

**POLICY/PLANNING
COMMITTEE MEETING**

ORDER PAPER

Thursday, 19 March 2020, 1.00pm

Council Chamber, Rangitikei District Council
46 High Street, Marton

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Chair - Councillor Angus Gordon

Deputy Chair – Councillor Tracey Hiroa

Membership

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

Mr Chris Shenton (Te Roopu Ahi Kaa representative).

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 19 March 2020 – 1:00 p.m.

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The quorum for the Policy and Planning Committee is 6.

Council's Standing Orders (adopted 31 October 2019) 11.2 provide: The quorum for Council committees and sub-committees is as for Council, ie 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 Public Forum

3 Apologies/Leave of Absence

4 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.

5 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.

6 Confirmation of minutes

The minutes of the Policy/Planning Committee meeting from 13 February 2020 are attached.

File ref: 3-CT-13-2

Recommendation:

That the Minutes of the 'Policy/Planning Committee' meeting held on 13 February 2020 [as amended/without amendment] be taken as read and verified as an accurate and correct record of the meeting.

7 Chair's Report

A report will be tabled at the meeting.

File ref: 3-CT-15-1

Recommendation:

That the tabled 'Chair's Report' to the Policy/Planning Committee meeting on 19 March 2020 be received.

8 Oral Submissions for Water-related Services Bylaw

There are no oral presenters to this bylaw. A deliberations report will be presented to Council in April.

9 Review of Burials and Cremations Act 1964 and related legislation

A presentation will be provided at the meeting.

Recommendation:

That the presentation on 'Review of Burials and Cremations Act 1964 and related legislation' to the 19 March 2020 Policy/Planning meeting be received.

10 Affordable Housing

A presentation will be provided at the meeting.

Recommendation:

That the presentation on 'Affordable Housing' to the 19 March 2020 Policy/Planning meeting be received.

11 Dangerous and Insanitary Building Policy

A report is attached.

File: 3-PY-1-20

Recommendations:

- 1 That the draft report 'Proposed Dangerous and Insanitary Building Policy' to the 19 March 2020 Policy/Planning meeting be received.
- 2 That to meet the requirements of section 131 of the Building Act 2004, the Policy and Planning Committee recommends to Council that the draft Dangerous and Insanitary Building Policy and supporting consultation material be adopted for public consultation.
- 3 That the Policy/Planning Committee be delegated to hear oral submissions to the draft Dangerous and Insanitary Building Policy.

12 Partnering Organisations MoU work plan review 2020/2021

A report is attached.

File: 4-EN-10-2

Recommendations:

- 1 That the That the 'Partnering Organisations MoU work plan review 2020/2021' to the 19 March 2020 Policy/Panning Committee meeting be received.

- 2 That the Policy/Planning Committee recommends to Council that the Bulls and District Community Trust is granted [insert amount] for their [proposed/amended] 2020/2021 work plan.
- 3 That the Policy/Planning Committee recommends to Council that Project Marton is granted [insert amount] for their [proposed/amended] 2020/2021 work plan.
- 4 That the Policy/Planning Committee recommends to Council that Mokai Patea Services is granted [insert amount] for their [proposed/amended] 2020/2021 work plan.
- 5 That the Policy/Planning Committee recommends to Council that the Taihape Community Development Trust is granted [insert amount] for their [proposed/amended] 2020/2021 work plan.

13 Legislation and Governance Update - March 2020

A report is attached.

File: 3-OR-3-5

Recommendation:

That the report 'Legislation and Governance Update – March 2020' to the Policy/Planning Committee meeting on 19 March 2020 be received.

14 Update on Communications Strategy

A report is attached.

Recommendation:

That the report 'Update on Communications Strategy' to the Policy/Planning Committee meeting on 19 March 2020 be received.

15 Policy & Community Planning Project and Activity Report – March 2020

A report is attached.

File ref: 1-CO-4-8

Recommendation:

That the 'Policy & Community Planning Project and Activity Report – March 2019' to the Policy/Planning Committee on 19 March 2020 be received.

16 Activity Management

A report is attached.

File: 5-EX-3-2

Recommendation:

That the report 'Activity Management' to the 19 March 2020 Policy/Planning Committee be received.

17 Late items

As agreed in Item 5.

18 Future items for the agenda

19 Next meeting

Thursday 16 April 2020, 1.00pm

20 Meeting closed

Attachment 1



Rangitikei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 13 February 2020 – 1:00 p.m.

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Present:

- Cr Angus Gordon
- Cr Tracey Hiroa
- Cr Cath Ash
- Cr Nigel Belsham
- Cr Fiona Dalgety
- Cr Gill Duncan
- Cr Jane Dunn
- Cr Richard Lambert
- Cr Dave Wilson
- His Worship the Mayor, Andy Watson
- Mr Chris Shenton (Te Roopu Ahi Kaa representative)

Also Present: Cr Brian Carter

In attendance:

- Mr Peter Beggs, Chief Executive
- Mr Michael Hodder, Community & Regulatory Services Group Manager
- Ms Carol Gordon, Manager – Executive Office
- Mr George Forster, Policy Advisor
- Ms Bonnie Clayton, Governance Administrator

Late Items:

- Item 7** Chair's Report
- Item 8** Taihape Community Development Trust – Strategic Performance Framework MOU Organisations
- Item 8** Bulls & District Community Trust – Events/Programmes & Workplan

1 Welcome

Councillor Gordon welcomed everyone to the meeting at 1.04pm

2 Public Forum

Nil

3 Apologies/Leave of Absence

That the apology for absence of Cr Waru Panapa be received.

Cr Belsham/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.

It was noted that Cr Ash, Cr Duncan and Cr Hiroa have Conflicts of Interest or perceived Conflicts of Interest in regards to Item 8. The Chair requested that they do not speak or question the MOU Partnering Organisation that they have a connection with, but that they may raise questions to the other partnering organisations.

5 Confirmation of order of business

The order of business was confirmed, with the movement of Item 8 to follow Item 9.

6 Confirmation of minutes

Resolved minute number

20/PPL/001

File Ref

3-CT-13-2

That the Minutes of the 'Policy/Planning Committee' meeting held on 12 December 2019 without amendment be taken as read and verified as an accurate and correct record of the meeting.

His Worship The Mayor/Cr Gordon. Carried

7 Chair's Report

The tabled Chair's Report was taken as read.

Resolved minute number **20/PPL/002** **File Ref** **3-CT-15-1**

That the tabled 'Chair's Report' to the Policy/Planning Committee meeting on 13 February 2020 be received.

Cr Gordon/Cr Duncan. Carried

9 Legislation and Governance update - February 2020

Mr Hodder spoke to his report. The Committee discussed points to be covered in Council's submission to the draft National Policy Statement on Indigenous Biodiversity:

- applauded the intent;
- questioned the affordability;
- had serious doubts on the practicability of implementation;
- was uncomfortable with the seeming preference for regulation (NPS) over legislation;
- was worried about the impact on agricultural productivity (e.g. fencing out stock makes it easier for Old Man's beard to spread; and
- thought it was better dealt with by regional councils.

Resolved minute number **20/PPL/003** **File Ref** **3-OR-3-5**

That the report 'Legislation and Governance Update – February 2020' to the 13 February 2020 Policy/Planning Committee meeting be received.

Cr Dunn/Cr Ash. Carried

8 Overview of Memorandum of Understanding agreements with Partnering Organisations

Presentations were made via written reports and PowerPoint by the four MoU partnering organisations on their work plan:

• Taihape Community Development Trust

Spoke to their written Strategic Performance report, updating Committee members that the attendance at the 2019 Taihape Gumboot Day had risen with an estimated 3000 attendees.

The Talk UP Taihape newsletter is distributed to more than 400 residences, as well as homes in Taihape to promote community organisations activities as well as cross-promoting with regional partners. The Youth 4 Youth (Y4Y) program has been noted as a leader of youth volunteering development in the district, with building capacity for young volunteers to help deliver community-led events in the region.

- **Mōkai Pātea Services**

Provided a verbal report on their work plan. From January – December 2019 they have engaged with an estimated 2552 rangatahi and continue to provide a service for youth between 3pm-5pm each day at the Lobby and recently took a group of Youth to the Ratana Celebrations. Current attendance numbers at the Lobby are approximately 11 per day however this drops during the school holidays and when sport season returns. They continue to network via Face Book, Marae and runanga.

Moving forward they are to work on promoting the service with schools and the rangatahi who are not connected with schools and encourage Youth to submit to Council.

- **Bulls & District Community Trust**

Presented a PowerPoint presentation and provided a written Events/Programmes & Workplan. The Trust updated the Committee on their past, current and future endeavours, with the recent Bulls Christmas parade and Whanau day being a success with over 30 floats and several volunteers from across the community including the Fire Brigade, Ohakea and Maori Wardens with an estimated 300 community members were in attendance at the Whanau day.

With a reach of over 2,500 followers on the regularly updated Facebook page Bulls NZ, the Trust were recently commissioned by a New York based company to work on an ad for the new Plant based burger at Burger King.

The Bulls Township attracts many visitors through the Bulls in Bulls in 13 locations around the township and one on tour and the “A-Bull” branding, with over 75 “A-Bulls” registered. Further promotion for the town and district is done in collaboration with local real-estate agents in providing Welcome packs to new comers to the town, contents include information on Council, a district map, a copy of the Bullitin, rubbish and more.

- **Project Marton**

A PowerPoint presentation was made, with highlights of what the organisation have worked on and currently working on. With over 1400 volunteer hours assisting with several events such as the Marton Market Day and the Marton Harvest Fair with approximately 12,000 visitors in attendance at each, promotion for the district with the win a wedding at Harvest Festival with the honeymoon showcasing the district, Crafts Alive and involvement in place making, Health Network Meeting and the Marton Community Garden.

The organisation keeps the community well informed with their active Facebook page, a number of newsletters and window displays.

Moving forward the committee would like to see a Men’s Shed up and running, more work in the Youth space and re-ignite the relationship and collaborate more with the other MOU Partnering organisations.

