

MINUTES

POLICY/PLANNING COMMITTEE MEETING

Date: Thursday, 14 April 2022

Time: 1.00 pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

- Cr Angus Gordon
- Cr Cath Ash *[via Zoom]*
- Cr Nigel Belsham
- Cr Fi Dalgety *[via Zoom]*
- Cr Gill Duncan
- Cr Richard Lambert
- HWTM Andy Watson

In attendance

- Mr Peter Beggs, Chief Executive *[via Zoom]*
- Mr Arno Benadie, Chief Operating Officer
- Mrs Carol Gordon, Group Manager – Democracy and Planning
- Mr Dave Tombs, Group Manager – Corporate Services *[via Zoom]*
- Ms Gaylene Prince, Group Manager – Community Services *[via Zoom]*
- Mrs Sharon Grant, Group Manager – People and Culture *[via Zoom]*
- Ms Jo Manuel, Manager – Community Development
- Ms Anne McLeod, Acting Manager – Community Development
- Ms Jen Britton, Strategic Advisor – District Promotions
- Mr Jaime Reibel, Strategic Advisor – Economic Development *[via Zoom]*
- Mrs Jess McIlroy, Operations Manager *[via Zoom]*
- Ms Melanie Bovey, Team Leader – Library Services *[via Zoom]*
- Mr Ash Garstang, Governance Advisor
- Ms Kylie Ruwhiu-Karawana (TRC Tourism - Consultant) *[via Zoom]*

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1 Welcome

The meeting opened at 1.01 pm.

2 Apologies

Resolved minute number 22/PPL/010

That the apology for Cr Wilson be received.

Cr N Belsham/Cr R Lambert. Carried

3 Public Forum

No public forum.

4 Conflict of Interest Declarations

No conflicts of interest were declared.

5 Confirmation of Order of Business

Item 10.6 (Draft Destination Management Plan document) was discussed after item 10.1 (Democracy & Planning Group – Operational Update) and before item 10.2 (Libraries & Information Centres Update – February/March 2022).

6 Confirmation of Minutes

Resolved minute number 22/PPL/011

That the minutes of the Policy/Planning Committee meeting held on 10 February 2022, without amendment, be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this committee be added to the official minutes document as a formal record.

Cr R Lambert/Cr A Gordon. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Policy/Planning Meetings

In response to a query, Ms Britton advised that the 2020/21 financial reporting for Project Marton did not come under Council's MOU agreement with the organisation.

Resolved minute number 22/PPL/012

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

Cr N Belsham/Cr G Duncan. Carried

8 Chair's Report

8.1 Chair's Report - April 2022

Taken as read.

Resolved minute number 22/PPL/013

That the tabled Chair's Report – April 2022 be received.

Cr A Gordon/Cr R Lambert. Carried

9 Reports for Decision

9.1 Revised Procurement Policy

Mrs Mcilroy advised that the Te Roopuu Ahi Kaa Komiti have not yet provided feedback on the policy, due to their latest meeting being cancelled.

In response to a query, Mrs Mcilroy advised that the "locally based suppliers" factor is rated on geographical proximity (e.g., a value of 10 for the Rangitikei, 8 for neighbouring districts, 4 for the South Island...).

In response to a query, Mrs Mcilroy advised that climate change factors sit under the "environmental value factor".

Mrs Gordon advised that the delegations register is currently under review and once completed this will assist with determining the delegated financial authorities (including the Procurement Policy).

In response to a query, Mrs Mcilroy advised that the Procurement Policy will not supersede the list of pre-approved contractors on SiteWise (a prequalification system). Mr Benadie advised that there is a \$120 application fee for contractors to be part of the SiteWise system, and that staff have pre-approved contractors for water networks due to the increased risks associated with these assets.

SiteWise is used to pre-qualify contractors against quality assurance and Health and Safety measures.

Resolved minute number 22/PPL/014

That the report 'Revised Procurement Policy' be received.

HWTM A Watson/Cr A Gordon. Carried

Resolved minute number 22/PPL/015

That the Policy and Planning Committee review and endorse the draft revised Procurement Policy for adoption.

