



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

TE ROOPUU AHI KAA MEETING

Date: Tuesday, 9 April 2024
Time: 11.00am
Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Tumuaki: Ms Piki Te Ora Hiroa (Ngāti Whitikaupeka)

Tumuaki Tuarua: Mr Lequan Meihana, (Rātana Pā)

Nga mema: 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 Moira Raukawa (Ngāti Tamakopiri), Mr Jordan Winiata-Haines (Ngāti Hinemanu/Ngāti Paki), Ms Leanne Hiroti, (Ngā Ariki Turakina), Ms Katarina Gray-Sharp (Ngāti Rangi), Cr Gill Duncan, HWTM Andy Watson,

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Locations:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <u>Marton</u> Head Office 46 High Street Marton </td> <td style="width: 50%; border: none; vertical-align: top;"> <u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls </td> </tr> <tr> <td style="border: none; vertical-align: top; text-align: center;"> <u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape </td> <td style="border: none;"></td> </tr> </table>	<u>Marton</u> Head Office 46 High Street Marton	<u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls	<u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape	
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Notice is hereby given that 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, 9 April 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 13 February 2024 are attached.

Attachments

1. Te Roopuu Ahi Kaa Meeting - 13 February 2024

Recommendation

That the minutes of Te Roopuu Ahi Kaa Meeting held on 13 February 2024 **[as amended/without amendment]** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

MINUTES

UNCONFIRMED: TE ROOPUU AHI KAA MEETING

Date: Tuesday, 13 February 2024
Time: 11.00am
Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Tumuaki: Ms Piki Te Ora Hiroa (Ngāti Whitikaupeka)

Tumuaki Tuarua: Mr Lequan Meihana (Rātana Pā)

Nga mema: Mr Thomas Curtis (Te Rūnanga o Ngāti Hauiti)
Ms Leanne Hiroiti Ngā Ariki Turakina)
Ms Moira Raukawa (Ngāti Tamakopiri)
Ms Marj Heeney (Ngāi Te Ohuake)
Ms Katarina Gray-Sharp (Ngāti Rangī)
Ms Kim Savage (Ngāti Parewahawaha) (Zoom)
Cr Gill Duncan
HWTM Andy Watson

Manuhiri: Mr Kevin Ross, Chief Executive
Mrs Carol Gordon, Group Manager – Democracy and Planning
Ms Adina Foley, Group Manager- Capital Projects (Zoom)
Ms Bonnie Brown, Strategic Advisor – Mana Whenua
Ms Kezia Spence, Governance Advisor

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1 Welcome

Piki Te Ora Hiroa opened the meeting at 11.06am and welcomed everyone.

Councillors and staff introduced themselves to the new committee member Katarina Gray

2 Apologies

Resolved minute number 24/IWI/001

Apologies received from Coral Raukawa and Cr Duncan for lateness.

Mr L Meihana/Ms M Raukawa. Carried

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts of interest declared.

5 Confirmation of Order of Business

The Chair's report was included after the Mayor's report.

6 Confirmation of Minutes

Resolved minute number 24/IWI/002

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

Mr L Meihana/Ms M Raukawa. Carried

7 Follow-up Actions

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

Item 1

Members were reminded of the requirement to have representative letters. Ngā Wairiki Ki Uta has withdrawn from the Komiti, noting the door is always open for future engagement. Council has not received any response to the letter sent by the Mayor to Whangaehu.

Item 2

Members felt it was up to Council to decide whether Ngati Waewae need to sit on Te Roopuu Ahi Kaa.

Resolved minute number 24/IWI/003

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

Ms Hiroa/Ms M Heeney. Carried

8 Reports for Decision

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

This was discussed at the morning hui, where Piki Te Ora was proposed as Chair and Lequan Meihana proposed as Deputy Chair.

Resolved minute number 24/IWI/004

That Piki Te Ora Hiroa be appointed as Chair of Te Roopuu Ahi Kaa.