Resolved minute number **20/PPL/004** **File Ref** **4-EN-10-2**

That the report 'Overview of Memorandum of Understanding agreements with Partnering Organisations' to the 13 February 2020 Policy/Planning Committee meeting be received.

Cr Ash/Cr Dunn. Carried

Resolved minute number **20/PPL/005** **File Ref**

That the presentations to the Policy/Planning Committee's meeting on 13 February 2020 from the four MoU partnering organisations – Mokai Patea Services, Taihape Community Development Trust, Project Marton, Bulls and District Community Trust – be received.

Cr Belsham/Mr Shenton. Carried

10 Update on Communications Strategy

Ms Gordon briefed Committee members that Ms Leah Johnston joined the team 4 weeks earlier, once a strategy has been confirmed the Communications Strategy will be reported differently.

The Committee noted that feedback is not being received via the Request for Service (RFS) service when it is being requested. Ms Gordon is to follow up on this.

Resolved minute number **20/PPL/006** **File Ref**

That the report 'Update on Communications Strategy' to the 13 February 2020 Policy/Planning Committee meeting be received.

Cr Dalgety/Cr Wilson. Carried

11 Policy & Community Planning Project and Activity Report – January 2020

The report was taken as read.

Resolved minute number **20/PPL/007** **File Ref** **1-CO-4-8**

That the 'Policy & Community Planning Project and Activity Report – January 2019' to the Policy/Planning Committee on 13 February 2020 be received.

Cr Ash/Cr Duncan. Carried

12 Activity Management

The report was taken as read. The Chief Executive asked whether the renovation of a dilapidated house so that it was again able to be lived in could be included in Council's rates remission policy on incentivising residential development. The Committee thought this would be a difficult distinction to make.

Resolved minute number

20/PPL/008

File Ref

5-EX-3-2

That the report 'Activity Management' to the 13 February 2020 Policy/Planning Committee be received.

Cr Gordon/Cr Belsham. Carried

Resolved minute number

20/PPL/009

File Ref

That the Policy/Planning Committee recommends to Council to provide a report on options around further changes to the District Plan to support residential development.

His Worship The Mayor/Cr Lambert. Carried

13 Late items

As agreed in Item 5.

14 Future items for the agenda

Affordable housing

15 Next meeting

Thursday 19 March 2020, 1.00pm

16 Meeting closed

3.27pm

Confirmed/Chair: _____

Date:

Attachment 2

Report

Subject: **Proposed Dangerous and Insanitary Building Policy**

To: Policy and Planning

From: George Forster

Date: 21 February 2020

File Ref: 3-PY-1-20

1 Executive Summary

- 1.1 The purpose of this report is to provide the Policy and Planning Committee with the draft Dangerous and Insanitary Buildings Policy (Appendix 1), Summary of Information (Appendix 2), submission form (Appendix 3) and summary of information for public consultation in accordance with the special consultative procedure in Section 83 of the Local Government Act 2002 (LGA).

2 Context

2.1 Background

Under Section 131 of the Building Act 2004 (The Act), territorial authorities are required to adopt a dangerous and insanitary building policy. Council first adopted its Dangerous and Insanitary Buildings Policy on 25 May 2006. The last review of this Policy was adopted on 30 April 2015. Section 131(4) of The Act requires a review of this Policy every five years; the Policy does not cease to have effect if a review is not completed within this timeframe.

Provisions of The Act in regard to dangerous, insanitary and affected buildings reflect the Government's broader concern for life, health and safety of the public in buildings, and with people occupying buildings that may be considered to be dangerous, insanitary or affected. Those provisions have not changed since the last review of Council's policy¹.

The policy must state:

- The approach that Council will take in performing its functions under the Building Act 2004;
- Council's priorities in performing those functions; and
- How the policy will apply to heritage buildings.

¹ The only change was deletion of 'earthquake-prone': Building (Earthquake-prone buildings) Amendment Act 2016, s.23.

Buildings that are determined to be earthquake-prone are dealt with through the dedicated Earthquake Prone Building legislation and the relevant actions can include Council applying for a warrant through the courts for Council to undertake remedial work to remove the danger. These costs for remediation are then passed onto the owner via a caveat on the Certificate of Title.

2.2 Significance

The decision to recommend to Council to adopt the draft Policy for public consultation is considered not significant, as per Council's Significance and Engagement Policy 2018.

2.3 Legal issues

This is a statutory policy that is subject to regular review. Not having a Dangerous and Insanitary Buildings Policy would mean Council is not achieving legal compliance under government legislation. This can lead to public health and safety issues in the Rangitikei District.

3 Analysis

3.1 Views

No community views have been sought in the preparation of this report or in reviewing this Policy. The purpose of this report is for the Committee to recommend to Council that the draft Policy go out for public consultation as per the requirements of Section 83 of the Local Government Act 2002. Adopting the draft Policy for public consultation provides for an opportunity for the public to have their say.

3.2 Consultation

Public consultation on the draft Policy will run for one month from 2 April 2020 until noon 4 May 2020. Once consultation closes, Council will need to deliberate on any submissions received, including hearing any submitters that wish to speak to their submission, which is proposed to be heard by the Policy/Planning Committee on 14 May 2020. Council will then need to decide if any amendments should be made to the draft Policy, before adopting a final Policy.

Staff will directly engage with Fire Emergency New Zealand and the Ministry of Business, Innovation and Employment during public consultation.

A mail merge has been prepared for ratepayers who have commercial buildings in urban areas. Following adoption for public consultation, letters will be sent to these ratepayers.

Staff from the Environmental and Regulatory Services Team have been consulted in the review of this Policy. There have been no changes to the Act that require changes to the Policy since its last review and its current form is determined as being the most appropriate.

3.3 Options

Option 1: Adopt the draft Policy for public consultation (preferred option)

This option involves the Committee recommending to Council that the draft Policy is adopted for public consultation, under the special consultation procedure.

The reason this is the preferred option is because it acknowledges provisions from relevant government legislation to ensure Council remain compliant. Because the Policy is up for review it also gives the public an opportunity to have their say on the draft Policy.

Option 2: Do not adopt the draft Policy for public consultation

This option involves the Committee not recommending to Council to adopt the draft Policy for public consultation under the special consultative procedure. This option should only be considered if the Committee decides further changes to the draft Policy are required before public consultation.

3.4 Costs

There are no immediate financial considerations. Some minor costs may occur in public notification through media printing and any printed materials.

In regards to the mail merge Council staff will hand deliver letters where possible, with the rest to be sent out via the post.

4 Conclusions

The Act stipulates that Council must have this Policy, which requires reviewing periodically every five years so that it is up to date. The draft Policy ensures Council will continue to be compliant with Government legislation whilst also ensuring buildings are safe and fit for purpose in the Rangitikei District.

5 Recommendations:

- 5.1 That the draft report 'Proposed Dangerous and Insanitary Building Policy' to the 19 March 2020 Policy/Planning meeting be received.
- 5.2 That to meet the requirements of section 131 of the Building Act 2004, the Policy and Planning Committee recommends to Council that the draft Dangerous and Insanitary Building Policy and supporting consultation material be adopted for public consultation.
- 5.3 That the Policy/Planning Committee be delegated to hear oral submissions to the draft Dangerous and Insanitary Building Policy.

George Forster
Policy Advisor

Appendix 1

Draft Dangerous and Insanitary Building Policy

Date first adopted by Council	25 May 2006
Resolution Number	06/RDC/144
Date last reviewed	30 April 2015
Resolution	15/RDC/108
Relevant Legislation	Building Act 2004, Local Government Act 2002
Statutory or Operational Policy	Statutory
Included in the LTP	No

1. Introduction & Background

- 1.1 Section 131 of the Building Act 2004 (“the Act”) requires territorial authorities (“TAs”) to have a policy on dangerous and insanitary buildings. Additionally, Council is now also required to take into account affected buildings¹.
- 1.2 One of the key purposes of the Act, as set out in section 3, is to ensure ‘*people who use buildings can do so safely and without endangering their health.*’ Section 4 details the principles to be applied in performing functions under the Act and specifically states that TAs must take these principles into account in the adoption and review of their dangerous and insanitary building policies.
- 1.3 The definition of a dangerous building is set out in Section 121 (1) of the Act:

“A building is dangerous for the purposes of this Act if,-

 - a. *in the ordinary course of events (excluding the occurrence of an earthquake), the building is likely to cause –*
 - i. *injury or death (whether by collapse or otherwise) to any persons in it or to persons on other property, or*
 - ii. *damage to other property; or*
 - b. *in the event of fire, injury or death to any person in the building or to persons on other property is likely.”*

¹ Section 132A Building Act 2004 which came into force on 28 November 2013,

1.4 The definition of an insanitary building is set out in Section 123 of the Act:

“A building is insanitary for the purposes of this Act if the building -

a. is offensive or likely to be injurious to health because-

i. of how it is situated or constructed; or

ii. it is in a state of disrepair; or

b. has insufficient or defective provisions against moisture penetration so as to cause dampness in the building or in any adjoining building; or

c. does not have a supply of potable water that is adequate for its intended use; or

d. does not have sanitary facilities that are adequate for its intended use.”

1.5 The definition of an affected building is set out in Section 121A of the Act:

“A building is an affected building for the purposes of this Act if it is adjacent to, adjoining, or nearby –

a. a dangerous building as defined in Section 121; or

b. a dangerous dam within the meaning of Section 153.”

1.6 This policy was originally adopted by Rangitikei District Council (“Council”) on 25 May 2006 in accordance with the requirements of the Building Act 2004.

1.7 The policy is required to state²:

The approach that the Council will take in performing its functions under the Act;
Council’s priorities in performing those functions; and
How the policy will apply to heritage buildings.

1.8 In reviewing, amending and adopting this policy, Council has followed the special consultative procedure set out in Section 83 of the Local Government Act 2002.

1.9 In many, but not all, cases a building is dangerous, affected or insanitary status will not be readily apparent. For that reason, any attempt to identify these buildings proactively is unlikely to be successful unless Council has considerable resources to undertake inspections and evaluations of buildings.

