



Rangitikei District Council

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Rangitikei
UNspoilt...

Rātana Community Board

Order Paper

**Tuesday 13 December 2016,
6.30pm**

**Ture Tangata Office, Ihipera-Koria Street,
Rātana Pa**

Website: www.rangitikei.govt.nz

Email: info@rangitikei.govt.nz

Chair: Charlie Mete

Deputy Chair: Maata Kare Thompson

Membership

Charlie Rourangi

Thomas Tataurangi

Cr Soraya Peke-Mason

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.

Rangitikei District Council

Ratana Community Board Meeting

Order Paper – Tuesday 13 December 2016 – 6:30 p.m.



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The quorum for the Ratana Community Board is 2.

Council's Standing Orders (adopted 3 November 2016), 10.2 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 Whakamoemiti

2 Public forum

3 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.

4 Confirmation of minutes

Recommendation

That the Minutes of the Ratana Community Board meeting held on 9 November 2016 be taken as read and verified as an accurate and correct record of the meeting.

5 Chair's report

A verbal report will be provided at the meeting.

Recommendation

That the Chair's report to the Ratana Community Board meeting on 13 December 2016 be received.

6 Council decisions on recommendations from the Board

There were no recommendations from the Board considered by Council at its meeting on 1 December 2016.

7 Response to queries raised at previous meetings

There were no queries raised at the previous meeting which require a response from staff.

8 Commentary on Te Roopu Ahi Kaa's meeting on 13 December 2016

A verbal update will be provided at the meeting.

9 Update on housing development

A verbal update will be provided at the meeting.

10 Ratana Water Treatment Plant Update

A report is attached.

File ref: 5-CM-1-C975

Recommendation

That the report 'Ratana Water Treatment Plant Update' to the Ratana Community Board meeting on 13 December 2016 be received.

11 Rātana Wastewater Consent Renewal

A report is attached.

File ref: 6-WW-1-6

Recommendation

That the report 'Ratana Wastewater Consent Renewal' be received.

12 Ensuring effectiveness of the District's Community Boards – review for the 2016-19 triennium

A report is attached.

File ref: 3-CB-1

Recommendations

1 That the report 'Ensuring effectiveness of the District's Community Boards – review for the 2016-19 triennium' be received.

EITHER

2 That the Ratana Community Board recommends to Council that consideration is given to making the following changes to the Board's delegations and level of support.....

OR

3 That the Ratana Community Board recommends to Council that the current delegations and level of support are sufficient for its purposes.

13 Future items for the agenda

14 Next meeting

Tuesday 14 February 2017, 6.30pm

15 Whakamoemiti/Meeting closed

Attachment 1



Rangitikei District Council

Rātana Community Board Meeting

Minutes – Wednesday 9 November 2016 – 6:30 p.m.

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Members Present: Charlie Mete
Charlie Rourangi
Thomas Tataurangi
Maata Kare Thompson
Cr Soraya Peke-Mason

In Attendance: His Worship, Andy Watson, Mayor of the Rangitikei District
Ross McNeil, Chief Executive, Rangitikei District Council
2 members of the Rātana community

1 Whakamoemiti

The opening Karakia was performed by Cr Soraya Peke-Mason

2 Welcome and introduction from the Chief Executive

Council's Chief Executive, Ross McNeil, welcomed members to the inaugural meeting and outlined the process to be followed.

3 Councillor appointment to the Rātana Community Board

The Board comprises four elected members and one Councillor appointed by Council. At its meeting on 3 November 2016, Council appointed Cr Soraya Peke-Mason as Council's representative to the Rātana Community Board.

4 Apologies

Nil

5 Declaration by Members

All members took the statutory declaration.

6 Election of Chair

Resolved minute number **16/RCB/018** **File Ref**

That the Rātana Community Board, for the purpose of electing or appointing persons under Clause 25 of Schedule 17 of the Local Government Act 2002, adopt System B.

Mr C Mete / Cr Peke-Mason. Carried

The Chief Executive called for nominations for the position of Chair.

Resolved minute number **16/RCB/019** **File Ref**

That Charlie Mete be appointed Chair of the Rātana Community Board.

Mr C Rourangi / Mr T Tataurangi. Carried

As no other nominations were received, Charlie Mete was declared the Chair of the Rātana Community Board.

7 Declaration by Chair

As Chair-elect, Charlie Mete took the statutory declaration.

The Chief Executive vacated the chair.

8 Election of Deputy Chair

The process for electing the Deputy Chair is the same as for electing the Chair.

Resolved minute number **16/RCB/020** **File Ref**

That Maata Thompson be appointed Deputy Chair of the Rātana Community Board.

