



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

RĀTANA COMMUNITY BOARD MEETING

Date: Tuesday, 8 August 2023

Time: 6.30pm

Venue: Ture Tangata Office
Ihipera-Koria Street
Rātana Pa

Chair: Mr Charlie Mete

Deputy Chair: Mr Jamie Nepia

Membership: Mr Lequan Meihana
Ms Grace Taiaroa
Cr Tracey Piki Te Ora Hiroa
HWTM Andy Watson

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: 33%; vertical-align: top;"> <u>Marton</u> Head Office 46 High Street Marton </td> <td style="width: 33%; vertical-align: top;"> <u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls </td> <td style="width: 33%; 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 a Rātana Community Board Meeting of the Rangitīkei District Council will be held in the Ture Tangata Office, Ihipera-Koria Street, Rātana Pa on Tuesday, 8 August 2023 at 6.30pm.

Order Of Business

1	Welcome / Prayer	4
2	Apologies	4
3	Public Forum	4
4	Conflict of Interest Declarations	4
5	Confirmation of Order of Business	4
6	Confirmation of Minutes	5
	6.1 Confirmation of Minutes	5
7	Follow-up Action Items from Previous Meetings	18
	7.1 Follow-up Action Items from Ratana Community Board Meetings	18
8	Chair's Report	20
	8.1 Chair's Report - August 2023	20
9	Reports for Decision	21
	9.1 Mayor's Report - 25 July 2023	21
	9.2 Review of Community Board's Terms of Reference	28
10	Reports for Information	30
	10.1 RDC Engagement and Consultations	30
	10.2 Lake Waipu Improvement and Ratana Wastewater Treatment Project - Update	32
	10.3 Funding Schemes Update - July 2023.....	34
	10.4 Update on Te Roopuu Ahi Kaa Komiti	36
	10.5 Cemetery Update - August 2023	37
11	Discussion Items	38
	11.1 Community Partner update- Request for Service	38
	11.2 Discussion Items	40
12	Meeting Closed.	41

AGENDA

1 Welcome / Prayer

2 Apologies

3 Public Forum

4 Conflict of Interest Declarations

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

5 Confirmation of Order of Business

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, [enter item number](#) be dealt as a late item at this meeting.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: Kezia Spence, Governance Advisor

1. Reason for Report

- 1.1 The minutes from **Rātana Community Board Meeting held on 11 April 2023 and 13 June 2023** are attached.

Attachments

1. **Rātana Community Board Meeting – 11 April 2023**
2. **Rātana Community Board Meeting - 13 June 2023**

Recommendation

That the minutes of Rātana Community Board Meeting held on 11 April 2023 [**as amended/without amendment**] be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Recommendation

That the minutes of Rātana Community Board Meeting held on 13 June 2023 [**as amended/without amendment**] be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

MINUTES

UNCONFIRMED: RĀTANA COMMUNITY BOARD MEETING

Date: Tuesday, 11 April 2023

Time: 6.30pm

Venue: Ture Tangata Office
Ihipera-Koria Street
Rātana Pa

Present Mr Charlie Mete
Ms Grace Tairaoa
Cr Piki Te Ora Hiroa

In attendance Kezia Spence, Governance Advisor
Melanie Bovey, Library Services Manager

Order of Business

1	Welcome / Prayer	3
2	Apologies	3
3	Public Forum	3
4	Conflict of Interest Declarations	3
5	Confirmation of Order of Business	3
6	Confirmation of Minutes	3
7.1	Follow-up Action Items from Ratana Community Board Meetings.....	4
7	Chair’s Report	4
8.1	Chair's Report - April 2023	4
8	Reports for Decision	4
9.1	Mayor's Report - March 2023	4
9	Reports for Information	5
10.1	Community Consultation - Pae Tawhiti Rangitikei Beyond, draft Community Spatial Plan	5
10.2	Funding Schemes Update - April 2023	5
10.3	RDC Engagement and Consultations	5
10.4	Lake Waipu Improvement and Ratana Wastewater Treatment Project - Update	5
10.5	Update on Te Roopuu Ahi Kaa Komiti	6
10.6	Cemetery Update - April 2023.....	6
10	Discussion Items	6
11.1	Ratana Cemetery and Future Allocation of Plots.....	6

1 Welcome / Prayer

2 Apologies

Resolved minute number 23/RCB/011

Apologies were received from His Worship the Mayor, Lequan Meihana and Jaime Nepa.

Mr C Mete/Ms G Taiaroa. Carried

3 Public Forum

Nil

4 Conflict of Interest Declarations

Nil

5 Confirmation of Order of Business

Late item- Potential donation to Cyclone Gabrielle of mattresses.

The trust that looks after the property in Ratana have a number of mattresses that have moved from the main building to a shed. Committee members requested that council provide the costs of moving the mattresses as a donation for those who need after cyclone Gabrielle.

Resolved minute number 23/RCB/012

That Ratana Community Board request Council support with funding the transport of mattresses from Ratana Communal Board to those who need them to areas effected from Cyclone Gabrielle and Council to reach out to those effected if they need them. If this is not needed, the financial support from Council to disposal of the mattresses.

Mr C Mete/Ms G Taiaroa. Carried

6 Confirmation of Minutes

Resolved minute number 23/RCB/013

That the minutes of Rātana Community Board Meeting held on 14 February 2023 **without amendment** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Mr C Mete/Ms G Taiaroa. Carried

7.1 Follow-up Action Items from Ratana Community Board Meetings

Item 5- Ms Bovey updated that this item is now sitting with the water team. The board requested that the word aesthetically pleasing is not necessary and this can be removed.

