns and District. Five + high profile events and 20 community events. Council sponsorship of events aiming to increase visitor numbers (compared to 2017/18)		Events held by years end include: Rag poets, Marton market day, Marton Country Music Festival, Turakina Highland Games, Marton Christmas Parades, and artful bonanza. Bulls Christmas Parade			
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, including promotion latest material and activities and events. Taihape Library is running regular term time after school activities. We are continuing to promote local events/activities via our Social Media sites.			
An up to date, relevant and vibrant on line presence with information about services, activities and attractions, the District lifestyle, job opportunities and social media contacts	Maintain a website that provides information about Council and community services and activities		Enhancements (both content and design) will continue during 2020 across the whole website, including more online applications and forms. It was excellent to see our website was ranked number 17 in the ALGIM rankings.			With the appointment of our new Comms / Graphic Designer a look at all communication media will be done.
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	Participate in Positive Ageing activities that aims to enhance quality of life for older people in the District		Contract with Mokai Patea Services around inclusion of supporting seniors within the Community Housing is being undertaken.			Council staff are to engage with senior community housing tenants to assess who would like a support service.
Opportunities for people with children to access the quality of life they desire for their families	Undertaking youth activities, programmes, and continue to seek contributions from external sources.		Supporting community -led project for the development of youth and family friendly areas in both Marton and Ratana. Supporting Family Start to hold the Whanau Day event in Marton To date two youth have stepped forward to form a Marton Lobby committee to have direct input into the layout, aesthetics and direction for the youth space.			Support Youth Council in their accomplishment of the years' workplan, which includes investigating options to create a wider base of authentic youth engagement and involvement district wide. Investigate further youth events for the district. Meet with Bulls Youth to discuss their vision for the youth space in the new Bulls Community Centre

A more equal and inclusive community where all young people are thriving, irrespective of their start in life	Coordinate a Swim-4-All programme 2019/20 Investigate and open water safety strategy		Received some participation forms from schools that plan on participating in 2019-2020 swim season and estimated travel costs			Seek Youth Councils input for Lobby Committee
	Healthy Families programme: take part in Governance Group, act as local Prevention Partnership, participate in Strategy Group		No Council appointee to this Governance Group following resignation of Strategy and Community Planning Manager			No Council appointee to this Governance Group following resignation of Strategy and Community Planning Manager
Cohesive and resilient communities that welcome and celebrate diversity	Implement Heritage Strategy Development of a heritage inventory of Maori narratives and collections Development of a heritage inventory of European/ non-indigenous settler narratives and collections		No progress during this period			No progress during this period
	Through Treasured Natural Environment Theme Group: - Continue to produce and distribute the Theme Group newsletter - Be involved with environmental projects as required		No progress during this period			To arrange the next Treasured Natural Environment Group Meeting.
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		Two rounds of funding run each year for community organisations. Event sponsorship and Community initiatives. Individuals and organisations can also apply for the Creative Communities scheme.			Workshop with Elected members on Grant processes
	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		Results of all successful applications are presented to the Council, and Finance/performance Committees, in the form of applications, summaries and accountability forms, twice a year.			
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 .			Contract continues to remain in place .
	Arrange regular planning and operational activities		Committee meeting held on 2 September 2019. Council will participate 17 October National Shake out.			Exercise to promote understanding of roles

