



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

ORDINARY COUNCIL MEETING

Date: Thursday, 14 December 2023

Time: 1.00pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Chair: HWTM Andy Watson

Deputy Chair: Cr Dave Wilson

Membership: Cr Brian Carter
Cr Gill Duncan
Cr Richard Lambert
Cr Piki Te Ora Hiroa
Cr Coral Raukawa
Cr Jeff Wong
Cr Simon Loudon
Cr Greg Maughan
Cr Fi Dalgety

For any enquiries regarding this agenda, please contact:

Kezia Spence, Governance Advisor, 0800 422 522 (ext. 917), or via email

kezia.spence@rangitikei.govt.nz

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Locations:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <u>Marton</u> Head Office 46 High Street Marton </td> <td style="width: 50%; border: none; vertical-align: top;"> <u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls </td> </tr> <tr> <td style="border: none; vertical-align: top; text-align: center;"> <u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape </td> <td style="border: none;"></td> </tr> </table>	<u>Marton</u> Head Office 46 High Street Marton	<u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls	<u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape	
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Notice is hereby given that an Ordinary Meeting of Council of the Rangitikei District Council will be held in the Council Chamber, Rangitikei District Council, 46 High Street, Marton on Thursday, 14 December 2023 at 1.00pm.

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AGENDA

1 Welcome / Prayer

2 Apologies

3 Public Forum

No 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 with as a late item at this meeting.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: Kezia Spence, Governance Advisor

1. Reason for Report

1.1 The minutes from Ordinary Council Meeting held on 30 November 2023 are attached.

Attachments

1. Ordinary Council Meeting - 30 November 2023

Recommendation

That the minutes of Ordinary Council Meeting held on 30 November 2023 [**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



RANGITIKEI
DISTRICT COUNCIL
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UNCONFIRMED: ORDINARY COUNCIL MEETING

Date: Thursday, 30 November 2023
Time: 1.00pm
Venue: Council Chamber
 Rangitikei District Council
 46 High Street
 Marton

Present

- HWTM Andy Watson
- Cr Dave Wilson
- Cr Brian Carter
- Cr Gill Duncan
- Cr Richard Lambert
- Cr Piki Te Ora Hiroa
- Cr Coral Raukawa
- Cr Jeff Wong
- Cr Simon Loudon
- Cr Greg Maughan
- Cr Jarrod Calkin
- Cr Fi Dalgety

In attendance

- Mr Kevin Ross, Chief Executive
- Mr Arno Benadie, Chief Operating Officer
- Mrs Carol Gordon, Group Manager - Democracy and Planning
- Ms Gaylene Prince, Group Manager - Community
- Mr Dave Tombs, Group Manager - Corporate Services
- Ms Adina Foley, Group Manager- Capital Projects
- Mrs Sharon Grant, Group Manager - People and Performance
- Mr Johan Cullis, Group Manager- Regulatory Services
- Mr Eswar Ganapathi, Senior Project Manager
- Mr Graeme Pointon, Strategic Property Advisor
- Ms Kezia Spence, Governance Advisor

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1 Welcome / Prayer

His Worship the Mayor opened the meeting at 1.01pm.

2 Apologies

No apologies were received.

3 Public Forum

Mr Matthew Thomas spoke to Council in this session in regards to the decision made at the previous Council meeting on the rate remission request for the property at 8 Tui Street, Taihape.

Mr Thomas questioned Council's interpretation of the Policy and questioned why the full 3 years of rates remission was not granted. Mr Thomas advised he would will email through the full cost of earthquake strengthening for this property.

In response to a question Mr Thomas advised that the work to complete the earthquake strengthening was incentivised by the policy.

4 Conflict of Interest Declarations

There were no conflicts of interest declared.

5 Confirmation of Order of Business

Resolved minute number 23/RDC/342

That the late item "Appointment of Chief Executive" be dealt with as part of the agenda for the Council meeting on 30 November 2023. The item cannot be delayed until a subsequent meeting as Council has signalled its intention to provide an update at this meeting. The reason the item is not on the agenda is that, following Council's recruitment process, an offer was made after the agenda had gone out.

HWTM/Cr G Maughan. Carried

Resolved minute number 23/RDC/343

That the late item "Options to address security concerns at Te Matapihi" be dealt with as part of the agenda for the Council meeting on 30 November 2023. The item cannot be delayed until a subsequent meeting as there are security concerns at Te Matapihi that need to be addressed as soon as possible. The reason the item is not on the agenda is that issues and possible solutions have only recently been identified.

Cr B Carter/Cr G Duncan. Carried

Item "Appointment of Chief Executive" was dealt with prior to the confirmation of minutes.

6 Confirmation of Minutes

Resolved minute number 23/RDC/344

That the minutes of Ordinary Council Meeting held on 26 October 2023 **as amended** 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 B Carter/Cr D Wilson. Carried

Resolved minute number 23/RDC/345

That the minutes of Ordinary Council (special) Meeting held on 30 October 2023 **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.

HWTM/Cr D Wilson. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Council Meetings

Item 20

The extension of hours for the Taihape swim centre is not being considered in the Long Term Plan and this will be noted in the consultation document.

Item 25

There is regulation with littering, but it is difficult to enforce. Councillors and staff acknowledged that this is a growing problem in the district.

Resolved minute number 23/RDC/346

That the report 'Follow-up Action Items from Council Meetings' be received.

Cr B Carter/Cr R Lambert. Carried

8 Mayor's Report

8.1 Mayor's Report - November 2023

The Mayor tabled a document on the new government ministers roles and tabled a document on the JBS Dudding Trust grant outcomes.

Council discussed the freshwater reforms and the lack of socio- economic consideration prior to the reforms being introduced.

Council discussed the letter from Aakiyah Tihore's requesting funding and advised that Council has not provided funds to an individual before, and there is no budget for this, but acknowledged that they do support youth and the opportunities for young people in the district. They requested consideration of a discretionary fund for these types of applications be included in a Long Term Plan workshop.

Resolved minute number 23/RDC/347

That the Mayor's Report – 30 November 2023 be received.

HWTM/Cr C Raukawa. Carried

Resolved minute number 23/RDC/348

That Council agrees to cover Aakiyah Tihore's course fees to attend the Future Leaders Academy in Rarotonga in April 2024 to the value of \$1,500 as a final funder.

.Cr G Duncan/Cr Hiroa. Lost.

8.2 Appointment of Chief Executive

A tabled document was provided by His Worship the Mayor outlining the recruitment process undertaken recently and recommending Mr Kevin Ross be appointed as Chief Executive.

Resolved minute number 23/RDC/349

That Mr Kevin Ross be appointed as Chief Executive, effective from 30 November 2023, for a period of up to two years.

HWTM/Cr D Wilson. Carried Unanimous

9 Chief Executive's Report

9.1 Chief Executive's Report - November 2023

External Submissions

Council recommended that a submission be made to Oranga Wai, acknowledging that it may be a generic submission due to the changes that are happening with Central Government.

Request from Marton Christian Welfare Council (Inc)

Mr Benadie commented that the balance of the cost of activity and where we get the revenue through this does raise risks. Council acknowledged that there is an issue of rubbish being dumped that the group faces and that this is a cost to the group.

During discussion it was noted this an unbudgeted expenditure that may start a precedent of these types of applications. It was agreed not to agree to the request from Marton Christian Welfare.

Request for Support for 2024 Ford Ranger New Zealand Rural Games

Council noted that there is a fund that the group can apply for which the group has been directed to.

Resolved minute number 23/RDC/350

That the Chief Executive's Report – November 2023 be received.

Cr G Maughan/Cr Hiroa. Carried

Resolved minute number 23/RDC/351

That the Annual Report on Dog Control Policy and Practices, required under Section 10A of the Dog Control Act 1996, be adopted.

Cr F Dalgety/Cr R Lambert. Carried

Resolved minute number 23/RDC/352

That Council provides a fund to the Marton Christian Welfare Council to the value of \$3,000 for dump fee charges.

Cr D Wilson/HWTM Lost.

Resolved minute number 23/RDC/353

That Council declines the request to provide a grant to the 2024 Ford Ranger New Zealand Rural Games.

Cr D Wilson/Cr J F Wong. Carried

10 Reports for Decision

10.1 Request for Review of Rates Rebate Granted for 71 Hautapu Street, Taihape

Council acknowledged that at the last meeting there was discussion on the wording of the policy. Staff responded to questions that the policy is currently being looked at and updated. Council will be provided with a further report on this rate remission request and the earlier one from Mr Matthew Thomas at the December meeting.

Resolved minute number 23/RDC/354

That the report 'Rates Rebate- 71 Hautapu St Taihape' be received.

Cr J F Wong/Cr R Lambert. Carried

Resolved minute number 23/RDC/355

That, due to the new information provided from Mr Matt Thomas in relation to the rate remission approved at the 26 October 2023 Council meeting for 8 Tui Street, Taihape, Council request the

Chief Executive provide a further report to the 14 December 2023 Council meeting to allow Council to reconsider the amount of the remission.

Cr C Raukawa/Cr S Loudon. Carried

Resolved minute number 23/RDC/356

That, due to the new information provided from Ms Tania Byford in relation to the rate remission approved at the 26 October 2023 Council meeting for 71 Hautapu Street, Taihape, Council request the Chief Executive provide a further report to the 14 December 2023 Council meeting to allow Council to reconsider the amount of the remission.

Cr C Raukawa/Cr S Loudon. Carried

10.2 Project Management Office Report - November 2023

Lake Waipu

His Worship the Mayor requested this project be part of the presentation to the new Government, prior to Ratana celebrations in 2024.

Taihape Wastewater Treatment Plant Upgrades and Consent

Council raised concerns with the possibility of underfunding the project and the issues with compliance of the quality of the water. Ms Foley responded that the treatment plant is consented until 2027, however that there are compliance issues at the plant, Horizons are aware of the progress that council is making. Ms Foley also elaborated that some work has already started to improve the water quality and more work is underway to investigate further improvements at the treatment plant. Ms Foley added that this work may be a little underfunded based on initial discussions but more work has to be done and progress will be reported back to Council.

Ms Foley responded to concerns of projects taking a long time to complete, that the projects on the top 10 list are all very complex and spanning years, the PMO report is only the top ten projects council is working on however there are further projects that are ongoing in the background.

The meeting adjourned at 3.10pm and reconvened at 3.24pm.

Taihape Town Hall and Library Redevelopment

Ms Foley responded to questions that it expected to award the contract in April next year, and this has been a thorough process working with the community on the consultation process and engagement with key user groups.

Ms Foley responded to questions that the percentage of confidence on budget will increase when scope of the project and the design are certain and that the confidence around the budget does not mean this is going to be overspend, however that the budget could be lower or higher – not able to be determined without further design work.

Ms Foley explained that some organisations commonly require a minimum of 80% NBS (also related to insurance requirements) so that Council benefits from having a flexible approach to achieve a NBS of 80-100% to reduce cost escalations trying to achieve 100%.

Councillors discussed the removal of the first floor and the challenges with fire and accessibility. Ms Foley explained that the removal of the first floor will significantly reduce complexity of the structural work and therefore also the cost of the work. Ms Foley pointed out that the recommendation is expected to reduce the budget required for the project. Ms Foley responded to comments that this has been discussed with a number of experts.

Mr Benadie responded that there can be a non-compliant tender on the back of a complaint tender,

There were concerns that the removal of the first floor be socialised with the Taihape community and the need of certainty that this has been this has been considered. Other councillors disagreed to go back to the community again on such technical issues. It was raised that during the public workshop, general support was voiced for the removal of structural elements that would add lots of costs without many benefits including for example the façade (demolishing and rebuilding the façade).

Ms Foley explained that the removal and rebuild of the façade would also result in similar cost savings and a reduction of the construction complexity for the project. Some councillors were concerned that this would remove the “heritage” factor for the building and its iconic look. Ms Foley responded that the look of the building externally would remain as it is at the moment.

Resolved minute number 23/RDC/357

That the report ‘Project Management Office Report - November 2023’ be received.

Cr Hiroa/Cr G Duncan. Carried

Resolved minute number 23/RDC/358

That the Project Work Plan for the Taihape Town Hall and Library Redevelopment will be endorsed **with** amendment.

HWTM/Cr C Raukawa. Carried

Resolved minute number 23/RDC/359

Remove the first floor to reduce complexity of redevelopment.

Cr S Loudon/Cr D Wilson. Carried Cr Duncan and Cr Dalgety voted against.

Resolved minute number 23/RDC/360

To demolish and rebuild the façade to look like it does now, to reduce complexity of redevelopment and saving costs.

Cr G Maughan/Cr R Lambert. Lost

10.3 Options to Address Security Concerns at Te Matapihi

Ms Prince presented this report noting the security concerns to both the public and staff at Te Matapihi, as a preference it was agreed to close the toilets between 9pm and 6am, in line with the bus schedules.

Resolved minute number 23/RDC/361

That the report 'Options to Address Security Concerns at Te Matapihi' be received.

Cr B Carter/Cr D Wilson. Carried

Resolved minute number 23/RDC/362

That Council closes the public toilets at Te Matapihi between 9pm-6am.

Cr B Carter/Cr D Wilson. Carried Cr Calkin voted against.

11 Minutes from Committees

11.1 Minutes from Committees

The report was taken as read.

Resolved minute number 23/RDC/363

That the following minutes are received:

- Bulls Community Committee- 13 September 23
- Turakina Community Committee-05 October 23
- Hunterville Community Committee- 09 October 23
- Taihape Community Board- 11 October 23
- Marton Community Committee- 11 October 23
- Policy and Planning Committee- 12 October 23
- Creative Communities Scheme-01 November 23
- Hunterville Rural Water Scheme-06 November 23
- Bulls Community Committee-08 November 23

Cr D Wilson/Cr C Raukawa. Carried

12 Public Excluded

The meeting went into public excluded session 4.47pm

Resolution to Exclude the Public

Resolved minute number **23/RDC/364**

That the public be excluded from the following parts of the proceedings of this meeting.

- 1 Public Excluded Council Meeting - 26 October 2023
- 2 Follow-up Action Items from Council (Public Excluded) Meetings
- 3 Taihape Area School - location for decant update, November 2023
- 4 Taihape Grandstand - Alternative method for earthquake strengthening
- 5 Bulls Water Booster Pump Station - Tender Acceptance

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the *Local Government Official Information and Meetings Act 1987* for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
12.1 - Public Excluded Council Meeting - 26 October 2023	To consider the minutes relating to matters that were the subject of discussion at the 26 October meeting	S48(1)(a)
12.2 - Follow-up Action Items from Council (Public Excluded) Meetings	s7(2)(a) - Privacy s7(2)(b)(ii) - Commercial Position s7(2)(h) - Commercial Activities s7(2)(i) - Negotiations	s48(1)(a)(i)
12.3 - Taihape Area School - location for decant update, November 2023	s7(2)(b)(ii) - Commercial Position s7(2)(c)(ii) - Public Interest	s48(1)(a)(i)
12.4 - Taihape Grandstand - Alternative method for earthquake strengthening	s7(2)(i) - Negotiations	s48(1)(a)(i)
12.5 - Bulls Water Booster Pump Station - Tender Acceptance	s7(2)(i) - Negotiations	s48(1)(a)(i)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Council Meetings

Author: Kezia Spence, Governance Advisor

1. Reason for Report

- 1.1 On the list attached are items raised at previous Council meetings. Items indicate who is responsible for each follow up, and a brief status comment.

2. Decision Making Process

- 2.1 Staff have assessed the requirements of the Local Government Act 2002 in relation to this item and have concluded that, as this report is for information only, the decision-making provisions do not apply.

Attachments:

1. **Follow-up Actions Register** [↓](#)

Recommendation

That the report 'Follow-up Action Items from Council Meetings' be received.

Current Follow-up Actions

Item	From Meeting Date	Details	Person Assigned	Status Comments	Status
1	30-Nov-23	Do comms about closing Bulls 24 hour toilets - making sure signs note the other public toilets and their opening hours - Resolution was that Council closes the public toilets at Te Matapihi between 9pm-6am. Make sure people know its due to security concerns.	Gaylene / Comms	Signage and Comms has been completed	In progress
2	30-Nov-23	Write to Mrs Kouvelis regarding the request for funding for Ford Ranger Games - note Council has declined their request and direct them to the Council's Events Sponsorship Scheme.	Karen / Andy	Letter was sent on 06 December.	Completed
3	30-Nov-23	Write to Marton Christian Welfare advising their request was denied	Karen / Andy	Letter was sent on 06 December.	Completed
4	30-Nov-23	Write to Aakiyah Tihore saying her request was unfortunately declined due to no fund available for this type of request	Karen / Andy	Letter was sent on 06 December.	Completed
5	30-Nov-23	For an LTP Workshop Council to consider having a fund into LTP for one off requests.	Carol	This was covered at the LTP workshop on 7 Dec 2023	Completed
6	26-Oct-23	Advise that Council agreed that in relation to the property at 71 Hautapu Street (owned by T Byford) a rates remission of \$5,000 GST inclusive, be approved.	Karen	Notification of Council's decision was emailed. The amount of the grant was objected to, Council re-looking at this in Dec 2023.	In progress
7	26-Oct-23	Advise that Council agreed that in relation to the property at 8 Tui Street (owned by GE, AP and ME Thomas) a rates remission of \$5,000 GST inclusive, be approved.	Karen	Notification of Council's decision was emailed. The amount of the grant was objected to, Council re-looking at this in Dec 2023.	In progress
8	31-Aug-23	Investigate next steps with the Gorges to See cycle trail concept	Gaylene / Kim	One funding application for the feasibility study was denied. Brian Megaw is presently working on establishing a Trust to enable eligibility for funding opportunities. Feedback from Funding HQ has been that often Council's will pay for the feasibility study for projects such as this and then grant funders are more likely to come on board if a project has Council support. The larger funders we plan to approach next are: Four Regions Trust (Closes Feb 28th 2024) Whanganui Community Trust (Closes Jan 29th 2024) J B S Dudding Trust (Closes June 2024)	In progress
9	31-Aug-23	Marton Water strategy - test results to understand what the water quality - for A&I workshop in September - if appropriate	Adina Foley	Once results have been received staff will share this with Council, final test results are expected soon.	In progress
10	25-Jul-23	Council approves that a final submission is made to the Ministry for the Environment to recover \$200,000 of Waste Levy fees (re Putorino Landfill)	Adina Foley / Mark Barnes	Submission will be sent by the end of December 2023	In progress
11	29-Jun-23	Look at a template to cover Council funded assets and whether ongoing maintenance etc should be identified as part of any agreement	Graeme P / Arno	No progress to report.	In progress
12	29-Jun-23	Beaven Street, Marton – Surplus Land, the Chief Executive is authorised to take all requisite action and sign all documents to legalise the transfer of the surplus land to the landowners of the adjoining property	Graeme P	Documents received 22/11/23. Review and execution underway.	In progress
13	29-Jun-23	Makuhou Road / Turakina Valley Road Intersection – Legalisation Action, the Chief Executive is authorised to take all requisite action and sign all documents to legalise the section of road outlined in Bold Black on the submitted aerial overlay (subject to survey); and That all costs of legalisation and issue of new Title for the currently encroached adjoining land be met by Council	Graeme P	No further action for RDC at present.	In progress
14	29-Jun-23	Bulls Bowling Club Lease – Proposal for Land Exchange, the Chief Executive is directed and authorised to conclude negotiations to correct the Bulls Bowling Club building encroachment at Criterion Street Bulls; and That the Chief Executive is further authorised to take all actions and execute all documents required to complete the proposed exchange of land involved	Graeme P	Awaiting advice from Bows.	In progress
15	29-Jun-23	Bulls Rugby Club Lease – Proposed Building Extensions, the Chief Executive is authorised to take all actions and execute all documents required to complete the leasing of extra land required Stage 1 and Stage 2	Graeme P	Rugby to finalise siting and dimensions of proposed construction. No further action for RDC at present.	In progress
16	29-Jun-23	Council endorses and supports the Santoft Domain Incorporated proposal to develop a building on the Reserve; and That Council supports the Society's funding application to J B S Dudding Trust; and directs and authorises the Chief Executive to negotiate and sign a lease to Santoft Domain Incorporated as authorised and prescribed in the Reserves Act 1977, to give effect to Resolution 23/RDC/.....; and confirms that any requests for funding or fee waivers be considered independently of these recommendations	Graeme P	Awaiting plans and dimensions of proposed building for incorporation into Lease. No further action for RDC at present.	In progress
17	1-Jun-23	Supply more info re Council's High Street buildings - to include NBS timeframes, safety, maintenance etc	Adina Foley	As part of the development of the LTP more information will be provided to Council on the High Street buildings. Further information has been provided to the working group in September and October. A report will be brought to Council in the December Council Meeting for a decision on next steps	In progress

18	24-May-23	Otara bridge - ongoing comms during the duration of the project	Rhonda Morris / Carol Gordon	Manawatu District Council lead this project. Updates on progress are made to RDC's website when they are received from the contractor.	In progress
19	24-May-23	Progress putting the macron above the I in Rangitikei	Leah / Bonnie	The next stage in this process is underway (iwi consultation).	In progress
20	26-Apr-23	Re rental on Bulls museum - what other properties are rented and what is the rental amounts	Gaylene/ Graeme P	There are other Council properties that have a minimal lease rental. Staff are still to review the documentation to consider similarities to the lease for the former Bulls Library. No progress has been made due to lack of resource due to staff vacancy.	In progress
21	25-Aug-22	As per resolution 22/RDC/305 : That, should "better off" funding be received for the Hautapu River Parks Project, Council enters into a formal agreement with the Friends of Taihape for them to conduct ongoing maintenance of the bridges.	Adina Foley	No further progress has been made. An official letter of record has been prepared and shared with the interim CEO and the community group summarising all details incl resolutions of this project.	In progress
22	30-Jun-22	Adoption of the Procurement Policy; this was left to lie at Council's 30 June 2022 meeting, in order to allow the PMO to review the policy and make changes. Once these changes are complete, the policy will go back to the Audit and Risk Committee for review/feedback, before being presented to full Council for adoption. Carbon reduction to be included in this review, and potentially the Policy.	Dave Tombs	Draft currently being considered by ELT: aim to finalise draft Policy by Jan 2024.	In progress
23	26-May-22	As per resolution 22/RDC/165 : That due to safety concerns around vehicles other than buses using the Bulls Bus Lane, Council staff be asked to investigate possible options around discouragement and enforcement practices.	Adina Foley	Staff are presently investigating software compatibility with our suppliers. The bylaw that will allow enforcement action has been endorsed by Council.	In progress
24	31-Mar-22	Staff to provide a report to a future Council meeting on the Putorino Water Supply Scheme.	Arno Benadie	One of the scheme members confirmed that they purchased 800 m of suitable pipe, stored on one of the farms. The renewal work started. RDC will assist where required.	In progress
25	28-Oct-21	With regards to the recommendation from the Bulls Community Committee for rubbish bin/s at the picnic area at the Bulls river: A recommendation by Council to approve this request was lost, and past Cr Gordon instead requested that staff contact Horizons Regional Council and request that they investigate this further as this area of land lies under their responsibility. From 3 Nov meeting - Cr Carter raised the issue of fly tipping - CE undertook to speak to him more about this.	Arno Benadie / Raj Khadka	A revised Memorandum Of Understanding has been submitted by Horizons for review. RDC is considering the suitability of the proposed MOU before agreeing to a new term for this activity. No further updates available at this time.	In progress

8 Mayor's Report

8.1 Mayor's Report - 14 December 2023

Author: Andy Watson, His Worship the Mayor

On 2 December Beth and I attended the Christmas Parades in Bulls followed by Taihape and Marton which is always a logistics challenge – I would have loved to have spent more time in each of the towns. Congratulations to all of the businesses, schools and community groups that put floats in – I really look forward to seeing these every year. I would have to say that the single standout float across the district was the effort that the Downs Group did in producing Gru's Airship from the Minions – quite an amazing effort.