1.10 As a consequence, the most likely sources of information concerning dangerous, affected or insanitary buildings continues to be from building occupants, neighbours, or as the result of an inspection by the police, the fire service or other agencies authorised to inspect buildings. Other sources of information will be known directly by Council, possibly following a significant weather event.

² Sec 131(2) of the Building Act 2004

- 1.11 Relying on complaints to provide information concerning potentially dangerous or insanitary buildings continues to be the most practical way in which Council can identify both these buildings and affected buildings within the district and undertake its statutory responsibilities.

2 POLICY APPROACH

2.1 Policy Principles

- 2.1.1 Provisions of the Act in regard to dangerous, affected or insanitary buildings reflect the government's broader concern with the safety of the public in buildings, and with the health and safety of people occupying buildings that may be considered to be dangerous, affected or insanitary. However, Council recognises that public safety must be balanced against the other broader economic issues and in relation to other Council Policy.

2.2 Overall approach

- 2.2.1 Sections 124 to 130 of the Act provide the authority necessary for TAs to take action on dangerous, affected or insanitary buildings and set out how this action is to be taken.
- 2.2.2 The Council will continue to encourage the public to discuss their development plans with Council and to obtain building consent for work Council deems is necessary prior to any work commencing. This is particularly important in order to avoid creating dangerous or insanitary conditions that could be injurious to the health of occupants, particularly children and the elderly, or where safety risks are likely to arise from a change in use.
- 2.2.3 Council has in the past relied upon complaints from various sources to identify dangerous or insanitary buildings and will continue with this passive approach.

2.3 Identifying Dangerous, Affected or Insanitary Buildings

2.3.1 The Council will:

- Take a passive approach to identification of buildings.
- Actively respond to and investigate all buildings complaints received.
- Identify from these investigations any buildings that are dangerous, affected or insanitary.
- For dangerous buildings, inform the owner(s) and occupier of the building to take action to reduce or remove the danger, as is required by Section 124 and 125 of the Act; (and liaise with the New Zealand Fire Service when Council deems it is appropriate, in accordance with Section 121 (2) of the Act).
- For insanitary buildings, inform the owner(s) of the building to take action to prevent the building from remaining insanitary as is required by Section 124 and 125 of the Act (and liaise with the Medical Officer of Health when required to assess whether the occupants may be neglected or infirm).

2.3.2 For affected buildings, inform the owner(s) of the building only when restricting entry to the building.

2.4 Assessment criteria

2.4.1 The Council will assess dangerous, affected or insanitary buildings in accordance with the Act and established case law, as well as the building code.

2.4.2 The Council will:

- Investigate as to whether the building is occupied.
- Assess the use to which the building is put.
- Assess whether the dangerous or insanitary conditions pose a reasonable probability of danger to occupants or visitors, or to the health of any occupants of the building. Upon the determination that a building or dam is dangerous assess whether the dangerous building or dangerous dam pose a reasonable probability of danger to occupants or visitors of any adjacent, adjoining or nearby buildings.

2.4.3 Considerations as to dangerous assessment where a building is either occupied or not may include:

- Structural collapse.
- Loose materials/connections.
- Overcrowding.
- Use which is not fit for purpose.
- Seeking advice from New Zealand Fire Service³

2.4.4 Considerations as to insanitary assessment where a building is occupied may include:

- Adequate sanitary facilities for the use.
- Adequate drinking water.
- Separation of use for kitchen and other sanitary facilities.
- Likelihood of moisture penetration.
- Natural disaster.
- Defects in roof and walls/poor maintenance/occupant misuse.
- The degree to which the building is offensive to adjacent and nearby properties.

2.4.5 A building will be deemed to be an affected building if it is adjacent, adjoining or nearby a building which Council has assessed as being a dangerous building or a dam which Horizons Regional Council has by writing notified Council that it is deemed to be a dangerous dam pursuant to section 153 of the Act (Meaning of dangerous dam).

2.5 Taking Action

2.5.1 In accordance with Section 124 and Section 125 of the Act the Council will:

³ Sec 121(2)(a) Building Act 2004

- Advise and liaise with the owner(s) of buildings identified as being dangerous, affected or insanitary.
- As a consequence of a building or dam being identified as dangerous consider whether any buildings should be regarded as being an affected building for the purposes of the Act.
- May request a written report on the dangerous building from the New Zealand Fire Service.

2.5.2 If found to be dangerous or insanitary:

- Attach written notice to the building requiring work to be carried out on the building, within a time stated in the notice being not less than 10 days, to reduce or remove the danger.
- Give copies of the notice to the building owner, occupier, and every person who has an interest in the land, or is claiming an interest in the land, as well as the Heritage New Zealand Pouhere Taonga, if the building is a heritage building.
- Contact the owner at the expiry of the time period set down in the notice in order to gain access to the building to ascertain whether the notice has been complied with.
- Where the danger is the result of non-consented building work, Council will formally request the owner(s) to provide an explanation as to how the work occurred and who carried it out and under whose instructions; (and apply for a Certificate of Acceptance if applicable).
- Pursue enforcement action under the Act if the requirements of the notice are not met within a reasonable period of time as well as any other non-compliance matters.

2.5.3 Where Council has determined under section 121A of the Act that a building is an “affected building” Council may do any or all of the following:

- Erect a hoarding or put up a fence around the building;
- Attach a notice warning people not to approach the building;
- Issue a written notice restricting entry to the affected building for particular purposes or to particular groups of people for a maximum period of 30 days. Such notice may be reissued once for a further 30 days.

2.5.4 If the building is considered to be immediately dangerous or insanitary the Council may

- Cause any action to be taken to remove that danger or insanitary condition (this may include prohibiting persons using or occupying the building and demolition of all or part of the building); and
- Take action to recover costs from the owner(s) if the Council must undertake works to remove the danger, or insanitary condition
- The owner(s) will also be informed that the amount recoverable by Council will become a charge on the land on which the building is situated.

2.5.5 All owners have a right of appeal as defined in the Act, which can include applying to the Department of Building and Housing for a determination under Section 177 of the Act.

2.6 Interaction between the Dangerous and Insanitary Buildings policy and related sections of the Act

2.6.1 Section 41: Building consent not required in certain cases.

2.6.2 In cases where a building is assessed as being immediately dangerous or insanitary the Council may not require prior building consent to be obtained for any building work required so as to remove the dangerous or insanitary condition immediately. However, where Council has issued a notice under section 125(1) of the Act it must advise the owner of the building if a building consent will be required prior to the owner commencing any remedial works to the building.

2.6.3 Prior to the lodging of a building consent application for the work required under the notice it is imperative that building owners discuss any works with the Council. In those circumstances where Council has not required a building consent to be issued prior to the commencement of the remedial works required by the notice the building owner will still be required to apply for a certificate of compliance as required by the Act.

2.7 Record Keeping

2.7.1 Any buildings identified as being dangerous or insanitary will have a requisition placed on the property file for the property on which the building is situated until the danger or insanitary condition is remedied.

2.7.2 A note will be placed on the property file of an affected building until such time as the dangerous condition of the adjacent, adjoining or nearby building or dam has been rectified.

2.7.3 In addition, the following information will be placed on the LIM:

- Notice issued that the building is dangerous, insanitary or is an affected building.
- Copy of letter to owner(s), occupier and any other person that the building is dangerous, insanitary or is an affected building.
- Copy of the notice given under section 124(1) that identifies the work to be carried out on the building and the timeframe given to reduce or remove the danger or insanitary condition.

2.8 Economic impact of policy

2.8.1 Due to the low number of dangerous, affected or insanitary buildings encountered annually by the Council, the economic impact of this policy is, at this date, considered to be low.

2.9 Access to information

2.9.1 Information concerning dangerous, affected or insanitary buildings will be contained on the relevant LIM, and Council records.

- 2.9.2 In granting access to information concerning dangerous, affected or insanitary buildings Council will conform to the requirements of the Local Government Official Information and Meetings Act 1987 and the Local Government Act 2002.

3 HERITAGE BUILDINGS

- 3.1 No special dispensation will be given to heritage buildings under this policy.
- 3.2 The fact that a building has heritage status does not mean that it can be left in a dangerous or insanitary condition. As per Section 125(2)(f) of the Act a copy of any notice issued under s124 of the Act will be sent to the Heritage New Zealand Pouhere Taonga where a heritage building has been identified as a dangerous, affected or insanitary building.

4 PRIORITIES

- 4.1 The Council will give priority to buildings where it has been determined that immediate action is necessary to fix dangerous or insanitary conditions. Immediate action will be required in those situations to fix those dangerous or insanitary conditions such as prohibiting occupation of the property, putting up a hoarding or fence and taking prosecution action where necessary.
- 4.2 Buildings that are determined to be dangerous or insanitary, but not requiring immediate action to fix those dangerous or insanitary conditions, will be subject to the minimum timeframes to prevent the building from remaining dangerous or insanitary (not less than 10 days) as set in Section 124(1)(c) of the Act.

Appendix 2

Summary of Information



Draft Dangerous and Insanitary Buildings Policy

Introduction

Rangitikei District Council is consulting on the draft Dangerous and Insanitary Buildings Policy.

The purpose of this policy is to ensure that the Rangitikei District is a safe and healthy place to live and visit. The Act provides the means to ensure that dangerous, insanitary or affected buildings are improved to meet Building Code standards, and the Council will administer the Building Act 2004 (the Act) in a fair and reasonable way.

The policy is applicable to the Rangitikei District.

The Local Government Act 2002 (LGA) requires Council to follow the Special Consultative Procedure when reviewing its Dangerous and Insanitary Buildings Policy.

Following public consultation on the draft Dangerous and Insanitary Buildings Policy and in consideration of any submissions received, Council will be required to adopt and publicly notify the resulting Dangerous and Insanitary Buildings Policy.

This Summary of Information has been prepared in accordance with the requirements set out in Section 83 of the LGA for the adoption of the Special Consultative Procedure. It includes:

- a) a proposed Dangerous and Insanitary Buildings Policy;
- b) the reasons for the proposal;
- c) the statement of proposal;
- d) a description of how the local authority will provide persons interested in the proposal with an opportunity to present their views to the local authority;
- e) provide an opportunity for persons to present their views;
- f) a statement of the period within which views on the proposal may be provided to the local authority.

