



RANGITĪKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

TE ROOPUU AHI KAA MEETING

Date: Tuesday, 13 February 2024

Time: 11.00am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Nga mema: Ms Piki Te Ora Hiroa (Ngāti Whitikaupeka), Mr Chris Shenton (Ngāti Kauae/Tauira), Mr Thomas Curtis (Te Rūnanga o Ngāti Hauti), Ms Marj Heeney (Ngāi Te Ohuake), Ms Kim Savage (Ngāti Parewahawaha), Ms Leanne Hiroti (Ngā Ariki Turakina), Ms Moira Raukawa (Ngāti Tamakopiri), Mr Lequan Meihana (Rātana Pā), Mr Jordan Winiata-Haines (Ngāti Hinemanu/Ngāti Paki), Cr Gill Duncan, HWTM Andy Watson

For any enquiries regarding this agenda, please contact:

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Locations:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>Marton</u> Head Office 46 High Street Marton </td> <td style="width: 50%; vertical-align: top;"> <u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls </td> </tr> <tr> <td style="vertical-align: top;"> <u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape </td> <td></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 Te Roopuu Ahi Kaa Meeting of the Rangitīkei District Council will be held in the Council Chamber, Rangitīkei District Council, 46 High Street, Marton on Tuesday, 13 February 2024 at 11.00am.

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AGENDA

1 Karakia/ Prayer

2 Apologies

3 Public Forum

4 Conflict of Interest Declarations

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

5 Confirmation of Order of Business

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

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: Kezia Spence, Governance Advisor

1. Reason for Report

1.1 The minutes from Te Roopuu Ahi Kaa Meeting held on 8 August 2023 are attached.

Attachments

1. Te Roopuu Ahi Kaa Meeting - 8 August 2023

Recommendation

That the minutes of Te Roopuu Ahi Kaa Meeting held on 8 August 2023 **[as amended/without amendment]** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

MINUTES

UNCONFIRMED: TE ROOPUU AHI KAA MEETING

Date: Tuesday, 8 August 2023

Time: 11.00-1.30pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Tumuaki: Mr Pahia Turia (Whangaehu)

Tumuaki Tuarua: Ms Piki Te Ora Hiroa

Nga mema: Mr James Allen (Ngā Wairiki Ki Uta) (Zoom)
Ms Marj Heeney (Ngāi Te Ohuake)
Ms Moira Raukawa (Ngāti Tamakopiri)
Mr Lequan Meihana
Ms Leanne Hiroti
Cr Gill Duncan
HWTM Andy Watson

Manuhiri: Mr Peter Beggs, Chief Executive
Ms Katrina Gray, Senior Strategic Planner
Mr Arno Benadie, Chief Operating Officer
Ms Gaylene Prince, Group Manager- Community Services
Ms Joanne Manuel, Manager Community Development
Ms Bonnie Brown, Kaitakawaenga Māori Liaison
Ms Kezia Spence, Governance Advisor

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1 Welcome/ Karakia

Mr Turia opened the meeting at 11.02pm.

2 Apologies

Resolved minute number **23/IWI/011**

Apologies were received from Ms Savage and Mr Shenton.

Ms Piki Te Ora Hiroa/Mr L Meihana. Carried

3 Public Forum

4 Conflict of Interest Declarations

TRAK Member	Conflict of Interest Declared	Date
Mr Pahia Turia		
Ms Piki Te Ora Hiroa	Moawhango Marae Administrator Awarua 2C13J3 Land Trust Chairperson Tiikeitia Ki Uta Maori Ward Councillor Nga Iwi O Mokai Patea Services Trust Pou Whakahaere Mokai Patea Waitangi Claims Trust Iwi Negotiator	03 August 2023
Mr James Allen		
Mr Chris Shenton		
Ms Marj Heeney		
Ms Kim Savage		
Mr Thomas Curtis		

Ms Leanne Hiroti		
Ms Moira Raukawa	<p>Chairperson of Te Runanga o Ngati Tamakopiri</p> <p>Delegate on Te Maatuku/Iwi Maori Partnership Board for Ngati Tamakopiri</p> <p>Delegate on Nga Puna Rau o Rangitikei for Ngati Tamakopiri</p> <p>Delegate on Te Roopu Taiao for Ngati Tamakopiri</p> <p>Kaumatua for Taiao Roopu under Nga Puna Rau o Rangitikei</p> <p>Marae komiti member for Opaea and Kaiewe Marae</p> <p>Rate payer from Taihape</p>	20 July 2023
Mr Lequan Meihana		
Cr Gill Duncan	<p>Refer to information on Council's website:</p> <p>Register of Members' Pecuniary Interests: Rangitikei District Council</p>	Jan 2023
HWTM Andy Watson	<p>Refer to information on Council's website:</p> <p>Register of Members' Pecuniary Interests: Rangitikei District Council</p>	Jan 2023

5 Confirmation of Order of Business

6 Confirmation of Minutes

Resolved minute number 23/IWI/012

That the minutes of Te Roopuu Ahi Kaa Meeting held on 20 June 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 M Raukawa/Ms Piki Te Ora Hiroa. Carried

ITEM 6.1

ATTACHMENT 1

7 Follow-up Actions

7.1 Follow-up Action Items from Te Roopuu Ahi Kaa Meetings

Members were reminded that letters are required to be provided to Council before the next meeting.

Resolved minute number 23/IWI/013

That the report 'Follow-up Action Items from Te Roopuu Ahi Kaa Meetings' be received.

Mr P Turia/Ms Piki Te Ora Hiroa. Carried

8 Chair's Report

8.1 Chair's Report August 2023

Mr Turia spoke about the visit from elected members and senior staff at Ngā Wairiki Ngāti Apa which allows Council to better understand what iwi are doing.

Mr Benadie thanked Mr Turia for the opportunity.

Resolved minute number 23/IWI/014

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

Mr P Turia/Ms Piki Te Ora Hiroa. Carried

9 Reports for Decision

9.1 Mayor's Report - 25 July 2023

His Worship the Mayor spoke of the Local Government conference. His Worship the Mayor stated that this is the way for councils to connect straight through to parliament.

His Worship the Mayor acknowledged that this is Mr Beggs last meeting with Te Roopuu Ahi Kaa. Mr Beggs thanked the Komiti for furthering his knowledge and understanding of Te Ao Māori.

His Worship the Mayor discussed the Long-Term Plan and that one of the areas that he will advocate for his health in the district.

The Committee discussed that as part of the Long-Term Plan further consideration will be given to wastewater treatment plants and land based disposal. His Worship the Mayor acknowledged this

but noted that this will not be a Council decision by 2025. There was discussion regarding reporting of infrastructure projects, and it was agreed that staff would not provide further reporting unless requested.

Resolved minute number 23/IWI/015

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

Mr P Turia/Mr L Meihana. Carried

10 Reports for Information

10.1 Whakamahere Haepapa Māori - Māori Responsiveness Framework

Ms Brown updated the Committee on the key aspects from her work programme from the past two months. The Committee discussed the need to review the iwi and Council priorities to ensure both parties are getting the most out of her role.

Mr Turia has requested that for the next Te Roopuu Ahi Kaa meeting that the pre hui start at 9.00am to discuss the shared priorities and key deliverables for the Kaitakawaenga Maori Liaison role.

Resolved minute number 23/IWI/016

That the report 'Whakamahere Haepapa Māori - Māori Responsiveness Framework' be received.

Ms M Heeney/Ms L Hiroti. Carried

10.2 Pae Tawhiti Rangitīkei Beyond: Project Update

Ms Gray reported the next step in the project is for elected members at the Policy/Planning Committee meeting to deliberate on submissions, make edits to the document which will subsequently be presented to Council for adoption.

Ms Raukawa thanked Ms Gray for the work so far and the continued work with iwi on inclusion in the spatial plan.

His Worship the Mayor referred to the previous item regarding Ngati Waewae engagement with Rangitīkei and Manawatū District Councils.

Resolved minute number 23/IWI/017

That the report 'Pae Tawhiti Rangitīkei Beyond: Project Update' be received.

Ms Piki Te Ora Hiroa/Ms M Raukawa. Carried

10.3 Project Management Office Report - July 2023

The Committee discussed the review of CCTV noted in the report.

ITEM 6.1
ATTACHMENT 1

Resolved minute number 23/IWI/018

That the report 'Project Management Office Report - July 2023' be received.

Mr L Meihana/Ms M Heeney. Carried

11 Discussion Items

11.1 Climate Change Action Committee

No updates for the committee.

11.2 Three Waters

No updates for the committee.

The meeting closed at 12.20pm.

The minutes of this meeting were confirmed at the Te Roopuu Ahi Kaa Komiti held on 10 October 2023.

.....

Chairperson

Unconfirmed

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Te Roopuu Ahi Kaa Meetings

Author: Kezia Spence, Governance Advisor

1. Reason for Report

1.1 On the list attached are items raised at previous Te Roopuu Ahi Kaa 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 Te Roopuu Ahi Kaa Meetings' be received.

Current Follow-up Actions

Item	From Meeting Date	Details	Person Assigned	Status Comments	Status
1	20-Jun-23	TRAK representation letters for this triennium, follow up on the missing ones.	Kezia Spence	There are still letters yet to be received for Chris Shenton, Thomas Curtis and Marj Heeney	In progress
2	11-Apr-23	Continue to approach Ngāti Waewae to progress a relationship between them and Council.	Bonnie Brown	Bonnie is organising a hui between the Mayor and representatives of Ngati Waewae	In progress

8 Reports for Decision

8.1 Appointment of Chair and Deputy Chair of Te Roopuu Ahi Kaa

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Reason for Report

- 1.1 Following the resignation of Mr Pahia Turia as Chair of Te Roopuu Ahi Kaa it is now necessary for the Komiti to adopt a new Chair and Deputy Chair.
- 1.2 Currently Piki Te Ora Hiroa is the Deputy Chair, depending on who is appointed to the role of Chair it may be appropriate to also consider the role of Deputy Chair.

Recommendation 1:

That _____ be appointed as Chair of Te Roopuu Ahi Kaa.

Recommendation 2:

That _____ be appointed as Deputy Chair of Te Roopuu Ahi Kaa.

8.2 Draft Terms of Reference for the Komiti**Author: Carol Gordon, Group Manager - Democracy & Planning****1. Reason for Report**

1.1 At the previous Te Roopuu Ahi Kaa hui members requested an item be added to this agenda to allow discussion on the Terms of Reference for the komiti.

2. Context

2.1 The komiti has not reviewed its Terms of Reference for a number of years so it is timely to do this.

2.2 A draft Terms of Reference is attached to start these discussions (Refer to Attachment 1). It is anticipated the Terms of Reference will be the start of discussions about the future, the structure and framework of how the komiti, iwi and Council will work together.

Attachments:

- 1. Draft Terms of Reference Te Roopuu Ahi Kaa - updated Dec 2023** [↓](#)

Recommendation

That draft Terms of Reference report be received.

Draft Terms of Reference

Te Roopuu Ahi Kaa

Purpose

The purpose of Te Roopuu Ahi Kaa is:

- to develop and maintain a partnership with Tangata Whenua
- to be kept informed of issues of concern to Tangata Whenua and the Ratana Community
- to keep Council updated on any relevant matters relating to Tangata Whenua and the Ratana Community
- facilitate resolution in the best interests of the residents, ratepayers, and Tangata Whenua of the Rangitikei District.

Objectives

- The Committee and Council:
 - Will work together to ensure that both Māori and the Council are aware of all relevant issues and that Tangata Whenua are able to participate in relevant decision making.
 - Will ensure that the protocols contained within the Memorandum of Understanding – Tutohinga, are exercised in the utmost good faith to ensure that the needs of both Māori and the wider community are met.
 - Will review the relevant processes of Council and make recommendations on steps to be taken to assist Council in carrying out its functions and responsibilities in a bicultural manner taking into account the principles of the Treaty of Waitangi.

Representation

Māori of Rangitikei are represented on Te Roopuu Ahi Kaa by members of each marae within the Rangitikei District:

- Ngati Parewahawaha/Ngati Raukawa – one representative
- Nga Wairiki Ngati Apa – four representatives:
 - Nga Ariki
 - Kauangaroa
 - Whangaehu
 - Ngati Kauae/ Tauira
- Rātana Community – one representative
- Ngati Hauiti – one representative
- Ngati Hinemanu/Ngati Paki – one representative
- Ngati Tamakopiri – one representative

- Ngati Whitikaupeka – one representative
- Ngai Te Ohuake – one representative
- Ngati Rangituhia – one representative
- Rangitikei District Council Maori ward councillors that represent:
 - Tiikeitia ki Tai (Coastal) Ward (1 member)
 - Tiikeitia ki Uta (Inland) Ward (1 member)
- two elected members of the Rangitikei District Council.

Committee members are recommended to the Council from the various hapu and marae groups within the District and they represent iwi, hapu and marae within the Rangitikei as well as a representative from the Ratana community, identified as a special interest group within the rohe.

Terms of Committee

- Schedule 7, s. 31 (4) of the Local Government Act 2002 requires that at least one member of the Committee must be an elected member.
- Schedule 7, s. 30 (7) of the Local Government Act 2002 allows Council discretionary powers in relation to not discharging committees after each triennial election. In light of this, Council has resolved that Te Roopuu Ahi Kaa will not be discharged after each election and that it must recommend to Council, within three months of an election, members to the Committee. Schedule 7, s. 31 (5) does however allow, that if the Committee is not discharged under s.30 (7) Council may, after the next triennial general election of members, replace members of the Committee.

8.3 Mayor's Report - 01 February 2024

Author: Andy Watson, His Worship the Mayor

Welcome to 2024. Everybody needed the Christmas break - the pressures that had been on staff and councillors for some time had been very high and the early feeling back this year is one of positivity, we are looking forward to the challenges of delivering the Long-Term Plan and other things such as Roding Procurement.

Over the break Beth and I attended the Christmas Day Community Lunch in Marton put on by Marton Christian Welfare and Emily Rayner and supported by a number of sponsors. Normally I attend Christmas Day lunches in Taihape and Marton on alternate years – this year was Marton and we enjoyed being part of that.

I have just spent four days at Ratana which is an annual gathering of the Morehu (the followers of the Ratana faith) to celebrate the birthday of TW Ratana. This year it was also a process giving recognition to the new Tumuaki of the Ratana Church Manuao. The crowds were enormous, probably the biggest gathering I've seen at Ratana for some time. Part of the reason for this was the concern nationally, from the government and coalition partners around the use of Te Reo Maori language and the questioning from the government around a review of the Treaty settlement. Prior to the government being received there were numerous speakers on the paepae essentially saying that if government went down the path of a review of the Treaty principles they would use every means they had available to fight that government position. In their view, the significant progress that has been made over the last few years incorporating Te Reo into a standardised usage in some shape or form with government departments has been fantastic and they will fight to see that it is retained. That was the scene that was set ahead of the Prime Minister coming on. Mr Luxon took care to establish very quickly that this was not the intention of government - it was part of the coalition discussion with ACT and the government would not be progressing further. This conversation was fairly well received but I am sure that the korero will resume at Waitangi next week.

As always, the start of the new year comes with a number of significant community events that the Rangitikei is incredibly well known for. Last weekend saw the Marton Country Music Festival where there were over 600 campervans at Wilson Park for the best part of four days. These are record numbers I think which gives a tick of approval to Michael and Ashley Tipping from Matamata who have taken over running the Festival for the first time this year. Unfortunately for the first time I had a significant clash with a family wedding and was unable to attend. I did meet with them however at set-up time and post-event essentially a clean-up. They said that in spite of a couple of periods of rain the event was a phenomenal success. They intend to build on this for subsequent years. The following weekend saw Kiwiburn held at Hunterville, the Highland Games at Turakina, Gumboot Day in Taihape and I will look to get around all of them as well as attending an unveiling in Taihape on Saturday. We have a number of events coming up in the near future too such as the Shearing Sports, Fest-a-Bull and CampFest in Bulls. As a Council we try and support all of these events in some manner as they bring a huge number of visitors who spend money within our district.

On 19 December I attended Suze Redmayne's maiden speech at Parliament. This represents a new era for our connection with central government in the Rangitikei. Suze spoke incredibly well and has followed up her speech by becoming actively involved in a number of issues related to the Rangitikei. Suze is a breath of fresh air in this space.

We are working on finalisation of the Long-Term Plan Consultation Document and the process we will use to engage with the community. We are looking to be able to reveal that position in February.

Andy Watson

Mayor

Mayors Engagement

January 2024

9	Attended weekly meeting with Deputy Mayor
11	Attended meeting Kiwiburn organisers
12	Attended fortnightly Economic Development meeting with staff
16	Attended weekly meeting with Deputy Mayor
17	Attended Meet & Greet with Marton Country Music Festival organisers
22	Attended Powhiri at Ratana Pa
23	Attended Zone 3 Zoom Meeting Attended Ratana Celebrations - Kingitanga
24	Attended Ratana Celebrations – Politicians
25	Attended Ratana Celebrations
26	Attended fortnightly Economic Development meeting with staff
27	Attended Gumboot Day Taihape Attended unveiling for Terry Steedman at Winiata Marae
29	Attended weekly LTP meeting with staff Delivered flowers for 100 th Birthday Taihape Attended Regional Transport Committee meeting
30	Attended Regional Transport Matters/Regional Chiefs Fortnightly Zoom Meeting Attended Zone 3 Zoom Meeting Attended weekly meeting with Deputy Mayor
31	Attended catchup with Chief Executive Attended Council Services Orientation Attended MTFJ 6 Monthly Check-in with LGNZ

Attachments:

1. **Elected Member Attendance- January 2024** [↓](#)

Recommendation

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

Elected Members

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

ITEM 8.3 ATTACHMENT 1

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

10-Aug-23	AIN Workshop														Attendance not taken
10-Aug-23	P&P	PR	PR			AT	PR	PR	PR	AT	PR				
10-Aug-23	Turakina CC	PR			PR										
21-Aug-23	Youth Council	PR					PR							PR	
24-Aug-23	Workshop	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR(PM only)	AP	PR	
31-Aug-23	Finance/Performance	PR	PR	PR	PR	PR				PR				PR	
31-Aug-23	Council	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	
7-Sep-23	Workshop	PR	PR	AP	PR	PR-AM only	AP	PR	PR	PR	PR	AP	PR	PR	
13-Sep-23	Bulls CC	CB			PR										
14-Sep-23	Workshop	CB	PR	AP	PR	PR	PR	AP	PR	PR	PR	PR	AP	PR	
21-Sep-23	RA Meeting	PR	PR	AP		PR		AB		PR	AT				
21-Sep-23	AIN Workshop	PR	PR		PR	PR	PR		AP	PR	PR			PR	
28-Sep-23	Finance/Performance	PR	PR	AP	PR	AP									
28-Sep-23	Council	PR	PR	AP	PR	AP	PR	PR	PR	PR	PR	PR	PR	PR	
5-Oct-23	Turakina CC	PR			PR										
9-Oct-23	Huntermville CC	PR				PR			PR						
11-Oct-23	Taihape CB	CB					PR							AP	
11-Oct-23	Marton CC	CB	PR												
12-Oct-23	AIN Meeting	PR	PR		PR	AP	PR		PR	PR	PR			PR	
12-Oct-23	PPL Meeting	PR	PR				PR	PR	PR		PR			AT	
26-Oct-23	Finance/Performance	PR	PR	AP	PR	PR				PR	PR			PR	
26-Oct-23	Council Meeting	PR	PR	AP	PR	PR	AP	PR	PR	PR	PR	PR	PR	PR	
30-Oct-23	Council Meeting	PR	PR	PR	AP	PR	AP	PR	PR	PR	AP	AP	PR	PR	
1-Nov-23	Creative NZ Committee	CB					AP								
6-Nov-23	TRAK Workshop	PR					PR	PR						PR	
6-Nov-23	HRWS	PR				PR			PR						
8-Nov-23	Bulls CC	CB			PR									PR	
9-Nov-23	Workshop	PR	PR	AP	PR	PR	PR	AP	PR	PR	PR	PR	PR	PR	
23-Nov-23	Workshop	PR	PR	PR	PR	PR	PR	AP	PR	PR	PR	PR	PR	PR	
30-Nov-23	Finance/Performance	PR	PR	PR	PR	PR	AT		AT	PR	PR			PR	
30-Nov-23	Council Meeting	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	
5-Dec-23	ERWS	PR									PR			PR	
6-Dec-23	RA Meeting	PR	PR	AP		PR		AP		PR					
7-Dec-23	Workshop	PR	PR		PR	PR	PR	AP	PM only	PR	AP	PR	PR	PR	Resigned Dec 2023
7-Dec-23	Turakina CC	PR			PR										
11-Dec-23	Huntermville CC	PR				PR			PR						
12-Dec-23	Ratana CB	CB						AP							
13-Dec-23	Taihape CB	CB					PR							PR	
13-Dec-23	Marton CC	PR	PR												
14-Dec-23	Council Meeting	PR	PR		PR	PR	PR	AP	PR	PR	PR	PR	PR	PR	

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

9 Reports for Information

9.1 Kaitakawaenga Maori Liaison Report February 2024

Author: Bonnie Brown, Kaitakawaenga- Maori Liaison

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Community Kaupapa and Events

- 1.1 We took a cohort of staff to the Ratana for Te Raa o te Petekoha 1918 ki te pa o nga Ariki it was amazing, and we were lucky enough to stay on for the birthday of the tumuaki, we stayed behind for the hakari which was a very momentous occasion. It was a fantastic day.
- 1.2 We attended Ratana Celebrations in the new Year with Councillor's ELT, the Mayor and CE throughout the week and represented Council through the week. Council was well received and it was good to get amongst the community but also other community providers.
- 1.3 I will be making it an aim to get to other regional events.
- 1.4 I attended the Nga Puna Rau wananga which was fantastic Jono Naylor from Horizons attended the noho also and gave a korero on the direction of Horizons with the change of government. The korero was very positive and both councils are looking for alignment with Iwi.
- 1.5 RMMA (boxing) with Lucas Bush and Brett Harris who are locals from Marton to further support members of our communities that are working with "hard to reach" youth. Jo, Pio and I met with Sport Manawatu and the GM from Dannevirke District Council. The corporate fight night supporting is fully on track and is set for ANZAC 2024.
- 1.6 The corporate fight night with RMMA has been postponed with the loss of Marton Boxing and is set for June 2024.
- 1.7 I have met with Monty Gurnick from Department of Internal Affairs, Kaitohutohu Hapori, Community Advisor. I have been linking him in with Marae and hoping we can get some funds for our rohe. The Rangitikei are the least resourced area in the country in terms of receiving DIA funding. I am also linking them with Pio to better support some of our Marae with finishing their water works.
- 1.8 Pio and I are currently looking to wananga with some Marae and surrounding people to find some solutions in specific areas around issues found.
- 1.9 Pio is happy to give an update. This money must be spent by June.
- 1.10 We were unsuccessful for Waitangi Day Funding so will apply again next round.
- 1.11 We had a large Citizenship Ceremony that was held at Te Matapihi, we would love for Iwi to be involved in these events in future and welcome whakapapa on the area to be told if that would be something Iwi would want to be involved in.

2. Cultural Capability and Capacity Building

- 2.1 I am continuing to do inductions and training with staff, and it would be awesome if we could work in a collaboration with Iwi to deliver some local history to our new staff, so

they understand the importance of our mahi to iwi. I continue to hui with Leon Tufuga from PNCC to whanaungatanga and strengthen relationships.

- 2.2 I have organised with Pania Kawana the costings for Te Tiriti Workshops for Council.
- 2.3 I have reached out to several people throughout the rohe to tautoko with cultural events and I am starting to gather a pool of human resource in this area.
- 2.4 I continue to hui with Leon Tufuga from PNCC to whanaungatanga and strengthen relationships.
- 2.5 We have begun an internal community wellbeing group made up of the following staff Sharn Grant, Rhonda Morris, Kevin Ross, Carol Gordon, Jo Manuel and myself to embed Iwi alignment, engagement and partnership throughout the organisation. This is a very exciting piece of mahi.
- 2.6 We have made a Marae on the outside of my kuaha (door) and labelled the parts to familiarise staff with the words and will also be starting a tikanga within my office to familiarise staff with tikanga.
- 2.7 I have finished my first year of my Masters in Applied Indigenous Knowledge and will be beginning my rangahau over Christmas. I have begun my interviews and am beginning my thesis. Carol has been very supportive of me during this kaupapa.

3. Whanaungatanga

- 3.1 I was lucky enough to get around to hui with most members of Te Roopuu Ahi Kaa the end of last year. I have reached out this year and was able to have some engagement at Ratana and other events outside of work hours. With the busyness of the new year hopefully everyone will have some time free in the upcoming weeks.

4. Projects

- 4.1 Raj Khadka has begun a strategy for the Solid Waste, parakore and recycling. We will be seeking advice and collaboration with Iwi on this project in the near future. Raj is currently working towards funding for MFE to support this.

5. Climate Change Strategy

- 5.1 Kezia has begun work in this area. In the future we would like to work in collaboration with Iwi for this strategy.

6. Taihape Civic Centre

- 6.1 Adina is leading this project and we continue to work on this, we have had some outside interest from within the Iwi to be involved but are not representatives.

7. Correction of the Rangitikei Name

- 7.1 I have contacted Iwi and am awaiting one more consideration and then will put out tono forward. We the council are supporting the correction of the Rangitikei name to include a tohutoa above the 'i'.

8. Roothing

- 8.1 I continue to provide advice and support to the roading team, and this is on track.

ITEM 9.1

Recommendation

That the 'Kaitakawaenga Maori Liaison Report February 2024' report be received.

9.2 Horizons Update

Author: Michael Fryer, Policy Advisor Iwi and Hapu Relationships (Horizons Regional Council)

1. Reason for Report

- 1.1 Mr Fryer is unable to attend the meeting in person and offers his apologies. A written report has been submitted.

Attachments

1. Horizons Report - 13 Feb 24 [↓](#)

Recommendation

That the report 'Horizons Update' be received.



7 February 2024

Te Roopuu Ahi Kaa Komiti
45 High Street, Marton, 4700

TO: Tumuaki o Te Roopuu Ahi Kaa

cc: Kezia.Spence@rangitikei.govt.nz

Kei aku rangatira, tēnā koutou

Emergency Management

1. Following points of learnings since the impact of Cyclone Gabrielle in 2023, Horizons are currently planning for a series of wananga across the region to work with Iwi & Hapū about improving local marae resilience to emergency management events. These are currently being coordinated by our Emergency Management response unit as well as with input by our Māori advisors. We expect these matters to be made more known to your Iwi leadership over the coming months.

Long Term Plan

2. In line with our local government counterparts, council is in the process of preparing on consultation on its long – term plan. Long term plans provide a baseline of activities & aspirations council plans to undertake, upon consultation with the regions communities. Council aims to have a draft plan ready for consultation shortly.
3. In lieu of this step, with regards to working with Iwi & Hapū, this plan will see an unprecedented standard for what aspirations & activities feedback will be sought on. From providing forums for Māori focused summer students to independent treaty health checks on the agenda. This is an exciting time for Horizons to see how we can become a more proficient partner of te Tiriti and showcase to our region, how we will lead the way for our regional counterparts being a more te Tiriti aligned organisation.
4. At the next Te Roopuu Ahi Kaa meeting, we will present further breakdown to this matter and seek any initial comments (if any).

Freshwater Implementation

5. The Oranga Wai journey is continuing in the background with huge progress made, in particular the Rangitikei Catchment. We are actively working with Iwi & Hapū in this catchment in progressing their aspirations for how we give effect to this catchment.

AUTHOR: MICHAEL FRYER | Senior Policy Advisor (Māori)

9.3 Project Management Office Report - February 2024

Author: Adina Foley, Group Manager-Capital Projects

Authoriser: Kevin Ross, Chief Executive

1. Reason for Report

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

2. Notes for the Report

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

2.1.1 **Green – no / low concerns**

2.1.2 **Orange – some concerns**

2.1.3 **Red – significant concerns**

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

3. Projects Overview

Wastewater Projects

- 3.1 Marton to Bulls Wastewater Centralisation Project
- 3.2 Lake Waipu Improvement and Ratana Wastewater Treatment Project
- 3.3 Taihape Papakai Wastewater Pump Station
- 3.4 Taihape Wastewater Treatment Plant Upgrades and Consent

Water Projects

- 3.5 Marton Water Strategy

Community Facilities & Other Projects

- 3.6 Taihape Amenities Building
- 3.7 Marton Civic Centre
- 3.8 Taihape Town Hall / Civic Centre
- 3.9 Marton Industrial Park and Rail Hub

Taihape Papakai Wastewater Pump Station

Pictures of the tank installation

ITEM 9.3





4. Miscellaneous Projects and Detailed Updates

4.1 Taihape Town Hall and Library Redevelopment

- 4.1.1 The project work plan is attached to the PMO report.
- 4.1.2 Staff will go through each scope element during the council meeting to confirm or discuss the recommendation of the PMO.

Attachments:

1. **PMO report February - three waters projects** [↓](#)
2. **PMO report February- community facilities and other projects** [↓](#)
3. **PMO Project Work Plan - Taihape Town Hall and Library Redevelopment Nov 2023 incl. appendix** [↓](#)

Recommendation 1

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

Project Name	Project Summary	Project Lead	Est Start Date	Est Finish Date	Health/ Safety	Programme	Cost	Quality	Top 5 Risks	Project Budget	Actual Spend to date	Iwi Consultation	Key Tasks Completed	Next Steps (February Update)
Wastewater														
Marlon to Bulls Wastewater Centralisation	The purpose of the project is to improve the current Marlon and Bulls wastewater network to become efficient, effective, and reliable wastewater collection, treatment and disposal services in a culturally sensitive and environmentally responsible manner that meets evolving regulatory requirements and ongoing sustainable compliance. The Marlon to Bulls wastewater centralisation scope includes the construction of a wastewater pipeline from Marlon Wastewater Treatment Plant to Bulls Wastewater Treatment Plant, development of best practical option for the discharge, consenting, upgrades of the treatment plants at Marlon and Bulls if required	Adina Foley, Dave Te Maro-Geary	Oct-20	Jun-28	No concerns to date	There is urgency around the delivery of the project. This project will span over numerous years due to its complexity.	The budget is \$25mil, however it is not possible yet to put confident costs against all the components of the project. There is a general expectation that the project will cost more than the current budget, especially if a large piece of land would have to be purchased. Further budget is included in the current Long Term Plan preparations.	No concerns to date.	1. Infringement notices, fines or Court Order by Horizons until project is completed due to slow progress 2. Unrealistic Expectations of what can be delivered 3. Budget not sufficient for scope 4. Land not available (if land discharge) 5. Long consenting periods & unrealistic consent conditions	\$ 25,000,000	\$ 7,993,809	Ongoing meetings set up with iwi. Iwi is a partner in this project.	Pipeline construction is mostly completed, except for three crossing which need to be designed, consented and implemented. Project Management delivered by PMO. Planner has been engaged. Wastewater and civil engineer has been engaged.	The project group, which is a collaboration between RDC, Iwi, planner, wastewater and civil engineers, is meeting regularly. The planner has completed a consenting approach and timeline which was presented to the members of the Assets and Infrastructure Committee in October as well as at Horizon Regional Council's November public meeting. Work is being continued on design for remaining three stream crossing for the pipeline. Foundations to be confirmed following delayed Geotech investigation and build cost to be determined.
Rātana Wastewater discharge to land	This project is a collaborative effort involving local iwi, RDC, HRC and the community of Rātana, and is partly funded (13.4%) by Ministry for the Environment (MfE). The project is to remove treated effluent from Lake Waipu and to dispose of it to land. The project started on 1 July 2018 with an agreement with the Ministry for the Environment (MfE) and has an estimated duration of 5 years. Construction will need to be completed by December 2024. The scope of this project includes purchase of land for disposing of treated wastewater (instead of discharge to Lake Waipu), the installation of irrigation equipment and an upgrade of the existing Rātana Pā wastewater treatment plant.	Blair King	Jul-18	Dec-24	No concerns to date	Construction will need to be completed by December 2024 which is a very tight timeframe.	No concerns to date - budget has been increased in September 2023	No concerns to date	1. Tight timeframe to complete project by December 2024. 2. Ongoing discharge to waterway/ Lake Waipu may be grounds for public notification of the consent application (or limited notification). 3. Unforeseen requirements/ consent conditions for RDC. 4. The approved budgets might not be sufficient to cover the full cost of the upgrade. 5. Funding by MfE is linked to milestones, if the project is delayed there is a chance of funding loss.	\$ 6,532,000	\$ 1,172,957	Regular meetings and updates via email / through hui. Iwi is on board with the project and its approach and supports the irrigation to land option.	Land has been found and purchased (an extra 4ha is in the process of being purchased). Pipeline design started and negotiation with affected parties are ongoing. Irrigation design started. Resource consent has been lodged. Time extension from MfE until December 2024 has been confirmed.	Onsite groundwater sample collection to be continued throughout the consenting period. Response to Horizons Section 92 request has been submitted in December after delays caused by pond sizing and location. Purchase process of extra section has started. Easement negotiations continued. Pump station, pond, pipeline and irrigation design to be finalised. Civil Contractor engagement will start once s92 response has been completed in the interim some products may be purchased and planning for civil works will continue.
Taihape/ Papakai wastewater pump station	Design and construction of a new wastewater pump station and rising main. Includes upgrade to power supply.	Adina Foley / MDC	Jan-23	Dec-23	No concerns to date	Construction is nearly completed. Commissioning expected in December 2023	No concerns to date. Tank design variation has potential savings	No concerns to date	1. Delays due to bad weather or supply chain challenges. 2. Poor communication to residents affected by road closures.	\$ 6,358,184	\$ 3,381,847	Updates via email and irregular meetings.	Rising main and gravity main construction complete on Papakai Rd and Huia Street. Pump station structures and pipework installation largely completed. Control Room installed. Fibreglass tanks installed. Final pipework connections being completed in next few days.	The variation for the tank material change has been finalised and confirmed \$243,000 savings. A productive site meeting was held in November to detail the finishes with the contractor, parks team and friends of Taihape. (Including entrance upgrade, if required, fencing, parking, planting, contours, drainage). Work on controls and electrical commencing shortly with commissioning planned early in the year.
Taihape Wastewater Treatment Plant Upgrades and Consent	The consent is still valid until 2027, but due to significant non-compliance on volume and quality, staff are investigating options around a new consent or process improvements and upgrades for the Taihape Wastewater Treatment Plant. As part of the Annual Plan 2023-24 Council approved an extra \$2,000,000 capital spend on improvements and upgrades to the treatment plant. This extra capital spend is in addition to the existing \$500,000 that has been included in the last LTP 2021-24.	Blair King / Adina Foley	Jul-21	Jun-24	No concerns to date	No concerns to date	Sufficient budget has been included through the Annual Plan 2023-24.	No concerns to date	1. Infringement notices or fines by Horizons until discharge quality is much improved 2. Unrealistic Expectations of what can be delivered in the long-term 3. Long consenting periods & unrealistic consent conditions 4. Suitable land availability - size, topography and soil type (if long-term approach is discharge to land) 5. Capital budget availability for best practical long-term solution	\$ 2,500,000	\$ 751,572	Irregular meetings with iwi. Strong direction from iwi to work on land discharge.	Further funding for upgrades secured. Sludge survey completed. Multiple feedback from consultants received for WWTP upgrades and improvements. Theoretical land sizing calculation completed for discharge to land option. Contractor for improvement works has been engaged and work has started in December.	Significant upgrades for the Wastewater treatment plant to improve the water quality have been presented by a contractor and are currently being reviewed internally. This however would only address the quality but not the volume. The same contractor has been engaged following September Council to start some smaller upgrade works on the membranes. This work has started in December and is expected to be completed in May. A hui has been set up for February which will be attended by iwi, the contractor, consultants and Horizons.
Water (Drinking)														
Marlon Water Strategy	The Marlon Water Strategy has been developed with a new bore as its foundation to replace the current source for potable water for Marlon. It includes: - Construction of new raw water bore - Design of treatment plant refurbishment and consenting - Upgrades to existing treatment plant Once all the project is completed, Marlon will be provided with pleasant tasting and smelling potable water that meets the NZ Drinking Water Standards. Staff will look at options for the use of the dams once Marlon is drawing water from a bore. This will include looking at restoring flow to the Tutaenui Stream. All work is expected to be completed by the end of 2024.	Eswar Ganapathi / MDC	Jun-22	Dec-24	No concerns to date	The target completion of the end of 2024 is still expected to be achieved. However it has been challenging to engage a consultant for the treatment plant upgrade design. Due to further delays this is now expected February 2024.	No concerns to date	No concerns to date	1. Long consenting periods & unrealistic consent conditions 2. Challenges in the engineering consulting market making it difficult to secure contract for design in a timely manner 3. Cost overrun due to market escalations 4. Water take restrictions imposed by consent 5. Complexities of the treatment process pushing out budget	\$ 11,000,000	\$ 1,836,374	Initial discussion held with iwi, who are supportive of this alternative water source.	The production bore has been drilled to its final depth of 299m and production casing and screen installed. Bore development has been completed and the bore is producing good amounts of clear water. Some site clean up is taking place, now that that bulk of bore construction is completed.	Step testing and constant rate testing has been completed late 2023, staff are still waiting for the analysis of these tests. Unused bore casing materials are currently trying to be sold to a buyer, that is yet to be identified. The optioning work with two engineering companies for the water treatment design is taking longer than hoped for and an engagement of one of the parties is now only expected by the end of February 2024. This makes the programme very tight and it will be challenging if not impossible to complete all works by the end of 2024.

Project Name	Project Summary	Project Lead	Est Start Date	Est Finish Date	Health/ Safety	Programme	Cost	Quality	Top 5 Risks	Project Budget	Actual Spend to date	Iwi Consultation	Key Tasks Completed	Next Steps (February Update)
Community Facilities														
Marton Civic Centre	The current Council civic buildings in Marton are earthquake prone and are required to be strengthened to meet government legislation. In December 2023, Council has made the decision to start the design process to build a new structure at 46 High Street for the RDC main offices and Marton library. This also will include a new Civil Defence Shed next door to the offices. Key requirement for this structure is to be fitting into the existing budget.	Eswar Ganapathi	TBC	TBC					Project Scope and Project Work Plan to be finalised.	\$ 19,000,000	\$ 482,608	Staff have engaged with iwi, however have been advised by iwi that at this point in time this project is not a priority for the local iwi.	Decision forward was made by Council in December 2023.	In December 2023 Council unanimously decided: That Council approves proceeding with option 2 – new structure on 46 High Street, Marton to include all current office staff and the library to be within the current LTP budget of \$19 million. Staff are in the process of engaging a planner and land surveyor to take the project forward. An internal design feedback session is scheduled with the Executive and Senior Leadership team on 7th Feb 2024 to progress the internal layout of the proposed new building.
Taihape Town Hall and Library Redevelopment	Council included costs for the refurbishment of the Taihape Town Hall within the 2021-31 LTP. Since the LTP was adopted, the Town Hall and Library has been closed due to the earthquake risk posed to staff and the public. Council approved the new budget for the Taihape town hall/civic centre, broadly outlined as option 1 in the key choices section of the annual plan 2023/24 consultation document, of up to \$14 million. Council will receive \$1,883,000 from better off funding towards the project as an offset to this budget.	Eswar Ganapathi	Feb-22	Dec-27	No concerns to date	No concerns to date	No concerns to date	No concerns to date	1. Long design process 2. Cost overruns 3. Challenging construction as typical with renovations 4. Finding a suitable main contractor 5. Managing stakeholder expectations	\$ 14,000,000	\$ 202,163	Iwi were an active part of workshop panel.	Public feedback workshop was held in Taihape on 3 October 2023. The user group has been formed by RDC staff and will be updated throughout the process.	The project work plan has been presented and endorsed by Council in December 2023. As for the scope part of the project, two major items were kept open for the final selected contractor to decide based on better value for money. One was to either retain & strengthen or demolish & rebuild the facade. The other was to retain & strengthen or remove the first-floor/ mezzanine. The procurement process for the design and construct contract is going to be a two stage process with a ROI and then a RFP process. We anticipate the ROI in the middle of Feb 2024.
Other & Community-Led Developments														
Marton Industrial Park and Rail Hub	<ul style="list-style-type: none"> The Marton Rail Hub (MRH) is an RDC sponsored initiative to establish a rail hub in partnership with private investor(s). Scope includes a rail siding and log yard. RDC financial contribution is limited to \$9.85M (\$9.1M from central Government + \$0.75M from RDC). Additional private investment is required to fully fund the MRH. The MRH forms part of the Marton Industrial Development Area (MIDA) of 65Ha parallel to Makiriri Road, adjacent to SH1. This land requires a District Plan change from rural to industrial. This has been challenged in the Environment Court. In late April 2023, the Environment Court found in favour of RDC. However, there are aspects of the Court decision provisions (conditions) that do not correctly reflect the Court proceedings. Hence the RDC view is the Court has erred. These provisions, as written, represent a significant barrier to any developer investing in the MRH. RDC submitted an appeal to the High Court which, in its judgement issued on 19 September, found in favour of RDC and returned the contested provisions back to the Environment Court for reconsideration. As with the original Environment Court process, it is not possible to forecast when this matter will be fully resolved by the Environment Court, but it is expected to be before year end. A private developer has made a conditional commitment to the project and is currently undertaking their due diligence exercise to determine the viability of the project. RDC is supporting the developer in their due diligence process. Forecast completion May 2024. A Variation (#2) to the central Government funding agreement has been approved. The variation revises milestone dates and deliverables to align with the expected Environment Court process and developers' due diligence exercise. Following approval of the variation, RDC has submitted an invoice to MBIE for a milestone payment of \$0.75M (note previous report indicated \$0.375M, but this was revised by Kanoa/MBIE). Requirements of the uncontested Court provisions are progressing. These "Stage 1" actions include development of a Comprehensive Monitoring Framework, Establishment of a Community Liaison Group, and preparation of an Ecological and Landscape Development Plan. 	Mark Barnes	Oct-20	Nov 2026 – as MBIE/RDC variation #2	No concerns to date	<ul style="list-style-type: none"> Original target completion has been delayed due to the protracted and ongoing Environment Court process and the need to secure additional private investment. A variation to the central Government funding agreement has been approved which resets the programme to align with the potential developers' due diligence exercise. Forecast completion Nov 2026 	<ul style="list-style-type: none"> To date \$1.137M has been drawn down from the central Government funding allocation of \$9.1M. Approval of the central Government funding agreement variation #2 (see Project Summary) enables RDC to claim a further \$0.75M. This claim has been submitted. Total monies received from central Government then becomes \$1.887M. Spend to date is \$3.127M. Hence RDC remains financially exposed to \$1.24M of spend. It is assumed this will be recovered from the central Government funding allocation but should be considered a risk. To date \$0.248M of the \$0.75M RDC budget has been spent. A further \$0.15M of the \$0.75M RDC budget has been allocated to support the potential developer in their due diligence exercise. 	No issues	<ol style="list-style-type: none"> Risk: The change in Government may adversely impact the continuation of central Government funding. Impact: RDC has a current cost exposure of \$1.24M (see Costs). Risk: The Environment Court does not modify the contested provisions. Impact: The potential developer will not invest and so progress the project. The project cannot progress. Risk: The potential developer due diligence exercise concludes that the project is not viable. Impact: Additional private funding is not forthcoming. The project cannot be progressed. The Environment Court provisions requires tree planting to the industrial zone to be completed in the first planting season after the zone change becomes operative. The operative date will be after the Environment Court process is completed (timeline unknown). Risk: The developer concludes the project is not viable. Impact: Once the zone change becomes operative, RDC are responsible for the perimeter tree planting, but the land is not owned by RDC. Mitigation: Zone changes operative date is an RDC decision. 	\$ 9,850,000	\$ 3,400,204	Discussions have previously been held with Ngā Wairiki Ngāti Apa who are supportive of the project.	<ul style="list-style-type: none"> Central Government funding agreement variation #2 in place. \$0.75M claim submitted to MBIE/Kanoa. Private developers' due diligence process (forecast completion May 2024) progressing with RDC support. RDC have agreed to financially support the developer's due diligence process up to \$150K. Legal advice sought regarding the appropriate form of RDC/developer funding agreement. 	<ul style="list-style-type: none"> Stage 1 Development tasks as defined in the Environment Court Provisions progressed. Finalise RDC/developer due diligence funding agreement



Making this place home

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

Project Plan

Taihape Town Hall and Library Redevelopment

Endorsement by Elected Members is sought for:

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

Project Work Plan Decision: _____ by Council in _____ 2023

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

Taihape Town Hall and Library Redevelopment

I. Version control

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

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

Version	Date	Extend of Review	Prepared by	Reviewed by
A	30/11/2023	Original draft	Eswar Ganapathi	Adina Foley

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

PROJECT PURPOSE STATEMENT

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

PROJECT OBJECTIVES (in order of importance)

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

PROJECT SCOPE – informed by public feedback workshop

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

Taihape Town Hall and Library Redevelopment

	Manage the construction contract to ensure the project is effectively managed within agreed time, cost and quality parameters	In Scope	
General Building Requirements	Building Code Compliance, especially for accessibility and fire safety	In Scope	
	Strengthen the building to a minimum of 80%NBS	In Scope	
	Power Upgrade if required	In Scope	
	Efficient use of spaces with a desire to reduce costs where possible	In Scope	
	Remove first floor to reduce complexity of redevelopment and saving costs (retain existing floor space by extending ground floor behind library)	Preference PMO, to be discussed	
	Demolish and rebuild façade to look like it does now, to reduce complexity of redevelopment and saving costs	Preference PMO, to be discussed	
	Efficient heating/ cooling for the whole facility	In Scope	
	Flexible area access control	In Scope	
	Alarm systems	In Scope	
	CCTV system	In Scope	
	Accessible parking	In Scope	
	Adequate storage facilities in all areas	In Scope	
	Good free Wi-Fi connection	In Scope	
	Easy access to bathrooms from all areas	In Scope	
Auditorium/Main Hall	separate entrance to hall for events outside of open hours	In Scope	
	Display screens for presentations	In Scope	
	Sound system	In Scope	
	Good acoustics	In Scope	
	Ability to divide the space into smaller spaces	In Scope	
	Improved lighting	In Scope	
	Tables and chairs for meetings, events	In Scope	
	USB ports?	In Scope	
	Pin boards?	In Scope	
	Direct access to kitchen	In Scope	
	Access to second room (e.g. supper room)	In Scope	
Entrance / foyer / reception space	In Scope		
Sports in the main hall	basketball/badminton/netball/fitness classes	In Scope	
	high ceiling	In Scope	
	climbing wall	Suggested by community, to be discussed	
	non-slip/sprung flooring	Suggested by community, to be discussed	

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	score board	Suggested by community, to be discussed	
Stage	changing rooms with mirrors, showers and bathrooms (could be the second room e.g. supper room) and direct access to stage	Suggested by community, to be discussed	
	Fly Tower for quick scene changes	In Scope	
	Curtains	In Scope	
Learning Hub/ Library / staff area	Weather protection for entrance area	In Scope	
	Printing facilities	In Scope	
	Flexible shelving – book, cd, DVD, newspaper, games display	In Scope	
	Space for activities	In Scope	
	Front desk library / information centre	In Scope	
	Exterior books drop off outside of open hours	In Scope	
	Open plan layout to oversee the whole library with minimal staff	In Scope	
	More natural light	In Scope	
	Staff office for 6 people	In Scope	
	Separate small staff meeting room for confidential conversations	In Scope	
	Separate staff bathroom	In Scope	
	Separate staff small kitchenette / lunchroom	In Scope	
	Spaces for 5 public computers	In Scope	
Meeting rooms incl. chambers and business hub	Various sizes of meeting rooms (minimum 1x for 30 people, a few smaller ones)	In Scope	
	Video conferencing facility	In Scope	
	Projector & Screens	In Scope	
	Water access	In Scope	
	Whiteboards	In Scope	
	Tables and chairs	In Scope	
Other	dedicated youth space	Suggested by staff, to be discussed	
	outdoor deck/garden	Suggested by community, to be discussed	
	better use of shed area	Suggested by community, to be discussed	
	Bar	Suggested by community, to be discussed	

OUT-OF-SCOPE

- Streetscape around the facility
- Complete demolition and rebuilt
- Change of location
- Heritage improvements
- Landscaping

Taihape Town Hall and Library Redevelopment

IV. Project Background

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

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

Council included costs for the refurbishment of the Taihape Town hall within the 2021-31 LTP. Council approved the new budget of up to \$14million, broadly outlined as Option 1 in the key choices section of the annual plan 2023-24 consultation document. Council will receive \$1,883,000 from better off funding towards the project as offset to this budget. There are just two milestones specified for the BOF component of this project:

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

V. Project Approach

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

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

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

There are two main areas to be considered:

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

A community user group has been formed by Council staff as a representation of the community groups that use the facility. The Council had to consider a mix of individuals including current and possible future users

Taihape Town Hall and Library Redevelopment

of the Hall and determine an appropriate size for the user group. The purpose of the user group will be to act as the voice of the community and facility users providing feedback during the design development phase around usability of the design. We expect their involvement to end when the design is completed. During the construction phase, progress updates at frequent intervals will be shared. Ultimately, the decision on design will rest with the Council.

VI. Procurement approach

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

The core parts of the procurement include:

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

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

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

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

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

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

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

A. Required Suppliers

- Professional Services:
 - o Seismic Strengthening Specialist
 - o Geo Tech Engineer

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- Structural Engineer
- Mechanical Engineer
- Hydrological Engineer
- Lighting / Sound Engineer
- Structural strengthening Expert
- Construction Contractor:
 - Main Contractors
 - Sub Trades:
 - Heating Ventilation & Air Conditioning (HVAC)
 - Roofer
 - Carpenter
 - Independent QS
 - Architect
 - Fire Engineer
 - Plumber
 - Electrician
 - Painters

B. Early Contractor Involvement (ECI)

NZ Government Procurement shares the following guidelines around ECI :

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

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

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

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

- First stage tender

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

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

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- pre-construction services fee for providing input to the design and tender services during the second stage tender process (unless specified by the client).

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

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

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

Where the specified conditions are not met, the PSA will typically provide the client with the right to go back out to the market for tender. This ensures that competitive tension is maintained throughout the tender process. Where the contractor is not awarded the contract, it will be paid for its services in accordance with the PSA, to avoid any potential disputes over intellectual property.

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

- Second stage tender

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

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

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

C. Design and Build Delivery Model

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

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

Taihape Town Hall and Library Redevelopment

and construction.

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

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

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

Speed of delivery

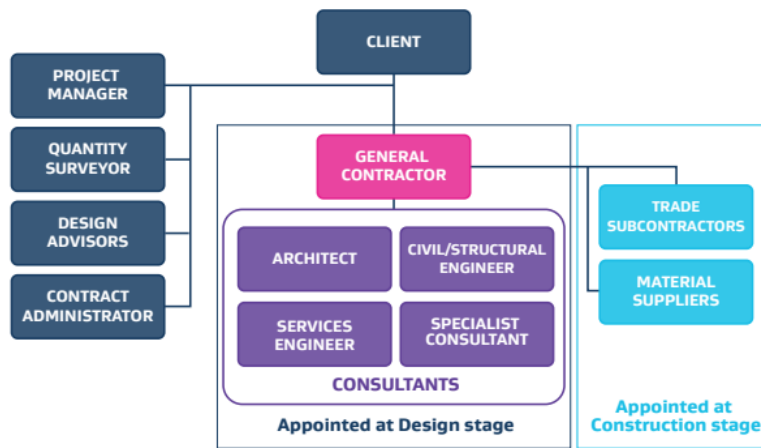
Design and build can enable an earlier on-site start date and an earlier completion date when compared to a traditional delivery model, through overlapping design and construction activities. However, compared to a traditional delivery model, extra time will be needed at tender stage. This includes sufficient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

Level of design information provided at time of tender

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

Design and build delivery model contractual relationships

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



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

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VII. Project Constraints and Priority

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

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



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

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

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

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

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

- Must Meet
- Within acceptable limits
- Optimise

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

Other constraints that can be considered:

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

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

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

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VIII. Council Resolutions

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

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

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IX. Stakeholders, Roles & Responsibilities

A. Stakeholder Register

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

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B. Project Team

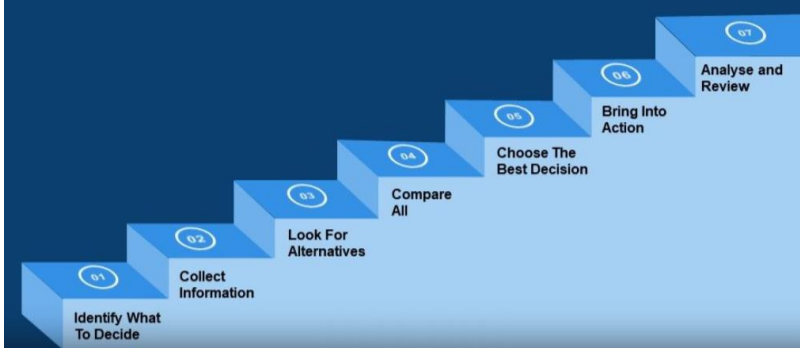
Name	Project Role (e.g. Sponsor, Project Manager, Designer etc.)	BAU Role
Kevin Ross	Project Sponsor	Interim Chief Executive
Gaylene Prince	Subject Matter Expert / internal client	Group Manager Community
Adina Foley	Project Director	Group Manager Capital Projects
Eswar Ganapathi	Project Manager	Senior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

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

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

Taihape Town Hall and Library Redevelopment

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



X. Budget

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

Taihape Town Hall and Library Redevelopment

XI. Timeline

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

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

XII. Risks

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

Risk Response: Accept | Transfer | Mitigate | Avoid

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

Taihape Town Hall and Library Redevelopment

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

Taihape Town Hall and Library Redevelopment

XIII. Communication Plan

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

XIV. Issue Log

Date	Issue	Action

Taihape Town Hall and Library Redevelopment

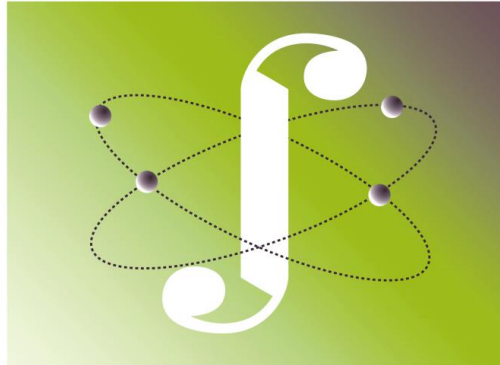
XV. Appendices

Taihape Town Hall and Library Redevelopment - Public Workshop 03 October 2023 - Summary Report

ITEM 9.3

ATTACHMENT 3

The *Integral* Group Ltd



Rangitikei District Council Taihape Town Hall and Civic Centre Public Workshop – Report V2

Prepared by:
Frank Aldridge - Director

12 October 2023

Commercial in Confidence

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1. Introduction

Introduction Rangitikei District Council (the Council) are undertaking a project to earthquake strengthen and upgrade the town hall facility in Taihape (Taihape Town Hall / Civic Centre). This is a significant project and the Council want to make sure they got input from the community from the outset. They also understand the importance of the Taihape Town Hall amongst the community.

As such, they have had an initial workshop with the community to get valuable input in regard to the future requirements of the town hall and what the priorities are.

It was acknowledged from the outset at the public meeting, that the Council will not be able to please everyone with every decision made as there will be differing requirements from different parts of the community. There are also financial constraints on the Council, which is under pressure from rising costs and a desire to keep rates down.

The Council have engaged The *Integral* Group Limited (TIGL) to assist with this process and procurement for the project. TIGL's role is to facilitate the process, assisted by subject matter and technical expertise provided by the Council.

We have done the following steps:

- initial discussions with RDC
- detailed discussions with RDC
- lessons learnt with architects on previous restrengthening projects
- Public Workshop

This report captures the findings and outcomes from the Public Workshop, it may not contain all comments verbatim but reflects the views of attendees.

The **Next Step** in the process is:

- Develop the procurement strategy to procure the component parts of the project

Audience

The audience for this report is:

- Adina Foley – Project Manager
- the Council
- the Public

It will be used to progress the project through to the scoping stage.

Continued on next page

1. Introduction, Continued

Roles

Those involved in this project and their role is outlined below:

Name	Position	Role
Mayor Andy Watson	Mayor	Governance
Northern Ward Councillors	Elected members	Representing the local community
Taihape Community Board	Community Board	Represent Taihape
Councillors - others	Elected Members	Governance
Kevin Ross	Acting CEO	Project Sponsor
Adina Foley	Group Manager - Capital Projects	Project Lead
Blair King	Engineer	Subject Matter Expert
Community		Users of the hall
Town Hall Users Group	Advisory Group (to be formed by staff)	Provide feedback throughout the design and build process
The Integral Group Ltd	Facilitator	Procurement specialists Facilitation

2. Background

History

The history of this project includes:

- Council facilities housed in the Taihape Town Hall / Civic Centre complex include:
 - the library & information centre
 - Council offices
- the scope of this project is the Taihape Town Hall / Civic Centre complex - the whole building is earthquake prone and needs structural, safety and accessibility improvements to be able to be used again
- there is a need to understand and optimise the floor space of the complex to best deliver what the community needs
- the Annual Plan 2023-24 Consultation presented two options to the public with regard to the future design of the Taihape Town Hall / Civic Centre. This was just an artistic design to start the discussion and not the final layout.
- feedback from the community suggested that the Taihape Town Hall / Civic Centre should stay where it is and maintain the iconic look retaining the façade and shape
- the Annual Plan 2023-24 approved a total project budget of \$14,000,000 for the renovation, strengthening and bringing to code of the Taihape Town Hall - \$1.883 million is from Better Off Funding
- Resolution 23/RDC174 requests that staff engage with the users of the Taihape Town Hall
- the Taihape Town Hall:
 - is culturally and emotionally important
 - has been out of action for five years due to earthquake risk
 - is not classified as a heritage building, so the decision to keep it is community lead
- building costs are escalating at the moment, which has affected this project and other Council projects
- the Council will form a Town Hall Users Group to continue to provide feedback throughout the design and build process similar to the Amenities Building that has just been built.

Lessons from other halls

The Council has been to visit other councils where they have upgraded town halls to look at how they balanced blending traditional values and facilities with modern connected growth.

These visits and discussions have provided valuable areas to consider.

Continued on next page

2. Background, Continued

Key Areas of Use

The facility was once used and could be used again for:

- drama and performances
- exhibitions
- sports events & games
- community events
- family events (weddings, funerals etc)
- community hub – library, I-site
- clubs (bridge), dancing, youth groups
- Council events
- business hub - meetings, events & conferences

Significant parts of the existing town hall are:

- the stage
- façade
- supper room / kitchen
- mezzanine floor
- library, I-site and council chambers

To assist with the discussions a table was prepared outlining some of the key components and how straightforward / complex they are and why:

Area	Level of Complexity	Cost / Benefit	Reasoning
Mezzanine	Complex	High/Low	Makes structural requirements for hall greater Fire proofing Exit requirements
Supper room Kitchen	Medium	Medium/High	Medium sized room Kitchen facilities Versatility
Façade (upgrade)	Complex	High/Low	Difficult to upgrade Higher cost Not as safe and resilient
Façade (rebuild)	Simple	Low/High	Rebuild to look like the façade Safer and more resilient Less expensive More durable
Main Hall	Medium	Medium/High	Structural requirements Safe Usable

Continued on next page

3. Objectives

Workshop Objectives

The objectives agreed for the workshop were:

- document user requirements
- clarity of priorities and direction
- receive feedback on scope of the works
- share opinions of potential users of the town hall
- assist Council to design and build a fit for purpose facility that is utilised

Objectives going forward

The objectives for the overall project are:

- get the **optimal solution** for the community and the Council in terms of:
 - meeting statutory & legal requirements
 - meeting community needs
 - optimising floor space
 - value for money
 - optimising external funding
 - optimising funding across the district
 - best value for money spent on the facility
 - capital cost versus ongoing maintenance
- quality
- time
- community buy in and satisfaction
- utilisation of the facility
- integration with the library and community space
- to be congruent with Taihape community and culture
- set-up design, layout, materials and construction approach that are as efficient, flexible and future-proof as possible
- be consistent with the Council's long-term strategies for the District

4. Public Workshop Summary

- Introduction** During the workshop, the group was asked for their feedback on three key areas:
- hall uses and requirements
 - current constraints and solutions
 - top 3 priorities

Full details are captured in the subsequent sections below.

