

**POLICY/PLANNING
COMMITTEE MEETING**

ORDER PAPER

Thursday, 10 September 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 10 September 2020 – 1:00 pm

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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 6 August 2020 are attached.

File ref: 3-CT-13-2

Recommendation:

That the Minutes of the 'Policy/Planning Committee' meeting held on 6 August 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 10 September 2020 be received.

8 Councils responses to queries at previous meetings not elsewhere on the agenda

Draft policy on new Council builds

An update will be provided at the meeting.

9 Comment on fragility of water district wide

An update will be provided at the meeting.

10 Proposed amendment to the Control of Dogs Bylaw 2016

A report is attached.

File ref: 1-DB-1-8

Recommendations:

- 1 That the report 'Proposed amendment to the Control of Dogs Bylaw 2016 to the 10 September 2020 Policy/Planning Committee be received.
- 2 That the Policy/Planning Committee recommend to Council that the proposed amendment to the Control of Dogs Bylaw 2016 be adopted for public consultation.

11 Significance and engagement policy – review

A revised, marked-up draft is attached for consideration. The suggested changes reflect the Iwi Participation Arrangements introduced to the Resource Management Act in 2017 to assist tangata whenua and local authorities to discuss, agree and record how they will work together under that Act, the altered emphasis of the Local Government Act 2002, and the increased focus on addressing effects of climate change.

File: 3-PY-1-22

Recommendations:

- 1 That the revised draft 'Significance and engagement policy' provided to the 10 September 2020 meeting of the Policy/Planning Committee be received.
- 2 That the Policy/Planning Committee recommend to Council that it approved public consultation on the revised draft Significance and engagement policy [as amended/without amended].

12 Traffic and Parking Bylaw

Effective enforcement of this bylaw and an alternative approach are under consideration.

An update will be provided to the meeting.

13 Positive aging strategy – assessment of opportunities

To be tabled at the meeting.

14 Legislation and Governance update – September 2020

The Government's intention was that Parliament would rise on 6 August 2020 and be dissolved on 12 August 2020. However, with the return to increased alert levels for Covid-19, Parliament resumed on 18 August 2020 and will now be dissolved on 6 September. The election is being held on 17 October 2020.

To date, the extended Parliamentary session has seen minimal progress with the legislative programme. In particular, the Water Services Bill has yet to be referred to a Select Committee (with a call for submissions) and the Local Government (Rating of Whenua Maori) Amendment Bill is still at the second reading stage.

The recent major change in the local government sector has been in the three waters, previously reported in detail to Council. All territorial authorities signed the Memorandum of Understanding before the deadline of 31 August 2020: this allows access to the stimulus funding package and commits councils to engage in discussion with the Government about the reforms and to provide information about their three waters assets.

The projected relaxation of building consent rules came into effect on 31 August 2020. The new exemptions cover single-story detached buildings up to 30 m², including sleep-outs, shed and greenhouses, as well as carports, awnings and outdoor fireplaces.

File: 3-OR-3-5

Recommendation:

That the 'Legislation and Governance Update – September 2020' to the Policy/Planning Committee meeting on 10 September 2020 be received.

15 Update on Communications Activities – September 2020

A report is attached.

File: 3-CT-15-1

Recommendation:

That the report 'Update on Communications Activities – September 2020' to the Policy/Planning Committee meeting on 10 September 2020 be received.

16 Policy & Community Planning Project and Activity Report – August 2020

A report is attached.

File ref: 1-CO-4-8

Recommendation:

That the 'Policy & Community Planning Project and Activity Report - August 2020' to the Policy/Planning Committee on 10 September 2020 be received.

17 Activity Management

A report is attached.

File: 5-EX-3-2

Recommendation:

That the report 'Activity Management' to the 10 September 2020 Policy/Planning Committee be received.

18 Late items

As agreed in Item 5.

19 Future items for the agenda

Feral, Wild and Stray Cats

20 Next meeting

Thursday 8 October 2020, 1.00pm

21 Meeting closed

Attachment 1



Rangitikei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 6 August 2020 – 1:00 p.m.

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Present:

- Cr Angus Gordon
- Cr Fiona Dalgety
- Cr Gill Duncan
- Cr Jane Dunn
- Cr Richard Lambert
- Cr Waru Panapa
- His Worship the Mayor, Andy Watson

In attendance:

- Mr Peter Beggs, Chief Executive
- Mr Michael Hodder, Community & Regulatory Services Group Manager
- Ms Carol Gordon, Manager – Executive Office
- 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 11** – Activity Management

1 Welcome

The Chair welcomed everyone to the meeting at 1.05pm

2 Public Forum

Nil

3 Apologies/Leave of Absence

That the apology for absence of Councillor Hiroa, Councillor Belsham, Councillor Wilson and Mr Chris Shenton be received.

Cr Dunn/Cr Panapa. 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.

5 Confirmation of order of business

The order of business was confirmed. There were no late items.

6 Confirmation of minutes

Resolved minute number	20/PPL/039	File Ref	3-CT-13-2
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That the Minutes of the 'Policy/Planning Committee' meeting held on 9 July 2020 without amendment be taken as read and verified as an accurate and correct record of the meeting.

His Worship the Mayor/Cr Lambert. Carried

7 Chair's Report

Cr Gordon spoke to his tabled report, noting whether a contingency plan for the District's water supplies was needed, specifically the smaller communities.

Resolved minute number	20/PPL/040	File Ref	3-CT-15-1
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That the tabled 'Chair's Report' to the Policy/Planning Committee meeting on 6 August 2020 be received.

Cr Gordon/Cr Dalgety. Carried

8 Legislation and Governance update – August 2020

Mr Hodder spoke to the report, noting changes including reform of the Resource Management Act and the Water Services Bill – which will be the basis used for enhancing regulation for drinking water.

Mr Beggs updated the Committee of the Three Waters activities earlier in the week which Mayors, Elected Members, Iwi, Chief Executives and senior staff from across the lower North Island attended.

- \$762 million dollars is available from the government for councils across the country, for the three waters, with \$30 million dollars targeted at marae and papakainga.
- Rangitikei District Council, on signing of the non-binding MoU for tranche 1, will receive \$2.41 million dollars, to be allocated to drinking water and wastewater. The first MoU will expire 30 June 2021. The funds must be spent by 2022.
- \$2.41 million dollars has also been designated to the region which includes the following Councils – Ruapehu, Rangitikei, Manawatu, Tararua, Horizons, Palmerston North and Horowhenua.
- Elected Members from the region are meeting 13 August, where further discussion around the regional allocation will happen.
- Simpson Grierson has provided a legal opinion to the sector clarifying the non-binding nature of the MoU and that public consultation is not necessary.
- Once Council has comment from Iwi (through an additional meeting of Te Rōpu Ahi Kā) the MoU will go to an additional Audit/Risk Committee meeting to consider.

Resolved minute number **20/PPL/041** **File Ref** **3-OR-3-5**

That the report 'Legislation and Governance Update – August 2020' to the Policy/Planning Committee meeting on 6 August 2020 be received.

Cr Dunn/Cr Lambert. Carried

9 Update on Communications Strategy

Ms Gordon spoke to the report, providing the following highlights:

- Website visits are high, the top two trends include libraries and rates information.
- Requests under the Local Government Official Information and Meetings Act, are simply operational, can include items of the requests in future reporting.
- The community newsletter is near completion, this will go to Councillors to provide feedback, information and then out to each household.

