



RANGITIKEI

DISTRICT COUNCIL

Making this place home.

**Turakina Reserve Management
Committee Meeting**

Order Paper

**Thursday 13 February 2020
7.00 pm**

Ben Nevis Hotel, State Highway 3, Turakina

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

**Email: info@rangitikei.govt.nz
Facsimile: 06 327-6970**

Chair

Laurel Mauchline Campbell

Deputy Chair

Duran Benton

Membership

Alastair Campbell, Carol Neilson
His Worship the Mayor, Andy Watson
Councillor Waru Panapa

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

Turakina Reserve Management Committee Meeting

Agenda – Thursday 13 February 2020 – 7:00 p.m.

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The quorum for the Turakina Reserve Management Committee is 3 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, ie 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 Apologies

3 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.

4 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.

5 Confirmation of minutes

The minutes from the 3 December 2019 meeting are attached.

File ref: 3-CT-9-2

Recommendation:

That the Minutes of the Turakina Reserve Management Committee meeting held on 3 December 2019 [as amended/without amendment] be taken as read and verified as an accurate and correct record of the meeting.

6 Chair's Report

A verbal report will be provided at the meeting.

7 Council decisions on recommendations from the Committee

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

8 Council responses to queries raised at previous meetings

There were no queries raised at the previous meeting.

9 Budget Submission

At its previous meeting the committee made the following requests of work for inclusion or consideration for the 2020-2021 budget.

Staff commentary is included:

Dog exercise area sign stating and a doggy-doo rubbish bin installed

There is budget allowance within Parks and Reserves for signage and rubbish bins. The team leader is working with our recently appointed Communications and Graphic Designer to incorporate the new district branding in to the Dog Exercise Area sign. Due to experience it is the preference of staff to install a rubbish bin vs doggy doo bin.

Both these pieces of work are scheduled for completion before the end of the financial year.

During the process staff discovered that the information on the Districts Dog Exercise Areas on Council website lacked maps. These have now been added.

Location and planting of shade trees around the perimeter.

The Park and Reserves Team leader has been informed of the committees wish to meet, including in the conversation the Caledonian Society.

Long term plans for toilets in the domain.

A report is attached.

File ref: 6-CF-6-6

Recommendation:

That the report 'Toilet facility proposal investigation for Turakina Domain' to the 13 February 2020 Turakina Reserve Management Committee be received.

10 Chair Training

Please be reminded that the Chair of each Community Committee and Community Board are required to attend compulsory training, it is encouraged for Deputy Chairs to attend the training but it is not mandatory.

The training will be held on Wednesday 19 February 2020, 6.30pm at Council Chambers in Marton.

For any queries or to RSVP please contact George Forster on george.forster@rangitikei.govt.nz or 06 327 0099 (843) by Friday 14 February 2020.

11 Late Items

As accepted in item 4.

12 Future Items for the Agenda

13 Next meeting

Thursday 2 April 2020, 7.00pm

14 Future Meeting dates for 2020

Thursday 2 April at 7.00 pm

Thursday 4 June at 7.00 pm

Thursday 6 August at 7.00 pm

Thursday 1 October at 7.00 pm

Thursday 3 December at 7.00 pm

15 Meeting closed

Attachment 1



Rangitikei District Council

Turakina Reserve Management Committee Meeting

Minutes – Tuesday 3 December 2019 – 7:00 p.m.

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Present: Duran Benton
Alastair Campbell
Laurel Mauchline-Campbell
Carol Neilson
His Worship the Mayor
Cr Jane Dunn
Cr Brian Carter

Also present: Nardia Gower, Strategic Advisor for Youth

1 Welcome

His worship the Mayor called the meeting to order at 7.01pm and welcomed everyone.

2 Apologies

That the apology for the late arrival of Cr Waru Panapa be received.

Cr Dunn / Ms L Mauchline Campbell. Carried

3 Introduction of Committee members

Each member of the Committee

4 Election of Chair

Resolved minute number **19/TRMC/17** **File Ref**

That Laurel Mauchline Campbell appointed Chair of the Turakina Reserve Management Committee.

Ms C Neilson / Mr Campbell. Carried

The Mayor or Ward Councillor vacated the Chair for Laurel Mauchline Campbell.

5 Election of Deputy Chair

Resolved minute number **19/TRMC/18** **File Ref**

That Duran Benton be appointed Deputy Chair of the Turakina Reserve Management Committee.

Mr A Campbell / Ms C Neilson. Carried

6 Guidance for the Turakina Reserve Management Committee

Resolved minute number **19/TRMC/19** **File Ref**

That the memorandum 'Guidance for the Turakina Reserve Management Committee' to the Turakina Reserve Management Committee at the 3 December 2019 meeting be received.

Ms L Mauchline Campbell / Mr D Benton. Carried

7 Standing Orders

The committee noted the attached document.

8 Members' conflict of interest

There were no conflicts of interest declared. His Worship the Mayor stated that at each meeting every member has the responsibility to declare any potential conflict of interest, and further that it is not for the Chair to state a member's conflict but it is for the Chair to manage the meeting and any declaration made. Should a member have a pecuniary or financial interest in an agenda item they are obligated to declare a conflict of interest and the Committee member should vacate the room for that item.

9 Confirmation of order of business

There were no changes to the order of business.

10 Budget Submission

The committee had a pre-meeting workshop and gave the following verbal list of expenditure items for the upcoming financial year:

- Noting that the domain had been identified as a dog exercise area the committee wish to have a sign stating so and a doggy-doo rubbish bin installed.
- In consultation with Caledonian Society the committee wish to meet with the Park and Reserves Team leader on site to discuss the location and planting of shade trees around the perimeter.
- Long term plans for toilets in the domain.

11 Arrangements for Highland Games

Mr Benton spoke briefly, noting the games are tracking well, same as before, preparations are planned with the Parks and Reserves team for the week before with scheduled mowing on the Domain the Tuesday prior and further to tidy up the town.

Undertaking	Subject	Turakina Tidy for Highland Games
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Parks and Reserves team to be informed that Turakina township gets tidied prior to The Turakina Highland games along with the mowing of the Domain.

12 Receipt of minutes from the last meeting in the 2016-19 triennium

The Committee noted the attached document.

13 Late Items

Nil

14 Future Items for the Agenda

Nil

15 Next meeting

Thursday 13 February 2020, 7.00pm

16 Meeting closed

The meeting was closed at 7.12pm

Confirmed/Chair: _____

Date:

Unconfirmed

Attachment 2

Report

Subject: **Toilet facility proposal investigation for Turakina Domain**

To: Turakina Reserve Management Committee

From: Gaylene Prince, Community & Leisure Services Team Leader

Date: 31 January 2020

File: 6-CF-6-6

1 Background

- 1.1 The Turakina Reserve Management Committee has requested information regarding the possibility of a toilet facility for the Turakina Domain.

2 Regulatory considerations

- 2.1 Turakina Domain is Crown-derived recreation reserve. Council is authorised to develop on-site toilet facilities to support public use and enjoyment of the reserve.
- 2.2 The Domain is located in the 'rural' zone, so a Resource Consent would be required.
- 2.3 Turakina Domain has no utility services available i.e. water and waste-water; the type of toilet required would be a 'dry-vault' (the modern 'long drop') system, as per those recently installed at Bruce Park and Queens Park, both in Hunterville, and Papakai Reserve in Taihape.

3 Options for toilets

- 3.1 As per para. 2.3, Council has installed the above-mentioned toilet facilities over the past two years. The Permaloo models have been selected for these sites rather than those of other suppliers for their robust, low maintenance design – the structure is primarily concrete, which adds to the durability and stability of the unit. These toilets are manufactured off-site and installed with minimal disruption.
- 3.2 The toilets installed at our other locations include a solar operated internal LED light, ventilation fan, and door counter. They also include stainless steel grab handle, toilet paper dispenser, and fixed hand sanitiser container.



- 3.3 They feature full height tiled walls and floor. When water is unavailable on-site such features allow for spray and wipe/mop cleaning with minimal water usage.



- 3.4 Based on traditional use of Turakina Domain, a single pan unit would be sufficient, with additional port-a-loo facilities hired for one-off large events.

4 Cost

- 4.1 The cost for a similar single pan accessible unit inclusive of concrete pad, earthworks for tank, and dependant on roof-line style is approximately \$55,000 GST exclusive.
- 4.2 As no funding has been allocated for a new toilet facility at Turakina Domain, the Committee would need to make a submission to the 2020/21 Annual Plan requesting funding for a such a project.

5 Recommendation

- 5.1 That the report 'Toilet facility proposal investigation for Turakina Domain' to the 13 February 2020 Turakina Reserve Management Committee be received.

Gaylene Prince
Community & Leisure Services Team Leader