Resolved minute number 23/RCB/014

That the report 'Follow-up Action Items from Ratana Community Board Meetings' be received.

Mr C Mete/Ms G Taiaroa. Carried

7 Chair's Report

8.1 Chair's Report - April 2023

Mr Mete gave a brief report.

Since the last meeting the Ratana contractor for park maintenance has increased the number of cemetery plots. These have been numbered and are now available to be purchased..

There will be a Lake Waipu project public meeting with Horizons on the 28th of April from 10am-2pm.

Resolved minute number 23/RCB/015

That the Chair's Report – April 2023 be received.

Mr C Mete/Ms G Taiaroa. Carried

8 Reports for Decision

9.1 Mayor's Report - March 2023

The report was taken as read.

Ms Taiaroa has organised a meeting with Sarah from the ministry of social development on the 14th of April at 1pm at the fire brigade. This is for residents interested in rates rebates and support in completing forms and the meeting the criteria.

Resolved minute number 23/RCB/016

That the Mayor's Report – March 2023 be received.

Mr C Mete/Ms G Taiaroa. Carried

9 Reports for Information

10.1 Community Consultation - Pae Tawhiti Rangitikei Beyond, draft Community Spatial Plan

It was requested that Ms Gray confirm the number of houses being developed in Ratana and provide further information on the specifics of a sports hub. The board encouraged council to provide a feasibility study on the sports hub.

The board acknowledged that Council had previously investigated a second entrance to Ratana, however the cost wasn't viable.

The board stated that public transport was not practical for Ratana residents however development of active pathways was desirable.

Resolved minute number 23/RCB/017

That the report 'Community Consultation - Pae Tawhiti Rangitikei Beyond, draft Community Spatial Plan' be received.

Mr C Mete/Ms G Taiaroa. Carried

10.2 Funding Schemes Update - April 2023

The board requested more details on the community initiatives fund.

Resolved minute number 23/RCB/018

That the Funding Schemes Update – April 2023 be received.

Ms G Taiaroa/Mr C Mete. Carried

10.3 RDC Engagement and Consultations

There will be a hui on the 17th of April for spatial plan and annual plan consultation.

Resolved minute number 23/RCB/019

That the report 'RDC Engagement and Consultations' be received.

Mr C Mete/Ms G Taiaroa. Carried

10.4 Lake Waipu Improvement and Ratana Wastewater Treatment Project - Update

There was discussion from the board on the ways to engage better with Horizons and council.

It was requested that a version of the report that is more understandable be provided to the board.

Resolved minute number 23/RCB/020

That the report 'Lake Waipu Improvement and Ratana Wastewater Treatment Project – Update' be received.

Mr C Mete/Ms G Taiaroa. Carried

10.5 Update on Te Roopuu Ahi Kaa Komiti

The change of dates of the Ratana board meeting meant that the meetings did not align for an update.

Bonnie Brown is the new iwi liaison advisor at council.

Recommendation

That the report 'Update on Te Roopuu Ahi Kaa Komiti' be received.

10.6 Cemetery Update - April 2023

The report was taken as read.

Recommendation

That the report 'Cemetery Update – April 2023' be received.

10 Discussion Items

11.1 Ratana Cemetery and Future Allocation of Plots

That this discussion item come to the board at a later date.

Ms Taiaroa would like to invite the events coordinator Kym to the next meeting.

The meeting closed at 8.09pm.

The minutes of this meeting were confirmed at the Ratana Community Board held on 13 June 2023.

.....
Chairperson

MINUTES

ITEM 6.1

ATTACHMENT 1



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

UNCONFIRMED: RĀTANA COMMUNITY BOARD MEETING

Date: Tuesday, 13 June 2023

Time: 6.30pm

**Venue: Ture Tangata Office
Ihipera-Koria Street
Rātana Pa**

Present Mr Jamie Nepia
Ms Grace Taiaroa
HWTM Andy Watson

In attendance Ms Melanie Bovey, Manager Library Services
Ms Kezia Spence, Governance Advisor

Order of Business

1	Welcome / Prayer	3
2	Apologies	3
3	Public Forum	3
4	Conflict of Interest Declarations	3
5	Confirmation of Order of Business	3
6	Confirmation of Minutes	3
	7.1 Follow-up Action Items from Ratana Community Board Meetings.....	4
7	Chair’s Report	4
	8.1 Chair's Report - June 2023.....	4
8	Reports for Decision	4
	9.1 Mayor's Report - May 2023.....	4
9	Reports for Information	4
	10.1 RDC Engagement and Consultations.....	4
	10.2 Funding Schemes Update - June 2023	4
	10.3 Cemetery Update - June 2023.....	5
	10.4 Lake Waipu Improvement and Ratana Wastewater Treatment Project - Update	5
	10.5 Update on Te Roopuu Ahi Kaa Komiti.....	5
10	Discussion Items	5
	11.1 Update on Recommendation from Ratana Community Board.....	5

1 Welcome / Prayer

Mr Nepia opened the meeting at 6.34pm.

2 Apologies

Resolved minute number **23/RCB/021**

Apologies received by Cr Piki Te Ora Hiroa and Mr Meihana and Mr Mete.

Ms G Taiaroa/Mr J Nepia. Carried

3 Public Forum

4 Conflict of Interest Declarations

5 Confirmation of Order of Business

Resolved minute number **23/RCB/022**

The minutes from the previous meeting, follow up actions and Chairs report be delayed until the next meeting.

Ms G Taiaroa/HWTM A Watson. Carried

6 Confirmation of Minutes

Recommendation

That the minutes of Rātana Community Board Meeting held on 11 April 2023 [**as amended/without amendment**] be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

7 Follow-up Action

7.1 Follow-up Action Items from Ratana Community Board Meetings

8 Chair's Report

8.1 Chair's Report - June 2023

9 Reports for Decision

9.1 Mayor's Report - May 2023

His Worship the Mayor updated the board on the Annual Plan outcomes, that the Marton Civic Centre is on hold until the Long-Term Plan and that the Calico Line walkway will be council funded.

His Worship the Mayor also advised of the resignation of Mr Beggs with his last day being the 18th of August.

His Worship the Mayor spoke of the deterioration of the roads and the board discussed concerns of the state of rural roads and community safety.

Resolved minute number 23/RCB/023

That the Mayor's Report – May 2023 be received

HWTM A Watson/Mr J Nepia. Carried

10 Reports for Information

10.1 RDC Engagement and Consultations

The report was taken as read.

Resolved minute number 23/RCB/024

That the report 'RDC Engagement and Consultations' be received.

Mr C Mete/Ms G Taiaroa. Carried

10.2 Funding Schemes Update - June 2023

Staff advised that the Parks Upgrade is no longer available, but it is encouraged to make applications through the Annual Plan and Long-Term Plan submission process.

Resolved minute number 23/RCB/025

That the Funding Schemes Update – June 2023 be received.

Ms G Taiaroa/HWTM A Watson. Carried

10.3 Cemetery Update - June 2023

Mr Mete will have a conversation with staff regarding this item.

Resolved minute number 23/RCB/026

That the report 'Cemetery Update – June 2023' be received.

Ms G Taiaroa/Mr J Nepia. Carried

10.4 Lake Waipu Improvement and Ratana Wastewater Treatment Project - Update

The report was taken as read.

Resolved minute number 23/RCB/027

That the report 'Lake Waipu Improvement and Ratana Wastewater Treatment Project – Update' be received.

HWTM A Watson/Ms G Taiaroa. Carried

10.5 Update on Te Roopuu Ahi Kaa Komiti

No update received.

Recommendation

That the report 'Update on Te Roopuu Ahi Kaa Komiti' be received.

10 Discussion Items

11.1 Update on Recommendation from Ratana Community Board

The report was taken as read.

Resolved minute number 23/RCB/028

That report 'Update on Recommendation from Ratana Community Board' be received.

Mr J Nepia/HWTM A Watson. Carried

Discussion

Ms Bovey gave an update to the board regarding the urupa and the removeable tap. The board raised concerns that members of the public are unlikely to read instructions or want to spend time on lockboxes. Ms Bovey will pass the feedback on.

The board raised concerns with the streetlights and that they are not turning on at night. Ms Bovey will follow up on this.

The board discussed if there is a farewell for Mr Beggs. His Worship the Mayor will request that Ratana Community Board be invited to this.

The meeting closed at 7.15pm.

The minutes of this meeting were confirmed at the Ratana Community Board held on 8 August 2023.

.....
Chairperson

Unconfirmed

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Ratana Community Board Meetings

Author: Kezia Spence, Governance Advisor

1. Reason for Report

1.1 On the list attached are items raised at previous Ratana Community Board meetings. Items indicate who is responsible for 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 Ratana Community Board Meetings' be received.

Current Follow-up Actions

Item	From Meeting Date	Details	Person Assigned	Status Comments	Status
1	13-Jun-23	Street lighting not turning on at night	Mel Bovey/Arno Benadie	Staff will provide an update at the meeting, the discussion item is included in the order paper.	In progress
2	11-Apr-23	Kym Skerman was invited to a future Community Board meeting to discuss grants.	Kezia Spence	Mrs Skerman hasn't taken grants over yet but once she does she will attend a meeting.	In progress
3	14-Feb-23	Water at the Urupa	Mel Bovey	Mel has asked for an on-site meeting to be held to discuss this matter, a date is being arranged .	In progress
4	9-Aug-22	Mr Mete advised that there is a resident in the Pā who does not have a driveway. He provided the address to Mr Pokiha, who undertook to look into this.	Reuben Pokiha	The entrance ways on Ihipera Koria street that requires a driveway work is to commence in the next week.	In progress
5	9-Aug-22	Cr Panapa requested that Council look into putting road markings outside Te Kura O Ratana to designate it as a drop-off area only (not for parking). Mr Pokiha undertook to look into this request.	Reuben Pokiha	The No Parking road marking has been completed outside the school entrance. I have spoken to the principle and she indicated that she 'Is very pleased'	Completed
6	5-Oct-21	With regards to the Ratana Cemetery Extension: Staff to consider providing better facilities for volunteers who dig new plots. Update 08 Feb 22: The Board clarified that the request was for water access, for both contractors and visitors. The Board advised that they would like a water source that is aesthetically pleasing (i.e., not just a tap in a post). Update 09 Aug 22: The Board asked that this be reconsidered, as the owner of the adjacent farm has given verbal approval for the existing water line on his property to be used (the water does not need to be drinkable). Ms Bovey undertook to follow-up on this request.	Mel Bovey / Arno Benadie	This request is being investigated by the Parks Team who will look at potential options in conjunction with a similar request from Taihape residents for their cemetery. This is being done across the District as part of the Long Term Plan.	Completed

ITEM 8.1

8 Chair's Report

8.1 Chair's Report - August 2023

Author: Charlie Mete, Chair

1. Reason for Report

1.1 A verbal report will be provided during the meeting.

Recommendation

That the Chair's Report – August 2023 be received.

9 Reports for Decision

9.1 Mayor's Report - 25 July 2023

Author: Andy Watson, His Worship the Mayor

1. Reason for Report

This will be the last full Council meeting for Peter Beggs our Chief Executive before he takes up his new position in Christchurch. I and Council would like to thank Peter for his time in the Rangitikei and wish him well. His guidance of Council has been excellent and has come at a challenging time due to the many Government reforms which have been difficult to navigate for all Councils. Thankfully Peter will still be here for the opening of the new amenities block in Taihape, Nga Awa, on 12 August – another major project he has helped drive. It is a pity though that the industrial plan change and rail hub, a project that was instrumental in attracting Peter to the district and has taken a huge amount of his time, will be passed on to this replacement to oversee. Peter's last day with Council will be 18 August, less than a month away. The recruitment of a new Chief Executive with the assistance of Jackson Stone recruitment agency will take some time, and so Council has made the decision to employ Kevin Ross, a previous Chief Executive of Whanganui District Council, as an interim or acting Chief Executive until the position is filled.

On 6 July Councillors and senior staff had an amazing day out. Te Rūnanga o Ngā Wairiki Ngāti Apa hosted us first at Te Poho o Tuariki at Hendersons Line and later on a bus trip to visit a couple of their commercial developments of their dairy farm at Te Hou (Flockhouse) and their strawberry venture at Kaitoke. Pahia (Chair) and Grant (CE) took us through the history of loss of their lands, the process of settlement with the Crown and subsequent commercial developments and land purchases. It has been a story of poor treatment by the Crown and New Zealand and a fantastic development post-settlement. They are one of our biggest companies and are the largest dairy farming operation in our district. They have a policy of only investing in their rohe (area) and have chosen to invest in community outcomes of employment and health. Their purchase and operation of the Stewart Street medical surgery in Marton is a stand out decision that I applaud them for. For me, the visit to Te Hou, the old Flockhouse farm in partnership initially with the Dalrymples and Ātīhau-Whanganui Incorporation was a standout. To see a new 80 stand rotary dairy shed being constructed and to see the care taken to make the farm a New Zealand sector leader was remarkable. I thank Pahia and Grant for the day.

The John and Angela Turkington Youth Awards were held at Te Matapihi on 30 June. Thank you to the Turkingtons for continuing their sponsorship of not only this event but also for the numerous other events they support. There were a large number of local companies that supported different category awards on the night and I congratulate the Youth Council for running the event. Kelly Widdowson and Kayla Hyland lead the Youth Council and this event was amazingly achieved on a \$3000 budget – how they did that I don't quite understand but I thank them for it. The overall Youth of the Year winner was Rebekah Gribbon. Rebekah is the young founder, owner and operator of Highland Evolution which offers highland dancing lessons, opportunity for leadership and overseas participation in competition for youth and young ladies involved. Rebekah is an incredibly well deserved winner.

Te Matapihi was also used to host the staff awards on 7 July. The awards termed the "Matariki Stars of Council" helped celebrate Matariki, the Maori new year, and recognise winners and nominations from across Council. Christin Ritchie was the supreme award winner of the night. Congratulations to all on your excellence.

ITEM 9.1

It feels as though every Council report includes mention from me about Three Waters and the water entities. Government has now settled on 10 entities rather than 4 as the option and invited public and Council submissions. I submitted on behalf of Council and used the time to argue for the removal of the rural water schemes from their transition to the entity and questioned Government on detail, particularly how true regional representation will be facilitated. The reality is that Government is moving at a 'break-neck' pace to have the legislation in place before the house rises for the general election. We are truly on a set course dictated by Government.

This report was written on 18 July and precedes a presentation meeting on the 24th at Te Matapihi from Crown, or specifically The Office for Maori Crown Relations – Te Arawhiti. The meeting will be to discuss presumably the Mokai Patea treaty settlement negotiations. I will look forward to updating Council verbally on the meeting direction and outcomes. Mokai Patea are a grouping of 4 iwi – Ngati Te Ohuake, Ngati Hauti, Ngati Tamakōpiri and Ngati Whitikaupeka. Many issues will undoubtedly be raised. I and Council will be particularly interested in the recognition of the land locked lands and how they are to be accessed as for many many years Iwi have been denied any resolution on these matters. How Iwi and Council work together and recognise the injustices of the past to forge future relationships is incredibly important.

On 26 July I will be attending the Local Government Conference in Christchurch along with Deputy Mayor Dave Wilson and senior staff. This conference comes at a time where a number of Councils are questioning the approach and style of our representative body Local Government New Zealand (LGNZ). Some Councils have withdrawn their membership from the body and I feel that we are at a threshold moment. The election of the presidency will be a critical moment and the prospective nominees will be questioned around the need for change. I believe we need unity that has been challenged under "Three Waters" – we need to unite and move forward together and that will involve the need for changes in how the sector operates.

This week Peter as Chief Executive, Arno and I met with a local contractor from Hunterville who has come up with some refinement/cost saving measures to cope with low value roading maintenance and repair on our minor rural roads. It is easy to say that there are difficulties with process and there are, but we need to find solutions. If there can be more empowerment given to local input, a greater working relationship with local farmers including the establishment of more local approved dump sites, we should at least look at these options ahead of our roading procurement. We will not get a better chance.

Finally, I attended the Powhiri for the Spanish Women's Football Team in Palmerston North on 17 July. The FIFA Women's World Cup is a major world event and I hope that we as New Zealanders attend in numbers, enjoy the spectacle and support it for if we don't, never again will we get the chance to host these sorts of events.

