



Rangitikei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 9 July 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 Waru Panapa
- Cr Dave Wilson
- His Worship the Mayor, Andy Watson
- Mr Chris Shenton (Te Roopu Ahi Kaa representative)

In attendance:

- Mr Peter Beggs, Chief Executive
- Mr Michael Hodder, Community & Regulatory Services Group Manager
- Ms Carol Gordon, Manager – Executive Office
- Mr Arno Benadie, Principal Advisor – Infrastructure
- Ms Nardia Gower, Strategy and Community Planning Manager
- Mr George Forster, Policy Advisor
- Ms Bonnie Clayton, Governance Administrator

Tabled Items:

- Item 7** Chair’s report
- Item 14** Appendix to Mokai Patea Services Quarterly Report
- Item 14** Project Marton Quarterly Report
- Item 15** ‘Just up the Road’
- Item 15** Outcome from Business Survey for Marton Township Signs

1 Welcome

The Chair opened the meeting at 1.05pm

2 Public Forum

Nil

3 Apologies/Leave of Absence

Nil

Cr Dalgety, Cr Ash and the Chief Executive informed they may need to leave early due to other meeting commitments.

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. Three members (Cr Ash, Cr Duncan, and Cr Hiroa) have a potential conflict because of their association with one of the MoU partnering organisations.

5 Confirmation of order of business

There were no changes to the order of business.

6 Confirmation of minutes

Resolved minute number	20/PPL/026	File Ref	3-CT-13-2
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That the Minutes of the 'Policy/Planning Committee' meeting held on 19 March 2020 without amendment be taken as read and verified as an accurate and correct record of the meeting.

His Worship the Mayor/Cr Duncan. Carried

7 Chair's Report

Cr Gordon took his tabled report as read and reflected on the past few months of changes that have happened with COVID-19, specifically requiring permission to hold meetings electronically. Cr Gordon queried what policies and bylaws are in place should a similar event happen in future.

Cr Belsham noted that due to the risks involved, this would be a discussion for the Audit/Risk Committee.

Resolved minute number **20/PPL/027** **File Ref** **3-CT-15-1**

That the tabled 'Chair's Report' to the Policy/Planning Committee meeting on 9 July 2020 be received.

Cr Gordon/Cr Belsham. Carried

8 Review of Parks Upgrades Partnership policy

Mr Hodder presented the Review of Parks Upgrades Partnership policy to the Committee, noting options to consider in the review, such as costs to Council with ongoing maintenance to upgraded parks.

His Worship the Mayor suggested including the option of holding the Parks Upgrade Partnership policy at set times within the year, similar to Councils grants schemes rounds.

Committee members are to provide feedback to Mr Hodder to report back to the Assets/Infrastructure Committee.

Undertaking	Subject
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Staff to include the option of having rounds, similar to Councils current grants schemes, in the report on the Parks Upgrades Partnership policy, to be reported back to a subsequent Assets/Infrastructure Committee meeting.	
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Resolved minute number **20/PPL/028** **File Ref**

That the presentation of 'Review of Parks Upgrade Partnership policy' be received.

Cr Duncan/Cr Hiroa. Carried

9 Rates remission policy for incentivising residential development – clarification in terms of operational procedure

Mr Hodder spoke to the memorandum.

Resolved minute number **20/PPL/029** **File Ref** **3-PY-1-18**

That the memorandum 'Rates remission policy for incentivising residential development – clarification in terms of operational procedure' to the 9 July 2020 Policy/Planning Committee meeting be received.

Cr Belsham/Cr Panapa. Carried

Resolved minute number **20/PPL/030** **File Ref**

That the Policy/Planning Committee approve as amended (“Section 4, final sentence - The remission available for new or relocated homes will apply after that year, if eligible.”) the proposed alternative wording of the Rates remission policy for incentivising residential development which preserves the intent of the policy and enables it to be wholly administered within the Council’s rating system.

His Worship the Mayor/Cr Hiroa. Carried

10 Council’s process for contracted Minor Works

Mr Forster took the memorandum as read and briefed Committee members on the background of the memorandum, specifically noting Minor work is the job, not the monetary value.

Committee members agreed that, due to health and safety risks, all contractors undertaking work on Council sites must be pre-approved, irrespective of the scale of work being undertaken.

Resolved minute number **20/PPL/031** **File Ref** **3-PY-1-7; 5-HR-8-4**

That the memorandum ‘Council’s process for [contracted] Minor Works’ to the 9 July 2020 Policy/Planning Committee be received.

Cr Wilson/Cr Hiroa. Carried

Resolved minute number **20/PPL/032** **File Ref**

That the Policy/Planning Committee endorses Council’s policy of requiring all contractors undertaking work on Council sites to be pre-approved under the Health & Safety at Work Act 2016, irrespective of the scale of the work being undertaken.

Cr Wilson/Cr Gordon. Carried

11 Sport Whanganui Event Sponsorship

The Committee noted the commentary in the agenda.

Through the Event Sponsorship Round 2 2019-2020, assessed on 15 April 2020, Sport Whanganui was granted \$1580.45 for the Rangitikei Tough Kid event. Subsequent to COVID-19 this event have not been able to obtain a business sponsor as done in previous years. As such, a business sponsor would cover the cost of timing bibs, timing chips and the timing team to a total budget of \$5365.70. In order to still hold the event Sport Whanganui plan to run the event without the timing component. However, this results in

Council being the primary sponsor and the funding more than 50% of eligible funds, as per the funding criteria.

