POLICY/PLANNING COMMITTEE MEETING

ORDER PAPER

Thursday, 10 December 2020, 1.00pm

Council Chamber, Rangitīkei District Council
46 High Street, Marton

Website: www.rangitikei.govt.nz
Email: info@rangitikei.govt.nz
Telephone: 06 327-0099
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Chair - Councillor Angus Gordon
Deputy Chair – Councillor Tracey Hiroa

Membership
Councillors Cath Ash, Nigel Belsham, Fi Dalgety, Gill Duncan, Richard Lambert, Waru Panapa and Dave Wilson.
Mr Chris Shenton (Te Roopuu 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.

RANGITĪKEI DISTRICT COUNCIL

Rangitīkei District Council

Policy and Planning Committee Meeting

Agenda – Thursday 10 December 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, i.e. 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 12 November 2020 are attached.

Recommendation:

That the Minutes of the 'Policy/Planning Committee' meeting held on 12 November 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.

Recommendation:

That the 'Chair's Report' to the Policy/Planning Committee meeting be received.

8 Follow-up Items from Previous Meetings

A report is attached.

Recommendation:

That the report 'Follow-up Items from Previous Meetings' be received.

9 Democracy & Planning Group – Operational Update

A report is attached.

Recommendation:

That the report 'Operational Update to Policy / Planning Committee Meeting' be received.

10 Community Programmes - Operational Update

A report is attached.

Recommendation:

That the 'Community Programmes Operational Update' to Policy Planning on 10 December 2020 be received.

11 Group of Activity Updates

The updates are attached.

Recommendation:

That the report 'Group of Activity Updates' be received.

12 Late items

As agreed in Item 5.

13 Next meeting

To be confirmed

14 Meeting closed

Attachment 1

Rangitīkei District Council

Policy and Planning Committee Meeting

Minutes – Thursday 12 November 2020 – 1:00 pm

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UNCONFIRMED

Present:
Cr Angus Gordon
Cr Tracey Hiroa
Cr Cath Ash
Cr Nigel Belsham
Cr Waru Panapa
Cr Gill Duncan
Cr Brian Carter
Cr Dave Wilson
His Worship the Mayor, Andy Watson

In attendance:
Mr Peter Beggs, Chief Executive
Ms Carol Gordon, Manager – Executive Office
Ms Nardia Gower, Strategy and Community Planning Manager
Mr Dave Tombs, Group Manager – Corporate Services
Mr George Forster, Policy Advisor
Mr Jaime Reibel, Strategic Advisor for Economic Development

1 Welcome

The Chair welcomed everyone to the meeting at 1.05pm.

2 Public Forum

Nil

3 Apologies/Leave of Absence

That the apologies for absence be received from Councillor Fi Dalgety and Councillor Richard Lambert.

Chair / Cr Wilson. Carried

4 Members' Conflict of Interest

There were no declared conflicts of interest.

5 Confirmation of Order of Business

There was no change to the order of business and no late items.

6 Confirmation of Minutes

Resolved minute number **20/PPL/053** **File Ref** **3-CT-13-2**

That the Minutes of the 'Policy/Planning Committee' meeting held on 10 September 2020 without amendment be taken as read and verified as an accurate and correct record of the meeting.

Cr Ash / Cr Duncan. Carried

7 Chair's Report

The Chair took the report as read with no questions asked.

Resolved minute number **20/PPL/054** **File Ref**

That the tabled 'Chair's Report' to the Policy/Planning Committee meeting on 12 November 2020 be received.

Cr Gordon / Cr Belsham. Carried

UNCONFIRMED

8 Follow-up Items from Previous Meetings

Draft Policy on new builds re Rates Remission Policy – a question about whether the policy was still fit for purpose and met the needs for which it was originally intended. Mr Forster will check if amendments can be made and bring back to table to review in early 2021. With specific regards to Sec 10 and the $5,000 remission amount, interpretation of Inhabitable Property vs Rateably Property was sought. It was noted Council's incentive around housing stock was realised in Marton and Bulls but questioned if the incentive could be transferred to Taihape to encourage more development.

Traffic and Parking Bylaw – Councillor Belsham advised he was happy to provide Elected Member feedback when reviewing the bylaw.

Resolved minute number 20/PPL/055 File Ref

That the report 'Follow-up Items from Previous Meetings' be received.

Cr Ash / Cr Wilson. Carried

9 Democracy & Planning Group – Operational Update

Mrs Gordon spoke to her report and noted the following in response to Councillors' comments:

- LGOIMA requests are increasing, no one particular issue, just what is current. Multiple requests received from same organisation. Pushing back on these and notifying of extra costs associated and time delays in producing information. Noted that Taxpayer's Association requests are circulated to every Council in New Zealand. Putting in writing to Radio NZ the high amount of requests being made. Text messages can be part of a LGOIMA.

Iwi/Hapu Engagement and Development – following a query from the Chair, Mayor Watson confirmed that the disposal process of any buildings in Bulls has been put on hold at Ngati Parewahawaha's request. This pertained to any Council land. Councillor Wilson queried the status of Haylock Park and the Chief Executive undertook to provide an update on this block of land.

Resolved minute number 20/PPL/056 File Ref

That the report 'Operational Update to Policy / Planning Committee Meeting' be received.

Cr Belsham / Cr Hiroa. Carried

10 Community Programmes Operational Update - September and October 2020

Ms Gower spoke to her report and the following discussion highlights were noted:

- This report replaces the old report and includes updates on Te Matapihi and Libraries.

UNCONFIRMED

- Facilitation with Iwi – compartmentalise Iwi consultation, need to engage with all catchments.
- Te Matapihi – Events and Venue Activity – prior to Te Matapihi, Bulls had a Town Hall and standalone library. The library facility at Te Matapihi has shown an increase in use and there is a lot of movement in the space. Chief Executive had met with Bulls School and Clifton School recently to discuss upcoming use in December, listening to user needs.
- Youth Space – Taihape – Mayor Watson noted that two Rangitikei District Council scholarships had been awarded to Rangitikei College. Councillor Belsham noted the good work in this area is testament to youth and the Youth Co-ordinator.

Resolved minute number 20/PPL/057 File Ref

That the 'Community Programmes Operational Update - September and October 2020' to Policy Planning on 12 November 2020 be received.

Cr Panapa / Cr Wilson. Carried

11 2019/20 Annual Residents Survey Improvement Plan

Mr Forster spoke to his report and the following discussion points were noted:

- Noted this survey captured responses from approximately 330 respondents.
- Replies for Dog Registrations and Building Consents showed a better response.
- The Chief Executive noted that reporting needed work and provided a project update from Information Services around a customer centric approach and focus to be up and running in March 2021. This will provide better data ensuring that complaints are referred to the correct area and dealt with in a uniform manner.
- It was further noted that the Building Consents team is a small team dealing with a large workload.

In response to a question about future surveys, Mrs Gordon said in future surveys of actual users will be undertaken, e.g. survey sent to applicants after a Building Consent is issued, as far more meaningful information can be gathered.

Resolved minute number 20/PPL/058 File Ref 5-FR-1-2

That the report '2019/20 Annual Residents Survey Improvement Plan' to the Policy/Planning Committee's meeting be received.

Cr Duncan / Cr Belsham. Carried

UNCONFIRMED

12 Group of Activity Updates

The report was noted.

Resolved minute number **20/PPL/059** **File Ref**

That the report 'Group of Activity Updates' be received.

Cr Hiroa / Cr Gordon. Carried

13 Late Items

There were no late items.

14 Next meeting

The Committee noted the commentary in the agenda.

15 Meeting closed

There being no further business the Chair closed the meeting at 2.08pm.

UNCONFIRMED

Attachment 2

Report

Subject:	**Follow-up Items from Previous Meetings**
To:	Policy/Planning Committee
From:	Carol Gordon
Date:	4 December 2020
File:	3-CT-13-1

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1 Reason for Report

1.1 On the list attached are items raised at previous Policy / Planning Committee meetings that staff have followed up on. All items indicate who is responsible for follow up, and a brief status comment. Once the items have been reported back to the Committee they will be removed from the list.

2 Decision Making Process

2.1 Staff have assessed the requirements of the Local Government Act 2002 in relation to this item and have concluded that, as this report is for information only, the decision making provisions do not apply.

3 Recommendation

That the report 'Follow-up Items from Previous Meetings' be received.

Carol Gordon
Group Manager Democracy and Planning

Actions from Policy / Planning Meeting 12 November 2020

Actions	Person Assigned:	Outcome for Action: [Status Comment]
Council Policy on Koha & Cultural / Iwi Remuneration	Lequan Meihana	Under-development - will be progressed with the Executive Leadership Team (ELT) early in 2021.
Policy on Disposal of Surplus Land and Buildings requires consideration of "cultural significance to hapu and iwi".	Graeme Pointon / Lequan Meihana	A review of the Treaty Settlement legislation is being undertaken in light of the request from Ngāti Parewahawaha for the deferral of the sale of Bulls property. The draft Surplus Lands Policy will go to the ELT then Council.
Rates Remission Policy – desktop review – as part of LTP workshop relook at whether this Policy is still needed	Carol Gordon	To be programmed into an LTP Workshop agenda.
Traffic and Parking Bylaw	George Forster	This bylaw will be reviewed in early 2021 and an update will be provided to the February Policy / Planning meeting. It is noted that Cr Belsham and CE, Peter Beggs will be included to take part in the review.
Provide status update of Haylock Park	Graeme Pointon	As per Council's previous resolution the undeveloped land is available for disposal.
Te Matapihi – Bulls Community Centre – has there been an increase in the use of the Hall since this facility opened?	Nardia Gower	See table below [action now closed] *
Look at ways to profile Councillors more in Council's publications	Carol Gordon Leah Johnston	Staff to look at ideas and options in early 2021 for publications throughout 2021.

* Table showing comparison of bookings in Old Town Hall and Te Matapihi – October & November

	Old Town Hall						
	Hall	**Supper Room Only**					
Oct-19	1	5 Bookings					
Nov-19	1 Event - 3 Days	4 Bookings					
	Te Matapihi						
	New Town Hall	**Santoft**	**Ohakea**	**Parewanui**	**Mezzanine**	**Scotts Ferry**	**Roof Top**
Oct-20	5 - (With 3 being 3 days or more)	5	6	1	2	1	
Nov-20	5 - (With 3 being 1 days or more)	4	5	1		1	1

Attachment 3

Report

RANGITĪKEI DISTRICT COUNCIL

Subject:	**Democracy & Planning Group - Operational Update**
To:	Policy / Planning Committee
From:	Carol Gordon, Group Manager – Democracy & Planning
Date:	4 December 2020
File Ref:	5-EX-4

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1. Executive Summary

This report provides the Committee with an update on key operational activities across the Democracy and Planning Group of the organisation. This covers the Policy and Bylaw Programme and Communications.

2. Policy and Bylaw Programme

Proposed Amendment to the Control of Dogs Bylaw – At Councils November meeting oral hearings were carried out with six submitters speaking. There were 49 hard copy submissions made on this Proposed Amendment. A deliberations report is being prepared for Councils meeting scheduled for 17 December 2020.

Appendix 1 provides the details of the Policy, Bylaw Work Schedule.

3. Communications Update

An update on Communications activity is shown at Appendix 2.

4. Significance

This item is not considered to be a significant decision according to the Council's Policy on Significance and Engagement.

5. Recommendation:

1. That the report "Operational Update to Policy / Planning Committee Meeting" be received.

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 Insanitory 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	
Annual Residents Survey	Policy	Operational/Research		Improvement plans to respective Committees	
Significance and Engagement Policy	Policy	Statutory	Local Government Act 2002	2020/21	Consulted alongside LTP
Control of Dogs Bylaw	Policy/Regulatory	Operational	Dog Control Act 1996	late 2020	Deliberations to 17 December 2020 meeting
Speed Limits Bylaw	Policy/Roading	Statutory	Land Transport Act 1998	Early/mid 2021 Policy Planning	
Local Approved Products Policy	Policy/Regulatory	Operational	Psychoactive Substances Act 2013	2021	
Flying Drones on Council Parks - Interim Guideline	Policy/Roading/Regulatory	Operational	Civil Aviation Authority	2021	
Food Business Grading Bylaw	Policy/Regulatory	Statutory	Local Government Act 2002	2021	
Youth Strategy	Policy/Youth Advisor	Strategic Direction for Youth	N/A	TBC	Yes - Dates TBC
Naming of Streets and Roads	Policy/Roading/Regulatory	Operational	Local Government Act 1974	2021	Consult on names for a register
Street Tree Policy	Policy/Parks and Reserves	Operational	N/A	2021	

Te Whakawhitiwhiti / Communications

November 2020 Update

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

News Media

8

NEWSPAPER ARTICLES

5

PUBLIC NOTICES

Council Website

7,690

▲ 1662

NEW VISITORS

13,537

▲ 299

TOTAL (SESSION) VISITS

Social Media

7,778

▼ 24%

PEOPLE REACHED

The number of people who saw any of our posts at least once this month.

4,117

▲ 188

FACEBOOK FOLLOWERS

News Media Activity

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

- Rangitīkei Connect was published twice in November 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
2/11/2020	Whanganui Chronicle	**Hall upgrade begins**
5/11/2020	District Monitor	Upgrade to Marton War Memorial Hall is under way. It will be closed to the public for the rest of the year. Thanks to funding from the Provincial Growth Fund. Proposed work includes fire safety improvements, lighting improvements and asbestos removal.
5/11/2020	District Monitor	**Playground work starts** After three years of plans and fundraising, work has finally begun on building a new playground to replace the old playground that was built in the early 1950's.
5/11/2020	Feilding-Rangitīkei Herald	**Restore grandstand, build new amenities: report**
12/11/2020	Feilding-Rangitīkei Herald	**Heritage Trust cautious over grandstand proposal** Dilapidated Memorial Park toilets to be replaced
5/11/2020	Feiding-Rangitīkei Herald	**Dangerous Building to be removed by December** RDC has granted an extension to KiwiRail to allow more time to remove a dangerous building in Taihape. KiwiRail started work to prepare for demolition and expects the structure to be demolished and materials removed by Dec 1.
5/11/2020	District Monitor	**Bulls Councillor resigns over unresolved centre issues**
10/11/2020	Whanganui Chronicle	**Councillor resigns Concerns over Bulls building the final straw**
12/11/2020	Feilding-Rangitīkei Herald	**Dunn's done: hub caught short**
19/11/2020	Feilding-Rangitīkei Herald	**Changing room plans forgotten** Resignation of Jane Dunn.

Date	Media Channel	Article Heading and Topic
12/11/2020	Feilding – Rangitīkei herald	**Have your say on playground, skatepark** Memorial Park playground and skatepark are well used but could do with updating to "inspire and reflect" the town. The new Marton playground was inspired by a user group.
25/11/2020	Whanganui Chronicle	**Town votes of towers fate**
27/11/2020	Manawatu Standard	**Bulls water tower to stay as Councillors listen to public** The famous" mushroom" water tower that greets travellers to Bulls will remain in place after a public vote drew an 87-43 result in favour to strengthen it instead of demolishing it.
26/11/2020	Feilding-Rangitīkei Herald	**Makeover on track for Papakai Park** Papakai Park is on its way back to being the popular natural recreation park.

Public Notices

- November 12

  Adoption of the Control Of Dogs Bylaw Amendment for Public
  Valuation Rolls
  Notice of Road Closures
  Temporary closure of road to public traffic -
  Wellington Road, Marton from Makirikiri Road to State Highway 1.
  Temporary closure of various roads to vehicular traffic -
  Road to be closed to ordinary vehicular traffic on Saturday 5 December,
  Taihape Christmas Parade 12pm – 1pm
  Road to be closed to ordinary vehicular traffic on Saturday 12 December,
  Bulls Christmas Parade 9.30am – 1pm
  Marton Christmas Parade 1.30pm – 4.30pm
  Road to be closed to ordinary vehicular traffic on Thursday 24th December
  Hunterville Christmas Parade 4pm – 5pm

- November 19

  Notice of impounding and of proposed sale of impounded stock
  Description of stock: 1 x Pig, Sow, White with Black Spots, 1 x Pig, Sow, Black

- November 26

  Temporary closure of various roads to vehicular traffic -
  Road to be closed to ordinary vehicular traffic on Saturday 28th November to host Marton Market Day.

LGOIMA Requests

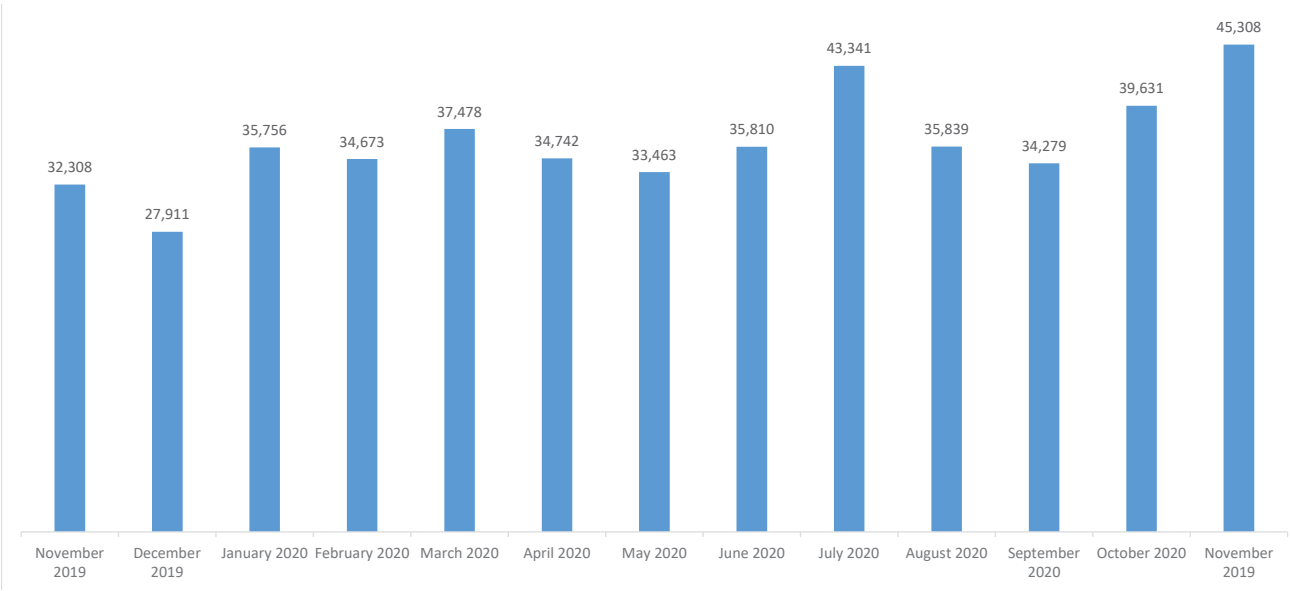
Requests under Local Government Official Information and Meetings Act (LGOIMA)

At the end of November, **68 requests** for official information have been received so far this year.

Website Statistics

The graph below outlines the website activity during November:

Activity on Council's website for 1 November 2019 – 30 November 2020:



In November 74.8% of those who visited Council's website were new visitors to the site.

Top 10 Council pages visited (November)

1. /homepage
2. /services/rates/search
3. /library
4. /services/cemeteries/database
5. /council/meetings
6. /services/gis/rangitikei-district-gis-map
7. /services/rubbish-recycling/transfer-stations/marton-transfer-station
8. /council/about/contact-us
9. /council/meetings/council/council-meetings
10. /council/publications/district-plan

News items

There were **20 News Items** posted to our home page.

Date	Article Heading and Topic
November 27, 2020	Scotts Ferry Stormwater Upgrade
November 26, 2020	Team Leader Financial Services Vacancy
November 26, 2020	Building Control Officer Vacancy
November 25, 2020	Marton Library Closed
November 25, 2020	Council Opening Hours for the Christmas – New Year Period
November 24, 2020	Council's Update on Putorino Landfill
November 23, 2020	Marton Shine the Light Invite
November 23, 2020	Tender Awarded for Bus Lane and Town Square
November 23, 2020	Bulls Tower to Remain

Date	Article Heading and Topic
November 16, 2020	Ohingaiti Cemetery
November 16, 2020	Residents Warned to Be Vigilant Following Spate of Burglaries
November 13, 2020	Framing our Future
November 13, 2020	Heritage NZ visit our District
November 13, 2020	Interior of Council's Building on Broadway / High Street, Marton extensively vandalised
November 12, 2020	Council becomes guardian of gifted taonga
November 10, 2020	Governance Administrator Vacancy
November 06, 2020	Memorandum of Understanding (MoU) with Ngā Wairiki - Ngāti Apa
November 06, 2020	Resignation – Jane Dunn
November 02, 2020	Marton War Memorial Hall Upgrade

Social Media Activity

The table below outlines Facebook activity during October:

Date	Article Heading and Topic	Type
1 Nov	Again residents are commenting about how wonderful the water isn't	Post
2 Nov	HEADS UP: Work on the Marton War Memorial Hall	Post
2 Nov	Venue & Events Coordinator vacancy	Post
3 Nov	Framing our Future - Marton	Event
3 Nov	The circus is coming to town!	Post
5 Nov	Hey folks, safety first please and mind our pets tonight. - Guy Fawkes	Share
6 Nov	The Mangaweka Community Garage sale	Share
6 Nov	Kia ora koutou, we loved speaking to the community in Hunterville last weekend. Framing our Future	Post
6 Nov	WEEK ONE: Fences are up and earthworks have began...	Post
7 Nov	Come down and chat to the Mayor and Councillors at the Corner of High Street and Broadway, Marton	Post
10 Nov	Are you are next awesome Governance Administrator?	Post
11 Nov	Network After 5 - Bulls	Event
11 Nov	Xmas is fast approaching. Celebrate a year of hard work with your xmas function at Te Matapihi	Post
13 Nov	Dr Ashley Bloomfield will be in Whanganui tomorrow	Share
16 Nov	Tomorrow midday is your last chance to have your say on the proposed amendment to the Control of Dogs Bylaw	Post
16 Nov	Building and Resource Consents acceptance and processing times over the Christmas/ New Year period	Post
17 Nov	FRIENDLY REMINDER: Your next rates instalment is due tomorrow	Post
17 Nov	From today, everyone must wear a face covering on all commercial domestic passenger flights nationwide.	Post
18 Nov	HEADS UP: Hey folks, the Hunterville Cemetery will be resealed from the 23 November.	Post
21 Nov	New Zealand's annual nationwide test of the Emergency Mobile Alert system has been cancelled.	Post
22 Nov	I thought the new toilets in Follett Street were to be open 24hrs a day.	Post
23 Nov	Hey folks, Heads up! The water fountain at Centennial Park (Marton Skate Park) will be closed while it undergoes repairs this week.	Post
23 Nov	Do you need Ultra-fast fibre in your home or workplace?	Post

Date	Article Heading and Topic	Type
23 Nov	The 'Mushroom Tower' gets to stay...	Post
23 Nov	A Merry Night In Marton	Share
24 Nov	REMINDER: Applications close for our Governance administrator role TOMORROW at 5pm...	Post
24 Nov	Framing our Future - Taihape	Event
25 Nov	Hey folks, sorry our Marton Library will be closed today	Post
25 Nov	From Russia With Love Tickets	Share
26 Nov	Our Council Meeting will be live streaming here from 1pm today.	Post
26 Nov	Join our team! We're looking of a new Building Control Officer...	Post
26 Nov	Council Meeting	Video
26 Nov	Kia ora koutou, Are you our next Team Leader - Financial Services?	Post
27 Nov	Marton Market Day is on tomorrow...	Share
27 Nov	Our Council Office in Marton was one of the location stops in today's James Cook School's Amazing Race	Post
27 Nov	Some images of the James Cook School teams receiving their clues from us in this mornings Amazing Race	Post
27 Nov	Scotts Ferry residents. Information for you and visitors regarding the Stormwater Upgrade taking place..	Post

Total Posts made: 43

Post with the most engagement:

Kia ora koutou, here's some images of the James Cook School teams receiving their clues from us in this mornings Amazing Race. Each team were amazing!!

- 1948 People reached
- 47 Reactions, comments & shares

Facebook insights: (November 2020)

- Post reach (The number of people who saw any of your posts at least once): **7,808 people down 24%**
- Post Engagements (the number of times people engaged through posts through reactions, comments, shares and likes): **3,792 down 11%**
- New page likes: **25 up 14%**

Total page followers: 4,117

Operations Activity

The information below outlines design and marketing activity completed during October:

Assets & Infrastructure

- PMO Flow chart
- Dog Waste Signs
- Ohingaiti Cemetery Sign
- Capital Project signs x2
- Water Conservation
- King Street Entrance Sign

Corporate Services

- Building and Resource Consents

Community Services

- Te Matapihi (wifi Signs)
- Te Matapihi (Booking Checklist)
- Te Matapihi (Alcohol Policy)
- Visit Rangitīkei Logo
- Just up the Road Campaign
- Olga Shanina Event
- Te Matapihi Xmas Flyer
- Rangitīkei Trade and Service Graduation
- 24hr Toilets Signs
- Te Matapihi (Letterhead)

Executive

- RDC Xmas Cards

Democracy and Planning

- Tiriti o Waitangi Artwork
- Long Term Plan

People and Culture

- RDC Privacy Policy
- RDC Staff Benefits Poster
- RDC Performance Development Plan

Attachment 4

Report

RANGITĪKEI DISTRICT COUNCIL

TO:	Policy / Planning Committee
FROM:	Nardia Gower, Community Programmes Manager
DATE:	4 December 2020
SUBJECT:	Community Programmes Operational Update - November 2020
FILE:	1-CO-4-8

1 Background

1.1 This report summarises the programmes, activities and focus areas of staff within the Community Programmes Team.

1.2 This report covers the month of November 2020.

2 Economic Development

2.1 Below are activities undertaken or initiated as part of Council's Economic Development.

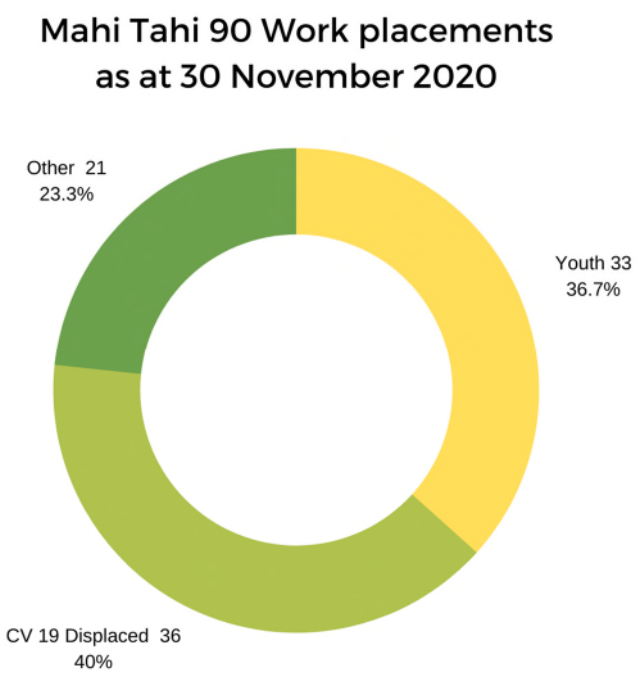
Programme/Activity	Progress For This Period
Strategy	a) On 3rd November, a meeting was held with Maori Agribusiness, Agriculture & Investment Services, Ministry of Primary Industries (MPI), to discuss landlocked Maori land in the north of the District and MPI's activities to assist owners to gain access and economically develop it. MPI has offered to make a presentation to Council in the new year to explain where it is working in the District, what it is doing and results to date. b) On 18th November, a Housing workshop was held with elected members. The presentation mapped the District's housing needs into eight sectors, provided an overview of the level of need, who is affected, posed questions concerning what could be done and Council's role, and offered ideas of potential funding sources. A follow-up report will be provided to Council summarising consensus views and ideas.
Business Business and Community Support	*Business After 5* meetings attended by Community and Economic Development staff were successfully held in Marton by Project Marton on 12th November and in Bulls by Council on 25th November. Local business owners talked about their viability in light of COVID-19, the strategies they've used to adapt to the changed economic environment and their interactions with Council. Communication with business owners throughout the District continued on an ongoing basis during the reporting period.

Programme/Activity	Progress For This Period
	An an Expression of Interest was submitted to participate in the next New Zealand Immigration/Ministry of Business funding round for the Welcoming Communities programme. Welcoming Communities provides $50,000/year for each of 2 years to implement a multi-cultural programme to integrate migrants (both domestic and international) and refugees into the local community.
Surveys	a) Due to the limited response from real estate agents in the District to the qualitative "estimated need for housing stock" surveys, an alternative plan to receive their input was developed and a meeting to establish a real estate agents' advisory working group is scheduled for Wednesday, 2nd December, during which the survey will be filled out.
Housing	a) A database of community organisations, social service providers, clubs, barristers/solicitors and NGOs in Bulls (2), Marton (11) and Taihape (7) that work with seniors and the elderly or who have members from amongst them was developed at the beginning of the month and was used to contact representatives to gather information and receive input concerning housing needs in the District. b) Four major national retirement villages, with a continuum of care, and two rest home/assisted living operators were identified and their Chief Development Officers were contacted to develop a relationship and to promote a potential investment to establish a facility for seniors and the elderly in the Rangitītkei. c) A Briefing Paper was developed and circulated to provide further information to potential investors to bring them to the point at which they can decide if they would like to initiate an exploratory discussion with Council. d)By the end of the reporting period one retirement village operator (Ryman Healthcare) and one rest home facility (Enliven, managed by Presbyterian Support Central) indicated they were not interested in operating in the Rangitītkei. Two retirement village operators (Metlife Healthcare and Arvida) stated that they would consult internally with upper level management and their Board to determine their appetite to invest in the District. One retirement village (Oceania Healthcare) and one group home operator (Abbeyfield New Zealand Inc.) expressed interest in holding a more in-depth discussion with Council related to the investment opportunity. e) During the month discussions were held with Community Housing Aotearoa (CHA), the peak community housing membership, coordination and lobbying body in the country. The talks culminated in CHA agreeing to hold a workshop at Council in January (at no cost) to orient potential community housing providers within the District as to how to begin operations, register with the Community Housing Regulatory Authority, qualify for central government funding and to develop capacity. f) Likewise, discussions were held with Habitat for Humanity New Zealand (Central Region) concerning two housing programmes they run nationally that are relevant to the Rangitītkei: • Assisted Home Ownership, providing a pathway to home ownership through 500 hours invested in building a home by a family, and then using a rent-then-buy model to help them build up a deposit which they can use when seeking independent finance to buy their home from Habitat; and,

Programme/Activity	Progress For This Period
	• Social Rental, providing rental accommodation to low income individuals and families in which the rent is based on a tenant's income and subsidised by Habitat for Humanity. Habitat has agreed to meet with Council and appropriate organisations in January 2021 to discuss its programmes and how they can contribute to District housing solutions. g) As mentioned above under Strategy, on 18th November and staff held a workshop with Elected Members on Housing, with a follow-up report capturing feedback from the worksheets to be provided at the December Workshop. h) Additional meetings concerning housing held during the reporting period included: • Linking a private investor who has sub-divided their large section and would like to build social housing on it to Ngā Wairiki Ngāti Apa to discuss renting the houses to Ngāti Apa members and managing them as part of its future social housing portfolio; • A separate discussion with Ngā Wairiki Ngāti Apa about becoming a registered Community Housing Provider; • Support to Living Hope Church Trust (Cr. Cath Ash and Council's Economic Developer provided ideas of how to raise funding to pay for the relocation and piling on the church grounds of a donated social housing property they have received); • A discussion with a builder of pre-fabricated, transportable modular and tiny homes about the potential for a tiny home development within the District as an inexpensive entry point to home ownership by singles, couples, retirees and 1st-time home buyers who are currently priced out of the market by the rapidly increasing cost of housing; • A discussion with Reverend Nevin Kuki of the Presbyterian Church (Marton) about Samoan housing needs and the migration of some of his parishioners to Feilding and Palmerston North because they can't find affordable rentals in Bulls and Marton; • A workshop with 24 Taihape seniors and elderly in a joint Council/Older & Bolder Taihape initiative focused on housing needs and solutions, as well as the costs of retirement villages and rest homes/assisted living facilities and available flat land close to the centre of town to build on or properties that could potentially be converted to new housing.
Events	There is nothing new to report for this period.
Facilitation with Iwi	On 11th November, a meeting was held with kaumātua of Moawhango Marae (Taihape) to discuss the four well-beings with them, the marae's needs and its members' asperations. On 29th November, a meeting was held with kaumātua of Kauangaroa Marae (Ngā Wairiki Ngāti Apa), Te Rūnanga O Ngā Wairiki Ngāti Apa and His Worship the Mayor to discuss Kauangaroa's unsuccessful PGF application to rebuild the marae, additional options to rebuild the marae and future-proof it from the flooding of the Whangaehu River, the marae water bore and potential Council assistance to assist with water sample analysis, and the way forward to discuss

Programme/Activity	Progress For This Period
	economic development planning, focusing on the Kauangaroa No. 2 Land Block Feasibility Study with the members of Kauangaroa Marae and the Tuia Group, which produced the study financed by Te Puni Kōkiri.
Shop Local Rangitīkei	Local businesses were promoted in November via the Shop Local Facebook group, with more businesses posting on the site to promote themselves, with Council staff approving posts. Marton Market day was held on 28th November, with local businesses open within the boundaries of the event reporting strong and or better than ever trading days.
Branding and District Promotion	a) The Visit Rangitīkei website continued under development, but is now close to completion. b) The Visit Rangitīkei Facebook and Instagram pages have gained followers and the Administrator interacted with the target audience under the Visit Rangitīkei profile. c) The six week summer campaign started, managed through NZME across Google and YouTube targeted at domestic travlers within a 4 hour drive time of the Rangitītkei, aimed to get people off the main road, into our shop fronts, exploring our district and spending time with our visitor sector Businesses. d) Future promotion discussions continued with businesses (in particular a pre-Christmas break promotional advertising campaign) along with providing ongoing business support to the visitor sector firms throughout the District, including finding alternative ways to help encourage visitor movement beyond State Highway 1. e) Exploration/investigation continues to promote the Gentle Annie as the best alternative route to or from Hawkes Bay, as well as alternate routes to Ruapehu, in an effort to encourage visitors to explore the more remote (and unspoiled) routes in the District, while still directing traffic to urban centres. f) A platform (through Story Maps has been created targeted specifically to those looking to "make this place home", and linked to the councils website with information, stats and visual material showcasing Rangitīkei as the perfect place to call home.
Mahi Tahi	In May 2020 Rangitīkei 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 Rangitīkei is one. This comes with funding of $250,000 in tranche one with the further $250,000 in tranche two which has been invoiced, having exceeded the 25 placements threshhold. The Mahi Tahi Rangitīkei 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 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. Councils team work closely with Louise McCourd the MSD work broker.

Programme/Activity	Progress For This Period
	During the month of November three placements were secured and two students brokered from the Ngā Wairiki Ngāti Apa (NWNA)/UCOL Level 3 Building Course have been placed into work experience (2 days/week). The goal being that they will be offered full-time roles and Level 4 apprenticeships post graduation in 2021. COVID 19 clients continued to decline with no outcomes in that category to report. Our recent youth strategy working with Spiers Foods has (and continues) to reap results for all parties. Some students will return to school next year and will be contacted by Keith for casual work on weekends and /or in the holidays. Others are looking to take on more full-time roles. We will continue to work with any that leave and place them into alternative employment. *"The work done by MTFJ couldn't have come at a better time for Speirs Foods. This along with the fact that Speirs Foods recognises there is a need for business to provide those needing work, with an opportunity.* *Speirs Foods has experienced an extremely busy six weeks, which resulted in the need to grow our employee numbers quickly. After consulting with James Tower from MTJF, a tour of our manufacturing facilities for 16 possible employees took place. This resulted in the employment of 15 new employees (Casual and Fixed term employment) and has been a great success for both parties, let alone the new employees. I will continue to work with James and provide opportunity as and when the opportunity arises".* Regards Keith Waghorn Production/Engineering Manager Speirs Foods (2018) LP The below graph shows the total work placement as at 30 November 2020, including the pilot placements.

Programme/Activity	Progress For This Period
	

2.2 The following highlights key activities and upcoming plans.

Programme/Activity	Upcoming
Strategy	a) Council's housing and economic development strategies will continue to be strengthened, with ongoing discussion with Executive Leadership Team, as a contribution to the Long Term Plan workshop in December. b) Discussions will be held with the Tararua District Council to explore how they improved their urban and rural telecommunications connectivity throughout the district to determine what lessons have been learned and are applicable within the Rangitīkei. Similarly, a discussion will be held with The Rural Connectivity Group concerning where internet towers will be installed in the District to maximize internet coverage linked to future economic development.
Business and Community Support	a) In December, preparation for monthly Business After 5 meetings in the New Year will continue in Bulls, Marton (through Project Marton) and Taihape. b) In January 2021, interested business participants will be invited to an organisational meeting to discuss the launch of a District-wide business organisation that will function as a Chamber of Commerce.
Surveys	a) A business listing baseline survey will be developed to capture as many of the businesses that are operating within the District as possible. The resulting database will be populated and the data cleaned from January – March, with the results published on the RDC website in April.

Programme/Activity	Upcoming
	b) An online and hard copy needs assessment survey of the businesses and business-related services District residents would like to exist and be able to access within the downtown centre of the towns they live in (Bulls, Marton, Hunterville, Taihape) will be designed in December and administered in January - February 2021. The results will be analysed and published on the RDC website in March. c) From January – March 2021 a needs assessment will be conducted of the concerns and challenges faced by the rural sector, including primary producers (horticulturalists, livestock, tree and fruit farmers) and processors, suppliers and distributors, with potential solutions suggested. The results of the needs assessment will be analysed, with a determination of Council's role in facilitating solutions (if any) provided, along with a series of suggestions of how to adapt to climate change, strengthen value chains and increase value addition to ensure that the benefits of increased production, income and employment remain within the District.
Housing	a) From December 2020 – March 2021, information collection and meetings will continue with potential Council partners and allies to determine the roles that they will play (with Council serving as the coordinator of the overall strategy), specific initiatives and potential sources of funding that should be included in the new Council Housing Strategy. b) A ½ day workshop led by Community Housing Aotearoa, the peak community housing membership, coordination and lobbying body in the country, will be held in Bulls or Marton in late January 2021. The purpose of the workshop will be to inform prospective community housing providers in the Rangitītkei what is required to formally establish themselves, the cost of operations, who to liaise with and submit funding requests to, the training they can access from central government and the organisational and governance capacity they need to develop. An invitation to attend the workshop will go out in early January to potential attendees from the five Samoan churches in the District, Ngā Wairiki Ngāti Apa, other Iwi, the Combined Churches of Marton, individual churches within the District, fraternal and social service organisations (such as Rotary, the Lions Club, the Freemasons, etc.) and Community Committees. c) A full-day visit to the District by Susan Jenkins, Executive Officer of Abbeyfield New Zealand Inc will be coordinated in January 2021 for her to meet with His Worship the Mayor and Elected Officials, as well as community leaders who work with seniors and the elderly in Taihape (and possibly in Bulls/Marton, depending on local interest), to talk about the possibility of establishing an Abbeyfield house. Ms. Jenkins will discuss the three prerequisites to establish an Abbeyfield house, those being: 1. A strong, committed local steering committee that will take on local investigations and fundraising and go on to become an Abbeyfield-affiliated incorporated society and operate the house (as volunteers). 2. Availability of suitable land site, normally 1,500 – 2,000 m². 3. Development capital – around $2 million or more, depending on the cost of land (the total cost is in the order of $2.5 - $3.2 million) for a new build (conversions might be considered in some cases).
Events	a) Planning and consultation for a month-long District-wide Matariki celebration (the Māori New Year) to be held in July 2021 will be ongoing over the next few months.

Programme/Activity	Upcoming
	b) More in-depth planning and consultation for the Rangitīkei "Up the Road" Golf Tournament will take place during the next reporting period, with an inter-golf club organisational meeting to be held by the end of 2020.
Facilitation with Iwi	Consultations with District Hapu, Iwi and the Ratana community will continue from December 2020 – March 2021 regarding their economic development plans and how Council can align with them and assist as a partner where possible. This will coincide with seeking input to Councils Strategic Vision based on the Four wellbeing's (Social, Environmental, Cultural, Economic).
Shop Local Rangitīkei	Local businesses will continue to be promoted via the Shop Local Facebook group, with a weekly campaign launched to encourage members to provide business recommendations and specific business links based on particular themes, e.g., Christmas shopping, vehicle maintenance, etc.
Branding and District Promotion	a) The new Visit Rangitīkei website will be launched during December. b) Investigations will continue to take place into alternative Rangitīkei visitor promotion billboards. c) Exploration/investigation will continue to promote the Gentle Annie as the best alternative route to or from Hawkes Bay, as well as alternate routes to Ruapehu, in an effort to encourage visitors to explore the more remote (and unspoiled) routes in the District, while still directing traffic to urban centres. d) Investigation into brand partnerships between visitor sector business, visit Rangitītkei brand and a person/brand relevant to our landscape have started as a cost effective altertantive to traditional marketing to help engage with a more real and authentic visitor base.

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 Completed – Taihape, Hunterville, Koitiata, Turakina, Rātana, Scotts Ferry	<u>Mangaweka</u> The Heritage Committee informed staff of their preference for incorporating the cantilever bridge and white cliffs into the signage image. The image provided below was rejected by the committee and is being revised by staff.

Programme/Activity	Progress For This Period
	  <u>Marton</u> Marton landowners have agreed for the placement of the sign structures on the State highways and the builder is due to start the construction process. Council staff work are working with Project Marton to utilise their State highway structures to display upcoming events in the town. <u>Bulls</u> The confirmed signs are being printed. <u>Whangaehu</u> The working group presented staff with a list of images having preference for the horseshoe. These images were circulated through to Whangaehu mana whenua for consultation, with feedback showing preference for the Whale tail (image below). Staff have discussed this preference with the working group who have accepted and endorsed the iwi consultation outcome. A community flyer drop is being organised to inform residents of the upcoming signs and the significance of the whale and turquoise coloured water.

Programme/Activity	Progress For This Period

Programme/Activity	Upcoming
Township Signage District Signage	All township signage to be complete and installed by January 2020. Develop District Signage concepts to Council for comment.

4 Te Matapihi - Events and Venue Activity

4.1 The following highlights the key activities and progress of staff in this area and upcoming plans.

Programme/Activity	Progress For This Period
Events / Hire	Bookings have continued to be consistent and many inquiries made. • For the month of November there has been 17 bookings with 1 booking booked for 3 days. • Sign language night classes are booked for 2 terms in 2021. • Another Indian festival was held in November with attendees from Wellington and Palmerston North to celebrate Diwali. • One local business held their early Christmas function in the hall. • Horizons held two public meetings and complementing the "fantastic venue" indicating future bookings. • Rural Women are investigating holding a free concert in the hall in April 2021.
Promotion / Marketing	The Facebook page https://www.facebook.com/Bullscommunitycentre has a new focus on promotion. Photos and videos the building in use have been loaded, including a group of 20 lower north island architects and two Awapuni Librarians. Marketing the building for Christmas functions was been promoted through different channels. The booking process has been refined and a users guide created which fully gives details of usage for hirers.

Programme/Activity	Upcoming
Promotion / Marketing	Key staff including the Events and Venues Co-ordinator will develop a marketing and communications plan for the facility Create a promotional video showing each area in use while coinciding with collecting video content to create an induction video. Staff are working on the staging of the video. Create a pack of local businesses that can service events and visitors.

5 Youth/Rangatahi Development

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

Programme/Activity	Progress For This Period
Youth Space - Taihape	The Taihape Lobby continues to be open 3-5pm each weekday, supervised through MOU agreement with Mokai Patea Services. New and regular events for the space are in the planning stage in conjunction with Mokai Patea Services and the local School. The space has also started being leased for a koha to local businesses, health providers and service agencies, outside of the youth hours.
Youth Space - Marton	The Marton Lobby Youth continues to be open each weekday from 3-5pm, supervised by council staff. New and regular events for the space are in the planning stage, such as board game events, live music events, artist events. To start 2021.
Youth Council	A quiet month for Youth Council as our members are occupied with NCEA exams within their own schools. They have offered support to council through engaging in LTP pre-engagement process with the community.
Youth/TRYB Website	Updates are underway.

5.2 The following highlights key activities and upcoming plans.

Programme/Activity	Upcoming
Youth Council	Youth Council has it's final meeting for the year and River Valley Rafting trip on 12-13th December 2020. Applications to join next years council will open end of December 2020 with interviews and appointments taking place February 2021.
Lobby	Staff and Youth are exploring opportunites to increase usage of the Marton and Taihape Lobby's by building regular events in and around the Lobby's for 2021.

Programme/Activity	Upcoming
	Meeting with Bulls Youth to understand their wishes for the space and how best to operate the area.

6 Libraries

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

Programme/Activity	Progress For This Period
ePukapuka eBook consortium	The staff member put forward to help with selection for the consortium has received training from the buying team and will be purchasing non-fiction eResources for the ePukapuka book consortium.
Bulls Community Centre Learning Hub in Te Matapihi	Te Matapihi has received lots of visitors in the short time it has been open. We have had lots of feedback from locals and travellers about how great the building looks and how nice the facilities are. The Learning Hub level is proving very popular, especially with local children after school
Events/Programmes	Staff across the District are currently preparing a programme for the December/January school holidays. We will be running a Summer Reading Programme at Bulls, Marton and Taihape Libraries. We have also booked in a couple of storytellers for the end of January, and will be running other in-library actitivies. The holiday programme will be published on the website.
Staff	Our new cadets are settling in well with their training. One of them is organising a language exchange get together which has had positive feedback from locals and the other is working on enhancing our Digital noticeboard content.
RFID Implementation (Radio Frequency Identification)	Staff have completed the tagging process for the RFID implementation we are currently waiting for a go-live date for the system.

6.2 The following highlights key activities and upcoming plans.

Programme/Activity	Upcoming
New Zealand Libraries Partnership Programme	We have submitted our proposal for our two new funded library positions to the New Zealand Libraries Partnership Programme and are waiting for sign off to confirm we can go ahead with the recruitment process. These will be fixed term positions ending in June 2022.

7 Recommendation

7.1 That the 'Community Programmes Operational Update – November 2020' to Policy Planning on 10 December 2020 be received.

Nardia Gower
Community Programmes Manager | Kaiwhakahaere Hapori Hāpori

Attachment 5

Community Leadership Group of Activities 2020/21

Nov-20

Major programmes of work outlined in the Annual Plan 2020/21

What are they:	Programme/Activity	Status	Progress for this reporting period	Planned for the next two months
Strategic Planning	Long Term Plan 2021-31	Commenced	Monthly workshops are held with Council and Project Team	Workshops are ongoing into the Project, early engagement concluded for the year at the end of November, further engagement will be planned for February 2021.
	Annual Report 2019 / 20	Drafts completed and provided to audit. Audit conducted Oct/Nov.	Financial statements and statement of service performance completed. Responding to Audit queries following consideration of draft Annual Report	Final discussions with Audit. Annual Report to be adopted at Council meeting on 17 December 2020 following presentation of the Audit opinion. Summary Annual Report to be completed.
	Delivery of programme of policy and bylaw review	Ongoing	Reports to PPL	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 programmes in response climate change	Multiple Councils in the Horizons region meeting to develop climate change risk assessment.	Engagement campaign complete	Meeting to discuss feedback from consultation period.
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. A new agenda and minute software programme has been purchased (InfoCouncil) and is due to be rolled out in February 2021.
	Internal Audit programme	Pending	None	Determine arrangements for provision of internal audit (in consultation with other councils in the Horizons region)
	Engagement with sector excellence programmes	Confirmed	LGNZ confirms agreement on postponement until August 2021	Overview of steps to be taken in preparing for the CouncilMARK assessment
	Draft submissions to government proposals and plans	As required	None	Prepare submission to relevant legislation when Select Committee invites this
Iwi Liaison	Te Roopuu Ahi Kaa strategic plan (Maori Responsiveness Framework) – implementing actions	Ongoing	Framework revised following workshop. Update on activities under the Framework will be provided to the next Te Roopuu Ahi Kaa meeting.	Further progress report for the first meeting of Te Roopuu Ahi Kaa in 2021.
	Review key outcomes from Maori community development programme for input into the 2021-31 Long Term Plan	In preparation	None	Proposed key outcomes from Maori community development programme to be discussed with Te Roopuu Ahi Kaa at its first meeting in 2021

Carry forward programmes from 2019/20

What are they:	Programme/Activity	Status	Progress for this reporting period	Planned for the next two months
Annual Resident Survey 2020	Undertake Annual Residents Survey	Complete	All Committees have received improvement plans	Staff to carry out improvements.
Annual Resident Survey 2021	Undertake Annual Residents Survey - Scheduled for March - April 2021		N/A	This will be undertaken in early 2021

Community Well-being Group of Activities 2020/21

Nov-20

Major programmes of work outlined in the Annual Plan 2020/21

What are they:	Programme/Activity	Status	Progress for this reporting period	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 delivery through Partner Organisation MoU Agreements with Project Marton, Bulls and District Community Trust and Taihape Community Development Trust		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 delivery through Partner Organisation MoU Agreements with Project Marton, Bulls and District Community Trust and Taihape Community Development Trust		Reported through the quarterly updates of the MoU Partner Organisations
	Investigate funding assistance for the new Hunterville St John Operational building			Topic for an LTP workshop with Elected Members
COVID-19 Recovery	Implementation agreed recovery plan	COVID-19 Recovery is now being viewed as business as usual.	There is no update for this period	Continue to work with our Recovery partners as needed
Actions to give effect to Council's strategic vision in its four aspects (well-beings). Includes Cultural Development Strategy; Economic Development Strategy; Environmental Strategy; and Social Development Strategy	Cultural Development Strategy	Under development	Workshopped with Council and Te Roopuu Ahi Kaa as part of the Long Term Plan Process. Staff engagement with Iwi and Hapu, Samoan Community, Community Boards and Committees as part of the development of the four wellbeing strategies	Summary to be drafted for inclusion in the Consultation Document for the LTP.
Council initiated District Plan Changes	Increasing industrial capacity		Rural to industrial - Liaison with specialist legal and planning advisers. Issue of tender as agreed by Council for the provision of the comprehensive development plan as set out in the decision report from the independent commissioner	Rural to industrial - mediation of appeals (one received, three interested parties); initiating Comprehensive Development Plan following decision on tender.
	Increasing residential capacity			Rural to residential - to be determined
Youth Development	Youth Council and Networking meetings	Monthly committee meetings with the Rangitikei Youth Council.	There have been no formal Youth Council Meeting during this period due to NCEA exams	As reported through the Community Programmes Operational Update
	Establish a Youth Zone in Bulls	Room has been built on roof top of Te Matapihi as a multi-use space for meetings and for youth to use. The practical use of this space being used as a dedicated Youth space between 3 and 5 Monday to Friday is being explored.		As reported through the Community Programmes Operational Update
	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.	As reported through the Community Programmes Operational Update
Emergency Management	Civil Defence - lessons learned from COVID-19 State of national emergency		Regional Covid 19 debrief held, planning ongoing for resurgence	
	Civil Defence - actions and exercises to reflect the National Civil Defence Emergency Management Plan (and regional group priorities)		No upcoming exercises for the rest of 2020	
	Civil defence - review of contract for provision of District emergency management services		Agreement that the contract will end 30 June 2021	Contract up for review as we reach final year of four year contract. Review on how this will be resourced from July 2021 to be undertaken.

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 (not MoU Community Partner Organisations)	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

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	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.	As reported through the Community Programmes Operational Update
Attractive and vibrant towns that attract business and residents	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.	Create an advertising campaign for 2021 recapping what placemaking is and how to apply. Targeting already established Placemaking groups and Community Committees/Boards.

Environmental & Regulatory Services Group of Activities 2020/21

Nov-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	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)	O
Implementation of systematic monitoring of resource consents issued by Council			0 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			In budget for 20/21	

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
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	109 BC granted, 90.83% completed on time, value of work is $8,678,169	20 BC granted, 80% completed on time, value of work is $1,551,747	4 new houses valued at $730,000, 1 relocate valued at $19,000, Seismic strengthening valued at $15000. 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.	129 CCC issued, 100% on time, 3 NTF issued, no infringements issued	21 CCC issued, 100% on time, No NTF issued, no infringements issued	
Resource Consents	Report on: a) number of land use consents issued and timeliness	16 Land Use RC granted, 93.75% on time, 8 Permitted Boundary RC granted	2 Land Use RC granted, 100% on time, No Permitted Boundary RC granted	
	b) subdivision consents and timeliness	22 Subdivision RC granted, 68.18% on time	4 Subdivision RC granted, 50% on time	
	c) section 223 and 224 certification and timeliness	14 s223 and 16 s224 certificates granted	2 s223 and 4 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.	109 Unregistered, 2 Deceased, 11 Impounded, 8 Infringements	4955 Registered, 109 Unregistered, 30 Infringements, 133 Impounded, 60 Deceased	
Bylaw enforcement	Enforcement action taken		none	
	Report on number and type of licences issued	1 New Managers Certs, 2 Renewal Managers, 1 Special, 2 Renewal On Licences	Club Licence Renewal 1, On Licence Renewal 4, Off Licence Renewal 1, New On Licences 2, Manager Renewals 12, Managers New 1	
Building Warrant of Fitness renewals	Report on overdue BWOF, audits, Notices to Fix and infringements issued.	13 Overdue, 4 audits, 24 Notices to Fix, 0 Infringements Issued	11 Overdue, 15 audits, 4 Notices to Fix, 0 Infringements Issued	
Swimming Pool Barriers	Report on number of pool barrier inspections done, Notices to Fix and infringements issued.	5 done to date	3 done this month	

	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)		Decision meeting for Events Sponsorship Scheme was held 22 September 2020.	Prepare for Event sponsorship rounds in 2021
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		October has been the first operational month for our new Learning Hub and Information space working out of Te Matapihi. The staff are enjoying the new Learning Hub area and we have had lots of visitors in checking out the space. Locals and the travelling public have been very impressed with the building and our new facilities. Library item issues have increased for the month and there has been a noticeable increase in people using the Learning Hub space. Staff are putting together a programme of events for December/January.	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		New website for visitor attraction under development.	As reported through the Community Programmes Operational Update
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		Nothing to update	Nothing planned for the next two months.
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.	Continue to support community lead projects for playspaces and action spaces in the district.
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. Schools that participated paid.	Working with the school for the 20220-2021 swim season
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 plans for the remaining of 2020
	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, likely to be 2021
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		Up to date Funding Dates and successful applicants for all council administered funds can be found at https://www.rangitikei.govt.nz/district/community/grants-funding	Dates for 2020/21 Funding rounds to be confirmed and loaded to Council's Website
	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			Events Sponsorship Scheme and Community Grants scheme decisions to be reported to Council / Finance and Performance Committee, and successful applicants to be loaded to website.
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 until 30 June 2021	Contract up for review as we reach final year of four year contract. Review on how this will be resourced from July 2021 to be undertaken.
	Arrange regular planning and operational activities		No future exercises for 2020	