Mayors Engagement

July 2023

1	Attended Manawatu Toy Dog Club championship show
3	Attended weekly LTP update with staff
4	Attended Zoom with Sam Broughton re LGNZ presidency Attended weekly meeting with Chief Executive Attended Climate Change catchup Zoom with LGNZ Attended Housing Business Case discussion with elected members and staff Attended weekly meeting with Deputy Mayor
5	Attended monthly ELT meeting – governors Q&A Attended meeting with ratepayer in Taihape Attended parliamentary oral submission to Water Services Entities Bill Attended online focus group: Supergood on behalf of LGNZ
6	Attended Te Runanga o Nga Wairiki Ngati Apa day tour with elected members and staff
7	Attended meeting with Ministry of Education Attended meeting with Interim Chief Executive Attended Matariki Stars of Council Awards
9	Attended planting day at B&C Dams
11	Attended meeting with Craig Nash Accelerate25 Attended Future for Local Government Zoom Attended weekly meeting with Deputy Mayor Attended McIntyre Reserve Management Committee Meeting
12	Attended Assets & Infrastructure Meeting Attended LTP Workshop with Council Attended Bulls Community Committee Meeting
13	Attended 9 month check-in workshop with councillors and senior management Attended meeting with Interim Chief Executive
17	Attended breakfast meeting with Mayor Helen Worboys Attended Powhiri for FIFA Women’s World Cup – Spanish Women’s Team Attended weekly LTP meeting with staff Attended roading meeting Attended Hunterville Rural Water Supply Sub Committee Meeting
18	Attended meeting with Deputy Mayor
19	Attended weekly meeting with Chief Executive Attended RMA Reform Emergency Works Amendments Meeting Attended Santoft Domain Management Committee Meeting

ITEM 9.1

ITEM 9.1

20	Attended online Regional Leadership Group Hui Attended online meeting with Mayor Neil Holdom re LGNZ elections Attended meeting with elected members re Chief Executive recruitment process
24	Attended weekly LTP meeting with staff Attended meeting with Interim Chief Executive Attended Mokai Patea Nui Tonu Treaty Settlement Negotiation presentation/discussion
25	Attended Regional Transport Matters – Regional Chief’s Online Meeting Attended Mayors Taskforce for Jobs meeting Attended Council Meeting Attended weekly meeting with Deputy Mayor
26	To attend 2023 LGNZ AGM
27	To attend 2023 LGNZ Conference
28	To attend 2023 LGNZ Conference
31	To attend weekly LTP meeting with staff To attend monthly RDC/Police zoom To attend industry working group meeting

Attachments:

1. **Elected Member Attendance Oct 22-Jul 18** [↓](#)

Recommendation

That the Mayor’s Report – 25 July 2023 be received.

Elected Members

Date	Meeting	HWTM	Wilson	Calkin	Carter	Daigety	Duncan	Hiroa	Lambert	Loudon	Maughan	Raukawa	Wong	Notes
25-Oct-22	Council (Inaugural)	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	
03-Nov-22	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	
14-Nov-22	Creative NZ Committee	PR					PR							
16-Nov-22	Audit and Risk	PR	PR	AT		PR		PR		AT	AT			
21-Nov-22	HRWS	PR							PR		AT			
23-Nov-22	Finance/Performance	PR	PR	AP	PR	PR	PR	AP		PR	PR		PR	There was confusion re membership of the committee
23-Nov-22	Council	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	AP	PR	HWTM was late due to Council business
29-Nov-22	ERWS	AP									PR		AT	Meeting not held due to lack of quorum
29-Nov-22	Bulls													
30-Nov-22	Santoft DMC	PR		PR	PR									
01-Dec-22	Turakina CC	PR			PR									
12-Dec-22	Hunterville CC	PR				PR			PR					
13-Dec-22	TRAK	PR					PR							
14-Dec-22	Taihape CB	PR					PR						PR	
14-Dec-22	Marton CC													Meeting not held due to lack of quorum
15-Dec-22	Finance/Performance	PR	PR	PR	PR	PR	AT			PR	PR		PR	
15-Dec-22	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	
20-Dec-22	Ratana CB	PR	AT		AT									
26-Jan-23	Workshop	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	
01-Feb-23	Santoft DMC	PR		AT	PR									
08-Feb-23	Taihape CB	PR					PR	AT					PR	
08-Feb-23	Marton CC	CB	AB								AB			
09-Feb-23	Workshop	PR	AP	PR	PR	PR	PR	PR	PR	PR	PR	AP	PR	
09-Feb-23	Turakina CC	PR			PR									
13-Feb-23	Hunterville CC	CB				PR			PR					
14-Feb-23	Ratana CB	PR						PR						
16-Feb-23	Workshop	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	AP	PR	
22-Feb-23	Finance/Performance	PR	PR	AP	PR	PR				PR	PR		PR	
22-Feb-23	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	AP	PR	
1 Mar 23	Workshop	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	AP	PR	
07 Mar 23	ERWS	PR									PR		PR	
09 Mar 23	A&I Workshop	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	
09 Mar 23	P&P	PR	PR				PR	PR	PR		AP			
13 Mar 23	HRWS	CB				PR			PR					
14 Mar 23	BCC	PR		PR	PR									
15 Mar 23	R&A	PR	PR	AT		PR		AP		PR				
15 Mar 23	Council	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	PR	PR	
20 Mar 23	Youth	PR					PR						PR	
30-Mar-23	Finance/Performance	PR	PR	PR	PR	PR				AP	PR		PR	
30-Mar-23	Council	PR	PR	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	