Ms M Raukawa/Ms L Hiroti. Carried

Resolved minute number 24/IWI/005

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

Ms M Heeney/Ms K Savage. Carried

8.2 Draft Terms of Reference for the Komiti

The Komiti requested this be an item for a workshop in March to allow more time to reflect on where the Komiti is going.

Resolved minute number 24/IWI/006

That draft Terms of Reference report be received.

Mr L Meihana/Ms K Gray-Sharp. Carried

Resolved minute number 24/IWI/007

That the Komiti meet again March 12th from 9am-12pm to workshop the draft terms of reference.

Ms Hiroa/Ms L Hiroti. Carried

8.3 Mayor's Report - 01 February 2024

His Worship the Mayor noted that the TUIA programme is available for any young person that they would recommend. He also spoke about his submission on the recommendation for a fund to be set up for landlocked land, requesting Taihape as the starting point. He requested that any suggestion for this letter to be sent through as soon as possible.

The Mayor offered to go to any Marae to talk about the Long Term Plan. If anyone would like to take this offer up, could they contact Council.

There was discussion about the Ratana celebrations and the role of Council attending. It was requested that Mr Meihana and Ms Brown have a conversation well before the event about the appropriateness of Council attendance and who they would be welcomed with on the marae.

Resolved minute number 24/IWI/008

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

HWTM A Watson/Mr L Meihana. Carried

8.4 Chair's Report

Ms Hiroa spoke of items discussed from the hui earlier this morning.

Mrs Gordon responded to questions on road naming, noting there is to be a review of this policy and questions from the Komiti can be included as part of this review. The Komiti noted that some signage didn't have the macrons or the correct spelling.

Resolved minute number 24/IWI/009

That the Chair's Report be received.

Ms Hiroa/Mr T Curtis. Carried

Moira Raukawa and Kim Savage left the meeting at 12.21pm.

The meeting adjourned at 12.21pm and returned at 12.36pm.

9 Reports for Information

9.1 Kaitakawaenga Maori Liaison Report February 2024

The Komiti were keen to see the macron work continue and this was requested for further action.

The Komiti requested that Raj Khadka provide further information about waste in the district, specifically what happens to recycling.

Resolved minute number 24/IWI/010

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

Mr L Meihana/Ms K Gray-Sharp. Carried

9.2 Horizons Update

The report was taken as read.

Resolved minute number 24/IWI/011

That the report 'Horizons Update' be received.

Ms Hiroa/Mr L Meihana. Carried

9.3 Project Management Office Report - February 2024

The Komiti discussed the Taihape Town Hall and Civic Centre project plan, and the involvement of iwi.

Resolved minute number 24/IWI/012

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

Ms M Heeney/Mr L Meihana. Carried

10 Discussion Items

10.1 Climate Change Action Committee

This item was not discussed due to the absence of Mr Shenton.

The meeting closed at 1.41pm.

The minutes of this meeting were confirmed at the Te Roopuu Ahi Kaa Komiti held on 9 April 2024.

.....
Chairperson

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 and Thomas Curtis	In progress
2	11-Apr-23	Continue to approach Ngāti Waewae to progress a relationship between them and Council.	Bonnie Brown	A verbal update will provided at the meeting.	In progress

ITEM 8.1

8 Chair's Report

8.1 Chair's Report April 2024

Author: Piki Te Ora Hiroa, Chair

1. Reason for Report

1.1 The Chair will provide an update during the meeting.

Recommendation

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

9 Reports for Decision

9.1 Draft Terms of Reference for the Komiti

Author: Carol Gordon, Group Manager - Democracy & Planning

Authoriser: 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 further discussion on the Terms of Reference for the komiti.

2. Context

- 2.1 The komiti held a workshop in March to provide some feedback on the terms of reference. These changes were captured and are now presented back to the komiti for further review.
- 2.2 A draft Terms of Reference is attached (Attachment 1).
- 2.3 Also attached is the current Memorandum of Understanding (MOU) Tūtohunga between the Council and e Tangata Whenua o Rangitīkei (refer to Attachment 2). This MOU was first put in place in 2006 and has undergone a number of reviews since then.