The Regional Transport Committee met recently to discuss the Regional Land Transport Plan including the significant priorities by region. The Utiku slip off SH1 has reached No.1 on our priorities which is fantastic. The plan has also been strengthened in focus on the maintenance and the avoidance of degradation of our roading networks. We are trying to shift away from putting all the emphasis into safety to one of maintenance – something I have worked on for quite some time. Linda Stewart the Regional Director of Waka Kotahi, also advised that the sump under the rail bridge at the end of Calico Line is also a priority. Finally, after years of me asking we may well see a result there.

My concern is that while we may have set out our regional priorities, the new Minister is yet to put his touch into what will actually happen. Government has signalled that there will be a new Policy Statement on roading that may change everybody's plans. The messages that Government is putting out seem to be that we need to get back to basics in terms of roading which presumably means maintenance and I'm happy about that but let's wait to see what Government's direction is.

Recently there was a Civil Defence exercise held including just about all of the Horizons Regional Council. The exercise was focussed on massive rain dumps occurring throughout Horizons but impacting heavily on the western coasts. Effectively this is our version of what Cyclone Gabrielle could be like. A number of our staff were involved and as I understand it there were 90 people involved in this planning day and exercise. I congratulate staff and Horizons for going through this planning process.

Beth and I would like to express our thanks and very best wishes to you all for a very Merry Christmas. This has been a very tough year and I hope that you take the time to enjoy some genuine family time over the holiday break. Forget about work and all the other issues for a while, reflect on our successes, enjoy the festive season and please, be safe.

Mayors Engagement

December 2023

1	Attended Staff Christmas Function
2	Attended Taihape Christmas Parade Attended Marton Christmas Parade Attended Bulls Christmas Parade
4	Attended meeting with Chief Executive Attended Mayoral Taskforce for Jobs Governance Group Zoom Meeting Attended Mayoral Forum
5	Attended Emergency Management Joint Standard Committee Meeting Attended Regional Transport Committee Meeting Attended Erewhon Rural Water Supply Sub Committee Meeting Attended weekly meeting with Deputy Mayor
6	Attended meeting with Chief Executive Attended Risk/Assurance Committee meeting Attended Nga Tawa School Prizegiving Attended Meet & Greet with new Base Commander Ohakea GPCAPT Peter Gibson
7	Attended LTP Workshop Attended Regional Leadership Group Online Hui
8	Attended Junior Neighbourhood Awards – Marton Junction School Attended Elected Members Christmas Function
9	Attended Taihape Museum Christmas Party
10	Attended Marton Historical Society Christmas Function Attended Rotary Christmas gathering
11	Attended breakfast meeting with Mayor Helen Worboys Attended Tour of One Step Project in Action in Taihape Attended LGNZ Special General Meeting online Attended Hunterville Community Committee Meeting
12	Attended Regional Transport Matters/Regional Chiefs Online Meeting Attended Te Roopuu Ahi Kaa Komiti Meeting Attended Marton School Prizegiving Attended weekly meeting with Deputy Mayor Attended Ratana Community Board meeting
13	Attended meeting with Chief Executive Attended Governance Q&A with Executive Leadership Team Attended National Community Boards Online Hui

ITEM 8.1

ITEM 8.1

	Attended Catchup with Caroline Dumas – DIA Attended Marton Community Committee Meeting
14	Attended Transport Reference Group online meeting Attended Council Meeting Attended Santoft Domain Management Committee meeting
15	To attend RSA Christmas Lunch To attend Citizenship Ceremony at Te Matapihi
18	To attend weekly LTP meeting
19	To attend RDC/Police monthly meeting To attend meeting with Chief Executive To attend weekly meeting with Deputy Mayor
21	To attend Mayoral Taskforce for Jobs Strategy follow-up online meeting
25	To attend Christmas Day lunch in Marton – Rangitikei College

Recommendation

That the Mayor’s Report – 14 December 2023 be received.

9 Chief Executive's Report

9.1 Chief Executive's Report - December 2023

Author: Carol Gordon, Group Manager - Democracy & Planning

Authoriser: Kevin Ross, Chief Executive

1. Reason for Report

- 1.1 This report provides Elected Members with an update on key activities across the organisation. Any items requiring a specific decision are towards the end of this report.

2. Events Held Across the District – Council's Facilities

- 2.1 13th October – 17th November 2023 – Te Kotuku Hauora Touch Rugby Tournament – Marton Park – Fields 1 and 2
- 2.2 11th November – Armistice Day – Marton Park – Cenotaph
- 2.3 25th November – Marton Market Day – Marton Park - All fields
- 2.4 27th November – Te Kotuku Hauora Ki -O- Rahi Primary Schools Tournament – Wilson Park – Oval
- 2.5 30th November – Taihape Area School “Big Day Out” – Taihape Memorial Park – Fields 1,2 & 3

3. Health Safety and Wellbeing Update

- 3.1 The dashboard for November 2023 is attached (Attachment 1).

4. Staff Movements

- 4.1 In November, we welcomed the following employees:
 - Mike Hart, Facilities Compliance Officer
 - Kristy Harris, Youth Assistant (fixed term)
- 4.2 We also farewelled the following team members in November:
 - Alicia Hansen, Parks and Reserves Administrator
 - Alan King, Manager Animal Control

5. J B S Dudding Trust

- 5.1 The Learning Centres/Libraries have received \$35,000 from the JBS Dudding Trust. This funding will be used to purchase New Zealand Titles – History, and Culture titles, and Māori/Pacifica language titles and resources, and STEAM (Science, Technology, Engineering, Arts and Maths) resources.

6. Ministry of Heritage and Culture

- 6.1 Our application to the Ministry of Heritage and Culture-Manatū Taonga for Commemorating Waitangi Day 2024 was declined. The fund has \$300,000 to contribute to community events across New Zealand. This year they received 60 applications seeking over \$1 million in grants for support of Waitangi Day events in 2024. They advised that priority was given to those applications/events that demonstrated strong partnership between Tāngata whenua and the wider community in telling local stories about Te Tiriti o Waitangi/the Treaty of Waitangi.

7. External Submissions

- 7.1 Council made a submission on Horizons Proposed Change 3 (Urban Development) in November 2022. The purpose of this plan change is to give effect to the requirements of the National Policy Statement on Urban Development (NPS-UD). The NPS-UD sets out objectives and policies for the provision of sufficient land to meet the expected demand for housing and business needs, and for the planning of well-functioning urban environments. Council's submission focused on a range of technical drafting matters to improve implementation.
- 7.2 Officers were involved in pre-hearing meetings in early 2023. Horizons have scheduled the hearing to begin on Wednesday 7 February 2024 and released the s42A report (planning report) on 1 December 2023. Officers are reviewing the report to determine whether matters raised in Council's submission have been addressed or if expert planning evidence is required to progress any outstanding matters raised in Council's submission.

Consultations proposed for submission

- 7.3 Consultation on Oranga Wai water quality targets has been extended to 28 February 2024. Council will be making a submission on this either via the online survey and or supported with a written submission.

Consultations recently submitted on

- 7.4 Copies of all submissions made are listed on Council's website - [Submissions made to other Organisations: Rangitikei District Council](#)

8. Financial Implications

- 8.1 There are no financial implications for this operational report.

9. Impact on Strategic Risks

- 9.1 There are no strategic risk implications for this operational report.

10. Mana whenua implications

- 10.1 There are no mana whenua implications for this operational report.

11. Statutory Implications

11.1 There are no statutory implications for this operational report.

12. Decision Making Process

12.1 This item is not considered to be a significant decision according to the Council's Policy on Significance and Engagement.

Attachments:

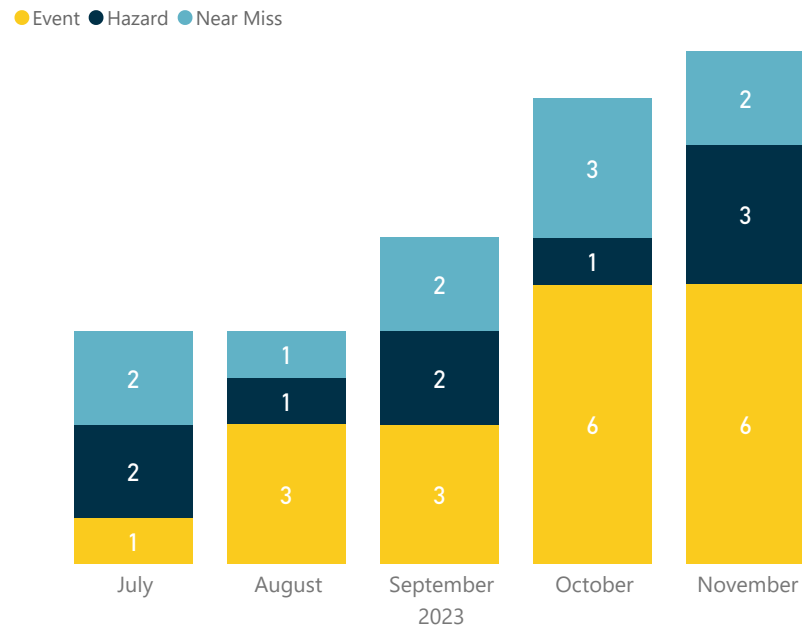
1. **Health Safety and Wellbeing Dashboard November 2023** [↓](#)

Recommendation 1:

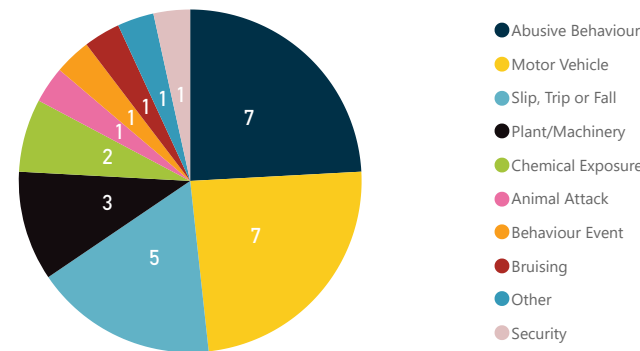
That the Chief Executive's Report – December 2023 be received.

RDC Health and Safety Dashboard November 2023

Events, Hazards and Near Misses 01 July 2023 to date



Event/Near Miss Category 01 July 2023 to date



Wellbeing News

Safe Plus Assessment 14th / 15th November

Thanks to everyone involved in the recent Safe Plus Assessment. Our Assessors, Jeena and Jen, commented on how welcome they felt and the willingness of staff to participate in the discussions. Thanks everyone for your contributions, we'll let you know the assessment outcomes once we receive them.

Sun Smart

As summer is approaching, we are encouraging staff to stay Sun Smart. If you are working outside or spending any time in the outdoors remember to Slip, Slop, Slap and Wrap. Sunscreen is available at the People and Performance Office. Please remember to apply 20 minutes before going outside and reapply every 2 hours.

Holiday Season Safety and Wellbeing

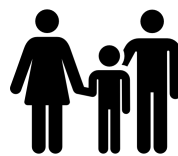
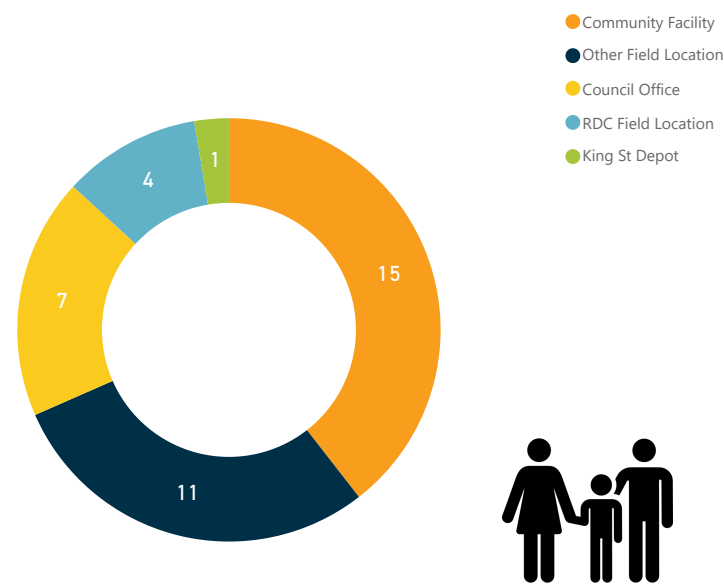
With Christmas fast approaching and everyone enjoying the holiday cheer don't forget to take time out to look after your wellbeing. The holiday season is about spending quality time with family and friends, slowing down and enjoying the moment! Take time out to enjoy yourself and please ensure yours and others safety while doing so.

Summary of Month

6 Events
0 Notifiable Incidents
1 Notifiable Illness/Injuries

2 Near Misses
3 Hazards

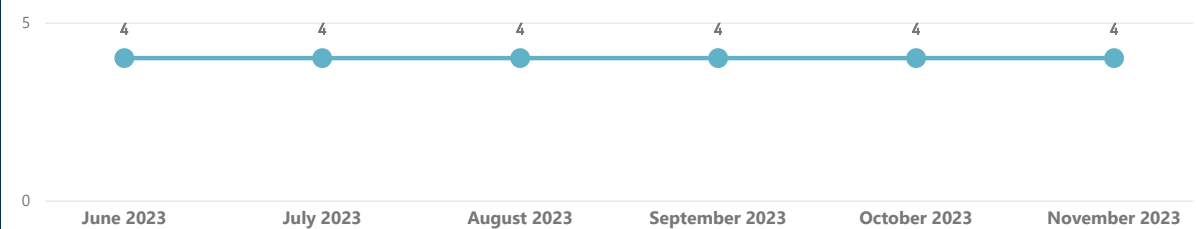
Location Events, Hazards and Near Misses



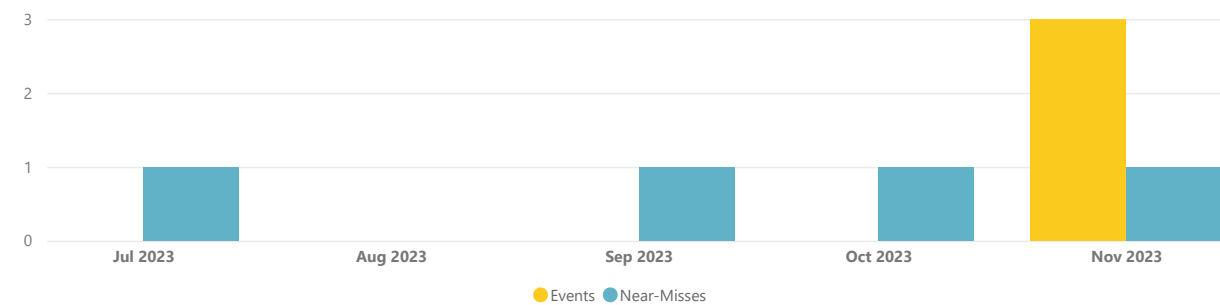
Average Driver Ratings

Ratings from E-Road Dashboard (Overspeed / Harsh Braking & Harsh Acceleration Events)

48% Completed Driver Safety Training



Vehicle Incidents



10 Reports for Decision

10.1 Notice of Motion - Mayor Andy Watson - Revoke Resolved Minute Numbers 23/RDC/359 / 23/RDC/360

Author: Carol Gordon, Group Manager - Democracy & Planning

Authoriser: Kevin Ross, Chief Executive

1. Reason for Report

- 1.1 In accordance with Standing Order 25.1 (Member may move revocation of a decision), and 28.1 (Notices of Motion) the following valid Notice of Motion has been received from Mayor Andy Watson at least five clear working days before the meeting for inclusion on the agenda for the meeting being held on Thursday, 14 December 2023.
- 1.2 The Motion relates to Taihape Town Hall Civic Centre Project, in particular the resolutions made at the Council meeting on 30 November 2023, see Attachment 1.
- 1.3 For a Notice of Motion to be considered it must have a mover and a seconder.
- 1.4 Council is asked to consider this Notice of Motion.

Attachments:

1. Notice of motion - Mayor Andy Watson [↓](#)

Recommendation 1:

That the Notice of Motion from Mayor Andy Watson be accepted.

Recommendation 2:

That Council agrees / does not agree [*delete one*] to revoke Resolved minute number 23/RDC/359:

“Resolved minute number 23/RDC/359

Remove the first floor to reduce complexity of redevelopment.

Cr S Loudon/Cr D Wilson. Carried Cr Duncan and Cr Dalgety voted against”

Recommendation 3:

That Council agrees / does not agree [*delete one*] to revoke Resolved minute number 23/RDC/360:

“Resolved minute number 23/RDC/360

To demolish and rebuild the façade to look like it does now, to reduce complexity of redevelopment and saving costs.

Cr G Maughan/Cr R Lambert. Lost”

7 December 2023

Notice of Motion

There are two resolutions that I would like to bring back to the Council at the meeting on 14 December 2023, these are resolutions relating to the Taihape Town Hall Civic Centre Project.

This is done on the basis of new information and further understanding of the implications of these two resolutions:

Resolved minute number 23/RDC/359

Remove the first floor to reduce complexity of redevelopment.

Cr S Loudon/Cr D Wilson. Carried Cr Duncan and Cr Dalgety voted against.

Resolved minute number 23/RDC/360

To demolish and rebuild the façade to look like it does now, to reduce complexity of redevelopment and saving costs.

Cr G Maughan/Cr R Lambert. Lost

I intend to move this notice of motion.

Mayor Andy Watson

10.2 Reconsideration of Rates Remissions for Earthquake-prone Buildings**Author:** Katrina Gray, Senior Strategic Planner**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning**1. Reason for Report**

- 1.1 To enable Council to reconsider the rates remissions granted for 8 Tui Street, Taihape and 71 Hautapu Street, Taihape.

2. Context

- 2.1 At the 26 October 2023 meeting, Council considered the rates remission applications for 8 Tui Street, Taihape and 71 Hautapu Street, Taihape under the earthquake-prone building remission. Council resolved to approve remissions of \$5,000 for both properties (refer to resolutions 23/RDC/310 and 23/RDC/312).
- 2.2 The original applications have been reattached (Attachment 1 and 2).
- 2.3 The policy can be found online [Rates Remission Policy](#).
- 2.4 The owner of 8 Tui Street attended public forum at the 30 November 2023 Council meeting and requested a review of Council's decision in regard to the amount given as a rates remission, stating that the Policy allows for remission of "three years". He also advised that earthquake strengthening work to date has been around \$247,000, and this is not the final cost.
- 2.5 The owner of 71 Hautapu Street, Taihape also wrote to the Chief Executive requesting a review of the remission granted (refer to Attachment 3). The owner of 71 Hautapu Street also requested further information on why they did not receive the maximum remission value.

3. Comment

- 3.1 A key matter raised from both building owners is interpretation in the wording of the policy, specifically:
"A full remission of rates will be granted for a maximum of three years for a property..."
- 3.2 Officers acknowledge there is a lack of clarity in the wording. This section, along with others, is part of the review of the current Rates Remission Policy. The amended policy is intended to be consulted on simultaneous to the Long Term Plan 2024-34 (LTP) and adopted by June 2024.
- 3.3 At the Council meeting on 30 November 2023 Council requested that, in accordance with Standing Order section 25.6, the Chief Executive provide a further report to this meeting to allow Council the opportunity to reconsider the amount of remission for both 8 Tui Street, Taihape and 71 Hautapu Street, Taihape.

4. Financial Implications

- 4.1 Council approved a remission of \$5,000 for each property at the 26 October 2023 meeting. Current rates on those properties and potential cost if granted three years remission –

- 8 Tui Street – GE, AP and ME Thomas – current rates are \$3,175.10 if remission is granted for three years this will cost approximately \$9,523.30 (likely to increase as rates increase annually).
- 71 Hautapu Street – T Byford – current rates are \$2,954.80 if remission is granted for three years this will cost approximately \$8,864.40 (likely to increase as rates increase annually).

4.2 Recommendations are provided below - refer to recommendation 2 and 3.

5. Impact on Strategic Risks

5.1 There are no impacts on strategic risks.

6. Mana Whenua Implications

6.1 There are no mana whenua implications.

7. Statutory Implications

7.1 Council is able to give effect to its Rates Remission Policy.

8. Decision Making Process

8.1 This decision is not considered to be significant.

Attachments:

1. **Original Rates Remission Request - 8 Tui Street, Taihape** [↓](#)
2. **Original Rates Remission Request - 71 Hautapu Street, Taihape** [↓](#)
3. **Request for Review of Rates Remission - 71 Hautapu Street, Taihape** [↓](#)

Recommendation 1:

That the report ‘Reconsideration of Rates Remissions for Earthquake-prone Building’ be received.

Recommendation 2:

That Council agrees to reconsider the rates remission granted to 8 Tui Street, Taihape and approves a rates remission of _____

OR

That Council does not agree to reconsider the rates remission granted to 8 Tui Street, Taihape and the original remission of \$5,000 stands.

Recommendation 3:

That Council agrees to reconsider the rates remission granted to 71 Hautapu Street, Taihape and approves a rates remission of _____

OR


That Council does not agree to reconsider the rates remission granted to 71 Hautapu Street, Taihape and the original remission of \$5,000 stands.

RANGITĪKEI DISTRICT COUNCIL Earthquake Prone Building Rates Remission Application

P 06 327 0099 | 0800 422 522 (24 hrs)
F 06 327 6970
E info@rangitikei.govt.nz
46 High Street, Private Bag 1102, Marton 4741

ITEM 10.2 ATTACHMENT 1

This form is to be completed for applications for a Earthquake Prone Buildings Rates Remission as per Council's Rates Remission Policy.

Property Location	8 Tui Street Taihape
Valuation Roll Number	135 3062 400
Owner(s) or agent's name(s):	Gary Edward Thomas Alan Peter Thomas, Matthew Edward Thomas % Ryan, Thomas & Co
Phone Number	06 388 0666
E-Mail Address	office@ryanthomas.co.nz
BC Number	220286
I am applying for:	<input type="checkbox"/> Remission during building work <input checked="" type="checkbox"/> Remission following completion of Building Work
Brief description Include attachments if required	 As per your rates remission policy, we are applying for full remission of rates for 3 years. This is under clause 3.3 Remission following completion of building work

OFFICE USE ONLY		
MEETS CRITERIA	DENIED	REASON FOR DENIAL
REGULATORY OFFICER	REGULATORY OFFICER	
APPROVED BY CHIEF EXECUTIVE		
	SIGNATURE	DATE

Version 1.0




www.rangitikei.govt.nz

RANGITĪKEI DISTRICT COUNCIL Earthquake Prone Building Rates Remission Application

P 06 327 0099 | 0800 422 522 (24 hrs)
F 06 327 6970
E info@rangitikei.govt.nz
46 High Street, Private Bag 1102, Marton 4741

This form is to be completed for applications for a Earthquake Prone Buildings Rates Remission as per Council's Rates Remission Policy.