Resolved minute number **20/PPL/042** **File Ref** **3-CT-15-1**

That the report 'Update on Communications Strategy' Policy/Planning Committee meeting on 6 August 2020 be received.

Cr Duncan/Cr Dalgety. Carried

10 Policy & Community Planning Project and Activity Report – July 2020

Ms Gower took her report as read, and briefed on the following:

- CEDAs survey “Understanding the Impact of Covid-19 on our Business Community” had a response of 20.4% from Rangitikei.
- There have been 43 work placements under Mahi Tahi as at 29 July 2020.
- Councils Graphic Designer has drafted an image for the Marton Town Signage, this has gone to Iwi to review.
- Currently working on the Maori Responsiveness Framework to be put to Te Rōpu Ahi Kā, before going to Council.
- Youth Awards to be held 27 August 2020, Ms Widdowson has been actively requesting nominations.

Resolved minute number3

20/PPL/043

File Ref

1-CO-4-8

That the ‘Policy & Community Planning Project and Activity Report March – July 2020’ to the Policy/Planning Committee on 6 August 2020 be received.

Cr Gordon/Cr Panapa. Carried

11 Activity Management

Mr Hodder briefed Elected Members on the tabled document, noting that the Long Term Plan is front of mind over the coming months.

It was agreed that the Activity Management reporting continue as it is a valuable part of reporting.

Cr Dalgety queried in the instance of Emergency Management, who is in charge and how do communities know what to do other than calling Council.

Elected Members were advised that Council have one staff member responsible for Emergency Management, and see value in the staff member attending or a report to go to the Community Committees and Ratana Community Board meetings, noting that Taihape has a Civil Defence Community Response Plan in place.

The Committee discussed whether there was a policy in place to restrict how many dogs someone can own. Staff advised there is a bylaw in place but this does not restrict how many dogs can be owned. However, where a dog or dogs on any property has become or is likely to become a nuisance or injurious to health, the bylaw provides that an abatement notice will be issued to the owner at the discretion of a dog control officer or dog ranger. This notice may require the owner to reduce the number of dogs living on the property.

His Worship the Mayor left 2.16pm-2.16pm.

Undertaking

Subject

That Paul Chaffe, staff member responsible for Emergency Management, attend or provide a report on the Civil Defence Community Response Plans to each Community Committee and the Ratana Community Board.

Undertaking

Subject

Staff to provide feedback on the request to amend the Control of Dogs Bylaw which would limit the number of dogs an owner could have.

Resolved minute number

20/PPL/044

File Ref

5-EX-3-2

That the report 'Activity Management' to the 6 August 2020 Policy/Planning Committee be received.

Cr Dalgety/Cr Lambert. Carried

12 Late items

Nil

13 Future items for the agenda

Effectiveness of the Traffic and Parking By-Law

Dogs – policy on being able to restrict numbers

Comment on fragility of water district wide

14 Next meeting

Thursday 10 September 2020, 1.00 pm

15 Meeting closed

2.22pm

Confirmed/Chair: _____

Date:

Unconfirmed

Attachment 2

Report

Subject: **Proposed amendment to the Control of Dogs Bylaw 2016**

To: Policy/Planning

From: George Forster

Date: 20 August 2020

File Ref: 1-DB-1-8

1 Executive Summary

- 1.1 The purpose of this report is for the Policy/Planning Committee to recommend that Council approve the proposed amendment on limiting the number of dogs that can be held on one property in residential areas, to the Control of Dogs Bylaw 2016 (the Bylaw) for public consultation.
- 1.2 At its 6 August 2020 meeting, the Policy/Planning Committee asked how Council could deal with nine barking dogs at a residential address.
- 1.3 Under the current Bylaw there is no provision restricting the number of dogs that may be held on any one property, both residential and rural. The issue this creates is that it allows occupiers of a property to have a large number of dogs. This has a greater impact on residential areas given much smaller sections and more things happening in close proximity to cause dogs to bark or be a nuisance.
- 1.4 The proposed amendment to be included as a new section in the Bylaw is:
- *No occupier/s of any property in an residential area (as per Councils District Plan) shall allow or cause to remain or keep on the property, more than two (2) dogs, over the age of three months (whether or not such dogs are registered) unless the occupier has obtained an exemption licence from Council.*
 - *A multi-dog permit and fee may be issued upon or subject to such terms, conditions or restrictions as Council may consider necessary and any breach of such terms, conditions or restrictions shall result in revocation of the licence.*
 - *Any person requesting to allow or cause to remain or to keep more than two (2) dogs on any premises as provided in the Bylaw shall apply in writing to Council in such form as may be required by Council for a multi-dog permit.*

2 Context

- 2.1 Allowing for any number of dogs on a property could easily create a nuisance for neighbours therefore the proposed restriction to a maximum of two dogs in residential

areas would reduce the possibility of this. Allowing for more dogs under the age of three months means the Bylaw takes into consideration those in residential areas could still breed and house a litter.

- 2.2 Part 19 of the current Bylaw provides Council with the following provisions for when dogs become a nuisance.

Part 19. Abatement of Nuisance

Where a dog or dogs on any property has become or is likely to become a nuisance or injurious to health, a notice will be issued to the owner at the discretion of a dog control officer or dog ranger.

The notice will request the owner within a specific timeframe to complete reasonable action to minimise or remove said nuisance or injury to health and can include the following:

- a) reducing the number of dogs living on the property*
- b) repairing kennel so that it meets Council's minimum standard of accommodation*
- c) constructing a new kennel so that it meets Council's minimum standard of accommodation*

- 2.3 Councils Animal Control Team have provided feedback that they would welcome a change to the Bylaw which would limit the number of dogs kept at a residential address.

- 2.4 Staff have run a report on the number of residential properties that have three or more dogs listed there, with the results showing 111 properties. It is worth noting there may be more than this due to some dogs not being registered. There is also a chance, but less likely, that there are fewer with dogs that are deceased and Council not being notified or they have been moved on.

- 2.5 A scan of other territorial authorities around the country was conducted, with a maximum of two dogs the most common theme for residential areas with some bylaws outlining a specific sized section, as can be seen below. For comparison, Rangitikei's neighbouring councils have established the following restrictions within their bylaws:

- Ruapehu – No person or household shall keep more than two dogs except in areas zoned Rural.
- Palmerston North – No more than two dogs may be kept on any premises less than 2,000m².
- Manawatu – No more than two dogs may be kept on any Rateable Property in an Urban Area
- Horowhenua – No more than two dogs may be kept on any premises less than 5,000m².
- Whanganui – No occupier of any property in an urban area shall allow or cause to remain or keep on the property, more than three (3) dogs.

Each of the bylaws allows for a permit/license to be applied for to have more dogs.

Again referring to our neighbouring councils, the following fees have been set:

- Ruapehu \$42.00 - Licence Fee for more than Two Dog Permit.
- Palmerston North - Nothing in fees and charges
- Manawatu \$68.00 - For multi dog permit
- Horowhenua \$30.00 - additional dog license
- Whanganui \$10.00 - fourth and subsequent dog fee per dog

2.6 If Elected Members were to recommend that Council adopt the amendment for public consultation it should be noted that a new fee would need to be recommended to be consulted on so it could be included in Councils Fees and Charges.

2.7 There would also be an impact on front of house

3 Consultation

3.1 Section 156 of the Local Government Act 2002 (the Act) sets out the consultation requirements when making, amending or revoking such a bylaw. As per Councils Significance and Engagement Policy, the proposed change could be of significant interest to the public, therefore Section 83 of the Act is required. It will be necessary to consult in a manner that gives effect to the requirements of Section 82 of the Act. That means publicity for the proposed change and an invitation to make submissions to Council which will be considered before a final decision is made. If the Committee recommend to Council the amendment be consulted on a full engagement plan will be included in that report.

4 Recommendations

4.1 That the report 'Proposed amendment to the Control of Dogs Bylaw 2016' to the 10 September 2020 Policy/Planning Committee be received.

4.2 That the Policy/Planning Committee recommend to Council that the proposed amendment to the Control of Dogs Bylaw 2016 be adopted for public consultation.

George Forster
Policy Advisor

Attachment 3

SIGNIFICANCE AND ENGAGEMENT POLICY

Date of adoption by Council	31 May 2018 ¹
Resolution Number	18/RDC/203
Date by which review must be completed	Not applicable
Relevant Legislation	Local Government Act 2002 s76AA
Statutory or Operational Policy	Statutory
Included in the LTP	Yes

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¹ First adopted 27 November 2014 14/RDC/249

1 Purpose and Scope

- 1.1 To enable the Council and its communities to identify the degree of significance attached to decisions around particular issues, proposals, assets and activities.
- 1.2 To provide clarity about how and when communities can expect to be engaged in decisions made by Council.
- 1.3 To inform the Council and the community, from the beginning of a decision-making process, about the extent, form and type of engagement required.

2 Legislative Context

- 2.1 Every decision made by a local authority must be made in accordance with the provisions of the Local Government Act 2002.
- 2.2 Councils are required to adopt a Significance and Engagement Policy to enable it to determine the significance of the decision to be made and, where appropriate, engage with its community².
- 2.3 The Council will not make a decision or proceed with a proposal which it considers to be significant, unless it is first satisfied that the following requirements have been met:
 - Requirements in relation to decisions³
 - Identify all reasonably practicable options for the achievement of the objective of a decision
 - Assess the advantages and disadvantages of the options.
 - Take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga.
 - The views of those affected⁴
 - In the course of decision making the views of persons likely to be affected or likely to have an interest in the matter must be considered.
 - Contributions to decision-making by Maori⁵
 - Processes to encourage and foster participation in decision-making by Maori⁶
 - [Mana Whakahono ā Rohe⁷](#)
 - Principles of consultation⁸

² Section 76AA

³ Section 77

⁴ Section 78

⁵ Section 81

⁶ See the Development of Maori Capacity to Contribute to Council Decision-making Policy

⁷ [Section 58L to 58U, Resource Management Act 1991](#)

⁸ Section 82

- Provide reasonable access to relevant information in a manner and format that is appropriate to the preferences and needs of persons likely to be affected by, or to have an interest in, the matter
 - Encourage affected/interested persons to present their views to the local authority
 - Provide reasonable opportunity to present those views to the local authority and clear information by the local authority concerning the purpose of the consultation and the scope of the decisions to be taken following the consideration of views presented
 - Receive the views with an open mind and provide a clear record or description of relevant decisions made by the local authority and explanatory material relating to the decisions.
- 2.4 When Council makes a decision that deviates from this policy, it will clearly identify the inconsistency, the reasons for the inconsistency and any intention to amend the policy to accommodate the decision⁹.

3 Community Engagement

- 3.1 The Council believes that public engagement is an essential part of good local government. Good consultation and engagement processes allow individuals and organisations to contribute to democratic local decision-making.

Special Consultative Procedure

- 3.2 The following decisions require consultation through the special consultative procedure:
- Establishing a council-controlled organisation.
 - Making, amending or revoking a bylaw which is of significant public interest or likely to have a significant impact on the public.
 - Before adopting a long term plan, using the consultation document.
 - Before amending a long term plan, using the consultation document.
 - Before adopting an annual plan, using the consultation document (unless there are no significant or material differences to the long-term plan projections for that year).
 - Assessing Council's water and other sanitary services.
 - Setting administrative charges under the Resource Management Act (and making a policy for discounting administrative charges)¹⁰
- 3.3 The special consultative procedure requires consultation for at least 1 month, the development of a 'statement of proposal' outlining the proposal, a summary of the information contained within the statement of proposal, information about how anyone interested in the proposal may present their views, and the opportunity to

⁹ Section 80 of the Local Government Act 2002

¹⁰ Resource Management Act 1991, sections 36 and 36AA.

present their views in a way that allows for spoken (or New Zealand sign language) interaction with the Council¹¹.

Non-SCP Engagement

- 3.4 Council will decide on the scope and scale of engagement for decisions which do not require the use of the special consultative procedure on a case-by-case basis. The level of community engagement on a particular issue or decision will be decided by considering the following three factors:

A. The level of significance of the matter.

B. Whether the issue is District-wide, or only affects easily identified communities.

C. The desired level of participation.

- 3.5 An Engagement Plan (schedule 2) will be prepared and approved for every consultation process.

A. Determining Significance

- 3.6 Council will use the criteria identified below and the potential effects on Council's strategic assets as a guide to determining the significance of a decision. This criteria will be used in other Council decisions for significance.

Criteria

- 3.7 In considering the degree of significance of every issue requiring a decision, Council will be guided by the following criteria to help determine if specific proposals are significant:

	Degree of significance		
	Low (minor and/or short-term)	Medium (moderate/medium-term)	High (major and/or long term)
The potential effect on Council's ability to act in accordance with the statutory principles relating to local government			
The potential effect on the delivery of the statutory core services			
The enhancement of community well-being			
The level of community interest in the issue			
The potential effects of climate change			
The financial costs/risk associated with the decision			

¹¹ Section 93 of the Local Government Act 2002. This also provides that Council may allow people to present their views using an audio link or audio-visual link.

The non-financial costs/risk associated with the decision			
The number of people likely to be affected			

Strategic Assets

3.8 The following is a list of assets which are considered to be strategic assets¹². These assets are needed to maintain Council's capacity to achieve or promote outcomes that it determines to be important to the well-being of the community.

- Sections of the roading network where:
 - Loss of that section would create significant disruption (time for an alternative, number of vehicles affected).
 - There are no alternative routes.
- Each bridge within the District.
- Street-lighting
- Wastewater network and treatment plant in Ratana
- Wastewater network and treatment plant in Bulls
- Wastewater network and treatment plant in Marton
- Wastewater network and treatment plant in Hunterville
- Wastewater network and treatment plant in Mangaweka
- Wastewater network and treatment plant in Taihape
- Water treatment, storage, and supply networks in Ratana
- Water treatment, storage, and supply networks in Bulls
- Water treatment, storage, and supply networks in Marton
- Water treatment, storage, and supply networks in Hunterville
- Water treatment, storage, and supply networks in Mangaweka
- Water treatment, storage, and supply networks in Taihape
- Stormwater networks in Ratana
- Stormwater networks in Bulls
- Stormwater networks in Marton
- Stormwater networks in Hunterville
- Stormwater networks in Mangaweka
- Stormwater networks in Taihape
- Recreation facilities
- Community amenities
- Community housing¹³
- District libraries
- District cemeteries
- Marton administration building
- Emergency Operation Centres

¹² As required by section 76AA and required by section 76AA(3) of the Local Government Act 2002

¹³ Any land or building owned by the local authority and required to maintain the local authority's capacity to provide affordable housing as part of its social policy. (LGA 2002, s5)

B. District-wide issue

- 3.9 Where an issue or decision has effects which are district-wide, then Council will consult with the whole District. Where an issue or decision is only likely to impact on an easily identified group (e.g. a decision that affects only a specific community) localised engagement only with this group may occur.

C. Degree of Participation

- 3.10 The degree of participation will be determined using the Public Participation Model (schedule 1). The model will be used in conjunction with the consideration of the following factors:

- The extent to which the current views of parties who will, or may be affected by, or have an interest in, the decision are known.
- The costs and benefits of any engagement process.
- Statutory timeframes.
- If there is an increased risk to health and safety from delaying the decision.
- Whether the decision aligns with previous Council decisions.
- Community preferences for engagement on specific issues.

4 Engagement principles

- 4.1 When undertaking engagement, the Council will use the following set of principles:

- Select appropriate tools and techniques for engagement, depending upon the level of engagement sought and the impact of the issue being consulted upon.
- Use simple and straightforward language when asking for feedback on proposals.
- Ensure that documents are accessible.
- Encourage councillors, community boards and community committees to engage with local communities and assist Council in consulting on public proposals.

Schedule 1 - Public Participation Model

	COUNCIL DECIDES	COUNCIL SEEKS OPINIONS	DISCUSSION AND INVOLVEMENT	PARTNERSHIP	COMMUNITY DECIDES
What does it involve	To provide the public with balanced and objective information to assist them in understanding the problems, options, or solutions	To obtain public feedback on options or proposed decisions	To work directly with the public throughout the process to ensure that concerns are understood and considered prior to decision making	To partner with the public in aspects of the decision including the development of alternatives and the identification of preferred solution(s)	To place the final decision-making in the hands of the public
Types of issues it might be used for	Annual report Procurement of goods and services Opening hours of Council facilities Upcoming legislative changes	Bylaws Statutory policies Long Term Plan consultation phase Annual Plan consultation phase	District Plan Review Long Term Plan development phase Major projects that have a significant impact on the community.	Community development projects	To elect representatives (Councillors, Community Board members, Community Committee members)
Tools Council might use	Website Newspaper adverts and inserts Public meetings Social media	All tools from 'Council decides' and potentially the following: Written submissions Oral hearings Public meetings Stakeholder meetings Letters to affected parties	Workshops Stakeholder meetings Social media	External working groups Social media Website Displays	Referendum Local body elections Election (show of hands or ballot) at public meeting
When the community might expect to be involved	Council will generally advise once a decision has been made	Council will generally advise the community once a draft decision is made. Council would generally provide the community with up to 4 weeks to participate and respond	Council will generally provide the community with greater lead-in time to allow them to be involved in the process	Council will generally involve the community at the start to scope the issue, after information has been collected, and when options are being considered	Council will generally provide the community with sufficient lead in time to be involved in the process.

Schedule 2: Engagement Plan template

Project description and background

This will describe the nature of the engagement to be undertaken, clarify the decision to be made, the circumstances that led to it, related council decisions already made, and legislation applying.

Engagement objectives

Identify what feedback or decisions we want from communities.

What decisions will be made by council that need to be informed by the community's input?

Timeframe and completion date

Describe each stage of the project, including when key decisions need to be made by Council.

Communities to be engaged with

List the communities and key stakeholders to engage with.

Engagement tools and techniques to be used

Describe the tools and techniques that will be used to engage with each of the identified communities and stakeholders. Refer to the Public Participation Model to determine the level of engagement for each.

Resources needed to complete the engagement

This includes time allocations for council staff and councillors and costs involved to undertake the selected engagement tools and techniques.

Communication planning

This outlines any potential reputation risks associated with the project and mitigations. It will outline the key messages to be communicated to the public, and where necessary will include a communications plan.

Basis of assessment and feedback to the communities involved

This will describe how the community input will be analysed and how results will be communicated to the Council and to participating communities. Also includes an indication of when this feedback will occur – prior to, or after Council decisions are made.

Project team roles and responsibilities

This identifies who will be involved in this project, excluding external providers, and who the key contact point within Council will be.

Attachment 4

Update on Communication Activities – September 2020

This report provides the Committee with an update on communications and media activity.

August 2020 Media Activity

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

- Rangitikei Connect was published twice in August and covered Council's public notices, Message from the Mayor, project updates, updates from the Council meeting, and other relevant news articles.
- Council contributed articles to the monthly community newsletters in Taihape, Hunterville and Bulls.

Date	Media Channel	Article Heading and Topic
04/08/2020	Whanganui Chronicle	Opening day nears for Bulls' centre A date has been set to open the doors of the \$8.2million Bulls Community Centre.
19/08/2020	Manawatu Standard	Rail yard gets \$9million
19/08/2020	Whanganui Chronicle	Rail Bonanza-Hopes \$9million for Rangitikei hub could lead to hundreds of jobs
20/08/2020	Feilding-Rangitikei Herald	\$9million Govt boost for rail yard
20/08/2020	District Monitor	\$9.1million rail investment boost for Marton
21/08/2020	Whanganui Chronicle	Rangitikei industrial site wins approval The construction of a rail yard in Rangitikei dedicated to handling and transporting logs from around the lower North Island has received a \$9million Government handout.
19/08/2020	Whanganui Chronicle	COVID closes facilities A number of RDC services and facilities are closed under COVID-19 alert level two.
27/08/2020	District Monitor	Rezoning approved for Marton Land The proposal to rezone an area Industrial between Marton railway and SH1 has been approved, in part, by the Independent Commissioner, Robert Schofield.
29/08/2020	Whanganui Chronicle	Debate-a-bull: Town eyes new signage but queries over process Town signage in Bulls

August	Articles on our website / Facebook:	Replacement Mangaweka Bridge Bulls Beats and Bites – Open day at new Bulls Community Centre Plan Change to the Rangitikei District Plan Funding Support for new Rail Hub Welcome News It's time to pay your rates Advising Events Sponsorship Scheme – Round One is open Covid-19 Level 2 notices, including testing at CBAC Council meeting on 27 August was livestreamed Bulls Community Centre – time lapse
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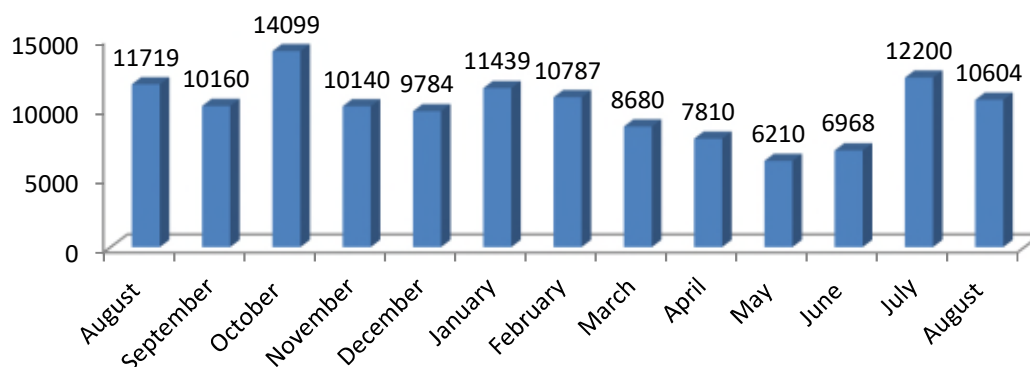
Requests under Local Government Official Information and Meetings Act (LGOIMA)

At the end of August, 44 requests for official information have been received so far this year.

Website Statistics

Activity on Council's website for 1 – 31 August 2020:

Website Visits 2020-21



In August 73% of those who visited Council's website were new visitors to the site.

Top Council Webpages Visited (August)

1. Rates
2. Library
3. Cemeteries
4. Transfer Stations
5. Council meetings
6. District Plan
7. Contact us

Upcoming Activities

Early engagement on the Council's Long Term Plan (LTP) will commence in September, using the theme "Framing Our Future".

Recommendation:

That the report 'Update on Communications Strategy' to the Policy/Planning Committee meeting on 10 September 2020 be received.

Carol Gordon

Manager – Executive Office

Attachment 5

REPORT

TO: Policy/Planning Committee

FROM: Nardia Gower, Strategy & Community Planning Manager

DATE: 30 August 2020

SUBJECT: Policy & Community Planning Project and Activity Report - August 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 August 2020.

2 Economic Development

- 2.1 At the 20 November 2019 Council workshop the Economic Development Strategy was reviewed by Councillors. While at the time Councillors agreed to the draft strategic direction presented, the COVID-19 pandemic event has since changed the landscape of the economy. The alignment of the draft Economic Development Strategy with Council's 30 year Strategic Vision is being considered by the Executive Management team, and will be presented to Council through the Long Term Plan workshops.
- 2.2 Below are activities undertaken or initiated as part of Council's Economic Development and COVID-19 Recovery.

Programme/Activity	
Business and Community Support	United in Recovery page Business Support page created on Council's website https://www.rangitikei.govt.nz/covid-19/united-in-recovery is a resource for businesses and community to find the latest support from Government, Economic Development Agencies and information relating to recovery.
Surveys	Central Economic Development Agency (CEDA) requested we circulate a fifth survey with the intention of this survey being to measure any impacts on businesses of the current COVID-19 alert level 2. The survey results from the four surveys in CEDA's series "Understanding the Impact of Covid-19 on our Business Community" can be found at https://ceda.nz/covid-19-business-support/business-surveys/

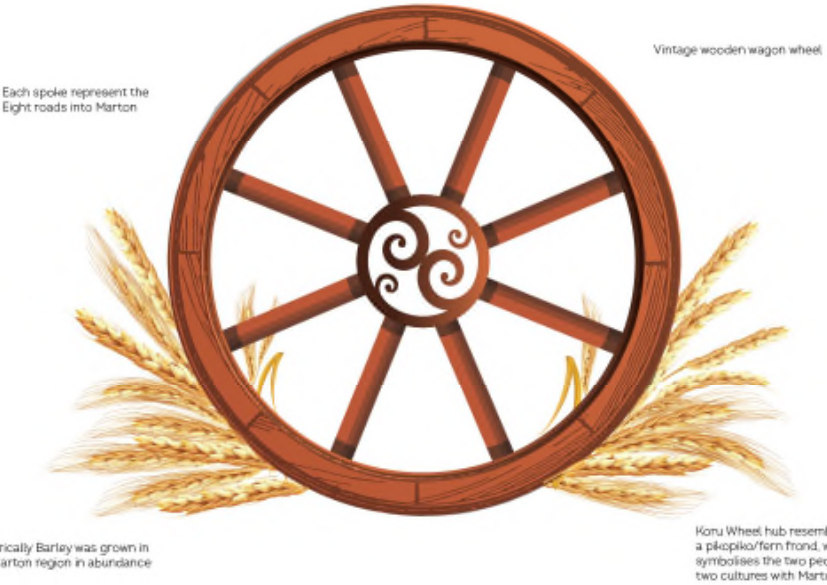
Programme/Activity	
Shop Local Rangitikei	<p>During Level three lockdown Council started the Shop Local Rangitikei Facebook Group. The purpose of this group is to promote local business and encourage community to shop local first.</p> <p>The page continues to be updated with reposting of current businesses and loading new business.</p> <p>Staff have set up and encouraged the page to be used by the business owners themselves to update their details and offers and to entice greater customer interaction.</p>
Branding and District Promotion	<p>In late 2019 Council undertook to rebrand and redevelop the rangitikei.com website to be more visitor focused than what is currently offered. The then Strategic Advisor for Economic Development, Gioia Damosso, presented to the pre-hui of Te Roopu Ahi the initial logo proposal by Blacksheep designers where the word Rangitikei was separated and stacked. Feedback received in the pre-hui was to not separate 'Rangitikei' and a request was made to incorporate Māori design elements, with artwork being provided by Ngā Wairiki Ngāti Apa. During the same period a district promotional video was created awaiting the new branding.</p> <p>Blacksheep reworked the logo but were unable to incorporate the Māori design elements. The new design was scheduled for presentation to Council and Te Roopu Ahi when New Zealand entered COVID-19 lockdown.</p> <p>At the 28 May 2020 Council meeting Crs Duncan, Lambert, Dalgety, Dunn and Ash were delegated to work with Council staff in finalising and approving the branding for the District promotional video and www.rangitikei.com.</p> <p>In light of COVID-19, reprioritisation of budget and the push for domestic tourism marketing council's current economic development and marketing team have reconsidered the website and branding.</p> <p>The visitor website is currently being designed and rebuilt by staff and will have a new domain name, visitrangitikei.co.nz. The branding will remain in line with Councils font however, replacing the kowhai icon will be an icon incorporating artwork supplied by Ngā Wairiki Ngāti Apa.</p> <p>While the website is due to be completed by end of October 2020 a soft launch of visitrangitikei and the district promotions video will be made via social media in the next couple of weeks.</p>
Mahi Tahi	<p>In May 2020 Rangitikei District Council was successful in securing funding for the Mayor's Task Force for Jobs (MTJF) Community Recovery Pilot supported by the Ministry of Social Development (MSD). On the back of the success of the pilot, 23 Councils have been offered the programme for 2020-21 financial year, of which Rangitikei is one. This comes with funding of \$250,000 in tranche one with up to another \$250,000 in tranche two. The Mahi Tahi Rangitikei Employment Programme is being delivered in partnership with Te Rūnanga o Ngā Wairiki Ngāti Apa and their Te Puna - Education, Training and Employability branch, Mayor's Taskforce for Jobs and the Ministry of Social Development (MSD), with potential for further relationships to develop with other</p>

Programme/Activity													
	<p>organisations. James Towers continues to be contracted as the Employment Co-ordinator and Jen Britton is employed for 20 hours to assist with the programme delivery.</p> <p>The below graph shows the total work placement as at 31 August 2020, including the pilot placements.</p> <div><p>Mahi Tahi 53 Work placements as at 31 August 2020</p><table><thead><tr><th>Category</th><th>Count</th><th>Percentage</th></tr></thead><tbody><tr><td>CV 19 Displaced</td><td>29</td><td>54.7%</td></tr><tr><td>Youth</td><td>14</td><td>26.4%</td></tr><tr><td>Other</td><td>10</td><td>18.9%</td></tr></tbody></table></div>	Category	Count	Percentage	CV 19 Displaced	29	54.7%	Youth	14	26.4%	Other	10	18.9%
Category	Count	Percentage											
CV 19 Displaced	29	54.7%											
Youth	14	26.4%											
Other	10	18.9%											

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>

Programme/Activity	Progress For This Period
	<p>The Heritage Committee to provide their preference for incorporating the cantilever bridge and white cliffs into the signage image. Staff are currently working on producing an image. Completion is anticipated to be end of October</p> <p><u>Hunternville</u> Completed.</p> <p><u>Marton</u> The process of engaging landowners on the State highways has commenced, for the placement of the sign structures.</p> <p>At its meeting 30 July meeting Liz Rayner addressed Council expressing her view that the wider community was not consulted with by either the Marton Community Committee or Council and wished for Council to reconsider and base the sign image on the wheel that has been used to represent Marton before, with the eight spokes depicting the multiple roads that all lead into Marton. Council agreed to further explore this option consulting with Liz Rayner, Marton Community Committee and Iwi.</p> <p>The redesigned logo has been agreed to by Ngā Wairiki Ngāti Apa and is currently before Liz Rayner and the Marton Community Committee. An update on that consultation will be provided to the meeting.</p> <div data-bbox="563 1093 823 1135"> <p>MARTON WHEEL HUB LOGO Option B</p> </div>  <p>Each spoke represent the Eight roads into Marton</p> <p>Vintage wooden wagon wheel</p> <p>Historically Barley was grown in the Marton region in abundance</p> <p>Koru Wheel hub resembles a pīkōpiko fern frond, which symbolises the two people, two cultures with Marton.</p>

Programme/Activity	Progress For This Period
	 <p>Council staff work are working with Project Marton to utilise their State highway structures to display upcoming events in the town.</p> <p>The Lions Club of Marton have agreed to the use of their brick frames on the inward bound roads to house the new signs. In order to fit the space as requested by Lions the below sign will be used, that excludes the imagery.</p> <p><u>Bulls</u></p> <p>At Council's meeting on 27 August Tricia Falkner, on behalf of the Bulls and District Community Trust and Bulls Community Committee, spoke during Public Forum presenting the process and consultation of developing the new Bulls Township Sign image. The presentation highlighted the two option pamphlet drop consultation and preference for of submitters for option A. At the same meeting, and prior to the presentation by Ms Falkner, Heather Thorby raised her concern to Elected Members questioning community input into the design and rigour of the consultation process. A report is being prepared for the September Council meeting with the following options for councils consideration:</p> <ul style="list-style-type: none"> (a) approve Option A (on the basis of the outcome of the recent pamphlet drop) (B) require a further period of consultation and clarification of the options beyond Option A and Option B. <p><u>Turakina</u> Completed.</p>

Programme/Activity	Progress For This Period
	<p><u>Koitiata</u> Completed.</p> <p><u>Rātana</u> Completed.</p> <p><u>Whangaehu</u> The working group has presented staff with a list of preferred of images. This was circulated through to iwi for consultation. An update will be provided to the meeting</p> <p><u>Scott's Ferry</u> Completed.</p>
Programme/Activity	Upcoming
Township Signage	All township signage to be complete and installed by September 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	Due to COVID-19 Alert Level two both youth spaces have been closed.
Youth Space - Marton	Due to COVID-19 Alert Level two both youth spaces have been closed.
Youth Council	Youth Council has held 2 meetings, 21st July in Taihape and 18th August in Marton with the next scheduled for 15th September in Taihape. Rangitikei Youth Council have been actively involved in planning and promoting upcoming events.
Youth/TRYB Website	Constantly updated.
Networking Meetings	Local skills and talent hui – Whanganui Youth Council Collaboration MDC - Feilding Young people in apprenticeships – Nga Wairiki O Ngati Apa

Programme/Activity	Progress For This Period
Youth Opportunities and Support	<p>The John Turkington Rangitikei Youth Awards 2020 received 50 nominations. Due to COVID, the awards event cannot go ahead. Finalists were announced via Facebook and Instagram 30th August 2020. Youth Council made the decision to hit the road and take the Youth Awards to the community, rather than planning another event that may be subject to ongoing COVID restrictions. This will take place September 7th, moving from Taihape, Marton, Bulls and Feilding, with winners, runners up and nominees being publically recognised through social media and newspaper outlets.</p> <p>YES Programme (Youth Employment Success) Since 2016, YES has seen 112 businesses across the country offering their time, close to 1,500 opportunity requests and nearly 20,000 unique visitors. The Whanganui/Rangitikei district platform was launched at the beginning of June, with over 80 businesses so far on-board offering opportunities for our youth.</p> <p>Council, along with 100% Sweet, are engaging with local businesses to offer the same opportunities to youth to connect to local businesses in a real world way. It involves a professional short video clip of business and their staff, talking about what the job entails and how the business and industry is a great career path option. Further the business can choose from a selection of real world help they can offer an interested youth. Such options include a coffee catch up, business walk through, CV review, desk shadow, internship and lots more. Each business decides what, from the offers, they can genuinely deliver.</p>
Programme/Activity	Upcoming
Youth/TRYB Website	Continue to update and promote opportunities for Youth as they arise.
Youth Council	John Turkington Youth Awards, Meet the Candidates, Te wiki O Te Reo Maori, Bulls Community Centre Grand Opening.
Youth Opportunities and Support	<p>Meet the Candidates – Youth Council are working in collaboration with Project Marton to deliver this event ahead of the 2020 elections. Due to Alert 2 COVID-19 restrictions the 1 September event was postponed. The ability to reschedule will depend on lifting of restrictions and candidate availability.</p> <p>SALT Youth - Social activity based group within Marton. Run on a weekly Wednesday night schedule during term time.</p> <p>Youth Employment Success (YES) is an online platform that launched in 2016 partnering with a variety of industries to offer free employment-based opportunities to 16-24-year-olds.</p>

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>Met with the Strategic Property Advisor Graeme Pointon with regards to Bulls Surplus Property (Lands For Disposal in Bulls). Councils 2015 Policy on Disposal of Surplus Land and Buildings requires consideration of “cultural significance to Hapū and Iwi”. Iwi have been informed and we are now awaiting some feedback.</p> <p>In many circumstances Council finds themselves relying on the knowledge and input of Iwi to carry out projects. Requests have been made for some form of reimbursement when Iwi provide their time and knowledge. A Policy is currently underway for how Iwi are reimbursed for their time in helping Council progress projects.</p> <p>When Council is making an important decision involving land or a body of water, it must take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, wāhi tapu, valued flora and fauna, and other taonga.</p> <p>This Policy will include the current reimbursement given to TRAK members for attending meetings, both TRAK and Council committees. The last review for this was in 2003.</p> <p>A Māori Cultural Capacity Development Framework has been developed which will guide staff and elected members to engage confidently and effectively with iwi representatives, Māori clients, Māori communities, Māori stakeholders and Māori colleagues. This will help deliver positive outcomes for all. The framework was proposed and presented to the Executive Leadership Team on Wednesday 12 August. ELT have given their full support towards the framework. CEO Peter Beggs has asked to meet in the near future to discuss a Council Vision that would complement the Framework.</p> <p>Attended the TRAK Workshop at Te Poho o Tuariki. The purpose was to review the Māori Responsiveness Framework. Alterations and changes have been made to the document and a draft sent to TRAK for their approval. It will need to go to Council also.</p>
Oranga Marae Programme	<p>To continue the on-going support, commitment and dialogue with marae and hapū. Engagement with each marae are being organised to book in with their respective hapū members. This is an opportunity for each marae and hapū to share their further aspirations for the marae and hapū. Oranga Marae gives marae the chance to have a Feasibility Study conducted for their marae.</p>

Programme/Activity	Progress For This Period
	The full process for each Oranga Marae project takes approximately 10 – 12 months depending on the commitment level and capacity of each marae.

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
Annual Residents Survey	A report will go to Council on the Annual Residents Survey in September following this improvement plans will go to relevant Council Committees.

