



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

TAIHAPE COMMUNITY BOARD MEETING

Date: Wednesday, 10 April 2024

Time: 5.30pm

Venue: Kokako Street Pavilion
2 Kokako Street
Taihape

Chair: Mr Peter Kipling-Arthur

Deputy Chair: Ms Emma Abernethy

Membership: Ms Gail Larsen
Mr Les Clarke
Cr Gill Duncan
Cr Jeff Wong
HWTM Andy Watson

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Locations:	<table border="0" style="width: 100%;"> <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	
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Notice is hereby given that a Taihape Community Board Meeting of the Rangitikei District Council will be held in the Kokako Street Pavilion, 2 Kokako Street, Taihape on Wednesday, 10 April 2024 at 5.30pm.

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AGENDA

1 Welcome

2 Apologies

3 Public Forum

The Chair indicated that there would be public forum:

Ms Jen Whale will speak in relation to Student Leadership

The Playground Group will speak in relation to any updates for their group.

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 **Taihape Community Board Meeting held on 21 February 2024** are attached.

Attachments

1. **Taihape Community Board Meeting - 21 February 2024**

Recommendation

That the minutes of Taihape Community Board Meeting held on 21 February 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



RANGITIKEI
DISTRICT COUNCIL

Making this place home.

ITEM 6.1

UNCONFIRMED: TAIHAPE COMMUNITY BOARD

ATTACHMENT 1

MEETING

Date: Wednesday, 21 February 2024

Time: 5.30pm

**Venue: Kokako Street Pavilion
2 Kokako Street
Taihape**

Present Ms Gail Larsen
Mr Peter Kipling-Arthur
Mr Les Clarke
HWTM Andy Watson
Cr Jeff Wong
Cr Gill Duncan

In attendance

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ITEM 6.1 ATTACHMENT 1

Unconfirmed

1 Welcome

The Chair welcomed everyone to the meeting.

2 Apologies

Resolved minute number 24/TCB/001

Apologies received from Ms Abernethy and Cr Duncan for lateness. Cr Duncan arrived at 5.40pm.

Mr P Kipling-Arthur/Ms G Larsen. Carried

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts of interest declared.

5 Confirmation of Order of Business

There was no change to the order of business.

6 Confirmation of Minutes

Resolved minute number 24/TCB/002

That the minutes of Taihape Community Board Meeting held on 13 December 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.

Ms G Larsen/Mr L Clarke. Carried

7 Follow-up Actions

7.1 Follow-up Action Items from Taihape Community Board Meetings

Staff provided further updates since the report had been prepared. Ms Larsen advised of a near miss she observed due to a lack of road markings on State Highway One. Board members were advised that individuals can also log request for service directly with Waka Kotahi via their website.

Resolved minute number 24/TCB/003

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

Mr P Kipling-Arthur/Mr L Clarke. Carried

8 Chair's Report

8.1 Chair's Report - February 2024

This was tabled at the meeting.

Resolved minute number 24/TCB/004

That the Chair's Report – February 2024 be received.

Ms G Larsen/Mr P Kipling-Arthur. Carried

9 Reports for Decision

9.1 Mayor's Report - 01 February 2024

The Mayor advised that he had asked Waka Kotahi to treat any Taihape-Napier Road closures the same as if it was a state highway closure, publicising them as this was a key route.

The Mayor advised that a non-council funder had advised him that they were prepared to contribute some funding to events in the Rangitikei. This could potentially up to \$10,000 but it should be for an event that would not have need for any follow up funding.

With discussion around the Utiku Slip road works, the Mayor advised that a bypass around this area of highway could be a consideration for Waka Kotahi.

Resolved minute number 24/TCB/005

That the Mayor's Report – 1 February 2024 be received.

Mr P Kipling-Arthur/Cr J F Wong. Carried

10 Reports for Information

10.1 Verbal Update- Group Manager, Community

Taihape Courts

Taihape Courts have been re-surfaced, and new lighting installed. This project was funded by Council, Taihape Tennis, Taihape Netball, and external funding was received by Taihape Netball from Four Regions Trust.

Belliss Park and Mt Stewart

Parks Manager was approached both by Gordon Collier and the Board Chair about the Conifer garden at Belliss Park; Parks Manager will be contacting both parties soon about the plans for that garden. Rangitikei Environment Group will be starting some weed work on Mt Stewart shortly.

Papakai Wastewater Pump Station and Taihape Wastewater Projects

The pump station itself is nearing completion, with ground works including fencing, planting, contours, and drainage still to be completed. Work is continuing to improve the effluent water quality. A recent hui was held with Iwi to update them on the progress.

Taihape Grandstand

Project Management Office has followed up with the Engineer this week for feedback on the proposed maintenance plan.

Taihape Town Hall redevelopment

The procurement process for the design and build is a two-stage process. Registration of Interest was issued on Monday this week on the GETs portal, as well as being notified to contractors who have expressed interest. This closes mid-March, and will be followed by the Request for Proposal invitation to the short-listed suppliers, which will be evaluated in the second half of April. Design workshops with the selected team will be held during May-August 2024, followed by a detailed design in the later part of 2024. Eswar Ganapathi, Project Manager for the project, sent an email out to the Community User Group in early February advising of the intention to issue the ROI this month. He will continue to keep the User Group informed, and it is likely the initial meeting for the group will be in May. The community will also be kept informed through a Talk-Up Taihape project update (as well as through Council's usual comms methods), as was done with the Ngā Awa project.

Poppy Project - Poppy Places Trust (Palmerston North) (The Poppy Trust)

Approached Council in early 2023 with some street names in the district that had war time connection/significance for remembrance poppies to be attached. Permission has also been obtained from The Poppy Trust to potentially add good quality stickers to some signs where appropriate, which would be more cost effective and would save on the cost of renewing road signage when it would otherwise not be required. A separate application for each place must be completed including location details, narratives behind the naming of the places and the stories of service. The applications will then be checked by the Trust before acceptance and inclusion on their website. Staff will be liaising with our local RSAs to launch the project in our District and to identify further streets and places moving forward.

Resolved minute number 24/TCB/006

That the 'Verbal Update' be received.

Ms G Larsen/Mr P Kipling-Arthur. Carried

10.2 Funding Schemes Update - February 2024

The report was taken as read.

Resolved minute number 24/TCB/007

That the Funding Schemes Update –February 2024 be received.

Ms G Larsen/Mr P Kipling-Arthur. Carried

10.3 Update from the Taihape Community Development Trust

There was no update.

10.4 Small Projects Fund Update - February 2024

The board were keen to provide funding to Maya Cross, a student from Taihape Area School who has been selected to travel to Samoa with the Future Leaders Academy in 2024 on the proviso she provide a presentation to the Taihape Community Board.

HWTM Andy Watson reminded board members that when they were providing grants to individuals they were to be mindful of any conflict of interest.

Resolved minute number 24/TCB/008

That the report 'Small Projects Fund Update –February 2024' be received.

Mr P Kipling-Arthur/Cr G Duncan. Carried

Resolved minute number 24/TCB/009

That the Taihape Community Board approve payment of \$1000 from the Small Project Funds to assist Maya Cross to attend the Future Leaders Academy in Samoa and that following her return provide a presentation to the Taihape Community Board.

Cr G Duncan/Ms G Larsen. Carried

11 Discussion Items

11.1 Dates for the Taihape Community Board

The Taihape Community Board will discuss the Long Term- Plan in their next workshop on Wednesday 13th of March.

11.2 Rebranding: Taihape Community Board

ITEM 6.1 ATTACHMENT 1

The item is to be discussed at the next workshop.

The meeting closed at 6.45pm.

The minutes of this meeting were confirmed at the Taihape Community Board held on 10 April 2024.

.....
Chairperson

Unconfirmed

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Taihape Community Board Meetings

Author: Kezia Spence, Governance Advisor

1. Reason for Report

1.1 On the list attached are items raised at previous Taihape 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 Taihape Community Board Meetings' be received.

Current Follow-up Actions

Item	From Meeting Date	Details	Person Assigned	Status Comments	Status
1	30-Oct-23	That the phonebox outside of Greenstone Insurance be removed to allow for better pedestrian visibility.	Arno Benadie	Sitting AIN: Council staff have passed on the request to Waka Kotahi. The assigned number is SR37577945	In progress.
2	12-Oct-23	That Council engage with Waka Kotahi over the Gretna corner Give Way as the give way sign has been removed and the markings are not clear and consider repainting the road markings clearly.	Arno Benadie	Sitting AIN: Council staff have passed on the request to Waka Kotahi. The assigned number is SR37514935	In progress.
3	12-Oct-23	That Council staff consult with the Taihape Community Board over the feasibility of disability parks in Taihape town and having better signage.	Arno Benadie	Sitting AIN: Council staff will add the repainting of the disability markings to the works programme of the road marking contractor.	Completed.
4	12-Oct-23	That Council staff consult with the Taihape Community Board over the feasibility of low garden edging along the corners on Hautapu Street. There are issues with heavy rains and the bark and much flowing into gutters and drains	Arno Benadie	Sitting AIN: Council staff will pass on the requests to Waka Kotahi for consideration.	In progress.
5	12-Oct-23	That Council staff consult with the Taihape Community Board over the feasibility of motorhomes to park on Huia, Tui and Kuku Streets. Plus, open up extra parking at the Outback by marking parking for motorhomes.	Arno Benadie	Sitting AIN: Additional motorhome parking along the Outback is not feasible due to land-use restrictions. Kuku street is currently available for motorhome parking. No other opportunities exist on Huia or Tui Street due to space and availability.	Completed.
6	12-Oct-23	That Council staff consult with the Taihape Community Board over the feasibility of the issue with overnight truck parking on Kakako street. Requesting signage directing trucks to the new area.	Arno Benadie	Sitting AIN: Parking behaviour is subject to enforcement activities not available to Council staff.	In progress.
7	12-Oct-23	That Council staff consult with the Taihape Community Board over the feasibility of marae signage.	Arno Benadie	Sitting AIN: Council staff will pass on the requests to Waka Kotahi for consideration. (This relates to Winiata Marae)	
8	12-Oct-23	That Council engage with Waka Kotahi on traffic speed specifically for areas, Mataroa Rd extended to Bellis Park and the 70k from Jones Road to Bellis Park to 50km.	Arno Benadie	Sitting AIN: Council staff will pass on the requests to Waka Kotahi for consideration.	In progress.
9	12-Oct-23	That Council engage with Waka Kotahi about the safety concerns for pedestrian crossings on Hautapu street- such as repainting the crossings, markings before and after the lanes to provide colour blocks, and keeping the vegetation trimmed to below 1.2m. The board would like Belisha beacons to all work.	Arno Benadie	Sitting AIN: Council staff will pass on the requests to Waka Kotahi for consideration.	In progress.

8 Chair's Report

8.1 Chair's Report - April 2024

Author: Peter Kipling-Arthur, Chair

1. Reason for Report

- 1.1 A verbal report will be provided during the meeting.

Recommendation

That the Chair's Report – April 2024 be received.

9 Reports for Decision

9.1 Mayor's Report - March 2024

Author: Andy Watson, His Worship the Mayor

It is with sadness that I note the deaths of two local people – Lesley Leary, the past Mayoress of Rangitikei, and Andre Mason, husband of past Councillor and Member of Parliament, Soraya Peke-Mason. Lesley and Andre have been a huge part of our district and their respective communities – my thoughts are with their families.

The Long Term Plan (LTP) meetings are currently being held across the district and I urge people to attend where possible, or take the time to understand what Council is proposing to do over the next 10 years and who will fund it by way of rates. The average rate rise is 11.5% which is high and will cause hardship for some people. The 11.5% increase is about average for Councils across New Zealand and reflects the increased costs and Government direction that we are being faced with. Your submissions are important and will be considered carefully before a final position is taken in June this year. Myself and Councillors are making every effort so that we can talk with as many people as possible to help with the submission process.

As has been reported earlier, there is a by-election to replace Councillor Jarrod Calkin who resigned. I thank the candidates who are standing in this election for stepping up and wish them well. Voting closes on 12 April and the successful candidate will be briefed to take an active part in our LTP deliberations. I thank the Bulls Community Committee for arranging a Meet the Candidates night recently at Te Matapihi.

With the resignation of Councillor Calkin, we need to appoint a new replacement representative on the Sport NZ Rural Travel Fund. Rather than using my delegation I have included a recommendation determined by Council for that vacancy.

