



RANGITIKEI
DISTRICT COUNCIL

Making this place home.

Santoft Domain Management Committee

Order Paper

**Wednesday, 1 July 2020
6.00pm**

**Bulls Town Hall, Supper Room,
High Street, Bulls**

Website: www.rangitikei.govt.nz
Telephone: 06 327-0099

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Chair

Heather Thorby

Deputy Chair

Paul Geurtjens

Membership

Gary Bennett, Julie McCormick,
Sandra McCuan, Murray Spring,
His Worship the Mayor, Andy Watson
Councillor Jane Dunn

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

Santoft Domain Management Committee Meeting

Agenda – Wednesday 1 July 2020 – 6:00 pm

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The quorum for the Santoft Domain Management Committee is 4 including 1 Elected Member.

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

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 from the meeting held on 11 March 2020 are attached.

File ref: 3-CT-18-3

Recommendation:

That the Minutes of the Santoft Domain Management Committee meeting held on 11 March 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 verbal report will be provided at the meeting.

Recommendation:

That the verbal 'Chairs Report' to the 1 July 2020 Santoft Domain Management Committee be received.

8 Council decisions on recommendations from the Committee

Review of Councils application process for minor works

A recommendation will go the 9 July 2020 Policy Planning Committee to consider.

9 Questions put at previous meeting for Council advice or action

There were no questions made to Council at the previous meeting.

10 Financial Extract

An extract is attached.

Recommendation:

That the 'Financial Extract' to the 1 July 2020 Santoft Domain Management Committee be received.

11 Proposed Santoft Domain Development Plan

A verbal update will be provided.

12 Spraying

A verbal update will be provided.

13 Power and water at the Domain

A verbal update will be provided.

14 Late Items

As accepted in item 5.

15 Future Items for the agenda

16 Next meeting

Wednesday 12 August 2020, 6.00pm

17 Meeting closed

Attachment 1



Rangitikei District Council

Santoft Domain Management Committee Meeting

Minutes – Wednesday 11 March 2020 – 6:00 p.m.

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Present: Heather Thorby (Chair)
Julie McCormick
Paul Geurtjens
Sandra McCuan
Murray Spring
Cr Jane Dunn
Cr Brian Carter
His Worship the Mayor, Andy Watson

In attendance: George Forster, Policy Analyst

1 Welcome

Ms Thorby welcomed everyone to the meeting at 6.23pm.

2 Public Forum

Nil

3 Apologies

Nil

4 Members' conflict of interest

Members were reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

5 Confirmation of order of business

The order of business was confirmed.

There were no changes to the order of business and no late items identified.

6 Confirmation of Minutes

Resolved minute number **20/SDMC/006** **File Ref** **3-CT-18-3**

That the Minutes of the Santoft Domain Management Committee meeting held on 29 January 2020 as amended be taken as read and verified as an accurate and correct record of the meeting.

- The correction of pourus to porous (item 8, page 3)
- The correction of interested to interest (item 9, page 3)
- Ms McCormick seconded item 9 not Ms McCuan (page 4)

Ms Thorby/Mr Geurtjens. Carried

7 Chair's report

A verbal report was provided at the meeting.

- A meeting was held at the Domain on 16 February 2020
- Watering of fruit trees continued
- Pegs have been placed out for sight
- Well location decided

8 Council decisions on recommendations from the Committee

The Committee noted the commentary in the agenda.

9 Questions put at previous meeting for Council advice or action

Spraying

His Worship the Mayor

- Spoke to Leighton Hammond and he was not interested in the job due to the paper work.
- Discussed the topic with the CE Mr Beggs and he said that if a contract is being undertaken on a Council asset they need to be pre-qualified. His Worship the Mayor noted that Mr Beggs has a background in Health and Safety and he wants to ensure that a focus on fulfilling that remains.
- Graeme Greer of Greer Groundspray is looking over the pre-qualification so he can undertake the work.

Mr Geurtjens

- Can't see why we have to go through such a process for this.
- Council should look at their process for pre-qualification

Ms McCormick

- What are the CE's reason for them needing to be pre-qualified

His Worship the Mayor

- It's to ensure contractors working on our assets are qualified.

Ms Thorby

- Other Councils have different processes

His Worship the Mayor

- Yes they vary from Council to Council but they are all very similar
- All contracts involve a non-price attribute and do they experience

Cr Carter

- The Council process is a checklist so we have appropriate contractors carrying out work on our assets.

Cr Dunn

- It comes back to public liability

Ms Thorby

- People then need to come back and re-do the whole thing two years later.

His Worship the Mayor

- All Councils have a similar process to this, its standard practice.

Ms Thorby

- It's a serious issue that this will mean we end up having to pay three times the amount with the current pre-approved contractor.

His Worship the Mayor

- Cr Dunn is right that Councils need to protect themselves
- We need the evidence that they're registered

Resolved minute number

20/SDMC/007

File Ref

The Committee recommends that Council review their application process for minor works.

Mr Geurtjens/Ms Thorby. Carried

Septic Tanks

Mr Geurtjens to source systems available for septic tanks and discuss with appropriate parties.

10 Finalising the Santoft Domain Development Plan

Cr Dunn

- Council are wanting to see a Development Plan adopted so they can see the Committee has something in place to work off.

Ms Thorby

- This is based on a planting plan which is not the priority (Mr Geurtjens was in agreeance)
- The priority is facilities and amenities

His Worship the Mayor

- The Committee can develop a different plan for the vision they have but Council needs to see something.
- It could be in stages of what the priorities are

Cr Dunn and Cr Carter agreed with His Worship the Mayor that Councillors needed to see something in front of them.

The Committee discussed they would have a workshop to work over a Development Plan for the Domain and present this to the Council meeting in April. This workshop is to be held at Ms Thorsby's house on Wednesday 25 March 2020 at 6pm.

Resolved minute number **20/SDMC/008** **File Ref**

That the Chairman write to Humes New Zealand and confirm their offer to supply troughs to the Santoft Domain, our Committee have undertaken to purchase well liners and lid.

Ms Thorby/Cr Dunn. Carried

Resolved minute number **20/SDMC/009** **File Ref**

That the draft 'Santoft Domain Development Plan' to the 11 March 2020 Santoft Domain Management Committee be received.

Ms Thorby/Cr Dunn. Carried

Resolved minute number **20/SDMC/010** **File Ref**

The Committee will not adopt the Santoft Development Plan and will develop their own plan then present this to Council.

Ms Thorby/Ms McCormick. Carried

11 Financial Extract

Resolved minute number **20/SDMC/011** **File Ref**

That the 'Financial Extract' to the 11 March 2020 Santoft Domain Management Committee be received.

Cr Dunn/Mr Geurtjens. Carried

12 Power and water at the Domain

Waiting for the easement on the property to be able to collect the water tanks.

Mr Geurtjens has spoken with Laser Electrical about the work and they will be able to do the work to get power to the Domain. Everything needs to be made sure it's done in the correct order.

13 Late Items

There were no late items.

14 Next meeting

Wednesday 13 May 2020, 6.00pm

15 Meeting closed

7.55pm

Confirmed/Chair: _____

Date:

Unconfirmed

Attachment 2

Santoft Domain Management Committee

Transactions in Reserve Account for 11 months ending 31st May 2020

<i>Opening Balance 01/07/2019</i>		123,122.27	
<i>Revenue</i>			
Rent	1,033.00		21/11/2019 Glasgow Alex MISCELLANEOUS (From 01/07/19 to 31/10/19))
	<u>2,066.00</u>		27/05/2020 Glasgow Alex MISCELLANEOUS (From 01/11/19 to 30/06/20)
		3,099.00	
<i>Less: Expenses</i>			
	540.92		2/07/2019 AP H J Thorby Fenfing material at Santoft Domain
	593.10		13/07/2019 AP H J Thorby (GR682.06) Santoft Domain exp. claim
	<u>121.74</u>		12/10/2019 AP Heather J Thorb Apple trees purch. for Santoft Domain Ma
		1,255.76	
<i>Closing Balance 31/05/2020</i>		<u>124,965.51</u>	