Mr T Tataurangi / Mr C Rourangi. Carried

9 Legislation requiring general explanation at the first meeting

The Chief Executive provided an overview of the relevant legislation.

Resolved minute number **16/RCB/021** **File Ref**

That the report on "Legislation requiring general explanation at the first meeting" be received by the Rātana Community Board and the information noted.

Ms M Thompson / Mr C Mete. Carried

10 Ratana community's representative for Te Roopu Ahi Kaa

Resolved minute number **16/RBC/022** **File Ref**

That, having regard to the recommendation from the Rātana Communal Board of Trustees, Gaylene Nepia confirmed as the Rātana community's representative on Te Roopu Ahi Kaa for the 2013-16 triennium.

Mr C Mete / Ms M Thompson. Carried

11 First meeting

Resolved minute number **16/RCB/023** **File Ref**

That the first meeting of the Rātana Community Board be held on Tuesday 13 December 2016, commencing at 6.30 pm, with subsequent meetings at this time on the second Tuesday in February, April, June, August, October and December 2017.

Mr T Tataurangi / Mr C Rourangi. Carried

12 Closing Whakamoemiti

The closing karakia was performed by Andre Mason.

Confirmed/Chair: _____

Date: _____

Unconfirmed

Attachment 2



REPORT

SUBJECT: **Ratana Water Treatment Plant Update**

TO: Ratana Community Board

FROM: Joanna Saywell - Utilities Asset Manager

DATE: 30 November 2016

FILE: 5 – CM – 1 – C975

1 General

1.1 Below are bullet points providing an update on progress for each of the key work elements of the Ratana Water Treatment Plant.

2 Building Construction

2.1 KiwiSpanNZ have commenced construction on the process building and are on track to have the shell completed by Christmas this year. Internal linings are programmed for completion in early January.

3 Treatment Process

3.1 Filtec have completed the fabrication of the components for the treatment process. These have been delivered to RDC and are currently in a container stored at the Marton Water Treatment Plant until the process building has been completed.

3.2 Installation is expected to begin on the 9th of January 2017 and be up and running by the end of February 2017.

4 Ministry of Health Subsidy

4.1 An application for an extension of time for completion of the project has been made and accepted by Ministry of Health, extending the time until completion to the end of April 2017.

5 Reservoir Construction

5.1 The reservoir is complete and has been tested as water-tight.

6 Bore

6.1 The bore construction/installation is complete with the exception of the new power supply, see below.

6.2 A generator was used to fill the tank for testing for water tightness, and it was noted that the bore functioned as designed.

7 Power Supply

- 7.1 After easement issues with another landowner, alternate arrangements were made and an easement was granted to Powerco from Waipu Dairy Ltd.
- 7.2 Powerco are expected to start work on the power supply January 2017.

8 Commissioning

- 8.1 The township will be transferred to the new water supply mid-March 2017.

9 Recommendation

- 9.1 That the report 'Ratana Water Treatment Plant Update' to the Ratana Community Board meeting on 13 December 2016 be received.

Joanna Saywell
Utilities Asset Manager

Attachment 3



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REPORT

SUBJECT: **Rātana Wastewater Consent Renewal**
TO: Rātana Community Board
DATE: 13 December 2016
FILE: 6-WW-1-6

1 Background

- 1.1 The consent to discharge treated wastewater from the Rātana Wastewater Treatment Plant expires on 31 July 2018.
- 1.2 It is likely that the new consent will have stricter limits on discharge quality.
- 1.3 It is unlikely that continuing to discharge to the ephemeral stream running to Lake Waipu will be an option.
- 1.4 Future demand for wastewater services at Rātana needs to be considered, given that there is a 60-120 lot subdivision under development.

2 Funding

- 2.1 Rangitikei District Council set aside funding in its 2015-2025 Long Term Plan budget for the obtaining of a new discharge consent, and improvements to the Wastewater Treatment Plant to enable it to meet the new consent. Budgets are indicated in Table 1 below.

Table 1: Rātana WWTP Budgets, 2016-2017

Item	Budget (\$)	Comments
Rātana WWTP Consent Compliance	219,000	Improvements needed to consistently meet current consent.
Rātana WWTP Consent Renewal	519,263	Obtaining new consent.
Rātana WWTP Upgrade	1,200,000	Upgrade to meet new consent.

3 Next Steps

- 3.1 Preparing for consent renewal should begin in 2017. The suggested approach is to form a reference group to begin working through the issues, and to agree on the best option for upgrades to the Rātana Wastewater Treatment Plant.
- 3.2 It is suggested that this reference group include representatives from Rangitīkei District Council, the Rātana Community Board, Rātana Pā, Ngāti Apa and potentially the Department of Conservation as well as Fish & Game (if there are potential impacts on the coastal environment). There will be engagement throughout with Horizons Regional Council.
- 3.3 The Terms of Reference for the Marton Wastewater Treatment Plant Advisory Group are attached for consideration.

4 Recommendations

- 4.1 That the report 'Ratana Wastewater Consent Renewal' to the Ratana Community Board meeting on 13 December 2016 be received.
- 4.2 That the Rātana Community Board endorse the forming of a reference group as above, and suggest potential representatives.

David Rei Miller
Asset Engineer - Roading and Utilities

Joanna Saywell
Utility Assets Manager

Attachment 4



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REPORT

SUBJECT: Ensuring effectiveness of the District's Community Boards – review for the 2016-19 triennium

TO: Ratana Community Board

FROM: Michael Hodder, Community & Regulatory Services Group Manager

DATE: 8 December 2016

FILE: 3-CB-1

1. Executive summary

- 1.1 The role of community boards is defined in the Local Government Act. The Council has wide discretion on the functions and powers it delegates to the District's two Community Boards, at Ratana and Taihape. At present those delegations are very limited. This is not unusual: more extensive delegations are typically found in the larger urban local authorities and/or where the whole area of the local authority is subdivided into community boards.
- 1.2 However, delegations are only one component in considering the effectiveness of each Board. Other components are the opportunities for members to build expertise through training, the quality and timeliness of advice from Council staff through briefings and reports, and the level of administrative support provided.
- 1.3 The report looks for the Board's view on beneficial changes to its delegations and/or the level of support, for subsequent consideration by Council.

2. Background

- 2.1 At its meeting on 3 November 2016, Council resolved that both Community Boards be invited, at their first meetings, to consider and recommend on any changes to their delegations (and preferred level of support) for Council to consider at its meeting on 26 January 2017.¹
- 2.2 Since its inception in 1989, the Rangitikei District has had two Community Boards, at Ratana and Taihape. Their contribution to local governance has been considered in the six-yearly Representation Reviews but they have both

¹ 16/RDC/307.

- continued without change, except for the inclusion of a Councillor as a formal member of the Ratana Community Board from the 2012 review.
- 2.3 The delegations to each Community Board are not part of the Representation Review. They are determined by Council and are set out in the Council's Delegations Register. Both Boards are empowered to determine and set names for roads in their area of responsibility. In addition, both Boards are delegated a role in seeking community views on projects or initiatives requiring Council funding and have access to a small projects fund (\$5,000 annually) but to date this has been used by the Taihape Community Board but not Ratana.
- 2.4 The Chief Executive (or nominee) typically attends each Board meeting. Council staff prepare the agenda, compile and distribute the Order Papers, and take minutes of Board meetings. It is Council's responsibility to provide public notification of these meetings.

3. Comment

- 3.1 The statutory provisions for community boards are set out in sections 49-54 of the Local Government Act 2002 – these are attached as Appendix 1 to this report. Of particular relevance is section 52 which defines the roles of community boards as to:
- (a) represent and act as an advocate for, the interests of its community;
 - (b) consider and report on all matters referred to it by the territorial authority or any matter of interest or concern to the community board
 - (c) maintain an overview of services provided by the territorial authority within the community;
 - (d) prepare an annual submission to the territorial authority for expenditure within the community;
 - (e) communicate with community organisations and special interest groups within the community; and
 - (f) undertake any other responsibilities that are delegated to it by the territorial authority.
- 3.2 Delegations to community boards vary considerably – typically being greater when the whole area of a local authority is divided into community boards or in larger cities. In Southland District, the 12 community boards prepare local budgets, recommend local rates, and exercise decision-making power on issues specifically delegated by the Council. By contrast, in the Tararua District, no delegations have been made to either of the community boards (Dannevirke and Eketahuna). In some councils, community boards administer grants – in the Far North District (subdivided into three community boards), each administers an Amenity Fund which is based on a \$10 charge on each property as part of the District rates.
- 3.3 Council's consultation with the community in proposals such as the Annual Plan/Long Term Plan or bylaws is on a District-wide basis. However, from time to time, there are project proposals or initiatives seeking Council support which

relate to specific locations. In addition, there are significant Council-funded projects (such as main street upgrades) where there is a need for community consultation during the implementation phase, evaluating design options etc. Where these relate to Taihape or Ratana it is preferable for the relevant Board to lead that consultation, and that is reflected in the current delegations.