Property Location	71 Hautapu St Taihape
Valuation Roll Number	1353055100
Owner(s) or agent's name(s):	Tania Byford
Phone Number	06 3881419
E-Mail Address	tbyford@xtra.co.nz
BC Number	230070
I am applying for:	<input type="checkbox"/> Remission during building work <input checked="" type="checkbox"/> Remission following completion of Building Work
Brief description Include attachments if required	 Requesting rates remission for completion of earthquake strengthening work

OFFICE USE ONLY		
MEETS CRITERIA	DENIED	REASON FOR DENIAL
REGULATORY OFFICER	REGULATORY OFFICER	
APPROVED BY CHIEF EXECUTIVE	SIGNATURE	DATE

Version 1.0

Rangitikei District Council
Private Bag 1102
Marton
4741

23rd November 2023

Dear Mayor, Councillers and CEO of Rangitikei District Council,

Is is with dissapointment I receive notification that my rates remission application for earthquake strengthening my building at 71 Hautapu St Taihape didn't qualify for the maximum 3 year rebate.

I feel the rates remission policy wording is misleading and fails to point out what the criteria to receive the maximum amount of 3 years rates actually is.

As per policies :

2.3 Remission following completion of building work

A full remission of rates will be granted for a maximum of three years for a property containing one or more earthquake-prone buildings once a Code Compliance Certificate has been issued for either the strengthening of such earthquake-prone buildings or the erection of a new building on a site previously occupied by one or more earthquake-prone buildings or the erection of a new building on another site in the commercial zone of that town provided that the use of the former site is consistent with the provisions of the District Plan, irrespective of whether the owner retains the site, transfers it to another entity or (at no cost) vests that site in Council.

2.4 Consideration of applications

Applications for a remission of rates may be made at any time to the Council's Chief Executive.

The Chief Executive has authority to grant the remission up to \$5,000 (excl GST) Amounts above this level require Council approval.

I would like further information on where I failed to reach the maximum qualifying amount and request to have the amount reviewed. I have submitted the required information with my application regarding my service in the community over and above having a business and employing people.

Your's sincerely,

Tania Byford

10.3 Marton Civic Centre - Recap and update on options

Author: Adina Foley, Group Manager-Capital Projects

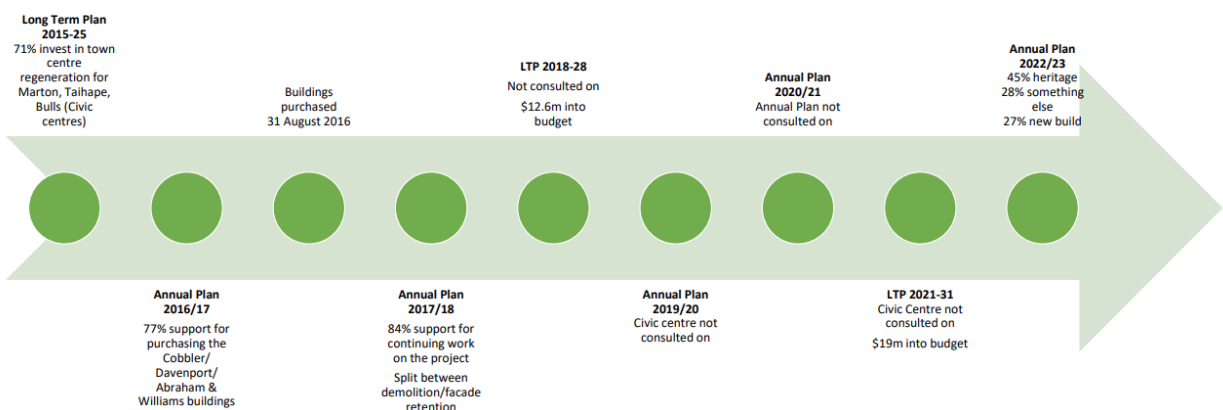
Authoriser: Kevin Ross, Chief Executive

1. Reason for Report

1.1 To provide an update on all the options that have been looked at and to seek direction from Council where to go next for staff to be able to continue their work.

2. Context

- 2.1 The current Council civic buildings in Marton are earthquake prone and are required to be strengthened to meet government legislation. In 2016 Council purchased three heritage buildings in Marton’s town centre with the option to restore the buildings and use them as a replacement Civic Centre/library/community hub/emergency operations centre.
- 2.2 The Long-Term Plan (LTP) 2021-31 included a provisional total project budget of \$19,000,000 for the Marton Civic Centre.
- 2.3 In 2022/23, to identify the best way forward, a Better Business Case (BBC) was undertaken to help Council better plan the projects. A Better Business Case allows Council to make an informed decision on moving forward based on defined problems and objectives. The goal is for smart investments that have the most value for money and therefore biggest impact for our community.
- 2.4 The shortlist options were presented to Council in the September 2022 meeting. Due to rising construction costs, only the bare minimum option was within the LTP budget.
- 2.5 As part of the Annual Plan 2023/24 Council consulted on two options, either to redevelop the heritage buildings or to demolish all three heritage buildings and build a new structure on the same site.
- 2.6 The feedback received was very varied and no clear agreement of the community was received. Therefore, Council requested staff to investigate a further option which would see the existing facilities at 46 High Street demolished and rebuild to include the library as well.
- 2.7 Consultation pathway since 2015:



3. Discussion with Heritage NZ

- 3.1 A meeting was held with two operational staff members of Heritage NZ to discuss what compromise may be possible for the three RDC owned heritage buildings on High Street.
- 3.2 **Option A:** Retaining the façade, building a new single storey building behind the façade which has a double-storey height ceiling (to reduce complexity and cost of the construction)
 - 3.2.1 HNZ preference is for the building to be maintained as two storey structure. They are open to considering a one storey option, but it would need to be designed in a way indicating a second story so that does not adversely impact heritage values.
 - 3.2.2 Heritage pillars to be retained.
 - 3.2.3 Any salvageable heritage fabric to be retained.
 - 3.2.4 Unable to offer concrete advice without concept design drawings/sketches. HNZ requested Council to submit proposal plans/sketches for their review. This will require a significant amount of design work before progress can be made.
- 3.3 **Option B:** Applying for resource consent with existing 2019 WSP designs, but not developing the buildings ourselves.
 - 3.3.1 HNZ was open to the idea.
 - 3.3.2 Any concrete feedback can only be provided upon submission of concept plans/sketches.
 - 3.3.3 This would lock any future owner into the design submitted as part of the resource consent application.
- 3.4 **Option C:** Retaining only part of the 80m façade and demolished some part of it to be re-built looking the same as it does now
 - 3.4.1 HNZ not completely against the idea.
 - 3.4.2 Shall be reviewed on a case-by-case basis.
 - 3.4.3 HNZ shall take particular interest in how the old and the new portions are juxtaposed in the design.

4. Total cost occurred to date

- 4.1 The cost occurred to date at 46 High Street and the library since 2007 is **\$895,092**
- 4.2 This cost includes the following:
 - 4.2.1 Design for heritage buildings
 - 4.2.2 Design for new build option in town centre
 - 4.2.3 Design for refurbishment of existing offices
 - 4.2.4 Health and Safety improvements to buildings
 - 4.2.5 Maintenance and upgrade works to library and admin building

5. Urgent maintenance work required at currently used facilities (46 and 31 High Street)

5.1 There is a significant amount of urgent maintenance work on our current properties required.

5.2 The below list of urgent maintenance work will have to be started in early 2024 should there be no decision in December 2023:

-
- Propping verandas on Broadway buildings
- Additional 100m2 office space
- Roofing due to leaks Fire building
- Roofing due to leaks main admin building incl. chambers
- Roofing Assets building
- Library asbestos removal, complete re-roofing and strengthening
- New bathroom facilities main building and assets
- Carpet in most places
- Windows in most places with gaps/issues shutting properly
- Bathroom in fire building
- Walking shelter for assets extension
- Storage of dangerous goods
- Security lights in car park
- Security cameras on High Street property
- Health & Safety improvements to current car park
- Fire building requires fire evacuation procedures incl. heat/ smoke detectors
- Asbestos removal in main building
- Earthquake strengthening of finance, fire and main admin building, library
- Black mould around windows at library

1.1

5.3 Rough cost estimate of urgent maintenance work comes to **\$2-5 million**.

6. Options Considered

<p>Option 1 46 High Street + Library Minimum Renovation Cost Estimate - \$8-10 million</p> <p>This option will renovate the current facilities to a basic level (e.g. painting) and complete all the urgent maintenance and earthquake strengthening work outline before.</p> <p>Risks:</p> <ul style="list-style-type: none"> No significant risks No significant improvement to services and offices <p>Benefits:</p> <ul style="list-style-type: none"> ample parking CD/EM on site certainty easier resource consenting process established site faster execution library does not require resource consent lower cost not in a flood zone people know location plenty of space preservation of library <p>Disadvantages:</p> <ul style="list-style-type: none"> disruption to IT/services ineffective layout library separate low benefit to cost ratio not aligned with 2014 town centre plan not fit for purpose not future proofing not sold for another function perception of not helping downtown rejuvenation staff disjointed 	<p>Option 2 46 High New Built Offices and Library Cost Estimate - \$17 million</p> <p>This option will build a new office and library facility at the current site. See following slides.</p> <p>Risks:</p> <ul style="list-style-type: none"> Some risks in the resource consenting due to obsolete tanks under the parking area and use of the site which is zones residential <p>Benefits:</p> <ul style="list-style-type: none"> ability to future proof ample parking better chance of meeting LTP budget CD/EM on site faster execution fit for purpose library included, so library building can be sold more cost certainty known location plenty of space redesign large space to accommodate current and future needs site is not flood prone <p>Disadvantages:</p> <ul style="list-style-type: none"> disruptive to staff, e.g. noise during construction impact on staff relocation not a civic centre not aligned with 2014 town centre plan not sharing space with outside entity perception of not helping downtown rejuvenation potentially risk cost overruns due to underground petrol tanks 	<p>Option 3 Heritage Building – Retention Cost Estimate - \$35-40 million</p> <p>This option is based on the design from 2019 which retains heritage features incl. but not limited to the façade.</p> <p>Risks:</p> <ul style="list-style-type: none"> Significant risks and unknowns in the consenting and construction process (likely public notification, coordination with heritage experts, potentially drawn-out design/ build process, unknown/not visible poor building conditions) <p>Benefits:</p> <ul style="list-style-type: none"> anchor site catalyst for others future build space improve streetscape leader in heritage-led regeneration occupying vacant building potential for external funding based on heritage, less than \$1m rejuvenate town centre sell other buildings support from Heritage NZ wider green space could also be developed <p>Disadvantages:</p> <ul style="list-style-type: none"> CD/EM not on site construction likely to be very challenging exceeds LTP budget flood prone lack of parking limited space available location to street limited possible cost escalation resource consent will be more difficult and expensive than other options structural uncertainties could drive cost up unknown/not visible poor building conditions
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ITEM 10.3

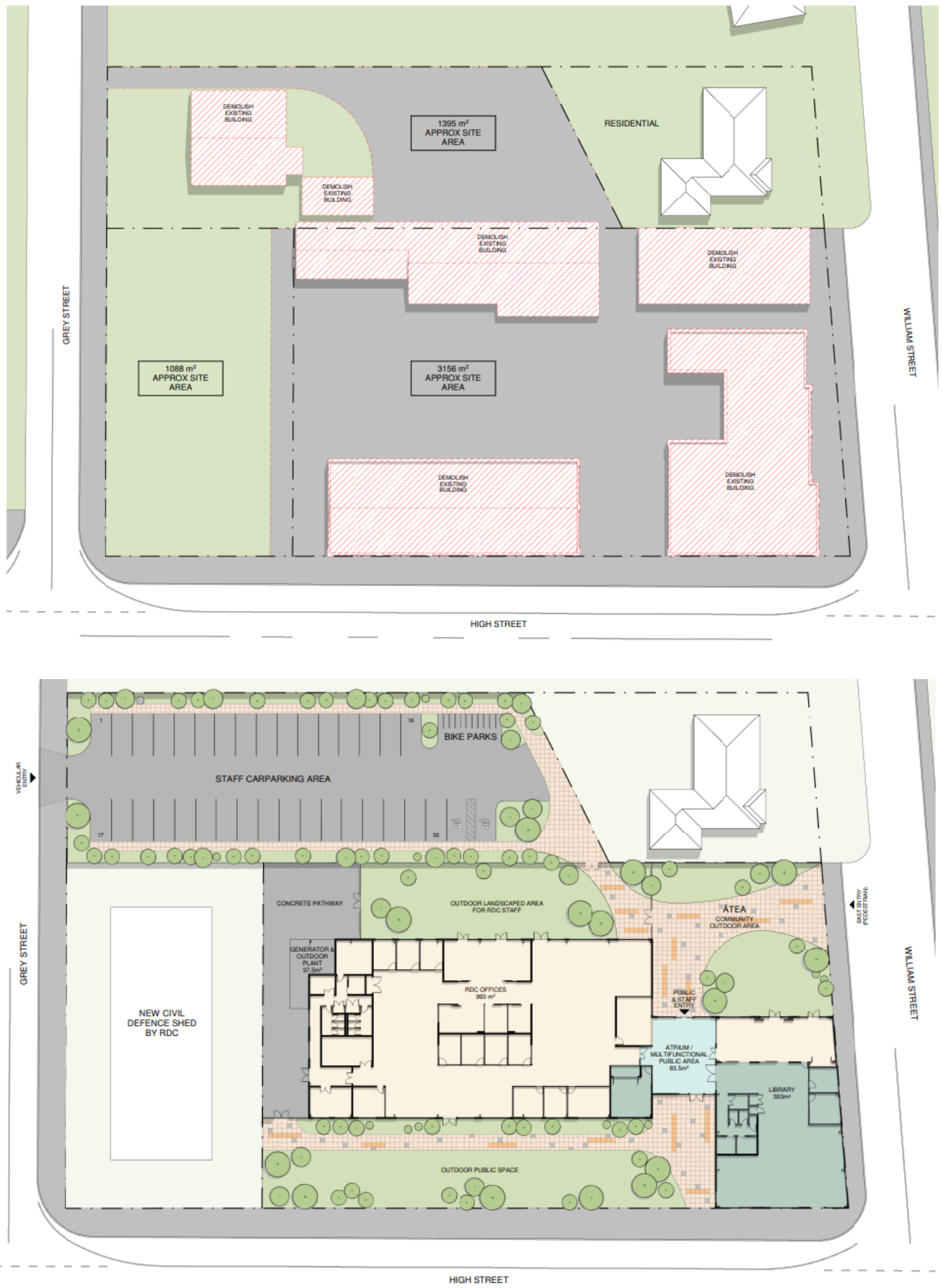
<p>Option 4 Green Space New Built Offices and Library Cost Estimate - \$30-37 million</p> <p>This option will construct a new facility on the green space on Broadway. The building will include staff offices (all staff from current 46 High Street site) as well as library and some community spaces.</p> <p>Risks:</p> <ul style="list-style-type: none"> No uncontrollable risks <p>Benefits:</p> <ul style="list-style-type: none"> ability to future proof all other buildings could be sold anchor site easier construction, no existing structure to deal with faster execution future build space improvement to wider streetscape minimal resource consenting staff relocation with no disruption supporting rejuvenation of town centre <p>Disadvantages:</p> <ul style="list-style-type: none"> CD/EM not on site cold/darker site emotional connection to the green space already established with community flood prone lack of parking limited space available location to street (limited) 	<p>Option 5 Apply for resource consent for Broadway buildings but do not construct anything Cost Estimate - \$0.5-1 million</p> <p>This option will prepare and lodge a resource consent based on the 2019 heritage-focused design. The process will be followed until a decision is achieved. No construction work will be done by RDC. The buildings will be sold and hopefully the resource consent added value to the properties.</p> <p>Risks:</p> <ul style="list-style-type: none"> Significant risks and unknowns in the consenting process (public notification) <p>Benefits:</p> <ul style="list-style-type: none"> removal of the liability around the heritage buildings <p>Disadvantages:</p> <ul style="list-style-type: none"> accept "loss" to council consenting costs unknown may have to incentivise to get someone to take buildings 	<p>Option 6 Heritage façade retention only, library & community space Cost Estimate - UNKNOWN</p> <p>This option is using the three Broadway buildings, retaining the façade, building a new single storey building behind the façade which has a double-storey height ceiling. Only housing the library and community spaces.</p> <p>Risks:</p> <ul style="list-style-type: none"> Significant risks and unknowns in the consenting and construction process (likely public notification, coordination with heritage experts, potentially drawn-out design/ build process, unknown/not visible poor building conditions) <p>Benefits:</p> <ul style="list-style-type: none"> anchor site community buy-in green space could be used for other functions improve heritage streetscape leader in heritage-led regeneration library could be sold as commercial potential for external funding no more than \$ 1 million rejuvenate town centre can be staged <p>Disadvantages:</p> <ul style="list-style-type: none"> basic renovation is still required for offices at 46 High Street cost estimate needs to be established opex for 2 buildings staff division structural uncertainties could drive cost up could be challenged by Heritage NZ, preference to keep as much of the heritage features as possible
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- 6.1 Option 2 is the most recently developed option therefore will see further details being explained following. This option is looking at a new building to be build on our 46 High Street site and will also include the library and a suitable civil defence storage and meeting space which will be separate to the rest of the building and classified as IL4.
- 6.2 This new concept design was commissioned requesting that the design and build would have to be achievable with a total project budget of \$15m (excluding civil defence requirements).
- 6.3 An extra \$2m would be budgeted for
 - 6.3.1 a civil defence storage shed with some EOC meeting spaces on the adjacent green site on 46 High Street and
 - 6.3.2 the cost for staff relocation during the construction.
- 6.4 Included in the scope are the Library, Council Chambers, information desk and all current High Street council staff.
- 6.5 The proposed building footprint is 1470 sqm. The internal layout is only a first draft and could be changed without affecting the cost estimate (if the overall footprint remains the same).
- 6.6 The minimum requirements defined by staff are as follows:

<p>77 Desk spaces required (all positions from Org Chart incl. vacant)</p>
<p>Meeting Rooms 3-8x small meeting rooms (3-8 people) depending on layout (if more open plan than more smaller rooms) of office for meetings with people from public, internal or external meetings Chambers with Table for 20 people ideally, plus seating for visitors, with external access Small meeting room next to chambers for catering or private conversations 1-3x larger meeting rooms (8-15 people)</p>
<p>Other Facilities Full staff kitchen and lunch room for 20 staff Bathrooms (appropriate number) Storage room for cleaning products Storage room for office supplies Easy access to printers in all areas Printer room for large printer and paper guillotine Server Room 10-20sqm Generator space 10-20sqm outside but enclosed</p>
<p>Library (ideally on site but could be offsite in current building if more affordable) approx. 400-500sqm library and community space 6 computer desks service desk for enquiries Information space for brochures, book bus travel, give out visitor information, iSite Play area for smaller kids Office space for 2 people meeting room if space allows Lockable shelved walk in cupboard for toy library approx. 10-30sqm Bathrooms (appropriate number)</p>
<p>All areas need to be able to be securely locked, so people from outside the organisation cannot enter spaces where staff are located. The only public spaces are the reception area, library and chambers ideally. Carparking for a minimum of 6 for Council fleet cars, a further 20-50 would be ideal, but not absolutely required. Buildings would be IL2 from an earthquake strength point of view. Single storey building may be least complex to construct.</p>

ITEM 10.3

6.7 Some further impressions of this option:





7. Financial Implications

7.1 Option 2 is within the budget of \$19 million that was included in the LTP 2021-31.

8. Conclusion

- 8.1 Many options have been looked at over the years. The most recent feedback received from the community through the Annual Plan consultation indicated that the option to build new at the 46 High Street site may be a suitable option.
- 8.2 After further investigation staff recommend that Option 2 is the preferred option as it fits in the budget and has minimal risks attached to it compared to the other options that have been investigated.
- 8.3 Staff recommend proceeding with the full design and construction process.

9. Financial Implications

9.1 There are no financial implications for this operational report as this project is already contained within Council's budgets.

10. Impact on Strategic Risks

10.1 There are no strategic risk implications for this report.

11. Mana whenua implications

11.1 There are no mana whenua implications for this report.

12. Statutory Implications and Decision Making Process

12.1 In making decisions Council needs to comply with a range of provisions of the Local Government Act 2002. Section 77 requires Council to consider all practicable options and assess their advantages and disadvantages. Section 78 requires Council to give consideration to the views

and preferences of people likely to be affected by or have an interest in the decision (but does not require consultation to occur). Section 79 requires Council to undertake judgement on the consideration of practical options and how to consider community views based on the significance of the matter, the extent of council resources and the principles of local authorities.

- 12.2 Council has undertaken extensive options analysis for this project, considering a wide range of practicable options. This included the development of a better business case, and options analysis contained in this report.
- 12.3 Council's Significance and Engagement Policy is used to support the assessment of the significance of a decision. This decision is considered to have moderate significance. The funding required for this project was identified through the 2021-31 LTP, therefore the only matter that has significance is the decision on location. However, the views and preferences of the community have been sought on this topic on four separate occasions since 2015, with consultation on redevelopment of Council's administration building going back many more years. Therefore, Officers consider the views of those potentially impacted are already known.
- 12.4 Section 93C relates to the content required for the consultation document for the Long Term Plan. This section requires that Council consider its Significance and Engagement Policy and the importance of matters when deciding what to consult on. As this matter has been consulted on previously and no increased cost is proposed, Officers do not consider there is a requirement for the item to be consulted on through the LTP as a key choice.

Recommendation 1:

That the report 'Marton Civic Centre - Recap and update on options' be received.

Recommendation 2:

That Council approves proceeding with option 2 – new structure on 46 High Street, Marton to include all current office staff and the library to be within the current LTP budget of \$19 million.

10.4 Taihape Town Hall and Library Redevelopment - Finalising scope**Author: Adina Foley, Group Manager-Capital Projects****Authoriser: Kevin Ross, Chief Executive****1. Reason for Report**

- 1.1 To confirm the amended Project Work Plan and to finalise the project priorities and scope.

2. Projects and their Priorities

- 2.1 The PMO delivers RDC strategy and Annual Plan deliverables through completing defined projects.
- 2.2 The PMO typically follows best practise project management principles by PRINCE2 which includes the following principles:
 - Continued Business Justification
 - Defined Roles & Responsibilities
 - Learn from Experience
 - Manage by Stages
 - Manage by Exception
 - Focus on Outputs
 - Tailor to Suit the Project Environment
- 2.3 A capital project is a complex change (not BAU) for an organisation with a defined beginning and end, defined scope and specified outputs and limited budget & resources.
- 2.4 A project is unique in that it is not a routine operation, but a specific set of operations designed to accomplish a singular goal. Characteristics of capital projects:
 - Complex
 - Long Leadtime
 - Significant risks
- 2.5 Project priorities
 - 2.5.1 The Theory of Constraints (TOC) was originally developed by Israeli businessman, Eliyahu M. Goldratt. The central idea is that there will always be at least one component in any system that will constrain or slow down processes. It is along the lines of the saying, "A chain is only as strong as its weakest link."
 - 2.5.2 The three most common constraints are scope, time, and cost. Together, these three constraints are known as the Triple Constraint. One of these constraints cannot be changed without impacting the other two. So there needs to be a way to balance and prioritise these three.

- **Scope:** The scope should be well documented and clearly communicate what will and won't be included in the final product to reduce scope creep.
- **Time:** The timelines need to be realistic. To create a realistic schedule, it is essential to look at the resources available, team member skills, and the amount of time it took to do similar tasks in a past project.
- **Cost:** Every project has a budget. It is an estimate what the project will cost by analysing previous projects. If resources and time are limited, the budget needs to be adjusted to avoid overages.



2.5.3 For every project, it must be defined whether scope, time, or cost is most important. Then the other two constraints need to be aligned. For example, if the deadline is the highest priority and can't be moved, then cost and scope need to be adjusted to reflect what can be accomplished within the time constraint. These must be prioritised and labelled with either of the following (each one can only be used once): Must Meet | Within acceptable limits | Optimise

2.6 Some more facts about projects

- Every Project needs a Business Case to justify its existence
- We regularly need to review if a project is, and remains, desirable, viable and achievable
- Expect issues! We plan and prepare for them
- Expect changes! Projects are change and bring change
- Projects have high and low pressure phases
- Projects don't follow financial years, most rely on typical industry seasons

2.7 Completed projects since October 2020

District wide	Marae Water Assessment Stage 1	Marton	Marton Swimming Pool – re-roof, asbo removal
District wide	RDC Buildings Detailed Seismic Assessments	Marton	Memorial Hall Playground
Bulls	Bulls Bus Lane and Town Square	Marton	New Swim Centre Contract Procurement
Bulls	Bulls Water Rising Main	Marton	Reroofing of Wellington Rd Council Flats
Bulls	New water reservoir and tower strengthening	Marton	Tutaenui Rural Irrigation Scheme
Bulls	Te Matapihi Changing Rooms and Stage Access	Putorino	Completion of Historic Landfill on Putorino Road
Bulls	Te Matapihi construction close out and CCC	Taihape	34 Kaka Road stormwater management
Hunterville	Removal of Hunterville Scout Hall	Taihape	Counter replacement - Taihape Town Hall
Mangaweka	Mangaweka Bridge	Taihape	Demolition of building on 22 Tui Street
Mangaweka	Mangaweka Campground Ablution Block	Taihape	Outdoor Security Lighting installed Kokako Hall
Mangaweka	Mangaweka Pavilion roof renewal	Taihape	Papakai Park overspill pond remediation
Marton	Balance tank MSC learner pool	Taihape	Taihape Amenities Building / Nga Awa Block
Marton	Hereford/Bredins Line intersection	Taihape	Taihape recarpeting Kokako St
Marton	Marton Library Reroof	Taihape	Taihape Triangle – clock tower painting
Marton	Marton Memorial Hall upgrade		

2.8 Current active projects

District wide	Community Project Support
District wide	Marae Water Assessment Stage 2
Bulls	Bulls Spillway (erosion near Walton Street)
Bulls	Bulls Water Pump Station
Bulls	Scotts Ferry Stormwater Pump
Marion	Bredins line Stormwater Outfall
Marion	Marion (Tutaenui Stream) Wastewater Pipe Bridge / Pump
Marion	Marion Civic Centre
Marion	Marion Rail Hub
Marion	Marion to Bulls Wastewater Centralisation
Marion	Marion Water Strategy incl new bore
Ratana	Lake Waipu Improvement and Ratana Wastewater Treatment
Taihape	Taihape Grandstand Restoration
Taihape	Taihape Town Hall and Library Redevelopment
Taihape	Taihape Wastewater Treatment Plant Upgrade
Taihape	Taihape Watermain Renewal (Mobil Gas Station)
Taihape	Taihape Watermain renewal under rail track
Taihape	Taihape/Papakai wastewater pump station

3. Taihape Town Hall and Library Redevelopment – procurement approach

3.1 Resolution 23/RDC/175:

That the design process calls for tenders to provide for the following elements

- I) Earthquake strengthening of the town hall civic centre
- II) To meet compliance issues for the strengthened building
- III) To provide for efficient heating
- IV) To meet current fire standards
- V) To provide for power upgrade
- VI) To consider users expectations re design Tenders will be considered for all or individual elements of the design.

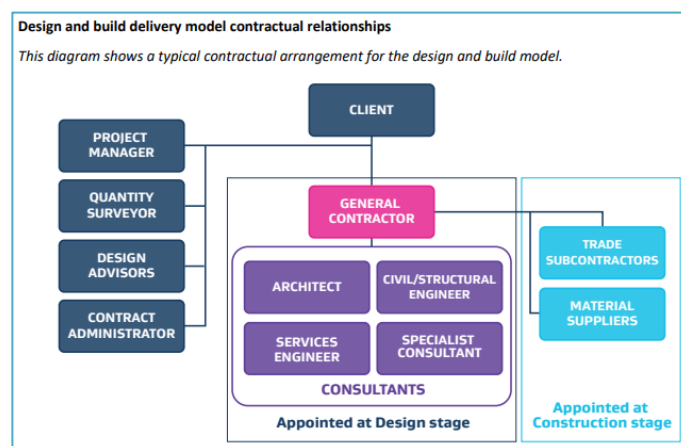
3.2 To be able to comply with resolution 23/RDC/175 which was written by Councillors, we are going to use the design and build process. This is a commonly used process and contract (e.g. NZS 3916) in the construction industry. Some key points of NZ3916 include:

- Contractor entirely responsible for design
- “Principal’s Requirements” are primary
- Contractor must design and construct to comply with
- Limited power to direct design changes

3.3 The owner specifies their required outcomes, and then the builder uses those to develop a design and construct the building.

3.4 The fact that the builder assumes design responsibility usually makes design-build a higher price option than build-only contracts; however, this additional price should be compared with what it might cost for the owner to do that work themselves in a build-only contract — taking on separate design consultants, managing the interactions and gap-risks between those consultants and the builder, and so forth.

- 3.5 Design-build can be appealing to builders because it gives them more ability to manage key issues in a time-efficient and cost-effective way.
- 3.6 Design and build can enable an earlier on-site start date and an earlier completion date when compared to a traditional delivery model, through overlapping design and construction activities. However, compared to a traditional delivery model, extra time will be needed at tender stage. This includes sufficient time allowances for tenderers to prepare proposals for the design, and sufficient time allowances for the tender evaluation team to review and evaluate proposals, and to seek clarifications from tenderers.
- 3.7 The level of design information provided to the contractor at the time of tender will influence the contractor’s ability to realise the benefits a design and build delivery model is intended to bring. Tendering near-completed designs is not good practice. It limits opportunities for innovation and is likely to result in significant risk pricing as the contractor seeks to cover its risks for taking on responsibility for a design developed by others.
- 3.8 For this project staff are procuring a team, comprising of:
 - Construction lead not Architect lead
 - Structural Engineer with strengthening experience
 - Architect – we will have a say in regard to preferred architect or even nominate an architect
 - Other engineering services
 - Other professional services
 - Fire engineer will be nominated by staff
 - Local subcontractors where possible
 - Focus on youth development in Taihape



- 3.9 The reason for this team approach is to ensure collaboration amongst the parties and allow the Contractor to do the overall coordination of the different contractors and consultants.
- 3.10 We will also engage an independent QS for the duration of the project.
- 3.11 Design Stages
 - Stage 1 – Preliminary design development

- 1st hold point before Stage 2, subject to cost being within available funding – which will be costed by the independent QS
- Stage 2 – Developed Design
- 2nd hold point before Stage 3, subject to cost being within available funding – which will be costed by the independent QS
- Stage 3 – Detailed Design
- 3rd hold point before construction – Council to approve the design, prior to commencing building consent application
- Stage 4 – Construction

3.12 Tender Process

3.12.1 The tender process will be in two stages, first with a Registration of Interest (ROI) and then a Request for Proposal (RFP).

First Step – the ROI

The ROI will be published on GETS and will include no design. Key content that will be shared:

1. Project Background
2. Project Vision
3. Project Objectives
4. Key Outcomes (in-scope, out-of-scope items)

Any responding tenderer will have to best display:

- Capability to deliver
- Capacity to deliver
- Similar experience
- Health & Safety standards
- Proposed approach
- Broader Outcome (e.g. local employment, youth etc.)

Second Step – the RFP

The RFP will be published on GETS, available only to organisation that were shortlisted in the first step (the ROI).

Any responding tenderer will be evaluated based on:

- Proposed Solution and Methodology
- Programme
- Broader Outcome (e.g. local employment, youth etc.)
- Price (fee rates, margin, overheads etc. – NOT construction price)
- Reference checks
- Interview respondents
- Potentially site visits
- Financial due diligence
- Proof of insurance

Third Step – Decision by Council to award winning tender

3.12.2 We are looking for the best tender offering value-for-money over the whole-of-life of the Contract. This means achieving the right combination of fit for purpose, quality, on time delivery, and price. If a Supplier offers a substantially lower price than other Proposals, we may make enquiries or require additional evidence to verify that the Supplier can meet all the requirements and conditions of the Proposed Contract for the price quoted. Note: Any claims made about price must be clear, accurate and unambiguous. Prices must include or be clear about Goods and Services Tax (GST).

4. Taihape Town Hall and Library Redevelopment – Scope confirmation

- 4.1 As per the last Council meetings and further workshops the Project Work Plan has been updated to reflect the scope of work in line with the discussions.
- 4.2 This scope need to formally confirmed through the resolution of the report.

Attachments:

1. **PMO Project Work Plan - Taihape Town Hall and Library Redevelopment DEC 2023** [↓](#)

ITEM 10.4

Recommendation 1

That the report 'Taihape Town Hall and Library Redevelopment - Finalising scope' be received.

Recommendation 2

That the Project Work Plan for the Taihape Town Hall and Library Redevelopment including its detailed scope and project priority as attached to this paper will be endorsed with / without amendment [delete one].



Making this place home

**Rangitikei District Council
Project · Work · Plan**

Project Work Plan

**Taihape Town Hall and Library
Redevelopment**

Endorsement by Elected Members is sought for:

The Project Work Plan and its method; and that the project team proceeds to implementing the plan.

Project Work Plan Decision: ENDORSED by Council in DECEMBER 2023

Project Sponsor: Gaylene Prince
Project Director: Adina Foley
Project Manager: Eswar Ganapathi

Taihape Town Hall and Library Redevelopment

I. Version control

This document is a living document which will be reviewed regularly as part of the standard project management practice.

The table below outlines the versions and what areas were updated.

Version	Date	Extend of Review	Prepared by	Reviewed by
A	30/11/2023	Original draft	Eswar Ganapathi	Adina Foley
B	07/12/2023	Final draft for Council	Adina Foley	Adina Foley

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Taihape Town Hall and Library Redevelopment

III. Detailed Project Scope Statement – What will the project do and not do?

PROJECT PURPOSE STATEMENT

To redevelop, renovate, optimise and earthquake strengthen the Taihape Town Hall and community facilities, maintaining the iconic historic look of the façade and the location.

PROJECT OBJECTIVES (in order of importance)

- 1) Earthquake strengthen and upgrade the town hall facilities
- 2) Improve the building to meet current structural, fire safety & accessibility code compliance
- 3) Enhance the overall public & staff user experience
- 4) Modify spaces to provide an inviting and flexible experience for a wide variety of facility uses
- 5) Provide meeting/conference facilities to make Taihape a business hub in the region
- 6) Reopen the civic heart of the town
- 7) To actively engage and work with Elected members, Iwi and Hapu, Stakeholders and the wider community to achieve the best outcome for the project within its defined limitations
- 8) To construct and implement the identified and necessary works in an efficient, cost-effective, reliable, and timely manner

PROJECT SCOPE – informed by public feedback workshop

Space	Scope item description	Recommendation by PMO
<u>Investigation & Engagement</u>	Investigate and document the condition of the existing town hall structure	In Scope
	Work with seismic strengthening specialist consultants/contractors to define the improvements required to bring the building to comply with a min. 67-80% NBS	In Scope
	Work closely with elected members and wider community confirming requirements for future proofing the facilities	In Scope
	Conduct separate workshops with community and staff to collect feedback on expected improvements	In Scope
	Identify and form a User Group which will act as the community representative during the design development stages	In Scope
	Ensure regular communication over the duration of the project with all stakeholders including staff, elected members, iwi, interested parties and the community	In Scope
<u>Procurement & Construction</u>	Identify, shortlist and procure design consultants and contractor/s	In Scope
	Ensure seamless handover to property and facilities team	In Scope
	Manage the construction contract to ensure the project is effectively managed within agreed time, cost and quality parameters	In Scope

Taihape Town Hall and Library Redevelopment

General Building Requirements	Building Code Compliance, especially for accessibility and fire safety	In Scope
	Strengthen the building to a minimum of 80%NBS	In Scope
	Power Upgrade if required	In Scope
	Efficient use of spaces with a desire to reduce costs where possible	In Scope
	Remove first floor to reduce complexity of redevelopment and saving costs (retain existing floor space by extending ground floor behind library)	In scope to be an option during design process
	Demolish and rebuild façade to look like it does now, to reduce complexity of redevelopment and saving costs	In scope to be an option during design process
	Efficient heating/ cooling for the whole facility	In Scope
	Flexible area access control	In Scope
	Alarm systems	In Scope
	CCTV system	In Scope
	Accessible parking	In Scope
	Adequate storage facilities in all areas	In Scope
	Good free Wi-Fi connection	In Scope
Easy access to bathrooms from all areas	In Scope	
Auditorium/Main Hall	separate entrance to hall for events outside of open hours	In Scope
	Display screens for presentations	In Scope
	Sound system	In Scope
	Good acoustics	In Scope
	Ability to divide the space into smaller spaces	In Scope
	Improved lighting	In Scope
	Tables and chairs for meetings, events	In Scope
	USB ports?	In Scope
	Pin boards?	In Scope
	Direct access to kitchen	In Scope
	Access to second room (e.g. supper room)	In Scope
Entrance / foyer / reception space	In Scope	
Sports in the main hall	basketball/badminton/netball/fitness classes	In Scope
	high ceiling	In Scope
Stage	changing rooms with mirrors, showers and bathrooms and direct access to stage	As they are at the moment, could be relocated if it suits the design
	Fly Tower for quick scene changes	To be checked with user group
	Curtains	In Scope
Learning Hub/ Library / staff area	Weather protection for entrance area	In Scope
	Printing facilities	In Scope
	Flexible shelving – book, cd, DVD, newspaper, games display	In Scope
	Space for activities	In Scope
	Front desk library / information centre	In Scope
Exterior books drop off outside of open hours	In Scope	

Taihape Town Hall and Library Redevelopment

	Open plan layout to oversee the whole library with minimal staff	In Scope
	More natural light	In Scope
	Staff office for 6 people	In Scope
	Separate small staff meeting room for confidential conversations	In Scope
	Separate staff bathroom	In Scope
	Separate staff small kitchenette / lunchroom	In Scope
	Spaces for 5 public computers	In Scope
Meeting rooms incl. chambers and business hub	Various sizes of meeting rooms (minimum 1x for 30 people, a few smaller ones)	In Scope
	Video conferencing facility	In Scope
	Projector & Screens	In Scope
	Water access	In Scope
	Whiteboards	In Scope
Other	Tables and chairs	In Scope
	dedicated youth space	In Scope
	outdoor deck/garden	optional

OUT-OF-SCOPE

- Streetscape around the facility
- Heritage improvements
- Complete demolition and rebuilt
- Landscaping
- Change of location
- climbing wall
- non-slip/sprung flooring
- score board
- Bar
- better use of shed area (more detail is required)

IV. Project Background

On 3 December 2021 Council received a series of Detailed Seismic Assessments for some of Council’s buildings. The Taihape Town Hall received a rating of 10% NBS, which is a Grade E and equates to a very high risk to life-safety more than 25 times the risk relative to a new building. The decision was made to close the building for move staff out of the facility with immediate effect.

As an interim measure, the library was relocated to the BNZ building at the intersection of Hautapu Street and Tui Street in Dec 2021. The library and the staff have been operating under less than ideal conditions for the past two years. There have been numerous cries from the public and staff to kickstart the redevelopment works and to move back into a space that they have built an emotional connection with over a very long time.

Council included costs for the refurbishment of the Taihape Town hall within the 2021-31 LTP. Council approved the new budget of up to \$14million, broadly outlined as Option 1 in the key choices section of the

Taihape Town Hall and Library Redevelopment

annual plan 2023-24 consultation document. Council will receive \$1,883,000 from better off funding towards the project as offset to this budget. There are just two milestones specified for the BOF component of this project:

- Investigation and design with forecast completion by 31 December 2024 (for which \$250,000 of BOF has been allocated)
- Project commencement of potential refurbishment/new build with forecast completion by 31 December 2025 (for which \$1,633,000 has been allocated)
- The end date (specified in the Variation Agreement signed 7 July 2023) is 30 June 2027. This provides scope to extend the completion date noted above

V. Project Approach

A public feedback workshop was conducted by The Integral Group Limited (TIGL) on 3rd October 2023 in Taihape to gather valuable input with regards to the future requirements of the Town Hall and what the priorities are. A sizeable amount of the community turned up for the event and made it a worthwhile exercise. We have since reviewed and collated all feedback from the community into a report. It is to be noted that a section of the community was in favour of a complete new-build (with re-erecting the same iconic façade) if it can be achieved with lesser cost and far greater certainty than trying to repair and retain the existing façade.

We have also had a separate feedback session with the staff in Taihape. Feedback gathered from these two sessions have largely been used to gauge the expectations from the staff and community and further helped in formulating the scope document for the project which are outlined below.

The key functions required in the upgraded facility have been identified and broad requirements for each of these spaces have been defined.

There are two main areas to be considered:

- **Auditorium/Main Hall** – the requirements are formed keeping in mind that this space shall be used for a wide variety of uses broadly classified under Community Events, Family Events, Exhibitions, Community Hub, Council Events, various Clubs and Sports
- **Learning Hub / library / offices** – this space is used for a large variety of activities, including but not limited to library users, youth, computer access, Wi-Fi connection, information services, business users, group meetings, play groups, hobby groups etc.

A community user group has been formed by Council staff as a representation of the community groups that use the facility. The Council had to consider a mix of individuals including current and possible future users of the Hall and determine an appropriate size for the user group. The purpose of the user group will be to act as the voice of the community and facility users providing feedback during the design development phase around usability of the design. We expect their involvement to end when the design is completed. During the construction phase, progress updates at frequent intervals will be shared. Ultimately, the decision on design will rest with the Council.

VI. Procurement approach

A procurement strategy workshop was conducted in November 2023, to brainstorm and identify the best possible approach to selecting and engaging the required technical consultants and contractors for the project.

The core parts of the procurement include:

- earthquake strengthening and structural construction

Taihape Town Hall and Library Redevelopment

- design and professional services
- general construction and trades for the facility

Compared to a new-built on a greenspace, this project has a higher level of complexity such as unknown site/ground conditions, unknown structural conditions once work starts, reuse of existing layout, condition of electrical wiring, water and wastewater pipe conditions, etc.

These challenges need to be carefully considered in our procurement approach. The RDC procurement policy’s intent is to give a fair chance to companies in the market, to make sure council received best value for money, to allow for innovation and futureproofing in our design and to spend public money wisely.

The procurement policy allows staff to look into innovative ways to approach the procurement of specialists and experts where there is a very limited options in the market and where the open tender process may not be the best approach to get good responses which are value for money.

The following are important considerations for a most efficient and practical engagement of the most suitable experts for the best possible project outcome:

- Specialist knowledge is required for the strengthening component of the scope
- There are no local commercial grade larger construction firms located in Taihape
- There are limited sub-contractors located in Taihape (e.g. plumbing, electrical, hydraulics etc.)
- The current market is still stretched, and a lot of construction and consultant companies are quite booked up which can result in poor tender responses
- A collaborative approach between design and construction results in more efficient construction and easier buildability, further can increase flexibility around changes when the work has started (e.g. when conditions of the current structure or the site are less optimal than expected)
- Early contractor involvement would also help to reduce risks for all parties involved and more accurate construction cost estimates

All of the above considerations are crucial to reduce costs and shorten construction timeframes where possible.

A. Required Suppliers

- Professional Services:
 - o Seismic Strengthening Specialist
 - o Geo Tech Engineer
 - o Structural Engineer
 - o Mechanical Engineer
 - o Hydrological Engineer
 - o Lighting / Sound Engineer
 - o Independent QS
 - o Architect
 - o Fire Engineer
- Structural strengthening Expert
- Construction Contractor:
 - o Main Contractors
 - o Sub Trades:
 - Roofer
 - Carpenter
 - Plumber
 - Electrician
 - Painters
 - Ventilation & Heating

Taihape Town Hall and Library Redevelopment

B. Early Contractor Involvement (ECI)

NZ Government Procurement shares the following guidelines around ECI :

<https://www.procurement.govt.nz/assets/procurement-property/documents/early-contractor-involvement-construction-procurement.pdf>

Early contractor involvement (ECI) is an approach to contracting that can complement either a traditional or novated design and build delivery model.

ECI can be used to gain early advice and involvement from a contractor into the buildability and optimisation of designs. It’s suited to large, complex or high-risk projects because it affords an integrated team time to gain an early understanding of requirements, enabling robust risk management, innovation and public value.

ECI usually takes the form of a two stage approach to tendering.

- First stage tender

The first stage tender documents should contain sufficient project information to enable tenderers to submit a tender response which will typically include:

- o construction methodology, programme, and approach to the project including sub-contractor management and health and safety
- o a response on how realistic the client’s budget ceiling is and initial thoughts on achieving this
- o identification of initial risks and opportunities for design and construction
- o proposals for working with the design team to provide buildability, value engineering and supply chain input to the development of the design to achieve the budget ceiling specified for the project
- o details of the proposed project team, both for the second stage tender process and during construction
- o fixed preliminaries (site running costs) and fixed margin (covering off site overheads and profit)
- o schedule of rates for common building elements (where there is sufficient information to develop this)
- o pre-construction services fee for providing input to the design and tender services during the second stage tender process (unless specified by the client).

The first stage tender documents should provide early design information (eg concept or preliminary) and an indication of the client’s budget limit. The documents should also include a pre-construction services agreement (PSA) detailing the services required to be provided by the contractor during the second stage tender, eg buildability, value engineering and supply chain advice, and input to the design and tendering services.

The PSA will usually state that contract award will be conditional upon:

- o satisfactory performance of the contractor during the second stage tender
- o the contractor providing full cost transparency to the client through an open book approach
- o agreement of a contract sum that is acceptable to the client (in public value terms), is below the specified cost ceiling, and without qualification.

Where the specified conditions are not met, the PSA will typically provide the client with the right to go back out to the market for tender. This ensures that competitive tension is maintained throughout

Taihape Town Hall and Library Redevelopment

the tender process. Where the contractor is not awarded the contract, it will be paid for its services in accordance with the PSA, to avoid any potential disputes over intellectual property.

Following the evaluation of the first stage tender proposals, a preferred contractor is appointed through execution of the PSA to go forward to the second stage tender process.

- Second stage tender

The second stage tender will involve the contractor working with the design team to provide input to the design and develop its tender price on an open-book basis in line with the PSA. The second stage tender will conclude upon award of contract, or when the client notifies the contractor that it will not be awarding a contract due to certain conditions of the PSA not being met.

For a traditional delivery model, the client and contractor will jointly agree how the project is to be split into work packages. Once the design is complete for each package, the client and contractor will jointly tender each package to the market on an open-book basis. Once the client is satisfied that the packages represent public value and are within budget, the contractor is awarded the contract to proceed to build, typically based on a lump sum fixed price.

For novated design and build delivery models, the contract sum is essentially arrived at through a process of negotiation since the design will not be complete at the time of contract award. To ensure competitive tension, the process of negotiation is made on an open-book basis where the contractor’s cost build-up for the project is fully transparent to the client’s cost consultant. These costs can be subject to market testing to ensure that the total cost of the project represents public value. The contract may be awarded based on a lump sum fixed price where the client wants little or no involvement in the design process, and is willing to accept the risk premium that comes with design and build. Clients that want to be involved in a more collaborative arrangement with the contractor and its design team during the design phase to share any savings made through innovation in design, may choose to adopt a guaranteed maximum price arrangement.

C. Design and Build Delivery Model

<https://www.procurement.govt.nz/assets/procurement-property/documents/design-and-build-delivery-model-construction-procurement.pdf>

In the design and build delivery model, the main contractor takes on the responsibility for both the design and construction.

The client develops the functional and technical performance requirements for a facility and this information is used in the tender process, to invite contractors to submit proposals for design and construction. With the exception of relatively simple, straightforward projects, design and build projects typically require a comprehensive set of requirements documents to ensure that the completed facility meets the client’s expectations.

Benefits of integrated design and construction processes Design and build can provide certainty in cost, and cost benefits. Integration of the design and construction processes means value-for-money decisions can be optimised, since aspects of buildability will be key factors in design decisions. The design team can work with the contractor to consider the costs of constructing the range of proposed design solutions.

The contractor will also be able to bring their expertise, and that of the supply chain, to work with the design team in developing innovative design solutions that maximise project benefits. They may, for example, specify alternative products that meet the same performance requirements that the design team are looking to achieve, or source alternative products that have shorter lead times for delivery to speed up the programme.

Taihape Town Hall and Library Redevelopment

Speed of delivery

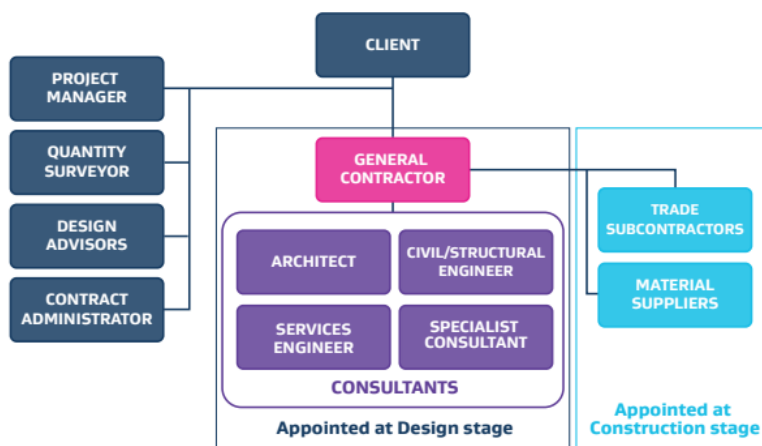
Design and build can enable an earlier on-site start date and an earlier completion date when compared to a traditional delivery model, through overlapping design and construction activities. However, compared to a traditional delivery model, extra time will be needed at tender stage. This includes sufficient time allowances for tenderers to prepare proposals for the design, and sufficient time allowances for the tender evaluation team to review and evaluate proposals, and to seek clarifications from tenderers.

Level of design information provided at time of tender

The level of design information provided to the contractor at the time of tender will influence the contractor's

Design and build delivery model contractual relationships

This diagram shows a typical contractual arrangement for the design and build model.



ability to realise the benefits a design and build delivery model is intended to bring. Tendering near-completed designs is not good practice. It limits opportunities for innovation and is likely to result in significant risk pricing as the contractor seeks to cover its risks for taking on responsibility for a design developed by others. Clients that use the design and build delivery model in this way are primarily using it as a way of transferring most of the project risk to the contractor, while limiting the contractor's scope to manage this.

Taihape Town Hall and Library Redevelopment

VII. Project Constraints and Priority

The Theory of Constraints (TOC) was originally developed by Israeli businessman, Eliyahu M. Goldratt. The central idea is that there will always be at least one component in any system that will constrain or slow down processes. It is along the lines of the saying, "A chain is only as strong as its weakest link."

The three most common constraints are scope, time, and cost. Together, these three constraints are known as the Triple Constraint. One of these constraints cannot be changed without impacting the other two. So there needs to be a way to balance and prioritise these three.



Scope: The scope should be well documented and clearly communicate what will and won't be included in the final product to reduce scope creep.

Time: The timelines need to be realistic. To create a realistic schedule, it is essential to look at the resources available, team member skills, and the amount of time it took to do similar tasks in a past project.

Cost: Every project has a budget. It is an estimate what the project will cost by analysing previous projects. If resources and time are limited, the budget needs to be adjusted to avoid overages.

For every project, it must be defined whether scope, time, or cost is most important. Then the other two constraints need to be aligned. For example, if the deadline is the highest priority and can't be moved, then cost and scope need to be adjusted to reflect what can be accomplished within the time constraint.

For this work plan the focus is on the main three constraints, **scope, time & cost**. These must be prioritised and labelled with either of the following (each one can only be used once):

- Must Meet
- Within acceptable limits
- Optimise

Constraint	Priority	Description	Metrics
Cost	Must Meet (suggestion by PMO)	Council approved up to \$14million in the annual plan 2023-24 consultation. Council will receive \$1,883,000 from better off funding towards the project as offset to this budget.	Total project spend to be less than \$14,000,000, ideally significantly less
Time	Within acceptable limits (suggestion by PMO)	Timelines mentioned in the Better-Off Funding to be met.	Design Completion by 31 Dec 2024 Project Completion by 30 June 2027
Scope	Optimise (suggestion by PMO)	Identified via feedback workshops	

Other constraints that can be considered:

Quality: The quality constraint is closely related to the Triple Constraint. Any change to scope, time, or cost might impact product quality. A change in quality expectations affects the project's scope, time, and cost.

Risks: Every project comes with risks. To manage risks as a constraint, a range of responses to potential risks that customers and stakeholders will tolerate needs to be defined.

Benefits: The projected benefits help to justify costs, resources, scope, and time needed to complete the project.

Taihape Town Hall and Library Redevelopment

VIII. Council Resolutions

The following Council resolutions have been made in relation to this project:

Resolved minute number 22/RDC/037	That considering the closure of the Taihape Town Hall due to an unfavourable seismic assessment, Council approves starting the Better Business Case analysis on the Taihape Town Hall Development in the 2021/22 financial year instead of waiting for year 4 as currently scheduled in the 2021-31 Long Term Plan. Cr C Raukawa/Cr G Duncan. Carried
Resolved minute number 22/RDC/069	That Council confirms that all three Northern Ward Councillors be appointed to assist the development of the Taihape Town Hall Development Business Case, using the Better Business Case model. HWTM/Cr G Duncan. Carried
Resolved minute number 23/RDC/076	That Council agree to reject the unsolicited offers to earthquake strengthen the Taihape Town Hall/Civic Centre and the Taihape Memorial Park Grandstand at this time. Cr D Wilson/Cr J Calkin. Carried
Resolved minute number 23/RDC/172	That Council approves the new budget for the Taihape town hall/civic centre, broadly outlined as option 1 in the key choices section of the consultation document, of up to \$14 million noting that Council is likely to receive \$1,883,000 for better off funding towards the project included in this budget. HWTM/Cr J F Wong. Carried
Resolved minute number 23/RDC/173	That Council directs staff to focus on the completion of this project ahead of the Marton civic centre and starts the design process as from 1st July 23 which is earlier than planned in the long term plan 2021-2031 HWTM/Cr S Loudon. Carried
Resolved minute number 23/RDC/173	That Council directs staff to focus on the completion of this project ahead of the Marton civic centre and starts the design process as from 1st July 23 which is earlier than planned in the long term plan 2021-2031 HWTM/Cr S Loudon. Carried
Resolved minute number 23/RDC/174	That prior to preparing tender documents the council engages with key users of the Taihape Town Hall and civic centre to clarify community needs regarding the design. Cr G Duncan/Cr J F Wong. Carried
Resolved minute number 23/RDC/175	That the design process calls for tenders to provide for the following elements <ul style="list-style-type: none"> I) Earthquake strengthening of the town hall civic centre II) To meet compliance issues for the strengthened building III) To provide for efficient heating IV) To meet current fire standards V) To provide for power upgrade VI) To consider users expectations re design Tenders will be considered for all or individual elements of the design. HWTM/Cr G Duncan. Carried

Taihape Town Hall and Library Redevelopment

IX. Stakeholders, Roles & Responsibilities

A. Stakeholder Register

Stakeholder	Influence (high / low)	Interest (high / low)	Requirements	Concerns	Strategies for Gaining Support
Elected Members RDC	H	H	<ul style="list-style-type: none"> ✓ Approve Budget and procurement ✓ Endorse Project Work Plan ✓ Receive updates on progress ✓ Decision making power 	<ul style="list-style-type: none"> ✓ Financial ✓ Regulatory Compliance ✓ Cultural ✓ Environmental ✓ Reputation 	Regular updates on progress and next steps Seek advice and expert knowledge to overcome issues which might arise throughout the project.
Rangitikei District Council	H	H	<ul style="list-style-type: none"> ✓ Compliance ✓ Consenting Authority 	<ul style="list-style-type: none"> ✓ Regulatory Responsibilities ✓ Building Code Compliance 	Regular Updates Seek feedback on approach or planning
RDC Property Team	H	H	<ul style="list-style-type: none"> ✓ Operation of Town Hall and Library 	<ul style="list-style-type: none"> ✓ Ease of operation ✓ Low maintenance ✓ Ability to manage the building with minimal staff 	Seek input from operations for best outcome
Community	H	H	<ul style="list-style-type: none"> ✓ Efficient outcome ✓ End user requirements 	<ul style="list-style-type: none"> ✓ Emotional connection ✓ Financial ✓ User friendly 	Feedback discussion during design development and periodic updates during execution
Media	L	L	<ul style="list-style-type: none"> ✓ Sensitivity around wastewater ✓ Interest in outcomes 	<ul style="list-style-type: none"> ✓ Cultural ✓ Environmental 	Regular Updates
Town Hall User Group	H	H	<ul style="list-style-type: none"> ✓ Seeking feedback on requirements from various groups ✓ Ongoing feedback to and from 	<ul style="list-style-type: none"> ✓ Useability of the spaces 	Regular meetings Regular updates on progress

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B. Project Team

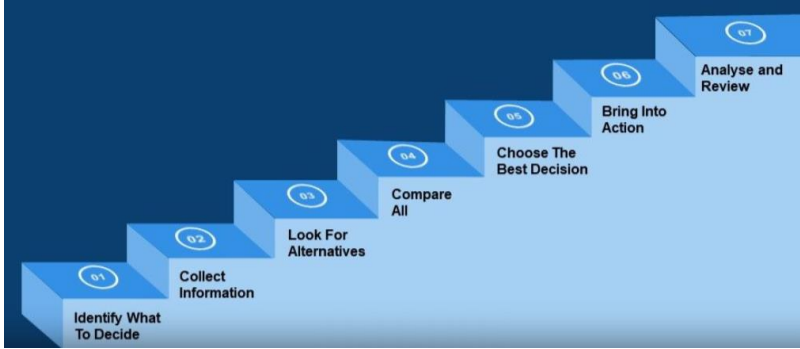
Name	Project Role (e.g. Sponsor, Project Manager, Designer etc.)	BAU Role
Gaylene Prince	Project Sponsor/ Internal client	Group Manager Community
Adina Foley	Project Director	Group Manager Capital Projects
Eswar Ganapathi	Project Manager	Senior Project Manager
Dianne Ritter	Project Assistance	Project Coordinator
Rhonda Morris	Communications	Communications Manager
TBC	Fire Engineering Expert	
TBC	Design Expert	
TBC	Construction Contractor(s)	
RDC operations Team	Final operational delivery	RDC operations Team (through shared Service)

C. Project Team Charter – How will the people working on the project work together? What are the protocols for decision-making, conflict resolution and meetings?

Who is client / customer for the project?
Council as an entity, Iwi, Community and other stakeholders with interest in the redevelopment of the Taihape Town Hall and Library.
Project Team Meeting Protocols
<ul style="list-style-type: none"> ✓ Weekly Project Team Meetings ✓ Monthly Project Control Group Meetings ✓ Monthly updates to council via PMO report ✓ Bi-monthly updates to the Assets and Infrastructure Committee via PMO report ✓ Project Manager to take actions and complete actions. ✓ Other meetings as required to enable the successful delivery of the project works.
Project Team Decision Making Process

Taihape Town Hall and Library Redevelopment

- ✓ Head Project Manager to make decisions within his/her authority and delegation.
- ✓ Head Project Manager to escalate anything relevant to Project Director.
- ✓ Project Director to escalate anything relevant to Project Sponsor.
- ✓ Project Sponsor to make decisions within his/her authority and delegation.
- ✓ Escalations are through Project Sponsor to RDC Chief Executive.
- ✓ Any further escalations are to the elected Council via the Mayor.



X. Budget

Item	Value	% Confidence in estimate
Funding		
Rangitikei District council	\$12,117,000	100%
Better Off Funding	\$1,883,000	100%
Total Funding	\$14,000,000	100%
Costs Estimates (will be more defined throughout the project)		
Professional Fees & Project Management	\$2,140,000	25%
Fit Out (FFE / IT /AV)	\$850,000	25%
Consenting	\$110,000	25%
Construction (incl. external, site services, contingency)	\$7,672,000	25%
Miscellaneous	\$250,000	25%
Contingency and Cost escalation	\$2,978,000	25%
TOTAL	\$14,000,000	25%

Taihape Town Hall and Library Redevelopment

XI. Timeline

The overall program for the project is for all works to be completed and operational before December 2026.

Project Activities	Timing
Complete Project Work Plan	November 2023
Council endorsement	November 2023
Engaging with the User Group in framing the initial design requirements	January – February 2024
Finalising procurement strategy and identifying Professional service consultants and contractors	January – February 2024
Tender Process	March – April 2024
Tender Award by Council	April 2024
Design Development	May 2024 – March 2025
Building Consent	March – May 2025
Construction	May 2025 – December 2026
Handover to Property Team	December 2026 – March 2027

XII. Risks

Probability / Impact / Ranking rated as: **Low** | **Medium** | **High**

Risk Response: Accept | Transfer | Mitigate | Avoid

Risk	Probability	Impact	Ranking	Risk Response	Actions
Structural uncertainties of the façade due to unknown details of existing fabrication	High	High	High	Avoid	Demolish and re-build façade in light weigh material
Structural uncertainties of whole building	High	High	High	Mitigate	Early appointment of seismic strengthening & structural specialists
Cost overrun	Medium	High	High	Mitigate	Early structural investigations by specialists and adoption of solutions and methods which reduce complexity, focus on scope
Unrealistic expectations and	Medium	Medium	Medium	Mitigate	Manage user expectations through

Taihape Town Hall and Library Redevelopment

suggested requirements					clear messaging and regular updates, avoid scope creep
First Floor area adding complexity and cost to earthquake strengthening, fire proofing and accessibility	High	High	High	Avoid	Remove first floor and extend ground floor behind library instead
Divide within user group with competing requirements	Low	Low	Low	Transfer	Focus largely on their individual area of expertise while providing feedback
Lack of local large scale construction expertise in Taihape	High	High	High	Mitigate	Early contractor involvement (ECI) model of procurement

Taihape Town Hall and Library Redevelopment

XIII. Communication Plan

Stakeholders	Updates on any developments
Key Messages (To Tell & Listen For)	<p>RDC acknowledge the work and feedback from the community for this project.</p> <p>RDC values the feedback from the community and will regularly engage with the user group that was put together by staff.</p> <p>RDC will redevelop the existing building, in the location where it is now, as efficiently as possible.</p> <p>Staff will be actively working on methods to reduce costs throughout the project.</p> <p>The building’s iconic look will be maintained by either restoring the façade or rebuilding the façade with the same look it has now.</p> <p>RDC acknowledges that currently having this significant building closed is challenging for the community and staff will work on the completion of the redevelopment, expediting it where possible.</p> <p>This project is a priority for RDC and has dedicated project support and a significant budget.</p>
Tone & Manner	<p>Professional</p> <p>Open to advice and collaboration with stakeholders</p>
Communication Method	Email, Phone, council reports, face to face, regular meetings
Actions	Completed with urgency
Responsible	Project Team

XIV. Issue Log

Date	Issue	Action

10.5 Draft Speed Management Plan Consultation Requirements

Author: John Jones, Roading Manager

Authoriser: Kevin Ross, Chief Executive

1. Reason for Report

1.1 Purpose of the report

The purpose of this report is to inform Council of the requirement to consult on legislative speed limit changes in proximity to schools, and the wider extent of speed limits for public consideration, as proposed in the Draft Speed Management Plan.

1.2 Key issues

As part of Central Government requirements, Council is proposing to reduce speed limits in specific areas where the data and legislation supports this change. The areas Council is seeking community feedback on include;

- Schools (mandatory application)
- Marton CBD
- Village roads
- Some rural roads

The Draft Speed Management Plan Consultation document seeks community feedback and outlines the key points of the draft Speed Management Plan for the Rangitikei District 2024-2027.

1.3 Major recommendations

That the Council approve the Draft Speed Management Plan to be released for public consultation no later than 22nd December 2023. Consultation closes 23 February 2024.

2. Context

2.1 In 2022, legislative requirements regarding speed management on public roads was updated through release of the Land Transport Rule: Setting of Speed Limits (2022). This legislation requires Road Controlling Authorities (RCA's) to:

- a) Amend the speed limit in proximity to 40% of schools by 30 June 2024 - and 100% of schools by 30 June 2027 - to stipulated maximums, and
- b) Produce a territorial Speed Management Plan (SMP) commencing 1 July 2024, to be aligned consistently with the region's other RCA's regarding speed management activities.
- c) The SMP is to be updated every 3 years and must include timeframe(s) for delivery of proposed amendments for the first 3 years of each updated plan.

- 2.2 A number of speed limits outside schools have already been addressed and will ensure compliance with the 40% requirement by 30 June 2024.
- 2.3 Consultants were engaged to produce the SMP for 2024-34, taking into account:
- a) the mandatory school zone speed limit requirements for remaining schools,
 - b) expanding the proposal to encapsulate village roads surrounding schools,
 - c) extending speed limit proposals to villages without educational establishments for fairness, and
 - d) consistency with other RCA's, who have lowered speed limits on connecting boundary roads and urban centres such as CBD's (with significant pedestrian activity).
- 2.4 The deadline to produce the SMP and begin consultation was originally set at 5th October 2023 by the Director of Land Transport at Waka Kotahi New Zealand Transport Agency. An extension of time has been granted.

2.5 Long Term Plan

Capital investment for the installation of speed limit infrastructure (and ongoing maintenance costs) have been proactively incorporated into Roding's forthcoming Activity Management Plan. It is expected that funding assistance from Waka Kotahi New Zealand Transport Agency will also be forthcoming at an assistance rate of 66%.

2.6 Significance

The decision discussed in this report is considered to be significant on the basis of the Significance and Engagement Policy 2021.

Proposed speed limit areas have been expanded to encompass all rural villages, regardless of educational establishments, engendering more consistent treatment of the district's settlements. This will necessarily impact a significant the number of residents.

Protection of vulnerable road users beyond the proximity of the school gate and within rural settlements will likely garner high levels of interest.

The decision or proposal has a history of, or is known to be, controversial. Amendment of speed limits habitually evokes strong pro- and anti-stances amongst the general public.

The level of engagement recommended for this proposal is to consult (Note: required under legislation)

2.7 Māori consultation

Consultation with the general public, considered parties, and Māori is yet to be undertaken, but will comply with all necessary requirements.

2.8 Legal issues

The Land Transport Rule: Setting of Speed Limits (2022), Traffic Control Devices (TCD) Manuals and the Manual of Traffic Signs and Markings (Motsam) describe the requirements

for the design, construction, installation, operation, and maintenance of devices which encompasses regulatory speed limit signage.

3. Analysis

3.1 Current Situation in Rangitikei

1 A total of 1602 crashes throughout the Rangitikei District were reported between 2013 and 2022 (on local and State Highway networks combined), comprising 32 deaths, 188 serious injuries, and 624 minor injuries. Over this period the number of death and serious injuries (DSI’s) steadily increased (as shown in the Figure below).

2 Deaths and Serious Injuries in Rangitikei (2010-2022)



This is also reflected in an increase in the 5-year rolling average of DSI’s that, as at 31 December 2022, was 25. To achieve the Government’s Road to Zero strategy target of a 40% reduction in DSI’s, Council and Waka Kotahi would need to lower instances to 15 by 2030.

3.2 Options

Schools: The introduction of lower speed limits outside of schools in Rangitikei began in 2021-22 and was completed in 2023, in response to community feedback and in accordance with the Land Transport Rule: Setting of Speed Limits 2022. As part of the requirement to implement safe and appropriate speeds at 40% of all schools in the regions, the school speed zones, and safety improvements have been implemented. The Safe and Appropriate Speeds (SaAS) for the remaining schools will be consulted on as part of this 2024-2027 Speed Management Plan.

Rural Roads: The implementation of SaAS on the greater Rural Roads network in the Rangitikei will be considered as part of the longer term Speed Management Plan for 2027 to 2033. Details of these proposed speed changes will be provided as part of the Speed Management Plan review process at the end of 2024. In the meantime, Rangitikei District Council will reduce the speeds of 3 Rural Road categories. These sections are detailed in the Table below.

Rural road speed changes in Rangitikei 2024-2027

Rural Connectors	These roads provide the link between rural roads and interregional connectors.	60-100km/h
Rural Roads	These roads primarily provide access to rural land for people, who live there and support the 60-80km/h land-use activity being undertaken.	60-80km/h
Peri-Urban Roads	These roads primarily provide access from residential property on the urban fringe, where the predominant adjacent land use is residential, but usually at a lower density than in urban residential locations.	50-80km/h

Urban Centres and Townships: The bulk of the 2024-2027 Speed Management plan addresses SaAS in ‘urban centres / settlements’ across the Rangitikei District. Details of the proposed changes are captured in Maps A to Q

3.3 Costs

	2024 - 25	2025 - 26
School Signage	\$205,000	\$110,000
Certified Speed Management	\$30,500	\$125,000
Total Costs	\$235,500	\$235,000

4. Conclusion

4.1 As part of Central Government requirements, Council is required to consult on the reduction of speed limits in specific areas where the data and legislation supports this change. The areas Council are seeking community feedback on include;

- Schools (mandatory application)
- Marton CBD
- Village roads
- Some rural roads

The Draft Speed Management Plan Consultation document seeks community feedback and outlines the key points of the draft Speed Management Plan for the Rangitikei District 2024-2027.

4.1 Need for further consultation

Once the consultation period has ended (23 February 2024) the community feedback received will be processed and passed onto Horizons Regional Council to be incorporated into the Regional Speed Management Plan. This will then be submitted to Waka Kotahi for certification

4.2 Issues for Māori

Māori may have a view what the Safe and Appropriate Speed should be in the vicinity of Marae.

Attachments:

- 1. RDC Speed Management Plan Consultation Document** [↓](#)

Recommendation 1

That the report on the Draft Speed Management Plan be received.

Recommendation 2

That the Council approve the Draft Speed Management Plan to be released for public consultation no later than 22nd December 2023.

*Kōrero
Mai*

RANGITĪKEI DISTRICT

Draft Speed Management Plan 2024-2027

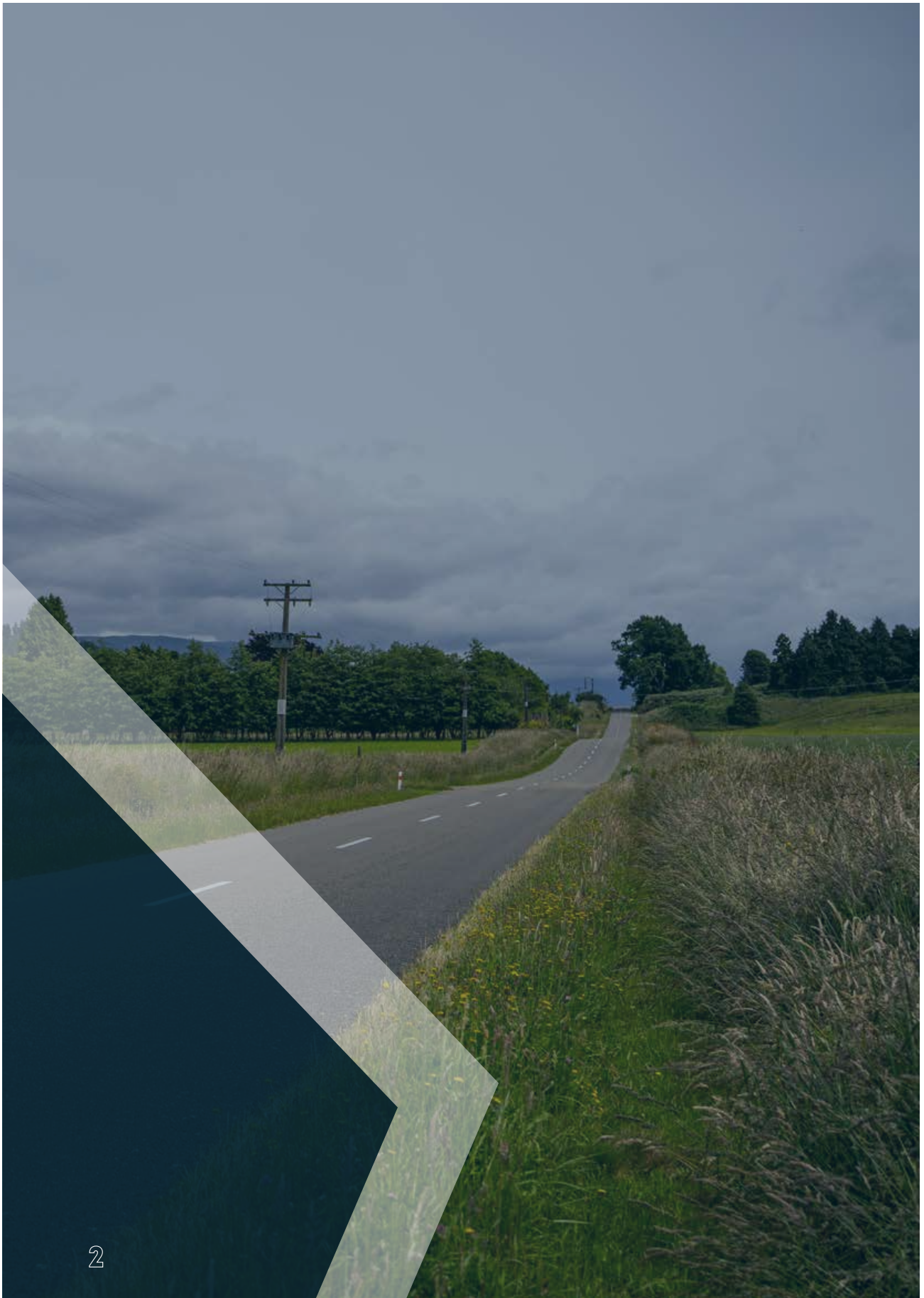
Consultation Document

*Have your say by
23 February 2024*

 **RANGITĪKEI**
DISTRICT COUNCIL

Speed Management Plan 2024-2027 | Consultation Document





2

Purpose of this consultation

The Rangitikei District Council, in line with Government legislation, is committed to safety improvements in our district.

As part of Central Government requirements, we are proposing to reduce speed limits in specific areas where the data and legislation supports this change. The areas we are seeking community feedback on include;

- Schools (mandatory application)
- Marton CBD
- Village roads
- Some rural roads

This document is seeking your feedback and outlines the key points of the draft Speed Management Plan for the Rangitikei District 2024-2027.

You can read the full plan on our website at: www.rangitikei.govt.nz/SpeedManagementPlan

The draft plan:

- Outlines the planned changes to speed limits for the next three years;
- Provides background, policies and data-backed evidence that informs the proposed changes;
- Identifies how and when we will go about implementing the safety improvements for our communities.

What will happen with the feedback?

Once the consultation period has ended (23 February 2024) the community feedback received will be processed and passed onto Horizons Regional Council to be incorporated into the Regional Speed Management Plan. **This will then be submitted to Waka Kotahi for certification.**

Let us know what you think by 23 February 2024

Stages of the consultation & the feedback journey



Let us know what your views are by 23 February 2024



Feedback passed on to Horizons Regional Council to be incorporated into the Regional Speed Management Plan



Regional Speed Management Plan is submitted to Waka Kotahi - for certification.



Background

We are legislatively required to have a Speed Management Plan.

In 2022, legislative requirements regarding speed management on public roads were updated via the release of the Land Transport Rule: Setting of Speed Limits (2022). This legislation requires Road Controlling Authorities (RCA's) to:

- Amend the speed limit in proximity to 40% of schools by 30 June 2024 - and
- 100% of schools by 30 June 2027 - to stipulated maximums, and
- Produce a territorial Speed Management Plan (SMP) commencing 1 July 2024, to be aligned consistently with the region's other RCA's regarding speed management activities.
- The SMP is to be updated every 3 years and must include timeframe(s) for delivery of proposed amendments for the first 3 years of each updated plan.

To improve safety for all of us, we want your feedback on our draft plan to change the speed limits in the identified areas within this consultation document.

Key terms within this document:	
VSL	Variable speed limit
SMP	Speed Management Plan
RCA	Road Controlling Authorities
RLTP	Regional Land Transport Plan
CAS	crash analysis system
DSI	deaths and serious injuries
SaAS	Safe and Appropriate Speed
Cat 1	category 1 (maximum speed of 30 km/h)
Cat 2	category 2 (maximum speed limit of 60 km/h)

Guiding Principles & Objectives

The Rangitikei District Council is guided by the objectives of Horizons' Regional Land Transport Plan (RLTP) and Waka Kotahi's speed management guide.

Horizons' Regional Land Transport Plan - objectives:

- Transport users in the region have access to affordable transport choices that are attractive, viable and encourage multi-modal travel;
- The regional transport network connects central New Zealand and is efficient, reliable and resilient;
- The transport network is safe for all users;
- The impact of transport on the environment, and the transport system's vulnerability to climate change, is minimised; and
- Transport and land use are integrated to support well-connected communities that promote a strong regional economy and liveable economy.

Waka Kotahi Speed Management Guide - principles:

- Set speed limits to minimise the risk or fatal and serious injury to all road users by reducing impact speeds and crash forces;
- Support speed limits with other speed management activities, such as regulation, enforcement, communications, engagement, and monitoring;
- Set speed limits to enable equitable access to a variety of safe and health transport options, and generate public health, accessibility, environmental and amenity co-benefits; and
- Set speed limits in accordance with the One Network Framework street categories, design and infrastructure.

Measures:

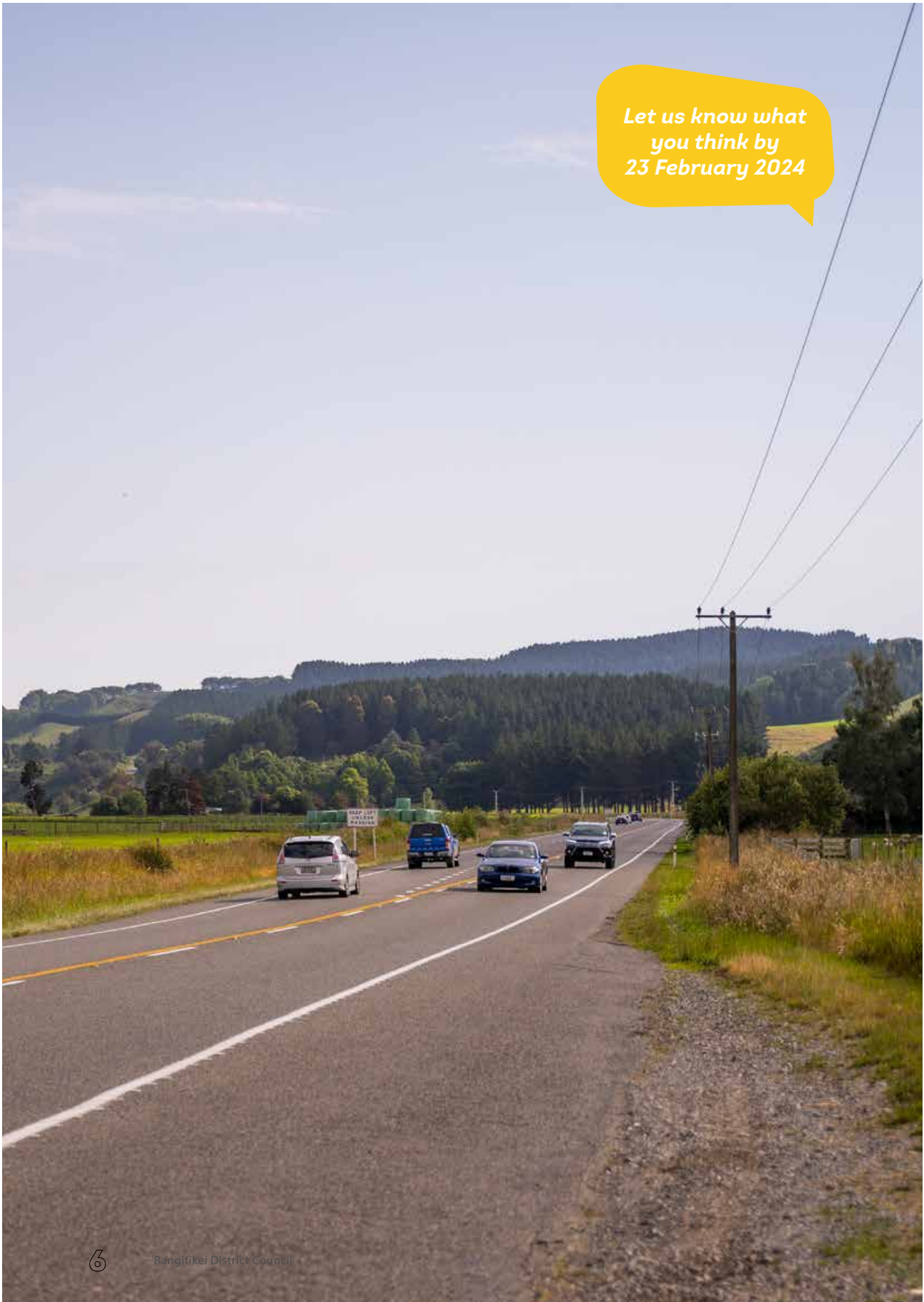
We will monitor and review the changes we make to speed limits to determine the need for accompanying road safety infrastructure. By doing this we determine whether the vision and objectives in this plan have been achieved.

In particular, we will measure;

- Free-flow speed (average).
- The number and severity of recorded crashes, reported via Waka Kotahi crash analysis system (CAS)



*Let us know what
you think by
23 February 2024*



Rangitikei District Council

Safer Roads

When a crash occurs, the speed at which it happens is the primary determinant of whether individuals survive, irrespective of the cause.

Figure 1-1 below shows the probability of different crash types resulting in a fatality at a range of speeds. Although speed limits are a critical tool, speed management encompasses more than that. It involves establishing secure and appropriate travel speeds that consider factors such as the road’s purpose, design, means of transportation, surrounding area, and the safety of all road users. Whilst facilitating efficient travel within the region is vital, a key priority is to maximise the safety of all individuals on or near the road.

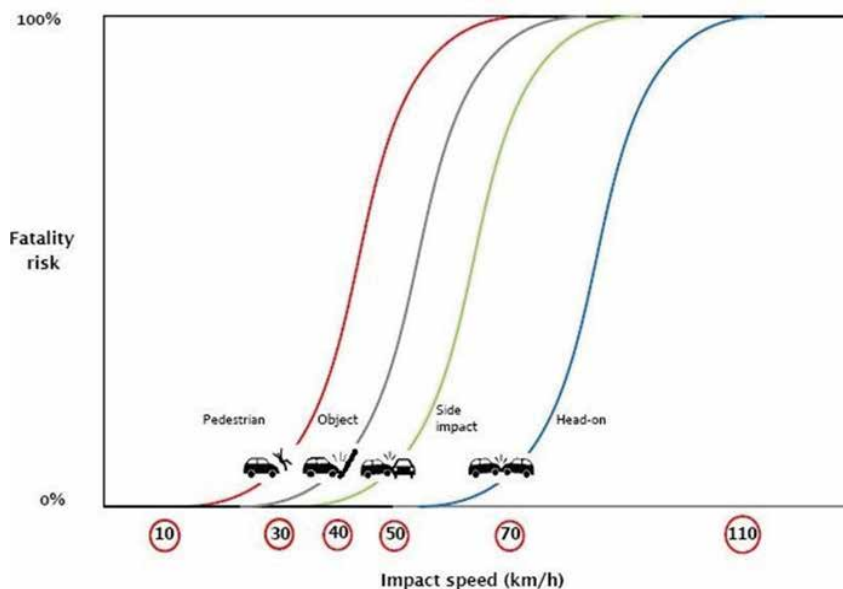
New Zealand’s road safety performance has been deteriorating since 2013. Whilst the number of accidents has remained relatively steady over the past few years, the severity of these incidents has worsened. There has also been a decline in the number of people choosing to walk, cycle, or

utilise bus services as there are few sections of the road network where pedestrians, cyclists, or buses are given priority over vehicles.

Implementing safer speed limits around schools and key urban areas allows us to contribute to safety on Rangitikei Roads. When vehicles reduce their speed, particularly during peak hours around school areas, children will perceive greater safety and be more likely to opt for walking or cycling.

Moreover, lower vehicle speeds will play a role in minimising the extent of harm during unfortunate accidents. The proposals are in line with our local strategy as well as the overarching road safety strategy of the Government.

Figure 1-1: Fatality risk at a range of speeds



Current Situation in Rangitikei

A total of 1602 crashes throughout the Rangitikei District were reported between 2013 and 2022 (on local and State Highway networks combined), comprising 32 deaths, 188 serious injuries, and 624 minor injuries. Over this period the number of death and serious injuries (DSI's) steadily increased (as shown in Figure 1-2).

This is also reflected in an increase in the 5-year rolling average of DSI's that, as at 31 December 2022, was 25. To achieve the

Government's Road to Zero strategy target of a 40% reduction in DSI's, RDC and Waka Kotahi would need to lower instances to 15 by 2030.

Figure 1-2: Deaths and serious injuries in Rangitikei (2010-2022)



Schools - Mandatory Speed Limit Changes

The introduction of lower speed limits outside of schools in Rangitikei began in 2021-22 and was completed in 2023, in response to community feedback and in accordance with the Land Transport Rule: Setting of Speed Limits 2022 (detailed in Section 2.2 below).

As part of the requirement to implement safe and appropriate speeds at 40% of all schools in the regions, the school speed zones, and safety improvements captured in Table 1 1 have been implemented.

The SaAS's for the remaining schools will be consulted on as part of this 2024-2027 Speed Management Plan.

Table 1-1: Speed Management and Infrastructure Improvements at Schools on Local Road Network (to date)

School	Speed	Treatment	Installed
Bulls School	30km/h	Combination of variable speed limit on static sign and on flashing electronic sign	Mar 23
Clifton School	30km/h	Variable speed limit on static sign	Mar 23
Huntermville School	30km/h	Variable speed limit on flashing electronic sign	Mar 23
James Cook School	30km/h	Variable speed limit on flashing electronic sign	Mar 23
Marion Junction School	30km/h	Variable speed limit on flashing electronic sign	Mar 23
Marion Primary School	30km/h	Variable speed limit on flashing electronic sign	Mar 23
Rangitikei College	30km/h	Variable speed limit on flashing electronic sign and crossing improvements	Mar 23
St Matthews School	30km/h	Variable speed limit on static sign	Mar 23
Whangaehu School	60km/h	Variable speed limit on flashing electronic sign	Mar 23



What are we proposing?

We are proposing safer and more appropriate speeds in specific areas around the Rangitikei District.

The following pages show the proposed changes to speed limits for schools, urban centres and rural roads. It includes:

- Maps of the affected and surrounding areas
- Details on the current speed limit
- The new proposed speed limit change

The Speed Management Plan for the next 3 years will include Safe and Appropriate Speeds (SaAS) changes to schools

that will not have had speed treatment applied by 30 June 2024, along with surrounding urban centres/ settlements, and discrete rural links.

Schools

All schools in the Rangitikei District have been identified by Waka Kotahi as high benefit areas for speed management interventions in the short to medium term.

This means that Council has been **mandated** to implement new speed limits for:

- 40 percent of all schools directly accessed from roads under their control by 30 June 2024 (this has been completed, as detailed in pages 8 and 9 of this consultation document), and remaining schools on the local road network by 31 December 2027.
- The below table (4-1) summarises the intended speed limits at the remaining schools. The extent of these changes are captured in the corresponding speed maps below.

Schools are categorised **Cat 1** (maximum speed of 30 km/h) or **Cat 2** (maximum speed limit of 60 km/h), based on whether the majority of students arrive/depart in vehicles or a large proportion of students walk to and from – or congregate outside – the school grounds.

Where a school fronts onto the State Highway, any proposed speed changes will be captured in the Waka Kotahi State Highway Speed Management plan.

Table 4-1: Implementation plan for schools

Map	School	Proposed Speed Limit(s)	Timeframe
C	Huntley School	30 km/h VSL	2024-2027
D	Mangaweka School	30 km/h	2024-2027
E	Te Kura O Ratana	N/A	N/A
F	Taihape Area School	30 km/h	2024-2027
F	St Josephs School	30 km/h	2024-2027
G	Turakina School	30km/h	2024-2027
K	Mataroa School	30 km/h	2024-2027
L	Papanui Junction School	30 km/h	2024-2027
M	Nga Tawa Diocesan School	60 km/h VSL	2024-2027
N	South Makirikiri School	60 km/h	2024-2027
O	Pukeokahu School	30 km/h	2024-2027
P	Taoroa School	30 km/h	2024-2027
Q	Moawhango School	30 km/h	2024-2027

*Variable Speed Limit (VSL). Only active during school start and end times



Rural Roads

The implementation of SaAS on the greater Rural Roads network in the Rangitikei will be considered as part of the longer term Speed Management Plan for 2027 to 2033. Details of these proposed speed changes will be provided as part of the Speed Management Plan review process at the end of 2024.

In the meantime, Rangitikei District Council will reduce the speeds of 3 Rural Road categories.

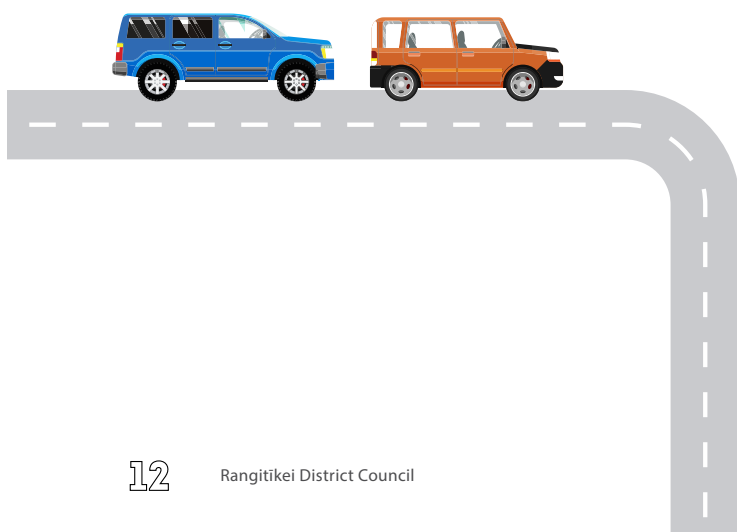
These sections are detailed in Table 4-2 below.

Table 4-2: Rural road speed changes in Rangitikei 2024-2027

Rural Connectors	These roads provide the link between rural roads and interregional connectors.	60-100km/h
Rural Roads	These roads primarily provide access to rural land for people, who live there and support the 60-80km/h land-use activity being undertaken.	60-80km/h
Peri-Urban Roads	These roads primarily provide access from residential property on the urban fringe, where the predominant adjacent land use is residential, but usually at a lower density than in urban residential locations.	50-80km/h

Urban Centres and Townships

The bulk of the 2024-2027 Speed Management plan addresses SaAS in ‘urban centres / settlements’ across the Rangitikei District. Details of the proposed changes are captured in Maps A to Q.



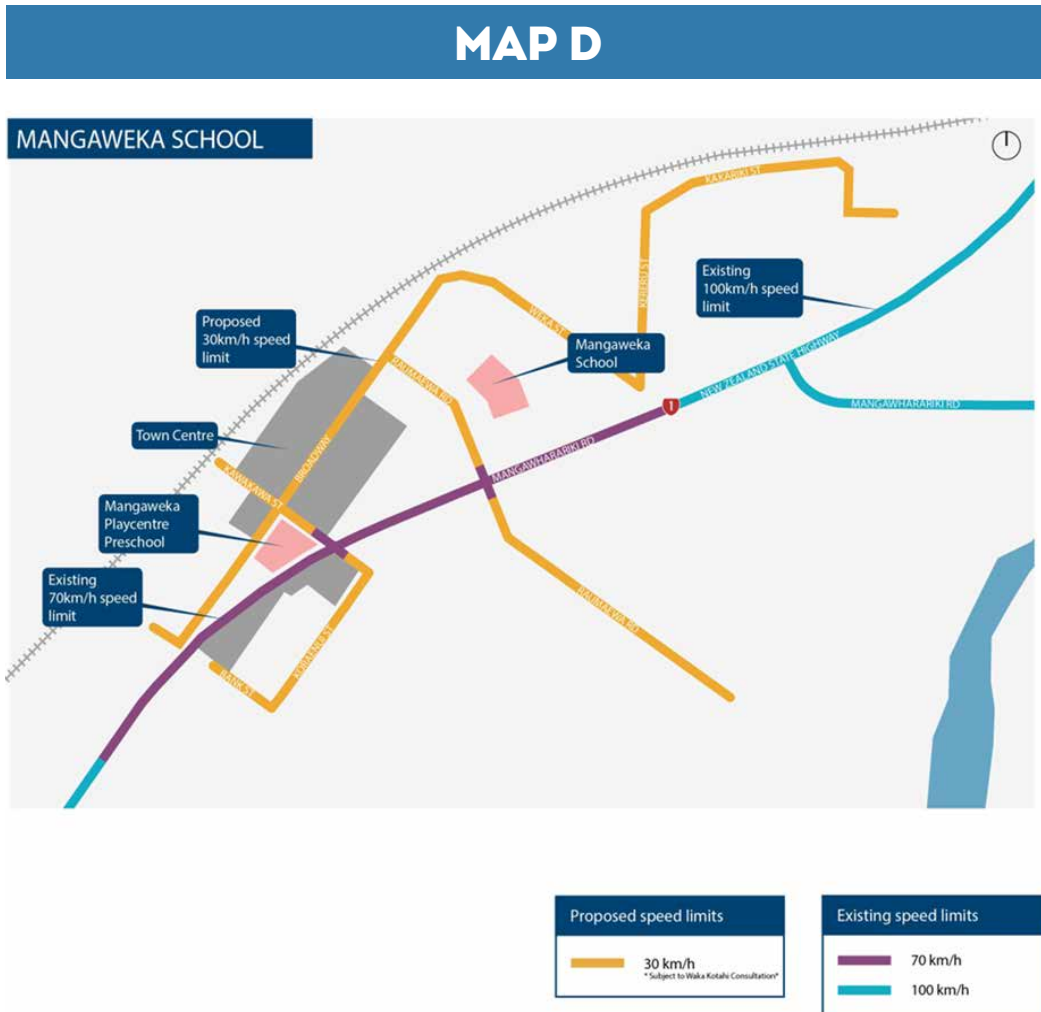
ITEM 10.5 ATTACHMENT 1

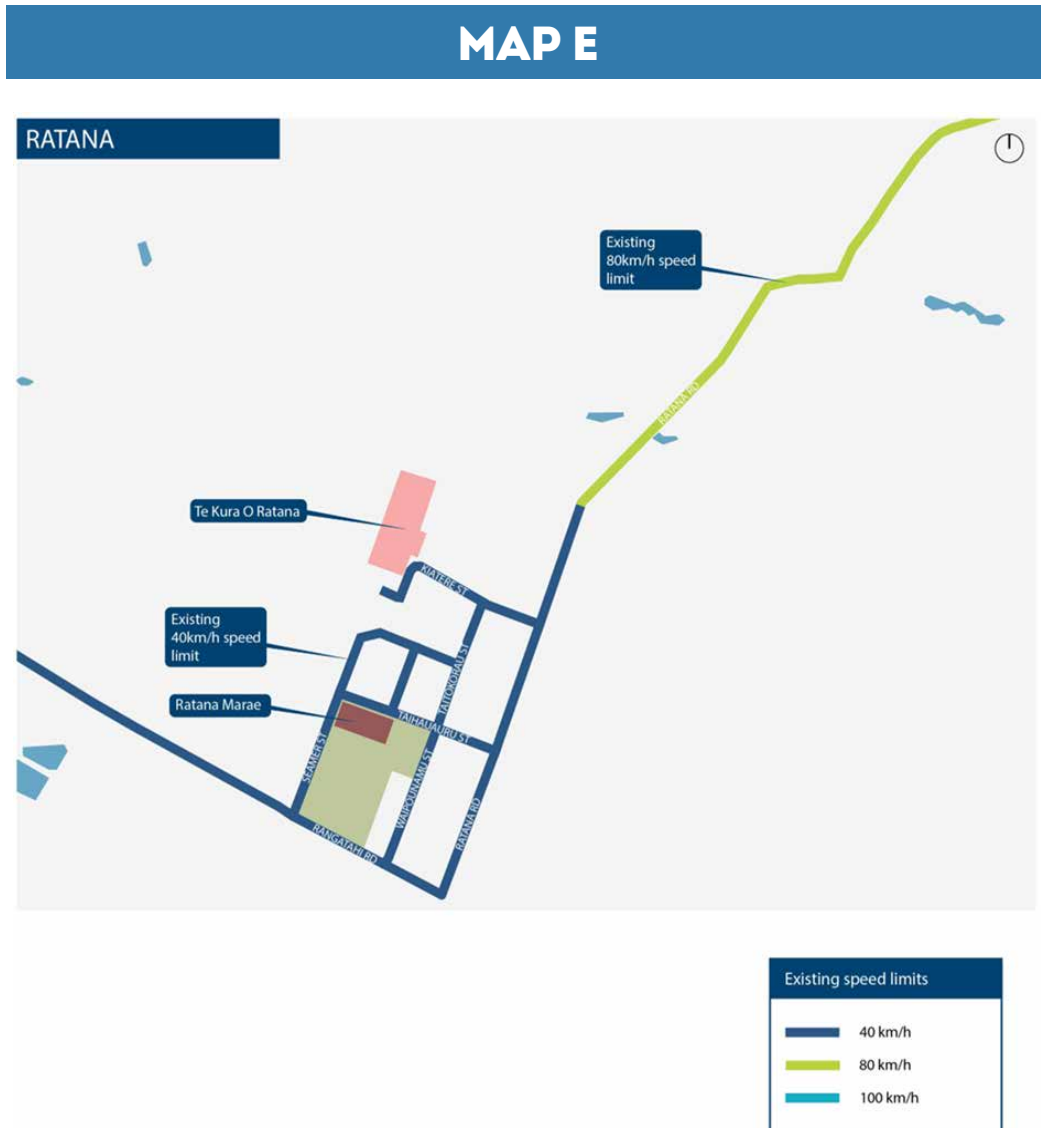


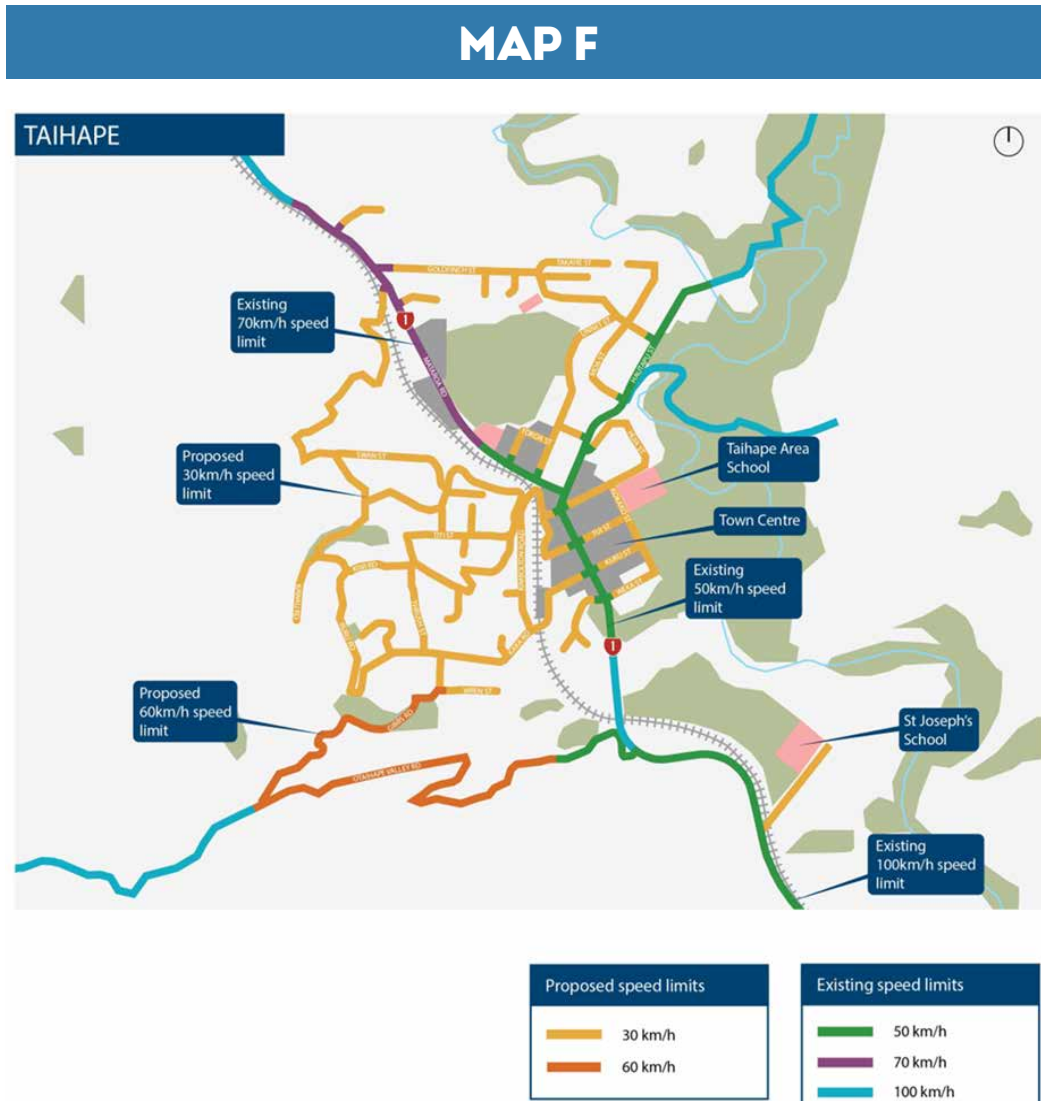


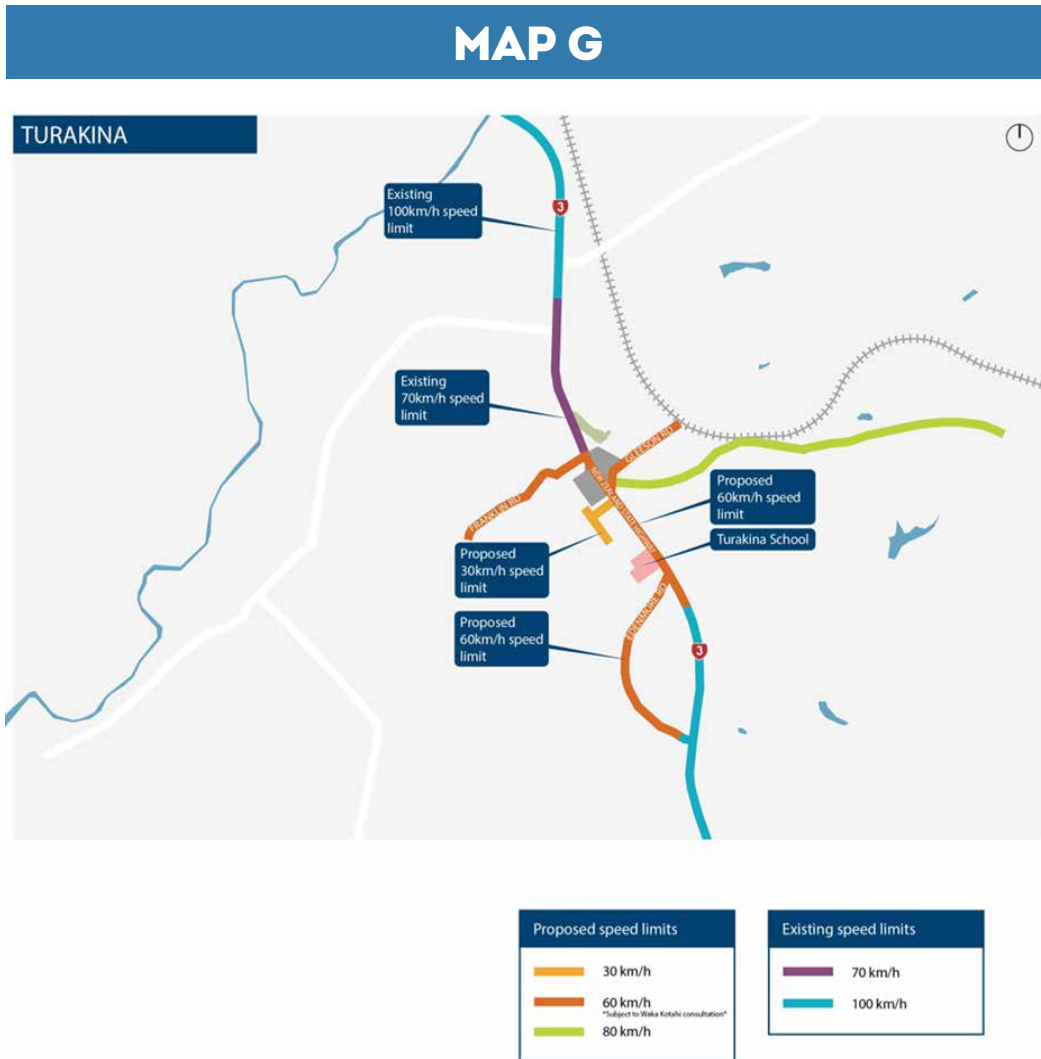


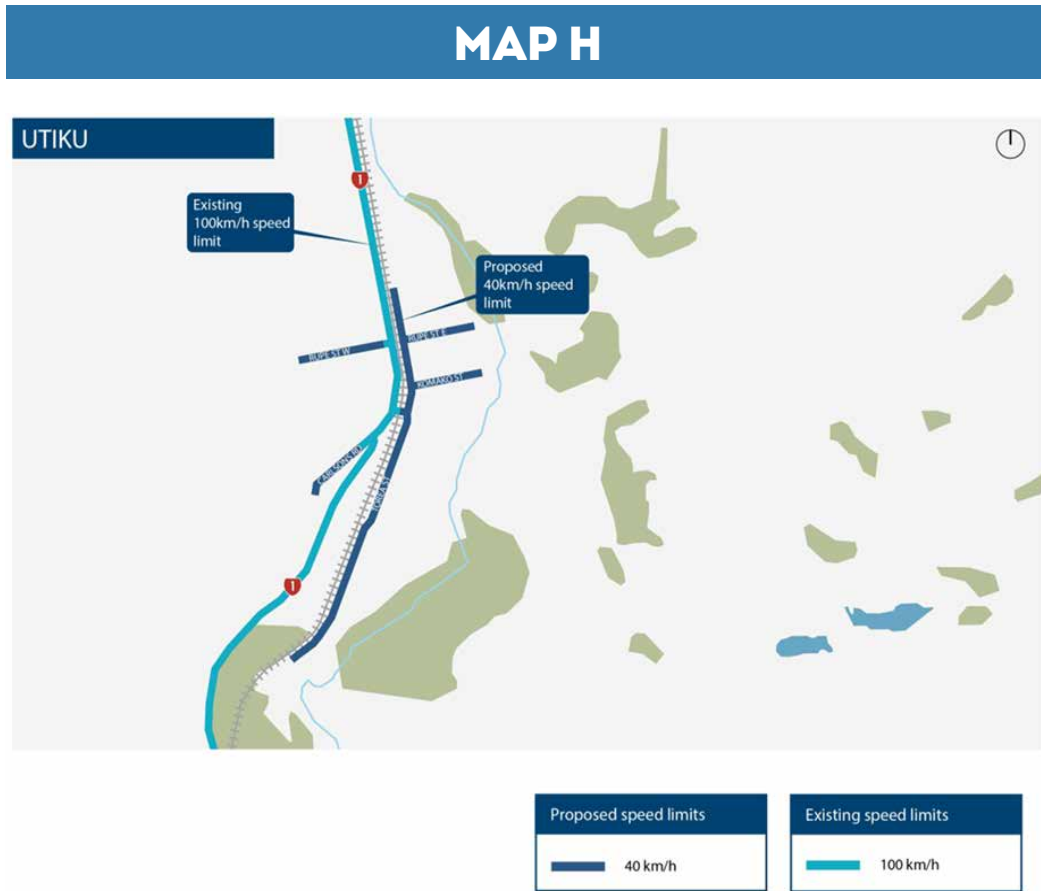


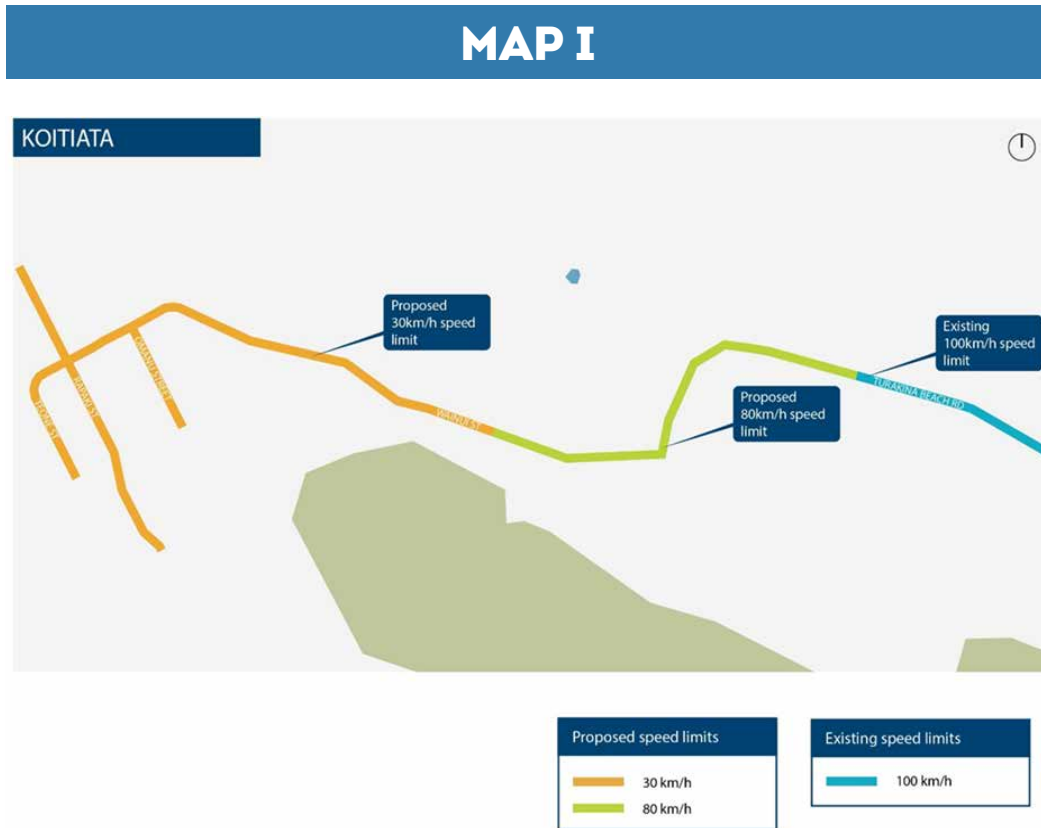


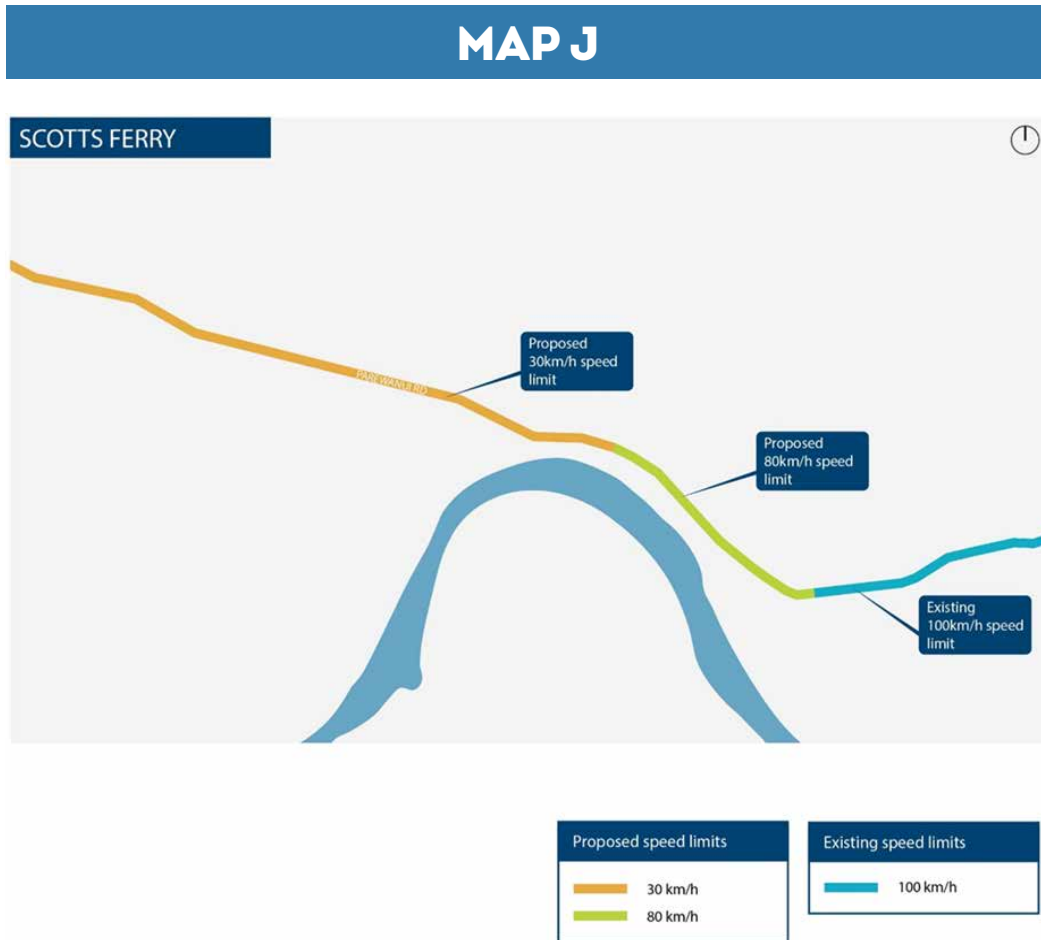


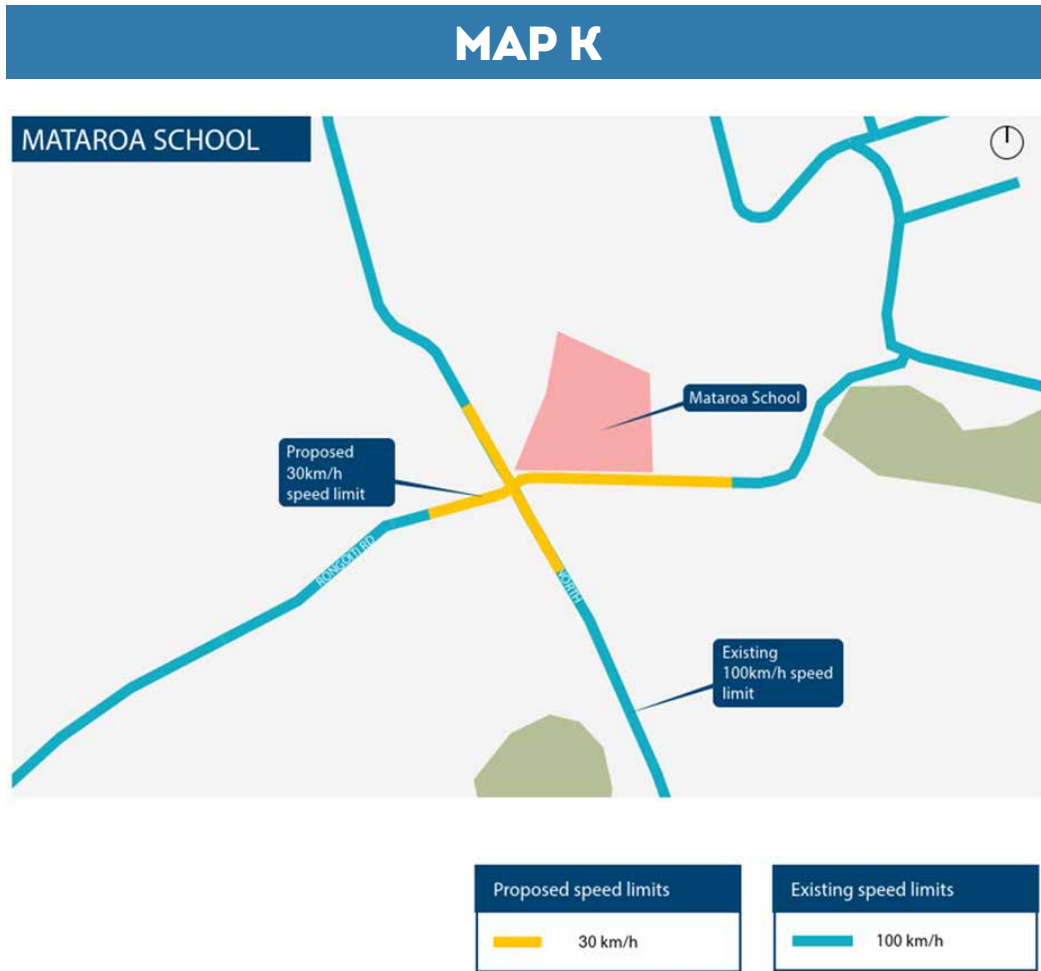


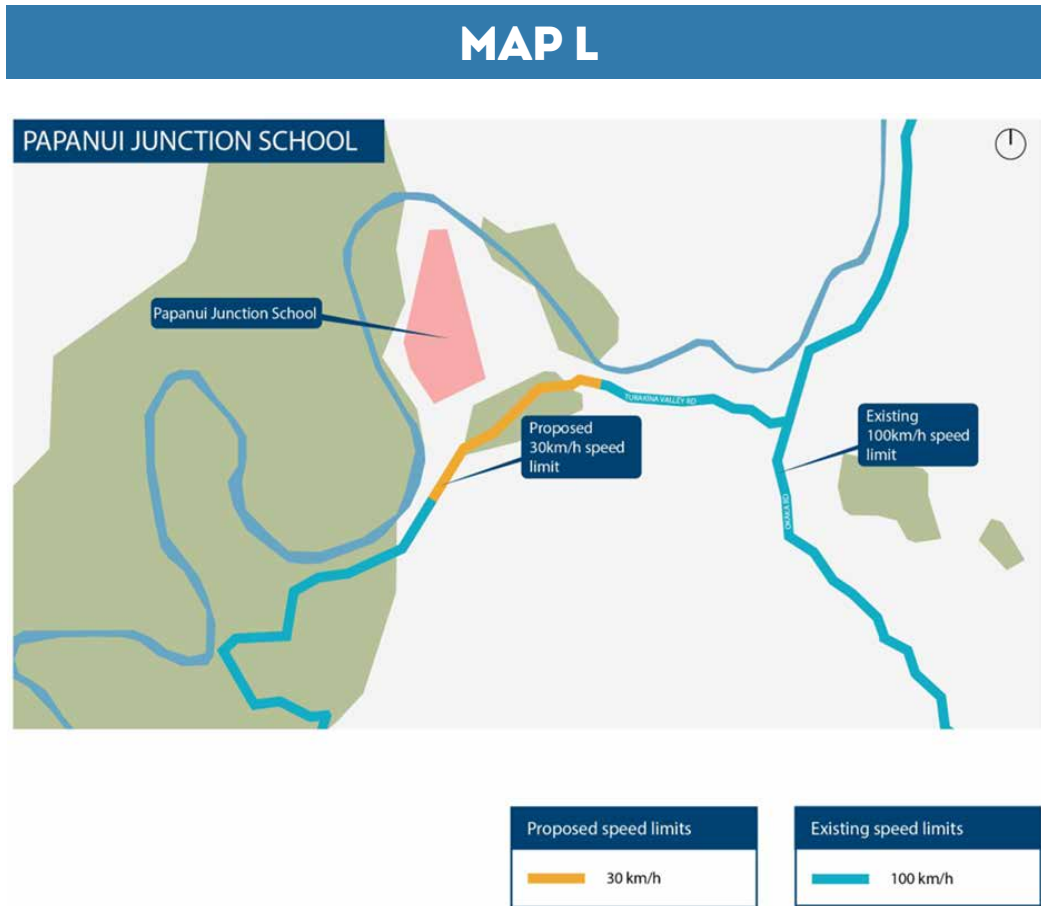




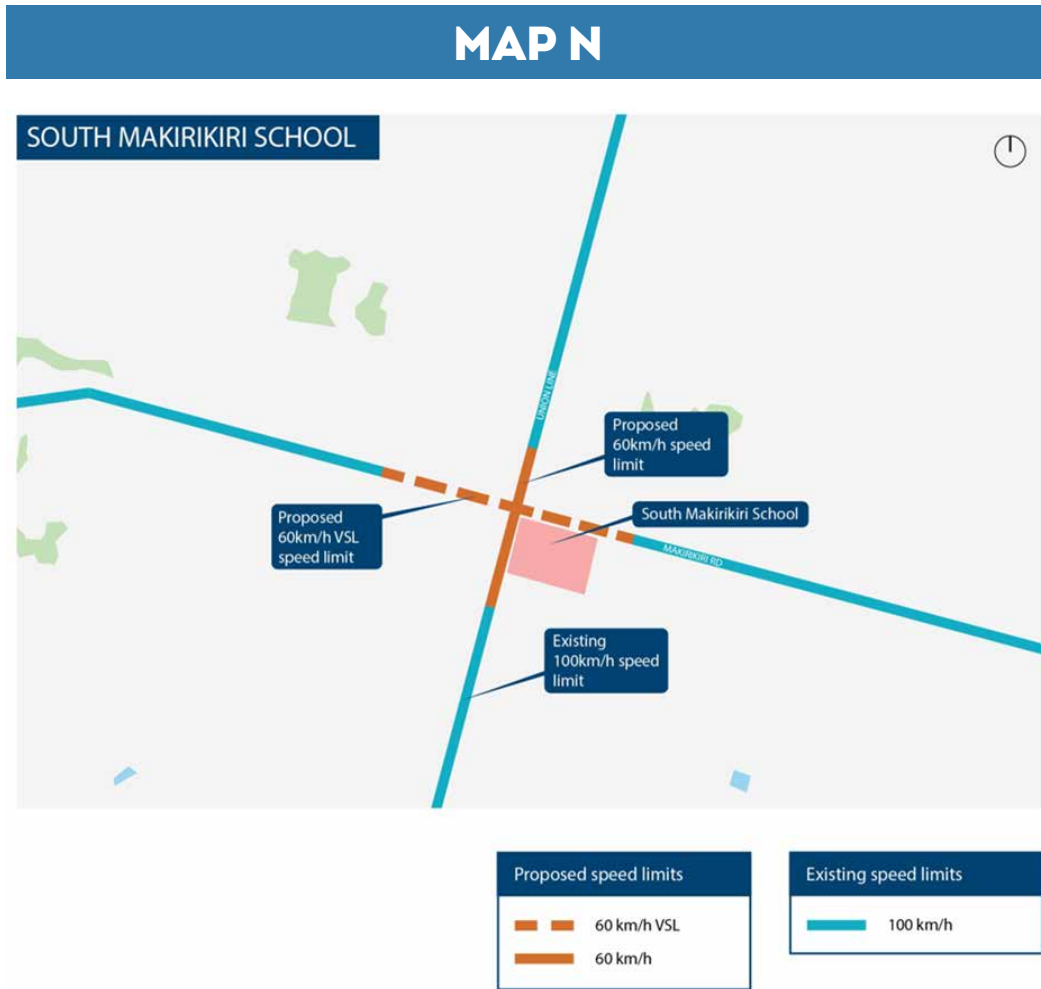


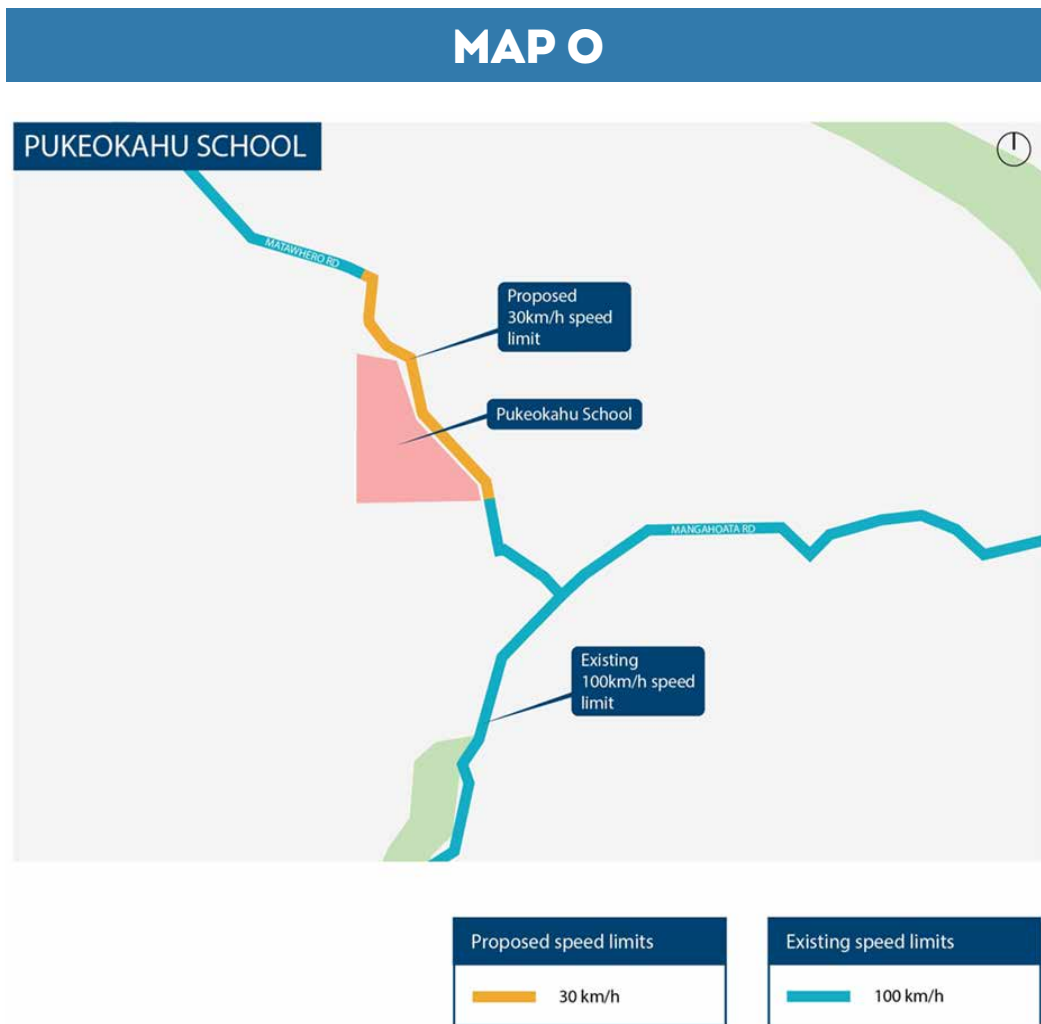




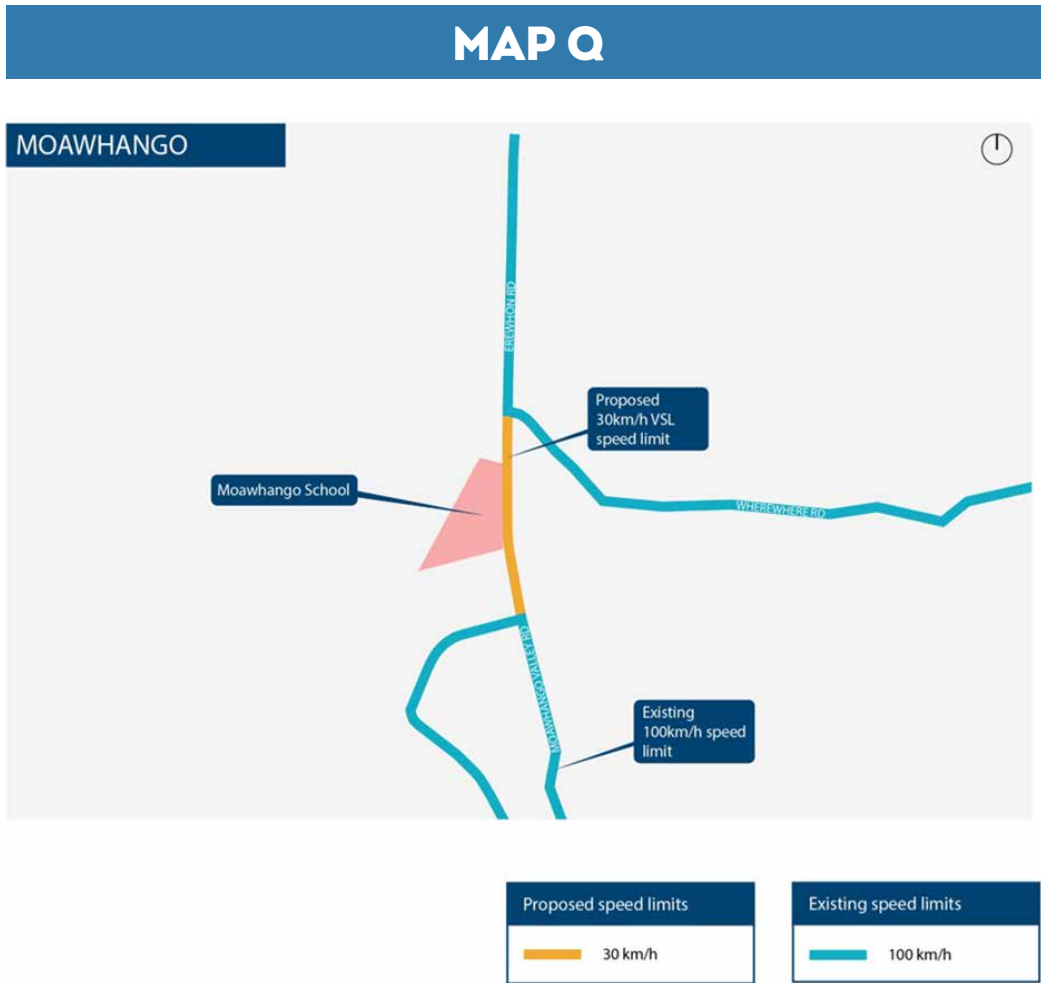












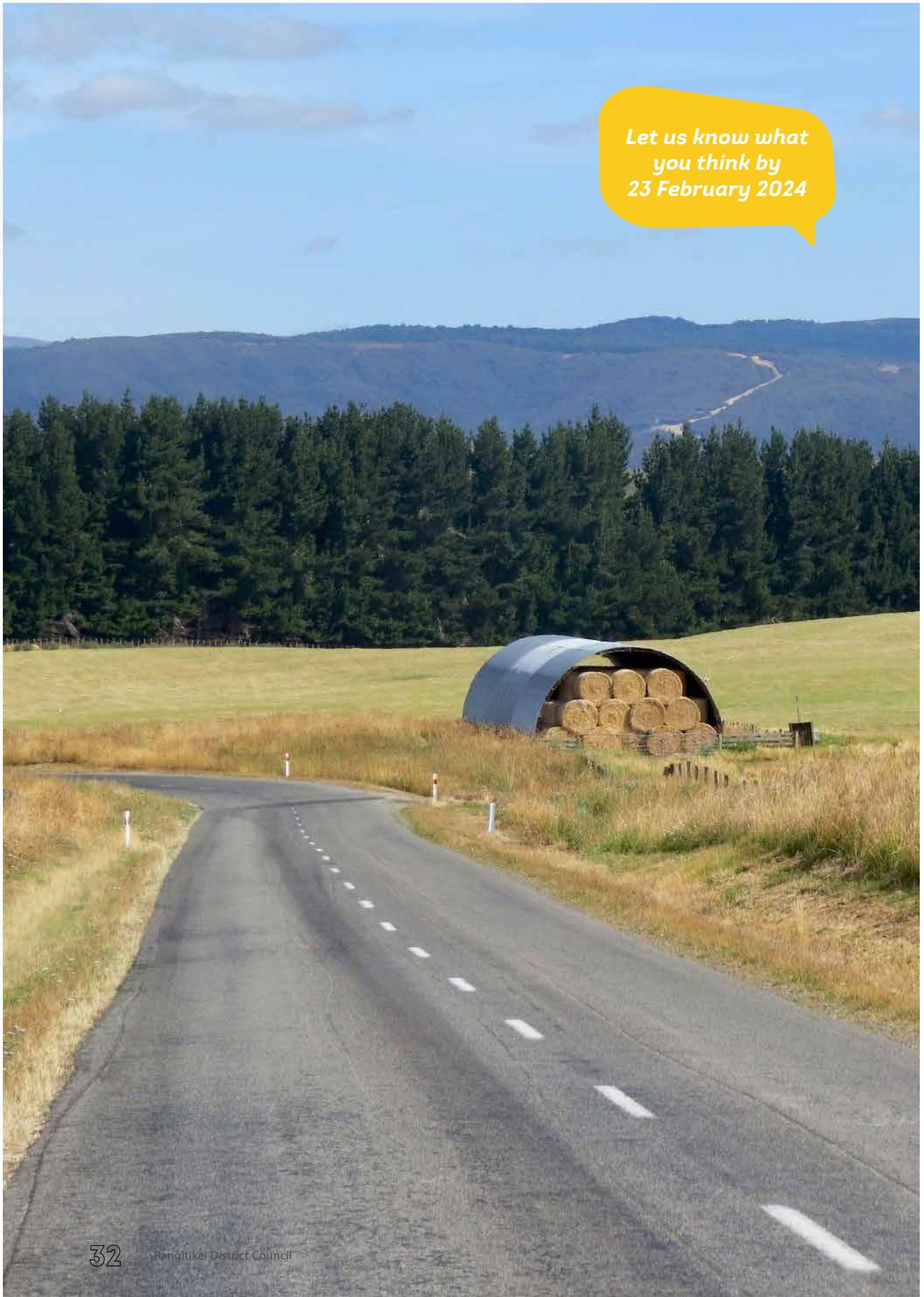
MAP R

Long Term Plan (2027-2033)

Three years to determine the applicability of proposed changes, to reflect changes in community needs and to take stock of what has been done on the regional road network.

For 2027 and beyond, Rangitikei District council are planning to implement Safe and Appropriate Speed changes at the following key locations. The extent of these proposals will be reviewed and consulted on in 2026-27.

Road	Safe and Appropriate Speed
Spooners Hill Road	60 km/h
Te Moehau Road	60 km/h
Taihape-Napier Road	60 km/h
Ongo Road	60 km/h





Draft Speed Management Plan 2024-2027 Submission Form



How to make a submission

Anyone can make a submission and we encourage anyone with interest in the proposed changes in the plan to have their say. The consultation period is open for public feedback from **Friday 28 November 2023 through to Friday 23 February 2024.**

The consultation document and submission forms are available at:

- www.rangitikei.govt.nz/SpeedManagementPlan
- Our Offices, Libraries or Information Centres.

You can find more information including the draft Speed Management Plan (SMP) 2024- 2027 on our website or call us for a copy.

Return your submission by

- Posting** to Attention:
Draft Speed Management Plan,
Reply Paid:172050,
Private Bag 1102, Marton 4741
- Emailing** us at info@rangitikei.govt.nz
- Dropping** off at one of our Offices,
Libraries or Information Centres.

Name: _____

Organisation: _____

Address: _____

Email: _____

Phone: _____

What are your thoughts on the proposed draft Speed Management Plan?



Attach additional pages if required.

I would like to speak to my submission. *Staff will contact you to arrange a speaking time.*