For several years Council has been part of the “TUIA” programme – a Local Government New Zealand mentoring relationship between a young rangatahi and the Mayor. This year Nyssa Nepe has taken up that position. Nyssa will be formally introduced to Council at a later date. Nyssa works for Ngā Wairiki Ngāti Apa here in Marton and has already worked with me at the NZ Rural Games in Palmerston North as part of the powhiri process.

The Ford Ranger NZ Rural Sports Awards Dinner was held recently and Bronwyn Troon from Taihape was a recipient of the Volunteer Award for her support to schools/community and especially recognised for her leadership in the area of gumboot throwing.

Rural & Provincial Sector Meeting

The LGNZ Rural & Provincial sector meeting was held via Zoom on 8 March, hosted by Alex Walker, Mayor of Central Hawkes Bay and Neil Holdom, Mayor of New Plymouth. There were several presentations of interest and I note –

1. Minister Mark Patterson (Minister of Rural Communities) made the comment that it costs 50% more to build an equivalent house in New Zealand compared to Australia. This is due to our isolation, transport, lack of competition in the supply chain and red tape - something that the National Party wishes to try and address.
2. Allan Pragnell, Taumata Arowai, made several comments –

- 2.1 There will be another 18 months of legislation needed to reinforce “Local Water Done Well”, the National Party’s version of Three Waters so nothing will happen remarkably quickly.
 - 2.2 Taumata Arowai will release this year where their focus will be and how we align our Long Term Plans with them.
 - 2.3 They will be looking for multi-barrier protections for water supplies.
 - 2.4 They have offered to talk to councils who will struggle with compliance timeframes and there will be a need for safety plans to be signed off with each individual council.
 - 2.5 They would also like to see a standardisation of waste-water plans and modular treatment plants and we are doing something that is unique to cope with the difficulties of the Taihape geography and location.
3. James Palmer, Ministry of the Environment noted –
 - 3.1 That Government is focussing on GDP/economic activity and they want to support localism – “you figure it out”.
 - 3.2 The Fast Track Bills will be put in place as part of a “permissive regime”.
4. Update from LGNZ National Council. Their priorities are –
 - 4.1 To advocate for sustainable funding and financing tools.
 - 4.2 Sustainable transport planning. The simple interpretation of this, I understand, to be a concentration on maintenance and networks.
 - 4.3 Housing that should be fit for rural and provincial communities. They want to strengthen the collective voice of rural and provincials.
 - 4.4 An emphasis on localism.
5. Minister Simeon Brown, made a presentation via Zoom, noting his Top Two priorities are –
 - 5.1 To set up technical advisory groups and deal with Local Water Done Well which means that regional CCOs with balance sheet separation will be part of that solution.
 - 5.2 He is also focussed on the GPS (Government Policy Statement) on Transport, focussing investment to building/maintenance networks and points out that submissions are due in April.
 - 5.3 He is continuing to work with a number of other Ministers around Fast Tracking and the framework for city and regional deals.

The last Council meeting held on 29 February clashed with a Transport Roding meeting in Wellington where I am one of only a handful of Mayors who engages directly with NZTA, Ministers and Local Government. It is always a tough call as to how I prioritise my time and I joined Council late that day knowing that Councillor Dave Wilson had my full confidence in his ability to Chair, however I do apologise for being late.

Attachments:

1. **LGNZ Four Monthly Report for Member Councils - February 2024** [↓](#)
2. **Elected Member Attendance- March 2024** [↓](#)

Recommendation 1:

That the Mayor's Report – 28 March 2024 be received.

Mayors Engagements

March 2024

1	Attended meeting with Chief Executive Attended Hunterville School Assembly
4	Attended meeting with Chief Executive Attended Meet & Greet with Chief Executive and local business Attended Climate Action Joint Committee Meeting Attended Mayoral Forum Meeting
5	Attended Andre Mason's Tangi at Ratana Attended Erewhon Rural Water Scheme Meeting Attended weekly meeting with Deputy Mayor
6	Attended Zone 3 Update Meeting Attended Governors Q&A session at monthly ELT meeting Attended Santoft Domain Management Committee Meeting
7	Attended TUIA online mentoring training Attending Rural & Provincial Sector Online Meeting
8	Attended meeting with Chief Executive Attended fortnightly Economic Development Meeting with staff Attended relationship meeting with MSD Attended Ford NZ Rural Sports Awards Dinner
9	Attended Ford NZ Rural Games Opening Powhiri with TUIA Rangatahi Nyssa Nepe
11	Attended meeting with Chief Executive Attended regional relationship meeting with Waka Kotahi Regional Manager Attended Opening of Queens Park sign at Hunterville Attended weekly LTP meeting with staff Attended LGNZ Focus Group online hui Attended LTP Community Meeting – Hunterville
12	Attended opening of King Country Pet Food in Taumarunui Attended weekly meeting with Deputy Mayor Attended LTP Community Meeting – Tutaenui Hall
13	Attended meeting with Chief Executive

	<p>Attended LTP Community BBQ at Te Matapihi</p> <p>Attended Lesley Leary's funeral in Hunterville</p> <p>Attended Bulls Community Committee Meeting</p>
14	<p>Attended Assets/Infrastructure Workshop</p> <p>Attended LGNZ Transport Forum Online Hui</p> <p>Attended Horizons Ballance Farm Environment Awards</p>
15	<p>Attended meeting with Chief Executive</p> <p>Attended relationship meeting with Kainga Ora and staff</p> <p>Attended Regional Chiefs meeting with Manawatu-Whanganui MPs at CD Field Days</p> <p>Attended Meet & Greet with New Base Commander Ohakea with Chief Executive</p> <p>Attended Opening Function for Whanganui Artists Open Studios 2024</p> <p>Attended Meet the (Southern Ward) Candidates Night in Bulls</p>
16	<p>Attended breakfast meeting with Youth Council at Opunake</p>
17	<p>Attended LTP Community Meeting – Scotts Ferry</p>
18	<p>Attended Breakfast Meeting with Mayor Helen Worboys</p> <p>Attended fortnightly economic development meeting with staff</p> <p>Attended Zone 3 online catchup meeting</p> <p>Attended meeting with Rangitikei MP Suze Redmayne</p> <p>Attended Defence Issues Relevant to the Manawatu/Rangitikei – quarterly meeting</p> <p>Attended opening of ICT Hub at Marton Library</p> <p>Attended LTP Community Meeting – Omatane Hall</p>
19	<p>Attended NZ Tiny House Association Local Planning online meeting</p> <p>Attended LTP Community BBQ – Marton</p> <p>Attended meeting with Skye Properties</p> <p>Attended weekly meeting with Deputy Mayor</p> <p>Attended LTP Community Meeting – Taoroa Hall</p>
20	<p>Attended Risk & Assurance Committee Meeting</p> <p>Travel to Gisborne for LGNZ Zone 3 Sector Meeting with Chief Executive</p>
21	<p>Attended LGNZ Zone 3 Sector Meeting in Gisborne with Chief Executive</p>
22	<p>Attended LGNZ Zone 3 Sector Meeting in Gisborne with Chief Executive</p>
23	<p>Attended Koro Mark Tumanako Gray's unveiling at Raketapauma Marae Taihape</p>
24	<p>Attended LTP Community Meeting – Awastone</p> <p>Attended LTP Community Meeting – Pukeokahu Hall</p>
25	<p>Attended meeting with Chief Executive</p> <p>Attended monthly RDC/Police relationship meeting</p> <p>Attended LTP Community Meeting – Papanui School Hall</p>

ITEM 9.1

26	Attended Regional Transport Matters/Regional Chiefs Fortnightly Zoom Attended Meet & Greet with Chief Executive at local business Attended Citizenship Ceremony at Te Matapihi (11 new citizens) Attended weekly meeting with Deputy Mayor
27	Attended New Staff Whakatau at Te Matapihi Attended LTP Community BBQ – Taihape
28	Attended Finance/Performance Committee Meeting Attended Council Meeting



LGNZ FOUR-MONTHLY REPORT FOR MEMBER COUNCILS

// NOVEMBER 2023-FEBRUARY 2024



Ko Tātou LGNZ.

This report summarises LGNZ’s work on behalf of member councils and is produced three times a year. It 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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LGNZ four-monthly report for members – February 2024 // 2



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Introduction

This report is designed to be put on your council agenda for discussion and feedback. We would welcome the chance to speak to it at your council meeting, whether in person or via zoom – please get in touch with us to arrange that.

Highlights of this period from November to February have included building relationships with key Cabinet Ministers in the new Government and locking in regular meetings for the year. We have resumed meetings with the Prime Minister and enjoyed good levels of attendance of Ministers and MPs at sector meetings. This follows our [Briefing to the Incoming Government](#), which was well received both by members and central government. In 2024, for the first time, LGNZ was officially represented at Waitangi, marking a step change in our approach to strengthening partnerships with Māori – as well as providing valuable opportunities for both formal and informal political engagement. Significant policy/advocacy work on behalf of councils, along with media and social media activity, is reported on in detail below.

December's Special General Meeting wrapped up an intensive five-month process on the Future **by** Local Government that included new ways to engage members. The next step is taking this long-term platform and determining what to advocate on in the shorter and longer term – and tailoring this for the right audience. We'll be engaging more with members on that soon.

LGNZ advocated for more time and flexibility around LTPs given the changes to water reform. This was achieved, with the repeal legislation giving 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. There's a lot more detail about all areas of our policy and advocacy work in this report.

Another highlight of this period was agreeing an interim collaboration agreement with Auckland Council CE Phil Wilson. The arrangement allows access to professional development opportunities for Local Board members, particularly Te Maruata and Young Elected Members.

In the area of professional development support, you will see the increasing range of Ākona modules in response to your requests.

Ngā mihi
Sam and Susan



Progress on strategic goals

Priority/01

Resetting the relationship with Central Government

Political engagement and government relations

Our reset political strategy initially focused on establishing credibility and building relationships with key Cabinet Ministers. As with any change of government, the first step is to get to know Ministers – how they operate and what they expect – and to slowly build their understanding of the intricacies of local government, the challenges we face and the opportunities we could unlock together. Regular meetings between LGNZ and Prime Minister Christopher Luxon, Local Government Minister Simeon Brown and Regional Development Minister Shane Jones are locked in the diary for the year. We're also working to schedule regular meetings with Resource Management Reform and Infrastructure Minister Chris Bishop. We'll have a raft of Ministers speaking at our March sector meetings to help set the agenda for the rest of the year.

As well as our regular formal meetings with the Prime Minister, Ministers and key officials, our broader approach has included:

- // Being part of political events such as Waitangi commemorations, where it's possible to speak to a broad range of Ministers in formal and informal settings (more on Waitangi below);
- // Hosting a localism briefing for new National Party MPs to bring them up to speed on what localism means, why taking a place-based approach works well and how councils can enable the delivery of government policy if the system is set up right.
- // Taking steps to set up a network of former members of local government who are now MPs – and who understand and can champion local government's interests inside the Beehive. This kicked off with an informal pizza and drinks night.

Sitting alongside this, we are undertaking policy work that positions LGNZ as a speed boat – rather than the slow-moving cruise liner the public service can be viewed as – more detail on this below.

Susan and key public sector CEs have 1:1s scheduled throughout the year to build trust and help build the public service's knowledge about local government's challenges, as well as explore where the opportunities may lie for quick wins.

Briefing to the Incoming Government

We finalised and shared our [Briefing to the Incoming Government](#) in late November. The briefing focussed on localism and where we would like to work together on the Government's priorities and



was aimed at opening the door for future engagement. It included content regarding issues like investing in infrastructure, water services, resource management, and emergency management.

Priority/02

Establishing stronger Te Tiriti-based partnerships with Iwi Māori

Waitangi commemorations

For the first time, LGNZ was officially represented at Waitangi, marking a step change in our approach to strengthening partnerships with Māori as well as providing valuable opportunities for political engagement. Our contribution included hosting a panel discussion in the Forum Tent on local government's role in honouring Te Tiriti. About 100 people attended and contributed some thought-provoking pātai from the floor; feedback about the event was positive. We took a proactive approach to media coverage that outlined our position on Māori Wards, which is based on fairness and treating Māori Wards the same as other wards.