Reason for the Proposal

The Act requires Territorial Authorities to adopt a policy on dangerous and insanitary buildings.

Provisions of the Act in regard to dangerous, insanitary and affected buildings reflect the Government's broader concern for life, health and safety of the public in buildings, and with people occupying buildings that may be considered to be dangerous, insanitary or affected. Council also recognises that this policy needs to balance the public safety and overall community good.

The policy states:

- (a) The approach that Council will take in performing its functions under the Building Act 2004;
- (b) Council's priorities in performing those functions; and
- (c) How the policy will apply to heritage buildings.

Consultation

In making, amending, or reviewing a Dangerous and Insanitary Buildings Policy, Council must use the Special Consultative Procedure set out in section 83 of the LGA. Council has prepared and adopted the draft Dangerous and Insanitary Policy for public consultation. Any person can make a submission on the draft Dangerous and Insanitary Buildings Policy.

A copy of the Summary of Information, including the draft Dangerous and Insanitary Buildings Policy and information about making a submission can be obtained from the Council website <https://www.rangitikei.govt.nz/>

Written submissions on the draft Dangerous and Insanitary Buildings Policy may be made from **2 April 2020 to 12 noon 4 May 2020**. You can make a submission online at <https://www.rangitikei.govt.nz/> or alternatively submission forms are available from Council's libraries in Marton, Bulls and Taihape, from the Council's Main Office in Marton. Please indicate whether you would like to speak to your submission and include contact details. People who wish to be heard by Council will be given the opportunity to do so at the Policy/Planning Committee meeting on **14 May 2020**.

For any queries please contact George Forster, Policy Analyst on (06) 349 0001.

Appendix 3

Submission Form

Proposed Dangerous and Insanitary Building Policy



**Submissions close at 12 noon
on Monday 4 May 2020**

Return this form, or send your written submission to:

Proposed Dangerous and Insanitary Building Policy

Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Oral submissions

Oral submissions will be held at the Marton Council Chambers on Thursday 14 May 2020

If you wish to speak to your submission, please tick the box below.

☐ I wish to speak to my submission.

You are allowed ten minutes to speak,
including questions from Elected Members.

If you have any special requirements, such as those related to visual or hearing impairments, please note them here.

Privacy

All submissions will be public.

Please tick this box if you would like your personal details withheld (*note: your name will remain public*) ☐

[illegible]

Attachment 3

Report

Subject: **Partnering Organisations MoU work plan review 2020/2021**

To: Policy/Planning Committee

From: Nardia Gower, Strategy and Community Planning Manager

Date: 12 March 2020

File: 4-EN-10-2

1 Purpose

- 1.1 The purpose of this report is for the Policy/ Planning Committee to consider the workplans, any requested changes to, and cost allocations for each of the partnering organisations being:
- Bulls and District Community Development Trust
 - Project Marton
 - Taihape Community Development Trust
 - Mokai Patea Services
- 1.2 The Memorandum of Understanding is consistent across all four organisations with the workplan identifying individual deliverables.
- 1.3 A copy of the Memorandum of Understanding is attached as **Appendix 1**.

2 Background

- 2.1 Rangitikei District Council has signed MoU agreements with each partnering organisations covering the first three years of the Long term Plan 2018-2028.
- 2.2 The set deliverables for each organisation for 2019/2020 are outlined in their work plans attached as **Appendix 2**.
- 2.3 All partnering organisations wish to continue to deliver on the same workplan for 2020/2021, with the exception of Mokai Patea Services whose tracked changes are noted in **Appendix 2** but further clarified below.
- Removal of - To encourage Youth to be involved in making submissions to Council regarding Youth Development.
this is now driven by the Youth Council. Mokai Patea Services will continue to share information from Council including submission and consultation opportunities but this is a difficult deliverable to measure.

- Rewording - To work with Councils Strategic Advisor: Youth/Rangatahi to explore **funding ideas and collaboration opportunities** for youth events and programmes
The rewording is better suited to the actual work undertaken, when funding is required either or both parties explore options.

2.4 The requested changes have been discussed with staff.

2.5 To date, all MoU partnering organisations have met the required reporting timeframes and deliverables as per their MoU agreements.

3 Committee Review

3.1 As per the MoU, the Committee may provide an annual assessment and recommendation to Council for the amount given to partnering organisations to undertake the agreed work plans. The 2019/2020 cost breakdowns for all partnering organisations have been attached, see **Appendix 2**. The 2020/2021 budget for partnering organisations remains unchanged.

3.2 The 2019/2020 cost breakdowns for all partnering organisations are attached as **Appendix 3**.

3.3 There is no method prescribed for this review.

4 Recommendations:

4.1 That the 'Partnering Organisations MoU work plan review 2020/2021' to the 19 March 2020 Policy/Planning Committee meeting be received.

4.2 That the Policy/Planning Committee recommends to Council that the Bulls and District Community Trust is granted [insert amount] for their [proposed/amended] 2020/2021 work plan.

4.3 That the Policy/Planning Committee recommends to Council that Project Marton is granted [insert amount] for their [proposed/amended] 2020/2021 work plan.

4.4 That the Policy/Planning Committee recommends to Council that Mokai Patea Services is granted [insert amount] for their [proposed/amended] 2020/2021 work plan.

4.5 That the Policy/Planning Committee recommends to Council that the Taihape Community Development Trust is granted [insert amount] for their [proposed/amended] 2020/2021 work plan.

Nardia Gower
Strategy and Community Planning Manager

Appendix 1

Memorandum of Understanding

with the partnering organisations undertaking work programmes within the community well-being group of activities

Agency Name:	
Address:	
Ward/Township for Service:	
Duration of Service:	

1. Preamble

- a) The Rangitikei District Council (“the Council”) has a long-term commitment to invest in community activities and events. That investment is dependent on open and robust working relationships with partnering organisations in which so many of the District’s residents are involved with a shared purpose of making Rangitikei the best possible place for people to be.
- b) The Council has a particular interest in strengthening its working relationships with the Bulls and District Community Trust, Project Marton, the Taihape Community Development Trust and Mokai Patea Services because of the significant contribution each intends to make to the quality of life in the District.
- c) Council and the partnering organisations have agreed to a set of priorities and, in its 2018/28 Long Term Plan, Council has made provision for an annual payment to be made to the partnering organisations in conjunction with an agreed work programme.
- d) The intent of this Memorandum of Understanding is to provide a framework for strengthening the relationships by ensuring a shared understanding of:
 - how Council intends to work with the partnering organisations,
 - how each partnering organisation intends to use the Council’s grant, and
 - how the Council will be made aware of and consider the outcomes from this expenditure.
- e) The Council understands (and indeed hopes) that the partnering organisations will have access to other funding. As a result the Council grant may not be the sole source for funding particular projects.

2. Collaboration

- a) The Council encourages the partnering organisations to work supportively together to promote –
 - maximum leverage from events both for Rangitikei residents and for visitors from other districts;

- increasing use of the Council's community facilities (halls, information centres, pools, libraries etc.) by residents, businesses and visitors;
- support for local community initiatives and projects;
- progress with the Path to Well-being Action Plan.

b) The Council undertakes to provide nominated officers to –

- facilitate meetings involving the partnering organisations on a regularly scheduled basis, not less than every six months;
- ensure the partnering organisations are informed of any consultative group or working party which Council convenes in which they may have an interest in participating;
- discuss provision of services and facilities so that (within the limitations of Council's resources) they provide the most useful support to the partnering organisations in achieving their objectives;
- assist in long-term planning and building relationships with external stakeholders within the Horizons region – in particular, potential funders, educational institutions, government agencies and regional sports/arts/heritage groups;
- meet with the governing bodies of any of the partnering organisations on at least an annual basis.

c) The Council requires the partnering organisations to work collaboratively with their respective community board/committee to –

- ensure the local community boards/committees are able to make comment on the township co-ordinators annual work plans and quarterly reporting;
- ensure the local community boards/committees are informed of any event or programme being undertaken to which they may have an interest in participating;
- potentially secure additional funding from the community board/committee and/or connect those within the community to the community boards/committees funding programme;
- encourage both parties to be able to make comment on placemaking activities before consideration by Council, noting that projects for placemaking activities on Council land are to be referred to the relevant community committee/board before consideration by the Chief Executive.

d) The Council encourages each of the partnering organisations to raise opportunities or concerns with the Council as soon as practicable and it will respond in a timely manner.

3. Work plan

a) Each of the partnering organisations will provide (to the Strategy & Community Planning Manager) a draft work plan no later than 28 February each year (to allow inclusion in Council's draft Annual Plan). This plan is an opportunity for each organisation to highlight to Council how

it intends to apply the grant and what deliverables, activities and outcomes the grant would support.

- b) The Chief Executive may require clarification before accepting and signing the work plan.

4. Reporting

- a) Brief written reports (not more than two pages) against the agreed work plan are due every three months to the Strategy & Community Planning Manager by 20 November, 20 February, 20 May and 20 August. These reports are intended to highlight achievements as well as showing and explaining variances to the projects proposed in the work plan, in terms of timing and budget. They are also an opportunity to bring issues to Council's attention.
- b) A presentation will be made once a year by representatives of each partnering organisation to Council's nominated committee in the morning of its scheduled February meeting for committees.
- c) A copy of each organisation's annual report, including the annual accounts, as presented to the Annual General Meeting will be provided to the Strategy & Community Planning Manager.

5. Annual review

- a) The Council will review progress at the May meeting of the Policy & Planning Committee.
- b) The Committee may request further investigation and a report from the Chief Executive before forming its view regarding progress.

6. Grant allocation and payment

- a) Council will make an annual assessment to determine the amount given to the partnering organisations to undertake the agreed work plan.
- b) Provided the required reporting and meeting with Council has been undertaken and Council is satisfied with the way in which its funding has been used, the grants will be paid in one instalment on 31 July of each year.

Signed on behalf of (Agency) on (date): _____

Signed: _____

Name

Title

Signed on behalf of Rangitikei District Council on (date): _____

Signed: _____

Peter Beggs

Chief Executive, Rangitikei District Council

Appendix 1: Working Relationship Defined

1.1 Nominated Officer

Rangitikei District Council provides the Strategy & Community Planning Manager as their nominated officer, to act as:

- the first point of contact between the partnering organisations and Council;
- the officer meeting with the partnering organisations on a regular basis, as defined in Section 2 above;
- the officer to whom the partnering organisations raise opportunities or concerns with as soon as practicable.

If requests or directives are being made to the partnering organisations by staff or elected members of Council or the respective community committee/board, the partnering organisation shall notify that party or individual to relay their request through the Strategy & Community Planning Manager.

1.2 Community Committee/Board Relationship

The following are the baseline requirements for the partnering organisations in working collaboratively with their respective community board/committee:

- partnering organisations are to provide a copy of their draft proposed annual draft work plan (for the pending year, being July 1 - June 30th) to their respective community board/committee at their first meeting of the year; allowing the community board/committee to pass their comments and assessment to Council's scheduled meeting in February;
- partnering organisations are to provide copies of their quarterly progress reports to Council's Chief Executive against the agreed work plan, in conjunction with this, the quarterly progress reports are to be given to the respective community board/committee - giving updates where necessary;
- community boards/committees should be informed of any event or programme being undertaken to which they may have an interest in supporting or participating.

Additionally, as community boards/committees have received increased delegation by Council, they act as a *recommending party* for the development and/or fixed placement of community assets in areas of Council property. Council expects any party seeking to develop community assets on Council property *to consult* with their respective community board/committee, who will then make a *recommendation* to the Strategy & Community Planning Manager.

Please note, community boards/committees are not delegated to approve any event or activity, nor approve the use of, or grant access to any of Council's community assets or facilities (halls, information centres, parks, pools, libraries etc.).

Appendix 2

STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Partnering Organisation: Bulls & District Community Trust

Period under review: Work Plan 2018 to 2019

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

Activity: Four Well-being's – Development & Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.	
Deliverables	Activities Undertaken	Outcomes
Design, lead and project manage 1 large scale event annually within the Bulls Ward.		
Design, lead and manage the A-Bull branding programme for the businesses and community groups within the Bulls Ward.		

Facilitate and integrate the Bulls township brand on promotional material ¹ within the Bulls Ward.		
Support and collaborate on place making activities within the Bulls Ward.		
Support and collaborate with relevant parties to produce a collective Welcome Pack for persons moving to Bulls.		

¹ This is for material and work contracted by Rangitikei District Council. Inclusion on externally funded projects will be at the discretion of the trustees.

Council's intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters	
Deliverables	Activities Undertaken	Outcomes
Design, produce and manage a regular community newsletter within the Bulls Ward.		

Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.	
Deliverables	Activities Undertaken	Outcomes
Facilitate and manage an online and social media presence that integrates all the 'intended level of service' deliverables within the workplan.		

Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development	
Deliverables	Activities Undertaken	Outcomes
<p>Support and refer (to the Strategy & Community Planning Manager) the needs and aspirations of our NZ European, Māori, and Pacifica Communities and Groups within the Bulls Ward.</p>		

STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Partnering Organisation: Project Marton

Period under review: Work Plan 2018 to 2019

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

Activity: Four Well-being's – Development & Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.	
Deliverables	Activities Undertaken	Outcomes
Design, lead and project manage 2 large scale events annually within the Marton Ward.		
Support and collaborate on place making activities within the Marton Ward.		

Support and collaborate with relevant parties to produce a collective Welcome Pack for persons moving to Marton.		
Collaborate with other organisations and businesses to support the aspirations of the business community and an After 5 networking group.		
Support and collaborate with Council on the 'Four Well-being' development activities being undertaken in the Marton Ward.		

Council's intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters	
Deliverables	Activities Undertaken	Outcomes
Design, produce and manage a regular community newsletter within the Marton Ward.		

Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.	
Deliverables	Activities Undertaken	Outcomes
Facilitate and manage an online and social media presence that integrates all the 'intended level of service' deliverables within the workplan.		

Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District	
Deliverables	Activities Undertaken	Outcomes
Support and refer (to the Strategy & Community Planning Manager) the needs and aspirations of Youth within the Marton Ward.		

Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development	
Deliverables	Activities Undertaken	Outcomes
Support and refer (to the Strategy & Community Planning Manager) the needs and aspirations of our NZ European, Māori, and Pacifica Communities and Groups within the Marton Ward.		

STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Partnering Organisation: Taihape Community Development Trust

Period under review: Work Plan 2018 to 2019

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.	
Deliverables	Activities Undertaken	Outcomes
Design, lead and project manage 1 large scale event annually within the Taihape Ward.		
Support and collaborate on place making activities within the Taihape Ward.		

Support and collaborate with relevant parties to produce a collective Welcome Pack for persons moving to Taihape.		
Support the aspirations of Council on the Economic Development activities being undertaken in the Taihape Ward.		

Council's intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters	
Deliverables	Activities Undertaken	Outcomes
Design, produce and manage a regular community newsletter within the Taihape Ward.		

Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.	
Deliverables	Activities Undertaken	Outcomes
Facilitate and manage an online and social media presence that integrates all the 'intended level of service' deliverables within the workplan.		

Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District	
Deliverables	Activities Undertaken	Outcomes
Support the aspirations of Council on Youth development and the provision of opportunities within in the Taihape Ward. (excluding Youth Zone)		

STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Partnering Organisation: Mokai Patea Services

Period under review: Work Plan 2019 to 2020

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Action	Cumulative progress for this period
1. Update the Taihape Community Development Trust on activities, events and programmes to publish through their media (i.e. social media, websites etc.)	

Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Action	Cumulative progress for this period
1. To provide an independent welfare services to tenants over the age of 55 years in Councils Taihape based Community Houses.	

Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Action	Cumulative progress for this period
1. To provide staff or an approved person to open and be present in the Taihape Youth zone between the hours of 3-5pm during weekdays.	
2. To encourage Youth to be involved in making submissions to Council regarding Youth Development.	
3. To meet and collaborate with Councils Strategic Advisor: Youth/Rangatahi in Taihape on a regular basis.	
4. To work with Councils Strategic Advisor: Youth/Rangatahi to explore ideas and collaboration opportunities for youth events and programmes	

STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

Partnering Organisation: Mokai Patea Services

Period under review: Work Plan 2019 to 2020

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Action	Cumulative progress for this period
1. Update the Taihape Community Development Trust on activities, events and programmes to publish through their media (i.e. social media, websites etc.)	

Activity: Community Partnerships

Council's intended Level of Service is to:	Facilitate and lead on a Positive Ageing Strategy that aims to enhance quality of life for older people in the District.
Action	Cumulative progress for this period
1. To provide an independent welfare services to tenants over the age of 55 years in Councils Taihape based Community Houses.	

Council's intended Level of Service is to:	Facilitate and lead on a Youth Action Plan that aims to enhance quality of life for children and young people in the District
Action	Cumulative progress for this period
1. To provide staff or an approved person to open and be present in the Taihape Youth zone between the hours of 3-5pm during weekdays.	
2. To encourage Youth to be involved in making submissions to Council regarding Youth Development.	
3. To meet and collaborate with Councils Strategic Advisor: Youth/Rangatahi in Taihape on a regular basis.	
4. To work with Councils Strategic Advisor: Youth/Rangatahi to explore <u>funding ideas and collaboration opportunit</u> es for youth events and programmes	

Appendix 3

Considerations and Breakdowns for the MOU Workplans of Partnering Organisations

Costings for MOU Partners

Events	5000
Placemaking	1500
Facilitate ED	4000
Support Council ED	1500
Welcome Pack	1500
Newsletter	5000
Online/Social	3000
Youth Operations	7000
Youth Support	1500
Community Needs	2500

Allocation for MOU Partners

Project Marton	30500
Bulls & District	26500
Taihape CDT	20000
Mokai Patea	8500
Total	85500

Breakdown for MOU Partners

	Events	Placemaking	Facilitate ED	Support ED	Welcome Pack	Newsletter	Online/Social	Youth Operations	Youth Support	Community Needs	TOTALS
Project Marton	2	1	1	1	1	1	1	0	1	1	\$30,500
Bulls & District CT	1	1	2	0	1	1	1	0	0	1	\$26,500
Taihape CDT	1	1	0	1	1	1	1	0	0	1	\$20,000
Mokai Patea	0	0	0	0	0	0	0	1	1	0	\$8,500

Attachment 4

Report

Subject: Legislation and Governance Update - March 2020

To: Policy/Planning Committee

From: Michael Hodder, Community & Regulatory Services Group Manager

Date: 12 March 2020

File: 3-OR-3-5

1 Taumata Arowai – the Water Services Regulator Bill

- 1.1 Council approved a submission (as a late item) at its meeting on 27 February 2020. The Heath Committee is due to report back to Parliament by 17 June 2020.

2 Māori land rating

- 2.1 Last month's report noted that on 2 February 2020 the Minister of Local Government and Māori Development announced the Government's intention, through an amendment to the Local Government (Rating) Act 2002 to reduce rating barriers for owners of Māori land wishing to use and develop their whenua. The proposal is that most Māori unused land will be made non-rateable meaning any rates arrears will be removed. In addition, a statutory rates remission process will be put in place for Maori land under development. Given the Council's policy on rates remission on Maori freehold land includes provision for land under development, it is unclear what effect the proposed legislation will have on Rangitikei.
- 2.2 The bill was introduced into Parliament on 27 February 2020. It has yet to be referred to a select committee. The provisions reflect changes in rating proposed in Te Ture Whenua Maori Bill introduced into Parliament on 14 April 2016 (which subsequently was withdrawn after consideration by Parliament's Maori Affairs Select Committee).

3 Review of the Burial and Cremation Act 1964 and related legislation

- 3.1 Consultation opened on 14 November 2019 on a range of options for modernising the legislation relating to death, burial, cremation and funerals. It excludes urupā, registration of mortuaries, burial at sea and international transportation of bodies.
- 3.2 The due date for submissions was extended to 10 April 2020. As noted last month, a commentary is being provided to the Committee's March 2020 meeting as the preliminary to preparing a submission for Council's meeting on 26 March 2020.