ENVIRONMENTAL AND REGULATORY SERVICES GROUP OF ACTIVITIES 2019/20					Nov-19	
Major programmes of work outlined in the Annual Plan 2019/20						
What are they:	Programme/Activity	Status Year to Date	Progress for this reporting period	Start Date	Completion Date	Planned for the next two months
Building Accreditation Reassessment			Accreditation confirmed until 2021			N/A
Implementation of the Building (earthquake-prone buildings) Amendment Act	Issuing notices of potentially earthquake-prone buildings		40 inspections done for this financial year			1 day per week set aside for EPB assessments
Trial period of four weeks (up to \$1,600) covering the full cost of euthanising cats trapped in Council traps following extensive publicity and offers' report back						
Carry forward programmes 2018/19						
What are they:	Programme/Activity	Status Year to Date	Progress for this reporting period			Planned for the next two months
Implementation of the GoShift Initiative (i.e. electronic processing of building consents)	Implement GoShift following review of pilot programme		Still in progress			
Other regulatory functions						
What are they:	Targets	Year to Date	Statistics for this month			Narrative (if any)
Building Consents	Report on number of building consents processed, the timeliness and the value of consented work	109 BC granted, 91.74 % completed on time, value of work is \$10,621,078	20 BC granted, 100% completed on time, value of work is \$2,356,951			6 new house build valued at \$1,777,542, 1 upgrade of retail forecourt for unmanned petrol station values at \$200,000 , 1 relocated house valued at \$205,000. All the rest of the work was House alterations /additions /fires and polesheds etc.
	Code of Compliance Certificates, Notices to Fix and infringements issued.	128 CCC issued, 96.88% on time, 0 NTF issued, no infringements issued	24 CCC issued, 100% on time, 0 NTF issued, no infringements issued			
Resource Consents	Report on: a) number of land use consents issued and timeliness	16 Land Use RC granted, 68.75% on time, 7 Permitted Boundary RC granted 75% on time, 3 Compliance certificates issued 66.667% on time	2 Land Use RC granted, 50% on time, 1 Permitted Boundary RC granted 0% on time,			
	b) subdivision consents and timeliness	16 Subdivision RC granted, 43.75% on time	3 Subdivision RC granted, 66.67% on time			
	c) section 223 and 224 certification and timeliness,	8 s223 and 9 s224 certificates granted	0 s223 and 1s224 certificates granted			
	d) abatement and infringements issued.		0 Abatement & 0 Infringement			
Dog Control	Report on dog registrations current and unregistered, dogs impounded, dogs destroyed and infringements issued.	4952 registered, 71 Unregistered, 15 Impounded, 1 Infringement, 4 Deceased	4952 Registered, 71 Unregistered, 6 Infringements, 38 Impounded, 48 Deceased			
Bylaw enforcement	Enforcement action taken		none			
Liquor Licensing	Report on number and type of licences issued	2 Club Renewals, 2 New On Licences, 4 New managers, 4 Manager Renewals, 4 Specials	3 Temporary Authorities, 11 Specials, 3 New On Licence, 1 Renewl On Licence, 13 Manager Renewals, 7 New Managers, 2 Club renewals			
Building Warrant of Fitness renewals	Report on overdue BWOF, audits, Notices to Fix and infringements issued.	11 Renewals, 8 Overdue	78 BWOF renewals 11 overdue, 8 Audits			
Swimming Pool Barriers	Report on number of pool barrier inspections done, Notices to Fix and infringements issued.	14 done to date	2 done this month			

Attachment 4



Rangitikei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 12 September 2019 – 1:00 p.m.

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- Present:**
- Cr Angus Gordon (Chair)
 - Cr Richard Aslett
 - Cr Cath Ash
 - Cr Nigel Belsham
 - Cr Jane Dunn
 - Cr Graeme Platt
 - Ms Tracey Hiroa (Te Roopu Ahi Kaa representative)
 - His Worship the Mayor, Andy Watson
- In attendance:**
- Mr Michael Hodder, Community & Regulatory Services Group Manager
 - Ms Carol Gordon, Customer Services and Communications Team Leader
 - Mr George Forster, Policy Advisor
 - Mr Johan Cullis, Environmental Services Team Leader
 - Ms Bonnie Clayton, Governance Administrator
- Tabled Documents:**
- Item 7** Chair's Report
 - Item 15** Draft submission on Proposed priority products and priority stewardship scheme guidelines
 - Item 16** Draft submission on Proposed National Policy Statement on Highly Productive Land

1 Welcome

The meeting started at 1.08pm. The Chair welcomed everyone to the meeting.

2 Public Forum

Nil

3 Apologies/Leave of Absence

That the apology for the absence of Cr Sheridan be received.

Cr Aslett/Cr Dunn. Carried

4 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 potential Conflict of Interest with item 14. The Committee agreed that there was no Conflict of Interest.

5 Confirmation of order of business

The order of business was confirmed, apart from item 11 as the information was not available.

There were no late items.