The Committee agreed to fund the event, excluding the beverage costs and requested that Elected Members be advised of the event date.

Undertaking**Subject**

Staff to email Elected Members the date of the Rangitikei Tough Kid event.

Resolved minute number**20/PPL/033****File Ref**

That the Policy/Planning Committee agree to Sport Whanganui using the previously approved Event Sponsorship Grant of Round 2 of 2019/2020 worth \$1550.00 excluding the beverage costs, with consideration given to the new budget and lack of other sponsorship due to COVID-19 economic hardship.

Cr Belsham/Cr Dalgety. Carried

12 Legislation and Governance update - July 2020

Mr Hodder took his report as read, updating members that with changes to the Privacy Act – a workshop to review our systems will be required.

His Worship the Mayor advised the Potable Water briefing is 30 July 2020, with reporting to go to Council.

Cr Hiroa left 2.33pm-2.35pm.

Resolved minute number**20/PPL/034****File Ref****3-OR-3-5**

That the report 'Legislation and Governance Update – July 2020' to the Policy/Planning Committee meeting on 9 July 2020 be received.

Cr Gordon/Mr Shenton. Carried

13 Update on Communications Strategy

Ms Gordon took her report as read, highlighting the following:

- No actions are included in the update, as a new strategy is being worked on and will be reported to the Committee when completed.
- Have commissioned the artist who designed the Hunterville township map to do key townships in the district and the goal is to have a district map in future. Business information will be revised annually.
- As at 9 July 2020, 322 residents have participated in the Annual Residents Survey.

Resolved minute number **20/PPL/035** **File Ref** **3-CT-15-1**

That the report 'Update on Communications Strategy' Policy/Planning Committee meeting on 9 July 2020 be received.

Cr Duncan/Cr Panapa. Carried

14 Quarterly Report from MoU Partner Organisations for February - April 2020

Ms Gower took the memorandum and tabled documents as read. She highlighted that the deliverable for the previous quarter are different due to COVID-19 and the standing report will be built on each quarter (different colours), where reporting will be easily identified at the end of each year. She will reinstate regular joint meetings of all the co-ordinators.

The Committee queried the gender balance at the Taihape Lobby. Ms Gower explained that the Rangitikei Youth Council identified activities at both Lobbies are male centric and have taken on the feedback for a need for gender neutral activities.

His Worship the Mayor requested that Welcome Packs include a joint letter signed from both the Mayor and Chief Executive, including an introduction to the local ward councillors.

Councillor Ash, Councillor Duncan and Councillor Hiroa declared conflicts of interest and perceived conflicts.

Undertaking Subject

Staff to liaise and organise a joint letter from the Mayor's Office, signed from both His Worship the Mayor and Chief Executive in Welcome Packs.

Resolved minute number **20/PPL/036** **File Ref** **4-EN-10-2**

That the memorandum 'Quarterly Report from MoU Partner Organisations for February - April 2020' to the 9 July 2020 meeting of the Policy Planning Committee be received.

Cr Belsham/Cr Dunn. Carried

Meeting adjourned 2.58pm-3.17pm.
Cr Dunn left 3.17pm-3.17pm.
His Worship the Mayor left 3.17pm-3.18pm.

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

Ms Gower took the report as read and provided the following updates:

- New fixed term staff members Candice Prideaux and Jen Britton have joined the Strategy and Community Planning team to assist with Economic Development.
- Along with 23 other Councils, Rangitikei District Council has been confirmed to receive further funding for Mahi Tahi for the next 12 months.
- The Shop Local video has seen over 100 shares in under 24 hours and 30 new members to the Facebook page.
- Promotional video “Just up the Road” presented to the Committee is to target local tourists from Manawatu and Wellington to explore the Rangitikei.
- Marton businesses have been surveyed in regards to icons for the Marton Town Signage, this will be reported to Council along with recommendations.

Resolved minute number **20/PPL/037** **File Ref** **1-CO-4-8**

That the ‘Policy & Community Planning Project and Activity Report March – June 2020’ to the Policy/Planning Committee on 9 July 2020 be received.

Cr Ash/Cr Belsham. Carried

16 Activity Management

Ms Gower took the report as read.

His Worship the Mayor noted he is often contacted regarding cats that have been dumped rurally and what can Council do to assist.

Mr Cullis advised that Council has no powers to euthanise cats, as well as no powers to impound / hold on to a cat.

It was noted that Environmental and Regulatory Service report incorrectly refers to the trial period of 4 weeks to euthanise cats, this should be desexing (for which there was no uptake)

Cr Dalgety left 3.49pm.

Cr Ash left 3.54pm.

Undertaking **Subject**

Staff to amend the Environmental and Regulatory Services report to state “Trial period of four weeks (up to \$1,600) covering the full cost of desexing cats trapped in Council traps”

Resolved minute number **20/PPL/038** **File Ref** **5-EX-3-2**

That the report 'Activity Management' to the 9 July 2020 Policy/Planning Committee be received.

Cr Ash/Cr Panapa. Carried

17 Late items

Nil

18 Future items for the agenda

Effectiveness of the Traffic and Parking By-law

19 Next meeting

Thursday 6 August 2020, 1.00pm

Cr Hiroa advised the Committee of her absence for the August meeting.

20 Meeting closed

4.05pm

Confirmed/Chair: _____

Date: