



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

ORDINARY COUNCIL MEETING

Date: Thursday, 27 June 2024
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
Cr Paul Sharland

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

Contact:	0800 422 522 info@rangitikei.govt.nz www.rangitikei.govt.nz (06) 327 0099				
Locations:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>Marton</u> Head Office 46 High Street Marton </td> <td style="width: 50%; vertical-align: top;"> <u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls </td> </tr> <tr> <td colspan="2" style="text-align: center; vertical-align: top;"> <u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape </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	
<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					
Postal Address:	Private Bag 1102, Marton 4741				
Fax:	(06) 327 6970				

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, 27 June 2024 at 1.00pm.

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AGENDA

1 Welcome / Prayer

2 Apologies

3 Public Forum

Nyssa Nepe will speak regarding her experience with the TUIA programme.

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 16 May 2024 and Ordinary Council Meeting held on 30 May 2024 are attached.

Attachments

1. **Ordinary Council Meeting - 30 May 2024**

Recommendation

That the minutes of Ordinary Council Meeting held on 16 May 2024 **[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.

Recommendation

That the minutes of Ordinary Council Meeting held on 30 May 2024 **[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

UNCONFIRMED: ORDINARY COUNCIL MEETING

Date: Thursday, 16 May 2024

Time: 9.30am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

HWTM Andy Watson
Cr Dave Wilson
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
Cr Paul Sharland

In attendance

Mr Kevin Ross, Chief Executive
Mrs Carol Gordon, Group Manager- Planning and Democracy
Mr Dave Tombs, Group Manager- Corporate Services
Ms Gaylene Prince, Group Manager- Community
Mr Arno Benadie, Chief Operating Officer (Zoom)
Mr Johan Cullis, Group Manager Regulatory Services (Zoom)
Ms Sharon Grant, Group Manager- People and Performance
Ms Katrina Gray, Manager Strategy and Development
Mr Jarrod Calkin, Economic Wellbeing Lead
Ms Janna Isles, Corporate Planner
Ms Sheryl Srhoj, Manager- Community Property
Ms Kezia Spence, Governance Advisor

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7.5 Analysis of submissions and adoption of the Revenue and Financing Policy 10

7.6 Analysis of submissions and adoption of the Proposed Schedule of Fees and Charges 2024/25 10

Unconfirmed

1 Welcome / Prayer

His Worship the Mayor opened the meeting at 9.30am and Cr Dalgety read the council prayer.

2 Apologies

Resolved minute number 24/RDC/092

Apologies received from Cr Carter.

Cr G Duncan/Cr R Lambert. Carried

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

Cr Sharland declared a conflict of interest with two submissions, his own submission #291 and submission #382 from the Bulls Historical Society.

Cr Hiroa declared a conflict of interest with submission #421 from Mōkai Pātea Services and submission #402 Mōkai Pātea Services.

Cr Duncan declared a conflict of interest relating to submission #369 from her husband.

Cr Wong declared a conflict of interest with submissions relating to the Taihape Health Trust.

Cr Loudon declared a conflict of interest with submissions from IROMAR.

5 Confirmation of Order of Business

There was no change to the order of business.

6 Confirmation of Minutes

Resolved minute number 24/RDC/093

That the minutes of Ordinary Council Meeting held on 18 April 2024 **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.

Cr D Wilson/Cr Hiroa. Carried

7 Reports for Decision

7.1 Deliberations Report - 2024-2034 Long Term Plan

His Worship the Mayor thanked staff for the work on the Long-Term Plan and he spoke to councillors about the process for the day.

Ms Isles introduced this report and noted that there were over 450 submissions.

Mr Tombs gave a brief update on a way to possibly decrease rates and what this would mean. His Worship the Mayor requested that this discussion sit further in the agenda.

Key Choice 1- Marton Pool

Ms Prince responded to questions of attendance at the pool and that there has been a drop over this reporting period, this is due to staff leaving causing a decrease in swim lessons. In the past number have dropped off in April.

Ms Prince responded to questions that schools have indicated to use the off season months for the pool.

Mr Benadie was able to answer questions on the suitability of the pool and that there are a couple of issues with the structural areas of the pool.

It was noted that the pool is run by a contractor, and they report to council annually.

Staff responded to questions that the admission fees are paid to the contractor and that the contractor pays for ongoing costs such as electricity.

Ms Prince noted concerns with trialling as there would still need to be investment into the pool such as to keep the water at a good heat during the winter season and that there is some old equipment which council will need to invest in. The 1.2% budgeted is only for operating costs and does not include upgrades to the asset.

Councillors noted that it would be beneficial to have further information on this item in the future.

Key Choice 2- Kerbside Collection

Staff clarified that this is a targeted rate, but the funding of the containers will be a debt position which is a liability for all ratepayers.

Mr Benadie responded to questions that Council is looking at the economies of scale and this is the reason why Mangaweka and Hunterville are included.

Councillors noted the reason for this item is direction from central government and that this will be a significant change if this was taken out of Long-Term Plan. The staggering gives an option to discuss with contractors before investing in bins that may not be required.

It was noted from councillors that Ratana should be reengaged with about inclusion for collection as noted in submissions #146, #335, #339, #340, #344.

The meeting adjourned at 11.02am and the meeting returned at 11.15am.

Key Choice 3- Marton Main Street

His Worship the Mayor ruled that Cr Loudon does not have a conflict of interest for this item.

Councillors noted that there were issues with the confusion of the Better Off Funding and this project. These are two separate projects.

Councillors discussed the process of a plan going out for consultation and whether this would be a benefit to receive feedback from the community and councillors. It was noted that this would delay the project and there would be a preference for staff to begin working on this project.

It was noted that there has been concern for business owners and the interruptions that can happen during this as seen in other places.

The meeting adjourned at 12.00pm and returned at 12.30pm.

Financial Matters

Ms Isles noted that there are no recommendations associated with this item.

It was raised that the UAGC be considered to decrease the rates burden on rural properties as noted from submissions #425 and #429.

Staff responded that this would be a large amount of work to undertake and would have significant implications and will result in reengagement with the community. This would also need to be considered with a specific activity to justify this change.

Mr Tombs responded about comparisons for UAGC to other councils and that this is different for all councils and would need to look at specific activities that those types of councils provide.

This was raised as part of the Long-Term Plan and therefore advice on this item from staff should come back before adoption of the Long-Term Plan.

Mr Tombs spoke about the possibility to reduce depreciation which can in turn reduce the 2024/25 rates increase. This would still have impact on rates in future years. The meeting adjourned to confirm the wording of the resolution.

The meeting adjourned at 1.19pm and returned at 1.34pm.

Councillors supported the decrease in the rating for year one to decrease the rating burden. The amendment to the resolution was taken for adjournment so that staff were able to update the impacts of this.

That meeting was adjourned at 1.39pm and returned at 1.42pm.

Parks and Reserves

The funding for the Tutaenui Reserve would be in place for three years. Councillors were supportive of this request.

Community

Taihape Netball Courts- Submission #400

Councillors noted the officer comment to submitter #400 and that this should go to Assets and Infrastructure committee.

Bulls Commemorative Centre #382

Cr Sharland declared a conflict of interest with the Bulls Historical Society Submission #382.

It was acknowledged that this building is owned by Council and that under the lease council is responsible for structural components.

Taihape Wellness Project

Cr Hiroa declared a conflict of interest with this item.

Councillors were supportive of this item and would like to see Council support in some way.

The meeting adjourned at 2.55pm and returned at 3.12pm.

Miscellaneous*Long- Term Plan Process and Engagement*

Councillors noted feedback through the submissions about the process. Ms Gray responded to concerns that in the future the word limit in the surveys would be looked at, the reason there was a word limit was a default setting in the survey.

Resolved minute number 24/RDC/094

That the report 'Deliberations Report - 2024-2034 Long Term Plan' be received.

Cr F Dalgety/Cr G Duncan. Carried

Resolved minute number 24/RDC/095

That Council receive all submissions made to the Long-Term Plan 2024-2034 including the late submissions received prior to this report being published.

Cr R Lambert/Cr D Wilson. Carried

Resolved minute number 24/RDC/096

That Council acknowledges all submissions made to the draft Long-Term Plan 2024-2034 and thank all submitters for their participation.

Cr D Wilson/Cr Hiroa. Carried

Resolved minute number 24/RDC/097

With regard to officer comments made in response to submissions as listed in in the attachment Officer Analysis of Submissions, Council has considered the Officer comments and accepts them with amendments, noting they will be Council's response to submitters.

Cr D Wilson/Cr Hiroa. Carried

Resolved minute number 24/RDC/098

That Council maintains the removal of \$222,000 from year 1 onwards in the 2024-34 Long Term Plan associated with Key Choice 1, Option 1 - The Marton pool would remain only open on a seasonal basis.

Cr D Wilson/Cr R Lambert. Carried Casting Vote.

Resolved minute number 24/RDC/099

That Council approves the rates increase and impact on debt outlined in Option 2 to be included in the 2024-2034 Long Term Plan to implement Key Choice 2, Option 2 - stagger the provision of a recycling bin (issued in January 2027) and an organic waste bin (issued in January 2030)

. Cr D Wilson/Cr F Dalgety. Carried Against Cr Maughan.

Recommendation

That Council include Ratana in the provision of a recycling bin (issued in January 2027) and an organic waste bin (issued in January 2030) relating to submissions #146, #335, #339, #340, #344.

Cr C Raukawa/Cr G Duncan. Lost.

Resolved minute number 24/RDC/100

That Council engage with the Ratana Community about whether the provision of a recycling bin (issued in January 2027) and an organic waste bin (issued in January 2030) is wanted by the Ratana Community relating to submissions #146, #335, #339, #340, #344.

Cr Hiroa/Cr G Duncan. Carried

Resolved minute number 24/RDC/101

That Council removes the budget of \$2.1 million in the 2024-34 Long Term Plan associated with Key Choice 3 and does not implement the streetscape revitalisation project for Marton.

Cr S Loudon/Cr C Raukawa. Lost.

Resolved minute number 24/RDC/102

That Council approves the budget of \$2.1 million in the 2024-34 Long Term Plan to implement Key Choice 3, Option 1 – Streetscape revitalisation for Marton.

Cr D Wilson/Cr F Dalgety. Carried

An Amendment was moved by His Worship the Mayor and seconded by Cr Wong and when put was LOST:

That Council approves the budget of \$2.1 million in the 2024-34 Long Term Plan to implement Key Choice 3, Option 1 – Streetscape revitalisation for Marton with the approval and adoption of the plan including funding becoming part of the 2025/26 Annual Plan process.

HWTM/Cr J F Wong. Lost

Resolved minute number 24/RDC/103

That Council consider the level of the UAGC as part of the Long-Term Plan.

Cr G Duncan/Cr G Maughan. Carried

Recommendation

That Council reduce the 2024/25 rates increase to 10.7% to reflect the reduction in depreciation, whilst amending future years' proposed rate increases to ensure compliance with Council's Debt Limits and Rates Increases Limits that were part of the Finance Strategy that formed part of the Long-Term Plan consultation.

Cr F Dalgety/Cr G Duncan.

An Amendment was moved by Cr Wong and seconded by Cr Hiroa and when put was CARRIED.

That Council reduce the 2024/25 rates increase to 11.5% to reflect the reduction in depreciation, whilst amending future years' proposed rate increases to ensure compliance with Council's Debt

Limits and Rates Increases Limits that were part of the Finance Strategy that formed part of the Long-Term Plan consultation.

Cr J F Wong/Cr Hiroa. Carried

As the amendment was **CARRIED** it became the substantive motion:

Resolved minute number 24/RDC/104

That Council reduce the 2024/25 rates increase to 11.5% to reflect the reduction in depreciation, whilst amending future years' proposed rate increases to ensure compliance with Council's Debt Limits and Rates Increases Limits that were part of the Finance Strategy that formed part of the Long-Term Plan consultation.

Cr F Dalgety/Cr G Duncan. Carried

Resolved minute number 24/RDC/105

That Council continues funding \$10,000 per annum to the Tūtaenui Stream Restoration Society to maintain the Marton B & C Dams, also known as the Tūtaenui Reserve, through the life of the Long-Term Plan 2024-34.

Cr D Wilson/Cr Hiroa. Carried Unanimous.

Resolved minute number 24/RDC/106

That Council does purchase materials to the amount \$21,152.09, on the condition that the work is completed by the Bulls and Districts Historical Society, to replace the roof of the Bulls Commemorative Centre.

Cr C Raukawa/Cr S Loudon. Carried

Resolved minute number 24/RDC/107

That Council does not contribute up to \$50,000, building alterations to the pool area of the building if required, and a waiver of building consent fees to cover the courtyard between the pool offices and the Rangitīkei Active Gym.

Cr D Wilson/Cr G Maughan. Carried

Resolved minute number 24/RDC/108

That Council does consider toilet amenities at Walker Park, Bulls.

Cr D Wilson/Cr Sharland. Carried

Resolved minute number 24/RDC/109

That Council look at creating capacity to maintain the Taihape Wellness Project facility grounds by the Parks and Reserves team from year 2 of the Long-Term Plan.

Cr G Duncan/HWTM Carried

7.2 Analysis of submissions and adoption of the Development Contributions Policy

Ms Gray gave a brief overview on the simultaneous documents draft document.

Definition of a developer- bigger development align with an individual property someone owns a property with a tennis court not a developer. Large property subdividing.

Mr Benadie any subdivisions from one to three lots, will not cause a problem, the larger developments biggest factors considered 20 or more properties, the infrastructure and planning activities is more than your normal subdivision. Clearly define those parameters.

Resolved minute number 24/RDC/110

That the report 'Analysis of submissions and adoption of the Development Contributions Policy' be received.

Cr C Raukawa/Cr G Duncan. Carried

Resolved minute number 24/RDC/111

That Council reconsiders the need for a full development contributions policy in 2026 as part of the development of the 2027-37 Long Term Plan.

AND

That the Development Contributions Policy be adopted.

Cr D Wilson/Cr F Dalgety. Carried

7.3 Analysis of submissions and adoption of the Significance and Engagement Policy

The report was taken as read.

Resolved minute number 24/RDC/112

That the report 'Analysis of submissions and adoption of the Significance and Engagement Policy' be received.

Cr G Maughan/Cr R Lambert. Carried

Resolved minute number 24/RDC/113

That the Significance and Engagement Policy is adopted without amendment.

Cr G Maughan/Cr G Duncan. Carried

7.4 Analysis of submissions and adoption of the Rates Remission Policy

The report was taken as read.

Resolved minute number 24/RDC/114

That report 'Analysis of submissions and adoption of the Rates Remission Policy' be received.

Cr C Raukawa/Cr F Dalgety. Carried

Resolved minute number 24/RDC/115

That the Rates Remission Policy be adopted.

Cr J F Wong/Cr F Dalgety. Carried

7.5 Analysis of submissions and adoption of the Revenue and Financing Policy

The report was taken as read.

Resolved minute number 24/RDC/116

That the report 'Analysis of submissions and adoption of the Revenue and Financing Policy' be received.

Cr F Dalgety/Cr R Lambert. Carried

Resolved minute number 24/RDC/117

That the Revenue and Financing Policy be adopted.

Cr F Dalgety/Cr G Duncan. Carried

7.6 Analysis of submissions and adoption of the Proposed Schedule of Fees and Charges 2024/25

The report was taken as read.

Resolved minute number 24/RDC/118

That the report 'Analysis of submissions and adoption of the Proposed Schedule of Fees and Charges 2024/25' be received.

Cr Hiroa/Cr Sharland. Carried

Resolved minute number 24/RDC/119

That the Schedule of Fees and Charges 2024/25 be adopted.

Cr J F Wong/Cr S Loudon. Carried

The meeting closed at 3.50pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on .

.....

Chairperson

MINUTES



UNCONFIRMED: ORDINARY COUNCIL MEETING

Date: Thursday, 30 May 2024
Time: 1.00pm
Venue: Council Chamber
 Rangitikei District Council
 46 High Street
 Marton

Present

- HWTM Andy Watson
- Cr Dave Wilson
- Cr Gill Duncan
- Cr Piki Te Ora Hiroa
- Cr Coral Raukawa
- Cr Jeff Wong
- Cr Simon Loudon
- Cr Greg Maughan
- Cr Fi Dalgety
- Cr Paul Sharland (Zoom)

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
- Mr Jarrod Calkin, Economic Wellbeing Lead
- Mr Eswar Ganapathi, Senior Project Manager
- Mr Pieter Haasbroek, Project Manager
- Mr Graeme Pointon, Strategic Property Advisor
- Ms Kezia Spence, Governance Advisor

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ITEM 6.1 ATTACHMENT 1

1 Welcome / Prayer

His Worship the Mayor opened the meeting at 1.00pm.

2 Apologies

Resolved minute number 24/RDC/120

Apologies were received from Cr Carter, Cr Lambert and that Cr Sharland (noting he may join via zoom).

Cr D Wilson/Cr G Duncan. Carried

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

Cr Maughan declared a conflict of interest during Item 7 Follow-up Actions, regarding the Putorino Project.

Cr Hiroa declared a conflict of interest during Item 9 Chief Executive's Report, regarding Nga Iwi o Mōkai Pātea Services Trust.

5 Confirmation of Order of Business

There was a change to the order of business relating to item 13.7 - Road Maintenance Contract Extension in the public excluded section of the meeting.

6 Confirmation of Minutes

Resolved minute number 24/RDC/121

That the minutes of Ordinary Council Meeting held on 24 April 2024 **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.

Cr C Raukawa/Cr S Loudon. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Council Meetings

Item 2 - Putorino Project

Cr Maughan declared a conflict of interest with this action.

Mr Ross advised that even though this project is considered completed there are some final checks to be undertaken.

Item 6 - Gorges to See

Ms Prince advised there is progress with the group as they are looking at becoming an incorporated society.

Item 9 - Otara Bridge

Councillors advised that the bridge was unexpectedly closed this morning without any communication to the community. Staff were asked to provide feedback on the handling of this project by Manawatu District Council and to investigate why the bridge was closed.

Resolved minute number 24/RDC/122

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

Cr F Dalgety/Cr D Wilson. Carried

8 Mayor's Report

8.1 Mayor's Report - 30 May 2024

Councillors discussed the meeting on the 23 April with the Road Controlling Authority and His Worship the Mayor noted that Minister Simone Brown has specific expectations of NZTA Waka Kotahi.

The Council congratulated everyone involved with the Nga Awa Block project, noting the award the project recently received.

Resolved minute number 24/RDC/123

That the Mayor's Report – 30 May 2024 be received.

HWTM/Cr G Duncan. Carried

9 Chief Executive's Report

9.1 Chief Executive's Report - May 2024

Cr Sharland joined the meeting via zoom at 1.43pm.

External Submissions

Mrs Gordon noted the Māori Wards consultation had a very tight timeframe, and this feedback was included in the LGNZ submission that Council endorsed. His Worship the Mayor noted that a report would be coming back to Council on this.

Council acknowledged the work being done by Ben Caldwell on communications on the Council website and Facebook page and his responds to feedback.

Update on Council Owned Buildings- Broadway/High Street Marton

Council questioned why some agents weren't interested in putting a proposal in to sell these building and Mr Calkin advised this was due to challenges associated with the building.

Esbigh's Eatery (Bulls Fish & Chip Shop)- Request for Fee Waiver and Compensation

Mrs Gordon noted that as Mr Esbigh had requested compensation and a full 100% fee waiver, rather than the 50% offered by the Chief Executive, that both requests were put for the consideration of full Council.

Long- Term Plan (LTP) Submission Items

1. Uniform Annual General Charge (UAGC)

This will be relooked at the start of the Annual Plan process alongside the Revenue and Financing policy.

2. Toilet Facilities at Walker Park, Bulls

There were questions regarding the usage of Walker Park and staff responded that this is not monitored.

3. Nga Iwi o Mōkai Pātea Services Trust (Mōkia Pātea Services) in relation to their Taihape Wellness Project – request for assistance to maintain the grounds and gardens as a joint venture.

Cr Hiroa declared a conflict of interest in relation to this item.

Write off Old Debts1. Mokai Gravity Canyon

Mr Tombs will check after the meeting if the amount includes the penalties and will report this back to Council.

2. Land Information New Zealand (LINZ)

In response to a question staff advised there are water meters in place.

Health and Safety Dashboard

Council noted their concern regarding the increase in abusive behaviour towards staff.

Resolved minute number 24/RDC/124

That the Chief Executive's Report – May 2024 be received.

Cr F Dalgety/Cr Hiroa. Carried

Resolved minute number 24/RDC/125

That Council approves the rollover of Contract 1121 – Road Pavement Marking to the current contractor Roadrunner Markers LTD for the second 3-year term from 1 July 2024 to 30 June 2027.

HWTM/Cr D Wilson. Carried

Resolved minute number 24/RDC/126

That Council agrees to grant Mr Esdot a 100% waiver (\$315) on his annual verification visit fee;

Cr D Wilson/Cr C Raukawa. Carried Cr Loudon against

Resolved minute number 24/RDC/127

That Council does not agree to provide financial compensation to Mr Esdot.

Cr G Maughan/Cr D Wilson. Carried

Resolved minute number 24/RDC/128

That the UAGC is reviewed as part of the 2025/26 Annual Plan process.

Cr G Duncan/Cr D Wilson. Carried

Resolved minute number 24/RDC/129

That in relation to toilet facilities at Walker Park, Council agrees to ask staff to consider this as part of the 2025/26 Annual Plan.

Cr D Wilson/Cr S Loudon. Carried

Resolved minute number 24/RDC/130

That Council agrees to write-off the outstanding debtor balances for Mokai Gravity Canyon of \$22,785.50 (excl gst).

Cr C Raukawa/Cr G Maughan. Carried

Resolved minute number 24/RDC/131

That Council agrees to write-off the outstanding debtor balances for LINZ of \$28,023.85 (excl gst).

Cr G Duncan/Cr Hiroa. Carried

Resolved minute number 24/RDC/132

That Council notes the key principles of the 'Local Water done Well' policy (section 4)

Cr Hiroa/Cr G Duncan. Carried

Resolved minute number 24/RDC/133

That Council notes the government's intention to develop a new class of financially separate council-owned organisation.

Cr S Loudon/Cr D Wilson. Carried

Resolved minute number 24/RDC/134

That Council proceed at pace on developing its preferred service delivery model and continue discussions and negotiations with neighbouring councils to achieve this.

Cr S Loudon/Cr D Wilson. Carried

10 Reports for Decision

10.1 Certificate of Exemption - Remote Camping Grounds

Ms Prince responded to questions that staff do undertake regular visits to its campgrounds.

Resolved minute number 24/RDC/135

That Council grants a Certificate of Exemption (under clause 14(3) of the Camping Ground Regulations 1985) to the current operators of the Mangaweka, and the Scotts Ferry camping grounds (both of which are designated as remote camping grounds) from 1 May 2024 to 30 September 2027.

,HWTM/Cr G Duncan. Carried

11 Reports for Information

11.1 Project Management Office Report – May 2024

Marion to Bulls Wastewater Centralisation

Staff advised there was a workshop on the 29 May to understand what the next steps are. The project group does include governance and Mr Benadie undertook to confirm the structure put in place previously by Mrs Foley.

Ratana Wastewater Discharge to Land

Councillors noted that it says in the report that iwi receive regular updates, but the Ratana Community Board provided feedback that this has not been happening.

Taihape/Papakai wastewater pump station

It was noted that until the security fencing is up there is no access available to the park.

Marton Water Strategy

Mr Benadie noted a risk with the power supply, and the potential there could be a major delay due to the need for a specific piece for equipment.

Council noted there are high expectations from the public on this project. It was requested that the infographic continue to go out to the public.

Scotts Ferry

The community has been engaged with and a meeting is scheduled for 6 June.

Taihape Hautapu Bridges

Council thanked the Friends of Taihape for their work on this project and credit was given to Matt Thomas for reestablishing the relationship with the army.

Resolved minute number 24/RDC/136

That the report 'Project Management Office Report - May 2024' be received.

Cr D Wilson/Cr Hiroa. Carried

Resolved minute number 24/RDC/137

That Council approve the Project Work Plan for the Marton Office and Library Redevelopment without amendment.

Cr G Maughan/Cr D Wilson. Carried

12 Minutes from Committees

12.1 Minutes from Committees

The report was taken as read.

Resolved minute number 24/RDC/138

That the following minutes are received:

- Youth Council Meeting- 26 March 24
- Te Roopuu Ahi Kaa- 09 April 24

- Ratana Community Board- 09 April 24
- Taihape Community Board- 10 April 24
- Marton Community Committee- 10 April 24
- Hunterville Community Committee- 15 April 24
- Sport NZ Rural Travel Fund- 24 April 24
- Finance and Performance- 24 April 24

Cr Hiroa/Cr C Raukawa. Carried

13 Public Excluded

The meeting went into public excluded session 2.55pm.