6 Confirmation of Minutes

Resolved minute number	19/PPL/085	File Ref	3-CT-15-2
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That the Minutes of the Policy/Planning Committee meeting held on 8 August 2019 (without amendment) be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham/Cr Aslett. Carried

7 Chair's Report

The tabled report was taken as read.

His Worship the Mayor circulated copies of his speech on 5 September 2019 to the Select Committee's session in Palmerston North considering submissions to the Climate Change Amendment Bill.

Resolved minute number **19/PPL/086** **File Ref** **3-CT-15-1**

That the 'Chair's Report' to the Policy/Planning Committee meeting on 12 September 2019 be received.

Cr Gordon/Cr Ash. Carried

8 Progress with strategic issues – Update

The Committee noted the commentary in the agenda.

9 Update on Communication Strategy

The report was taken as read.

Ms Gordon briefly highlighted the committee:

- Walton Street house – The house is to be cleaned this weekend and ready for promotion and advertising for the Auction on 2nd of November 2019. There will be an event held for those who have helped throughout the process, held at the Rathole on the 23 October 2019.
- B & C Dams – Final community planting day is this weekend 14 September 2019, which is also the beginning of conservation week. The Downs group and Rangitikei District Council.

His Worship the Mayor updated the Committee that there have been no submissions to date in response to the District Plan Change.

Resolved minute number **19/PPL/087** **File Ref** **3-CT-15-1**

That the 'Update on Communications Strategy' to the Policy/Planning Committee meeting on 12 September 2019 be received.

Cr Belsham/Cr Ash. Carried

10 Legislation and Governance Update, September 2019

This item was parked and re-visited later in the meeting.

Meeting adjourned 1.36pm-1.44pm.

11 Improvement plans from 2019 residents' survey

The information was not yet available to present to the Committee.

12 MoU framework

The draft Memorandum of Understanding was taken as read.

Resolved minute number **19/PPL/089** **File Ref**

That the 'Draft Memorandum of Understanding: Tūtohinga' to the 12 September 2019 Policy/Planning Committee be received.

Cr Gordon/Cr Ash. Carried

Resolved minute number **19/PPL/090** **File Ref**

That the relationship of Ngati Waewae with the Rangitikei District Council would be better dealt with by way of a Rangitikei River accord.

Cr Gordon/Cr Belsham. Carried

13 TAB Venue Policy and Gambling Venue Policy (Class 4) Review

Mr Forster took the report as read. He explained to the Committee that public consultation is required because legislative change requires public consultation because Council must consider a relocation clause in the Class 4 Venues Policy.

His Worship the Mayor left 2.12pm-2.20pm.

Resolved minute number **19/PPL/091** **File Ref**

That the 'TAB Venue Policy and Gambling Venue Policy (Class 4) Review' report to the 12 September 2019 Policy/Planning Committee meeting be received.

Cr Aslett/Cr Gordon. Carried

Resolved minute number **19/PPL/092** **File Ref**

That the Policy/Planning Committee recommend to Council that the draft TAB Venue Policy, draft Gambling Venue Policy (Class 4), Statement of Proposal and supporting information are released for public consultation.

Cr Aslett/Cr Belsham. Carried

14 Review of policies on reducing or waiving fees

The memorandum was taken as read.

Ms Hiroa left 2.47pm-2.49pm.

Cr Dunn left 2.49pm.

Resolved minute number **19/PPL/093** **File Ref** **3-PY-3-11**

That the memorandum 'Review of policies on reducing or waiving fees' to the 12 September 2019 Policy/Planning Committee meeting be received.

Cr Belsham/Ms Hiroa. Carried

Resolved minute number **19/PPL/094** **File Ref**

That the Policy/Planning Committee recommends to Council that the policies on reducing or waiving fees – use of Council facilities and internal consenting costs be amended by adding additional hall charge for small rooms by 1/3 of the supper room charge.

Cr Belsham/Ms Hiroa. Carried

Meeting adjourned 3.02pm-3.18pm.

15 Draft submission on Proposed priority products and priority products stewardship scheme guidelines

The tabled draft submission was considered. The Committee asked that 20 litre plastic industrial containers be added to the proposed scope of the priority products.

Resolved minute number **19/PPL/095** **File Ref**

That the 'Draft submission on Proposed priority products and priority products stewardship scheme guidelines' to the 12 September 2019 Policy/Planning Committee meeting be received and referred to Council as amended.