HWTM A Watson/Cr N Belsham. Carried

10 Reports for Information

10.1 Democracy & Planning Group - Operational Update

Mrs Gordon advised that the bylaw programme will be reassessed once the new Corporate Planning Advisor begins their role at Council.

In response to a query, Mrs Gordon confirmed that staff receive regular updates on central government submissions.

Resolved minute number 22/PPL/016

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

HWTM A Watson/Cr R Lambert. Carried

10.2 Libraries & Information Centres Update - February/March 2022

Taken as read.

Resolved minute number 22/PPL/017

That the report 'Libraries and Information Centres – February/March 2022' be received.

HWTM A Watson/Cr G Duncan. Carried

10.3 MoU Partner Organisations Update - April 2022

In response to a query, Ms McLeod advised that the money (\$27,000 remaining) that was allocated to Project Marton under the MOU agreement has largely not been spent, as the three events the money was set aside for were cancelled. Staff want to carry-forward the funds to 2022/23. Staff are in discussions with other groups within Marton about potentially filling the space left by Project Marton, but nothing can yet be confirmed.

In response to a query, Ms Manuel advised she has been in contact with Sports Manawatu and Sports Whanganui, and will meet with them in future in order to enhance Council's relationships with them.

Undertaking:

Staff to update the Committee in the future on the relationship with Sports Whanganui.

Resolved minute number 22/PPL/018

That the report 'MoU Partner Organisations Update - April 2022' be received.

Cr N Belsham/Cr A Gordon. Carried

10.4 Community Development Update - February and March 2022

Taken as read.

Resolved minute number 22/PPL/019

That the report 'Community Development Update - February and March 2022' be received.

Cr G Duncan/Cr R Lambert. Carried

10.5 Economic Development Update - February and March 2022

Mr Reibel advised that he has held initial meetings with qualified consultants regarding the Tui Street (Taihape) flats and a business case for the wider district. The contract can be accommodated within the current budget.

In response to a query, Mr Reibel advised that anybody can join the Public Housing Register, and that most of the housing needs within the Samoan community are met by the churches.

In response to a query on the subdivision at Rātana, the Mayor advised that one of the difficulties associated with this project is potential purchasers assuming that they will have a clear title to their property, which may be against the principles of the papakāinga project. Mrs Gordon advised that there will be a workshop on housing in May.

In response to a query, Mr Reibel advised that he had assisted the Door of Hope Charitable Trust in applying to the Whanganui Community Foundation for funding for community housing.

Resolved minute number 22/PPL/020

That the 'Economic Development Update - February and March 2022' be received.

HWTM A Watson/Cr A Gordon. Carried

Resolved minute number 22/PPL/021

That the Committee suspends standing order 4.2, and allows the meeting to continue beyond two hours without taking a ten minute break.

Cr A Gordon/Cr N Belsham. Carried

10.6 Destination Rangitikei – Draft Destination Management plan document

Ms Kylie Ruwhiu-Karawana (TRC Tourism) updated the Komiti on the draft Destination Management Plan document.

In response to a query, Ms Britton advised that the next step is to build an implementation plan and this will take place over the next couple of months.

In response to a query, Ms Ruwhiu-Karawana advised that the appendices document discussed which agencies and organisations will need to be involved in the process, and advised that the advisory group and structure for the plan will identified in the near future.

The Mayor noted that there is uncertainty around ongoing funding for the Mayors Taskforce for Jobs, and that it may end up being less than anticipated.

Resolved minute number 22/PPL/022

That the report ‘Destination Rangitikei – Draft Destination Management plan document’ be received.

Cr A Gordon/Cr N Belsham. Carried

Resolved minute number 22/PPL/023

That the Policy/Planning Committee recommend the Destination Rangitikei – draft destination management plan goes to Council for adoption.

HWTM A Watson/Cr G Duncan. Carried

The meeting closed at 3.10 pm.

The minutes of this meeting were confirmed at the Policy/Planning Committee held on 9 June 2022.

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Chairperson