Te Maruata update

Te Maruata Rōpū Whakahaere met in Wellington in November to refine their priorities for the rest of the triennium, and will be holding a whānui hui online on 14 March. The hui is also an opportunity for the wider whānui to meet LGNZ's new Kaitohutohu Matua Māori (Principal Advisor Māori), Mereana Taungapeau, who started in February. Mereana is currently developing a Te Ao Māori workstream that seeks to support LGNZ with the design of tools/processes/approaches to create a stronger, more meaningful Te Ao Māori foundation. This foundation will support increased cultural capability of LGNZ staff that will then extend into positive outcomes for members. It will help Te Maruata to maximise their capacity and transform their work programme to focus on pro-active kaupapa of importance to Māori across Aotearoa. We've been able to extend the invitation to the online whānui hui to Māori Local Board members because of the cooperation agreement with Auckland Council Local Boards. At the hui, the whānui will elect three new members to sit on the Rōpū Whakahaere. The new Rōpū Whakahaere will meet in person in April, to discuss their forward work programme with Mereana and the wider LGNZ team.

A key issue for Te Maruata is strong advocacy on retaining current arrangements for the establishment of Māori wards and constituencies, and protecting those wards and constituencies that are already in place.



Priority/03
Campaigning for greater local decision-making and localism

Choose Localism and Future by Local Government

FbLG process

December’s Special General Meeting wrapped up an intensive five-month process that included new ways to engage members.

The second FbLG event on 2 November concentrated on four areas identified at the September event as potentially being possible to reach agreement on. The nearly 200 attendees split into four groups – Funding, System transformation, Te Tiriti, and Wellbeing & working with central government. Each group created a position and presented it back to the whole audience, then revising it in response to feedback and presenting again.

Between the first and second events, we also ran participative online engagement that allowed people to see how their opinions fitted with other people’s and make comments. In total 164 people engaged with the online platform. People from 19 different councils took part.

Supporting all this engagement was a range of email communications, including designed emails to all elected members, promotion in Keeping it Local, personal emails from Sam, and personal emails from Susan. We shared all the of the data and outputs from the events back with members.

Some of the email campaigns (which were all to 1500 recipients) recorded extremely high open rates by industry standards. For context, the average open rate for non-profit member organisations is 39%¹

- “Last chance to complete online engagement” on 30 October had a 67% open rate
- Make your voice heard – new FFLG online tool on 13 October had a 68% open rate
- “We’re making progress towards FFLG consensus” (which included the pack for councils to hold conversations) on 4 October had a 57% open rate

We used all the feedback and data to create a consensus outcome paper, which was shared with members on 24 November ahead of a Special General Meeting on 11 December, which voted to include all five sections in the FbLG package. These were the final results:

// Section 1 – Build a new system of government that’s fit for purpose – **93.6% in favour**, 6.4% against; 0% abstain.

¹ https://knowledgebase.constantcontact.com/email-digital-marketing/articles/KnowledgeBase/5409-average-industry-rates?lang=en_US



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- // Section 2 – Rebalance the country’s tax take between central and local government – **98.0% in favour**, 2.0% against, 0% abstain.
 - // Section 3 – Create stronger, more authentic relationships between local government and iwi, hapū and Māori – **76.1% in favour**; 19.5% against; 4.4% abstain.
 - // Section 4 – Align central, regional and local government priorities – **93.6% in favour**, 6.4% against, 0% abstain.
 - // Section 5 – Strengthen local democracy and leadership – **89.4% in favour**; 10.6% against; 0% abstain.

What now for FBLG?

Not everything in the package of ideas that came out of the Future by Local Government process will be palatable to the new government and some ideas won’t be advanced in this political term. The package approved at the SGM is the start of a long-term platform for advocacy that goes beyond this current government (and the next too). The next step is to tailor our advocacy to the appropriate audience – right now for the National-led Coalition – and to actively involve members in that. This will be workshopped at our April sector meetings.

Choose Localism

We have developed a plan to activate Choose Localism this year that includes political, member and media engagement, with our annual SuperLocal Conference a key milestone where localism will be brought to life.

A key part of our work will be launching a Choose Localism toolkit, which our Policy Team is working on. This will be a practical resource for elected members and staff that shows how councils can adopt localism as part of their core work. We’ll be releasing the toolkit in stages, with the first part of the toolkit focused on applying localism to engagement and consultation processes. We plan to use the toolkit as a way to showcase good practice examples of work happening across councils.

As part of the Choose Localism campaign, we are looking at ways to tackle the issue of voter turnout (and therefore 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 Nick Smith, who has been part of a number of Justice Select Committees looking into this, will lead an LGNZ Technical Working Group to get 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 represent and meet the needs of its communities. Moving local government to a four-year term will be part of this work.



Priority/04

Ramping up our work on climate change

Inquiry into community-led retreat and climate adaptation funding

In late 2023, we submitted on the inquiry into community-led retreat and climate adaptation funding that was started by the previous government. Our submission stressed the importance of an enduring framework for climate adaptation and retreat that has cross-party support. We have encouraged the government and Environment Committee to continue with the inquiry and climate adaptation work in both our submission and our briefing to the incoming government. We understand that work is underway to re-ignite the inquiry. There is a real opportunity for LGNZ to play an active role in working with the Government to develop its climate change adaptation policy framework.

Other climate change work

In late 2023, we worked with Whakatāne District Council, Northland Regional Council, the Aotearoa Climate Adaptation Network (ACAN) and Beca to produce guidance that sets out climate change legislative requirements and reforms that councils should think about when preparing their LTPs. This guidance will be a living document and updated in the coming months to reflect the new Government's emerging policy and legislative reform programme.

We also supported ACAN's two-day hui for council staff working in the adaptation space in Christchurch, which was attended by over 100 people.

Support for Cyclone-affected councils

We've continued to engage with affected members on what they needed from additional orders in council or support from the new Government. Alongside helping councils to address their specific needs, we've continued our wider call for a more sustainable approach to emergency event recovery, which has been included in recent submissions as well as in the Briefing to the Incoming Government.

Our Policy Team 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 is expected to be out shortly. 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.



Priority/05

Delivering and building on our core work

Water services reform

LGNZ advocated for more time and flexibility around LTPs given the changes to water reform. This was achieved, with the repeal of the previous government's water services legislation giving councils an additional three months to adopt their LTPs, ability to forgo the audit of the consultation document, and to reduce consultation requirements on subsequent amendments. Alternatively, councils can defer development of their LTP for 12 months if they produce an enhanced Annual Plan.

The replacement approach for water services will be rolled out in two parts. A first 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 will also put in place transitional economic regulation and provide 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.

Taumata Arowai is starting to develop regulations for storm water and wastewater, and attended LGNZ sector meetings in March.

Resource management reform

Having repealed the Natural and Built Environments and Spatial Planning Acts prior to Christmas, the Government has worked at pace to develop a new fast-track consenting regime, with legislation introduced to the House in early March. We are planning to make a joint submission on the Bill with Taituarā and Te Uru Kahika.

We're also thinking about how we can influence the new Government's thinking around what a replacement resource management system could look like – which is something it has signalled it's interested in. Our sense is that there is alignment across the membership on some aspects of resource management, including strong support for retaining regional spatial planning, shifting to integrated national direction and developing a climate adaptation framework. There is also a strong desire to see local and regional planning decisions made at place.

We also understand that the new Government is working at pace to make a number of changes to the NPS-Freshwater Management. We're monitoring these changes closely along with Te Uru Kahika.

Transport

Late last year we stood up the LGNZ Transport Forum, which includes a mix of National Council spokespeople and other representatives. The group has recently met to discuss its work programme, following both National Council's adoption of the [Position Statement on Transport](#) and the swearing-



in of the new government, which gave us a steer on the broad direction for transport policy over the next three years and beyond. Mayor Neil Holdom has been elected Chair of the forum.

The Forum will support the development of LGNZ's submission on the [draft Government Policy Statement on Land Transport](#), which is due on 2 April 2024.

Our position statement includes the following key policy objectives:

- // A strategic, long-term approach to planning that joins up central and local government decision-making to address maintenance and climate adaptation needs.
- // Sufficient, long-term transport investment that prioritises resilience building, safety and better asset management across both new developments as well as maintenance and renewals.
- // Integrated transport and freight networks that support placemaking by connecting our rural communities, towns and cities and making them great places to live and work.
- // A transport network that can adapt to the future climate and prioritise decarbonisation.

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.

In late 2023, we commissioned Linda Meade, Director at Kalimena Advisory, to provide insight into the international experience around city and regional deals, and how this might be applied in the New Zealand context. [The paper](#), which was presented at the November Metro Sector meeting and has since been shared with members more widely, set out background on the key elements of city and regional deals, different options that have been used in the United Kingdom and Australia, and considerations and key takeaways that could be applied when designing a city and regional deals framework for New Zealand.

We're continuing to think about how city and regional deals can be structured to maximise the benefits for local government. The Policy Team is pulling together a think piece that will highlight how city and regional deals could support better alignment between central and local government. This will be shared with members and support conversations we're having with Ministers and officials on the framework for these deals.

Local government funding and financing

We have commissioned NZIER to estimate the financial impacts of various reforms on councils – which is all about quantifying the unfunded mandate. This work will support our ongoing conversations with the Government on how they consider and mitigate the implementation and operational costs on local government of their reforms. The specific areas we are costing (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. This work is expected to be completed in May.



We’ve also recently commissioned Brad Olsen and the team at Infometrics to develop a report that looks at the various factors that have driven up local government’s costs. We’ll be sharing this with members shortly, and discussing it in detail at our April Combined Sector Meeting.

Both of these pieces of work are part of the broader advocacy we’re doing around rates rises and building community understanding of the reasons for them.

Ratepayer Assistance Scheme

The RFS 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 RFS’s viability has been completed with the support of Auckland, Hamilton, Tauranga, Wellington, Christchurch councils alongside the LGFA and LGNZ. So far Auckland and Tauranga have confirmed financial support to establish the RAS.

Remits

We’re continuing to make progress on remits where we can – though as is always the case following a General Election, progress has slowed somewhat as we wait for the new government to bed in and understand how our remits relate to its priorities. We are thinking carefully about ways that we can build remits into our existing policy and advocacy work programmes to maximise limited resources across a wide number of issues.

Remit	Progress update
Allocation of risk and liability in the building sector	We raised the issues that this remit addresses through our involvement in a working group that was reviewing the building consent system in 2023. Our Metro Sector met with the Minister for Building and Construction in March 2024. More substantive work is needed to progress this remit.
Rates rebates	We wrote to the Minister of Local Government on 21 January 2024 asking the Government to amend the Rates Rebate Scheme and benchmark further increases to changes in the local government cost index.
Roading/transport maintenance funding	This remit will be picked up through the work that our Transport Forum leads.
Local election accessibility	For us to achieve the intent of the remit, there will need to be an amendment to the Electoral Act 1993. We will begin work soon to



	develop a case for change before engaging with the Minister of Justice.
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 will also be picked up through the work that our Transport Forum leads.
Establishing resolution service	National Council agreed that work to progress this remit will form part of our 2023 – 2025 strategy.
Earthquake prone buildings	We met with the Deputy Mayor of Manawatū District Council to begin development of a proposed plan for next steps on this remit, which will be delivered this year. We have also reached out to Engineering New Zealand to understand their perspectives on the viable options.
KiwiSaver contributions for elected members	We've received legal advice from Simpson Grierson on the changes that would need to be made to the Local Government Act 2002 and the KiwiSaver Act 2006 to enable elected members to be eligible for KiwiSaver contributions and have begun drafting advice for Ministers and officials.
Scope of audits and audit fees	Part of the approach to reduce audit 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. To support this, we are in the process of undertaking a desktop review of a number of reports that made recommendations on how to achieve this. We've also made recommendations around the need revisit councils' planning and accountability obligations in our Future by Local Government Consensus Outcome Paper.

Other policy and advocacy work

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.



The guidance is available [here](#). Two versions of the new model bylaw are available, [one](#) highlighting the changes to the 2018 model bylaw, and [one](#) without the highlighted changes.

Drought planning

We were engaged by the Ministry for Primary Industries to participate in an all-of-government group that undertook work to prepare for expected impacts of drought over Summer 2023-2024. Our involvement in this work was principally to ensure that local government remains front and centre in the government's planning and thinking, and to help provide appropriate communications channels back to councils.

Media

Media was a strong advocacy tool used to its full advantage during the pre-election period when politicians were in the middle of campaigning. The post-election period, including when special votes came out and coalition talks were underway, was also a good opportunity to thrust local government issues into the political spotlight. This served dual purposes: to inform political journalists of the challenges that government needs to address to ensure local government thrives; and to firmly demonstrate to the incoming government that the challenges facing local government needs the Government's attention or they risk not being able to deliver on their priorities.

Here are some examples of LGNZ's proactive work in that period:

- [Funding anxiety across the country as local government considers its future | The Post](#)
- [Councils plead for more certainty over National's Three Waters plans | RNZ News](#)
- [Local councils facing cost pressures across the country | RNZ](#)
- [Councils plead for clarity on water infrastructure reform | RNZ](#)
- [Christopher Luxon claims victory: 'Our children can grow up to live the lives they dream of' | Newsroom.co.nz](#)

Towards the end of last year, our media campaign centred on proposed rate rises and what's driving them ramped up. LGNZ led the narrative by using champions like Cameron Bagrie and Āpopo to visibly back our message. Sam also fronted a proactive media conference and numerous interviews over December and January. As at the end of February, we generated 48 unique pieces of media coverage capturing Sam's message for the need for more funding and financing tools for local government.

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.

Our social media channels have had a 16.4% increase in engagement for the last quarter compared to this time last year, along with a 458% increase in followers. In March, we're launching a social media campaign to further amplify a national perspective on rates rises. This campaign aims to explain why rate rises occur, especially in the face of rising living costs, and to highlight that this is a widespread systemic issue. Through this series, we'll explore how councils are financed, the services they offer, and the benefits residents receive from their investment in rates. This is part of a wider



campaign to support councils in the rates rise conversation that will include other resources for members.

Conference and Excellence Awards update

Planning continues for both SuperLocal 2024 and the Community Board conference in August in Wellington. There will be additional events for Te Maruata, Young Elected Members, LGNZ’s Annual General Meeting, Mayors for Taskforce breakfast and numerous networking events spread across the three days. Work on various streams such as programme and speakers, awards, engagement and marketing is underway. The theme this year is Bringing localism to life, and once again, we’re stepping up the programme to reflect the feedback we got last year and ensure we have the right mix of informative, practical and inspirational content.

Engagement with members, including sector and zone meetings

Our new website went live in December. It provides much more flexibility to showcase local government and all it has to offer our communities, as well as a home for resources, news and insights – and a working search function.

We met with zone administrators and chairs in early February to talk about any challenges and opportunities, and for LGNZ to share what’s happening more broadly to help develop agendas. This was the first in a series of three meetings.

On 13 April, we held a zoom for women in local government. We’ve been repeatedly asked to provide a forum to help support women elected members, so we created this zoom as a starting point. About 20 women attended and there was really strong engagement during the zoom, which was led by Christchurch City Councillor Sara Templeton. We are planning to hold a lunch immediately before SuperLocal as the next step in this conversation.

We have achieved outstanding open rates for *Keeping it Local* this year so far. If you’re not receiving *Keeping it Local*, which is our key communications channel and goes out fortnightly on Thursdays, please get in touch.

Date	Open rate	Subject line
19-Jan	67%	We’ve developed new freedom camping guidance and a model bylaw
1-Feb	68%	We’ve updated our Guide to Standing Orders Templates
15-Feb	60.20%	Talking all things localism with National Party MPs

We’re also planning the launch of a monthly zoom for all elected members. To make sure this is successful and responds to member needs, we’ve carrying out a series of phone conversations with some randomly selected elected members as part of that planning. The first zoom will be held in late March/early April and will focus on online safety/harassment.



Mayors' Taskforce for Jobs

Mayors' Taskforce for Jobs (MTFJ) is refreshing its 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).

To support this strategic planning, we've completed two pieces of research on the value of MTFJ and where opportunities might lie for both sustainable funding and future growth. TRA (The Research Agency) completed a qualitative research piece on the MTFJ Community Employment Programme, which is funded through our current partnership with MSD. The research explored its value proposition, potential scope and growth parameters. Critical findings included the complexity of NEETs, the innovative success of the programme, and the unique impact that the authority bias of the Mayor has in this initiative. The Impact Lab Social Return on Investment review resulted in the very credible finding of \$5.60 return for every \$1.00 spent, alongside strong commentary on other positive key social accountability metrics.

The evidence from these two pieces of research, alongside our own data and analysis, underpin our engagement with the Government and targeted Ministries as we work to strengthen existing funding arrangements and explore new opportunities. We continue to position MTFJ as a tangible exemplar of localism in action.

The 35 current-CEP-contract councils are reviewing their six-month performance milestone in the two-year contracts, with the MTFJ team's support. We are in good shape to fully deliver contracted outcomes.

We have also welcomed two new councils into the MSD-funded contract – Central Otago DC and Kāpiti Coast DC. They are being supported to pilot initiatives.

In late February we hosted a very successful national gathering of 80+ MTFJ coordinators, key council staff and MSD colleagues in Wellington.

Te Uru Kahika and the LGNZ Regional Sector

The LGNZ Regional Sector met virtually in January to consider how the change of government will impact on its priorities. Our Regional Sector and Te Uru Kahika share three priorities: climate resilience, resource management system, Te Ao Māori. It was agreed that the new government's reform agenda in freshwater, water services regulation and transport are also priorities for engagement.

These priorities informed the agenda for the first Regional Sector meeting of the year on 7-8 March. The Sector had dinner with Minister McClay (Agriculture, Forestry, and Trade) and Minister Simmonds (Environment) and met with Minister Bishop (RM Reform and Infrastructure), which was a good opportunity to form relationships and understand their priorities for their respective portfolios. They also had good meeting with Minister Bishop where he outlined his priorities and the Government's forward programme on resource management reform. The sector shared their desire for close collaboration on implementation and what they want to see from resource management changes.



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; for example, on submissions on the inquiry into community-led retreat and the proposed National Policy Statement for Natural Hazard Decision-making. We're also engaging closely with Te Uru Kahika on resource management reform.

Young Elected Members

The annual YEM hui was held in late 2023 in Waitangi. The YEM Committee, LGNZ and Far North District Council delivered a very successful three-day hui for around 45 YEM that included a range of panel discussions, workshops, keynote speakers, a tour of the Waitangi Treaty Grounds and visits to other culturally significant sites in the Far North.

The programme content included leveraging opportunities through partnerships to deliver good outcomes for communities, developing the YEM Strategy and Kaupapa, effective leadership and looking after your health and wellbeing as a leader, how to effectively engage with the media and building cultural confidence and understanding. Creative New Zealand sponsored the event, which helped to keep costs down and enabled a panel session that focused on how councils can invest in arts and culture in their long-term plans to support wider economic, social and cultural wellbeing outcomes for their communities.

Attendees gave their overall hui experience an average rating of 9.4 (1 being poor, 10 being outstanding). Because of LGNZ's cooperation agreement with Auckland Local Boards, two Auckland Local Board members were able to attend.

The YEM Committee meet online in March. As well as discussing the next Hui and their pre-SuperLocal gathering, the Committee will be refining the YEM Strategy and Kaupapa based on feedback was received from the network at the end of last year.

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, is expected to be 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. CBEC is working on a “time and motion” survey to provide more accurate information to the Authority on the nature of community board members’ responsibilities and the time board members spend on official duties. 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). CBEC plans to provide feedback to the Authority when it is next reviewing its remuneration approach, within the next year or so.

The Committee met in person in Wellington in late February and is looking forward to having Te Maruata and YEM representatives join them in the coming weeks.

Council capability

CouncilMARK

Our continuous improvement programme has undergone significant enhancements 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. The programme has extended its focus beyond independent assessments to support councils throughout their continuous improvement journey, both before and after assessment.

It now emphasises 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.

Ākona

In late 2023, we developed and launched six new courses, including Health & safety, Chairing meetings, Writing and delivering great speeches, Working with media, Engaging with Māori, and LGOIMA. Many of these have been in response to requests from councils and designed in conjunction with council experts. We worked closely with Tararua District Council on the Health & Safety module – a first for elected members – and with Queenstown Lakes District Council on the LGOIMA module. Chairing meetings, giving great speeches and working with the media have all been popular with our subscribed councils.

New courses being developed ready for release over the next few weeks include:

- // Climate Change
- // Decision Making
- // The CE Relationship
- // Te Reo
- // Unconscious Bias



Refer to **Appendix 1** for a complete list of learning and development assets.

A targeted workshop focused on Chiring Meetings/Standing Orders has also been developed, along with a Critical Thinking workshop. A survey was distributed in February to identify preferred Ako Hour topics – this will lead to a 2024 schedule being built and promoted by the end of March

We're working closely with Taituarā and the Local Government Commission. 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.

Guidance and advisory for members

The Policy Team has been working on several pieces of research and good practice guidance over the past four months. These include:

- // **The 2022 -25 elected member census:** This summary report shows that there has been a significant increase in the number of members who identify as Māori and that overall, members are getting younger.
- // **Local government voters 2022:** This report summarises the survey of voters and non-voters undertaken shortly after the 2022 elections. It shows the number of voters aged between 18 – 25 has grown significantly since 2001, and a big increase in the number of voters who placed their completed voting papers in a ballot or voting box from 12% in 2016 to 28% in 2022.
- // **An elected members' guide to representation reviews:** This is to strengthen elected members' and citizens' understanding of the representation review process.
- // **Ombudsman's report on workshops – update to standing orders guidance:** In October 2023 the Ombudsman published a report "Open for Business" in which he was critical of the number of public excluded workshops held by councils. The report, while finding that there was no evidence that workshops were being used for making decisions, made several recommendations for improvements. We have commissioned Simpson Grierson to review the recommendations and incorporate those that are relevant into LGNZ's Guide to Standing Orders. We expect to republish that Guide later this year.
- // We've recently updated our **Guide to the LGNZ Standing Orders Template**. 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.

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Moata Carbon Portal

The Moata carbon portal is a tool that allows embedded (capital) carbon to be measured and monitored across any capital works programme. It enables councils to account for and reduce carbon emissions generated from water, transport and infrastructure (vertical and horizontal) projects. We have also been in planning mode for Mott MacDonald to attend the first Zone meeting of the year 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.

Our subscribers now include Auckland Water Care, Tauranga, Napier, Wellington Water and Queenstown Lakes. We are also having conversations with New Plymouth and Nelson councils.

We also held New Zealand's first Carbon Crunch event this year with then-Minister James Shaw the keynote speaker. The event included presentations from Auckland Council, Transpower and Wellington Water on how they are tracking on their decarbonisation journey. [A white paper](#) from this event has been developed.

Libraries partnership

Our Libraries Advisor 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). The work programme agreed to with DIA and the New Zealand Libraries Partnership Programme has included sharing findings from research to identify the value of public libraries as vehicles for service delivery. At the end of 2023, the Advisor met with council leaders and library staff in the Far North and Whangārei, and in early 2024 is visiting councils in Horowhenua, Palmerston North, Rangitikei, Taupō, Waipā and South Waikato. The conclusion of this project will include a report that will outline all the key trends identified and findings made across the three years.



Appendix 1: complete list of Ākona learning and development assets

Courses

There are now 17 courses available on Ākona.

- // Designing and Delivering Great Speeches
- // Chairing Meetings
- // Health & Safety and Good Governance
- // Engaging with Media
- // Engaging with Māori
- // LGOIMA
- // Funding & Finance
- // Asset Management
- // Engaging with your Community
- // Governance
- // What is Local Government?
- // Remuneration and Tax for elected members
- // LTP
- // Council Membership
- // Financial Governance
- // Navigating Local Government Meetings
- // Conflicts of Interest

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All courses feature

Emodules

Interactive, immersive learning activities that break down complex topics for easy understanding and immediate application.

Resources

Templates, case studies, videos, websites and/or extra reading that support sustained learning practise.

Ako Hours

Live discussion groups, led by experts, focused on expansion and contextualisation of new knowledge.

Kōrero Corner

Social learning with peers and experts.

Added value

Partnership

Subscribed councils are welcome to request learning topics; most of our courses came about this way. Many courses were also built with council input – either the sharing of process, content, stories and/or case studies. This keeps our courses as fit for purpose as they can be. Note also that every course is reviewed by sector experts.

Elected member capability framework

For the first time, a framework that sets out capabilities needed to successfully fulfil the role of elected member has been developed. Mapped across 6 capability groups and 4 levels of capability (including pre-elected), the framework provides a clear view of what high performance looks like and the pathway to getting there.

An online self-assessment tool is currently being designed ready to be built into Ākōna. Soon Elected Members will be able to plot their strengths and opportunities across 6 capability areas that are unique to their role.

Advisory Services

The Ākōna tīma have a vast amount of experience working in complex learning environments, creating learning cultures and supporting others to do the same.

Whether you need support to identify training needs, develop learning specifically to your council needs or engaging your folk in learning, the tīma are here for you.



Digital platform – creating your own learning pathways and induction experiences

The new Ākōna platform offers councils the opportunity to create their own learning pathway, create a place only accessible by their elected members to use for specific learning needs, induction etc.

All trackable, reportable and accessible at anytime from anywhere.