His Worship the Mayor/Cr Gordon. Carried

16 Draft submission on Proposed National Policy Statement on Highly Productive Land

The tabled draft submission was considered. The Committee was asked to provide comment to Mr Hodder for inclusion in the draft for consideration at Council's meeting on 26 September 2019.

Resolved minute number **19/PPL/096** **File Ref**

That the 'Draft submission on Proposed National Policy Statement on Highly Productive Land' to the Policy/Planning Committee meeting on 12 September 2019 be received.

Cr Gordon/Cr Platt. Carried

10 Legislation and Governance Update, September 2019

Mr Hodder took the report as read.

Resolved minute number **19/PPL/088** **File Ref** **3-OR-3-5**

That the 'Legislation and Governance Update, September 2019' to the Policy/Planning Committee meeting on 12 September 2019 be received.

Cr Aslett/Cr Platt. Carried

17 Policy options around poor state of unoccupied CBD properties

The Committee noted the commentary in the agenda.

The Committee agreed that something needs to be done in this area. This might be advanced for consideration as one of Council's strategic objectives for the 2019-22 triennium and, if that is decided upon, it would be advanced during the development of the 2021-31 Long Term Plan.

His Worship the Mayor left 3.46 pm.

18 Jurisdiction Collaboration team

The Committee noted the commentary in the agenda.

19 The case for a geopark in the Rangitikei

The Committee discussed the potential for a geopark in the Rangitikei and agreed this would be an Economic Development opportunity.

20 Public Art in Marton

Cr Ash updated the Committee on Public Art in Marton.

The Committee was updated on the following:

- Still to meet up with team to discuss how Public Art will be implemented.
- Will start the project in Marton to begin with on a smaller scale and then will move out into the district.
- Need to identify places around Marton where Public Art could go and how to link with existing art in the township so it is not disjointed.
- To connect in with the Marton Playtrail

21 Mangaweka to Utiku Disused Rail Tunnels Walk

Cr Aslett briefly highlighted the Committee on his report:

- The views are spectacular, and is recommended to everyone to do this if they can.
- It is a seasonal walk, and does require permission from landowners before entering property.
- There is potential for a cycleway in the future and teaming up with tourism providers in the district.

Resolved minute number **19/PPL/097** **File Ref** **4-ED-4-5**

That the report 'Mangaweka to Utiku Disused Rail Tunnels Walk' to the 12 September 2019 Policy/Planning Committee meeting be received.

Cr Aslett/Cr Ash. Carried

22 Policy & Community Planning Project and Activity Report – August 2019

The report was taken as read.

Resolved minute number **19/PPL/098** **File Ref** **1-CO-4-8**

That the report 'Policy & Community Planning Project and Activity Report – August 2019' to the Policy/Planning Committee on 12 September 2019 be received.

Cr Gordon/Cr Aslett. Carried

Resolved minute number **19/PPL/099** **File Ref** **1-CO-4-8**

That the Policy/Planning Committee approve the funding application to the Whanganui Community Foundation of up to \$10,000 for the Swim 4 All programme 2019/2020.

Cr Ash/Ms Hiroa. Carried

Resolved minute number **19/PPL/100** **File Ref** **1-CO-4-8**

That the Policy/Planning Committee approve the funding to Kiwi Sport of up to \$8,000 for the Swim 4 All programme 2019/2020.

Cr Ash/Ms Hiroa. Carried

23 Activity Management

The report was taken as read.

Resolved minute number **19/PPL/101** **File Ref** **5-EX-3-2**

That the report 'Activity Management' to the Policy/Planning Committee on 12 September 2019 be received.

Cr Aslett/Cr Ash. Carried

Cr Platt left 4.22pm-4.26pm.

24 Questions put at previous meeting for Council advice or action

None.

25 Late items

As agreed in Item 5.

26 Future items for the agenda

27 Next meeting

This was the final meeting of the 2016-2019 triennium.

The inaugural meetings of the three standing committees is tentatively scheduled for 19 December 2019, starting 9.00am.

28 Meeting closed

4.31pm.

Confirmed/Chair: _____

Confirmed/Chief Executive: _____

Date: