

# MINUTES

## POLICY/PLANNING COMMITTEE MEETING

**Date:** Thursday, 12 August 2021

**Time:** 1.00 pm

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

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Present

- Cr Angus Gordon
- Cr Cath Ash
- Cr Nigel Belsham
- Cr Fi Dalgety
- Cr Gill Duncan
- Cr Richard Lambert
- Cr Dave Wilson
- Mr Chris Shenton
- HWTM Andy Watson

In attendance

- Mr Peter Beggs, Chief Executive
- Mr Arno Benadie, Chief Operating Officer
- Mrs Carol Gordon, Group Manager – Democracy and Planning
- Mr Dave Tombs, Group Manager – Corporate Services
- Mr Johan Cullis, Manager – Regulatory
- Ms Katrina Gray, Senior Strategic Planner
- Mr George Forster, Policy Advisor
- Ms Nardia Gower, Manager – Community Development
- Ms Jen Britton, Strategic Advisor – District Promotions
- Mr Jaime Reibel, Strategic Advisor – Economic Development
- Mr Ash Garstang, Governance Administrator

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## 7 Follow-up Action Items from Previous Meetings

### 7.1 Follow-up Action Items from Policy/Planning Meetings

Taken as read.

**Resolved minute number** 21/PPL/003

That the report 'Follow-up Action Items from Policy/Planning Meetings' be received.

Cr F Dalgety/Cr G Duncan. Carried

## 8 Chair's Report

### 8.1 Chair's Report - August 2021

The Chair tabled his report.

**Resolved minute number** 21/PPL/004

That the tabled Chair's Report – August 2021 be received.

Cr A Gordon/Cr C Ash. Carried

## 9 Reports for Decision

### 9.1 Local Approved Products Policy

Mr Forster provided some background on this policy, and advised that it was initially implemented as a response to the widespread sale of synthetic products in the early 2010's. No new product has been applied for by a retailer within the district since 2014, as an application fee was high. Mr Forster recommended that the Committee retain the policy in its present state.

**Resolved minute number** 21/PPL/005

That the report Local Approved Products be received.

Cr N Belsham/Cr C Ash. Carried

**Resolved minute number** 21/PPL/006

That the Policy/Planning Committee support the Local Approved Products Policy remaining in its current form, and that a full review be undertaken if an application to the Psychoactive Substances Regulatory Authority (Ministry of Health) is lodged to have a product approved for sale.

Cr N Belsham/Cr G Duncan. Carried

## 9.2 Animal Control Bylaw - Cats

Mr Cullis advised that so far in 2021 there have been four complaints about cats; three of them for the same premises.

In response to a query, Mr Cullis advised that Horizons Regional Council only deal with feral cats – not dumped cats. Cages can be provided to people to try and trap stray cats.

In response to a query about Councils ability to enforce the bylaw, Mr Cullis advised that while we have the ability to prosecute, this has never been done. He noted that staff were unable to issue infringement notices.

**Resolved minute number** **21/PPL/007**

That the report on Animal Control Bylaw - Cats be received.

Cr D Wilson/Cr N Belsham. Carried

**Resolved minute number** **21/PPL/008**

That no amendment is made to the Animal Control Bylaw to require the de-sexing and microchipping of cats.

Cr D Wilson/Cr R Lambert. Carried

## 9.3 Food Business Grading Bylaw

Mr Forster advised that there are several concerns with the current bylaw, specifically with regards to the fairness of the system. For example, large supermarkets do not have grades displayed.

In response to a query, Mr Cullis advised that customer complaints about food health and safety may either come to Council or to the Ministry of Primary Industries, depending on who was responsible for regulating the specific premises.

In response to a query, Mr Forster confirmed there was a cost to Council for implementing this bylaw. An environmental health officer was employed from outside the district to conduct site inspections.

It was noted by the Mayor that an 'opt-in' or 'opt-out' approach could have negative consequences, as food vendors that do not have a food grading (noting that there is a cost to attaining this from Council) may risk losing customers due to a perception that the absence of a Council issued food grading is because of negative food health and safety practices.

**Resolved minute number** **21/PPL/009**

That the report on Review of the Food Business Grading Bylaw be received.

Cr A Gordon/Cr D Wilson. Carried

**Resolved minute number** **21/PPL/010**

That the Policy/Planning Committee recommend that a full review of the Bylaw be undertaken, noting that an amended Bylaw and supporting information would be reported to Council to be adopted for public consultation.

Cr N Belsham/Cr C Ash. Carried

## **10 Reports for Information**

### **10.1 MoU Partner Organisations**

#### Taihape Community Development Trust (TCDT)

Pania Winiata presented to the Committee. A highlight last year was the A&P show. There were some new events, such as woodchopping and shearing. Their newsletters and social media platforms are well established, and community engagement with Council is already underway. The Spring Fling event is in September and TCDT are striving to engage with different ethnicities in Taihape and regionally. In their newsletter they will profile a local shop and any specialties being provided.

Cr Gordon asked how the new welcome pack has been received by new people to the town. Ms Winiata advised that it has been fantastic with property brokers, not just sales but also for rentals. It has been posted to the Taihape Health and the school, and TCDT contacts people about once a month to see if more packs are required.

#### Bulls Community Development Trust (BCDT)

Bonnie Clayton spoke to her presentation.

Cr Dalgety asked if their river group was working with the Rangitikei Catchment Collective. Ms Clayton advised that she was not aware of them, but would take down their contact details.

Cr Belsham asked how much external funding had been brought into the group. Ms Clayton could not provide exact numbers, but stated that they did apply continuously for external funding. Cr Belsham commented that it would be good to know, as the amount of work BCDT managed to achieve was very impressive. Ms Clayton advised that she will get this information and forward it to Cr Belsham.

Mr Shenton asked if BCDT had been in touch with Ngati Parewahawaha and other relevant groups, as there was a lot of good work being done in this space. He was happy to connect Ms Clayton to these groups.

Ms Gower advised that quarterly reporting had been replaced with six monthly and annual reporting, as this was quite a large task for the community groups to complete. Ms Gower advised that more meetings with the community development team will fill this gap.

The Committee advised that they would like to see the AGM minutes and financial statements from MOU Partners included in future Policy/Planning Order Papers.

In response to a query, Ms Gower advised that Council will be utilising either 50% or 100% of the funds that were under Project Marton for the Harvest Fair event. Ms Gower further clarified that staff had decided to incorporate Project Marton's plans into the Community Development teams next 12 month work plan.

In response to a query, Ms Gower advised that staff had decided to combine the Youth space in Taihape with the Mahi Tahī Rangitikei Employment Programme, and deliver this as a one-stop shop. This moved the cost for this to the Mahi Tahī programme.

The Committee queried the present state of Project Marton and the work that they were doing. Ms Gower advised that Project Marton's work had been incorporated by Council, but that the communications that Project Marton delivered have not yet been picked up. There is another group considering a revitalisation of this space, but staff did not want to directly establish anything – it was over to the community to do this if they wished to.

**Resolved minute number** **21/PPL/011**

That the report 'MoU Partner Organisations' be received.

Cr N Belsham/Cr F Dalgety. Carried

## **10.2 Community Development Update for April, May and June 2021**

Ms Gower advised that the recent Matariki celebrations were held at Te Matapihi. The Committee noted that Te Matapihi was seeing significant usage and that it was good to see this growing. The Committee also requested that information regarding feedback on Te Matapihi is included in future Community Development Updates.

In response to a query, Ms Gower advised that the digital engagement had seen a good uptake and that she will include numbers on this in a future report.

It was requested that both the McIntyre Reserve and Hautapu River Park be added to the bullet point list of current projects that are "of interest for development".

In response to a query about whether the 'DRAFT Community-Led Development Guide 2021' had been distributed to community committees, Ms Gower advised that she had wanted it to come to the Policy/Planning Committee first, but that she is happy to now circulate it to the community committees via email.

There was some discussion among Committee members about Council's financial commitment to community-led projects, specifically in the area of ongoing maintenance. Mr Beggs noted that page 4 of the draft document states that the Executive Leadership team will consider ongoing costs.

In response to a query, Ms Gower confirmed that currently there are no formal volunteer procedures, but she will complete a draft for these and bring it to the next Committee meeting in October.

**Resolved minute number** **21/PPL/012**

That the 'Community Development Update for April, May and June 2021' be received.

Cr N Belsham/Cr A Gordon. Carried

### **10.3 Youth Development Update Jan-Jul 2021**

Ms Gower advised that staff are going to revitalise the Youth Advisory Group, with a stronger local focus.

Ms Gower clarified that staff do not have a lot to do with the pre-school Swim For All Programme and that this has been funded by Gallaghers. Staff report on primary school aged children who attend the swim centres for free. His Worship the Mayor will engage with Richard Coxon around the Swim For All programme.

**Resolved minute number 21/PPL/013**

That the report 'Youth Development Update January to July 2021' to the 12 August 2021 Policy/Planning Committee be received.

Cr A Gordon/Cr G Duncan. Carried

Cr Gordon adjourned the meeting at 2.57 pm and re-convened at 3.08 pm.

### **10.4 Economic Development Update April, May and June 2021**

Mr Reibel advised that the Community Development Team attended a housing tour in Hastings, and visited a range of housing developments. He stated that the housing strategy appears to be two or three years in advance of ours and that it will be helpful to learn from their experience.

Ms Gower advised that our district had the second most stable employment under the Mahi Tahī – Employment Programme. She advised that there was a lot of value in this programme and that staff have had success in guiding youth into training and further employment.

**Resolved minute number 21/PPL/014**

That the 'Economic Development Update for April, May and June 2021' be received.

Cr C Ash/Cr R Lambert. Carried

**Resolved minute number 21/PPL/015**

That a letter of appreciation be sent from His Worship the Mayor to the Mahi Tahī project team.

HWTM A Watson/Cr A Gordon. Carried

### **10.5 Rangitikei Destination Management Plan 2050**

Ms Britton advised that initial engagement has begun with the Te Roopuu Ahi Kaa Komiti, the Santoft Domain Management Committee, the Turakina Community Committee and the Ratana Community Board. She welcomed input from elected members and advised that a workshop on this will be held on 09 September 2021.



There was some discussion among Committee members about ensuring that prior work in this space was being utilised, where able. Ms Britton responded to this and advised that staff were using some old material, although there were restrictions with this (e.g. pixilation in old pictures).

In response to a query about the impact of COVID-19, Ms Britton advised that it has changed the way that staff promote tourism and that there have been changes coming out of central government as well. Mr Beggs added to this and stated that central government have signalled that Destination Management Plans will be vital documents that enable Councils to source funding from central government.

There was some discussion among Committee members about how to ensure that Council gets value out of this document and that our tourism plans are implemented. Mr Beggs noted that this document will be a conduit to economic development, and will be useful in promoting our district for tourist operators. It was agreed that this would be a key issue to be discussed at the workshop scheduled for 09 September 2021.

**Resolved minute number** **21/PPL/016**

That the report 'Rangitikei Destination Management Plan 2050' be received.

Cr R Lambert/Cr D Wilson. Carried

## **11 Discussion Items**

### **11.1 Democracy & Planning Group - Operational Update**

#### Communications and Marketing Strategy and Social Media Policy

Mr Daniel O'Regan (communications contractor) presented the Communications and Marketing Strategy. He advised that there is also a "tone of voice" document that is currently with the executive team and will be rolled out to the Customer Services and Regulatory teams once finalised.

The Mayor noted that there could be an opportunity to erect an electronic billboard in Taihape, that shared news about local activities in the community. Mr O'Regan advised that he had seen a similar thing in Horowhenua, but that specific electronic billboard is owned by an external company, as the costs of erecting it are high.

In response to a query, the Mayor noted that there were restrictions on what councillors could say on social media regarding Council business, and that there was an expectation that anything would be run by both himself and the Chief Executive first.

The Committee noted that Council should promote good-news stories about Council activities and work that is being completed. Mr Beggs advised that this does often take place and Mr Benadie confirmed that promotion of work is included in some of Council's contracts with external contractors.

The Committee acknowledged the difficulty of getting community engagement right, and that sometimes engagement provided via formal and written submissions differed from what elected members hear informally from their communities. The Mayor noted that this was one of the

difficulties that faced our district, due to the huge land area and presence of small towns and communities.

Mr Shenton suggested that the culture pillar should also relate to contemporary culture, as he believed that in its present state it read as having a lean towards heritage culture. Mrs Gordon acknowledged his comments and advised that she would take this on board.

The Committee requested that staff distribute an abbreviated version of the draft Social Media Policy to Community Committees, Community Groups and our MoU Partners.

#### Rates Feedback

Cr Belsham asked what sort of feedback staff had received around the rates increase. Mr Beggs advised that as of 01 July 2021, Council had employed a Complaints Officer. He further advised that in general there has not been a large amount of complaints, although there have been several with regards to the removal of the 2.5% discount for full-year rates payments.

**Resolved minute number** **21/PPL/017**

That the report 'Democracy & Planning Group – Operational Update' be received.

Cr C Ash/Cr N Belsham. Carried

**The meeting closed at 4.23 pm.**

**The minutes of this meeting were confirmed at the Policy/Planning Committee held on 14 October 2021.**



**Chairperson (Cr Angus Gordon)**