ITEM 9.1 ATTACHMENT 2

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
	Date	Meeting	HWTM	Wilson	Calkin	Carter	Dalgety	Duncan	Hiroa	Lambert	Loudon	Maughan	Raukawa	Wong	Notes
136	24-Jan-24	Bulls CC	PR			PR							AB		
137	1-Feb-24	Council Workshop	AP	PR		PR	PR	PR	PR	PR	PR	PR	PR	PR	
138	1-Feb-24	Council Meeting	PR	PR		PR	PR	PR	PR	PR	PR	PR	PR	PR	
139	12-Feb-24	HRWS	PR				PR			PR		AT			
140	12-Feb-24	Hunterville CC	PR				PR			PR					
141	13-Feb-24	TRAK Meeting	PR					PR	PR						
142	13-Feb-24	Ratana CB	PR						PR						
143	14-Feb-24	Marton CC	PR	PR											
144	15-Feb-24	AIN Meeting	PR	PR		PR	PR	PR		PR	PR	PR		PR	
145	15-Feb-24	PPL Meeting	PR	PR			AT	PR	PR	PR		PR		AT	
146	15-Feb-24	Turakina CC	PR			PR									
147	21-Feb-24	Taihape CB						PR							PR
148	29-Feb-24	Finance/Performance	CB	PR		PR	PR				PR	AP		PR	
149	29-Feb-24	Council	PR	PR		PR	PR	PR	PR	PR	PR	PR	AP	PR	
150	5-Mar-24	ERWS	PR									AP		PR	
151	6-Mar-24	SDMC	PR			PR									
152	13-Mar-24	Bulls CC	PR			PR							PR		
153	14-Mar-24	AIN Workshop	PR	PR		PR	PR	PR		PR	PR	PR		PR	
154	20-Mar-24	RA Meeting	PR	PR			PR		PR		PR				
155															Present (and is a member of the committee) PR
156															Apology AP
157															Absent - no apology received AB
158															
159															
160															Not a member of the committee
161															Not a member of the committee (but still attended) AT
162															Not present as on Council business CB
163															Attended via Zoom [this indicator is no longer used] ZM
164															

10 Reports for Information

10.1 Verbal Update- Group Manager, Community

Author: Gaylene Prince, Group Manager - Community

1. Reason for Report

- 1.1 Ms Prince will provide an update to the committee on council and requested items from the Taihape Community Board.
- 1.2 Items requested by the Chair.
 - 1.2.1 Maintenance and repair of the Taihape public toilets
 - 1.2.2 Updates on the Taihape Grandstand and the Taihape Town Hall projects
 - 1.2.3 Water for washing hands at the Taihape Cemetery
- 1.3 Attached for the board's information is the Mangaweka Cantilever Bridge- List entry record.

Attachments:

1. Mangaweka Cantilever Bridge- List Entry Record [↓](#)

Recommendation

That the 'Verbal Update' be received.

List Entry Record

List Number: 9746

Site Reference: P175793



HERITAGE NEW ZEALAND
POUHERE TAONGA

Name: Mangaweka Cantilever Bridge

Other Names:	Name	Year From	Year To
	Awahuri-Mangaweka via Kimbolton highway bridge		
	Mangaweka Cantilever Bridge		
	Ruahine Road Bridge		

Location: Ruahine Road, MANGAWEKA

List Entry Legal Description: Legal Road, Wellington Land District. Mangaweka Cantilever Bridge has no specific legal description. It is contained within legal road reserve.

Local Authority: Rangitīkei District

Summary: Mangaweka Cantilever Bridge, completed in 1904, spans the Rangitīkei River and connects the Manawatu and Rangitīkei districts. The bridge sits within, and complements, a dramatic natural environment. The bridge has historical significance for its association with the Public Works Department, which led its design and construction, and the highly respected engineering firm J and A Anderson Ltd. It has local historical significance for its association with the settlement and development of farming and forestry in the central Manawatu-Whanganui Region. The bridge’s social significance is demonstrated by the strong community support for the retention of the bridge when it was threatened with demolition after its closure in 2016. The Mangaweka Cantilever Bridge has technological value for being an important example of a design that was rarely adopted in the New Zealand context. It is notable for being the first and only steel cantilever road bridge constructed in New Zealand, and only one of three known and extant cantilever bridges.

Mōkai Pātea in the central North Island extends from the Desert Road in the north to just south of Rātā near Marton, eastwards to the Ngaruroro River and the summit of the Ruahine ranges and ends just west of State Highway 1 and Taihape. The people of Mōkai Pātea arrived over a period of seven generations, with Ngāti Hauiti holding the western and southern parts of the Mōkai Pātea rohe from the time of Hauiti to the mid-nineteenth century. Pākehā settlement began with the arrangement of leases with private runholders in the 1860s and was progressed through the Crown’s purchase of land and the development of infrastructure, including the North Island Main Trunk railway. Increased settlement highlighted the need for safe river crossings and, following years of requests from residents, Mangaweka Cantilever Bridge was built on the site of earlier crossings.

In a flood-prone area, the bridge’s cantilever design avoided midstream piers. Two concrete piers, built for a never-completed cylinder bridge, were extended to facilitate the design. The single-lane bridge is approximately 141 metres in length. It has a timber deck and a three-span steel truss design. The bridge is set lower down from the surrounding hills and provides a vantage point from which to appreciate the natural landscape.

Despite plans for an official opening close to the time of completion, it wasn’t until 111 years later that one was held. Although receiving repairs over the decades, the form and design of the bridge is largely unchanged from the time it was completed. In 2016, however, a routine inspection of the bridge revealed significant structural deterioration and it was deemed unable to meet modern traffic demands. A new bridge was built 30 metres to the south and Mangaweka Cantilever Bridge was reopened as a pedestrian and cycling bridge. It continues to be of value to those engaging in tourism and recreational activities in the region.

List Entry Record

List Number: 9746

Site Reference: P175793



HERITAGE NEW ZEALAND
POUHERE TAONGA

ITEM 10.1 ATTACHMENT 1

List Entry Status: Listed

List Entry Type: Historic Place Category 2

List Number: 9746

Date Entered: 29 February 2024

Extent of List Entry: Extent includes part of the land known as Legal Road, Wellington Land District, and the structure known as Mangaweka Cantilever Bridge including its abutments. Extent does not include the river recording apparatus that is attached to the bridge. (Refer to map in Appendix 1 of the List entry report for further information).

Chattels There are no chattels included in this List entry.

District Plan Listing:

District Plan	NOT SCHEDULED in Rangitikei District Plan, Operative 2013
District Plan	NOT SCHEDULED in Manawatu District Plan, Operative 1 December 2002

NZAA Site Number: T22/27

Maori Interest: General Interest

Heritage NZ Office: Central Regional Office

Other Information: A fully referenced copy of the Listing Report is available upon request from the Central Regional Office of Heritage New Zealand Pouhere Taonga

Disclaimer

Please note that entry on the New Zealand Heritage List/Rārangi Kōrero identifies only the heritage values of the property concerned, and should not be construed as advice on the state of the property, or as a comment of its soundness or safety, including in regard to earthquake risk, safety in the event of fire, or insanitary conditions.

Archaeological sites are protected by the Heritage New Zealand Pouhere Taonga Act 2014, regardless of whether they are entered on the New Zealand Heritage List/Rārangi Kōrero or not. Archaeological sites include 'places associated with pre-1900 human activity, where there may be evidence relating to the history of New Zealand'. This List entry report should not be read as a statement on whether or not the archaeological provisions of the Act apply to the property (s) concerned. Please contact your local Heritage New Zealand office for archaeological advice.

General Nature of Wahi Tapu:

Section 66(1) & 66(3) Assessment:

Section 66(3)	a
Section 66(3)	b
Section 66(3)	e
Section 66(3)	g
Section 66(3)	j
Section 66(1)	Historical

List Entry Record

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HERITAGE NEW ZEALAND
POUHERE TAONGA

- Section 66(1) Aesthetic
- Section 66(1) Social
- Section 66(1) Technological

Section 66(1) Detail:

Historical Significance or Value

Mangaweka Cantilever Bridge has historical significance for being New Zealand's first and only steel cantilever road bridge, and one of only three known extant cantilever bridges and viaducts in the country. Furthermore, it is a representative example of a common set of circumstances in New Zealand: a high number of waterways, the resulting need for safe means of traversing them, and the ways in which successful structures noticeably altered the circumstances of individuals and communities. The bridge has high historic value for its associations with the highly respected engineering firm J and A Anderson Ltd, which was contracted to undertake the construction of the bridge, and the Public Works Department, which led the design and construction of New Zealand's infrastructure from 1878 for over one hundred years, with many of their engineers being regarded as leaders in their field. These connections with excellence enhance the value of the bridge.

The bridge has special local historical significance for its association with the settlement and development of farming and forestry in the central Manawatu-Whanganui Region. It is particularly associated with the Kawhatau settlement, a programme typical of those established by the government to settler the lower central North Island, and the success of which was reliant upon the ability to safely traverse the Rangitikei River. These connections with the themes of Pākehā settlement and its associated infrastructure development enhance its importance.

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HERITAGE NEW ZEALAND
POUHERE TAONGA

ITEM 10.1 ATTACHMENT 1

Aesthetic Significance or Value

Mangaweka Cantilever Bridge is of aesthetic significance because its cantilever design and siting complement the natural beauty of the area, which is recognised as an outstanding landscape. The bridge's setting forms a dramatic natural environment, and the cantilever design eliminates the need for midstream piers, allowing for the uninterrupted flow of the significant Rangitīkei River. The height of the bridge does not compete with the backdrop of sandstone cliffs, instead its form echoes the topography of its setting, providing a sense of visual harmony. The symmetrical open truss design provides a sense of elegant strength in the bridge structure, which is largely unchanged since it was first constructed. The bridge's aesthetic values elevate it above its utilitarian function and allow it to contribute to the overall environment.

Technological Significance or Value

Mangaweka Cantilever Bridge has technological significance as the first and only steel cantilever road bridge built in New Zealand, and one of just three known examples of cantilever bridges or viaducts that were built in the country. At a time when timber truss design was most often applied in New Zealand, the Mangaweka Cantilever Bridge has technological value for being an important example of a design that was rarely adopted in the New Zealand context, possibly for the complexity of construction. The choice of this design demonstrates innovation in bridge building and the acknowledgement of the need to address a particular issue at this location. Designed to span the river with no midstream piers, the bridge addressed issues faced by earlier bridge crossings that were frequently affected by flooding. Despite some instances of repair, the technological value of this form of bridge and the material is demonstrated by the fact that it is the oldest extant and longest bridge built in the Manawatu and Rangitīkei districts.

Social Significance or Value

The absence of an official opening of Mangaweka Cantilever Bridge had long been lamented by the local community and on 7 March 2015 a much belated opening was held. Celebrations involved around 300 attendees, some dressed in period costume, and a procession of vintage vehicles. The bridge's social significance is further demonstrated by the strong community support for the retention of the bridge when it was threatened with demolition. The latter saw the formation of Mangaweka Bridge Trust to preserve the bridge and promote its tourism potential. Mangaweka Cantilever Bridge currently forms a celebrated part of the Manawatu 'Country Road' Scenic Route; Rangitīkei Cycleway; and Manawatu's Iron Gates Experience, thereby contributing to the sense of local pride and the economy. The bridge continues to provide a strong link between the Manawatu and Rangitīkei districts. It is a dominant element in both the townscape and landscape and is a communal structure by its very purpose and ownership.

Section 66(3) Detail:

This place was assessed against the Section 66(3) criteria and found to qualify under the following criteria: a, b, e, g, j. The assessment concludes that this place should be listed as a Category 2 historic place.

(a) The extent to which the place reflects important or representative aspects of New Zealand history

The building of bridges was one of the primary concerns of early communities because of the challenge of safely crossing New Zealand's many waterways. The earlier methods of crossing the Rangitīkei River, including a low-level bridge, proved unreliable and to be only temporary solutions. Mangaweka Cantilever Bridge, by contrast, was built in durable materials including concrete and steel, and was designed to span the river with no midstream piers.

The bridge is intimately linked with the settlement and development of farming and forestry of the central Manawatu-Whanganui Region. The Kawhatau Settlement, which the bridge served, was typical of government programmes to

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HERITAGE NEW ZEALAND
POUHERE TAONGA

settle and develop the lower central North Island.