ITEM 9.1 ATTACHMENT 1

4-Apr-23	Ratana CB	CB						PR						
6-Apr-23	Turakina CC	PR				PR								
11-Apr-23	TRAK	PR						PR	PR					
11-Apr-23	Maori Rates Remission	PR					PR		PR					PR
11-Apr-23	Omatane RWS							PR						
12-Apr-23	Taihape CB	PR						PR						PR
12-Apr-23	Marton CC	CB	PR				AT					PR		
13-Apr-23	Assets/Infrastructure	PR	PR			PR	PR		PR	PR	PR			PR
17-Apr-23	Youth							PR						PR
17-Apr-23	Huntermville CC	CB	AT				AP			PR				
20-Apr-23	Workshop	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	AP	AP	PR
26-Apr-23	Council	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	PR	PR	PR
27-Apr-23	Sport NZ RTF	CB	AT	PR	AT							PR		
27-Apr-23	Finance/Performance	CB	PR	PR	PR	PR	AP				PR	PR		PR
10-May-23	Bulls CC	AP				PR								
11-May-23	Annual Plan Hearings	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	PR	AP	PR
11-May-23	Annual Plan Hearings	PR	PR	AP	PR	PR	PR	AP	PR	PR	PR	PR	AP	PR
15-May-23	HRWS	PR					PR			PR				
15-May-23	Youth	PR					PR	AP						PR
18-May-02	Workshop	PR	PR	PR	PR	PR	PR	AP	AP	PR	PR	PR	AP	PR
24-May-23	Finance/Performance	PR	PR	AP	PR	PR					PR	PR		PR
24-May-23	Council	PR	PR	AP	PR	PR	PR	AP	PR	PR	PR	PR	PR	PR
1-Jun-23	Council	PR	PR	PR	PR	PR	PR	AP	AP	PR	PR	PR	AP	PR
6-Jun-23	ERWS	PR										PR		PR
6-Jun-23	ORWS	PR						PR						
7-Jun-23	Creative NZ Committee	CB						PR						
8-Jun-23	Turakina CC	PR				PR								
12-Jun-23	Huntermville CC	PR								PR				
13-Jun-23	Ratana CB	PR												
14-Jun-23	Taihape CB	CB						PR	AT					AP
14-Jun-23	Marton CC	PR	PR								PR			
15-Jun-23	Workshop	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	AB	PR
15-Jun-23	Policy / Planning	PR	PR				AT	PR	PR	PR		PR		
19-Jun-23	Youth Council	PR						PR						PR
20-Jun-23	TRAK	PR						PR	PR					
22-Jun-23	R&A	PR	PR	AT		PR			PR		PR			
22-Jun-23	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
29-Jun-23	Finance/Performance	PR	PR	PR	PR	PR					PR	PR		PR
29-Jun-23	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
11-Jul-23	McIntyre Reserve	PR												PR
12-Jul-23	Assets/Infrastructure Meeting	PR	PR			AP	PR	PR		PR	PR	AP		PR
12-Jul-23	Workshop	PR	PR	PR	AP	PR	PR	PR	PR	PR	PR	AP	AB	PR
12-Jul-23	Bulls CC	PR				PR							AT	
13-Jul-23	Workshop	PR	PR	PR	AP	PR	AP	PR	PR	PR	PR	PR	AP	PR

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 <i>[this indicator is no longer used]</i>	ZM

9.2 Review of Community Board's Terms of Reference**Author:** Carol Gordon, Group Manager - Democracy & Planning**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning**1. Reason for Report**

- 1.1 The Community Board is asked to review its Terms of Reference (ToRs) now that they have been in place for a number of months.

2. Context

- 2.1 The current Terms of Reference for each Community Board has been in place for a number of years, it is timely for this Board to review these and suggest any changes. Some of the clauses may be outdated so the Board is encouraged to make any necessary changes.
- 2.2 Once agreed, the Terms of Reference will be uploaded to Council's website – under a new format called a Governance Structure. This will be where all ToRs for community committees and community boards and an outline of Council's Governance Structure will be kept updated.

Attachments:

1. **Ratana Com Board - Terms of Reference** [↓](#)

Recommendation 1:

That the Ratana Community Board consider their Terms of Reference and provide any suggested changes to staff.

Rātana Community Board

Establishment	Delegations
<p><i>Purpose:</i></p> <ul style="list-style-type: none"> • The role of community boards is set out in section 52 of the Local Government Act 2002. This includes: <ul style="list-style-type: none"> – represent, and act as an advocate for, the interests of its community; and – consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and – maintain an overview of services provided by the territorial authority within the community; and – prepare an annual submission to the territorial authority for expenditure within the community; and – communicate with community organisations and special interest groups within the community; and – undertake any other responsibilities that are delegated to it by the territorial authority. • To be the first point of contact (prior to Council) for community groups. Where this is not possible the Committee will be informed of the approach by the community group to the Council. • Placemaking initiatives that are taking place on Council land, will be considered and commented on by the Committee before the application is considered by the Chief Executive. <p><i>Membership:</i> Four members elected from the Ratana Community as part of the Local Authority Elections. For the latest membership list see this page on the Council’s website: Community Boards: Rangitikei District Council</p> <p><i>Meeting Frequency:</i> Bi-monthly, as determined by the Committee.</p>	<ul style="list-style-type: none"> • To determine and set names for roads in their area of responsibility. • Seeking community views on projects or initiatives requiring or allocated Council funding or other support within the area covered by the Board (including consultation on significant projects during their implementation phase). • Managing specified community facilities and services within the area covered by the Board. • Authority to make decisions on major tree removals in public spaces, taking into account community consultation processes.

10 Reports for Information

10.1 RDC Engagement and Consultations

Author: Kezia Spence, Governance Advisor

1. Reason for Report

- 1.1 Attached is the most recently updated schedule for RDC Engagement and Consultations. This schedule is updated on a monthly basis, prior to going to full Council for receipt.