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 - August 2020' to the Policy/Planning Committee on 10 September 2020 be received.

Nardia Gower

Strategy & Community Planning Manager | Kaiwhakahaere Rautaki me te Hāpori

Appendix 1

Policy Work Schedule 2019-2022	KEY	Complete	Underway	Upcoming	Future work
Policy/Bylaw/Work	Responsible	Rationale	Main Legislation	Dates	Workshop/Comment
Rates Remission Policy	Policy/Finance	Operational	Local Government Act 2002	Council adopted 25 June 2020	
Rates Postponement Policy	Policy/Finance	Operational	Local Government Act 2002	Council adopted 25 June 2020	
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	Council adopted 25 June 2020	
Water Related Services Bylaw	Policy/Infrastructure	Statutory	Local Government Act 2002	Council adopted April 2020	
Local Approved Products Policy	Policy/Regulatory	Operational	Psychoactive Substances Act 2013	Late 2020 Policy Planning	
Annual Residents Survey	Policy	Operational/Research		Mid 2020	
Significance and Engagement Policy	Policy	Statutory	Local Government Act 2002	2020/21	
Control of Dogs Bylaw	Policy	Operational	Dog Control Act 1996	Mid/late 2020	Amendment
Flying Drones on Council Parks - Interim Guideline	Policy/Roading/Regulatory	Operational	Civil Aviation Authority	Late 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
Street Tree Policy	Policy/Parks and Reserves	Operational	N/A	Late 2020	

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-Oct-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
Mayors Task For Jobs / MSD	Community recovery Programme (Mahi Tahī)	\$100,000	30 employment placements by end June 2020 pRimary focus Youth not in employment or Education (NEETS) and those displaced by COVID	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Successful	Jun-21
Mayors Task For Jobs / MSD	Community recovery Programme (Mahi Tahī)	\$250,000 tranche one	50 employment placements by end June 2021 Primary focus on Youth not in employment or Education (NEETS) and those displaced by COVID19	RDC	Lead agency, fundholder	Prepared application, holds funds, manages project, reports back to funder	Successful	Jun-21

Attachment 6

COMMUNITY WELL-BEING GROUP OF ACTIVITIES 2020/21						Aug-20	
Major programmes of work outlined in the Annual Plan 2020/21							
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	On going delivevery through Partner Organisation MoU Agreements with Project Marton, Bulls and District Community Trust and Taihape Community Development Trust		1-Jul-20	30-Jun-21	Reported through the quarterly updates of the MoU Partner Organisations	
	Contract with local organisations to provide a range of information, such as: Up-to-date calendar of events, and community newsletters	On going delivevery through Partner Organisation MoU Agreements with Project Marton, Bulls and District Community Trust and Taihape Community Development Trust		1-Jul-20	30-Jun-21	Reported through the quarterly updates of the MoU Partner Organisations	
	Investigate funding assistance for the new Hunterville St John Operational building					LTP workshop with Elected Members	
COVID-19 Recovery	Implementaion agreed recovery plan	Several layers of Recovery are being undertaken in collaboration with various partners. From a social and health perspective Council is working with the Integrated Recovery Team that comprises of The Whanganui District Heaht Board, Internal Affairs, Police, Ministry of Social Development, Ruapehu District Council, Whingnau District Health Board and Te Ranga Tupua. The current focus of the team is to collect and evaluate information gathered from and by people and organisations throughout our region, while also addressing immediate needs and opportunities. The Regional Economic Recovery Taskforce, which covers the Rangitikei District, is headed by Horizons and is tasked to deliver a Regional Economic Recovery Plan, acting as a key channel for interaction with central government, identifying and pursuing opportunities to strengthen, and building our region's economy.	The Integrated Recovery team have meet with the following since undertaking community focus group meetings. • Bulls and Marton community welfare group - Included Police, Rangitikei DC, Ngati Apa, Marton churches food pantry and other group representatives • Marton Budget Service • Project Marton • Bulls and District Community Trust with Bulls RSA members • Taihape Older and Bolder • Taihape community response group - included Older and Bolder, Anglican Church, Foodbank, Taihape health, RDC, Emergency Management officer, Neighbourhood support, Heartlands Work and Income, Voluntary Fire and other group representatives The Regional Economic Recovery Taskforce have created and launched a new website, Manawatu-Whanganui Regional Indicators (MWRI) https://www.mwri.co.nz/ to reflect the region's councils' collaboration and initiatives underway to help with recovery from the impacts of COVID-19. The MWRI website includes a Regional Economic Impact Assessment Report, regional economic dashboards, shovel ready projects submitted to central government for funding consideration, and news items While the initial plan was that the regional Economic Recovery Taskforce would create a regional economic recovery plan that would supercede Accelarate 25, the curetn impact form COVID 19 has been considerably less than anticipated. For this reason the Taskforce have decided to adapt rather than replace Accelarate 25.			Continue to work with our Recovery partners, including faciliating and attending community focus groups discussions. The Integrated Recovery Team will compile reports about what learnings have come from the community engagements through a process of thematic analysis. These learnings will feed into the work that the Thriving Communities Team will undertake into the future. Such plans will be open for further community consuataions and feedback.	
Actions to give effect to Council's strategic vision in its four aspects (well-beings)	Cultural Development Strategy	Under development				To be workshopped with Council as part of the Long Term Plan Process	
	Economic Development Strategy	Under development				To be workshopped with Council as part of the Long Term Plan Process	
	Environmental Strategy	Under development				To be workshopped with Council as part of the Long Term Plan Process	
	Social Development Strategy	Under development				To be workshopped with Council as part of the Long Term Plan Process	
Council initiated District Plan Changes	Increasing industrial capacity					Rural to industrial - mediation of appeals (if any received); initiating Comprehensive Development Plan as provided in the independent hearing commissioner's decision report	
	Increasing residential capacity					Rural to residential - to be determined	
Youth Development	Youth Council and Networking meetings	Monthly committee meetings with the Rangitikei Youth Council.	Formal meetings with Youth Council and workshops for Youth Awards			Formal Committee meetings scheduled for 15 September and 13 October	
	Establish a Youth Zone in Bulls	Currently being build as part of the Bulls Community Centre.				Engage with Bulls youth regardin fit out.	
	Ongoing facilitation of the Youth Zones in Taihape, and Marton	Youth Zone in Taihape serviced by Mokai Patea Services. Youth Zone in Marton serviced by staff	Ongoing-activity.			Ongoing	
Emergency Management	Civil Defence - lessons learned from COVID-19 State of national emergency		Internal external debrief held , Regional debrief to be held		Regional debrief, 7 August 2020		
	Civil Defence - actions and exercises to reflect the National Civil Defence Emergency Management Plan (and regional group priorities)					New Zealand Shakeout (national earthquake drill and tsunami hiko) on 15 October 2020	
	Civil defence - review of contract for provision of District emergency management services					Contract up for review as we reach final year of four year contract	
Carry forward programmes 2019/20							
What are they:	Programme/Activity	Status Year to Date	Progress for this reporting period			Planned for the next two months	
Community Partnerships	Investigate contribution to the Marton and Districts His	Background information being gathered	Nothing to update			Schedule meetings with key stakeholders	
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	This work has taken a new direction in light of COVID-19 and is reported above through the COVID-19 Recovery Activity above.	Ongoing-activity.			Reported above	
	Progress solutions to water availability in area between Marton and Hunterville		PGF application approved for progressing Tutaenui rural water scheme				