Resolution to Exclude the Public

Resolved minute number **24/RDC/139**

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

1. Public Excluded Council Meeting - 24 April 2024
2. Follow-up Action Items from Council (Public Excluded) Meetings
3. Poplar Grove Boundary Adjustments
4. Marton Seafood Lease
5. Taihape Town and Library Redevelopment
6. Water Service Delivery
7. Road Maintenance Contract Extension

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
13.1 - Public Excluded Council Meeting - 24 April 2024	To consider the minutes relating to matters that were the subject of discussion at the 24 April meeting.	S48(1)(a)
13.2 - Follow-up Action Items from Council (Public Excluded) Meetings	To consider the matters arising from previous public excluded meetings. s7(2)(a) - Privacy s7(2)(b)(ii) - Commercial Position	s48(1)(a)(i)

	s7(2)(h) - Commercial Activities s7(2)(i) - Negotiations	
13.3 - Poplar Grove Boundary Adjustments	To protect the privacy of the people involved. s7(2)(a) - Privacy	s48(1)(a)(i)
13.4 - Marton Seafood Lease	To protect privacy of the people involved and their financial position. s7(2)(a) - Privacy s7(2)(b)(ii) - Commercial Position	s48(1)(a)(i)
13.5 - Taihape Town and Library Redevelopment	To enable commercially sensitive information to be discussed without impacting any negotiations for this work. s7(2)(i) - Negotiations	s48(1)(a)(i)
13.6 - Water Service Delivery	To enable discussion on sensitive information relating to staff. s7(2)(a) - Privacy s7(2)(b)(ii) - Commercial Position s7(2)(h) - Commercial Activities s7(2)(i) - Negotiations	s48(1)(a)(i)
13.7 - Road Maintenance Contract Extension	To enable commercially sensitive information to be discussed without impacting any negotiations for this work. s7(2)(b)(ii) - Commercial Position	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.

Cr D Wilson/Cr S Loudon. Carried

14 Open Meeting

The meeting went into open session 5.21pm

ITEM 6.1

Resolved minute number **24/RDC/140**

That the public excluded meeting move into an open meeting, and the below recommendations be confirmed in the open meeting:

24/RDC/140 - 24/RDC/161

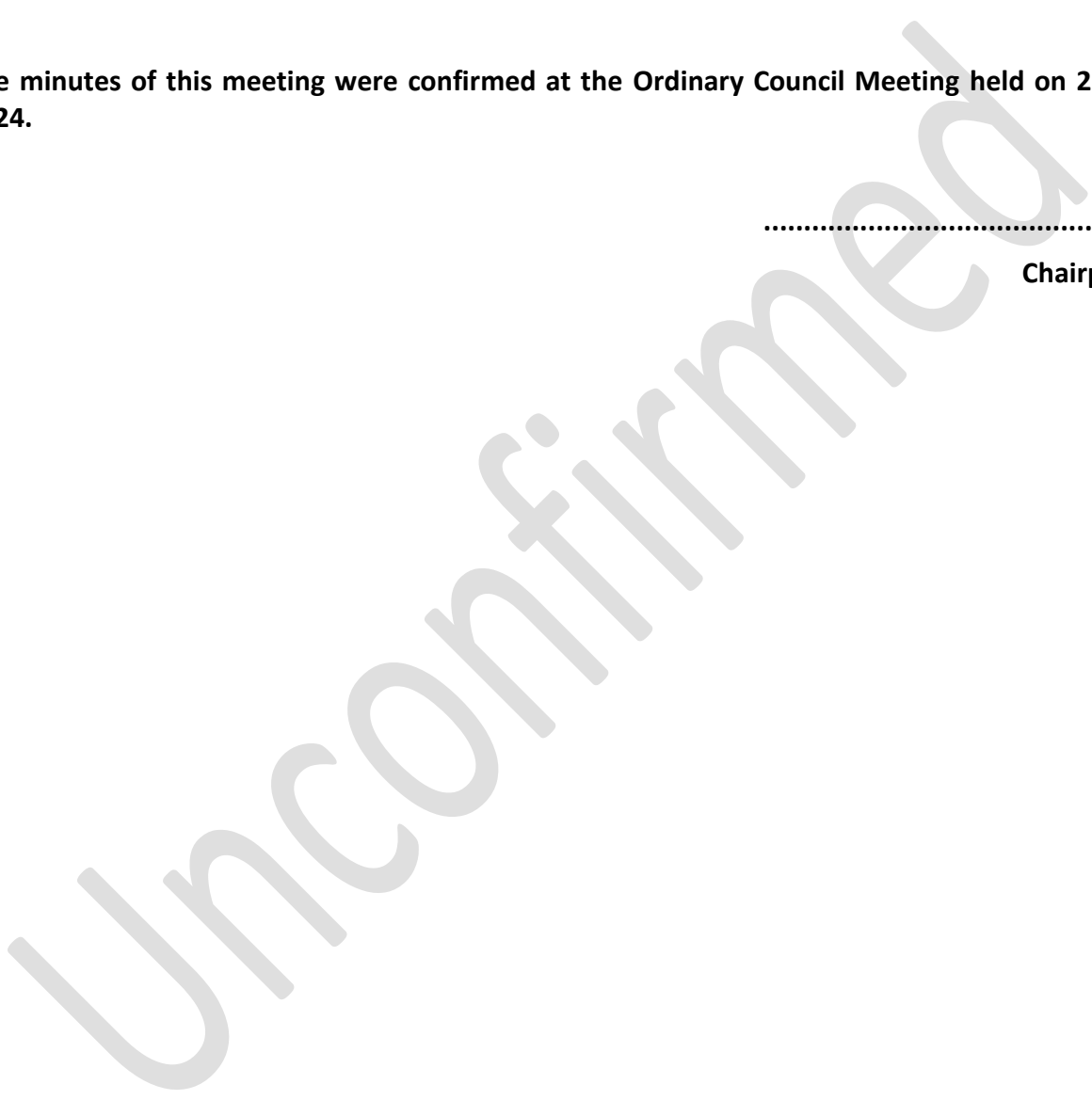
Cr D Wilson/Cr S Loudon. Carried

ATTACHMENT 1

The meeting closed at 5.21pm

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 27 June 2024.

.....
Chairperson



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	24-Apr-24	Putorino project - is there still some soil that has not been disposed of? What's the status of this project?	CE	Work is ongoing to understand whether there is still soil that needs to be disposed of.	In progress
2	24-Apr-24	Ratana Wastewater discharge to land - more regular updates to the stakeholder group	Carol	Noted, the PMO team have been asked to provide regular updates.	In progress
3	1-Feb-24	Council's Broadway / High Street buildings	Jarrod C	Regular updates will be provided to Council.	In progress
4	31-Aug-23	Investigate next steps with the Gorges to See cycle trail concept	Gaylene P / Kym S	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.	In progress
5	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)	CE / Mark B	A verbal update will be provided at the meeting.	In progress
6	24-May-23	Otara bridge - ongoing comms during the duration of the project	Comms / Carol G	Manawatu District Council lead this project. Updates on progress are made to RDC's website when they are received from the contractor. This item will remain on this list until the project has been completed.	In progress
7	24-May-23	Progress putting the macron above the second I in Rangitikei	Carol G	Consultation is underway by LINZ.	In progress
8	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 T	A revised Policy was presented to the Policy / Planning Committee on 13 June 2024, feedback is being incorporated and will be presented to Council for adoption at a future meeting.	In progress
9	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.	Arno / Carol	Staff are presently investigating software compatibility with our suppliers. Until the IT review is completed no further activity will be scheduled.	In progress
10	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.	CE / Arno B / Raj K	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 - 27 June 2024

Author: His Worship the Mayor, Andy Watson

Councillors, I draw your attention to the recent passing of past Councillor Jim Howard QSM. It is appropriate that we recognise his involvement with Council over two terms spread between 1998 and 2004 as well as his wider community involvement. Jim was also a recipient of a QSM for services to conservation and the community.

This Council meeting will see the adoption of the Council Long Term Plan (LTP) for 2024-2034. I expect that the average effective rate increase will be in the region of 10.5% across the district, but I stress that this will be an average as there will be substantial variations. The reason I say that I "expect" is because there could be last minute changes as staff are working long hours to build into the budget changes by Government decisions. One of those Government changes is, for example, a drop in roading allocations. The NZTA funding decision sees a drop of \$5m over 3 years, \$4m of which is for capital works and \$1m is for operational funding. This drop comes at a time when the cost of doing work has increased dramatically, largely due to the "road cone safety standards" put in place. Government has talked about extra money being put into fixing potholes and road maintenance, but the reality is that funding has dropped and our roads will continue to deteriorate.

In my last report I briefly made reference to the changes in Emergency Works Funding for our roads. NZTA provides emergency money to fix roads after significant storms/flooding etc by increasing the FAR rate (Financial Assistance Rate) by 20%. This has been reduced to 10% and the threshold for an emergency event has been raised from a one in 10 year event to a one in 20 year event. I know that this is technical and hard to understand but the effect is likely to be a cost to ratepayers in the millions over the next 3 years, which will be unbudgeted for.

This Government is certainly moving at pace and the chance to submit on legislation at Parliament is limited to often only about one week. This makes it challenging for Councils to meet, consider and respond to legislative change. Another example of this is in the Three Waters Bill. This Bill is "Water Services Preliminary Arrangements" Bill which has several key provisions -

1. All Councils must submit a Water Services Plan within 12 months.
2. The Plan should contain joint arrangements between Councils
3. The Plan must contain detailed budgets and delivery options to achieve compliance by 30 June 2028.
4. The Bill provides for "Crown facilitators" if Councils struggle to submit plans or they are not acceptable.
5. Importantly, the Bill also says that Council does not have to consult to make these plans.

This legislation effectively says that you must form clusters with other Councils, to provide for water and wastewater without consultation, within a year, to have a plan to bring all plants to compliance and if you don't Government will step in. The principles of Te Mana o Te Wai are gone, which had stated who has priority over water use in New Zealand and that there may not be a discussion with iwi or our communities in formulating the plan. The Bill does not give direction in terms of enforcement or pricing however there is a third Bill to come which "establishes enduring settings and transition" and this will undoubtedly be the mechanism or power that will underpin the intent.

I applaud the work that the Horizons region's chief executives are doing in understanding and evaluating options for Councils to consider. In my opinion we must consult - an opinion I will voice in submissions to Parliament.

Deputy Mayor Dave Wilson and I travelled to Wellington last week to attend the Infrastructure Symposium on effectively how we fund and deal with roading, three waters infrastructure and other build costs around the country. The meeting was attended by many Councils and industry, chaired by Sanchia Jacobs of BECA who is a past Chief Executive of Central Otago District Council. Standout presentations and speaker take-home comments from my perspective are:

Peter Nunns – Economics NZ

- The size of the problem. Various estimates of the money to bring infrastructure up to what is needed range up to \$1 trillion to repair the under investment.
- That money cannot be funded by rates and we must consider user charges such as tolls, long term crown debt, public/private partnerships.
- That Councils are tending to fund for capital works and not funding the costs of depreciation, For example, if we as a Council fund heavily the cost of new water plants etc that should be matched by funding to replace the ageing distribution network. This is a very valid point and Peter in his presentation highlights that most Councils are in this position.
- To illustrate the need for depreciation funding he highlighted that 90% of New Zealand's infrastructure has been built since 1950 and half of that spend is over the last 30 years.
- Future population trends internationally and nationally will trend downwards but we will plan our infrastructure on increased need.

Nicole Rosie – NZTA Chief Executive - Fireside Chat

- Replying to the question of "do we understand the state of our roading infrastructure?", her answer is no, but we are reforming how we get that data and it is improving.
- This new Government is different - they are explicit around what they want which is –
 - an increased maintenance budget,
 - the cost of safety decreasing by way of different safety management standards,
 - tolling and congestion charges will be in place.
- NZTA encourages Councils to these forums saying essentially you need to be the squeaky wheel for us to listen to you.

Hon Kieran McAnulty – The Opposition View

- We support many of the Government's programmes but we will make suggestions to improve, for example we support the need for a 30 year view on such things as roading and we would broadly support the need for tolls.
- Priority projects to grow our GDP we would support.
- We want to see a genuine relationship between Local and Central Government.
- "When Government is on the right track we will respond not necessarily oppose".
- The proposal to drop FAR rates fails to recognise that Cyclone Gabrielle is not a one-off.
- Resilience and response is a very different animal.
- A very good session and extremely well received by Councils.

Panel Discussion on how we fund infrastructure

Interesting panel - Andrew McGavin/GM Corporate Crown Finance, Sarah Lindsay NZTA and Leigh Kissick, Partner Chapman Tripp.

- Interesting discussion from Andrew re the funding models (IMF and LGFA) and how the IMF funding allows strengthening of balance sheets for Councils. This parallels a later discussion from Paul Davidson from Tauranga Council around how they used off balance sheet financing via private/public partnerships.

Denise Beazley Wellington City Council

- Interesting presentation on how they use technology to better record what infrastructure/pipes are under the ground.
- Quite a technical presentation also designed to give better confidence and use of reporting through cellphones for contractors when they find unknown infrastructure.

Fulton Hogan on Building Back Infrastructure post Cyclone Gabrielle

- Largely a promotional presentation for Fulton Hogan.
- Stressing their ability to have stockpiles of equipment, people and stone etc ahead of an event.

Sir Bill English

- Fantastic last presentation based on practical suggestions for authorities on engaging with Government -
 - A) Risk – the cost of pre-preparation for every eventuality is too high. Be prepared to accept risk. *N.B. this is against Fulton Hogan’s position.*
 - B) Safety – take some Council risks – get Councils to re-write (for example) the Road Cone Standards and take it to Government for adoption.
 - C) Pay for skill!! Skill is inexpensive – the expense is in getting it wrong.
 - D) Have a positive proposition /solution when engaging with Government. The trick is finding the ultimate decision-maker who on many occasions may be hidden but is often a very senior Government Minister.
 - E) Particularly relevant to us, is the advice to be transparent with your community about risks – identify them and own them with your community. Transparency is by far the biggest way to mitigate risk.

Councillor Wong has asked if he could be part of the Policy / Planning Committee. He has shown interest within this area and as such I have used my powers to appoint him as a member of the Policy / Planning Committee as of the date of the last Policy / Planning Meeting.

Mayors Engagement

June 2024

ITEM 8.1

4	<p>Attended Emergency Management Joint Standing Committee Meeting</p> <p>Attended Regional Transport Committee Meeting</p> <p>Attended Oral Submission to Maori Wards Bill</p> <p>Attended Weekly Meeting with Deputy Mayor</p> <p>Attended Marton Historical Meeting</p>
5	<p>Attended meeting with Chief Executive</p> <p>Attended monthly Governance Q&A meeting with ELT</p> <p>Attended Taihape REAP meeting</p>
6	<p>Attended LGNZ Zoom – Measuring Councils’ Collective Scale & Impact</p> <p>Attended meeting with Scotts Ferry Community</p> <p>Attended Turakina Community Committee</p>
7	<p>Attended Mayors Taskforce for Jobs Core Group meeting in Wellington</p>
9	<p>Attended Ratana Church Service</p>
10	<p>Attended meeting with Chief Executive</p> <p>Attended Climate Actin Joint Committee Meeting</p> <p>Attended Mayoral Forum Meeting</p> <p>Attended Marton Arts & Crafts AGM</p>
11	<p>Attended Regional Leadership Group Online Hui</p> <p>Attended Te Roopu Ahi Kaa Komiti Meeting</p> <p>Attended Meet & Greet with new Sport Whanganui Chief Executive</p> <p>Attended Erewhon Rural Water Scheme Meeting</p>
12	<p>Attended Civil Defence Exercise Ru Whenua</p> <p>Attended AWA FM Interview on Rangitikei name change to include macron</p> <p>Attended fortnightly Economic Development Meeting with staff</p> <p>Attended Marton Community Committee Meeting</p>
13	<p>Attended Zone 3 Catchup Zoom Meeting</p> <p>Attended Assets/Infrastructure Workshop</p> <p>Attended Policy/Planning Committee Meeting</p> <p>Attended LGNZ Infrastructure Symposium in Wellington</p>
14	<p>Attended LGNZ Infrastructure Symposium in Wellington</p> <p>Attended weekly meeting with Deputy Mayor</p>
16	<p>Attended Hunterville Community Market Day</p> <p>Attended New Residents Tour</p>
17	<p>Attended breakfast meeting with Mayor Helen Worboys</p>

	Attended meeting with Chief Executive Attended RDC/Police monthly meeting Attended weekly LTP meeting with staff
18	Attended NZ Tiny House Association Zoom meeting Attended weekly meeting with Deputy Mayor
19	Attended meeting with local constituent Attended Santoft Domain Management Committee Meeting
20	Attended Risk & Assurance Committee Meeting Attended Risk & Assurance Workshop
21	Attend meeting with Chief Executive Attended Matariki Stars & Councils Awards Evening
22	Attended Taihape Volunteer Fire Brigade Gold Star Honours Evening
23	Attended Centrepont 50 Years Celebration BBQ in Feilding
24	To attend meeting with Chief Executive To attend Local Government Water Services Preliminary Arrangements Bill submission via Zoom
25	To attend Citizenship Ceremony To attend Defence Hub Meeting (Rangitīkei Hosting) at Te Matapihi
27	To attend Finance/Performance Committee Meeting To attend Council Meeting

Attachments:

1. **LGNZ Four Monthly Report June 2024** [↓](#)
2. **Elected Member Attendance** [↓](#)

Recommendation

That the Mayor’s Report – 27 June 2024 be accepted.

ITEM 8.1

ATTACHMENT 1

// SUBMISSION



LGNZ four-monthly report for member councils

// March-June 2024





Ko Tātou LGNZ.

This report summarises LGNZ’s work on behalf of member councils and is produced three times a year. It’s structured around LGNZ’s purpose: to serve local government by **championing**, **connecting** and **supporting** members.

Many councils have found it useful to put this report on the agenda for their next council meeting so that all councillors have the opportunity to review it and provide feedback. Sam and Susan are also happy to join council meetings online to discuss the report or any aspect of it, on request.

This report complements our regular communication channels, including *Keeping it Local* (our fortnightly e-newsletter), providing a more in-depth look at what we do.

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Introduction

National Council reset LGNZ's strategy at our 1 March 2024 meeting. LGNZ's purpose is now to serve members by championing, connecting and supporting local government.

Champion means we advocate for local government on critical issues, build relationships with ministers and officials, and use media to amplify member voices and stories.

Connect means we bring members together at zone, sector and conference events or via networks like Te Maruata, Young Elected Members and our community boards network, and that we create strong feedback loops between members and LGNZ's work.

Support means we provide professional development uniquely tailored to local government, support councils and elected members when they are stuck, and support elected members to deal with pressure and harassment.

Everything LGNZ does comes under these pillars – and that's why they form the structure of this report. I hope reading this report stresses the breadth and depth of LGNZ's work. Our small team is dedicated to delivering for members and this period has been both intense and rewarding.

This four-monthly period has also included LGNZ's annual membership invoicing. We never take members for granted, and during this time there's been really constructive conversations with councils considering their membership. Grey and Westland have chosen not to stay members, and we're sorry to see them go.

As always, we welcome your feedback. The purpose of sharing this detailed report is to give you an opportunity to share your views, and we look forward to hearing them, whether that's in person, via email or a phone conversation. We're always keen to hear from you.

Ngā mihi
Sam and Susan



Champion

Advocacy work programme

In March we shared [a document outlining our next steps on our Future by Local Government work](#) with members. It sets out the things we'll advocate for now, the work that local government can collectively start doing to shift towards a new future, and the things that will be longer-term advocacy priorities. This has been the foundation for National Council's work to confirm LGNZ's broad and targeted advocated priorities.

At the Combined Sector meeting in April, we asked members to rank our five broad advocacy areas in terms of priority. These were the resulting rankings:

1. Funding and financing
2. Water (including freshwater)
3. Resource Management Reform
4. Transport
5. Climate change

We also asked members to rank targeted advocacy priorities, with the results as follows:

1. Toolbox approach to funding and financing
2. Four-year term for local government
3. Development of a framework around city/regional deals
4. Changes to Regulatory Impact Statements to consider the impact of decisions on local government
5. Opposing changes to Māori ward/constituency referendum requirements.

Off the back of this ranking exercise, we have finalised our advocacy work programme. This has been shared with members and added as a third page to our 2024 [LGNZ A3](#).

We are now in the process of developing more detailed work plans for each of the five broad advocacy areas, setting out what we're trying to achieve under each area and the work we'll do. We plan to share these work plans with members soon.

Rates rise conversation

LGNZ has generated hundreds of stories and op-eds via all major media outlets this year on rates rises, the cost pressures facing councils and what's driving them. We generated 52 media items alone on the Infometrics report we launched in mid-March, which analysed increases in local government infrastructure costs that are driving rates rises.

Our March rates rise toolkit included:

- [Key messages](#)
- [Powerpoint](#)

LGNZ four-monthly report for member councils: March-June 2024 // 5



- [Infometrics report](#)

We had overwhelmingly positive feedback on this toolkit and how useful members found it. Councils have been using the data we've provided on increasing cost pressures in their own engagement with media and in their LTP consultation documents. Regional journalists have made good use of the research LGNZ commissioned in their pieces, giving a national perspective on local rates rises.

We launched our second rates rise toolkit at the Combined Sector meeting on 11 April. This covered tax vs rates, how rates compare to other bills, and how we fund infrastructure:

- [Key messages](#)
- [Powerpoint](#)
- [Social assets](#)

Again we have had a very positive response to this work and it was well used by members. For example, our social media posts and assets are being repurposed in councils' own accounts, and attracting some positive engagement from the public, and the information we've shared has been used in some councils' LTP consultation documents.

Our third toolkit will launch in late June and feature research we've commissioned by NZIER on the costs of central government reforms on local government. It looks at a basket of primary and secondary legislation (introduced by different governments) to quantify the cost impact of unfunded mandates on councils and communities. The specific areas (National Policy Statement for Freshwater Management, National Policy Statement on Urban Development and Medium Density Residential Standards, Local Alcohol Policies, improving recycling and food scrap collections) have been chosen to be representative of reforms with a range of impacts on councils.

Our social media rates rise series highlighting the difference between central government income and local government income has had strong engagement. This campaign aims to explain why rates rises occur, especially in the face of rising living costs, and to highlight that this is a widespread systemic issue. Through this series, we've explored how councils are financed, the services they offer, and the benefits residents receive from their investment in rates. The series overall has received over 60,000 impressions across platforms.

City and regional deals

The Government has strongly signalled interest in long-term city and regional deals as a way to partner with local government to create pipelines of regional projects.

We have released a proposal that sets out the key things councils need to see reflected in city and regional deals, and how these will support better alignment between central and local government. This proposal has supported our ongoing engagement with DIA and Ministers on the development of the Government's city and regional deals framework, which we expect to be released around August.



We shared [the proposal](#), as well as a [factsheet](#) and [range of international examples](#), with members in late May.

Our Policy Team is meeting with DIA officials to discuss our proposals in more detail, and we have been approached by the New Zealand Initiative to speak about our work on their podcast. The Initiative’s view is that our proposals are worth promoting as a way forward.

Local government funding and financing

We are in the process of developing a local government funding and financing policy and advocacy work plan to be shared with members. This will be a high-level plan setting out key policy, media and government relations actions and objectives. We have also begun work on a ‘long list’ of funding and financing tools that could form part of a funding and financing toolbox, which will include policy analysis of options. We plan to engage members on that as our work progresses.

Mayor Campbell Barry and Policy Manager Simon Randall recently met with the Local Government Business Forum (which contains representatives from organisations like Federated Farmers, the New Zealand Initiative, Hospitality New Zealand and Business New Zealand) to talk about local government’s funding and financing challenges. We are pleased to be having ongoing engagement with the Forum.

Māori wards

In May we released a toolkit to support media engagement on this topic – based on our position that councils should make these decisions as they do on other wards and constituencies.

On 24 May, the Government introduced legislation to the House on reforms to Māori wards and constituencies. Submissions on this legislation were due by 29 May. Our submission was developed with input from Te Maruata Rōpū Whakahaere and was consistent with LGNZ’s position that decisions on whether a community has Māori wards or constituencies should be made in the same way as other ward/constituency decisions – by councils with community and iwi consultation.

Thanks to a suggestion from Mayor Grant Smith, we developed a letter that Mayors and Chairs could choose to sign, opposing the Government’s changes for the reason set out above. The letter reflected LGNZ’s consistent position on this issue since 2018. Fifty-three Mayors/Chairs have now signed the letter, plus our Te Maruata Co-Chairs, and many spoke up in the media.

Budget 24

We were inside the Budget lockup on 30 May and produced [analysis for members](#) that was shared that evening, as well as media engagement that highlighted the Budget’s impact on local government.



Government relations

We are continuing our work to develop a strong partnership with the Government and other politicians building on our regular formal meetings with the Prime Minister, Ministers and key officials with additional informal meetings. We have made changes to our approach to political engagement which has seen us:

- Be part of political events such as Waitangi Commemorations, where it's possible to speak to a broader range of Ministers in formal and informal settings;
- Host a localism briefing with National Party MPs and provide follow up support to showcase examples of localism in action in their rohe; and
- Host a pizza and drinks night for Members of Parliament who were previously local government elected members or staff.

These types of engagements help build a broader cohort of central government politicians who understand and can advocate for local government from within.

On 3 April we had one of our regular quarterly meetings with Local Government Minister Simeon Brown. We discussed our desire to see changes to the rates rebate scheme, our work to support councils with the rates rises conversation, and the need for a broader range of funding and financing tools.

Mayor Neil Holdom (in his capacity as Chair of the LGNZ Transport Forum) and Mayor Campbell Barry were invited to meet with Transport Minister Simeon Brown in late March and provided feedback on the draft GPS, including signalling ways in which they thought it could be adjusted to provide councils with greater flexibility.

We have also secured quarterly meetings with Infrastructure Minister Chris Bishop. We had our first regular meeting with Minister Bishop on 16 April, and covered a wide range of topics including infrastructure, housing, local government funding and financing, resource management reform and how the Minister engages with local government.

The Minister agreed with our request for local government representation on his expert ministerial advisory group that is being set up to support phase 3 of the resource management reform programme, and we have put forward names for consideration.

Toby Adams, Mike Theelen and Nigel Corry (supported by Grace) have also recently met with Minister Bishop to discuss how he might engage with the Local Government Steering Group (LGSG) and/or a variation of this going forward. There are positive indications that the Minister is prepared to engage with a smaller, nimble group, so the larger LGSG has been put on hold and a smaller local government reference group formed for this purpose. Thanks to everyone who's contributed energy and expertise to this group over the past three years.

During May we met with Minister Shane Jones to discuss regional economic development and city/regional deals; Max Baxter, MTFJ Chair and the MTFJ team has met with Social Development Minister Louise Upston; and Susan attended a pre-Budget lunch event with the Prime Minister in Auckland.

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In late May, we were invited to present to the Governance and Administration Select Committee on LGNZ's work, with Sam and Susan spending a productive hour explaining what LGNZ does on behalf of members and fielding questions.

In June we have regular meetings with Infrastructure and RMA Reform Minister Chris Bishop (our focus will be on housing and the discussion will involve Mayor Sandra Hazlehurst and Nigel Bickle, CE Hastings District Council), Local Government Minister Simeon Brown, and Regional Development Minister Shane Jones.

Media

Our most visible media work during this period has been the rates rise conversation discussed above, and we have overall had a significant lift in engagement and profile.

To support the toolkit work discussed above, in early May, Infometrics crunched the numbers on GST from rates being returned to councils and we arranged a joint press conference. Sam and Infometrics CE Brad Olsen spoke to media on Parliament's steps, and Mayors across the motu have used the figures in their own discussions. This was covered extensively, and Sam also spoke about the research and rates rises on [Nine to Noon](#). NBR also ran a feature piece on key issues facing local government, including funding and financing and the expected city/regional deals.

Another major piece of advocacy through media is four-year-terms for local government. Sam has used every opportunity to talk about the efficiencies we'd gain by implementing longer electoral terms. This has led to stories in local papers as well as in-depth coverage by RNZ's political reporter, Russell Palmer. We have kept this conversation alive, having publicly launched the LGNZ Electoral Reform Group on 4 June and supported Chair Nick Smith with media engagement, including [1News](#) and breakfast media.

Leveraging the discussions at the Combined Sector meeting in April, we put the spotlight on city/regional deals, featuring in [pieces by Newsroom](#) and [The Spinoff](#). We had coverage by NBR on the link between tourism and local government in Minister Doocey's session. This media furthers our advocacy priority for new funding and financing tools.

We've been working in with some local papers on stories – including in Ashburton Guardian about how [constant Government reforms cause headaches for councils](#), and in ODT on the power of localism – featuring some of our members highlighting why localism matters.

Earlier this year, LGNZ ran a session for Mayors Taskforce for Jobs supporting individual council programmes to better tell their story of localism and council delivery. Since March, this has spurred an uptick in local media coverage positively highlighting the programme. A highlight was a [Seven Sharp](#) piece brokered by LGNZ on the only Windmill in the Southern Hemisphere, which aired in March.

Our city/regional deals proposal was [reviewed by Newsroom](#), with Sam also appearing on the AM Show and [Mike Hosking's Breakfast](#).



The Māori wards/constituencies letter received strong coverage on [OneNews](#) and in [Stuff](#). The day before the Budget, we had an [op ed by Sam](#) published in Stuff's The Post and The Press, and our Budget comments gained good traction.

Water services reform

The repeal of the previous government's water services legislation gave councils an additional three months to adopt their LTPs, an ability to forgo the audit of the consultation document, and to reduce consultation requirements on subsequent amendments. Alternatively, councils have been able to defer development of their LTP for 12 months if they produce an enhanced Annual Plan. We advocated for this relief and were pleased to see the Government make it available.

The replacement approach for water services will be rolled out in two parts. A first bill, the Local Government (Water Services Preliminary Arrangements) Bill, was introduced to the House in late May and LGNZ will be submitting on it to highlight councils' commonly held concerns with the bill and suggestions for improvement. This bill will be passed by the middle of the year and will require the development of service delivery plans (which will be the vehicle to self-determine future service delivery arrangements). This bill also puts in place transitional economic regulation and provides a streamlined process for establishing joint water services CCOs.

A second bill will be introduced at the end of the year and will set out provisions relating to long-term requirements for financial sustainability, provide for a complete economic regulation regime, and introduce a new range of structural and financing tools, including a new type of financially independent council-controlled organisation.

A technical advisory group has been formed to support the development of the legislation and related policy. We recommended two names for this technical group – one of them was selected (Mark Reese, Chapman Tripp).

LGNZ has been advocating for updates to the mandatory performance measures for water so that councils don't have to report against both the Taumata Arowai Drinking Water Standards and the now-replaced Ministry of Health Drinking Water Standards. We've been successful in securing this change, which has gone to councils for your feedback. Final changes should be in place by mid-June.

Taumata Arowai is starting to develop regulations for storm water and wastewater, and attended recent sector meetings. We are also engaging with Taumata Arowai on new wastewater and stormwater standards.

Resource management reform

The Government repealed the Natural and Built Environments and Spatial Planning Acts prior to Christmas. It then worked at pace to develop a new fast-track consenting regime. We made a joint submission on the new legislation with Taituarā and on 4 June we will appear before the



Environment Committee with Taituarā in support of our submission. Our submission acknowledged the need for a fast-track process but identified a number of improvements that our members want to see including better alignment with councils’ planning documents and processes, more time for engagement with councils and more of a focus on sustainable development. Our submission was informed by workshops that we held at each of our April sector meetings.

The new Government is working quickly to make a number of changes to national direction, including the NPS-Freshwater Management. We’re monitoring these changes closely along with Taituarā and Te Uru Kahika.

Grace and Susan meet regularly with the MfE leadership team. These meetings are constructive and positive.

As noted above, we’ve worked closely with Mayor Toby Adams, in his role as Co-Chair of the Resource Management Reform Local Government Steering Group, to support him to engage with Minister Bishop on options for engaging with local government on changes to the resource management system. And we’ve recommended local government representatives to sit on an expert ministerial working group that Minister Bishop is planning to establish to support his reform programme.

Transport

The LGNZ Transport Forum, chaired by Mayor Neil Holdom, worked closely with our policy team to pull together our submission on the draft Land Transport GPS. We had good engagement with our draft submission, with 18 councils providing constructive feedback.

The Transport Forum had its second meeting of the year on 23 May, which covered off a range of key issues including the NZTA emergency works review, the Road Efficiency Group’s (REG) ongoing efforts to improve the collection and presentation of transport data, and progress on the Government Policy Statement on Transport and National Land Transport Programme.

Our Transport Forum is continuing to progress its work programme and engage with members. Immediate priorities for LGNZ in the transport space include considering the impacts of the upcoming Budget, completing our submission on the emergency works review, and reviewing the finalised GPS when it is completed (the draft of which we submitted on earlier this year).

Climate change

We welcomed the Government’s announcement that the Finance and Expenditure Committee will be continuing the inquiry into climate change adaptation that was started by the previous government. We’re pleased that the Government’s announcement has received cross-party support and in our press release emphasised the importance of engagement with local government given its role in adaptation, the urgent need to address adaptation funding arrangements and the need for thought to be given to the framework for managed retreat.



The submission that we made to the earlier inquiry will be considered by the Finance and Expenditure Committee and we’re planning to provide the Committee with some additional comments.

We were pleased to be able to suggest Aileen Lawrie, CE of Thames-Coromandel District Council, as local government representative on the expert reference group that the Ministry for the Environment has established to support its climate adaptation work.

Support for Cyclone-affected councils

The Policy Team has met with the secretariat of the Cyclone Gabrielle Recovery Taskforce to support development of their insights framework, which seeks to capture the lessons learned from their work. We have also started engagement with the Department of Prime Minister and Cabinet on their next steps on their critical infrastructure framework and minimum standards.

The report on the Government Inquiry into the Response to the North Island Severe Weather Events was released in April. We understand that consideration of the Emergency Management Bill (which we submitted on in October 2023) is on hold until the release of this report, so the Select Committee can consider it and any changes needed to the Bill. This may involve further submissions or engagement.

We worked with Mayor Rehette Stoltz, CE Nedine Thatcher-Swann and the team at Gisborne District Council to write a letter to Ministers and officials raising concerns with the process that was adopted for the Ministerial Inquiry into Land Use that Gisborne District Council was subject to last year. The purpose of the letter was to highlight that we don’t want similar process issues repeated in any future inquiries that local government may be subject to.

Localism

We are developing our Choose Localism toolkit, which will be released at our SuperLocal Conference. The toolkit sets out a wide range of tools and approaches councils can use to make a localist future a reality and apply a localism lens across their day-to-day work. The toolkit has four broad headings: collaboration and input; place-based empowerment and devolution; planning, budgeting and resource allocation; and growing and developing local economic and social success.

We have also worked with Curia to poll members of the public on local government issues. The data will look at perceptions around the effectiveness of councils, how councils could improve their effectiveness and who is best placed to make certain decisions/deliver certain services out of central and local government or a combination of both. We are planning to release the findings and supporting work and recommendations at SuperLocal.



Electoral Reform Working Group

As part of our broader work on Choose Localism, we are looking at ways to tackle the issue of mandate for local government. There have been several reviews and numerous calls for local government electoral reform over the years, with no progress being made. Only four out of ten eligible voters have their say in local elections, compared with eight out of ten for central government.

Mayor Hon Dr Nick Smith, who has been part of a number of Justice Select Committees looking into this, will be leading an LGNZ working group to get some traction on the issue. The working group will have a very clear purpose: to drive LGNZ’s advocacy work to strengthen the democratic mandate for local government to advocate for and meet the needs of communities, with a particular focus on increasing participation.

As well as Mayor Nick, other members of the group are Mayors Rehette Stoltz, Susan O’Regan and Campbell Barry, and Toni Boynton (Te Maruata Co-Chair). The group is meeting shortly to finalise its Terms of Reference and confirm its work programme. We’ll keep members informed as this work progresses.

Measuring councils’ collective scale and impact

We are holding a zoom on 6 June to support this data-gathering project, initiated by National Council member Mayor Neil Holdom, which aims to consolidate key local government expenditure into a collective national database. The purpose of this is to enable easy comparison between councils and to have data to support key conversations with central government on infrastructure and investment.

Freedom camping

The Policy Team have released updated guidance and a model bylaw that reflect recent amendments to legislation and case law, to support councils to develop, review, and administer bylaws relating to the Freedom Camping Act 2011 (FCA). Amendments to the FCA came into force on 7 June 2023, but there is a transitional period before the new certification for self-contained motor vehicles and related provisions come into force.

The Ministry of Business, Innovation and Employment and the New Zealand Motor Caravan Association part funded this work, and we worked with them and Taituarā to develop it.

Rates rebates

The Minister for Local Government announced an increase to the rates rebate scheme, shortly after we met Ministers Brown and Costello in early April and talked about the need for these changes to



support low-income households. We’ve advocated strongly on this issue for several years off the back of remits put forward by Whanganui District Council (2020 AGM) and Horowhenua District Council (2023 AGM). However, the increases are only in line with inflation, not the Local Government Cost Index, which is the core ask of the remit put forward by Horowhenua District Council in 2020. We’ll continue to advocate for increases to be in line with the LGCI.

Remits

We’re continuing to make progress on remits where we can – though as is always the case following a General Election, progress slowed while the new government bedded in and we developed an understanding of how our remits relate to its priorities.

Remit	Progress update
Allocation of risk and liability in the building sector	We’re yet to start substantive work to progress this remit. However, we did raise the issues that this remit addresses through our involvement in a working group that was reviewing the building consent system in 2023.
Rates rebates	As noted above, the Minister for Local Government announced an increase to the rates rebate scheme, shortly after we met Ministers Brown and Costello in early April and talked about the need for these changes to support low-income households.
Roading/transport maintenance funding	Our Transport Forum is leading work on this remit. Our submission to the draft Government Policy Statement advocated for increased investment in road maintenance.
Local election accessibility	We’re yet to start substantive work to progress this remit.
Ability for co-chairs at formal meetings	Guidance on how to introduce co-chairs, which has been informed by legal advice, has been incorporated into our revised Guide to the LGNZ Standing Orders Template, which was published in early February 2024.
Parking infringement penalties	We’re yet to start substantive work to progress this remit.
Rural and regional public transport	This remit is being progressed through the work that our Transport Forum is leading. Our submission to the draft GPS Land Transport advocated for increased investment in rural and regional public transport.
Establishing resolution service	We have built work on developing a resolution service into the refreshed LGNZ strategy.
Earthquake prone buildings	As championed by Manawatū District Council (the mover of this remit), a review of the current earthquake strengthening requirements has been announced. Our Policy Team has been working with Manawatū District Council and officials at MBIE to ensure the review meets the needs of local government, and that

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	there is strong local government input into it. There has been good media coverage of this review, and the role Manawatū District Council has played in pushing for it.
KiwiSaver contributions for elected members	We have engaged with Minister Brown on this issue, and he expressed some interest in it. We have engaged Simpson Grierson to provide detailed advice on options for providing KiwiSaver contributions for elected members – including drafting of relevant legislative clauses, so that we’re able to present a package of options for reform to the Government.
Scope of audits and audit fees	Part of the approach to reduce fees is to ensure that the legislative requirements and scope (and resulting repetition and complexity) of Long-term Plans and Annual Plans and reports are reduced to be better aligned with needs and cost less to audit. A workshop with Audit NZ, Taituarā and the Office of the Auditor General has been organised for July to review the current requirements of long-term planning and associated reporting.

Remit applications for the 2024 AGM close on Tuesday 18 June. Currently no remits have been received, although we know of at least three in development. The remit committee (President, Vice-President, CEO, and Director Policy & Advocacy) will consider these on 1 July, with the approved remits being circulated to members on 3 July.



Connect

Member visits

Rates rises are top of mind for all councils so our work on this issue has been front and centre in our discussions with councils over the past four months.

As well as Sam, Campbell and representatives from LGNZ's leadership team being at zones 2, 1, 3 and 5-6, Sam and Susan visited councils in Otago and Southland, the wider Wellington region and Northland in March/April. We then visited the West Coast councils on 17-18 April and attended a WCRC meeting on 9 April after conversations about the value they derived from regional sector meetings. Since the start of May, we've visited councils in Manawatū, Whanganui, Upper Hutt, Horowhenua and Canterbury (including Christchurch). All these visits are incredibly valuable in terms of connecting councils with our work and receiving feedback. We are now planning visits over the next few months and post-conference towards the goal of visiting or scheduling visits with all members in Sam's first year as President.

Combined Sector meeting

Our Combined Sector meeting on Thursday 11 April featured a strong range of speakers, with a focus on rates rises, the cost of infrastructure and the fast-track consenting legislation. Speakers included Mayor of Greater Manchester Andy Burnham, Brad Olsen (Infometrics), Dr Eric Crampton (NZ Initiative), Philippa Fourie (Fonterra), Jade Wikaira (Wikaira Consulting Ltd), Richard Capie (Forest & Bird), Geoff Cooper (New Zealand Infrastructure Commission, Te Waihanga) and the team from Simpson Grierson who talked about fast-track consenting.

We've had very positive feedback on the day, with an average rating overall by survey respondents of 4.5/5, with the programme getting 4.6/5 and the overall organisation 4.8/5. Comments included:

- *Really happy with the new direction of LGNZ and the consultative approach - enjoy the interactive sessions (using SLIDO)*
- *Very worthwhile day. Stakeholder event was excellent*
- *In my opinion, this was one of the best LGNZ events I have ever attended. Topics were spot on, plenty of time to network (which is a huge benefit that comes from these events), great speakers, kicking off with the Manchester Mayor really set the scene. Well done to the organisers!*

Sector meetings the following day also ran well.



Te Uru Kahika and Regional Sector

The Regional Sector and Te Uru Kahika's priorities – climate resilience, resource management system, Te Ao Māori, the Government's reform agenda in freshwater, water services regulation, and transport – align closely with LGNZ's advocacy priorities, providing a wide range of opportunities for collaboration. This includes our recent participation in Te Uru Kahika's Climate Workshop.

Our team is meeting regularly with Te Uru Kahika to ensure we are joined up in our support for the Regional Sector. We continue to work together closely on submissions and engagement on central government reforms.

Infrastructure Symposium

We're looking forward to this Combined Sector event on 13/14 June and have secured another strong line-up of speakers, with the [finalised programme available here](#). Infrastructure Minister Chris Bishop will speak at the networking event on the Thursday night, and Sir Bill English is one of our keynote speakers on 14 June. Other speakers include Opposition Local Government spokesperson Hon Kieran McAnulty, Peter Nunns (Director Economics, Te Waihanga Infrastructure Commission), Simon Dyne (COO, Fulton Hogan), Councillor Linda Scott (via zoom, President, Australian Local Government Association), Malcolm Smith (Australasian Cities Leader, Arup) plus expert panels and more. Registrations are tracking well.

Conference and Awards update

Planning is well advanced for both SuperLocal 2024 and the Community Boards conference, along with additional events for Te Maruata and Young Elected Members, LGNZ's Annual General Meeting, the Mayors for Taskforce breakfast and numerous networking events across the three days.

In early April we launched SuperLocal24 to members and opened registrations. This followed the earlier launch of the SuperLocal 24 Awards.

We will exceed our sponsorship target for SuperLocal, which is a real achievement in the current climate.

We have finalised the programme, which has a dynamic line up of speakers, and registrations are on track.

Women in local government

Following on from our 13 February zoom for women in local government, we are planning a lunch immediately before the SuperLocal conference, which will feature Finance Minister Nicola Willis as the opening speaker.



Te Maruata update

Te Maruata held its first whānui hui online on 14 March to reset priorities for the remainder of the triennium. The hui included a kōrero with MP Marama Davidson, the election of new members for the Roopu Whakahaere as well as opportunity to meet with Mereana Taungapeau, LGNZ’s recently appointed Kaitohutohu Matua Māori. Aubrey Ria was elected as the Rural & Provincial representative, and Keri Brown was elected as the at-large representative.

Te Maruata held its monthly online wānanga on 24 April. Te Whatu Ora provided updates on the Sale and Supply of Alcohol Amendment Act – specifically around the incorporation of Tikanga Māori into licensing hearings. There was also broad discussion about Māori wards and the Fast-Track Amendment Bill.

A key issue for Te Maruata is strong advocacy on retaining current arrangements for the establishment of Māori wards and constituencies.

At the Te Maruata Rōpū Whakahaere hui on 9-10 May, kaupapa included Māori wards, Te Maruata membership, the programme for the Te Maruata Hui at conference and the Hutia te Rito strategy – the LGNZ Te Ao Māori approach. The in-person hui included the member now representing Community Boards, Jock Martin (who represents the Lawrence/Tuapeka ward for Clutha District Council).

The Rōpū Whakahaere have been conscious of ensuring Te Maruata members are supported during the debates around Māori wards, which has been a difficult time for many. Regular comms, information sharing and opportunities for kōrerō have been activated so that Te Maruata members feel supported and connected. Equally it’s important that the voices of Māori ward councillors and Māori elected members are uplifted. Te Maruata Rōpū Whakahaere made a submission on the Bill in support of LGNZ’s submission that also spoke to personal experiences and the critical role Māori councillors play at decision-making tables across Aotearoa.

Hutia te Rito: LGNZ Māori Strategy

Our Kaitohutohu Matua Māori Mereana Taungapeau led the organisation of a staff wānanga at Raukawa Marae in Ōtaki on 1-2 May. Its purpose was to introduce staff to Hutia te Rito and the Te Ao Māori work programme for LGNZ which is currently in development.

Young Elected Members

The YEM Committee are keen to continue holding annual YEM Hui, and are well underway with planning for this year’s event. The Committee has confirmed dates for this year’s Hui (16-18 October) and will be holding it in Christchurch. In response to member feedback, we’ve brought the Hui forward and shared the dates early so people can get it in their diaries.

The YEM Committee met online in March and in person at the end of May. As well as discussing the next Hui and their pre-SuperLocal gathering, the Committee has refined the YEM Strategy and Kaupapa based on feedback received from the network at the end of last year.



Petone Community Board member Kaz Yung has been elected to the YEM Committee as the community boards representative, and the Committee has also welcomed new member Councillor Deon Swiggs (Environment Canterbury), who has replaced Deputy Mayor of Westland Ash Cassin, following Westland’s decision to withdraw from LGNZ membership.

Community Boards Executive Committee

Over the last few months CBEC has been actively involved in a number of initiatives:

- **Satisfaction survey of community boards and mayors:** CBEC commissioned FrankAdvice to undertake a survey of community boards and mayors to better understand the mood of community boards, and relationships between councils and community boards, as well as identify areas for improvement, with particular emphasis on roles, remuneration and relationships with councils. The final report, with recommendations, was released in late February. The findings will be used for ongoing advocacy by CBEC and to inform updates to the Governance Guide for Community Boards.
- **Community Boards Conference:** CBEC is well underway with planning for the 2024 Community Boards Conference, which is being held as part of SuperLocal. CBEC members have been working hard with the LGNZ team to pull together a programme, and seek speakers and sponsorship.
- **Declarations:** the Committee has discovered that some councils do not require appointed board members to make a community board declaration – creating a potential risk to councils should a board decision be challenged on the basis that some members were ineligible to vote. CBEC sought legal advice, which confirmed that all appointed members should make a community board declaration as well as their council declaration. That advice has been sent to all councils with community boards.
- **Remuneration:** CBEC is working with the Remuneration Authority to improve the basis on which community board remuneration is set. The Authority has not been able to resolve how to remunerate boards with additional responsibilities (member pay is based on population without any consideration of the level of responsibility). The Committee has been engaging regularly with the Remuneration Authority on options. It’s meeting in June to develop a work programme to deliver on recommendations resulting from its survey of community board members and Mayors.

Kaz Yung (who was elected to the Young Elected Members Committee) has joined our Community Boards Executive Committee. Jock Martin has also been elected to CBEC and Te Maruata, as noted above.

CBEC held a zoom for all community board members in late March, where they discussed the results of the survey of community board members and mayors, and options for remunerating community board members. The zoom was attended by around 40 members.



Support

Ākona

On 3 April, we gave all elected members access to Ākona, following National Council's decision that subscription should be rolled into the member fee.

The number of logins continues to grow, with 50-60 learners being added each week. Engagement with Ako hours already exceeds expectations, and registrations for next month's Climate Change Adaptation Ako hour are climbing quickly.

Sector engagement with Ākona has also significantly increased. Last week's bi-monthly hui with Council L&D staff (which would previously attract 10 or less participants) had almost 30 participants. There were also multiple requests for the hui to be recorded and sent to those who could not attend. Hui participants expressed their support of the system, including the new skills analysis tool. There was also keen interest in working with LGNZ to build elected member engagement through coaching sessions, to develop learning programmes, and to develop learning policy based on Ākona content.

The Induction 2025 Project has commenced with the development of a triennial calendar of learning linked to key sector milestones. This calendar will be tested by a group of sector representatives over the next few weeks, with a view to complete induction design by the end of October. The purpose and approach to Induction hui is being refined based on member input and feedback from the 2022 events.

Discussions have begun with Taituarā to develop an induction pack that will include pre-elected learning resources, (as per the framework). A pre-candidacy package of learning will also soon be developed to support the promotion of local governance participation in our communities.

There are new courses recently released or nearing release include:

- Climate Change
- Te Reo
- Decision Making
- The CE Relationship
- Leading diverse communities

In addition, the tīma worked with PD Training to contextualise a Critical Thinking workshop which was delivered at Napier District Council in late February. A targeted workshop focused on Chairing Meetings/Standing Orders has also been developed. Both options will become a permanent part of Ākona offerings.



Guidance and advisory for members

We've updated our [Guide to the LGNZ Standing Orders Templates](#). The updates provide councils with guidance on how to amend their standing orders to incorporate changes to the definition of a quorum (for those joining by audio visual means). They also provide guidance on the Ombudsman's recent report on public access to workshops.

We're working with the Taituarā Democracy and Participation Working Group to fine tune our Standing Orders Template, with a focus on readability. The updated version will be available to councils in early 2025, giving plenty of time to be prepared ahead of the 2025 local body elections. The new template will also reflect legislative changes made since mid-2022 when the current template was drafted.

Elected member safety and security

We held a zoom on safety and security on 18 April, with 60 people attending. Panel members Mayor Dan Gordon, Deputy Mayor Angela O'Leary and Mayor Len Salt spoke eloquently about the difficult and disturbing experiences they had had, followed by representatives from NZ Police and Netsafe. This was the start of a conversation and there's clearly more LGNZ can do to support members experiencing this harassment, which is also a threat to local democracy.

At the Combined Sector meeting, we asked attendees about their experiences and the results were:

- 74% had face aggressive, abusive or offensive behaviour as an EM in public meetings
- 65% had faced it online
- 39% had faced it at community events
- 33% had faced in doing every day activities like shopping or collecting children from school

In terms of the levels of behaviour:

- 53% thought it was worse than a year ago
- 41% thought it was similar
- 9% thought it was better.

Our second zoom in this series will be in mid-June, to focus on "sovereign citizens" and vexatious requests, and we've secured a range of panellists/speakers. This topic was suggested in the first zoom, and the third zoom will focus on physical security for EMs. All these zooms are recorded and available to elected members in Ākona, along with related resources. [You can log into Ākona here.](#)

Te Korowai

Our continuous improvement programme, previously known as CouncilMARK, has undergone significant evolution over the past year in response to feedback from the sector. These changes aim to increase programme participation and deliver greater value to participating councils.



Renamed 'Te Korowai', the programme has extended its focus beyond independent assessments to support councils throughout their continuous improvement journey, both before and after assessment.

Te Korowai emphasises a wraparound support for councils, the establishment of development benchmarks and aligning council performance with priorities. The introduction of additional development pathways facilitates the translation of assessment findings into actionable plans, enabling councils to optimise their performance.

We have collaborated closely with Waikato Regional Council, which served as the pilot for the new programme. Following their successful on-site assessment, they have transitioned into the development phase. Initial feedback from Waikato Regional Council has been overwhelmingly positive, highlighting how the programme provided valuable insights and confidence to progress along their development journey.

We are currently engaged with several other councils, including as Central Hawkes Bay District Council, Ōtorohanga District Council, and Otago Regional Council, as they prepare to join the revamped programme. Additionally, efforts are underway to align the programme's performance assessment framework with Ākona, fostering continuous improvement through a culture of learning and development.

Mayors' Taskforce for Jobs

Mayors' Taskforce for Jobs (MTFJ) core group has signed off a refreshed five-year strategic plan. The plan reconfirms the focus of the MTFJ kaupapa firmly on rangatahi, particularly those youth who are NEET (Not in Employment, Education or Training).

LGNZ supported Mayor Max Baxter, MTFJ Chair, to secure a meeting with the Social Development Minister Louise Upston, which the MTFJ team of Maree and Tammie attended, along with Scott.

Max also met with Minister Upston while attending a joint visit to Waimate to hear firsthand how the programme has delivered better employment outcomes there. The Minister is joining MTFJ for their annual breakfast meeting at SuperLocal.

The MTFJ Governance Group, which oversees MTFJ's strategy and delivery, met in April and May and the Core Group is meeting on 7 June.

Huge credit to the MTFJ council teams who nationally have exceeded their MSD-contracted CEP outcomes, achieving 1,111 employment outcomes for year one well ahead of the due date. This positions the MTFJ MSD employment contract for continued success as it rolls over into year 2, although with reduced contracted funding from (\$10 million to \$8 million).

LGNZ ran an impactful session for MTFJ in February supporting individual council programmes to better tell their story of localism and council delivery, as discussed in the media section above, and reflected in the uptick of media around MTFJ in recent weeks.

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Road Efficiency Group (REG)

LGNZ has been a long-standing partner and supporter of REG and we are pleased to see REG feature in the draft Transport GPS. This includes direction from the Minister that REG, as part of a wider expectation for improved sector performance and efficiency, is to focus on ensuring that all investment in maintaining and improving resilience on the state highway, local and rural road networks is spent in the most efficient manner.

Key focus areas for REG include:

- Finding efficiency in road maintenance spend to deliver more for road users and taxpayers’ investment;
- Standardising maintenance protocols and processes to find efficiency where efficiencies can be found;
- Reducing expenditure on temporary traffic management (TTM), which is adding significant cost to road maintenance and reducing efficiency of spend;
- Reviewing Network Outcomes Contracts (NOC) with a focus on achieving long-term maintenance outcomes of 2 percent rehabilitation and 9 percent resurfacing per year, ensuring a proactive approach to road maintenance.

REG is currently reviewing its term of reference and governance arrangements, which will see two independent appointments by the Minister to the REG governance group.

Moata Carbon Portal

Recently we’ve provided a demo of the portal and had conversations on carbon accounting with Central Otago District Council. We have also supported Mott MacDonald to attend zone meetings to provide an overview of the carbon portal as well as some findings from the carbon baseline completed on Queenstown Lakes LTP in 2023.

The findings from this baseline were that water projects accounted for 55% of QLDC’s total capital carbon, with transport accounting for 24% and built environment 21%. Over the course of their LTP, their highest carbon peaks were predicted for 2023 and 2030, with recommendations provided on integrating carbon assessments into their approval and delivery processes.

Ratepayer Assistance Scheme (RAS)

With Auckland and Tauranga confirming support to establish the RAS, we have secured \$1.2 million of the estimated \$3 million required to complete the development work to establish the RAS. On establishment, we would need circa \$23 million establishment capital.

As a reminder, the RAS is a special purpose tool that would provide support to ratepayers to finance any local authority charge. With balance sheet separation, and proximity to both local and central



government, it would have a very high credit rating and therefore be able to provide the cheapest possible financing terms to ratepayers.

The Ratepayer Financing Scheme’s flexibility would enable it to support:

- Development contributions to enable housing development.
- Home improvement policy to meet healthy homes, earthquake strengthening, home insulation and solar panel installation, water separation and storage etc.
- Rates postponement to provide relief to ratepayer experiencing affordability pressures.

A detailed business case supporting the RAS’s viability has been completed with the support of Auckland, Hamilton, Tauranga, Wellington, Christchurch councils alongside the LGFA and LGNZ. We have had recent positive engagement the new governments policy advisors. The RAS could provide financing for future water charges which would assist with affordability.

The Steering Group have engaged with the Government’s water Technical Advisory Group to discuss funding and financing more broadly, including the possible role the RAS could play supporting ratepayers and funding infrastructure.

Scott and selected members of the Steering Group met Simon Court (Parliamentary Under-Secretary to the Minister for Infrastructure and the Minister Responsible for RMA Reform) on 3 April and Minister Simeon Brown has expressed interest in learning more about it.

Libraries partnership

Our Libraries Advisor is continuing to deliver the work programme that has been agreed to with DIA and the New Zealand Libraries Partnership Programme, and will be with LGNZ until the end of June 2024, when the project funding comes to an end. This was a Covid-19 recovery initiative so there isn’t ongoing funding for this role.

At the end of the project, we’ll receive a report that will outline all the key trends identified and findings made across the three years of the project.

Despite local government funding challenges, a large number of councils have supported the removal of fines to improve access to their library resources. Over 60% of councils are fully fines free and 92% are fines free for children and young people.

ITEM 8.1 ATTACHMENT 2

	A	B	C	D	F	G	H	I	J	K	L	M	N	O	P
2	Date	Meeting	HWTM	Wilson	Carter	Dalgaty	Duncan	Hiroa	Lambert	Loudon	Maughan	Sharland	Raukawa	Wong	Notes
168	24-Apr-24	Council Meeting	PR	PR	AP	PR	PR	PR	PR	PR	PR	PR	PR	PR	
169	8-May-24	Bulls CC	PR		AP							PR	PR		
170	9-May-24	AIN Meeting	PR	AP	AP	PR	PR		PR	PR	PR			PR	
171	14-May-24	TRAK Workshop	PR					PR					PR		
172	16-May-24	Council Meeting	PR	PR	AP	PR	PR	PR	PR	PR	PR	PR	PR	PR	
173	23-May-24	Council Workshop	PR	PR	AP	PR	PR	PR	PR	PR	PR	PR	PR	PR	
174	29-May-24	Creative NZ Committee	PR				PR								
175	30-May-24	Finance/Performance	PR	PR	AP	PR				PR	PR	AP		PR	
176	30-May-24	Council Meeting	PR	PR	AP	PR	PR	PR	AP	PR	PR	PR	PR	PR	
177	6-Jun-24	Turakina CC	PR		AP							AT			
178	10-Jun-24	HRWS	PR			PR			PR						
179	10-Jun-24	Hunterville CC	CB			PR			PR						
180	11-Jun-24	TRAK Meeting	PR				PR	PR					PR		
181	11-Jun-24	ERWS	PR											PR	
182	11-Jun-24	Ratana CB	PR					PR							
183	12-Jun-24	Marton CC	CB	PR											
184	12-Jun-24	Taihape CB	PR				PR							PR	
185	13-Jun-24	PPL Meeting	PR	PR			PR	PR	PR		AP			PR	
186	19-Jun-24	Santoft DMC													Minutes not yet received
187	20-Jun-24	RA Meeting	PR	PR		PR		PR		PR					
188															
189															
190															
191															
192															
193															
194															
195															
196															
197															
198															
199															
200															

Present (and is a member of the committee)	PR
Apology	AP
Absent - no apology received	AB
Not a member of the committee	
Not a member of the committee (but still attended)	AT
Not present as on Council business	CB
Attended via Zoom [this indicator is no longer used]	ZM

9 Chief Executive’s Report

9.1 Chief Executive's Report - June 2024

Author: Carol Gordon, Deputy Chief Executive

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.

2. Events Held Across the District at Council’s Facilities – May 2024

2.1 Music Festivals and Events for NZ Music Month – Marton Village Green – Stage and green area.

3. Staff Movements

3.1 In May, no new employees started at RDC.

3.2 There was one staff exit in May:

- Rhonda Morris, Communications Manager

4. Health, Safety and Wellbeing Dashboard

4.1 Dashboard for May 2024 is attached (Attachment 1).

5. External Submissions

5.1 Current and Closed Consultations:

5.1.1 There continues to be a large number of consultations coming out of Central Government and other agencies, staff are prioritising which submissions they have capacity to respond to, often there are such tight timeframes that detailed submissions are not able to be done.

5.1.2 All submissions made to other organisations are provided on Council’s website - [Submissions made to other Organisations: Rangitikei District Council](#).

Name of Initiative	Agency engaging	Due Date	Description
Emergency works policies - consultation and review	New Zealand Transport Agency / Waka Kotahi	19 June 2024	Reviews the emergency works investment policies, including funding assistance rates (FARs) relating to work categories 141 – emergency works and 140 - minor works. <i>A submission was lodged on 19 June.</i>

ITEM 9.1

Name of Initiative	Agency engaging	Due Date	Description
<p>Invitation to comment Harmony Energy – Marton Solar Farm</p>	<p>Environmental Protection Authority</p>	<p>19 June 2024</p>	<p>Solar farm application being processed by the EPA under the COVID-19 Recovery (Fast-track Consenting) Act 2020. Council has been identified as a party invited to provide comment.</p> <p>Application (EPA website)</p>
<p>Residential Tenancies Amendment Bill</p>	<p>Parliament Social Services and Community Committee</p>	<p>3 July 2024</p>	<p>Proposed changes to the Residential Tenancies Act include:</p> <p>changes to rules around notice periods, periodic tenancies, and tenancy terminations.</p> <p>introduction of a ‘pet bond’ and pet consent rules</p> <p>minor and technical amendment to improve the clarify and effectiveness of the law.</p> <p><i>Due to capacity, staff do not intend to submit, but may support a submission by others (e.g Taituara).</i></p>
<p>Setting of Speed Limits Rule 2024</p>	<p>Ministry of Transport</p>	<p>11 July 2024</p>	<p>The draft Rule proposes a more balanced approach to setting speed limits to ensure economic impacts and the views of local communities and road users are considered alongside safety. It enables a targeted approach to reducing speed limits that focuses on high crash areas and public acceptability. The draft Rule also proposes to require reduced variable speed limits outside all school gates during drop-off and pick-up times, and will enable speed limits on expressways to be set at 110km/h more easily.</p>

Name of Initiative	Agency engaging	Due Date	Description
			<i>If capacity allows staff intend to provide a submission to this rule.</i>
Review of valuation rules	Land Information NZ	16 July 2024	<p>The Valuer-General (VG) and Toitū Te Whenua Land Information New Zealand (LINZ) plan to update rating valuations rules (RVR) to support a nationally consistent, impartial, independent, and equitable rating valuation system and ensure it remains current in today’s digital age.</p> <p><i>Staff are reviewing the changes and intend to provide feedback.</i></p>
Have your say – making it easier to build granny flats	Ministry for Environment	12 August 2024	<p>The Government is focussed on increasing the supply of affordable homes for New Zealanders. As part of this, the Government is proposing to make it easier to build small, self-contained and detached houses, commonly known as ‘granny flats’ on property with an existing home on it. The Government is seeking feedback on proposals to enable granny flats up to 60 square metres in size to be built without needing a building or resource consent.</p> <p><i>Staff intend to submit on this consultation.</i></p>

5.2 Upcoming Consultations:

Name of Initiative	Agency engaging	Likely timing	Description
Invitation to comment – Marton Solar Farm	Environmental Protection Authority	TBC – application suspended.	Solar farm application being processed by the EPA under the COVID-19 Recovery (Fast-track Consenting) Act 2020.

ITEM 9.1

Name of Initiative	Agency engaging	Likely timing	Description
			<p>Council has been identified as a party invited to provide comment.</p> <p>Application (EPA website)</p>
<p>Earthquake-prone buildings review</p>	<p>Building and Construction</p>	<p>Bill expected to be passed by the end of 2024</p>	<p>The Government is bringing the earthquake-prone building review forward, extending the deadline for remediations by four years. A review had been scheduled for 2027, and this will be brought forward.</p> <p><i>Once the consultation has been announced staff will review it.</i></p>
<p>Local Water Done Well Bill</p>	<p>TBC</p>	<p>TBC</p>	<p>The first of two projected bills giving effect to Local Water Done Well, this will focus on the proposed service delivery plans.</p>
<p>New National Policy Statement for Freshwater Management</p>	<p>MfE / Board of Inquiry</p>	<p>TBC</p>	<p>Cabinet has agreed to replace the National Policy Statement for Freshwater Management 2020 (NPS-FM) ‘to better reflect the interests of all water users.’</p>
<p>Resource Management Act Amendment Bill</p>	<p>MfE</p>	<p>This Year</p>	<p>Bill to change the hierarchy of obligations created by Te Mana o Te Wai in the NPS Freshwater.</p>
<p>Local Government (Electoral Legislation and Māori Wards and Constituencies) Amendment Bill</p>	<p>Parliament Justice Committee</p>	<p>TBC</p>	<p>This Bill repeals the Māori wards legislation of the previous Government and reinstates the poll provisions for establishing Māori wards.</p> <p><i>Council will provide a submission on this.</i></p>

6. Lease – 104 Bridge Street, Bulls

6.1 A new lease is in the process of being finalised with Scully’s Lavender Gift Shop for the Bulls Courthouse at 104 Bridge Street, Bulls. This process has included obtaining an up-to-date Market Rental Certificate for the premises from Morgans Property

Advisors. There are no statutory implications associated with establishing a new lease with Scully's. This item is not considered to be a significant decision according to the Council's Policy on Significance and Engagement. Under Section 58A of the Reserves Act there is no requirement to give public notice of the intention to grant a lease for a historic reserve where the proposal is in conformity with the approved management plan for the reserve. Council is being advised of this process as, prior to the change in classification from Local Purpose Reserve to Historic Reserve in 2009, approval was needed from Council and staff wished to advise elected members of the process now undertaken.

7. Update on Calico Line

- 7.1 A preliminary design has been completed for the new shared footpath from Nga Tawa school into Marton along Calico Line. The design includes a 2m wide shared footpath, 1m from the property boundary. The shared footpath will have a grass verge on both sides of the footpath. The existing position of the edge of the seal will not change.
- 7.2 During the design phase of the project it was determined that the existing fences of the properties along Calico Line are not positioned on the property boundary. The existing fences will have to be moved to the property boundary to create enough space for the shared footpath to fit in the existing road corridor. We are in the early stages of discussing this with the property owners to find an acceptable way to correct the fence and boundary misalignment. The cost of moving and replacing the fence is included in the project cost.
- 7.3 If it is not possible to negotiate an acceptable outcome with any of the property owners along the proposed route, staff will present a future report to Council to consider alternative options.

8. Update on Taihape Area School

- 8.1 An article on Stuff, published on 15 June, noted that the rebuild of the Taihape Area School is now being reviewed by the Ministry of Education, as part of the ministry's list of property projects subject to a value-for-money and reprioritisation review. The project had been in the design phase.
- 8.2 The full article can be read here - [Taihape Area School rebuild reviewed by education ministry | Stuff](#).

9. Update on Cooks Wall, Marton

- 9.1 Staff have been working on options for rectifying the wall between Cooks Bar / Restaurant and the green space in Broadway, Marton. The solution is very complex and there are a number of options that could be considered, it is therefore proposed that this matter be discussed at a Council workshop in July.

10. Update on Council Owned Buildings - Broadway / High Street, Marton

- 10.1 The listing agent has been confirmed and required steps have been taken for the listing agent to place the properties on the market for sale.
- 10.2 It is anticipated that signs will go up in early July with marketing to follow closely after.

11. Shared Services Update

- 11.1 All transitioning staff have now accepted their contracts / employment agreements. These take effect from 1 July 2024, as part of their commencement a whakatau (welcome) will be held on 1 July for these transitioning staff.

12. Delegations to Positions Policy

- 12.1 Council adopted its Delegations to Positions Policy in May 2023. Since that time there has been a change in the role of Chief Executive and also the role of Deputy Chief Executive has been established. Therefore, the Policy has been reviewed prior to its normal review period. The amendments to the Policy are:

12.1.1 Inclusion of the role of Deputy Chief Executive in appropriate areas of the policy, page 3 - sections 1, 8, 10, and page 7 Section headed "Signing and Sealing of Warrants".

12.1.2 Removal of word 'Acting' Chief Executive to 'Deputy' Chief Executive (page 8).

12.1.3 Staff also have included a provision on page 8 that covers sections of the Resource Management Act to ensure that these specific areas are delegated in accordance with the RMA.

12.1.4 Schedule 3 – point 4 – this point has been updated to ensure there is alignment with Council's Procurement Policy.

12.1.5 Point 18 – page 11 – a specific financial delegation, of up to \$15,000 has been made to the Strategic Property Advisor role.

- 12.2 The amendments made to the Policy are not considered significant, the updated version is attached (Attachment 2). Approval is sought from Council on the updated Delegations to Positions Policy, refer to Recommendation 3 below.

13. Update on the Schedule of Fees and Charges 2024/25

- 13.1 Council adopted the Schedule of Fees and Charges during the Council meeting on 16 May 2024 after no submissions were made on the fees and charges during consultation. In early June 2024 Officers were notified of a change to the building levy set by the Ministry of Business, Innovation & Employment (MBIE). The MBIE levy is a fee that is paid to MBIE at a rate of \$1.75 per \$1,000 of the project value over the threshold set by MBIE. No change has been made to the rate, however MBIE have changed the threshold. The threshold in the adopted Schedule of Fees and Charges 2024/25 is \$20,444. The new threshold MBIE has set is \$65,000. Attachment 3 shows the change to page 14 of the schedule.

- 13.2 As Council has already adopted the Schedule of Fees and Charges 2024/25, Council will need to pass a resolution to update the fee to reflect this change. *Refer to Recommendation 2 below.*

14. Financial Implications

- 14.1 Financial implications relate to reduction in the building levy for the 2024/25 Schedule of Fees and Charges – but as it is a reduction there is no negative impacts.

15. Impact on Strategic Risks

- 15.1 There are no impacts on Council's Strategic Risks.

16. Mana whenua implications

16.1 There are no specific implications for Mana whenua. Members of the Te Roopuu Ahi Kaa komiti receive the submission list and, if time allows, asked for input into specific draft submissions.

17. Statutory Implications

17.1 Statutory implications relate to the minor reduction to the Schedule of Fees and Charges, this document had previously been consulted on using the special consultative procedure as set in the Local Government Act 2002. The Delegations to Positions section of the report covers legislated requirements under the Resource Management Act.

18. Decision Making Process

18.1 There are no sections of this report that are considered to be a significant decision according to the Council's Policy on Significance and Engagement.

Attachments:

1. **Health Safety and Wellbeing Dashboard May 2024** [↓](#)
2. **RDC Delegations to Positions Policy June 2024** [↓](#)
3. **Schedule of Fees and Charges 2024-25 MBIE levy** [↓](#)

Recommendation 1:

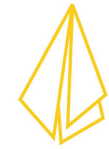
That the Chief Executive's Report – June 2024 be received.

Recommendation 2:

That Council agrees to update the Schedule of Fees and Charges 2024/25 to change the MBIE levy from applying to projects over \$20,444, to apply to projects over \$65,000, which reflects a change the Ministry of Business, Innovation & Employment have made to this levy.

Recommendation 3:

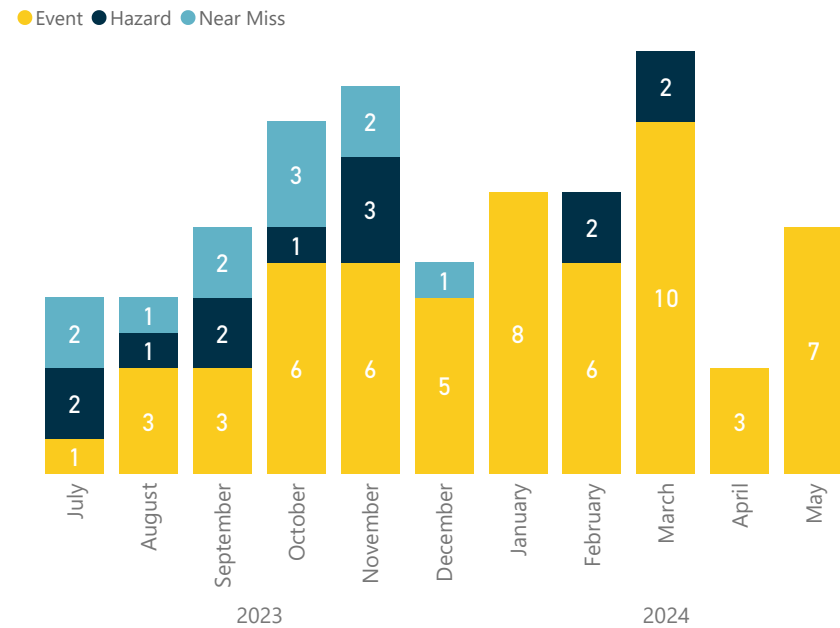
That Council approves the updated Delegations to Positions Policy – June 2024, noting the changes made to that Policy.



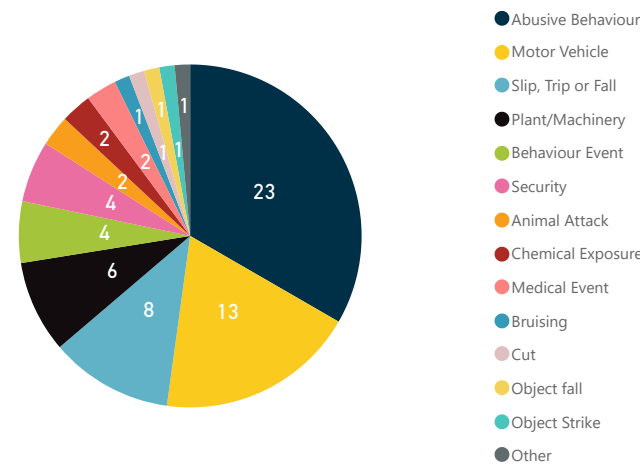
RDC Health and Safety Dashboard May 2024

ITEM 9.1 ATTACHMENT 1

Events, Hazards and Near Misses 01 July 2023 to date



Event/Near Miss Category 01 July 2023 to date



Wellbeing News

Accident / Incident / Near Miss and Hazard Reporting

The Accident / Incident / Near Miss and Hazard reporting link can be found on the main page of Kapua, RDC encourages staff to report all incidents on this link.

- **Accident / Incident** – these are events that directly effect staff, if you have a slip trip of fall, are abused by a member of the public or are injured in your BAU activities we want you to complete the form.
- **Near Miss Reporting** - A near-miss is a potential hazard or incident in which no property was damaged, and no personal injury was sustained, but where, given a slight shift in time or position, damage or injury easily could have occurred.
- **Hazard** – A hazard is a source or a situation with the potential for harm in terms of human injury or ill-health, damage to property, damage to the environment. Hazard reporting and the RDC Stop Take 5 assessments, assist staff to make informed decisions to stop or report hazardous situations to make the workplace safer.

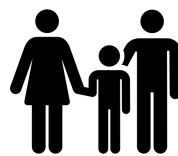
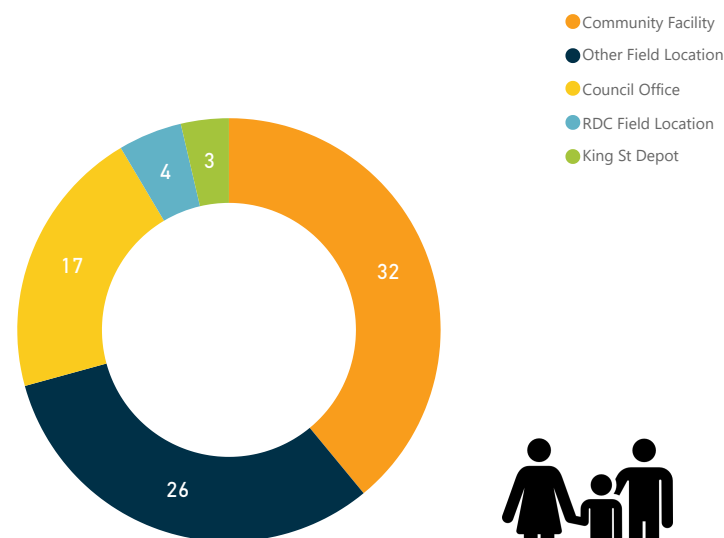
If you are unsure whether, you should report any Accident / Incident / Near Miss or a Hazard please feel free to contact Matt at any time.

Summary of Month

7 Events
0 Notifiable Incidents
0 Notifiable Illness/Injuries

0 Near Misses
0 Hazards

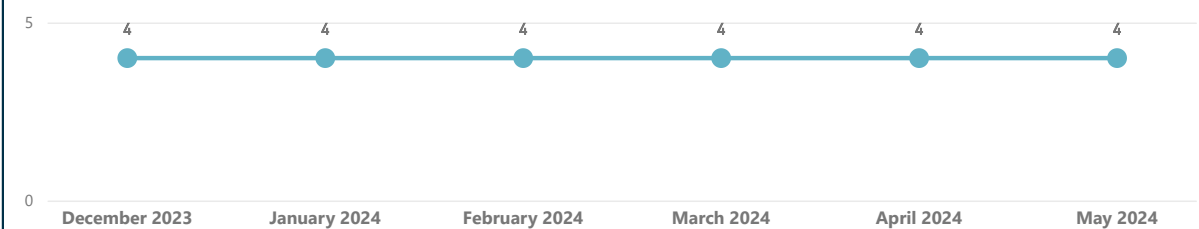
Location Events, Hazards and Near Misses



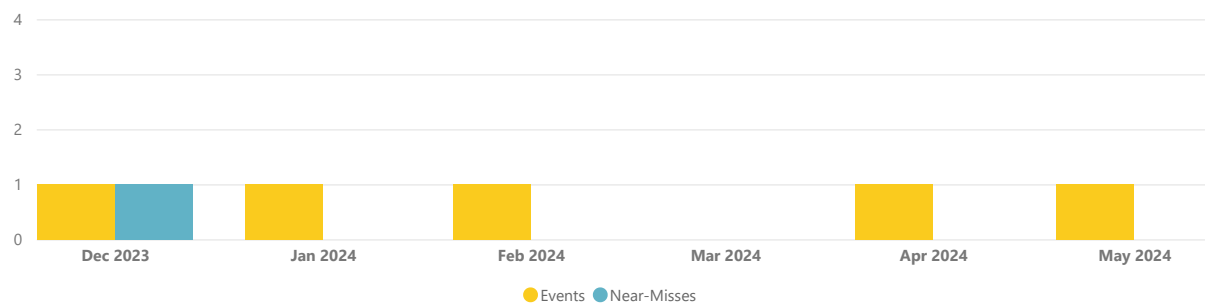
Average Driver Ratings

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

52% Completed Driver Safety Training



Vehicle Incidents



DELEGATIONS TO POSITIONS POLICY

Approved: xx
Approved by: Rangitikei District Council
Next review: xx
Version number: 2.0
Who is responsible: Group Manager - Democracy and Planning



Making this place home.

Delegations to Positions Policy

PURPOSE AND SCOPE

1. Part of Council’s strategic and governance role is to ensure that its statutory responsibilities, duties and powers are carried out at the most effective and efficient levels. This Policy sets out the delegations from Council to specified elected members and officers.
2. Matters outside the scope of this Policy are:
 - a) Delegations from Council to Committees, which are specified in the Governance Structure¹ ; and
 - b) Delegations from the Chief Executive to subordinate officers through management policies or by way of a specific delegation.

DEFINITIONS

Term	Definition
Committee	A committee or subcommittee of Council, as listed in the Governance Structure.
Delegated Financial Authority	The financial limit delegated to: <ol style="list-style-type: none"> a. the Chief Executive or a specified Officer under this Policy; or b. an officer under the relevant management policy or a specific delegation from the Chief Executive; or c. the Chief Executive or a specified officer under a specific delegation from Council.
Governance Structure	The Council’s Governance Structure document, including the terms of reference and delegations for Council and Committees, for the current triennium.
Officer	A Council staff member (including contractors) who is for the time being the holder of a specified office.

¹ Under development

PRINCIPLES

1. Where local authority activities do not contain a governance component and are not limited by statutory restrictions then they should be delegated to the Chief Executive, Deputy Chief Executive who may sub-delegate to officers.
2. To be effective and of legal standing, all delegations from Council must be precise and in writing (i.e. via this Policy or by Council resolution).
3. The delegate is acting in their own name on behalf of the Council when exercising delegated authority. In so doing, the delegate will ensure they act in accordance with any:
 - a) binding statutory authority (in relation to each delegation, relevant sections of legislation will be identified); and
 - b) relevant Council policy or process, including delegated financial authority and reporting requirements.
4. Council retains ultimate responsibility for its governance, statutory and financial responsibilities, duties and powers at all times. No delegation relieves Council of the liability or responsibility for the performance of the delegated responsibility, duty or power.
5. Those with responsibility for a delegated task or function should always have the authority to carry it out effectively.
6. Those with authority to perform a delegated responsibility, duty or power should always be responsible for the performance of the delegation in a full, fair and objective manner. To this end, it is open to the person delegated a responsibility, duty or power to consider whether or not to exercise that delegated responsibility, duty or power, or to refer the matter back to Council or the relevant Committee.
7. Subject to any legislative restrictions, a responsibility, duty or power delegated to an officer is also delegated to all officers in a direct line of authority above that officer and is also delegated to any officer who is in an acting capacity for that officer.
8. Any delegation made includes any ancillary responsibilities, duties or powers necessary to give effect to that delegation.
9. Unless specifically restricted by law or expressed to be for a defined period, a delegation continues in force until expressly revoked or varied by either the Chief Executive or by resolution of Council. A delegation will survive any change in the person occupying the office to which the delegation was made.
10. Unless otherwise expressly stated in the Policy:
 - a) all financial values stated in this Policy are GST exclusive; and
 - b) all references to a repealed enactment should read as a reference to its replacement.
11. Where any currently adopted delegation to Council staff refers to a position title and the name of the position title has subsequently changed without substantial changes being made to the position-holder's job description (in respect of the function to which the delegation relates), any delegations in the name of the previous position title are and shall be effective for the position-holder of the new position title.

POLICY

The meaning of delegation

1. For the purpose of this Policy, delegation means the transfer of a responsibility, duty or power from Council to specified Elected Members, the Chief Executive, Deputy Chief Executive or other specified officers, together with the authority to carry out that responsibility, duty or power or complete the action delegated.
2. General delegation means the granting of authority to determine a range of matters of a similar kind as and when they arise over a period of time without further reference to the delegator.
3. From time to time the Council may delegate authority by resolution to determine a specific issue. This specific delegation will exist only so long as that matter is unresolved and will then lapse at a specified time.
4. General delegations will be updated in this Policy as they are confirmed. Specific delegations may not necessarily be recorded in this Policy due to the fact that they would be largely historical by the time they are recorded.

Legal basis

5. The delegations in this Policy are made in accordance with the Local Government Act 2002 and any other legislation permitting delegation.
6. Council cannot delegate the power to:
 - a) make a rate; or
 - b) make a bylaw; or
 - c) borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan or otherwise as expressly covered in this Policy; or
 - d) adopt a long-term plan, annual plan, or annual report; or
 - e) appoint a Chief Executive; or
 - f) adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement; or
 - g) adopt a remuneration and employment policy.
(Local Government Act 2002 - Schedule 7, Clause 32(1))
7. Council may reserve other matters for its sole decision, these will be recorded in the Governance Structure.
8. The Chief Executive, Deputy Chief Executive and other specified officers may further delegate one or more of their delegations to any other officer, subject to certain restrictions.
(Local Government Act 2002 – Schedule 7, clause 32B)

Delegations by the Council to Elected Members

9. Delegations from Council to specified Elected Members are detailed in Schedule 1.

Delegations by the Council to Chief Executive and Specified Officers

10. Delegations from Council to the Chief Executive, Deputy Chief Executive and specified officers (including Financial Delegations) are detailed in Schedules 2 and 3.
11. This Policy is to be read alongside the Rangitikei District Council delegation register that records the specific delegations from the Chief Executive to subordinate officers. Although inherently linked to this Policy and governed by the same general principles, the delegation register is a separate document, and the delegations may be changed or updated at any time by the Chief Executive.

REVIEW OF POLICY

1. This Policy shall remain in effect until such time as it is varied or revoked by resolution of the Council. It is intended that this Policy will be reviewed and updated from time to time; and at the start of each triennium, as a minimum.

SCHEDULE 1 - DELEGATIONS BY THE COUNCIL TO ELECTED MEMBERS

Position	General Delegations
Mayor	<p>The Mayor is elected by residents of the Rangitikei District as a whole and as one of the elected members shares the same responsibilities as other members of Council.</p> <p>Authorities</p> <ul style="list-style-type: none"> • Lead the development of Council’s plans (including the long-term plan and the annual plan), policies and budgets for consideration by the Council.* • To appoint the Deputy Mayor.* • To establish committees of the Council.* • To appoint the chairperson of each committee.* • Act as a Justice of the Peace. • Requisition a meeting of Council. • Declare a local Civil Defence emergency. • Authority of a chairperson of a Council meeting under Standing Orders. • In relation to the Chief Executive’s employment contract, has delegated authority to manage routine employment matters such as; approving leave provisions; deduction and overpayment arrangements; approving expenditure and travel reimbursement claims, but excluding changes to employment contract provisions. <p><i>*Note: Subject to the provisions of Section 41A of the Local Government Act 2002.</i></p>

Position	General Delegations
Deputy Mayor	<p>Authorities</p> <ul style="list-style-type: none"> • All the authorities of the Mayor when the Mayor is not available and including, in relation to the Chief Executive’s employment contract, the delegated authority to manage routine employment matters such as; approving leave provisions; deduction and overpayment arrangements; approving expenditure and travel reimbursement claims, but excluding changes to employment contract provisions, and the Mayor’s powers under section 41A(3) of the Local Government Act 2002.

SCHEDULE 2 - DELEGATIONS BY THE COUNCIL TO THE CHIEF EXECUTIVE AND SPECIFIED OFFICERS

Where any currently adopted delegations to Council staff refer to a position title and the name of the position title has subsequently changed without substantial changes being made to the position holder's job description (in respect of the function to which the delegation relates), that any current delegations in the name of the previous position title are and shall be effective for the position holder of the new position title.

Position	General Delegations
Chief Executive Officer	<p>In accordance with clause 32 of Schedule 7 of the Local Government Act 2002, the Chief Executive is hereby delegated all Council's responsibilities, duties and powers to act on any matter, subject to the Exclusions, Conditions and Notes below.</p> <p>In accordance with clause 32(3) of Schedule 7 of the Local Government Act 2002 the Chief Executive may choose to delegate those responsibilities, duties and powers to Officers, unless delegation is specifically restricted by statute or the terms of the Chief Executive's delegation. Every delegation by the Chief Executive will be recorded in writing and captured in the delegations register.</p> <p>To the extent that they are relevant, the following Exclusions, Conditions and Notes below also apply to the Financial Delegations section in this Schedule.</p> <p>Exclusions:</p> <ul style="list-style-type: none"> Any responsibilities, duties and powers that the Council is prohibited by legislation or operation of law from delegating to officers, including those set out in the Legal Basis section - paragraph 6 of this Policy (page 3). Any responsibilities, duties and powers conferred on Council by an external entity that the entity has prohibited the Council from delegating to officers. Any matter that can only be given effect to by a resolution of the Council. Any responsibilities, duties and powers that have been delegated by Council to a Committee, unless sub delegated to the Chief Executive by resolution of that Committee. Any matter that is above the limits of the Chief Executive's delegated financial authority (refer to Schedule 3 of this document). In relation to the Resource Management Act 1991 ('RMA'): <ul style="list-style-type: none"> Sub-delegation by the Chief Executive (section 34A(1)) Approval of a Proposed District Plan (section 34A(1)(a)) Notification of a Proposed District Plan Rejection of a private plan change request Hearing and determining objections to officer-declined resource consent applications (delegated to independent hearings commissioners). <p>Conditions:</p> <ul style="list-style-type: none"> The Council's delegations to the Chief Executive do not preclude the Chief Executive from referring any matter to the Council or a Committee for decision if the matter is particularly significant; of political importance or sensitivity; of special community interest or for any other reasons the Chief Executive determines.

Position	General Delegations
	<p>Notes:</p> <ul style="list-style-type: none"> The Chief Executive shall exercise this delegation in accordance with any plans, policies (including Council's Procurement Policy), and procedures and bylaws adopted by Council and with any specific directives given by way of resolution of the Council or a Committee. For the purposes of the Trespass Act 1980, the Chief Executive is the person in lawful occupation of land owned, occupied or controlled by the Council. For clarity, the Chief Executive has the Council's general authority to exercise all of the Ministerial powers that have been delegated to the Council under the Reserves Act 1977. The Chief Executive has the Council's general authority to delegate to any officer any of the Chief Executive's functions, powers and duties under the Sale and Supply of Alcohol Act 2012, other than the general power of delegation.

Position	Signing and Sealing of Warrants
Chief Executive Officer	<p>Pursuant to Clause 32A, Schedule 7 of the Local Government Act 2002 Council delegates to the Chief Executive, Deputy Chief Executive and to the Group Manager Regulatory authority to sign and apply the Council seal on any warrant of appointment required by law to be signed under seal.</p> <ul style="list-style-type: none"> Note: Council has delegated the power to issue warrants under Council Seal to enforcement officers pursuant to Clause 32A, Schedule 7 to the Local Government Act 2002 to the Chief Executive, Deputy Chief Executive and the Group Manager Regulatory. <p>Note:</p> <p>Where a document does not need to be executed under Council seal it may be signed by:</p> <ul style="list-style-type: none"> the Chief Executive Deputy Chief Executive his / her nominee or any other officer who is authorised under delegated authority, whether under this Policy or otherwise, to approve the transaction involved.

Position	General Delegations
Chief Executive Officer Deputy Chief Executive Group Manager Regulatory Planning Manager	Pursuant to Section 34A of the Resource Management 1991 to carry out and undertake all of the Council's functions, powers and duties under that Act other than: <ul style="list-style-type: none"> the approval of a proposed policy statement or plan under clause 17 of Schedule 1 or any change to a proposed policy statement or plan; the making of a recommendation on a requirement for a Designation or Heritage Order under Part VIII which has been notified in accordance with Section 95A to 95F of the Resource Management Act 1991; the granting of a notified Resource Consent to which submissions in opposition have been received; the hearing of objections to Council arising out of certain decisions and requirements which have been made by Council staff pursuant to Section 357 of the Resource Management Act 1991; this power of delegation; the transfer of any one or more of the local authority's functions, powers and duties pursuant to Section 33 of the Resource Management Act 1991; the fixing of any fees or charges in accordance with Section 36 of the Resource Management Act 1991, including the power to remit the whole or any part of any charge of a kind referred to in section 36 which would otherwise be payable.

Position	General Delegations
Deputy Chief Executive	Unless specifically excluded the Deputy Chief Executive is delegated all the responsibilities, duties and powers of the Chief Executive and may act for the Chief Executive in: <ul style="list-style-type: none"> the formal and recorded absence of the Chief Executive; or an emergency where the Chief Executive cannot be contacted.
Group Managers	Group Managers are delegated the following responsibilities, duties and powers within their respective areas of responsibility, where that is permitted by law, in accordance with any Council policy (as appropriate) and subject to any condition, limitation or prohibition imposed by Council or any statutory limitation: <ul style="list-style-type: none"> The responsibilities, powers and duties delegated to them from the Chief Executive, as are recorded in management policies or specific written delegations, from time to time. The power to commit Council to financial transactions subject to their delegated financial authority (as outlined in Schedule 3). The power to sub-delegate, unless expressly restricted by law or the terms of Council's delegation to the Group Manager. All such sub-delegations must be recorded in writing on the central register. The power to undertake their specific delegations without further reference (though some may require to be reported). The power to act for the Chief Executive in an emergency where the Chief Executive and the Acting Chief Executive cannot be contacted, provided this is done through prior consultation with the Executive Leadership Team.

Position	General Delegations
Group Manager - Community	<p>The Group Manager – Community may exercise the following specific powers where that is permitted by law, in accordance with any Council policy (as appropriate) and subject to any condition, limitation or prohibition imposed from time to time by Council or any statutory limitation:</p> <ul style="list-style-type: none"> All the powers and functions Council may exercise as an administering body under the Reserves Act 1977.
Group Manager - People and Performance	<p>The Group Manager – People and Performance is appointed Privacy Officer for the Council pursuant to section 201 of the Privacy Act 2020 and is delegated the associated responsibilities of this position. The Group Manager – People and Performance may sub-delegate such responsibilities, duties and powers to other officers, except for the power to delegate under that Act.</p>
Group Manager – Corporate Services	<p>The Group Manager – Corporate Services is specifically delegated the responsibility to approve and pay:</p> <ul style="list-style-type: none"> all Council tax returns to the Inland Revenue Department; and regular sums for utilities such as power, phone, rates, insurance etc. <p>In addition, the Group Manager – Corporate Services is specifically delegated the responsibility to:</p> <ul style="list-style-type: none"> amend any entries in the district valuation roll (under section 14 of the Rating Valuations Act 1998) or the rating information database (under section 40 of the Local Government (Rating) Act 2002) which are the result of an error or which are no longer correct as a result of changed circumstances. Approve and apply remissions and postponements to rates in accordance with Council’s Rates Remissions and Postponements Policy. <p>Note:</p> <ul style="list-style-type: none"> The functions, powers or duties under the Local Government (Rating) Act 2002 and the Rating Valuations Act 1998 delegated by the Council to the above specified officers, including the Chief Executive, may not be sub-delegated. <p>Exclusion:</p> <ul style="list-style-type: none"> Neither Council nor the Delegates in 1. Above shall delegate to any officer: <ol style="list-style-type: none"> the power to delegate in 1. above; or a function, power or duty conferred by subpart 2, Part 1 or subpart 1, Part 5 of the Local Government (Rating) Act 2002.

SCHEDULE 3 – FINANCIAL DELEGATIONS TO THE CHIEF EXECUTIVE

1. Approve expenditure, including for any multi-year contracts, of authorised works or services which have been budgeted for in Council’s Long Term Plan and/or Annual Plan.
2. Authority (whether in relation to statutory, discretionary statutory, operational or general delegations) to approve either capital or operational expenditure up to a total value or total project value of one million dollars (\$1,000,000) excluding GST, subject to meeting the following criteria:
 - The expenditure is for authorised works or services for which provision has been made in Council’s approved budget;
 - Negotiate terms and interest rates for loans, which have been agreed by Council;
 - Council’s purchasing, tendering and contract tendering procedures are followed and complied with.
3. To open, to operate and to close the Council’s bank accounts in conjunction with the Group Manager - Corporate Services
4. To exempt the calling of competitive quotes and tenders in accordance with Council’s Procurement Policy.
5. To certify and authorise the payment of progress payments in relation to contracts entered into by the Council.
6. To write off unrecoverable debts up to a maximum of fifteen thousand dollars (\$15,000) in any one case.
7. Jointly with the Group Manager - Corporate Services, to issue and monitor the use of Credit Cards.
8. To ensure that material unbudgeted expenditure is reported to the Finance / Performance Committee.
9. Authority, in conjunction with the Group Manager - Corporate Services, to authorise and approve any expenditure in an emergency, in accordance with Council’s Procurement Policy.
10. Authority to enter into Developer Agreements, where appropriate, which is a contract with a developer for a new subdivision or development (noting Council’s policy is not to require development contributions).
11. In respect to the Local Government Rating Act 2002, to perform the functions of the Council as specified in the Act, in particular:
 - Section 54 - Not Collecting Small amounts (less than \$2,000)
 - Sections 63-68 - Recovery of rates
 - Section 77 - Sale of abandoned land
12. In respect to the Local Government Rating Act 2002, to perform the functions of the Council as specified in the Act, except:
 - Section 13-23 - Setting Rates
 - Section 55 - Policy for early payment
 - Section 56 - Policy for payment of rates for subsequent year
 - Section 57 - Penalty for unpaid rates
 - Section 58 - Imposition of penalty
 - Sections 117B-D - Lump sum contributions
 - Section 119 - Setting rates again
13. In conjunction with the Group Manager – Corporate Services, to enter into arrangements with ratepayers for the settlement of outstanding rates and remit penalties on amounts under consideration or for current rates that are being paid by regular payment and where a conflict between payment date and penalty date occurs.
14. In conjunction with the Group Manager – Corporate Services, to waive up to \$2,000 of the cost of excess water usage due to a leak on private property beyond the Council’s meter. Any waiver and amount are recorded and available for audit purposes and reported to the Finance / Performance Committee on a quarterly basis.

15. In conjunction with the Group Manager – Corporate Services, to waive up to \$2,000 for requests for fee waivers relating to building consents; liquor licensing fees; hireage of Councils facilities (parks, halls); or similar minor requests. Any waiver and amount are recorded and available for audit purposes and reported to the Finance / Performance Committee on a quarterly basis.

Financial Delegations to Group Managers

16. Approve expenditure of authorised works or services which have been budgeted for in Council’s Long Term Plan and/ or Annual Plan.
17. Authority (whether in relation to statutory, discretionary statutory, operational or general delegations) to approve either capital or operational expenditure up to a total value or total project value of:
 - Group Manager – Corporate Services – \$100,000 excluding GST
 - Group Manager – Community - \$50,000 excluding GST
 - Group Manager – Regulatory - \$50,000 excluding GST
 - Group Manager – Democracy & Planning - \$50,000 excluding GST
 - Group Manager – Infrastructure / Chief Operating Officer - \$50,000 excluding GST
 - Group Manager – People and Performance - \$50,000 excluding GST
 - Group Manager – Capital Projects- \$100,000 excluding GST
18. The Strategic Property Advisor has the authority (whether in relation to statutory, discretionary statutory, operational or general delegations) to approve either capital or operational expenditure up to a total value of \$15,000.

Subject to meeting the following criteria:

- The expenditure is for authorised works or services for which provision has been made in Council’s approved budget;
- Council’s purchasing, tendering and contract tendering procedures are followed and complied with.

ITEM 9.1 ATTACHMENT 3

Other Fees		2024/2025
Council has an online portal for building consent applications. Where paper copies are provided, a digitisation fee will be applied.		
BRANZ and MBIE Levy on projects over \$ 65,000 <u>20,444</u>	Per \$1,000	\$1.75
<u>BRANZ Levy on projects over \$20,444</u>	<u>Per \$1,000</u>	<u>\$1.00</u>
A building consent accreditation fee is payable for projects:		Residential - \$1.00 per \$1000 of value (capped at \$200).
		Commercial - \$1.00 per \$1000 of value (capped at \$500).

10 Reports for Decision

10.1 Adoption of the Long Term Plan 2024-2034 and Rates Resolution 2024/25

Author: Janna Harris, Corporate Planner

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Reason for Report

- 1.1 To present the Long Term Plan 2024-2034 and the rates resolution for 2024/25 to Council for adoption.

2. Context

- 2.1 A Long Term Plan (LTP) describe the activities of Council, how they will be undertaken, how they will be funded, and outlines the benefits of providing those activities to the community.
- 2.2 To be successful, the LTP must balance the ambitions of the community, while delivering core services and infrastructure. The purpose of completing an LTP every three years to align the LTP with the changing priorities of the district, respond to any changes in the community, knowledge of the state of infrastructure, and changes in relevant legislation.
- 2.3 This LTP has be developed during a challenging time due to a change in Government part way through the development, resulting in a change in direction regarding three waters. The Water Services Acts Repeal Bill included provisions to aid Councils in meeting the statutory deadlines. Council made the decision early in the process to develop a version of the LTP that contains three waters, in anticipation of the direction that the probable new government was heading. This allowed Council to stay on track to be able to meet the statutory deadline of adopting the LTP by 30 June 2024.
- 2.4 A further challenge was the notification of funding allocation from NZTA Waka Kotahi, which was provided in mid June. The result was a reduction in the subsidy from NZTA, which meant that this reduction needed to be reflected in budgets, so all financial statements relating to roading needed to be changed and resubmitted to Audit.

3. Process

- 3.1 Council began the process of developing the LTP in 2023 through a series of workshops in 2023 and early 2024.
- 3.2 Council adopted the consultation document *Where's it @ Rangitikei* along with the draft Long Term Plan 2024-2034 (as supporting information) on 29 February 2024.
- 3.3 Council chose not to receive an audit opinion on the consultation document. Officers had engaged with Audit New Zealand regarding the consultation document and draft LTP prior to the adoption for consultation. However, that process was not completed prior to adoption due to challenges resulting from uncertainty and changes in relation to three waters. The option to adopt the consultation document without being audited was provided under the Water Services Acts Repeals Act 2024.

- 3.4 Consultation began on 8 March 2024, and ran until 7 April 2024 at 5pm. During this time Council received 454 submissions, significantly more submissions than Council has received for any prior consultation.
- 3.5 The oral hearing followed on 18 April 2024, with 23 submitters speaking at Taihape and Marton.
- 3.6 Council considered all written and oral submissions at the deliberations meeting on 16 May 2024.
- 3.7 Following deliberations, Officers have updated the LTP to reflect the decisions made, and the LTP is now ready for adoption by Council.
- 3.8 The LTP is going through the last stages of the final audit by Audit New Zealand at the time this report was published. The Audit Opinion will be tabled at the meeting.

4. Changes made post consultation

- 4.1 The following is a summary of the main changes that have been made to the final LTP budgets:
 - 4.1.1 Reduction in budgeted depreciation charges, after discussions with the auditors, arising from reduced levels of future asset revaluations and the writing off of certain earthquake prone buildings.
 - 4.1.2 1% reduction to the budgeted rate increase for 2024/25, made possible by the reduced depreciation budget, and minor tweaks to some future years' budgeted rate increase.
 - 4.1.3 As advised above, NZTA informed Council that there is an expected reduction in their funding of the 2024/25 to 2027/28 Roothing Programme. This has reduced budgets for Roothing Operating Costs, Capital Expenditure, Grant Income and Debt for all years covered by the LTP. Council is asked to confirm that they do not want to reduce the roading targeted rate as a result of the change in funding allocation from NZTA. Refer to Recommendation 6 below.
 - 4.1.4 Implementing the staggered approach for kerbside collection has impacted budgets for Rubbish and Recycling related Revenue, Operating Costs, Capital Expenditure and Debt.
 - 4.1.5 Other changes realigned other budgets including Better Off Funding for the Taihape Town Hall which was previously budgeted in 2023/24, and reducing the Capital Expenditure Budget for the Marton to Bulls Pipeline to reflect the land acquisitions brought forward to 2023/24.

5. Rates increases

- 5.1 The LTP 2024-2034, if adopted, will see a rate increase of 11.5% for the 2024/25 year, followed by 9.9% for Year 2 and 10.75% for Year 3 of the LTP.
- 5.2 The average rates increase ratepayers can expect to receive, assuming 1% growth in rateable properties will be 10.5% for the 2024/25 year, followed by 8.9% for Year 2, and 9.75% for Year 3 of the LTP. These figures may be different than the actual observed rates increase for individual properties depending on the actual growth in ratable properties each year and changes to the properties capital value.

- 5.3 The rates increase that Council consulted on was 12.5%, with an average rates increase of 11.5% for the 2024/25 year. This means that actual rates increase for Year 1 is 1% lower than what was consulted on.

6. Balanced budget

- 6.1 Section 100 of the Local Government Act 2002 (LGA) states that a local authority must ensure that each year’s projected operating revenue is set at a level sufficient to meet that year’s projected operating expenses, otherwise known as a balanced budget.
- 6.2 However, an unbalanced budget can be set if the local authority resolves that it is financially prudent to do so, having regard to the matters identified in section 100 of the LGA.
- 6.3 Deficits are planned for the first five years of the LTP. After these five years, Council expects to have an ongoing period of surplus budgets. This will allow Council to start repaying debt.
- 6.4 Council would need to impose a 20% to 25% rates increase in the 2024/25 financial year to eliminate the deficit in one year. This is considered to be unaffordable for ratepayers, and careful consideration has led to the suggestion that the budget should be balanced over five years.

7. Rates Resolution

- 7.1 The proposed rates resolution is attached. (Attachment 1)

8. Financial Implications

- 8.1 The Long Term Plan 2024-34 outlines the projects and operational expenditure planned for the life of the LTP and sets out the financial implications of the activities included.
- 8.2 The financial implications have been highlighted and discussed through the workshops held over 2023 and early 2024 while drafting the LTP. (Refer to Attachment 2)

9. Impact on Strategic Risks

- 9.1 Possible risks associated with this report include:

- 9.1.1 Trust and confidence is tarnished.

The community may feel that Council has not appropriately sought feedback on the Long Term Plan, or the decisions made do not take into account the communities views and feedback provided during the consultation process.

This is mitigated by the effort Council put into seeking the views of the community during consultation. Council’s efforts show in the number of submissions received. This provides some confidence that the community was adequately engaged with, and were aware of the LTP process. Prior to deliberations, elected members were provided with the submissions and the Officer analysis of submissions to gain an understanding of the views of the community, and understand any implications of any requests prior to any decision making.

- 9.1.2 Financial stability lost

When preparing plans and determining the rates that will be required, Council must rely on the best information available at the time to understand the funding

that is required to cover capital and operational costs over the next 10 years. There is a risk that the best information Council has at the time of developing the Long Term Plan is not accurate, or that unanticipated circumstances significantly impact the assumptions in the LTP.

This risk is mitigated by sourcing projections from reputable sources, carefully reviewing the budgets and ensuring that the predicted expenditure is understood before it is included in the LTP.

10. Mana Whenua Implications

10.1 Iwi were approached by Council during the consultation period to determine if they would like Council to hold an information session in a location that suited iwi. A consultation event was held at Ratana. Nearing the closing date Mokai Patea informed Council that they would like a meeting with Mayor Watson, however this meeting did not take place as a time that suited Mayor Watson and Mokai Patea could not be found. All other Iwi informed Council that they did not require a meeting.

11. Statutory Implications

11.1 Council is required to adopt a Long Term Plan every three years under the Local Government Act 2002 (LGA). The LGA also sets out the requirements for the content of the LTP. Council has developed the LTP with the requirements of the LGA in mind. To meet statutory timeframes, the LTP must be adopted before 30 June 2024. Council has followed statutory process for developing the LTP, and it can now be adopted.

12. Decision Making Process

12.1 This report is subject to Council's Significance and Engagement Policy.

12.2 The decision to adopt the Long Term Plan 2024-35 is considered to be significant as it will set the activities, levels of service, capital programme, level of debt and expected rates increases for the next 10 years.

12.3 Council has followed the prescribed consultation process necessary to make this significant decision.

Attachments:

1. [Rates Resolution 2024-25](#) ↓
2. [Long Term Plan 2024-34](#) ↓ (under separate cover)

Recommendation 1

That the report Adoption of the Long Term Plan 2024-24 and Rates Resolution 2024/25 be received.

Recommendation 2

That Council considers it is prudent to adopt a budget that is not balanced in years 1 to 5 of the Long Term Plan 2024-34 on the basis that it is financially prudent to do so, and that it achieves a sustainable balanced budget in accordance with section 100 (2) of the Local Government Act 2002.

Recommendation 3

That the Mayor and Chief Executive sign the letter of representation for the audit of the Long Term Plan 2024-34 as requested by Audit New Zealand.

Recommendation 4

That the Long Term Plan 2024-34 including the report from the Council's auditor be adopted in accordance with section 93 of the Local Government Act 2002.

Recommendation 5

That Council adopts the Rates Resolution 2024/25.

Recommendation 6

That the Roding Targeted Rate not be reduced as a result of the amendments to the Roding Programme.

Recommendation 7

That Council give the Deputy Chief Executive delegation to make minor corrections to the Long Term Plan 2024-34 prior to publication.

Rangitikei District Council Rates Resolution

For the Financial Year 1 July 2024

to 30 June 2025

1. That the Rangitikei District Council, under the Local Government (Rating) Act 2002, sets the following rates for the 2024/2025 financial year:

- (a) a uniform annual general charge under section 15(1)(b) of the Local Government (Rating) Act 2002 on all rateable land of \$666.98 (inc GST) per separately used or inhabited part of a rating unit.
- (b) a general rate under sections 13(2)(b) of the Local Government (Rating) Act 2002 for all rateable land, as follows:

Land subject to rate	Rateable Value	Rate in the dollar of Rateable Value (inc GST)
All General rating units (excluding Commercial, Industrial, Utilities and Defence land)	Capital Value	\$0.000825
All Commercial rating units	Capital Value	\$0.000989
All Industrial rating unit	Capital Value	\$0.000989
All Utilities rating units	Capital Value	\$0.001237
Defence land	Capital Value*	\$0.001076

* in accordance with S22 Local Government (Rating) Act 2002, Defence Land is assessed and capped at Land Value.

- (c) Community services targeted rates under sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 per rateable rating unit as follows:

Land subject to rate	Basis for Liability	Charge (inc GST)
Taihape Community Board area	Per rating unit	\$52.18
Ratana Community Board area	Per rating unit	\$291.21

- (d) a solid waste targeted rate under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rateable land of \$179.30 (inc GST) per separately used or inhabited part of a rating unit.
- (e) a roading targeted rate under sections 16(3)(a), 16(4)(b) of the Local Government (Rating) Act 2002 on all rateable land, as follows:

Land subject to rate	Rateable Value	Rate in the dollar of Rateable Value (inc GST)
All rating units (excluding Defence land)	Capital Value	\$0.001448
Defence land	Capital Value*	\$0.001856
Forestry Differential	Capital Value	\$0.003933

* in accordance with S22 Local Government (Rating) Act 2002, Defence Land is assessed and capped at Land Value.

- (f) a wastewater (public good) targeted rate under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rateable land of \$129.97 (inc GST) per separately used or inhabited part of a rating unit.
- (g) a wastewater (connected) targeted rate under sections 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rating units connected to a wastewater scheme within the district of \$568.27 (inc GST) per water closet or urinal in the rating unit. As per Schedule 3 (Note 4) of the Local Government (Rating) Act 2002, any rating unit used primarily as a residence for one household will not be treated as having any more than one water closet or urinal.

- (h) a water supply (public good) targeted rate under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rateable land of \$183.85 (inc GST) per separately used or inhabited part of a rating unit.
- (i) a water supply (connected) targeted rate under sections 16(3)(b) and 16(4)(b) of the Local Government (Rating) Act 2002 on all rating units connected to a water supply in the district set differentially for different categories of land, as follows:

Differential Category	Basis for Liability	Charge (inc GST)
Marton, Taihape, Bulls, Mangaweka, Ratana, <i>Residential</i>	Per separately used or inhabited part of a rating unit	\$1036.05
Marton, Taihape, Bulls, Mangaweka, Ratana, <i>Non Residential</i>	Per separately used or inhabited part of a rating unit	\$1036.05

- (j) a water supply (by volume - Marton, Taihape, Ratana, Bulls (excluding ANZCO) and Mangaweka) targeted rate under section 19(2)(a) of the Local Government (Rating) Act 2002 set for all rating units connected to a water supply in Marton, Taihape, Ratana, Bulls (excluding ANZCO) and Mangaweka, and metered for extraordinary use in the period 1 July 2024 to 30 June 2025 of \$2.32 (inc GST) per m³ for consumption in excess of 250m³ per annum.
- (k) a water supply (by volume - ANZCO (Bulls - being the water meter site) targeted rate under section 19(2)(a) of the Local Government (Rating) Act 2002 set for all rating units connected to a water supply at ANZCO (Bulls) and metered for extraordinary use in the period 1 July 2024 to 30 June 2025 of \$1.72 (inc GST) per m³ for consumption in excess of 250m³ per annum.
- (l) a water supply (Huntermville urban connected) targeted rate under section 19(2)(a) of the Local Government (Rating) Act 2002 set for all rating units connected to the Huntermville Urban water supply scheme for water supplied in the period of 1 July 2024 to 30 June 2025 of \$6.06 (inc GST) per m³.
- (m) a water supply (rural supply – Huntermville) targeted rate for all rating units in the Huntermville rural area connected to the rural water supply scheme under section 19(2)(a) of the Local Government (Rating) Act 2002 for water supplied in the period of 1 July 2024 to 30 June 2025 of \$352.63 (inc GST) per unit or part unit (with one unit being 365m³) for Huntermville Rural

(Urban) Scheme Members and \$348.48 (inc GST) per unit or part unit (with one unit being 365m³) for Hunterville Rural Scheme Members.

- (n) a water supply (rural supply – Erewhon) targeted rate for all rating units in the Erewhon rural area connected to the rural water supply scheme under section 19(2)(a) of the Local Government (Rating) Act 2002 for water supplied in the period of 1 July 2024 to 30 June 2025 of \$242.02 (inc GST) per unit or part unit (with one unit being 365m³).
- (o) a water supply (rural supply – Omatane) targeted rate for all rating units in the Omatane rural area connected to the rural water supply scheme under section 19(2)(a) of the Local Government (Rating) Act 2002 for water supplied in the period of 1 July 2024 to 30 June 2025 of \$86.59 (inc GST) per unit or part unit (with one unit being 365m³).
- (p) a water supply (rural supply) targeted rate for all rating units in the Putorino rural area connected to the rural water supply scheme under section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 of \$0.001033 (inc GST) per dollar of land value.
- (q) a stormwater (public good) targeted rate under section 16(3)(a) and 16(4)(a) of the Local Government (Rating) Act 2002 on all rateable land of \$30.49 (inc GST) per separately used or inhabited part of a rating unit.
- (r) a stormwater (urban) targeted rate under sections 16(3)(b) and 16(4)(a) and 18(2) of the Local Government (Rating) Act 2002 on all identified rateable land in the Marton, Bulls, Taihape, Mangaweka, Ratana and Hunterville urban areas of \$165.77 (inc GST) per rating unit.

Due dates for payment (For all rates except those listed at 1(j) to 1(o) (inclusive) above)

- 2. **That the Rangitikei District Council resolves that the rates (except those listed at 1(j) to 1(o) (inclusive) above) be due in four equal instalments, as set out in the table below:**

Instalments	Due dates
1	Tuesday 20 August 2024
2	Wednesday 20 November 2024
3	Thursday 20 February 2025
4	Tuesday 20 May 2025

Penalties (For all rates except those listed at 1(j) to 1(o) (inclusive) above)

- 3. **That the Rangitikei District Council resolves to apply the following penalties on these unpaid rates:**

- (a) a penalty of 10 per cent on the amount of each instalment that has been assessed after 1 July 2024 and which is unpaid after the due date of each instalment, to be applied on the following dates:

21 August 2024 (in respect of the first instalment)

21 November 2024 (in respect of the second instalment)

21 February 2024 (in respect of the third instalment)

21 May 2025 (in respect of the fourth instalment)

- (b) an additional penalty of 10 per cent on the amount of any rates assessed in previous years which remain unpaid on 8 July 2024. This penalty will be added on 9 July 2024
- (c) a further penalty of 10 per cent on any rates to which a penalty has been added under 3(b) above, if the rates remain unpaid 6 months after that penalty was added. This penalty will be added 11 January 2025

4. That the Rangitikei District Council resolves that due dates for the water rates listed at 1(j) to 1(o) (inclusive) above be as set out in the tables below:

Due dates for payment (For metered rates for water) for –

Hunterville Urban Water Supply, Marton Water Supply, Ratana Water Supply, Bulls Water Supply, Mangaweka Water Supply and Taihape Water Supply are:

Meter reading	Due dates	Penalty date
October 2024	20 November 2024	21 November 2024
February 2025	20 March 2025	21 March 2025
June 2025	21 July 2025	22 July 2025

Due dates for payment (for extra ordinary rates for water) for

ANZCO Site are:

Meter reading	Due date	Penalty date
Last day of each month	20 th day of the month following each meter reading (or the next business day when the 20 th falls in the weekend or a public holiday)	21 st day of the month following each meter reading (or the next business day when the 21st falls in the weekend of a public holiday)

Due dates for payment (For water scheme charges) for –

Erewhon Rural Water Scheme are:

Meter reading	Due dates
November 2024	20 December 2024
May 2025	20 June 2025

Due dates for payment (For water scheme charges) for –

Omatane Rural Water Scheme are:

Meter reading	Due dates
May 2025	20 June 2025

Due dates for payment (For water scheme charges) for –

Huntermville Rural Water Scheme are:

Billing Date	Due Dates	Penalty Date
November 2024	20 December 2024	23 December 2024
May 2025	20 June 2025	23 June 2025

Penalties (for extraordinary, metered urban water supply)

- 5. That the Rangitikei District Council resolves to apply the following penalties on unpaid metered or extraordinary rates for water for Huntermville Urban Water, Marton Water Supply, Ratana Water Supply, Bulls Water Supply, Mangaweka Water Supply, Taihape Water Supply and ANZCO (Bulls - being the water meter site):

a penalty of 10 per cent on the amount of each instalment that has been invoiced after 1 July 2024 and which is unpaid after the due date of each instalment, to be applied on the dates specified in Section 4.

Penalties (For Huntermville Rural Water Supply)

- 6. That the Rangitikei District Council resolves to apply the following penalties on unpaid Huntermville Rural Water Supply;
 - (a) a penalty of 10 per cent on the amount of each instalment that has been invoiced after 1 July 2024 and which is unpaid after the due date of each instalment, to be applied on the following dates:

Billing Date	Due Dates	Penalty Date
November 2024	20 December 2024	23 December 2024
May 2025	20 June 2025	23 June 2025

10.2 Operating Unmanned Aerial Systems (drones) on Council Owned and Administrated Land Policy

Author: Janna Harris, Corporate Planner

Authoriser: Katrina Gray, Manager Strategy and Development

1. Reason for Report

- 1.1 To present the Rangitikei District Council Operating Unmanned Aerial Systems (drones) on Council Owned and Administrated Land Policy for adoption.

2. Context

- 2.1 The Draft Operating Unmanned Aerial Systems (drones) on Council Owned and Administrated Land Policy was considered by the Policy/Planning Committee at the 13 June 2024 meeting. The Committee made the recommendation to Council that this policy is adopted without consultation.
- 2.2 The Civil Aviation Authority of New Zealand (CAA) introduced rules on 1 August 2015 to prohibit the operation of unmanned aerial systems, commonly referred to as drones, without the permission of the landowner, this includes Council owned and administrated land.
- 2.3 On 1 October 2015 Council adopted the Flying Drones on Council Parks – Interim Guideline. This guideline was intended to be an interim measure to allow Council to better understand how the CAA rules would work in practice, before developing a policy. The guideline provides blanket permission for drones to be operated on Council parks provided that the operator complies with the CAA rules, the Privacy Commissioners guidance on preserving personal privacy by not flying over people or private property, and the code specified in the guideline.

3. Policy Development

- 3.1 The interim guideline states that Council will develop the policy in conjunction with RNZAF Ohakea along with developing a Memorandum of Understanding with Ohakea Air Traffic Control. Officers reached an understanding with a representative from RNZAF Ohakea that a Memorandum of Understanding is not required due to the ability to gain permission for drone operations through Airshare.
- 3.2 The Policy/Planning Committee were provided an opportunity to guide the development of the policy on 11 April 2024. The draft policy was presented to the Policy/Planning Committee on 13 June 2024. The Committee recommended the policy to Council to be adopted without amendment. The Committee identified that it is important to educate the community on the policy and the CAA rules, but acknowledged that this can be achieved without consulting on the policy.

4. The Policy

- 4.1 A summary of the Draft Rangitikei District Council operating Unmanned Aerial Systems (drones) on Council Owned and Administrated Land Policy 2024 is as follows:

- Permission is granted for anyone to operate drones on Council owned and operated land with a number of exceptions outlined in the policy for safety and privacy issues,
- Council will consider one off applications to operate drones on exempt land,
- Operators must comply with the included code of conduct,
- A summary of the CAA rules is included along with information on how to log operations and seek permission for operations in restricted airspace,
- Council can terminate an individual's permission if they breach the CAA rules, or the code of conduct.

5. Financial Implications

- 5.1 There are no financial implications associated with this report. The costs associated with developing this policy is accounted for in existing budgets.

6. Impact on Strategic Risks

- 6.1 No impacts on strategic risks have been identified.

7. Mana Whenua Implications

- 7.1 No mana whenua implications have been identified.

8. Statutory Implications

- 8.1 There is no statutory requirement to develop and adopt a policy addressing unmanned aerial systems.

9. Decision Making Process

- 9.1 The Policy/Planning Committee have directed the development of this policy. The Committee is recommending to Council that this policy is adopted by Council without consultation.
- 9.2 This policy is considered to have low significance. There is no requirement to consult on this policy, and the approach from the current interim guideline is relatively unchanged.
- 9.3 Council could choose to consult on this policy if Council was satisfied that there would be benefits from consulting on it. However, Officers do not deem this to be necessary as there are other avenues that can be used to educate the community. The community will also be made aware of the policy once it is adopted.

Attachments:

1. **Operating Unmanned Aerial Systems (drones) on Council Owned and Administrated Land Policy** [↓](#)

Recommendation 1

That the report 'Operating Unmanned Aerial Systems (Drones) on Council Owned and Administrated Land Policy' is received.

Recommendation 2

That Council adopts the Operating Unmanned Aerial Systems (Drones) on Council Owned and Administrated Land Policy.

OPERATING UNMANNED AERIAL SYSTEMS (DRONES) ON COUNCIL OWNED AND ADMINISTRATED LAND POLICY

Date of adoption: xx

Resolution number: xx



Making this place home.

Operating Unmanned Aerial Systems (drones) on Council Owned and Administrated Land Policy

BACKGROUND

Anyone operating an Unmanned Aerial Systems (UAS), also known as, Remotely Piloted Aircraft System (RPAS), Unmanned Aerial Vehicle (UAV), model aircraft, or drone, must abide by the New Zealand Civil Aviation Authority (CAA) rules to keep people and property safe.

Drones are an aircraft so can be hazardous to people, property, and other aircraft.

Before flying a drone, permission must be provided by the following:

- By the administering authority of a restricted airspace, such as Military Operating Areas and Aerodromes;
- By the owner of the land, this includes Council owned and administrated land;
- By any people that you intend to fly over.

FLYING DRONES OVER COUNCIL LAND

Provided that drone operators comply with the CAA (Civil Aviation Authority of New Zealand) Part 101 and 102 rules, Rangitikei District Council gives permission for drone operators to fly drones over Council owned or administrated land, except the following locations:

- Over Council cemeteries, playgrounds, and the Tutaenui Reservoir;
- Over Council land that contains buildings and facilities, including office buildings, libraries, pools, transfer stations, water and wastewater treatment plants, and community housing;
- Over roads, including roads in parks and reserves.

Council may consider specific requests to fly over Council land precluded from the permission granted above. Council will consider the request and respond within 10 working days unless the request is considered to be urgent. When considering requests Council will take into consideration a number of factors including, but not limited to; privacy of others, safety of people and property, and nuisances. Conditions may be imposed on the approval if they are deemed to be appropriate to manage risks.

Note: The sports field at Rātana Pa is not owned or administrated by Council, permission needs to be sought from Rātana Pa Communal Trustees.

MAKING YOUR FLIGHTS KNOWN TO OTHERS

Rangitikei District Council encourages all flights to be logged with AirShare, which also holds information on who to gain permission from for flying in controlled air spaces such as the Military Operating Areas around Ohakea and Waiouru, or other Aerodromes across the district. To be able to fly in controlled airspace air traffic control authorisation must be obtained from Airways. This authorisation can be requested through AirShare using the My Flights tool.

Outside of controlled airspace, flight(s) can be made known to other manned and unmanned aircraft by registering to use Flight Advisor and submitting an Advisory. Doing so provides other aviators notification of flight(s). It also sends notification (SMS or email) of any other traffic that may be in the area. Registration is free but a form of identification will be required depending on the level of access applied for.

COMPLYING WITH CIVIL AVIATION AUTHORITY RULES

The CAA regulates civil aviation in New Zealand and sets the rules around the use of drones. To operate a drone, the CAA rules must be fully complied with. Council is not responsible for setting or monitoring these rules.

For the latest CAA rules please view their website.

Summary of CAA rules for Drones:

- Fly no higher than 120m (400 ft) above ground,
- Stay a safe and considerate distance away from people and buildings, do not fly directly over people without their permission,
- Do not fly over private land unless the owner provides permission,
- Keep the drone within sight at all times (i.e. not through binoculars, a monitor or smartphone),
- Only fly during daylight hours (unless using a shielded operation),
- Stay clear of fog and clouds,
- Stay well clear of and land immediately if any other aircraft are in the area,
- Stay 4km away from anywhere aircraft could land or take off, this includes helipads at hospitals and sightseeing aircraft. Be aware that controlled airspace extends well beyond the 4km limit, clearance from air traffic control is needed to operate in that area,
- Fly the drone using a shielded operation (i.e. within 100m, and below the top of a natural manmade object such as a building, group of trees or a hedge, not a narrow object such as a pole) if flying a drone in a controlled airspace without clearance from air traffic control. The barrier must be between the drone and the landing area and must be capable for stopping the drone if it loses control.

CODE OF CONDUCT

In addition to the CAA rules, drone operators must also comply with the following code of conduct:

- Do not operate a drone over a sports field if it is in use by others, or within 50 meters of any organised activity taking place on Council owned or controlled land,
- Do not operate a drone within 50 metres of other users of the area,
- Do not operate a drone within 50 metres of livestock, wildlife or domestic animals,
- Do not operate over dry flammable vegetation,
- Be courteous of other users of the area,
- Cease operation of the drone if requested by a Council Officer.

Any breach of the CAA rules or the Code of Conduct may result in Council terminating permission for the operator to fly a drone on Council owned and administrated land.

BREACHES OF THE RULES

Concerns about a drone being operated above Council owned or administrated land should be reported to Council.

Safety concerns about the use of a drone above any land, in breach of the CAA rules, should be reported to the CAA.

Privacy concerns resulting from the operation of a drone, including the use of a drone over private property without permission, should be reported to the Privacy Commissioner.

If a drone presents an immediate danger to public safety, contact the police.

10.3 Adoption of Rangitikei District Council Waste Assessment**Author: Arno Benadie, Chief Operating Officer****Authoriser: Kevin Ross, Chief Executive****1. Reason for Report**

- 1.1 RDC is in the process of renewing the current Waste Management and Minimisation Plan (WMMP).
- 1.2 Part of this process involves a Waste Assessment that documents the planning foundations for the waste management and minimisation plan (WMMP) by describing the waste situation, setting the vision, goals, objectives and targets for the district, and developing options for meeting future demand.
- 1.3 Council needs to adopt the waste assessment before drafting of the WMMP can commence.
- 1.4 This report is to present the Waste Assessment to Council for adoption.

2. Context

- 2.1 A waste management and minimisation plan is the term set in the Waste Management Act (WMA) for a council's waste management and minimisation planning document.
- 2.2 The legislation enables councils to use various tools to influence, promote and implement measures to manage and minimise waste. The WMMP is intended to be the guiding document for councils to promote and achieve effective and efficient waste management and minimisation within their districts.
- 2.3 A WMMP should contain a summary of the council's objectives, policies and targets for waste management and minimisation. The plan should clearly communicate how the council will deliver on these objectives.
- 2.4 Part of the process to create a WMMP is to first complete a Waste Assessment (WA) for the district.
- 2.5 The WA covers the current waste situation, including waste flows, waste infrastructure and services, and forecast of future demand. It includes the vision, goals, objectives, and targets for the waste assessment, and identifies options and assesses the suitability of each option and includes consultation with the Medical Officer of Health.
- 2.6 Once complete, a waste assessment should at a minimum contain:
 - a description of the waste management and minimisation services being undertaken.
 - results of demand-forecasting for services.
 - a statement of proposals to meet this demand.
 - a statement of the extent to which the proposals protect public health.
 - a statement of the extent to which the proposals provide effective and efficient waste management and minimisation.

- 2.7 The RDC Waste Assessment has been completed and was presented to Council in a workshop on 23 May for a more detailed discussion.
- 2.8 Since then, the draft WA has been presented to the Medical Officer of Health for review. This has been completed with endorsement for the Medical Officer.
- 2.9 The RDC Waste Assessment is attached, under separate cover, to this report for reference.

3. Conclusion

- 3.1 The completion of a Waste Assessment for our district is an important step in the process of creating a new WMMP.
- 3.2 All information required in a WA has been included and it has been endorsed by the Medical Officer of Health.
- 3.3 The draft WA has been discussed with Council in more detail to receive any comments and suggestions to be included in the final version of the document (attached)
- 3.4 The last step in the process is for Council to adopt the RDC Waste Assessment to allow officers to continue with the creation of the new WMMP.

Attachments:

1. **RDC Waste Assessment (under separate cover)**

Recommendation 1

That Council receives the report “Adoption of Rangitikei District Council Waste Assessment” dated 27 June 2024.

Recommendation 2

That Council, in light of the completed Waste Assessment, agrees to proceed with a new Waste Management and Minimisation Plan in accordance with section 50(3) of the Waste Minimisation Act 2008.

10.4 Redirection of approved Better Off Funding to support the Council's transition to the Government's Local Water Done Well programme

Author: Gaylene Prince, Group Manager - Community

Authoriser: Kevin Ross, Chief Executive

1. Reason for Report

- 1.1 Following a Cabinet decision, the Department of Internal Affairs has asked the Council to consider redirecting some of the unspent Better Off Funding projects to support the Government's Local Water Done Well programme, for which legislation is in progress.
- 1.2 This report outlines issues and options and offers a series of recommendations.

2. Context

- 2.1 This report is in response to a request made at Council's workshop on 23 May 2024.
- 2.2 On 18 April 2024, the Executive Director, Water Services Policy, Department of Internal Affairs, wrote to the Council's Chief Executive requesting reconsideration on how Council will use the funding approved by the previous Government as part of its programme of reforming the management and delivery of water services.
- 2.3 Council's maximum funding amount under the Better Off funding agreement is \$3.330 million, of which \$320,000 related to water infrastructure. At the date of Internal Affairs' letter, \$0.440 million had been paid (or was currently due and payable by the Department), leaving \$2.890 million in remaining Better Off funding.
- 2.4 Specifically, Council was requested to provide details of the eight projects in the Better Off Funding portfolio, and to note where Council considers there is an opportunity to redirect any unspent approved funding to increase investment in water infrastructure or to help establish new water services entities.
- 2.5 The eight projects (with approved funding and current expenditure noted) are:

	approved	spent	
Business case for housing	\$50,000	\$18,716	
Development of climate change strategy	\$75,000	\$75,000	COMPLETED
District Plan acceleration	\$427,000	\$69,120	
Flood protection Marton CBD	\$120,000	\$202 ¹	Water infrastructure
Hautapu River Parks	\$375,000 ²	\$247,056	
Taihape Civic Centre	\$1,883,000	\$144,540	
Town centre regeneration	\$200,000	\$450	
Ngā Marae O Rangitikei	\$200,000	\$104,956	Water infrastructure
	\$3,333,000	\$659,590	

¹ A contract for the first phase has been let for \$31,600.

² Plus co-funding of \$113,000

- 2.6 The letter mentioned the Department's intention was to discuss Council's initial position on potential redirection opportunities, and "mutually agree your remaining Better Off programme by 30 June 2024".
- 2.7 In addition, the letter signalled that the final instalment from the previous Government's transition support scheme would be wrapped into a new funding agreement for work relating to Local Water Done Well, which would include supporting the establishment of new water services delivery organisations, or other planning work to support the transition to Local Water Done Well.
- 2.8 The Chief Executive's reply highlighted that the business case for housing was the only project which offered the possibility of redirection because of projected under-expenditure, and that the precise sum would be clarified following a Council workshop on 23 May 2024. That has yet to be finalised. At that workshop, Thrive (the consultants engaged for this project) presented their findings, and will be making a further presentation at Council's 27 June 2024 meeting.
- 2.9 On 30 May 2024, the Chief Executive received a follow-up email from Internal Affairs because the Minister of Local Government has asked the Department to reengage with councils to test whether further redirection opportunities can be identified for Better Off funding, noting that:
- Redirection of funding does not necessarily mean moving all remaining funding towards new purposes. A number of councils have reduced scope of larger projects or found alternative sources to part-fund projects, to free up funding to assist with work relating to Local Water Done Well or for additional water infrastructure investment.
- 2.10 This approach from Internal Affairs followed an earlier decision taken by Cabinet Economic Policy Committee on 20 March 2024.

Repurposing remaining Better Off funding to support Local Water Done Well

- 35 **noted** that \$500 million of Better Off funding is provided to councils under the previous government's reforms to invest into community wellbeing initiatives, with no requirement for these funds to be invested in water infrastructure;
- 36 **noted** that \$223.8 million of the total balance of Better Off funding has been paid to councils, leaving \$276.2 million committed but unpaid;
- 37 **approved** the retention and redirecting of unspent Better Off funding, held in the *Water Services Reform: Better Off Support Package* multi-year appropriation, for increasing investment in water infrastructure or to help establish new water services delivery organisations to provide more financially sustainable water services to communities;

Retaining sector support funding to support Local Water Done Well

- 38 **noted** that the retention of existing sector support funding arrangements will enable the remaining funding to be used by councils to support their development of Water Services Delivery Plans and to investigate the tools and organisational structures under Local Water Done Well to establish financially sustainable water services delivery;
- 39 **approved** the retention and reprioritisation of existing sector support funding, held in the Water Services Reform multi-category appropriation, *Sector Involvement in Water Services Reform* category to be applied to the implementation of Local Water Done Well;

3. What are the likely transition costs

- 3.1 For the past nine months Rangitikei District Council has been working alongside the other territorial authorities in the Horizons region to consider the feasibility of establishing a regional CCO to manage three waters. This work has been supported by GHD, with the costs shared among the participating councils. Rangitikei's share is not expected to exceed \$10,000. However, the chief executives and mayors may request further detail before committing to a formal joint arrangement. These costs will remain with each council.
- 3.2 The largest transition cost would come if the Council decided to join with neighbouring councils in a formal joint arrangement such as a council-controlled organisation. Comparable work elsewhere, including the previous Government's three waters reform programme, has been examined: this indicates that the transition costs, could be around \$13 million - most of which will be the cost for integrating systems. But those costs have been assessed as a debt for the new regional CCO rather than requiring budgeted funding from the participating councils.
- 3.3 There will be other, smaller, transition costs which for 2024/25 will not be debt funded. The main one will be the development of the water services delivery plans, a requirement in the Local Government (Water Services Preliminary Arrangements) Bill, now under consideration by Parliament's Finance and Expenditure Committee. Internal Affairs assessed the likely cost as one full-time-equivalent staff member for 40 hours for a small council and one full-time equivalent for up to 100 hours for a joint arrangement (in which the participating councils would share the cost). Even doubling those estimates would not be huge budget hurdle - and certainly covered by the final instalment of the previous Government's transition support funding noted above.
- 3.4 There will be additional compliance costs from the establishment of the Commerce Commission as economic regulator and the new role for Taumata Arowai in developing wastewater standards. However, these will have little budgetary impact during 2024/25.

4. Increasing investment in water infrastructure

- 4.1 Following further consideration, Officers note that an additional \$127,000 of funding can be 'ring-fenced' for three waters investment from the Better Off Funding District Plan acceleration project. The funding will be used for three waters assessments required as part of this project. The remainder of this funding is already contracted, therefore, there is no funding remaining for re-allocation. Internal Affairs (and Crown Infrastructure Partners) may request an amended reporting for the project so that they have confidence that the three waters assessments are 'ring-fenced'. That will be clarified in subsequent discussion.

5. Mana Whenua Implications

- 5.1 There are no known mana whenua implications relating to this report.

6. Statutory Implications

- 6.1 There is no statutory requirement for Council to agree to any redirection of Better Off Funding. However, Council will be subject to the Local Government (Preliminary Arrangements) Bill when enacted, probably next month, and further legislation to be

introduced in December 2024. Redirection of some Better off Funding will assist with Council's compliance with this legislation and any associated regulations.

ITEM 10.4**7. Options**

7.1 There are five options to consider.

- a. Retain the unspent sum approved for the Better Off Funding housing project for other expenditure without reference to Internal Affairs.

This option will not be acceptable to Internal Affairs and will probably lead to demand for payment of the unspent sum, meaning Council could lose that money.

- b. Confirm the unspent sum approved for the Better Off Funding housing project is to be redirected to support the Council's transition into the Coalition Government's 'Local Water Done Well' reform programme.

This will be acceptable to Internal Affairs, and means that the Council still has access to the funds, although for a purpose different from that initially recommended by Council and approved by the previous Government.

- c. Inform Internal Affairs that the Better Off Funding District Plan acceleration project includes preparing three waters assessments to support the plan change and that the estimated cost of that technical work can be 'ring-fenced' so that its contribution to improved three waters infrastructure is assured.

This will be acceptable to Internal Affairs, and will probably means a change to the formal six-monthly reporting (and expenditure claims process) so that there is clear evidence of its alignment with the Government's expectations for Local Water Done Well.

- d. Request the unspent sum approved for the Better Off Funding housing project is added to another Better Off Funding project.

This option is at the discretion of Internal Affairs (and Crown Infrastructure Partners who administer the Better Off Funding scheme) and a decision would come only when the Council's Better Off Funding projects are confirmed. There is a risk that the unspent funding could be lost rather than be reallocated.

- e. Reconsider whether redirection is feasible and desirable from any other incomplete Better off Funding project.

This is Internal Affairs' preferred option as it could release a large sum for redirection for three waters. Some councils have chosen to do this. However, Rangitikei's projects have a high community profile, and there would be protests if the funding were reduced, with potential changed in scope and/or longer timelines. This would certainly be the case for the town regeneration project, even though no contracts or purchased order have been entered into: there are currently three projects underway which are at various stages of the planning process. In practical terms for the other active projects, it would be difficult because of the commitments entered into already, and exiting these could entail cost. It is the Council not Internal Affairs who will bear the opprobrium for such changes.

There is no clear path to find alternative external funding should Council wish to redirect some of the Better Off Funding – especially at short notice. The Better Off Funding is a grant with no requirement to repay so its related expenditure does not increase Council's debt. This needs to be borne in mind if redirection were to be considered for any of Council's active Better Off Funding projects. Council can expect its water-related debt to be ultimately repaid so any transfer of Better Off Funding that increases Council's non-Water related debt whilst reducing Water-related debt will have a negative financial impact for Council.

The project with the largest Better Off Funding is the Taihape Civic Centre. If Council transferred (say) \$1.5m to the Local Water Done Well project, that will not increase three waters debt. However, if Council also decided to make up for that redirected funding by borrowing \$1.5 million for the Taihape Civic Centre, that is new debt which will remain with Council.

- 7.2 The recommended options are (b) and (c), as they assure Council will have access to the funding without derogating from Council's other Better Off Funding projects, while increasing the financial contribution to improved water services delivery in the District.

8. Conclusion

- 8.1 The previous Government provided Better Off Funding to councils for a range of projects which did not need to be related to three waters delivery. In addition, transition support funding was provided to assist councils to respond to the National Transition Unit in setting up regional water services entities. The work of the National Transition Unit was funded by the Government.
- 8.2 The present Government's Local Water Done Well programme does not offer new funding support to councils. In its place it is advocating that councils review their unspent allocations for Better off Projects to see what could be redirected into the Local Water Done Well programme.
- 8.3 The Council's Better Off Funding projects have a high community profile: redirection of funding of active projects would be likely to be criticised by the community – and that criticism would be directed to Council. In addition, Council would not wish to cancel contracts in place or incur further debt by redirecting Better off Funding.
- 8.4 However, redirection of the unspent allocation for the largely complete Housing project is feasible, as is separating the three waters assessments within the District Plan acceleration project.

9. Decision Making Process

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

Recommendation 1

That the report 'Redirection of approved Better Off Funding to support the Council's transition to the Government's Local Water Done Well programme' be received.

Recommendation 2

That Council acknowledges the invitation from the Department of Internal Affairs to reconsider, in a mutually agreed way, the use of some of its approved Better Off Funding to support an effective transition into the Government 'Local Water Done Well' reform programme.

Recommendation 3

That Council notes that while there is no budget provision contained in the draft 2024-34 long-term plan for any transition costs in forming a joint arrangement with neighbouring councils to deliver three waters services, if Council made such a decision, the costs would be a debt payable by that new joint arrangement.

Recommendation 4

That Council also acknowledges the high community profile for its approved Better Off Funding projects.

Recommendation 5

That Council notes that the Business case for housing project is largely complete with one invoice yet to come, meaning up to \$28,000 is unspent from the approved Better Off Funding and agrees to ask Internal Affairs:

EITHER to include this sum in the new funding agreement to support transition costs or water infrastructure development

OR to consider this sum for substitution into theBetter Off Funding project [as determined at the meeting], with any associated change of scope.

Recommendation 6

That Council agrees that the preparation of the three waters assessments within the Better Off Funding District Plan acceleration project can be ring-fenced and that Internal Affairs be asked to advise any additional reporting requirements to assure that.

11 Reports for Information

11.1 Project Management Office Report – June 2024

Author: Carol Gordon, Group Manager - Democracy & Planning

Authoriser: Kevin Ross, Chief Executive

1. Reason for Report

1.1 This is a monthly report on progress on significant projects (based on budget) currently being delivered by Council's Project Management Office (PMO).

2. Notes for the Report

2.1 The colours in the attachment (Attachment 1) follow a traffic light system of **red**, **orange** and **green** to indicate health of the *overall project* as well as health in the categories: *H&S, Programme, Cost, Quality* and *Top 5 Risks*.

2.1.1 **Green – no / low concerns**

2.1.2 **Orange – some concerns**

2.1.3 **Red – significant concerns**

2.2 The top 5 risks are included in the report; further risks and their mitigations can be found in the work plan for each project. The risks are identified and are all actively managed by the PMO office, and the Project Manager assigned to the project. The risks get updated and new ones added when they have been identified. Any new risks that raise concerns will be brought back to Council as an update in the PMO report.

3. Key Highlights from Current Projects

Wastewater Projects

3.1 Marton to Bulls Wastewater Centralisation (Project Manager - Pieter Haasbroek)

3.1.1 A dedicated project group, in close collaboration with RDC, iwi, planners, and specialists, has been diligently working to formulate a comprehensive solution for the current situation. This collective effort is crucial in lodging consent with Horizon Regional Council.

3.1.2 The workshop held on 29 May 2024 went well and all parties provided input into options to solve the problem. Currently the team is busy formulating a longlist of options that will be shortened at the next workshop being held in August 2024.

3.1.3 Consent has been lodged with Horizons Regional Council regarding the two remaining stream crossings.

3.2 Rātana Wastewater Discharge to Land (Project Manager - Pieter Haasbroek)

3.2.1 No updates on Councils discharge and irrigation consent applications have been received from Horizons Regional Council, including the decision whether these applications will be fully notified or not. In May staff received confirmation that the Whanganui based manufacturer of the components needed for the treated wastewater transfer pipe, will honour their price estimate, provided Council

commits to ordering this financial year. The Ministry for the Environment have provided an updated draft letter of agreement that will provide sufficient capital to pay for these pipeline materials. The sale and purchase agreement for the additional 4ha needed, due to wetland offset area and storage pond, is close to final agreement. Comparison of the “depth to groundwater from ground level” for the ground water borehole measurements between June 2023 and June 2024 shows how extreme 2023 was for wet weather:

	23 June 2023	14 June 2024
Bore hole 1	2765mm	4150mm
Bore hole 2	1320mm	2720mm
Bore hole 3	370mm	1880mm
Bore hole 4	770mm	2040mm
Bore hole 5	1990mm	3175mm

3.3 Taihape Papakai Wastewater Pump Station (Project Manager - Pieter Haasbroek)

3.3.1 Final site cleanup and installation of security fencing are complete. Project completion documentation will be finalised by the end of June.

3.4 Taihape Wastewater Treatment Plant Membrane Upgrade (Project Manager - Pieter Haasbroek)

3.4.1 The new membranes have been successful in reducing the e-Coli count from over 24,000 in the pond, down to under 10 at the clarifier outlet. Our contractor Guaranteed Flow Systems Limited (GFS) has been monitoring the upgraded treatment plant and control systems since the membranes were commissioned and have identified a small number of renewals to valves and controls required. These are being carried out given they are critical to ensuring compliance with our discharge consents. There was a recent unauthorised discharge in May where one of these control systems had failed, and this was notified to Horizons Regional Council on a proactive no-surprises approach. One of the final steps to finalising the work by GFS is adding a new inlet screen at the pond, to help preserve the life of the new membranes. A hui has been planned for July to update hapu and iwi leaders.

Water Projects

3.5 Marton Water Strategy (Project Manager - Eswar Ganapathi)

3.5.1 The trial plant was delivered to site on 11 June 2024 and has since been commissioned. This plant should provide a clear picture of the expected outcomes from the new system, in terms of treatment efficacy and the volume and make-up of the waste stream. Staff are yet to get a response from PowerCo on their application for additional power. A technical consultant is required to design how the two bores will work together, including all piping design from the bores to the treatment plant. This appointment is yet to be confirmed. A demolition contractor is expected to be appointed soon. Staff are about 95% ready with the information required for the water take consent application. Staff are waiting for a meeting confirmation with iwi to reassure they are in favour of this consent application.

Community Facilities

3.6 Marton Offices and Library (Project Manager - Eswar Ganapathi)

The project work plan was approved by Council in May, without amendment. Land contamination investigations are expected to begin by end of June 2024. Archaeological survey works have commenced. Staff are working on a detailed timeline which shows the steps and timeframes of this project, including compiling a list of requirements. This timeline will be shared with elected members, staff and key stakeholders once it has been completed.

3.7 Taihape Grandstand (Project Manager - Eswar Ganapathi)

Council approved staff to proceed with further investigations. Staff engaged a peer review consultant to advise on the proposed seismic strengthening approach. As it turns out, the proposed approach is deemed experimental in nature with not much literature available around it. Not to mention the lack of available project references. Staff deem this approach to be high risk. As such, staff would like to engage the peer review consultant to work out a more reasonable approach. However, whatever approach we take, it will mean some design work to be carried out first. Staff would like to proceed with high level concept design/calculations in order to ascertain the extent of work and in turn the anticipated cost. When the decision to undertake work on the Grandstand comes before Council, all offers that have previously been presented to Council will be included in the report.

3.8 Taihape Town Hall and Library Redevelopment (Project Manager - Eswar Ganapathi)

A work plan is attached (Attachment 1) for Council’s review and approval, refer to Recommendation 2.

The work plan outlines the project structure and Council are asked to appoint an elected member from the Northern Ward to be part of the governance representatives group. A recommendation is included below – refer to Recommendation 3.

4. Miscellaneous

4.1 Scotts Ferry (Project Manager - Pieter Haasbroek)

4.1.1 Council completed a range of storm water upgrades at Scotts Ferry since 2019. The final project is the automation of the flood pump just upstream of the Scotts Ferry township. The original allowance in the current LTP was for the automation of a diesel engine to switch on and power the existing pump during flood events. In the April 2023 Council meeting, an alternative design was presented to Council for consideration. The alternative design proposed the use of an electric motor to turn the existing storm water pump at Scotts Ferry with an updated cost estimate. Council approved the alternative solution and increased budget.

4.1.2 After detailed investigations with the owner of the pump (a local farmer), it became clear that this will not be achievable due to the unique requirements of the pump that is designed to be used in farming applications and powered by a tractor or similar equipment. The most cost-effective way to resolve this is to revert back to making use of a tractor or similar to power the pump.

4.1.3 The original automation of the existing pump was to resolve two issues of concern with the existing procedures during flood events:

- The operation of the pump is dependent on the local farmer using his own tractor and fuel to power the pump during flood events. There is a risk that either the farmer or his tractor might not be available during flood events.
- Access to the pump is dependent on the water level during any flood event. If the water is too deep the tractor cannot be connected to the pump. There is a risk that the water levels rise during the night and that the farmer is too late to be able to get to the pump.

4.1.4 We propose to purchase a tractor that will be dedicated to the operation of the pump. This has been discussed with the local Scotts Ferry fire fighting group and they support this initiative. A number of the firefighting team members will be trained to operate the tractor and the pump and will be responsible to connect the tractor to the pump during flood events.

4.1.5 We will add an early warning system to alert the firefighting team with enough time to connect the tractor to the pump.

4.1.6 All proposed equipment and training can be completed with existing approved budgets.

4.2 Taihape Hautapu Bridges (Project Manager – Pio Rowe)

4.2.1 Work undertaken during June to the beginning of July included preparation of the site for construction, which includes:

- Site tidy up around the foundations.
- Measuring of ropes for the bridges.
- Building steps and ramps
- Construction team is working with Engineers to test and compact loose soil around Bridge 1 (Old Powerhouse Swing Bridge).
- Construction of bridges will resume mid-July with assistance from the NZ Army.

Attachments:

1. **Taihape Town Hall Library Redevelopment Project Work Plan** [↓](#)
2. **Project Management Office Update - June 2024** [↓](#)

Recommendation 1

That the report 'Project Management Office Report - May 2024' be received.

Recommendation 2

That Council approve the Project Work Plan for the Taihape Town Hall and Library Redevelopment as amended / without amendment [delete one].

Recommendation 3

That His Worship the Mayor, Deputy Mayor and Cr _____ from the Northern Ward, be appointed as governance representatives for the Town Hall and Library Redevelopment project.



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 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
C	28/05/2024	Procurement process updates	Eswar Ganapathi	Carol Gordon

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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
Investigation & Engagement	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
Procurement & Construction	Identify, shortlist and procure design consultants and contractor/s	In Scope
	Ensure seamless handover to property and facilities team	In Scope

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	Manage the construction contract to ensure the project is effectively managed within agreed time, cost and quality parameters	In Scope
<u>General Building Requirements</u>	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
<u>Auditorium/Main Hall</u>	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
<u>Sports in the main hall</u>	basketball/badminton/netball/fitness classes	In Scope
	high ceiling	In Scope
<u>Stage</u>	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
<u>Learning Hub/ Library / staff area</u>	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



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	Front desk library / information centre	In Scope
	Exterior books drop off outside of open hours	In Scope
	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.

Taihape Town Hall and Library Redevelopment

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 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.

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The core parts of the procurement include:

- earthquake strengthening and structural construction
- design and professional services
- general construction and trades for the facility

Compared to a new-build 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 investigate 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 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



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- Electrician
- Painters
- Ventilation & Heating

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:

- construction methodology, programme, and approach to the project including sub-contractor management and health and safety
- a response on how realistic the client's budget ceiling is and initial thoughts on achieving this
- identification of initial risks and opportunities for design and construction
- 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
- details of the proposed project team, both for the second stage tender process and during construction
- fixed preliminaries (site running costs) and fixed margin (covering off site overheads and profit)
- schedule of rates for common building elements (where there is sufficient information to develop this)
- 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 (e.g., 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, e.g., 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:

- satisfactory performance of the contractor during the second stage tender
- the contractor providing full cost transparency to the client through an open book approach
- 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

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go back out to the market for tender. This ensures that competitive tension is maintained throughout 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. Except for 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.

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Speed of delivery

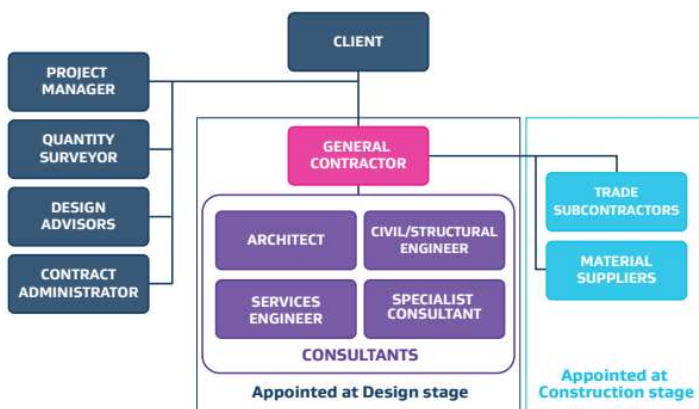
Design and build can enable an earlier on-site start date and an earlier completion date when compared to a traditional delivery model, through overlapping design and construction activities. However, compared to a traditional delivery model, extra time will be needed at tender stage. This includes sufficient 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.

D. Critical touch points with Council & Taihape user group

- Staff have prepared a tender evaluation report for Council consideration, which identifies a preferred vendor along with a reserve vendor.
- Staff shall proceed to enter into a contract with the vendor chosen by the Council, initially for the design development phase.
- Staff shall organize a design workshop with user group where the chosen vendor shall take feedback, which in addition to the agreed scope shall form part of the design concept development.
- Staff shall provide regular updates to Council & user group during the concept design stages.
- **Staff shall present the Concept design along with preliminary cost estimates, for Council endorse**
- If the contractor is unable to produce a design solution within budget, staff may choose to end

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- the process and enter into an agreement with the reserve vendor.
- Once the concept design is endorsed, staff shall then allow the contractor to proceed with detail design development.
- Staff shall continue to provide regular updates to Council and user group during this phase
- **The detail design once completed shall then be presented to the Council for endorsement along with detail cost estimates. In the event, the budget constraints aren't met, Council reserve the right to either re-evaluate scope, increase budget or shelve the project.**
- If endorsed, staff then proceed to enter into a construction contract with the contractor.
- Staff shall continue to provide periodic updates to Council.