2. RDC Website

- 2.1 Council's website lists all open and recently closed consultations (see the below weblink). This is also where individuals can make submissions.

<https://www.rangitikei.govt.nz/council/consultation/current-consultations>

Attachments:

1. RDC Engagement and Consultations Schedule - Updated July 2023 [↓](#)

Recommendation

That the report 'RDC Engagement and Consultations' be received.

Engagement / Consultations - 2023/24

RANGITĪKEI DISTRICT COUNCIL

TOPIC	Staff (Lead)	Elected Member (Lead)	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
Three Waters	Arno						NEXT STEPS TO BE CONFIRMED									
Speed Management Plan (Urban and Rural)	Arno					Public Consultation										
Long Term Plan	Carol											Public Consultation				
Public Places Bylaw	Georgia					Public Consultation										
Control of Advertising Bylaw	Georgia					Public Consultation										
Trading in Public Places Bylaw	Georgia					Public Consultation										
Flying Drones in Council Parks	Georgia					Public Consultation										

Key

- Stakeholder Engagement (by other orgs)
- Stakeholder Engagement (RDC)
- Public Consultation
- Public Engagement
- Public Consultation (by Central Government)
- Local and national campaign

10.2 Lake Waipu Improvement and Ratana Wastewater Treatment Project - Update**Author: Adina Foley, Senior Project Manager****Authoriser: Arno Benadie, Chief Operating Officer****1. Reason for Report**

- 1.1 This update has been extracted from the Project Management Office report that was provided to Council on the 25 July 2023.
- 1.2 It is provided here for the Board's information.

Attachments:

1. **Lake Waipu Improvement and Ratana Wastewater Treatment** [↓](#)

Recommendation

That the report 'Lake Waipu Improvement and Ratana Wastewater Treatment Project – Update' be received.

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 (July Update)
Lake Waipu Improvement and Ratana Wastewater Treatment	<p>This project is a collaborative effort involving local iwi, RDC, HRC and the community of Ratana, and is partly funded (46%) 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 2023, however staff have been working with Horizons and MfE to extend the timeframe for delivery. It is very likely that a 12 months extension from consent approval will be granted by Ministry of Environment.</p> <p>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.</p>	Blair King	Jul-18	Dec-24	No concerns to date	Construction will need to be completed by December 2023. It is very likely that a 12 months extension from consent approval will be granted by Ministry of Environment.	Actual construction costs can only be finalised once all details have been specified or designed and the resource consent conditions are known. The costs are expected to be more than the current estimates, however staff are evaluating all potential solutions to minimise (or eliminate) any budget overspend.	No concerns to date	<ol style="list-style-type: none"> 1. Tight timeframe to complete project by December 2023. 2. Ongoing discharge to waterway/Lake Waipu may be grounds for public notification of the consent application (or limited notification). 3. Unforeseen requirements/ consent conditions for RDC. 4. The approved budgets might not be sufficient to cover the full cost of the upgrade. 5. Funding by MfE is linked to milestones, if the project is delayed there is a chance of funding loss. 	\$ 2,425,000	\$ 974,619	Iwi is on board with the project and its approach and supports the irrigation to land option.	<p>Land has been found and purchased.</p> <p>Pipeline design started and negotiation with affected parties ongoing.</p> <p>Irrigation design started.</p> <p>Treatment plant upgrades defined.</p> <p>Resource consent has been lodged.</p>	<p>Onsite groundwater sample collection to be continued throughout the consenting period.</p> <p>Response to Horizons Section 92 request to be submitted in July.</p> <p>Purchase process of extra section has started.</p> <p>Easement negotiations continued.</p> <p>Pump station, pond, pipeline and irrigation design to be finalised.</p> <p>Iwi hui to be organised once the Resource Consent application has been advanced.</p> <p>Access way to be a design and construct contract to reduce complexity and cost, discussions with contractor have started and staff will be taking a report to the August Council meeting to recommend direct engagement.</p> <p>The August report will include a budget update with estimated figures.</p>

10.3 Funding Schemes Update - July 2023**Author: Kezia Spence, Governance Advisor****1. Overview**

- 1.1 Council currently administers four funding schemes for the Rangitikei District:
 - a. Community Initiatives Fund
 - b. Events Sponsorship Scheme
 - c. Creative Communities Scheme
 - d. Sport NZ Rural Travel Fund

2. Community Initiatives Fund

- 2.1 This is a Council fund intended to support community-based projects in the Rangitikei District that develop community cohesion and community resilience.
- 2.2 Council allocated \$30,000 to this fund annually, to be distributed across two separate funding rounds.
- 2.3 Round one for 2023/24 opened on 28 April 2023 and will close 04 August 2023. Decisions will be made at the Finance and Performance meeting on the 31 August 2023.

3. Events Sponsorship Scheme

- 3.1 This is a Council fund intended to support events in the district that help to develop community cohesion and reinforce economic growth.
- 3.2 Council has allocated \$25,000 to this fund annually, to be distributed across two separate funding rounds.
- 3.3 Round one for 2023/24 opened on 28 April 2023 and will close 04 August 2023. Decisions will be made at the Finance and Performance meeting on the 31 August 2023.

4. Creative Communities Scheme

- 4.1 This fund is supplied by Creative NZ and administered by Council. Applications are encouraged from community groups and individuals whose projects:
 - Demonstrate growth over time
 - Develop and support local artistic communities
 - Encourage a transfer of artistic skills
 - Support diversity and inclusion
 - Projects with a youth focus are also encouraged
- 4.2 Creative NZ typically allocates \$24,090 (+ GST) to the Rangitikei District Council on an annual basis, and this is distributed across two separate funding rounds.