(b) The association of the place with events, persons, or ideas of importance in New Zealand history

Mangaweka Cantilever Bridge has significance for its association with nationally significant organisations the Public Works Department, which designed the bridge, and engineers J & A Anderson of Christchurch, who were contracted to construct it. The Public Works Department carried out extensive infrastructure development to assist with economic development and significant immigration schemes. J & A Anderson were responsible for the construction of the Waiau Ferry Bridge in 1887, which was the country's first cantilever bridge. Their ability to successfully complete rare, unique and complex structures, allowed them to prosper from periods of government-led railway and infrastructure expansion.

(e) The community association with, or public esteem for the place
As an impressive and essential local infrastructure asset, Mangaweka Cantilever Bridge has been an important landmark in the Manawatu and Rangitikei districts since 1904. There is a high level of community association with this structure following on from the significant public esteem that was demonstrated through action taken to preserve and restore the bridge when it was threatened with demolition; at its opening, which was held on 7 March 2015 to rectify the absence of an opening when the bridge was first completed; and further celebrations when the new road bridge was officially opened on 20 May 2022. Additionally, the bridge continues to serve the community, currently as a pedestrian and cycle bridge, and is identified as an attraction on several tourist routes.

(g) The technical accomplishment, value, or design of the place
Despite several instances of repair, Mangaweka Cantilever Bridge is a technically accomplished early 1900s structure that has value for its relatively little-altered design. It remains very close to its original form. The truss, spans, deck, and piers were constructed using commonly used materials, but employed in a highly functional and aesthetic way to ensure longevity. That so few cantilever bridges were constructed in New Zealand suggests the engineering requirements for this bridge type were complex and therefore only used in rare circumstances.

(j) The importance of identifying rare types of historic places
Bridge building was of high importance in developing communities and for public safety, but of the considerable number that were built in New Zealand, Mangaweka Cantilever Bridge was the only steel cantilever road bridge. Only three cantilever bridges are extant in this country, making it a much less commonly used bridge type. The Mangaweka Cantilever Bridge therefore holds considerable significance for providing a rare opportunity to study the application of this bridge design and construction in New Zealand. That the bridge has retained much of its original form increases its value in this regard.

Summary of Significance or Values

Mangaweka Cantilever Bridge is of considerable heritage significance to New Zealand. It is a significant landmark within the Manawatu and Rangitikei districts, being strongly linked to the history of that area's development. The bridge is of importance in terms of its design, and for its association with the Public Works Department and engineers J & A Anderson. The latter's success with other bridge building contracts such as Waiau Ferry Bridge, a Heritage New Zealand Pouhere Taonga Historic Place Category 1, led them to become known nationwide for sound engineering design and construction.

Mangaweka Cantilever Bridge is the only steel cantilever road bridge to be constructed in New Zealand and has been held in high esteem by the community since its completion. When threatened with demolition, strong efforts were made to not only preserve but also restore the bridge so it could still perform at least part of its original function. Its history has been celebrated

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HERITAGE NEW ZEALAND
POUHERE TAONGA

by a belated opening ceremony and a commitment to increasing the awareness of the significance and history of the structure.

Statement of Wahi Tapu:

ITEM 10.1 ATTACHMENT 1

10.2 Social Media Guide for Community Committees and Boards**Author: Rhonda Morris, Communications Manager****1. Reason for Report**

- 1.1 Council's Communications team received a request for guidance on social media for Community Committees and Boards.
- 1.2 This guidance is now presented to the board for their information.

Attachments:

1. **Social Media Guide** [↓](#)
2. **Social Media Guide Working with Council** [↓](#)

Recommendation

That the Social Media Guide for Community Committees and Boards report be received.

Social Media Guide

Rangitikei District Council 2024



making this place home

Key things to remember:

- We proof our content, but acknowledge errors happen. We rectify these as soon as they are identified.
- We talk in first person, in an easy to understand way.
- We are inclusive.
- We are responsive. We respond or acknowledge all of our comments and encourage people to engage with Council via social media.
- If a comment is negative ,we may take it offline by asking the person to direct message the page
- If the comment is abusive/harmful/unnecessary , we may delete or hide it.



Social Media Content Tips

When possible all posts should include a visual e.g. a photo or video.

The nature of social media is that images don't have to be perfect - i.e. it doesn't have to look perfect/staged. However, all images we share on RDC's Facebook page should include the Rangitikei District Council logo, with two exceptions:

- When we're sharing other people's content
- Emergency photos

Every post must include a caption. Experiment with short, chatty captions, but add context where necessary. We should always include an appropriate amount of context in our posts. For example, when sharing an update, we always include context from previous posts just in case our audience are not up-to-date:

For example - rather than:

'We are pleased to advise that the Streetlight outage at Rātana has been resolved.'

We would write something like:

'Last week we were made aware there were issues with the Rātana Streetlights. We have been in touch with Powerco and we are pleased to let you know that they have fixed the issue.'

Use emojis. We use emojis where appropriate/relevant to lighten the tone of our post and to make it more visually appealing, help convey emotions or communicate information more concisely.

Use consistent spelling, punctuation and grammar. For example, we always spell Rangitikei District Council (RDC) in full - we only say 'RDC' if we have done this. When spelling words like 'internet', or 'government', we always use lower case. When spelling words like 'wifi': Keep your use consistent i.e. always spell 'wifi', avoid 'wi-fi' or 'Wi-Fi'. It's best to pick one and stick with it.

Post length

On Facebook, try to keep our posts short if possible!

On average, we have about 2.7 seconds to grab someone's attention, so while our audience is deciding to look at our post, they are more likely to be turned off if they have to click the 'see more' option to read a long post. It also means that the first line of a post is the most important to catch people's eyes.

Longer posts are okay if we have something important to say, however, we should reserve long posts for things that are emotive and will encourage a reaction. Don't be afraid to split posts into paragraphs. If using Instagram, captions should be shorter and punchier if possible too.

Tagging people

If we mention people, businesses or organisations in our posts we should tag them by typing @[their name/username].

This will help RDC to reach more people because their audiences will also see the post and possibly engage with your social media.

Try to work tags into the sentences of posts if possible - for example

"Thanks to @MartonDevelopmentGroup for..."

Links

When including links in our posts, we need to make them as short as possible.

If we are resharing a link from the RDC website we do not use free online URL shortening tools like Bitly. Instead, we can create short URLs in the back end of the website - ask the web manager for more advice on this if needed.

Higher risk posts

Higher risk posts such as those discussing council projects, important community announcements, and public consultations should always:

- Be written in a formal tone
- Provide all necessary content and supporting information (i.e. links to RDC's website)
- Be signed off by the appropriate staff member or ELT member before posting
- These posts are posted earlier in the day if possible to minimise time moderating or responding to

This includes posts about high risk projects like the Marton Water Supply Strategy, and urgent announcements like water restrictions that have been put in place.

See Example A under Content Examples for reference.

Lower risk posts

Posts that are lower risk, such as those sharing information about local services and facilities (i.e. pools closing for the season), event promotions (libraries), success stories, and photos/videos showcasing the district, can carry a more light-hearted and down to earth tone of voice.

These posts may still need content sign off before publishing, depending on who has provided the information.

These posts should carry enough context to get the main key messages across, but direct people to more information where possible so we can still keep them short and punchy. When sharing events, we will always include the relevant contact details, as well as direct people on where they can find more information.

We will always make it clear when an event is RDC owned vs sharing on behalf. We can do this through adding *"Our friends at..."* or *"The wonderful team at..."*

Responding to comments

It's important that we engage with our community on a regular basis.

We monitor our social media posts and messenger daily and make sure we respond to any questions or concerns from the community, even just to acknowledge their comment. Our priority is to share accurate and timely information. Even when we don't have an immediate answer, we will thank the community for their questions and let them know that we will follow up.

In addition to the above, here are a few more points to consider:

- **Engaging with positive feedback:** We make a point to try and reply to or 'react' to positive comments, such as compliments and words of encouragement.
- **Respectful and professional tone:** Our responses maintain a respectful and professional tone at all times. Regardless of the tone of the comment, we need to make sure we remain courteous, empathetic, and understanding.
- **Timely response:** We try to promptly reply to all comments and Direct Messages.
- **Addressing inappropriate comments:** We actively moderate our social media platforms, especially when we post higher risk posts or notice our content making a lot of traction. We will promptly deal with any comments that are offensive, disrespectful, or violate our community guidelines (as outlined below). In the case of any comments that use bad language, are abusive or inappropriate, or contain name calling - we will delete the comment.

Hiding a comment

If someone shares an inappropriate or abusive comment on one of RDC's Facebook posts, it may be useful to hide the comment.

For example, if someone shares a discriminatory comment, or uses threatening language.

- 1 To hide the comment, go to the post on RDC's profile page.
- 2 Click the three dots next to the comment in the comment section and select 'hide comment'.

Turning off comments

If a post gets a lot of traction or unwanted attention and there are a lot of inappropriate or abusive comments, it may be useful to turn off the comments.

- 1 To do this, go to the post on RDC's Facebook page.
- 2 Click the three dots at the top right hand corner of the post.
- 3 Select 'Who can comment on your post' from the dropdown menu
- 4 Select 'Profiles and pages you mention' (this will only allow people you specifically tag to comment on the post)

Scheduling

We usually schedule posts during daytime hours, between 9am and 3pm.

Currently the best time to post is 9am, 10am, and midday. We avoid posting any controversial topics on a Friday afternoon when possible as this may warrant additional social media monitoring over the weekend. When scheduling a post in Meta Business Suite, Meta also provides suggested scheduling times when our audiences are most active.

Sharing posts

When sharing content from other Facebook pages to RDC's page (or sharing from RDC's page to a Facebook community group) we always add a message or some commentary context with the post - we don't just hit 'reshare'.

Resharing similar content

At times we share content that needs promoting several times, such as job advertisements, available funding, upcoming events, etc.

When we reshare this content we always make sure we change the accompanying text slightly. We do not copy and paste the previous post as this may cause our new post and future posts to show up less often in the news feeds of our audience.

Resharing content from other organisations

If asked to reshare content or pass on messages on behalf of other organisations we make sure we proof the content first and edit where necessary.

For example, we recently received a lengthy brief from National Driver Training Centre (NDTC). Rather than having one long post written in NDTC's tone of voice, this should be shortened and tweaked to align with the tone of RDC, and we referring people to their website for more information. See Example C under Content Examples for reference.

Content examples

On the Rangitikei District Council Facebook page, we typically share a variety of content such as:

- Updates on Council projects
- Important community announcements
- Public consultations
- Other opportunities for community engagement and participation
- Information about local services and facilities
- Event promotions
- Success stories
- Photos/videos showcasing the district



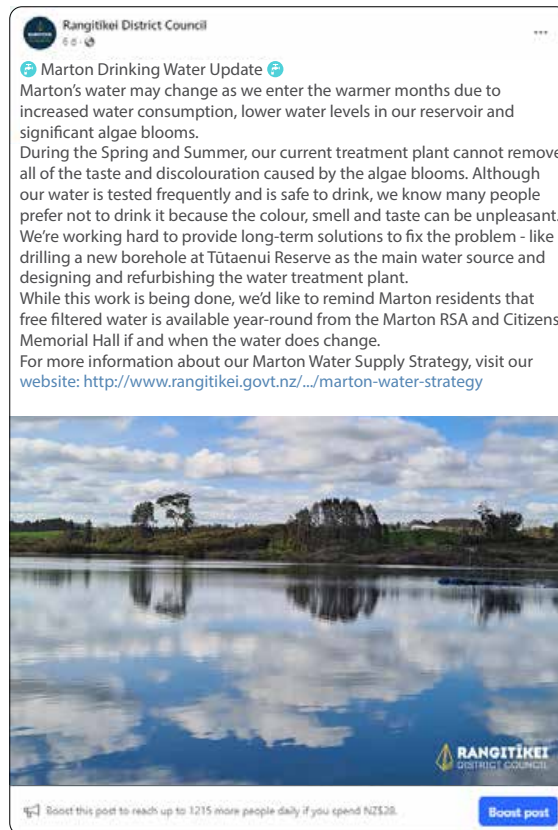
Example A - Higher risk posts

Higher risk posts such as those discussing Council projects, important community announcements, and public consultations should:

- Be written in a formal tone
- Provide all necessary content and supporting information (i.e. links to RDC’s website)
- Be signed off by the appropriate staff member or ELT member before posting

This includes posts about high risk projects like the Marton Water Supply Strategy, urgent announcements like water restrictions that have been put in place.

For example:



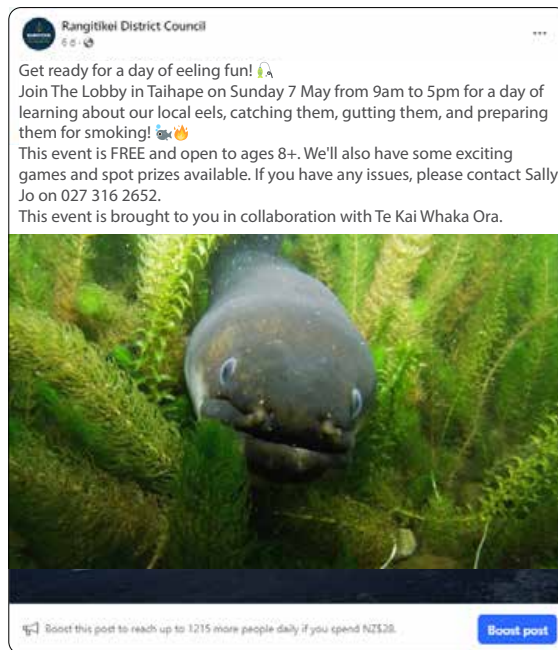
Example B - Lower risk posts

Posts that are lower risk, such as those sharing information about local services and facilities (i.e. pools closing for the season), event promotions (libraries), success stories, and photos/videos showcasing the district, can carry a more light-hearted and down to earth tone of voice.

These posts may still need content sign off before publishing, depending on who has provided the information.

These posts should carry enough context to get the main key messages across, but direct people to more information where possible, so we can still keep them short and punchy. When sharing events, we will include the relevant contact details, as well as direct people where they can find more information.

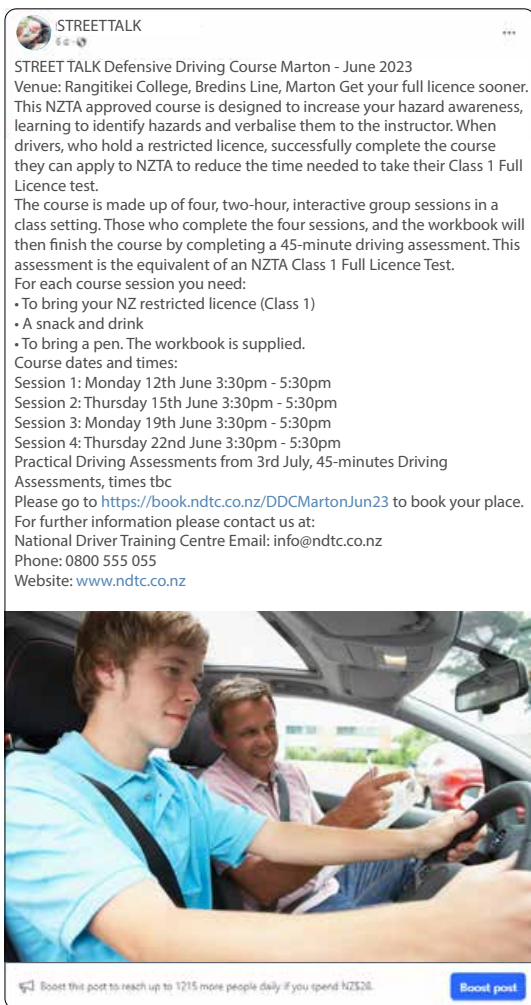
For example:



Example C - Resharing content from other organisations


If we agree to reshare content or pass on messages on behalf of other organisations we make sure we proof the content first and edit where necessary. For example, the post noted below (shared from NDTC) was shortened and tweaked to align with the tone of RDC. Rather than having one long post written in NDTC's tone of voice, we should aim to shorten this content and referred people to their website for more information. For example:

Original post:

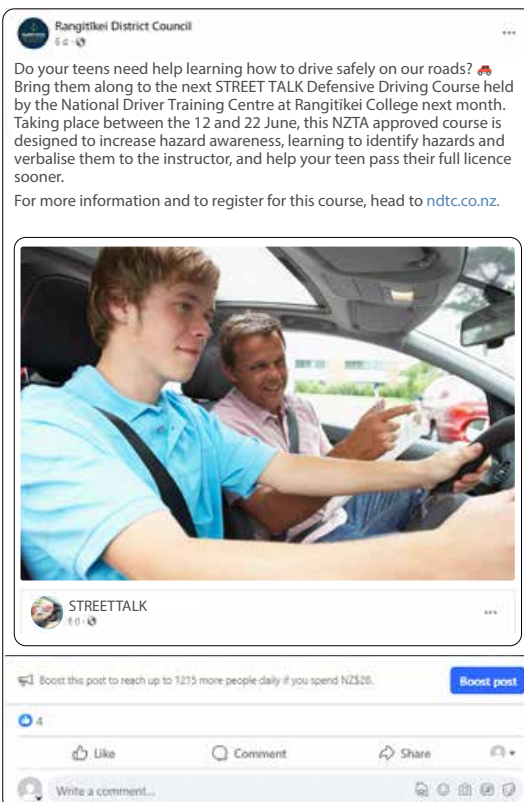


STREET TALK

STREET TALK Defensive Driving Course Marton - June 2023
 Venue: Rangitikei College, Bredins Line, Marton Get your full licence sooner. This NZTA approved course is designed to increase your hazard awareness, learning to identify hazards and verbalise them to the instructor. When drivers, who hold a restricted licence, successfully complete the course they can apply to NZTA to reduce the time needed to take their Class 1 Full Licence test.
 The course is made up of four, two-hour, interactive group sessions in a class setting. Those who complete the four sessions, and the workbook will then finish the course by completing a 45-minute driving assessment. This assessment is the equivalent of an NZTA Class 1 Full Licence Test.
 For each course session you need:
 • To bring your NZ restricted licence (Class 1)
 • A snack and drink
 • To bring a pen. The workbook is supplied.
 Course dates and times:
 Session 1: Monday 12th June 3:30pm - 5:30pm
 Session 2: Thursday 15th June 3:30pm - 5:30pm
 Session 3: Monday 19th June 3:30pm - 5:30pm
 Session 4: Thursday 22nd June 3:30pm - 5:30pm
 Practical Driving Assessments from 3rd July, 45-minutes Driving Assessments, times tbc
 Please go to <https://book.ndtc.co.nz/DDCMartonJun23> to book your place.
 For further information please contact us at:
 National Driver Training Centre Email: info@ndtc.co.nz
 Phone: 0800 555 055
 Website: www.ndtc.co.nz




Suggested post:



Rangitikei District Council

Do your teens need help learning how to drive safely on our roads? 🚗 Bring them along to the next STREET TALK Defensive Driving Course held by the National Driver Training Centre at Rangitikei College next month. Taking place between the 12 and 22 June, this NZTA approved course is designed to increase hazard awareness, learning to identify hazards and verbalise them to the instructor, and help your teen pass their full licence sooner.
 For more information and to register for this course, head to ndtc.co.nz.



STREET TALK

Boost this post to reach up to 1215 more people daily if you spend NZ\$20. **Boost post**

4

Like Comment Share

Write a comment...

Tone of voice

Our voice is...

- **Easy to understand:** We want our community to be able to easily understand our content, through simple language and correct grammar.
- **Inclusive:** We want our readers to feel included in what we're doing at Rangitikei District Council and know they are part of the district they live in.
- **Confident:** A confident tone is appropriate for serious topics. For example, a change in the level of service or 'duty of care' compliance matters, such as new dog control bylaws.
- **Celebratory:** A celebratory tone is appropriate for lighter communication. For example, an event or the opening of a new facility.
- **Welcoming and friendly:** We use positive, familiar language, short sentences and everyday words.

Finding our voice

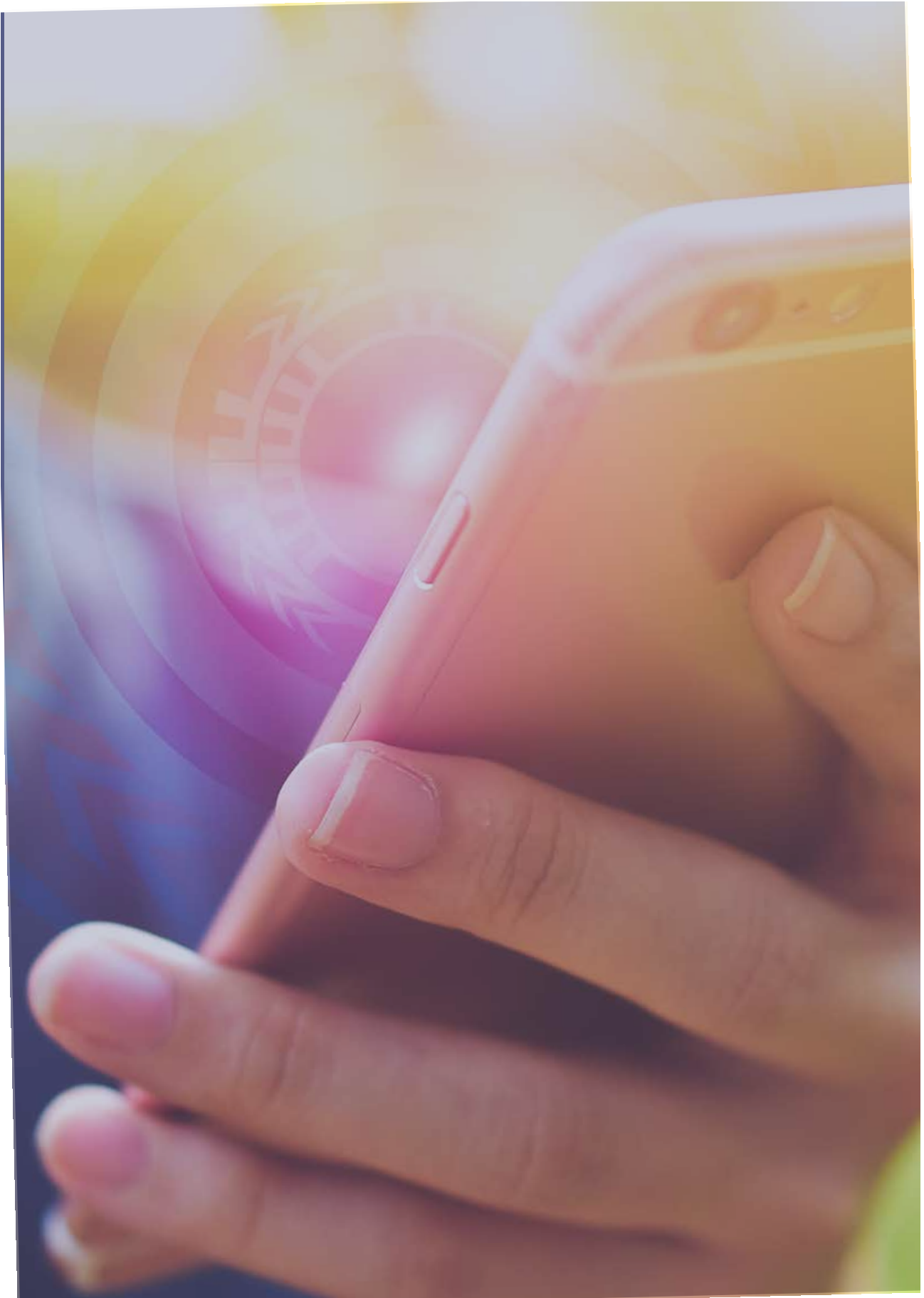
- We use a conversational tone that's friendly, upbeat, and light-hearted.
- We write in clear, plain, everyday language that our audience can understand the first time they read it (approximately a 12 year old reading age, like newspapers). We use short sentences and everyday words to get our meaning across. We avoid jargon and acronyms.
- If we do use an acronym, we spell it out in full first i.e Rangitikei District Council (RDC).
- When speaking, we use the first person plural (we, our). We address the reader in the second person (you, your) -we write as if we are talking to one person who we are having a conversation with.
- We're inclusive in our language and tone. We use correct Te Reo Māori at all times, including the correct use of macrons. We understand that we are talking to a diverse community, and at times our tone and language will need to change to reflect the audience.
- We keep it positive. Writing negatively puts people off. It can also make the message harder to understand.
- We use present and past tenses consistently.
- We need to get rid of any information our readers don't need and check we haven't repeated ourselves.
- We use active language whenever possible. It is clearer, shorter and easier to read than passive language. Active language shows that we take responsibility for what we say and creates a sense of action.