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.			Create an advertising campaign for 2020 recapping what placemaking is and how to apply. Targeting already established Placemaking groups and Community Committees/Boards.
	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 Firestation Site adjacent to the Town Hall, this will be discussed at their September meeting.			Decision meeting for Events Sponsorship Scheme to be held 22 September 2020. Preparation to open Creative Communities Grants on 29 August 2020.
	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)		Event sponsorship scheme opened on 1 August 2020, the scheme is open for 3 weeks, closes 21 August.			
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		Bulls Library is currently closed due to not being able to maintain physical distancing requirements under Level 2 restrictions. This has given staff the opportunity to complete tagging and scanning for the RFID implementation. All of the current Library stock is now complete. We are now tagging new stock to add to the collection for the opening of the new Bulls Community Centre.			Information is kept relevant and up to date. Improvements are made as required.
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.			Finalise senior community housing tenants who would like a support service. Staff drafting a paper for discussion on a Positive Aging Strategy for Elected members
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					Continue to support community lead projects for playspaces and action spaces in the district.
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.			Subsidise the Swim for All accountability forms received. Apply for grants to support the 2020-2021 swim season
A more equal and inclusive community where all young people are thriving, irrespective of their start in life	Coordinate a Swim-4-All programme 2020/21 investigate and open water safety strategy		Accountability forms received for the 2019-2020 swim season			No progress during this period
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			To arrange the next Treasured Natural Environment Group Meeting.
	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			Event sponsorship scheme closes 21 August 2020, with the decision meeting to be held 22 September 2020.
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. Council resolved to amend the Events Sponsorship Scheme criteria to cover costs for equipment hire and to exclude events solely run for fundraising purposes. Round 1 of the 2020/21 Events Sponsorship Scheme will open 1 August 2020.			Events Sponsorship Scheme decisions will be presented to Council / Finance and Performance Committee following the Community Grants Sub-Committee meeting in September 2020.
	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.			Contract up for review as we reach final year of four year contract
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.			Exercise to promote understanding of roles
	Arrange regular planning and operational activities		Covid19 May impact scale of National exercise.			

COMMUNITY LEADERSHIP GROUP OF ACTIVITIES 2020/21						Aug-20
Major programmes of work outlined in the Annual Plan 2020/21						
What are they:	Programme/Activity	Status	Progress for this reporting period	Start Date	Completion Date	Planned for the next two months
Strategic Planning	Long Term Plan 2021-31	Commenced	Initial workshop held with Council and Project Team	Jul-20	Jun-21	Two further workshops have been held with Council. Early engagement strategy being formulated and will commence in September.
	Annual Report 2019 / 20	Commenced		Jul-20	Nov-20	Financial statements and State of Service Performance completed for Audit
	Delivery of programme of policy and bylaw review	Ongoing				Reported through the Policy & Community Planning Project and Activity Report
	Conduct Section 17A reviews waste transfer station					Extending current contract for two years. Section 17A will be completed before contract is tendered
	Develop progrmames in response to climate change and COVID-19	On going	Multiple Councils in the Horizons region meeting to develop climate change risk assessment. Developing programmes to support COVID-19 response. Events being held across the district.			The Regional climate change community engagement campaign will commence on 7 September 2020.
Council	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.
	Internal Audit programme	Pending	None			Determine work programme (for consideration at Audit/Risk September 2020 meeting)
	Engagement with sector excellence programmes	Confirmed	Preliminary discussion with LGNZ on expectations and timing. Council resolved to request postponement for twelve months.			Awaiting response from IAB
	Draft submissions to government proposals and plans	As required	Local Government (Rating of Whenua Maori) Amendment Bill			Prepare submission if Select Committee invites this
Iwi Liaison	Te Rōpū Ahi Kā strategic plan (Maori Responsiveness Framework) – implementing actions	Ongoing				Reported through the Policy & Community Planning Project and Activity Report
	Review key outcomes from Maori community development programme for input into the 2021-31 Long Term Plan	In preparation following the	Staff participated in a Te Rōpū Ahi Kā workshop to discuss amendments to the Maori Responsiveness Framework.			Draft amendments to the Maori Responsiveness Framework to be reviewed by Te Rōpū Ahi Kā and Council as part of the Long Term Plan process
Carry forward programmes from 2019/20						
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.
Policy on Council's relationships with community organisations in the District			No progress to report.			Reassessment of need
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	Undertake Annual Residents Survey		Development of the final report with improvement actions			Implement improvement plans
Annual Resident Survey 2021	Undertake Annual Residents Survey - Scheduled for March - April 2021					
LTP	Kerbside Rubbish/Recycling		Put on hold pending Central Government position on recycling.			Monitor initiatives taken by MfE, MW LASS and Central Government

ENVIRONMENTAL AND REGULATORY SERVICES GROUP OF ACTIVITIES 2020/21						Aug-20
Major programmes of work outlined in the Annual Plan 2020/21						
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		67 inspections done for this financial year (178/207 assessments now done)			1 day per week set aside for EPB assessments
Implementation of systematic monitoring of resource consents issued by Council			1 monitoring inspection undertaken			
Updating the District Plan to comply with the national planning standards			To coincide with next District Plan review			
Preparation for the electronic consenting Carry forward programmes 2019/20			In budget for 20/21			
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		Budget allocation in 2020/21 and included in the Information Services Strategic Plan			Project planning
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	42 BC granted, 92.86% completed on time, value of work is \$3,641,920	14 BC granted, 100% completed on time, value of work is \$1,125,492			2 new houses valued at \$542,000, 1 relocated houses valued at \$15,000, 2 inground pools valued at \$160,000, new swingbridges in Taihape valued at \$100,000. 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.	63 CCC issued, 100% on time, 1 NTF issued, no infringements issued	28 CCC issued, 100% on time, 1 NTF issued, no infringements issued			
Resource Consents	Report on: a) number of land use consents issued and timeliness	8 Land Use RC granted, 100% on time, 1 Permitted Boundary RC granted	5 Land Use RC granted, 100% on time, 1 Permitted Boundary RC granted			
	b) subdivision consents and timeliness	10 Subdivision RC granted, 75% on time	4 Subdivision RC granted, 25% on time			
	c) section 223 and 224 certification and timeliness,	7 s223 and 7 s224 certificates granted	3 s223 and 3 s224 certificates granted			
	d) abatement and infringements issued.		0 Abatement & 0 Infringement			
Dog Control	Report on dog registrations current and unregistered, dogs impounded, dogs destroyed and infringements issued.	604 registered, 4474 Unregistered, 6 Impounded, 1 Deceased	604 Registered, 4474 Unregistered, 12 Infringements, 96 Impounded, 57 Deceased			To be updated at the meeting
Bylaw enforcement	Enforcement action taken		none			To be updated at the meeting
	Report on number and type of licences issued	1 Club Renewal, 1 New Off , 1 New On , 2 Manager Renewals, 2 Specials	5 Temporary Authorities, 29 Specials, 6 New On Licence, 1 New Off Licence, 3 Off Renewals, 3 Renewals On Licence, 34 Manager Renewals, 17 New Managers, 5 Club Renewals			To be updated at the meeting
Building Warrant of Fitness renewals	Report on overdue BWOF, audits, Notices to Fix and infringements issued.	35 Renewals, 11 Overdue	No Audits			To be updated at the meeting
Swimming Pool Barriers	Report on number of pool barrier inspections done, Notices to Fix and infringements issued.	0 done to date	0 done this month			