4 Land Transport (NZTA) Legislation Amendment Bill

- 4.1 This omnibus bill (amending the Land Transport Management Act 2003, the Land Transport Act 1998, and the Railways Act 2005) strengthens the regulatory leadership of the New Zealand Transport Agency (NZTA) by setting up a new regulatory structure, establishing the position of Director of Land Transport (who must not be the Chief Executive), centralising regulatory authority, and strengthening the NZTA's role in relation to key regulatory interventions including speed management and enforcement.
- 4.2 The bill proposes that NZTA establishes a register to record any decision 'or any other thing' done under the Act. Speed limits and designation of a cycle path are given as two instances of this. The register will be publicly searchable.
- 4.3 The bill was introduced into Parliament on 2 December 2019. It is now with the Transport and Infrastructure Committee, due to report on 24 April 2020.

5 Privacy Bill

- 5.1 This Bill is still at the Committee of the Whole House stage – the last activity being on 7 August 2019. Commentators expect that it will be passed by June 2020.

6 Health (Fluoridation of Drinking water) Amendment Bill

- 6.1 This bill, introduced on 17 November 2016, amends Part 2A of the Health Act 1956 by inserting a power for District Health Boards to make decisions and give directions about the fluoridation of local government drinking water supplies in their areas. It has been at the second reading stage since May 2017. It seems unlikely to progress.

7 Recommendation

- 7.1 That the report 'Legislation and Governance Update – March 2020' to the Policy/Planning Committee meeting on 19 March 2020 be received.

Michael Hodder
Community & Regulatory Services Group Manager

Attachment 5

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.

February 2020 Media Activity

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

- Rangitikei Bulletin – This was published in the Feilding - Rangitikei Herald and District Monitor on 5 March and covered the key decisions from the February Council meeting.
- February was again busy with notifications about water restrictions and conserving water; and communication on the new Bulls Community Centre project.
- There were 12 media articles during February:

Date	Media Channel	Article Heading and Topic
05/02/2020	District Monitor	Weather brings water restrictions
19/02/2020	Whanganui Chronicle	Curb water use, locals urged, as rain on hold
27/02/2020	District Monitor (articles)	Rain brings relief, but not enough Information items relating the implementation of water restrictions for Marton (then subsequently for Taihape) as reservoir levels were very low.
05/02/2020	District Monitor (article)	Local real estate market lively Housing in Rangitikei district has jumped by 37% in nine years. Council in 13/14 financial year had processed 13 Building consents for new homes. That has jumped to 45 in 18/19 an increase of more than 300%. There are several new subdivisions under development in the district.
07/02/2020	Wanganui Chronicle (article)	Filter tap offers water to residents Installation of the 4 stage filtering system at Marton Memorial Hall.
11/02/2020	Manawatu Standard	Fire comes close to factory
13/02/2020	District Monitor	Dry conditions boost fire risk
13/02/2020	Feilding-Rangitikei Herald (articles)	Scrub fire comes close to factory Firefighters battled to stop 80 hectares of scrub fire from destroying a Rangitikei factory north west of Bulls. The fire was behind the old Lake Alice site between Brandon Hall Road and State Highway 3.
12/02/2020	Whanganui Chronicle (public notice)	Dry spell sparks Total Fire ban for Rangitikei district The declaration of a Total fire ban is imposed on the Rangitikei district. Following of a huge vegetation fire at Santoft, west of Bulls at the weekend.
13/02/2020	Whanganui Chronicle	Rural water users warned: Plan for more dry weather

Date	Media Channel	Article Heading and Topic
	(article)	Horizons Regional Council says rural communities should prepare for further dry conditions. Some rivers and streams are close to record low levels at this time of the year and no significant rainfall is expected. Urban communities are also being asked to save water with many city or district councils imposing limits.
13/02/2020	District Monitor (article provided)	How he sees it - A word from Mayor Andy Watson
13/02/2020	Feilding-Rangitikei Herald (interview and article)	Levy plan lifts fly tipping fears A proposal to increase the amount of money Kiwis pay to the landfills could create fly tipping headaches in the provinces.

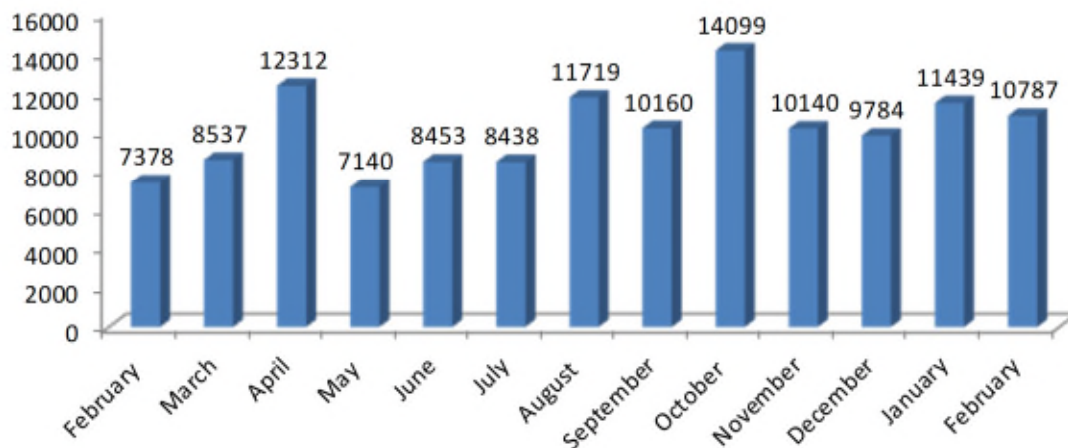
Requests under Local Government Official Information and Meetings Act (LGOIMA)

At the end of February, 8 requests have been received so far this year.

Website Statistics

Activity on Council's website for February 2019 – February 2020:

Website Visits 2019-20



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

Top Council Webpages Visited (February)

1. Library
2. Rates
3. Cemeteries
4. Rubbish & Recycling / transfer stations
5. District Plan
6. Water Supply

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

<i>Statutory Communications</i>	<i>Timeframe</i>	<i>Status</i>
No current statutory consultations underway		
<i>Proactive Communications</i>	<i>Timeframe</i>	<i>Status</i>
Ensure the Council website is the primary source of information for customers, staff and residents	Ongoing	Improvements on content and imagery continues.
Social media	Ongoing	High use of this channel to promote and publicise events, open days and ongoing promotion of council's services
<i>Project and Event Communications</i>	<i>Timeframe</i>	<i>Status</i>
Council projects - Bulls Community Centre	Ongoing	Update included in Bulls Bull-it-in in February.

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

Recommendation:

That the report 'Update on Communications Strategy' to the Policy/Planning Committee meeting on 19 March 2020 be received.

Carol Gordon
Manager – Executive Office

Attachment 6

Report

TO: Policy/Planning Committee

FROM: Nardia Gower, Strategy & Community Planning Manager

DATE: 12 March 2020

SUBJECT: Policy & Community Planning Project and Activity Report – March 2020

FILE: 1-CO-4-8

1 Background

- 1.1 This report summarises the programmes, activities and focus areas of staff within the Policy & Community Planning Team. Added commentary is provided where necessary.
- 1.2 This report also covers applications for external funding made by Council.
- 1.3 This report covers the month of February 2019.

2 Economic Development

- 2.1 The alignment of the draft Economic Development Strategy with Councils Strategic Vision is being considered by the Executive Management team.

3 Community Engagement & Development

- 3.1 The following highlights the key programmes, activities and progress of staff in this area.

Programme/Activity	Progress For This Period
Township Signage	<u>Taihape</u> Completed. <u>Mangaweka</u> Staff await the Heritage Committee to provide their chosen icon/symbol for Mangaweka. <u>Hunternville</u> Completed. <u>Marton</u> The Marton Community Committee resolved to adopt the Barley image for the township signage. The committee recommended to Council that Council approach the Project Marton Committee requesting the replacement of their heart signs with that of the district branded Township Sign. Those negotiations

Programme/Activity	Progress For This Period
	<p>are underway. To be scheduled is a meeting with the Lions club of Marton for the possible intergration or replacement of their 'Welcome to Marton' signs.</p> <p><u>Bulls</u> Staff await the design of the Bulls Signage from the Bulls Community Committee/Bulls and District Community Trust co-design; as approved by Council.</p> <p><u>Turakina</u> Completed.</p> <p><u>Koitiatia</u> Completed.</p> <p><u>Rātana</u> Completed.</p> <p><u>Whangaehu</u> A community hui was held in late October 2019 and a signage group formed with members to report back on image ideas. Ideas have been emailed between signage group. Meeting scheduled for March.</p> <p><u>Scott's Ferry</u> Completed.</p>
<p>Healthy Families Strategic Leadership Team</p> <p>Facilitator: Te Oranganui</p>	Nothing to report for this period
Programme/Activity	Upcoming
Township Signage	All township signage to be complete and installed by July 2020.
District Signage	Develop District Signage concepts to Council for comment.

4 Youth/Rangatahi Development

4.1 The following highlights the key programmes, activities and progress of staff in this area.

Programme/Activity	Progress For This Period
Youth Space - Taihape	The Lobby Taihape continues to be popular and run through the MoU agreement with Mokai Patea Services.
Youth Space - Marton	The Lobby Marton continues to be popular to be run by staff and volunteers.
Youth Council	Last year nominations were open until the end of February, with 21 applications received. For the 2020 Council, applications closed on 6 December 2019. 3 were received for 7 vacancies. This reflects the natural preoccupation with NCEA and then holidays. Applications were reopened until the end of February 2020, with an end total of 16 applications received for the 7 vacancies. The Youth Council's first meeting is scheduled for 22 March, as part of their training weekend at River Valley
Youth/TRYB Website	TRYB website. Staffing constraints have resulted in limited updating by staff, however new staff member Kelly Widdowson is trained and has scheduled an update.
Networking Meetings	Regional skills and talent hui – Palmerston North Local skills and talent hui - Whanganui
Youth Opportunities and Support	Discussions with LGNZ regarding the possibility of establishing a national platform for Youth Councils/Committees and their associated council officers to collaborate, share resources, and submit to central government on matters of interest to youth, has resulted in a discussion group established on SOLGM's list serve service for council staff working with youth. A platform for direct communication between Youth Council/Committees is still being explored. Planning is underway by Te Oranga Nui for a Rangatahi workshop day in March at Te Poho o Tuariki. Council staff provide support in registering rangatahi and are scheduled to assist on the day.
Programme/Activity	Upcoming
Youth/TRYB Website	Update and promote
Youth Council	Youth Council applications considered; interviews scheduled for every applicant, with final decision made early March.
Youth Opportunities and Support	Youth Awards 2020 open for nominations in March. Youth Awards evening to be held 14 May, during national Youth Week. Business sponsorship for each category sourced.

5 Iwi/Hapū Engagement & Development

5.1 The following highlights the key programmes, activities and progress of staff in this area.

Programme/Activity	Progress For This Period
Internal Organisation development	<p>Māori Competency Framework for internal employees and elected members is currently being developed.</p> <p>Internal processes have been finalised regarding iwi consultation processes and requirements.</p> <p>Iwi Consultation for the new Storm Water upgrades along Wellington Road.</p> <p>Ngā Puna Rau o Rangitikei hosted the Lakes380 Wānanga, demonstrations and samples were done on Lake Oporoa in Ngāti Hauiti. Mangaweka Bridge Cultural Assessment continues with Ngāti Hauiti, and both Rangitikei and Manawatū District Councils.</p> <p>Council Art Project in conjunction with our local colleges is being organised and prepared.</p> <p>Art placement in conjunction with Iwi for the Bulls Community Centre is being discussed.</p> <p>Tini Waitara (Ngā Ariki) have informed Council that they are planning to build a Papakainga in Koitiata in the near future.</p> <p>Iwi Consultation for Taihape WWTP and Lake Waipu.</p>
Oranga Marae Programme	<p>Conversations are being had with Ngā Hau e Wha to identify the development of an Urban Marae at Wilson Park, Marton. Ngā Hau e Wha are now required to do a marae development plan before we meet again in March. The full process for each Oranga Marae project takes approximately 10 – 12 months depending on the commitment level of each marae. Other marae that we are engaging with include Parewānui, Moawhango and Opaea. Not all marae in the District have chosen to engage with us for Oranga Marae.</p>

6 Policy and Bylaw Programme

6.1 The following highlights activities of staff in this area. The work programme for Policy and Bylaw 2020 is attached at **Appendix 1**.

Programme/Activity	Progress For This Period
Water Related Services Bylaw	<p>Public consultation ran throughout February and early March. A deliberations report will be prepared for the Council meeting in April.</p>

Programme/Activity	Progress For This Period
Dangerous and insanitary Buildings Policy	Staff have carried out a review of the Dangerous and Insanitary Buildings Policy, with a report included in this order paper.

7 Funding

- 7.1 An update on all funding applications is summarised in **Appendix 2**.

8 Recommendations

- 8.1 That the 'Policy & Community Planning Project and Activity Report – March 2020' to the Policy/Planning Committee on 19 March 2020 be received.

Nardia Gower

Strategy & Community Planning Manager | Kaiwhakahaere Rautaki me te Hāpori

Appendix 1

Policy Work Schedule 2020

Policy/Bylaw/Work	Responsible	Rationale	Main Legislation	Dates	Workshop/Comment
Significance and Engagement Policy	Policy	Statutory	Local Government Act 2002	2020/21	
TAB Venue Policy	Policy/Regulatory	Statutory	Gambling Act 2003	Council adopted September 2019	
Gambling Venue (Class 4) Policy	Policy/Regulatory	Statutory	Gambling Act 2003	Council adopted December 2019	
Dangerous and Insanitary Buildings Policy	Policy/Regulatory	Statutory	Building Act 2004	Report Policy Planning March 2020	Proposed consultation is for April 2 - May 4
Water Related Services Bylaw	Policy/Infrastructure	Statutory	Local Government Act 2002	Deliberations report April 2020	
Speed Limits Bylaw	Policy/Roading	Statutory	Land Transport Act 1998	Late 2020 Policy Planning	Yes - Dates TBC
Food Business Grading Bylaw	Policy/Regulatory	Statutory	Local Government Act 2002	Late 2020 Policy Planning	
Youth Strategy	Policy/Youth Advisor	Strategic Direction for Youth	N/A	Initial Staff Scoping	Yes - Dates TBC
Naming of Streets and Roads	Policy/Roading/Regulatory	Operational	Local Government Act 1974	2020 Policy Planning	Consult on names for a register
Flying Drones on Council Parks - Interim Guideline	Policy/Roading/Regulatory	Operational	Civil Aviation Authority	Late 2020	
Street Tree Policy	Policy/Parks and Reserves	Operational	N/A	Late 2020	
Local Approved Products Policy	Policy/Regulatory	Operational	Psychoactive Substances Act 2013	Early 2020 Policy Planning	

Appendix 2

Fund	Project description	How much	Desired outcomes and milestones	Lead Agency	Council role	Policy Team Role	Status	Final report due
Community Facilities Fund, Lottery	Capital contribution to the Bulls multi-purpose community centre (\$700,000 applied for)	\$500,000	To develop the centre in Bulls	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Successful - Reporting Required. Grant paid once evidence of Council having land title.	30-Jun-20
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	Successful - Reporting Required	To be advised
Freshwater Improvement Fund	Contribution to the Upgrade of the Ratana Wastewater treatment	\$875,000	To dispose of treated effluent to land rather than Lake Waipu	Horizons	Support Agency	None	Successful - Pending Works	To be advised
Lottery Heritage	Proposed new Marton Civic Centre - contribution to heritage assessment in preparing concept designs	\$ 50,000.00	Design options for Cobbler/Davenport/Abraham & Williams include assessment of heritage (external and internal)	RDC	Lead agency, fundholder	None	Successful (but a lesser amount than requested)	Following project completion
Te Uru Rākau	Marton B&C Dam Development	\$ 73,000.00	Contribution for a native planting restoration programme	RDC	Lead agency, fundholder	None	Successful - Pending Works	To be advised
Whanganui Community Foundation	Swim 4 All Programme	\$5,000 requested \$10,000	Contribution to schools transport costs	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Successful	To be advised

Final reports completed:								
	JBS Dudding Trust	Capital contribution to the Bulls multi-purpose community centre Contribution towards community libraries	\$199,000	To develop the centre in Bulls + ongoing support to libraries	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful
	Lottery Community Fund	Samoan community development programme in Marton/Bulls	90,000 (\$30,000 per annum for three years)	To implement Council's youth development proposals	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful
	DIA Ethnic Community Development Fund	Samoan community development programme in Marton/Bulls	\$15,556	To implement Council's youth development proposals	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful
	Local Government Youth Project Fund	Youth development programme in the District	\$30,000	Funding for activities for a Youth Café	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful
	Rotary Taihape	Youth development programme in the District	\$750	Funding for school holiday programme - Taihape	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Final report completed
	Rotary Marton	Youth development programme in the District	\$750	Funding for school holiday programme - Marton	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Final report completed
PPL 13 April 2017	Marton Christian Welfare	Refreshing the Marton Youth Zone	\$450	To implement Council's youth development proposals	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Receipted
2016/17 Annual Plan	The Working Together More Fund	Youth development programme in the District	tbc	To implement Council's youth development proposals	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Closed April 2017; did not apply
	KiwiSport	Swim 4 All	\$10,000	Swimming lessons for Primary School aged children in the Rangitikei District	RDC	Lead agency, fund holder	Prepared application, holds funds, manages project, reports back to funder	Report completed May 2017

	Whanganui DHB, Whanganui RHN, Work and Income, Pasific Health Trust, Creative Communities NZ	Samoan Independence Day	\$918	Delivery of Samoan Independence Day	Samoan Community Support Committee	Fundholder	Prepared application, holds funds, reports back to funder	Completed
	COGS	Swim-4-All 2016/17	\$5,000	For the swim programme in the coming season	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Completed
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	Reporting completed
	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	Reporting completed
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	Reporting completed
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.	Reporting completed
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.	Reporting completed
LTP	Significant Projects Fund	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	Unsuccessful
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	Unsuccessful

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/ Horowhenua DC	Joint lead agency	Supported the preparation of the application, joint reporting, support for implementation	Unsuccessful
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	Unsuccessful
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	Unsuccessful
LTP	Lotteries Significant Projects Fund	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	Unsuccessful
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	Unsuccessful
PPL 9 Feb 2017	Three 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.	Completed
18/PPL/011	Lotteries Environment and Heritage	To undertake a feasibility study for the Marton Heritage Precinct.	\$235,000	Heritage assessments and structural assessments for buildings in the Marton CBD.	RDC	Lead agency, fundholder	Project management.	Unsuccessful
18/PPL/023	Four Regions Trust (formerly Powerco Trust)	Les Vincent - Memoir	\$8,000	Funding to cover publishing cost of Les Vincent's memoirs	RDC	Lead agency	Prepared application	Unsuccessful
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	Completed

18/PPL/044	Wanganui Community Foundation	Printing of Les Vincen'ts memoirs	\$8,000	Funding to cover publishing cost of Les Vincent's memoirs	RDC	Lead	Prepared application	Completed
Staff	Ministry for Youth Development	Youth Mentoring Programme	\$99,500	To help Council facilitate a youth mentoring programme within the district; training youth on one to one interactions.	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful
Staff	Ministry for Youth Development	Youth Social Enterprose	\$14,320	To facilitate and provide resources to help youth fundraise for community projects.	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful
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.	Completed
17/PPL/044	COGS	Swim-4-All 2017/18 (\$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	Completed
17/PPL/077	Community initiatives fund	Rangitikei Heritage for the publication of an historical memoir	\$2,000	Publishing memoir of Les Vincent	RDC	Lead	Prepared application, holds funds, manages project, reports back to funder	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	Successful
LTP	Provincial Growth Fund	Marton Heritage Precinct	\$235,000	Heritage assessments and structural assessments for buildings in the Marton CBD.	RDC	Lead agency, fundholder	Support	Unsuccessful
18/RDC/351	Kiwi Sport	Swim 4 All	\$ 7,051.00	To run the Swim 4 All programme.	RDC	Lead agency, fundholder	Contributed to application, holds funds, manages project, reports back to funder.	Successful

18/RDC/281	Pub Charity	Marton Skatepark Extension	\$ 80,000.00	To contribute to the cost of construction of the Marton Skatepark extension	RDC	Fundholder	Prepared application, holds funds, manages project, reports back to funder	Successful
LTP	Whanganui Community Foundation	Capital contribution to the Bulls multi-purpose community centre	\$300,000	To contribute to the costs of construction for the Bulls community centre.	RDC	Lead agency, fundholder	Co-prepared application, present to decision makers, reports back to funder	Successful
19/PPL/012	Ara Taiohi	Youth Week Grant	\$500 (\$1000 requested)	Ngitiwai Youth Awards 2019	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Completed
19/PPL/012	Ministry of Youth Development	Youth Development Funding Stream	tbc	tbc	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful
Annual Plan 2019/2020	Tourism Infrastructure Fund	Two Public Toilets for Martons two park developments	\$270,000	2x 24/7 Dual Bay Kitset Public Toilets in Marton	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful
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	Completed
18/RDC/351	Wanganui Community Foundation (Quick Response Grant)	Swim 4 All	\$5000 (\$7051 requested)	To run the Swim 4 All programme.	RDC	Lead agency, fundholder	Contributed to application, holds funds, manages project, reports back to funder.	Completed
Annual Plan 2019/2020	Tourism Infrastructure Fund	Two Public Toilets for Martons two park developments	\$ 270,000.00	2x 24/7 Dual Bay Kitset Public Toilets in Marton	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful
19/PPL/100	Kiwi Sport	Swim 4 All Programme	\$8000	Contribution to schools transport costs	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Unsuccessful

2018-28 Long Term Plan	Tourism Infrastructure Fund	Ablution and toilet facilities at Santoft Domain	tbc	To contribute to community-led upgrade: facilities for users of the Domain, both locals and people from Te Araroa Walkway	RDC	Fundholder	Prepared application, holds funds, manages project, reports back to funder	Declined
19/PPL/100	Kiwi Sport	Swim 4 All Programme	\$8000	Contribution to schools transport costs	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Declined

Attachment 7

COMMUNITY LEADERSHIP GROUP OF ACTIVITIES 2019/20						Feb-20
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	Pools in progress	Scope redefined in conjunction with peer review. Discussions with Manawatu District Council on a shared service option		43831	Report to Council 26 March 2020
		Not yet started				To be clarified, given mirrored contract with Manawatu District Council
	Respond to climate change by continuing to maintain and upgrade its infrastructure.	Ongoing				Collaboration with other councils in the Horizons region on the vulnerability assessment project
Elections	Prepare the pre-election report (for the 2019 election)	Completed.				Not applicable
	Conduct the 2019 elections		Election was held, very successfully. Induction programme was undertaken, new Council, Community Boards and Committees are now in place.			
		Completed.				Election process completed.
Council	Induction of Council, Community Boards/Committees for the 2019-21 triennium	Training, tours, inaugural meetings organised. Strategic thinking from November reviewed and extended by Executive Leadership Team and validated at workshop, 30 January 2020	Chair training for Community Boards, Community Committees and Reserve Committees also attended by some elected members			
	Prepare the Local Governance Statement and update the Elected Members' Handbook	In preparation				Report to Council, 26 March 2020
	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. Focus on ensuring recommendations (other than simply receipt) contain rationale.
		Pending	None			Determine work programme (for consideration at Audit/Risk June 2020 meeting)
	Internal Audit programme		Participation in LG CouncilIMARK programme - assessor visit in June 2020			
	Draft submissions to government proposals and plans	As required	Submission on National Policy Statement on Indigenous Biodiversity and Taumata Arowai (The Water Services Regulator) Bill			Local Government (Rating of Whenua Maori) Amendment Bill
Iwi Liaison	Te Rōpū Ahi Kā strategic plan – implementing actions	In preparation	MoU: Tūtohunga has been signed			Workshop with Te Rōpū Ahi Kā on implementing actions to be scheduled
	Confirming Te Rōpū Ahi Kā membership for the 2019-21 triennium	In preparation	Members informed of the process and requirement.			2 members remaining to provide confirmation
	Meet with representatives from the Kauangaroa Marae to discuss helping support the relocation of the Marae		Discussions around suitable land have taken place within the hapū setting			Hapū and Council to meet and discuss options.
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	Currently being consulted on	Adopted by Council for Public Consultation		2020	Deliberations and final adoption in April
TRAK	Te Roopu Ahi Kaa Strategic Plan - review		Internal review, and a position from TRAK is pending and with the appropriate reporting completed. MoU: Tūtohunga has been signed			Workshop with Te Rōpū Ahi Kā on implementing actions to be scheduled
Policy on Council's relationships with community organisations in the District			No progress to report.			Reassessment of need
Policy, Bylaw & Strategy Review/Development	Programme/Activity	Status	Progress for this reporting period	Start Date	Completion Date	Planned for the next two months
	Heritage Strategy		No progress to report.			No work scheduled during this period.
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 2020			Scope in progress			Undertake Annual Residents Survey 2020
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						Feb-20
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					Bi-monthly catch-up with the township coordinators
	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)	Background information being gathered	Nothing to update			Schedule meetings with key stakeholders
	Investigate funding assistance for the new Hunterville St John Operational building					
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.
	Implementation of Economic Development Strategy		Revised strategy (in line with the Council's overall strategic vision) reviewed and accepted by Executive Leadership Team			Develop action plan (and means of delivery) for 2020/21 (Annual Plan)
Youth Development	Youth Committee and networking meetings		Youth Council applications closed. Not as much uptake as last time due to early closing. (Last round closed in February 2019) Reopened Youth Council Applications. Second round closed on February 29 with 14			Appoint Youth Council Members for 2020, undertake training weekend and create workplan.
	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 in the District	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 proceed following workshop with Natalie Palmer (Hamilton, ex Waipa)
	Place-making support in Marton, Bulls, Taihape, Turakina, Hunterville		Marton - Interest has been shown in a placemaking initiative on the former Elim Church site known as The Village Green. This has gained approval by the Marton Community Committee and Elected Members. A formal application to the Chief Executive is yet to be received. Hunterville - Interest has been received in a placemaking initiative on the former Forestation Site adjacent to the Town Hall. This is yet to go before the Hunterville Community Committee for comment.			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. Gumbboot Day. Workshop on Grants process was held with elected members. Resolved for Community Assessors to make decision on applications and funding allocations and for SmartyGrants to be used for the administration process. MoU Partners reported to Policy/Planning on years progress against workplan. Events Sponsorship Scheme opened February			Event sponsorship scheme to close and decision meeting held in April. Up skill staff on Smarty Grants, training assessors and advertise successful applicants
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. We received some great feedback from part pants in our Summer Reading Programme which will help to ensure the programme continues to run and meet the needs of the children participating.			

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.			Improvements and enhancements are being continually made to our website.
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 have engaged with senior community housing tenants to assess who would like a support service.			Finalise senior community housing tenants 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. Youth Council application process extend to end of February 2020. 16 applications received for 7 spaces on Youth Council			Select Youth Council members. Support Youth Council 2020 including training weekend in March. Open Youth Award 2020 Nominations in March with evening event to coincide with NZ Youth Week 9 - 17 May 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. Application to Kiwi Sport was declined. Application to Whanganui Community Foundation -received \$5000 of the \$10000 requested.			Continue to seek funding to support programme. Receive accountability and receipts for schools, subsidise transport costs.
	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			Inform Governance Group of new appointment 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 on Grants process was held with elected members. Resolved for Community Assessors to make decision on applications and funding allocations and for SmartyGrants to be used for the administration process. Events Sponsorship Scheme opened			Event sponsorship scheme to close and decision meeting held in April. Up skill staff on Smarty Grants, training assessors and advertise successful applicants
	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						Feb-20
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		60 inspections done for this financial year (154/207 assessments now done)			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 Go shift 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	178 BC granted, 94.38 % completed on time, value of work is \$16,145,084	22 BC granted, 100% completed on time, value of work is \$343,735			2 relocated houses valued at \$42,000. All the rest of the work was house alterations /additions /fires and pole sheds etc.
	Code of Compliance Certificates, Notices to Fix and infringements issued.	185 CCC issued, 98% on time, 0 NTF issued, no infringements issued	13 CCC issued, 100% on time, 0 NTF issued, no infringements issued			
Resource Consents	Report on:	20 Land Use RC granted, 75% on time, 10 Permitted Boundary RC granted , 3	0 Land Use RC granted, 100% on time, 2 Permitted Boundary RC granted			
	a) number of land use consents issued and timeliness	Compliance certificates issued 66.667% on time	5 Subdivision RC granted,80% on time			
	b) subdivision consents and timeliness	30 Subdivision RC granted, 50% on time	0 s223 and 0s224 certificates granted			
	c) section 223 and 224 certification and timeliness,	9 s223 and 10 s224 certificates granted	0 Abatement & 0 Infringement			
Dog Control	d) abatement and infringements issued.					
	Report on dog registrations current and unregistered, dogs impounded, dogs destroyed and infringements issued.	5043 registered, 25 Unregistered, 22 Impounded, 1 Infringement, 2 Deceased	5043 Registered, 25 Unregistered, 12 Infringements, 75 Impounded, 55 Deceased			
Bylaw enforcement	Enforcement action taken		none			
	Report on number and type of licences issued	1 TA, 2 New Managers, 5 Manager Renewals, 3 Specials	5 Temporary Authorities, 21 Specials, 3 New On Licence, 1 Renewal On Licence, 22 Manager Renewals, 11 New Managers, 2 Club renewals			
Building Warrant of Fitness renewals	Report on overdue BWOF, audits, Notices to Fix and infringements issued.	11 Renewals, 5 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	0 done this month			