Attachments:

1. **Draft Terms of Reference Te Roopuu Ahi Kaa - updated April 2024** [↓](#)
2. **MOU-Tūtohunga** [↓](#)

Recommendation 1

That draft Terms of Reference for the komiti report be received.

Recommendation 2

That the komiti confirms with / without amendment [delete one] its Terms of Reference – April 2024.

Draft Terms of Reference

Te Roopuu Ahi Kaa

Purpose

The purpose of the Te Roopuu Ahi Kaa Komiti is:

- to develop and maintain a partnership with Tangata Whenua;
- to develop and maintain a partnership with the Rangitikei District Council;
- provide an opportunity to strengthen relationships between Tangata Whenua;
- to be kept informed of issues of concern to Tangata Whenua and the Rātana Community;
- to keep Council updated on any relevant matters relating to Tangata Whenua and the Rātana Community;
- facilitate resolution in the best interests of the residents, ratepayers, and Tangata Whenua of the Rangitikei District; and
- to receive issues for discussion.

Objectives

The Komiti 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 – Tūtohunga, are exercised in the utmost good faith to ensure that the needs of both Māori and the wider community are met; and
- 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 taking into account Te Tiriti o Waitangi.

Representation

There are several ways that Māori are represented in the Rangitikei District - through the Te Roopuu Ahi Kaa Komiti; by Maori Ward councillors and enabling Tangata Whenua to directly approach the Rangitikei District Council.

Membership of Te Roopuu Ahi Kaa is defined by Tangata Whenua of Rangitikei and represent hapū, iwi, and marae within the Rangitikei District:

- Ngāti Parewahawaha – one representative
- Ngā Wairiki - Ngāti Apa – four representatives:
 - Ngā Ariki
 - Ngāti Kauae/ Taurira
 - Kauangaroa (withdrew 2023)*
 - Whangaehu (withdrew 2023)*

- Rātana Community – one representative
- Ngāti Hauti – one representative
- Ngāti Hinemanu/ Ngāti Paki – one representative
- Ngāti Tamakōpiri – one representative
- Ngāti Whitikaupeka – one representative
- Ngāti Te Ohuake – one representative
- Ngāti Rangituhia – one representative
- Rangitīkei District Council Māori ward councillors that represent:
 - Tiikeitia ki Tai (Coastal) Ward (1 member)
 - Tiikeitia ki Uta (Inland) Ward (1 member)
- two elected members of the Rangitīkei District Council.

**New or withdrawn members (for example from Kauangaroa and Whangaehu) may be accepted at any time*

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

These Terms of Reference will be reviewed after every triennium, any change in membership will be updated in Appendix 1.

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.

**Appendix 1 -
Current Membership – as at March 2024**

Representing	Name	Authorising Body
Ngāti Parewahawaha	Ms Kim Savage	Ngāti Parewahawaha
Ngā Wairiki - Ngāti Apa: <ul style="list-style-type: none"> Ngā Ariki Ngāti Kauae/ Tauira Kauangaroa (withdrew 2023)* Whangaehu (withdrew 2023)* 	<ul style="list-style-type: none"> Ms Leanne Hiroti Mr Chris Shenton 	Te Runanga o Ngā Ariki
Rātana Community	Mr Lequan Meihana	Ratana Community Board
Ngāti Hauiti	Mr Thomas Curtis	Te Rūnanga o Ngāti Hauiti
Ngāti Hinemanu/ Ngāti Paki	Mr Jordan Winiata-Haines	Ngāti Hinemanu me Ngāti Paki
Ngāti Tamakōpiri	Ms Moira Raukawa	Te Runanga o Ngāti Tamakōpiri
Ngāti Whitikaupeka	Ms Piki Te Ora Hiroa	Te Runanga o Ngāti Whitikaupeka
Ngāti Te Ohuake	Ms Marj Heeney	Te Runanga o Ngāti Te Ohuake
Ngāti Rangituhia	Ms Katarina Gray-Sharp	Raketapauma marae
Rangitīkei District Council Māori ward councillors that represent: <ul style="list-style-type: none"> Tiikeitia ki Tai (Coastal) Ward (1 member) Tiikeitia ki Uta (Inland) Ward (1 member) 	<ul style="list-style-type: none"> Cr Coral Raukawa Cr Piki Te Ora Hiroa 	Elected by constituents of the two Māori wards
Two elected members of the Rangitīkei District Council.	<ul style="list-style-type: none"> His Worship the Mayor Andy Watson Cr Gill Duncan 	Appointed by the Rangitīkei District Council