5. Sport NZ Rural Travel Fund

- 5.1 This fund is supplied by Sport NZ and administered by Council. The fund is targeted at young people aged between 5 and 19 years, and is open to rural sport club teams and rural school club teams with eligible members who require subsidies to assist with transport expenses to local sporting competitions.

- 5.2 Sport NZ typically allocates \$9,500 (+ GST) to the Rangitikei District Council on an annual basis. There is one funding round per year. This year the fund increased to \$12,825.
- 5.3 The funding round is open for applications 19 May 2022 and will close 04 April 2023.

6. Further Information

- 6.1 More details about these funding opportunities can be found on the Council website (link below) and this is also where applications can be submitted:
<https://www.rangitikei.govt.nz/district/community/grants-funding>

Recommendation

That the Funding Schemes Update – August 2023 be received.

10.4 Update on Te Roopuu Ahi Kaa Komiti

Author: Lequan Meihana, Strategic Advisor - Mana Whenua | Kairaranga

1. Reason for Report

1.1 A verbal report will be provided during the meeting.

Recommendation

That the report 'Update on Te Roopuu Ahi Kaa Komiti' be received.

10.5 Cemetery Update - August 2023

Author: Kezia Spence, Governance Advisor

1. Reason for Report

- 1.1 This is a standing report that will update the Board on new burials within the Rātana Cemetery. This update covers the period 29 Mar 23- 2 Aug 23.
- 1.2 There were no new burials.

Recommendation

That the report 'Cemetery Update – August 2023' be received.

ITEM 11.1

11 Discussion Items

11.1 Community Partner update- Request for Service

Author: Kezia Spence, Governance Advisor

1. Reason for Report

1.1 Discussion item

Attachments:

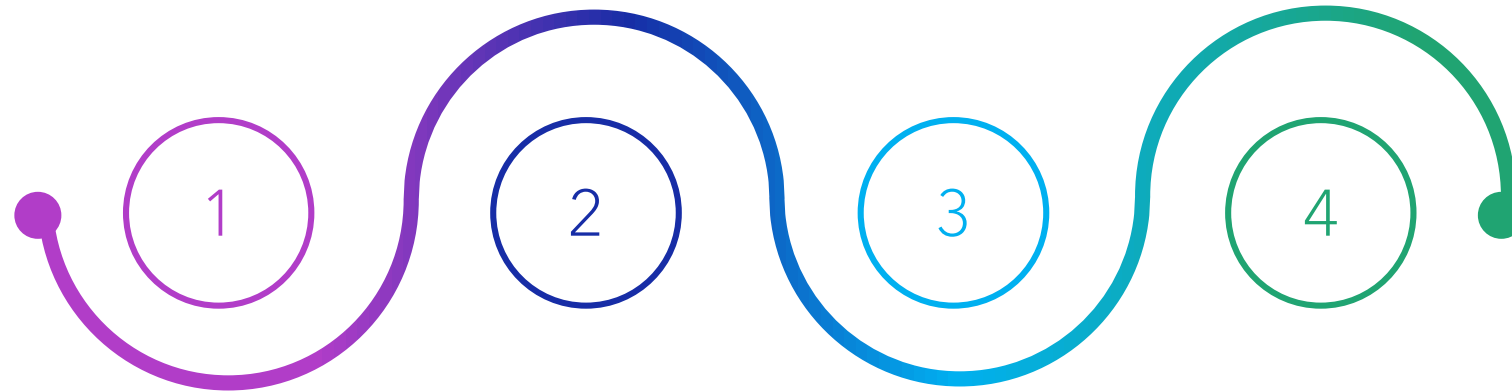
1. Request for Service Roadmap Summary [↓](#)

Recommendation

If needed:



REQUEST FOR SERVICE ROADMAP SUMMARY



Points of Contact

Requests can be made via multiple options:

- Phone calls
- Online request form
- Email (info@rangitikei.govt.nz)
- Fax
- Physical Mail

Capturing the details is the most important part, as this ensures the correct issue is identified including the exact location. Staff are trained to ask the relevant questions to suit the issue at hand.

Logging a Request

The request details are entered into a system named MagiQ and this allows Customer Experience staff to select the correct categories and assign the relevant officers to the job, this includes internal staff and external contractors.

MagiQ has "job types" inbuilt that determine how long a request should take to be complete and these are determined by ELT direction, DIA guidelines, and other legislation/Acts.

*Customers are issued an RFS# for future reference

Completing a Request

Staff and contractors receive RFS's and at this point, they can:

- Reassign the job to another staff member
- Contact the customer for further information
- Record any actions taken i.e. site visits.
- And/or sign the request off as complete

(in some cases where there is no budget assigned for the requested work, it may be added to a future work schedule (mainly for roading assets due to a cost that may need to be approved).

*Customers can call to get updates using the RFS#

Closing the Loop

Over the years we have adapted our process to keep the customers in the loop and while this can be a laborious task, we have implemented an automated Text and Email notification that can be opted in/out at the time of logging the request, this is aimed to provide a short outcome summary to be sent to the customer on closure of the job.

Acknowledging that in cases where jobs are completed by contractors, text and emails may be delayed as admin support members first have to manually enter the details into the system after the request is complete.

ITEM 11.2

11.2 Discussion Items

Author: Charlie Mete, Chair

1. Reason for Report

1.1 The below items be included as discussion items for the order paper.

1.1.1 Ratana Streetlighting update

1.1.2 Road pothole on the bend by the Ratana water tanks.

Recommendation

If needed:

12 Meeting Closed.