It is important to remember, that the information gathered and summarized, is based on the audience that attended the public workshop during the evening of October 3.

- Summary** There were some key themes discussed during the public workshop, in summary these are:
- key functionalities
 - areas for productions
 - space for exhibitions and community events
 - meeting rooms of various sizes
 - changing & dressing rooms
 - room for sports games
 - full kitchen / tea rooms
 - outdoor space
 - library and business hub
 - key requirements
 - heating / cooling
 - better storage
 - increased capacity
 - flexible and versatile spaces
 - new technology including audio visual equipment
 - seating and tables
 - stage
 - toilets

The mezzanine had originally been thought to be a key area of concern for the community. The analysis of the workshop outputs shows the mezzanine wasn't front of mind when it came to a key need / requirement of the town hall. A key requirement for the hall though was increased capacity - it will be up to the Council and architects to decide on the best way forward to meet this need and utilise the footprint of the buildings.

Continued on next page

4. Public Workshop Summary, Continued

Summary,
cont.

One area of concern during workshop discussions, was the issue of maintaining and strengthening the original façade.

It was outlined during the workshop that this option would bring significant cost due to the difficulties of upgrading it and it wouldn't be as safe or resilient, because of the building material and weight of the masonry.

To mitigate this, one option could be to rebuild the façade out of a different material, such as wood, and retain the look and appearance of the original façade. This is likely to be safer, more resilient, less expensive and more durable.

Overall, the engagement and feedback from the community on the night was positive and it was a worthwhile investment of time for everyone attending.

Going forward there is a clear need to optimise the floor space of the complex to best deliver what the community needs.

5. Hall uses and requirements

Introduction The outputs from the workshop gives the Council an idea of what the community are looking for when it comes to the use and functionality of the Taihape Hall / Civic Centre.

There are many common themes across the needs and requirements.

Area	Types of Uses	Needs & Requirements
Business Hub	<ul style="list-style-type: none"> Floating / Flexi work area 	<ul style="list-style-type: none"> desks / tables - hot desking screens furniture water cooler power & USB points computer facilities heating / cooling Wi-Fi quiet / private space / small offices – rooms printers / scanners larger tables whiteboards
Community Hub	<ul style="list-style-type: none"> Citizen's Assemblies Multi-Purpose Space 	<ul style="list-style-type: none"> auditorium Wi-Fi screens sound systems ease of access & use meeting rooms heating / cooling supper room - external access
Performances	<ul style="list-style-type: none"> Shows Productions Concerts 	<ul style="list-style-type: none"> changing / dressing rooms / mirrors staging - can be lower seating heating / cooling ability to close off areas - sliding doors lighting / sound system / AV media backstage access - equipment kitchen more toilets good acoustics fly tower quick scene changes foyer space / reception space accessibility larger capacity decent curtains
Exhibitions	<ul style="list-style-type: none"> Flower Show Art Show Markets 	<ul style="list-style-type: none"> sound systems better lighting heating / cooling storage tables & plinths power & USB points pinboards room / hall for people to circulate
Sports	<ul style="list-style-type: none"> Basketball Badminton Indoor netball Fitness Classes 	<ul style="list-style-type: none"> basketball court high ceilings meeting rooms climbing wall heating / cooling showers changing rooms storage - nets, balls etc. speaker system non-slip flooring / sprung floor scoreboard

Continued on next page

5. Hall uses and requirements, Continued

Area, cont.	Types of Uses	Needs & Requirements	
Community Events	<ul style="list-style-type: none"> TCDT Older & Bolder Agency School Balls 	<ul style="list-style-type: none"> full kitchen toilets tables & chairs 	<ul style="list-style-type: none"> storage power & USB points outdoor space
Family Events	<ul style="list-style-type: none"> Funerals / Wedding Parties / Reunions 	<ul style="list-style-type: none"> sound & lighting systems heating / cooling tables / chairs 	<ul style="list-style-type: none"> full kitchen better access inside / internal ramps toilets
Clubs	<ul style="list-style-type: none"> School holiday programmes Community Groups / Social Clubs 	<ul style="list-style-type: none"> storage tables & chairs full kitchen & accessible heating & cooling 	<ul style="list-style-type: none"> screens - to present power & USB points meeting rooms - various sizes
Council Events	Awards Nights	<ul style="list-style-type: none"> tables & chairs full kitchen toilets 	<ul style="list-style-type: none"> heating / cooling storage stage / raised area
	Council Chambers	<ul style="list-style-type: none"> Wi-Fi heating & cooling storage 	<ul style="list-style-type: none"> separate meeting room video / Wi-Fi capability
Library	<ul style="list-style-type: none"> Reading / Study Spaces I-Site 	<ul style="list-style-type: none"> heating & cooling access to books, internet & papers space for activities 	<ul style="list-style-type: none"> toilets (accessible) deck outside reception / booking desk shelving - book displays
Other		<ul style="list-style-type: none"> community garden better use of area outback (outside) 	<ul style="list-style-type: none"> disability parking areas to decorate (holidays)

6. Current constraints and solutions

Introduction During the workshop the community was asked to outline what they believed to be the current constraints of the town hall / civic centre and possible solutions.

Current Constraints	Solutions
Lack of heating / cooling	<ul style="list-style-type: none"> heat pump (multiple or ducted)
Wiring	<ul style="list-style-type: none"> electrical upgrade
Sheds at back	<ul style="list-style-type: none"> better use of outdoor space communal area community garden
Size of Hall	<ul style="list-style-type: none"> portable wall / partitions - allows for large hall but can be separated / divided into smaller spaces
Kitchen	<ul style="list-style-type: none"> better access better location full size - catering
Supper Room Location	<ul style="list-style-type: none"> better flow between supper room & hall
Library / Learning Space	<ul style="list-style-type: none"> better flow into library better positioning / more accessible larger space better facilities; toilets, printers, computers
Office space / Business hub	<ul style="list-style-type: none"> linked near library heating / cooling
Information Area / Reception	<ul style="list-style-type: none"> welcoming photo's & displays of area / district visible staff
Flow and access between areas	<ul style="list-style-type: none"> better design partitions / removable walls multi use
Hall is closed	<ul style="list-style-type: none"> upgrades strengthening build new with heritage retained wooden façade (retain look but cheaper)
Lack of Storage	<ul style="list-style-type: none"> increase storage permanent hooks (lighting & decoration)
AV Media	<ul style="list-style-type: none"> new technology required sound and lighting system

7. Priorities

Introduction These are the priorities that were set out for the Town Hall / Civic Centre during the workshop.

The numbers below give an idea to the number of times these particular areas were mentioned.

Priorities	Count	Comments
Supper Room	8	External / Separate Access
Full kitchen	8	Easily accessed
Flexible Spaces	7	Multi-purpose library / offices (at front)
Storage	7	
Large Hall	7	Auditorium
Meeting rooms	7	Small & Large
Adequate Toilets	7	
Stage / Performance Spaces	7	
Technology	7	Lighting, Media, Sound System
Increased capacity	6	
Library / Information Centre	6	Combined
Changing / Dressing Rooms	6	
Tables & Chairs	6	
Façade	4	Rebuild in wood - retain the look
Heating / Cooling / Insulation	3	
Better accessibility	3	Internal ramps
High Ceiling	3	
Business Hub	2	
Council space	1	
Integrated Spaces	1	
Welcoming & Safe Spaces	1	
Support services	1	
Maintained facility	1	

8. Next Steps

Introduction

The next steps for the Council will be:

- reviewing this report
 - refining requirements
 - setting up the Town Hall Users Group
 - complete project workplan
 - starting the procurement and design process
-

10 Discussion Items

10.1 Climate Change Action Committee

Author: Chris Shenton, TRAK representative

ITEM 10.1

1. Reason for Report

- 1.1 It was requested during the 12 October 2021 meeting that this be added as a standing discussion item for future meetings.

Recommendation

If needed:

11 Meeting Closed.