- 3.4 Council manages a wide range of community facilities and services in Taihape and (although to a lesser extent) in Ratana. The Community Boards are potentially better placed to understand local needs and priorities, and thus could also be given delegation over the management of community facilities within their respective areas, including conditions of use and fees. Obviously, there are a number of issues which would need closer consideration, such as the District-wide contracts for maintaining parks, the District-wide approach to managing libraries and (in Ratana) the current contract with the Ratana Communal Board of Trustees. However, if the Board saw merit in this idea, a recommendation could be made to Council.
- 3.5 Notwithstanding delegations, the effectiveness of each Community Board is largely determined by its membership, how it interacts with the community and the Council, and how it achieves a productive working relationship. The Taihape Community Board, in particular, has frequently held workshops in the alternate months it does not have a formal meeting, and invites the community to join in. This has enabled a frank exchange of information and views, useful in subsequent formal deliberations. The Ratana Community Board, serving a much smaller area, has the opportunity for more informal discussions within that community.
- 3.6 One important factor is the opportunity for Board members to have access to relevant information and training – not only from Council but also from sector bodies particularly that provided by Local Government New Zealand on governance matters. Unfortunately, much of this training is concentrated in the immediate post-election period, meaning that members joining a Board through a subsequent by-election or appointment process do not have the same ready access. However, Local Government New Zealand does provide an ongoing schedule of training, in different parts of the country and aims at a Community Board conference at least every alternate year.
- 3.7 A further factor in the success or otherwise of the Board is the quality and timeliness of advice from Council staff. Each Board is typically briefed, either orally or through written reports, on matters of relevance to its community, sometimes at the specific request of the Board, sometimes at the direction of Council.
- 3.8 Following through on Board decisions, and conveying that, is important for the Board's profile in the community. This also links into how Council responds to requests for service from individual members of the community. This has a lower profile in Ratana, given the role of the Communal Board of Trustees from its contract with the Council to deliver services within the community.
- 3.9 A final, but important, factor is the responsiveness of Council to recommendations from the Boards. There will be occasions when the Council

considers it must decline or defer a proposal, and it is helpful for Boards to be informed why that is the case.

4. Recommendations

4.1 That the report 'Ensuring effectiveness of the District's Community Boards – review for the 2016-19 triennium' be received.

EITHER

4.2 That the Ratana Community Board recommends to Council that consideration is given to making the following changes to the Board's delegations and level of support

OR

4.3 That the Ratana Community Board recommends to Council that the current delegations and level of support to the Board are sufficient for its purposes.

Michael Hodder
Community & Regulatory Services Group Manager

Appendix 1

Subpart 2—Community boards

49 Establishment of community boards

- (1) A community board must be established for each community constituted, in accordance with Schedule 6, by—
- (a) an Order in Council made under section 25; or
 - (b) a resolution made by the territorial authority within whose district the community will be situated as a result of a proposal by electors to establish a community; or
 - (c) a resolution made by the territorial authority within whose district the community will be situated as a result of the territorial authority's review of representation arrangements.

- (2) The community board must be described as the “[*name of community*] Community Board”.

Compare: 1974 No 66 s 101ZG

Section 49(1)(a): amended, on 5 December 2012, by section 24 of the Local Government Act 2002 Amendment Act 2012 (2012 No 93).

50 Membership of community boards

The membership of a community board consists of—

- (a) members elected under the Local Electoral Act 2001; and
- (b) members (if any) of, and appointed in accordance with the Local Electoral Act 2001 by, the territorial authority in whose district the relevant community is situated.

51 Status of community boards

A community board—

- (a) is an unincorporated body; and
- (b) is not a local authority; and
- (c) is not a committee of the relevant territorial authority.

Compare: 1974 No 66 s 101ZP

52 Role of community boards

The role of a community board is to—

- (a) represent, and act as an advocate for, the interests of its community; and
- (b) consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- (c) maintain an overview of services provided by the territorial authority within the community; and
- (d) prepare an annual submission to the territorial authority for expenditure within the community; and
- (e) communicate with community organisations and special interest groups within the community; and
- (f) undertake any other responsibilities that are delegated to it by the territorial authority.

Compare: 1974 No 66 s 101ZY

53 Powers of community boards

- (1) A community board has the powers that are—

- (a) delegated to it by the relevant territorial authority in accordance with clause 32 of Schedule 7; or
- (b) prescribed by the Order in Council constituting its community.

- (2) The powers of a community board prescribed by Order in Council expire at the close of 6 years after the order comes into force.
- (3) Despite subsection (1), a community board may not—
 - (a) acquire, hold, or dispose of property; or
 - (b) appoint, suspend, or remove staff.

Compare: 1974 No 66 ss 101ZZ, 101ZZA

54 Application of other provisions to community boards

- (1) Part 2 of Schedule 7 applies to community boards.
- (2) Part 1 of Schedule 7 (excluding clauses 15 and 33 to 36) applies to community boards, with all necessary modifications, as if they were local authorities.