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

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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.

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

Taihape Town Hall and Library Redevelopment

Resolved minute number 23/RDC/175	<p>That the design process calls for tenders to provide for the following elements</p> <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 <p>Tenders will be considered for all or individual elements of the design. HWTM/Cr G Duncan. Carried</p>
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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 	<p>Regular updates on progress and next steps</p> <p>Seek advice and expert knowledge to overcome issues which might arise throughout the project.</p>
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 	<p>Regular Updates</p> <p>Seek feedback on approach or planning</p>
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 	<p>Seek input from operations for best outcome</p>
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 	<p>Feedback discussion during design development and periodic updates during execution</p>
Media	L	L	<ul style="list-style-type: none"> ✓ Sensitivity around wastewater 	<ul style="list-style-type: none"> ✓ Cultural ✓ Environmental 	<p>Regular Updates</p>

Taihape Town Hall and Library Redevelopment

Town Hall User Group	H	H	✓ Seeking feedback on requirements from various groups ✓ Ongoing feedback to and from	✓ Useability of the spaces	Regular meetings Regular updates on progress
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B. Project Team

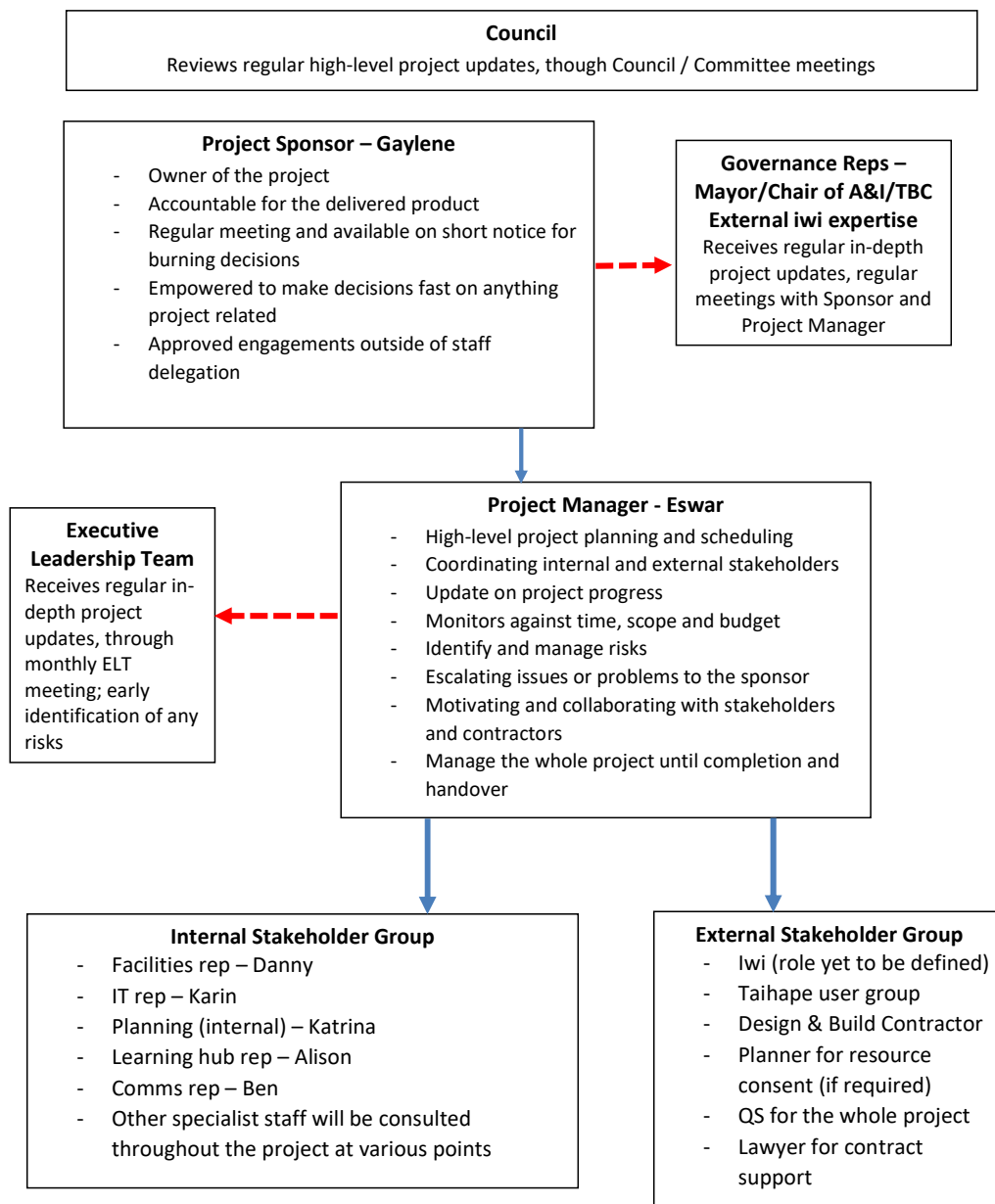
Name	Project Role (e.g. Sponsor, Project Manager, Designer etc.)	BAU Role
Gaylene Prince	Project Sponsor/ Internal client	Group Manager Community
Adina Foley	Project Director	Group Manager Capital Projects
Eswar Ganapathi	Project Manager	Senior Project Manager
Dianne Ritter	Project Assistance	Project 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.

Taihape Town Hall and Library Redevelopment

X. Project Structure



ITEM 11.1 ATTACHMENT 1

Taihape Town Hall and Library Redevelopment

XI. 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)		

XII. 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
Identify procurement strategy	January 2024 – February 2024
Tender Process	March 2024 – May 2024
Recommendation report to Council	June 2024
Design & Build Contractor Award	Jul 2024
Design Development (Includes engaging with user group)	Jul 2024 – May 2025
Building Consent	May 2025 – Jul 2025
Construction	Jul 2025 – Mar 2027
Handover to Property Team	Mar 2027 – May 2027

Taihape Town Hall and Library Redevelopment

XIII. 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 suggested requirements	Medium	Medium	Medium	Mitigate	Manage user expectations through 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

XIV. 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

XV. Issue Log

Date	Issue	Action

Project Name	Project Summary	Project Lead	Est Start Date	Est Finish Date	Health/ Safety	Programme	Cost	Quality	Top 5 Risks	Project Budget	Actual Spend to date	Iwi Consultation	Key Tasks Completed	Next Steps (June Update)
Wastewater														
Marton to Bulls Wastewater Centralisation	The purpose of the project is to improve the current Marton and Bulls wastewater network to become efficient, effective, and reliable wastewater collection, treatment and disposal services in a culturally sensitive and environmentally responsible manner that meets evolving regulatory requirements and ongoing sustainable compliance. The Marton to Bulls wastewater centralisation scope includes the construction of a wastewater pipeline from Marton Wastewater Treatment Plant to Bulls Wastewater Treatment Plant, development of best practical option for the discharge, consenting, upgrades of the treatment plants at Marton and Bulls if required.	Pieter Haasbroek	Oct-20	Jun-28	No concerns to date	There is urgency around the delivery of the project. This project will span over numerous years due to its complexity.	The budget is \$25m, however it is not possible yet to put confident costs against all the components of the project. There is a general expectation that the project will cost more than the current budget. Further budget is included in the current Long Term Plan preparations.	No concerns to date.	1. Infringement notices, fines or Court Order by Horizons until project is completed due to slow progress 2. Unrealistic Expectations of what can be delivered 3. Budget not sufficient for scope 4. Land not available (if land discharge) 5. Long consenting periods & unrealistic consent conditions	\$25,000,000.00	\$12,008,101.66	Ongoing meetings set up with iwi. Iwi is a partner in this project.	Pipeline construction is mostly completed, except for three crossing which need to be designed, consented and implemented. Project Management delivered by PMO. Planner has been engaged. Consenting pathway and timeline endorsed by RDC and Horizons.	The project group, which is a collaboration between RDC, IWI, planner and specialists, is meeting regularly. Work is being continued on design for remaining three stream crossing for the pipeline. Foundations to be confirmed following major delays from the Geotech investigation and build cost to be determined in the next 3-4 months. Further specialists for the consenting pathway have been engaged. A workshop looking at the long list of options will be held in May which is an essential next steps for the consenting process.
Rātana Wastewater discharge to land	This project is a collaborative effort involving local iwi, RDC, HRC and the community of Rātana, and is partly funded (13.4%) by Ministry for the Environment (MfE). The project is to remove treated effluent from Lake Waipu and to dispose of it to land. The project started on 1 July 2018 with an agreement with the Ministry for the Environment (MfE) and has an estimated duration of 5 years. Construction will need to be completed by December 2024. The scope of this project includes purchase of land for disposing of treated wastewater (instead of discharge to Lake Waipu), the installation of irrigation equipment and an upgrade of the existing Rātana Pā wastewater treatment plant.	Blair King	Jul-18	Dec-24	No concerns to date	Construction will need to be completed by December 2024 which is not likely to be achievable since the consent is now awaiting Horizon's assessment.	The budget has been increased in September 2023. However the longer the consent approval takes the more likely are cost increases due to inflation.	No concerns to date.	1. Tight timeframe to complete project by December 2024. 2. Unknow if consent will be public or limited notification. 3. Unforeseen requirements/ consent conditions for RDC. 4. The approved budgets might not be sufficient to cover the full cost. 5. Funding by MfE is linked to milestones, if the project is delayed there is a chance of funding loss.	\$6,532,000.00	\$1,249,658.23	Regular meetings and updates via email / through hui. Iwi is on board with the project and its approach and supports the irrigation to land option.	Land has been found and purchased (an extra 4ha is in the process of being purchased). Resource consent has been lodged.	No updates on Councils Discharge and Irrigation consent applications have been received from Horizon Regional Council, including the decision whether these applications will be fully notified or not. Staff have received confirmation in May 2024 that the Whanganui based manufacturer of the components needed for the treated wastewater transfer pipe, will honour their price estimate provided if Council commits ordering this financial year. Ministry for the Environment have provided an updated draft letter of agreement that will provide sufficient capital to pay for these pipeline materials. The sale and purchase agreement for the additional 4 ha needed due to wetland offset area and storage pond is close to final agreement. Comparison of the "depth to groundwater from ground level" for the ground water borehole measurements between June 2023 and June 2024 shows how extreme 2023 was for wet weather.
Taihape/ Papakai wastewater pump station	Design and construction of a new wastewater pump station and rising main. Includes upgrade to power supply.	MDC	Jan-23	May-24	No concerns to date.	No concerns to date.	No concerns to date. Well within approved budget and a lot of the contingency is not spent or committed to date.	No concerns to date.	1. Delays due to bad weather or supply chain challenges. 2. Poor communication to residents affected by road closures.	\$6,358,184.18	\$4,642,690.95	Updates via email and irregular meetings.	Entire system is now operational with RDC operators in control. Commissioning on 16th April went well and there have been no unforeseen issues.	Final site tidy up and security fencing is in progress. Project completion documentation.
Taihape Wastewater Treatment Plant Membrane Replacement	The resource consent for the Taihape Wastewater Treatment Plant is still valid until 2027, but due to significant non-compliance on volume and quality, staff have started a small project to replace the existing membranes. There is a separate project ongoing determining the best consenting pathway.	Blair King / Pieter Haasbroek	Dec-23	May-24	No concerns to date.	No concerns to date.	No concerns to date.	No concerns to date.	No concerns to date. The work is mostly completed.	\$1,139,337.00	\$988,456.49	Irregular meetings and email updates with iwi.	Most of the work required for the Membrane replacement has been completed.	The new membranes have been successful in reducing the e-Coli count from over 24000 in the pond, down to under 10 at the clarifier outlet. Our contractor Guaranteed Flow Systems (GFS) Limited has been monitoring the upgraded treatment plant and control systems since the membranes were commissioned, and have identified a small number of renewals to valves and controls required. These are being carried out given they are critical to ensuring compliance with our discharge consents. There was a recent unauthorised discharge in May where one of these control systems had failed, and this was notified to Horizons as a proactive no-surprises. One of the final steps to finalising the work by GFS is adding a new inlet screen at the pond, to help preserve the life of the new membranes. A Hui has been planned for July to update Hapu and Iwi leaders. (Arno – do you want to provide an update on the I&I or Large Dam classification given these will likely come up as part of the Hui in July)

Project Name	Project Summary	Project Lead	Est Start Date	Est Finish Date	Health/ Safety	Programme	Cost	Quality	Top 5 Risks	Project Budget	Actual Spend to date	Iwi Consultation	Key Tasks Completed	Next Steps (June Update)
Wastewater														
Water (Drinking)														
Marlon Water Strategy	The Marlon Water Strategy has been developed with a new bore as its foundation to replace the current source for potable water for Marlon. It includes: - Construction of new raw water bore - Design of treatment plant refurbishment and consenting - Upgrades to existing treatment plant Once all the project is completed, Marlon will be provided with pleasant tasting and smelling potable water that meets the NZ Drinking Water Standards. Staff will look at options for the use of the dams once Marlon is drawing water from a bore. This will include looking at restoring flow to the Tutaenui Stream. All work is expected to be completed by the end of 2024.	Eswar Ganapathi	Jun-22	Dec-24	No concerns to date.	Completion is expected in late 2024 - mid 2025. Further scope components need to be specified before a final total project budget can be confirmed.	No concerns to date.	No concerns to date.	1. Long consenting periods & unrealistic consent conditions 2. Challenges in the engineering consulting market making it difficult to secure contract for design in a timely manner 3. Cost overrun due to market escalations 4. Water take restrictions imposed by consent 5. Complexities of the treatment process pushing out budget	\$11,000,000.00	\$2,098,634.26	Initial discussion held with iwi, who are supportive of this alternative water source. Waiting for	BORE only - Physical works complete, practical completion issued, and Assessment of Environmental Effects report received.	For the Bore component of the project MDC will issue a close out report by June 2024. Decision on bore casing storage/sale to be made. Stantec report is now finalised. Staff are working with a lawyer to prepare the contract agreement which is in the draft stages. A request for additional power has been lodged with PowerCo - awaiting a response. Electrical contractor has been engaged and the main switchboard has been ordered. Trial plant is now delivered and commissioned. Water samples will be tested regularly for system effectiveness. In addition, waste stream will also be tested to identify its make-up. Staff are in the process of engaging a design consultant to design how the two bores interact with each other along with the pump design for the new bore. Demolition contractor to be engaged on priority. Staff had their first meeting with Iwi on 16 May 2024. Staff are waiting for Iwi to confirm a meeting request sent to them. The consent application for water intake is expected to be launched by end of June 2024.
Storm Water														
Scotts Ferry Pump	Automation of existing stormwater pump at Amon drain, Scotts Ferry.	MDC / Pieter Haasbroek	Nov-20	unknow	No concerns to date	Slow progress, completion expected by May 2024.	No concerns to date	No concerns to date	1. Costs have been approved, there is always a risk of cost overruns. 2. Delays to the timeframes due to bad weather. 3. Ownership of pump and land	\$298,424.11	\$105,665.59	No interest	Alf Downs constructed the Generator building, and Generator installed. Construction is currently "on hold" for RDC concerns and automation issues	Project ON HOLD. RDC will speak with Scotts Ferry Volunteer Fire Department to operate the pump station if needed and will use a Tractor instead of automation.
Community Facilities														
Taihape Grandstand Restoration	The scope of this project is the detailed design of the endorsed strengthening concept design for the Taihape Grandstand. Design has been completed for the strengthening of the Grandstand. \$1m was allowed for the Grandstand in the 2021 LTP. Current projections of project costs are estimated to be well above committed budget. Therefore, additional funding will have to be secured or alternative options for strengthening will need to be considered.	Eswar Ganapathi	Oct-20	unknown	No concerns to date	Project scope has not yet been confirmed	\$1m budget for the Grandstand with costs estimates over \$2m.	Project scope has not yet been confirmed	Project scope has not yet been confirmed	\$1,000,000.00	\$250,870.16	Important to engage with Ngāti Tamakopiri.	Report to Council in September outlining project costings and strengthening design. Grandstand has been listed as heritage building.	Council directed staff during the Nov 2023 Council meeting to undertake further investigations to re-confirm some of the structural assumptions made with respect to the seismic strengthening aspects. After much deliberation, the structural consultants have proposed further steps that take about 4-8mths to complete. Staff arranged for a peer review of this proposal. Staff have since requested the peer review consultant to prepare a more tested solution (without budget being a constraint) so that they can advise the community how much funding they may need to raise (if required). Offer of service received from peer review consultant. Staff will have to undertake a concept design to determine the best possible approach.
Marlon New Offices and Library	The current Council civic buildings in Marlon are earthquake prone and are required to be strengthened to meet government legislation. In December 2023, Council has made the decision to start the design process to build a new structure at 46 High Street for the RDC main offices and Marlon library. This also will include a new Civil Defence Shed next door to the offices. Key requirement for this structure is to be fitting into the existing budget.	Eswar Ganapathi	TBC	TBC						\$19,000,000.00	\$526,622.56	Staff have and will continue to engage with iwi.	Decision to move forward with a new Marlon Office and Library at 46 High Street was made by Council in December 2023.	Peer review on the cost estimate provided by architect is now complete. Staff have completed the procurement process for a QS for the project. Project work approved by council without any amendment. Planner has been engaged. Land surveyor, archaeologist and land contamination expert have been engaged. Independent urban review and traffic impact assessment to follow soon. Archaeological sruvet underway. Testing for soil contamination scheduled for 20 June 2024.
Taihape Town Hall and Library Redevelopment	Council included costs for the refurbishment of the Taihape Town Hall within the 2021-31 LTP. Since the LTP was adopted, the Town Hall and Library has been closed due to the earthquake risk posed to staff and the public. Council approved the new budget for the Taihape town hall/civic centre, broadly outlined as option 1 in the key choices section of the annual plan 2023/24 consultation document, of up to \$14 million. Council will receive \$1,883,000 from better off funding towards the project as an offset to this budget.	Eswar Ganapathi	2024	Dec-27	No concerns to date.	No concerns to date.	No concerns to date.	No concerns to date.	1. Long design process 2. Cost overruns 3. Challenging construction as typical with renovations 4. Finding a suitable main contractor 5. Managing stakeholder expectations	\$14,000,000.00	\$283,596.36	Iwi were an active part of workshop panel. Staff will continue to engage.	Public feedback workshop was held in Taihape in October 2023. The user group has been formed by RDC staff and will be updated throughout the process. The ROI received good interest with 12 submissions.	The evaluation team interviewed all 4 parties to go through their RFP submissions on 10 Apr 2024. Staff met with the User Group on 6 Mar 2024 to update them on the progress. The high level concept sketches from the architect are now complete.
Other & Community-Led Developments														
	<ul style="list-style-type: none"> The Marlon Rail Hub (MRH) is an RDC sponsored initiative to establish a rail hub in partnership with private investor(s). Scope includes a rail siding and log yard. RDC financial contribution is limited to \$9.85M (\$9.1M from central Government + \$0.75M from RDC). Additional private investment is required to fully fund the MRH. The MRH forms part of the Marlon Industrial Development Area (MIDA) of 65Ha parallel to Makiriri Road, adjacent to SH1. In late 2020, the 65Ha underwent a District Plan change rezoning the land from rural to industrial. However this was challenged in the Environment Court. In late April 2023, the Environment Court found in favour of RDC, but with provisions (conditions) that RDC believed did not reflect the Court proceedings and, as written, represent a significant barrier to any developer investing in the MRH. In September 2023, the High Court agreed with RDC's position 	Mark Barnes	Oct-20	Feb 2027 to align with the latest forecast from the developer	No concerns to date.	<ul style="list-style-type: none"> Original target completion has been delayed due to the protracted and ongoing Environment Court process and the need to secure additional private investment. The MRH programme aligns with the developer's programme. The developer has advised a +3 month delay to completing their due diligence 	<ul style="list-style-type: none"> To date \$1.887M has been drawn down from the central Government funding allocation of \$9.1M. Spend to date is \$3.181M. Hence RDC remains financially exposed to \$1.294M of spend. RDC's position is that this will be recovered from the central Government funding allocation. Conversations are ongoing, but this 	No concerns to date.	<ul style="list-style-type: none"> 1. Risk: The change in Government may adversely impact the continuation of central Government funding. Impact: RDC has a current cost exposure of \$1.29M (see Costs). Mitigation: Opportunity to be sought to lobby Government to continue support. 2. Risk: The potential developer's due diligence exercise concludes that the project is not viable. Impact: Additional private funding is not forthcoming. The project cannot be progressed. Mitigation: Alternative developers with a different vision to be sought. 	\$9,850,000.00	\$3,462,677.26	Discussions have previously been held with Ngāi Wairiki Ngāti Apa who are supportive of the project.	<ul style="list-style-type: none"> Private developer's due diligence process progressing with RDC support. The developer has declared a + 3 month delay to August 2024. Draft RDC/developer funding agreement issued to the developer for review. Draft Ecological and Landscape Development Plan issued to developer for review. 	<ul style="list-style-type: none"> Stage 1 Development tasks as defined in the Environment Court Provisions progressed. Finalise RDC/developer due diligence funding agreement
Remediation of Historic Landfill on Putorino Road	The Rangitikei river is eroding a historic landfill, creating a risk of further contaminated materials and fill entering the river. The landfill material must be excavated and removed.	Mark Barnes	17/09/2021	May-23						\$2,524,818.06	\$2,497,186.55			Remediation largely complete. CE, Mayor, Iwi met with Horizons on site to look at final sign-off - 3 minor items were identified for removal.

12 Minutes from Committees

12.1 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. BCC-08 May 24 (under separate cover)
2. AIN-09 May 24 (under separate cover)
3. CCS- 29 May 24 (under separate cover)
4. TCC-06 Jun 24 (under separate cover)
5. HRWS- 10 Jun 24 (under separate cover)
6. HCC-10 Jun 24 (under separate cover)
7. TCB- 12 Jun 24 (under separate cover)
8. MCC- 12 Jun 24 (under separate cover)

Recommendation

That the following minutes are received:

- Bulls Community Committee- 08 May 24
- Assets and Infrastructure Committee-09 May 24
- Creative Communities Committee- 29 May 24
- Finance and Performance Committee- 30 May 24
- Turakina Community Committee- 06 June 24
- Hunterville Rural Water Scheme- 10 June 24
- Hunterville Community Committee- 10 June 24
- Taihape Community Board- 12 June 24
- Marton Community Committee- 12 June 24

13 Recommendations from Committees

13.1 Recommendation from Community Committees Small Project Funds

Author: Kezia Spence, Governance Advisor

1. Reason for Report

- 1.1 Community Committees and the Taihape Community Board operate Small Projects Fund.
- 1.2 Below are recommendations from the community committees and the Taihape Community board requesting to carry-forward unspent funds.

2. Turakina Community Committee

Resolved minute number 24/TCC/001

That the Turakina Community Committee carry-forward \$1,253.40 for the 2024-25 financial year.

Mr D Benton/Mr I Stephens. Carried

- 2.1 The Turakina Community Committee have earmarked an unspecified amount for signage from this financial year.

3. Hunterville Community Committee

Resolved minute number 24/HCC/002

That the Hunterville Community Committee strongly request that council following prudent fiscal management allow the remaining unspent allocation of \$686.64 is carried forward to the following financial year 2024/25.

Ms K Kennedy/Mr J Adams. Carried

4. Marton Community Committee

Resolved minute number 24/MCC/003

That the Marton Community Committee request the remaining allocation of \$667.19 is carried forward to the following financial year 2024/25

Ms S Moore/Ms L Duncan. Carried

5. Taihape Community Board

Resolved minute number 24/TCB/004

That the Taihape Community Board request the remaining allocation of \$4,718.50 is carried forward to the following financial year 2024/25 along with any allocated funds that have not been paid as of 30 June 2024

Cr J F Wong/Ms G Larsen. Carried

6. Bulls Community Committee

- 6.1 The Bulls Community Committee earmarked remaining funds to the next financial year to be spent on the Bulls Service Map Board.
- 6.2 All funds for the Bulls Community Committee have been earmarked or spent.

Recommendation

That the ‘Recommendation from Community Committees Small Projects Funds’ report be received.

Recommendation

That Council approves / does not approve carry-forward of up to \$1,253.40 for the Turakina Community Committee for the 2024/25 financial year.

Recommendation

That Council approves/ does not approve carry-forward of up to \$686.64 for the Hunterville Community Committee for the 2024/25 financial year.

Recommendation

That Council approves/does not approve carry-forward of up to \$667.19 for the Marton Community Committee for the 2024/25 financial year.

Recommendation

That Council approves/does not approve carry-forward of up to \$4,718.50 for the Taihape Community Board for the 2024/25 financial year.

14 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 May 2024
2. Follow-up Action Items from Council (Public Excluded) Meetings
3. Taihape Community Housing Exploratory Work

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
14.1 - Public Excluded Council Meeting - 30 May 2024	To consider the minutes relating to matters that were the subject of discussion at the 30 May meeting.	S48(1)(a)
14.2 - Follow-up Action Items from Council (Public Excluded) Meetings	To consider the matters arising from previous 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)
14.3 - Taihape Community Housing Exploratory Work	To enable commercially sensitive information to be discussed without impacting any negotiations for this work. s7(2)(h) - Commercial Activities 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 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.

15 Open Meeting