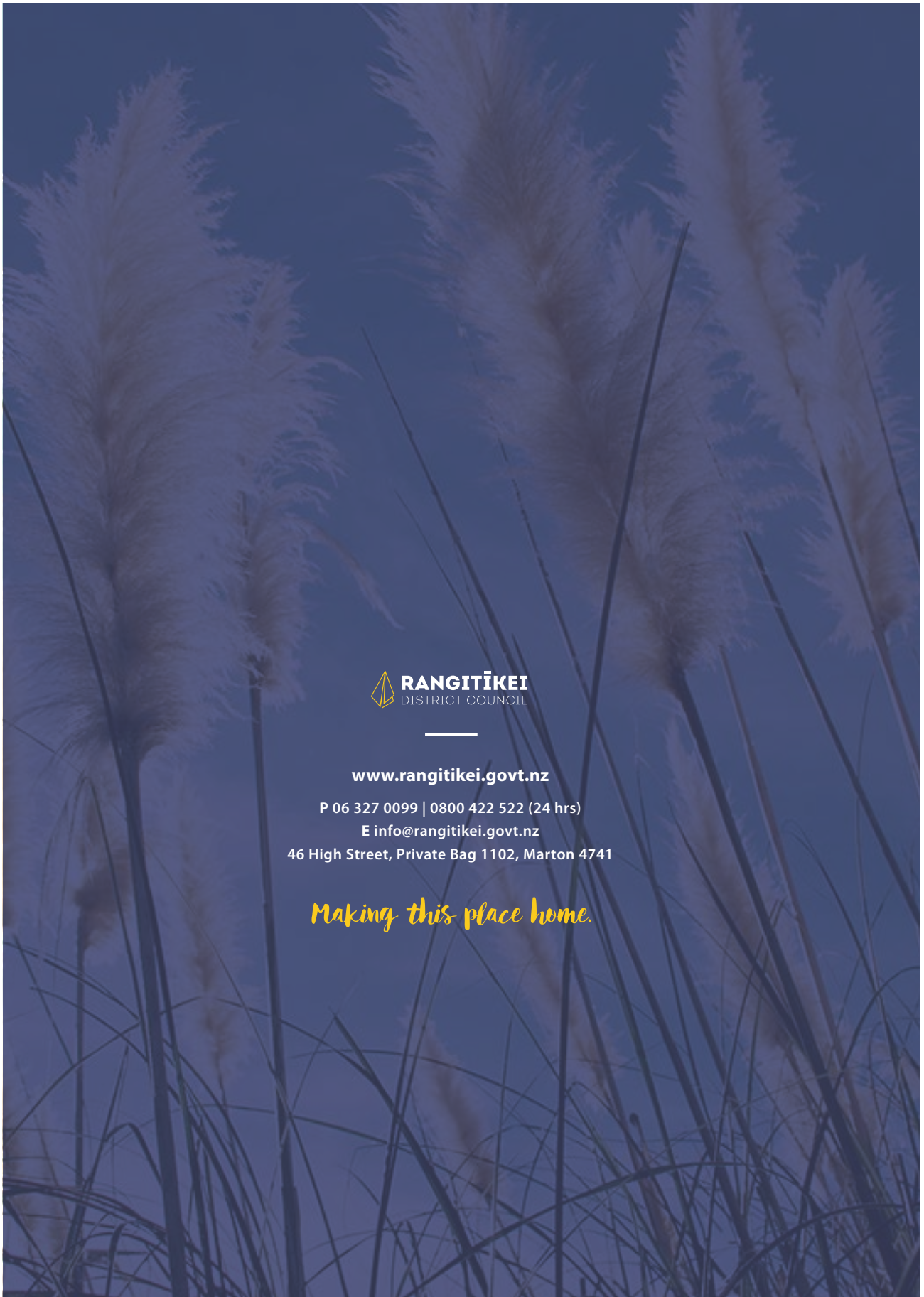
The importance of Te Reo Māori

- We always say 'Te Reo Māori', never 'Te Reo' (this just means the language - it doesn't specify which language).
- In Te Reo Māori there are no 's', so where possible we avoid putting an 's' on a Te Reo Māori word and instead change the sentence structure, e.g. 'Taihape's Gumboot' becomes 'the world famous gumboot in Taihape'.
- We use macrons correctly.
- We will correctly spell the names of our towns and settlements and will use both Te Reo Māori and Pākehā/ English town/settlement names alternately i.e. Marton/Tūtaenui, Paraekaretu, Hunterville, etc.
- Common place names where either use is okay:
 - New Zealand / Aotearoa
 - North Island / Te Ika-a-Māui
 - District / Rohe

Inclusiveness

- It is preferable to use gender-neutral terms such as chair or chairperson, draughtsperson, sportsperson or athlete, and, where possible use words like 'they', 'them', 'us' and 'theirs' instead of 'she', 'he', 'him', 'her', etc.
- Don't define people by their illness or disability, e.g. Wheelchair user Joe vs Joe, who uses a wheelchair,
- Talk about older people - not old people, the elderly or pensioners.
- Try to refer to persons/people with disabilities. However, it is okay to use the phrase 'disabled person' if needed. General rule of thumb is to ask first as different people/generations have different preferences. Note - when referring to a person from the Deaf community, 'Deaf' is capitalised and not considered to be part of the disabled community. The Deaf community has its own distinct language and culture.
- Use the words accessible toilets, not disabled toilets, and mobility parking space, not disabled car park.







The communications platforms managed by the RDC Communication Team adhere to standards and rules as set out in our social media use policy.

We are happy to support messaging/events if they fit the requirements of the page and we have capacity to do so.

Any/all Social Media posts must fit the requirements of our Social Media use guidance.

Facebook: /RangitikeiDC

Instagram: /rangitikeidc

Our pages are to provide information to our community. They will be monitored and responded to between 8am and 5pm, Monday to Friday. For after hours help please contact us on our 24-hour number: 0800 422 522.

Moderation Policy

We openly welcome your comments and encourage discussion. We ask that you are polite and respectful with your comments and views.

Rangitikei District Council's Facebook page must not be used for promotional electioneering purposes. Any posts or comments discussing their own, or someone else's nomination or intention to run for council, will be removed.

We reserve the right to hide or remove harmful posts or comments from this page. This includes any post or comment containing disrespectful, rude, discriminatory or abusive language; direct personal attacks or disclosure of private information or details of elected members or staff, other Facebook users or individuals; objectionable material; and unsolicited advertising, marketing or spam.

We reserve the right to remove any comments on posts that aren't related to the subject matter and can potentially derail the conversation.

We reserve to right to turn off commenting if there are multiple breaches of the above policy by multiple people.

If your contributions repeatedly fail to comply with Facebook's terms, and/or the above rules, then you will be blocked from posting to this page.

FAQ's / Housekeeping

Why was my comment removed?

We try to keep the comments we receive from users as focused and civil as possible. As such, we sometimes remove comments for a variety of reasons. Sometimes the language or tone of the comment is offensive. Other times the comment is simply off topic, and not relevant to the discussion at hand.

What our page is not:

- Your forum to hold personal debates or express your own personal views about Council or each other.
- Not a platform for you to call out other community members on various issues.
- Not a noticeboard for everything going on within our District.
- Your personal answering service. If your post is likely to generate multiple comments that require follow up/ answering, we may recommend you host it on your own page where it can be attended to in a timely manner.

How to get something posted?

Check your request meets the requirements—that it is not promotional electioneering, is polite, is clear and concise in its wording, has all the information required and graphics if applicable and includes point of contact information if relevant. Include in your email the date you wish your post to go online. Please note for scheduling purposes we require requests at least 5 working days prior, unless there is something that needs to be urgently conveyed to the community.

We reserve the right not to post something if we feel it does not meet the criteria.

Send your requests for information to be posted to comms@rangitikei.govt.nz

What would be useful to know from you:

- What type of information are you wanting shared on our platforms?
- What audience are you hoping to reach?
- What are your expectations when you send information to be shared?
- Can we offer assistance/guidance to your own pages to increase views?



10.3 Small Projects Fund Update - April 2024**Author: Kezia Spence, Governance Advisor****1. Allocation**

1.1 The allocation of the 2023/24 Small Projects Fund for the Taihape Community Board is \$9,185.15, since the February meeting.

2. Breakdown

2.1 Payments made in the 2023/24 financial year.

2.1.1 Further payments to Bill Nelson have been paid totalling \$889

2.1.2 There was a payment made to Hautapu Rural Supplies totalling \$94.30.

2.1.3 Staff were unable to find the resolution in relation to this for the current financial year, noting payment was for the painting of the gumboot sign. This was paid on the 05 Dec 23

3. Remaining allocation

3.1 The remaining allocation for the fund is \$7,715.

3.2 Staff have included the financial breakdown in an excel sheet as requested by the Chair.

4. Information on the Small Projects Fund

4.1 Funding from the small projects fund is at the discretion of the community board. This is the link to council's website which does set out the intention and guidelines: [Small Projects Fund: Rangitikei District Council](#)

Attachments:

1. **Small Projects Fund- Excel Sheet** [↓](#)

Recommendation

That the report 'Small Projects Fund Update –April 2024' be received.

Financial Year	Income	Expenditure	Amount
	\$13,948.15		
		Taihape Neighbourhood Support Group- Painting	\$250
		11-Oct-23 Bill Nelson-Out Back Photo Board	\$889
		5-Dec-24 Hautapu Rural Supplies	\$94
		13-Dec-23 V-Ray Lighting	\$1,500
		13-Dec-23 Mangaweka Heritage Incorporated	\$1,000
		13-Dec-23 Taihape Dance Academy	\$500
		13-Dec-23 Aaakiya Tihore	\$1,000
		21-Feb-24 Maya Cross	\$1,000
Remaining	\$7,715.15		

ITEM 10.3
ATTACHMENT 1

Tagged future expenses	Amount
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10.4 Funding Schemes Update - April 2024

Author: Kezia Spence, Governance Advisor

1. Overview

- 1.1 Council currently administers four funding schemes for the Rangitikei District, these are:
 - 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 Council allocated \$13,730 in round one at the Finance and Performance meeting on the 31 August 2023.
- 2.4 Round two for 2023/24 opened on the 02 October 2023 and closed on the 31 March 2024.
- 2.5 Decisions on allocation of funding will be made at the Finance and Performance committee meeting on the 24 April.

3. Events Support 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 Council allocated \$18,470 in round one at the Finance and Performance meeting on the 31 August 2023.
- 3.4 Round two for 2023/24 opened on 01 February 2024 and closed on the 31 March 2024.
- 3.5 Decisions on allocation of funding will be made at the Finance and Performance committee meeting on the 24 April.

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.

4.3 Round two for 2023/24 will open on 03 November 2023 and will close 01 May 2024.

5. Creative Communities Scheme – CCS Festivals Fund

5.1 Council has received an additional \$7,861.70 to go towards established festivals, this funding round will align with round two of the 2023/24 financial year.

5.1.1 The CCS Festival Fund can *only* support **established** festivals that celebrate the life experiences, stories, cultures, and regional identities of New Zealanders.

5.1.2 Applicants must have delivered a festival at least once in the previous five years (this may include digital presentation). Applicants should include evidence of previous delivery in their application.

5.2 Round two for 2023/24 will open on 03 November 2023 and will close 01 May 2024.

6. Sport NZ Rural Travel Fund

6.1 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.

6.2 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.

6.3 The funding round is open for applications 19 May 2023 and closed on the 04 April 2024.

6.4 The allocation of funds will be made at the Sport NZ Rural Travel Fund meeting on the 24 April.

7. Further Information

7.1 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 –April 2024 be received.

10.5 Update from the Taihape Community Development Trust

Author: Kezia Spence, Governance Advisor

1. Reason for Report

1.1 Verbal updates are to be provided from MOU partnering organisations.

Recommendation

That the verbal updates from 'Update from the Taihape Community Development Trust' be received.

ITEM 11.1

11 Discussion Items

11.1 Workshops 2024

Author: Peter Kipling-Arthur, Chair

1. Reason for Report

1.1 The Chair requested this item to discuss the workshops for 2024.

2. Workshops 2024

2.1 May workshop- held in Taihape.

2.2 June workshop- held in Mangaweka.

2.3 August workshop- held in Mataroa

2.4 October workshop- held in Moawhango

Recommendation

If needed:

11.2 Town Events Boards

Author: Peter Kipling-Arthur, Chair

1. Reason for Report

- 1.1 This item was requested by the Chair to discuss plans for updating the 'Town Events' Boards.'

Recommendation

If needed.

11.3 Taihape Community Board Vision

Author: Peter Kipling-Arthur, Chair

1. Reason for Report

1.1 This item was requested by the Chair, to discuss the Taihape Community Board vision.

Recommendation

If needed:

12 Meeting Closed.