



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

SANTOFT DOMAIN MANAGEMENT COMMITTEE MEETING

Date: Wednesday, 1 February 2023

Time: 6.30pm

Venue: Ohakea Room, Te Matapihi
Bulls Community Centre
4 Criterion Street
Bulls

Chair: Ms Heather Thorby

Deputy Chair: Mr Paul Geurtjens

Membership: Mr Gary Bennett
Ms Julie McCormick
Ms Sandra McCuan
Cr Brian Carter
HWTM Andy Watson
Mr Matthew Holden

For any enquiries regarding this agenda, please contact:

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Notice is hereby given that a Santoft Domain Management Committee Meeting of the Rangitīkei District Council will be held in the Ohakea Room, Te Matapihi, Bulls Community Centre, 4 Criterion Street, Bulls on Wednesday, 1 February 2023 at 6.30pm.

Order Of Business

1	Welcome / Prayer	4
2	Apologies	4
3	Public Forum	4
4	Conflict of Interest Declarations.....	4
5	Confirmation of Order of Business	4
6	Confirmation of Minutes	5
6.1	Confirmation of Minutes	5
7	Follow-up Action Items from Previous Meetings	12
7.1	Follow-up Action Items from Santoft Domain Management Committee	12
8	Chair's Report	14
8.1	Chair's Report - February 2023	14
9	Correspondence	16
9.1	Correspondence	16
10	Reports for Information.....	17
10.1	Project Manager's Report - February 2023.....	17
11	Discussion Items.....	18
11.1	Layout Plan	18
11.2	Long Term Funding.....	19
11.3	Entrance Way	20
12	General Domain Discussion	21

AGENDA

1 Welcome / Prayer

2 Apologies

3 Public Forum

4 Conflict of Interest Declarations

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, [enter item number](#) be dealt as a late item at this meeting.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: [enter name]

1. Reason for Report

- 1.1 The minutes from **Santoft Domain Management Committee Meeting held on 30 November 2022** are attached.

Attachments

1. **Santoft Domain Management Committee Meeting - 30 November 2022**

Recommendation

That the minutes of Santoft Domain Management Committee Meeting held on 30 November 2022 **[as amended/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.

MINUTES

ITEM 6.1

ATTACHMENT 1



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

UNCONFIRMED SANTOFT DOMAIN MANAGEMENT COMMITTEE MEETING

Date: Wednesday, 30 November 2022

Time: 6.30pm

**Venue: Town Hall, Te Matapihi
Bulls Community Centre
4 Criterion Street
Bulls**

Present Ms Heather Thorby
Mr Paul Geurtjens
Ms Julie McCormick
Mr Murray Spring
Ms Sandra McCuan
Mr Matthew Holden
Cr Brian Carter
HWTM Andy Watson

In attendance Cr Jarrod Calkin

Order of Business

1 **Welcome / Prayer** 3

2 **Apologies** 3

3 **Public Forum** 3

4 **Conflict of Interest Declarations**..... 3

5 **Confirmation of Order of Business** 3

6 **Reports for Decision** 3

6.1 Election of Chair - Santoft Domain Management Committee 3

6.2 Election of Deputy Chair - Santoft Domain Management Committee 3

6.5 Guidance for the Santoft Domain Management Committee 4

ITEM 6.1 ATTACHMENT 1

UNCONFIRMED

1 Welcome / Prayer

2 Apologies

Gary Bennett.

3 Public Forum

Nil

4 Conflict of Interest Declarations

Nil

5 Confirmation of Order of Business

6 Reports for Decision

6.1 Election of Chair - Santoft Domain Management Committee

Mayor Watson took the chair.

Recommendation

That the Santoft Domain Management Committee, for the purpose of electing or appointing persons under Clause 25, adopt either System A, or System B.

Resolved minute number 22/SDMC/031

That ___Heather Thorby___be appointed Chair of the Santoft Domain Management Committee.

Mr P Geurtjens/Ms J McCormick. Carried

6.2 Election of Deputy Chair - Santoft Domain Management Committee

Heather Thorby took the chair.

Resolved minute number 22/SDMC/032

That _____Paul Geurtjens_____be appointed Deputy Chair of the Santoft Domain Management Committee.

Ms H Thorby/Ms S McCuan. Carried

6.3 Appointment of Project Manager

Resolved minute number 22/SDMC/033

That _____Paul Geurtjens_____be appointed Project Manager of the Santoft Domain Management Committee.

Ms H Thorby/Ms J McCormick. Carried

6.4 Appointment of Minute Secretary

Resolved minute number 22/SDMC/034

That _____Heather Thorby_____be appointed Minute Secretary of the Santoft Domain Management Committee.

Cr B Carter/Mr M Holden. Carried

6.5 Guidance for the Santoft Domain Management Committee

Report noted by committee with alterations below.

1. Matt Holden advised he wished to receive future order papers via hard-copy in the mail.
Matt was welcomed into the Committee by Paul and Heather and introduced to members.
2. Item 1.4 The SDMC Plan was presented to RDC meeting and proved by Council as per their 17 December 2020 meeting
3. Item 3.5 Two week time period notification for agenda items does not work in most cases for this committee.
4. Item 5.4 The chair/SDMC members reserve the right to communicate directly with relevant Council staff in relation to a previous meeting. They do not wish to go through staff secretarial support person.
5. Item 1 1.3 SDMC Reserve Account balance of \$104,773 as at 24 November 2022. All of these monies are from the Domain Management itself- none are from Rangitikei Rates take. The committee states that RDC are to pay approved accounts promptly and issue invoices on time.

Recommendation

That the report 'Guidance for the Santoft Domain Management Committee' be received.

Open Meeting

1 Account for Payment**Resolved minute number 22/SDMC/035**

Springvale Garden Centre- cutting mix and rooting hormone paid by H Thorby (reimbursement)
\$42.97

Ms S McCuan/Ms J McCormick. Carried

2. Project Managers Report

Paul reported 4 tanks ready for drinkable water, 2 tanks have been filled with water from new stock well. The power is on! Box covers needed to protect tank fittings, Paul and Matt to action. Lupin needs spraying in the electric tape area of the tanks Paul offered to action.

A copy of the Site Plan to be sent to all Committee Members. Everyone is requested to submit their ideas/ options for the site. Placement of parking, roading, yards, etc.

Paul discussed the Geotech Engineers Report required for Council Consent Process. It was made clear to our committee that RDC won't accept a consent without this Geotech Report for Liquefaction. The cost of this is an additional \$7,800 to our Domain.

The committee wish to express their shock at this additional cost. They noted that this building is non-residential, tin shed on a sand paddock. Two houses and a school are metres away built in the 1960s and 4 kms plus from the coast, never suffering liquefaction in 65 years. Mayor Watson noted that the committee's feeling on this matter. He undertook to discuss the requirement for a full Geotech Engineers Report for the Domains Consent Process, with Full Council.

Resolved minute number 22/SDMC/036

Moved "That the Geotech testing be completed as advised by Vision Architecture, and committee approved the \$7,800 fee.

This motion was approved with great ill feeling and the committee wish this to be recorded.

Mr P Geurtjens/Cr B Carter. Carried

3. Change in Provisional Costs

July's meeting estimate: Designer \$10,000
Engineer \$10,000
Fire compliance \$4,000

December update estimates: Designer \$3 to \$4,000

Engineer \$1,500

4. Funding for Domain Work

Mayor Watson reported that applications to for Dudding Trust are submitted in May/June with successful applications advised in October.

Santoft Domain becoming an Incorporated Society to enable applications for funding will be investigated by Julie McCormick and Sandra McCuan.

Next meeting Wednesday, 1st February 2023, 6.30pm.

The meeting closed at 7.30pm.

The minutes of this meeting were confirmed at the Santoft Domain Management Committee held on .

.....

Chairperson

UNCONFIRMED

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Santoft Domain Management Committee

Author: Kezia Spence, Governance Advisor

1. Reason for Report

- 1.1 On the list attached are items raised by the Santoft Domain Management Committee. Items indicate who is responsible for each follow up, and a brief status comment.

Attachments:

1. Follow- up Action Items [↓](#)

Recommendation

That the report 'Follow-up Action Items from the Santoft Domain Management Committee' be received.

Current Follow-up Actions

Item	From Meeting Date	Details	Person Assigned	Status Comments	Status
	7-Sep-22	As per resolution 22/SDMC/030 : That Mr A. Sanson's Draft Development Plan Discussion document of 20 July 2018 be abandoned as it is no longer relevant to the Santoft Domain Management Committee Plans.	Ash Garstang / Murray Phillips	Ash - this resolution has been forwarded onto Murray Phillips, for him to advise Thrive of this.	In progress

ITEM 8.1

8 Chair's Report

8.1 Chair's Report - February 2023

Author: Heather Thorby, Chair

1. Reason for Report

- 1.1 The Chair will provide a tabled report to the Committee.

Recommendation

That the tabled 'Chair's Report – February 2023' be received

ITEM 9.1

9 Correspondence

9.1 Correspondence

Author: Heather Thorby, Chair

1. Reason for Report

- 1.1 The Chair will confirm what received and outgoing correspondence has taken place with Council staff, since the previous meeting.

Recommendation

That the report 'Correspondence' be received.

10 Reports for Information

10.1 Project Manager's Report - February 2023

Author: Paul Geurtjens, Project Manager

Authoriser:

1. Reason for Report

- 1.1 The Project Manager will provide a verbal update to the Committee.

Attachments

Recommendation

That the verbal 'Project Manager's Report – February 2023' be received.

ITEM 11.1

11 Discussion Items

11.1 Layout Plan

Author: Heather Thorby, Chair

1. Reason for Report

- 1.1 This is a discussion item.

Recommendation

If needed:

11.2 Long Term Funding

Author: Heather Thorby, Chair

1. Reason for Report

1.1 This is a discussion item.

Recommendation

If needed:

ITEM 11.3

11.3 Entrance Way

Author: Heather Thorby, Chair

Authoriser:

1. Points for Discussion

1.1 This is a discussion item.

Attachments

Recommendation

If needed:

12 General Domain Discussion