PLEASE NOTE: Submissions on the draft Speed Management Plan 2024 are public information and your information and submission will be made available to the public as part of the process.

Please tick here if you would like your contact details to remain private (other than your name).

ITEM 10.5 ATTACHMENT 1



ITEM 10.5 ATTACHMENT 1



 **RANGITĪKEI**
DISTRICT COUNCIL

www.rangitikei.govt.nz

P 06 327 0099 | 0800 422 522 (24 hrs)

E info@rangitikei.govt.nz

46 High Street, Private Bag 1102, Marton 4741

11 Minutes from Committees

11.1 Minutes from Committees

Author: Kezia Spence, Governance Advisor

1. Reason for Report

- 1.1 Committee and Board minutes are attached for Council's receipt. These are under separate cover due to size.

Attachments:

1. SDMC- 19 July 23 (under separate cover)
2. F/P- 26 Oct 23 (under separate cover)

Recommendation

That the following minutes are received:

- Santoft Domain Management Committee- 19 July 2023
- Finance and Performance- 26 October 2023

12 Public Excluded

Resolution to Exclude the Public

The meeting went into public excluded session [enter time](#)

Recommendation

That the public be excluded from the following parts of the proceedings of this meeting.

1. Public Excluded Council Meeting - 30 November 2023
2. Follow-up Action Items from Council (Public Excluded) Meetings
3. Rate Remission Application
4. Taihape Area School - Location for Decant Update December 2023
5. Bulls Land Purchase

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the *Local Government Official Information and Meetings Act 1987* for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
12.1 - Public Excluded Council Meeting - 30 November 2023	To consider the minutes relating to matters that were the subject of discussion at the 30 November meeting	S48(1)(a)
12.2 - Follow-up Action Items from Council (Public Excluded) Meetings	s7(2)(a) - Privacy s7(2)(b)(ii) - Commercial Position s7(2)(h) - Commercial Activities s7(2)(i) - Negotiations	s48(1)(a)(i)
12.3 - Rate Remission Application	s7(2)(a) - Privacy	s48(1)(a)(i)
12.4 - Taihape Area School - Location for Decant Update December 2023	s7(2)(b)(ii) - Commercial Position s7(2)(c)(ii) - Public Interest	s48(1)(a)(i)
12.5 - Bulls Land Purchase	s7(2)(h) - Commercial Activities	s48(1)(a)(i)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding or the whole or the relevant part of the proceedings of the meeting in public as specified above.

13 Open Meeting