**New or withdrawn members (for example from Kauangaroa and Whangaehu) may be accepted at any time*

MEMORANDUM OF UNDERSTANDING:

TŪTOHINGA

Between: Rangitikei District Council

And: Te Tangata Whenua o Rangitikei

Kauangaroa / Ngā Wairiki Ki Uta

Ngā Ariki Turakina

Ngāi Te Ohuake

Ngāti Hauiti

Ngāti Hinemanu / Ngāti Paki

Ngāti Kauae / Ngāti Taurira

Ngāti Parewahawaha

Ngāti Tamakōpiri

Ngāti Whitikaupeka

Rangituhia

Rātana Pā Community

Whangaehu / Rangiwahakaturia / Taitapu

Represented on Council by: Te Rōpū Ahi Kā

Version Control

- 1 Agreed to by Te Rōpū Ahi Kā on 10 October 2006
Agreed to by Council on 26 October 2006
- 2 Amended under review by Te Rōpū Ahi Kā on 14 August 2012
(12/IWI/019). Confirmed by Council 30 August 2012 (12/RDC/151)
- 3 Draft v2
- 4 Amended by Te Rōpū Ahi Kā on 17 December 2019. Final Document approved and confirmed 17
December 2019

Making this place home.



Introduction – Kupu Whakataki

This Memorandum of Understanding has been put together on the basis of:

- Both parties have entered into the Memorandum of Understanding - Tūtohunga in good faith and with a view to making the partnership work.
- Both parties recognise that there may be constraints from time to time in respect of resources.
- Both parties can see mutual benefits being derived from the establishment of the Memorandum of Understanding - Tūtohunga.
- Both parties express the wish that their partnership will develop and become stronger over time.

Tūtohunga Memorandum of Understanding

1. Introduction

- 1.1 The Rangitikei District Council and Iwi of the District wish to enter into a number of protocols, which are intended to reflect the basis on which they will conduct their affairs of common interest.
- 1.2 For the purposes of this Memorandum, the Iwi of the District are the Tangata Whenua that hold Mana Whenua in relation to a particular area of the District. The Tangata Whenua of the District comprise the hapū and iwi, which are represented on Te Rōpū Ahi Kā, a present standing committee of Council.
- 1.3 Hapū and iwi acknowledge each other's tino rangatiratanga, arising from their Mana Whenua, when speaking for their area.
- 1.4 Hapū and iwi put forward delegates to Te Rōpū Ahi Kā to represent issues and consider Council policy, making resolutions and representations to Council. This clause does not preclude direct Iwi, Hapū or individual interaction with Council on issues that concern them directly.
- 1.5 For hapū and iwi, *Te Tiriti o Waitangi* is the starting point for determining their relationship with the Crown, its agencies and the Rangitikei District Council.
- 1.6 Within the Rangitikei District, the Māori community of Rātana Pā is recognised as being integral to decision-making on Māori issues and therefore, the Rātana Pā Community, through their nominated representative, have membership on Te Rōpū Ahi Kā.
- 1.7 The Council's procedures are governed by statute, and in particular in the context of the protocols set out in Section 2 below, the provisions of the Local Government Act 2002 and Resource Management Act 1991.
- 1.8 Section 10 of the Local Government Act sets out the purposes of Local Government in New Zealand. Those stated purposes are:
 - (a) *to enable democratic decision-making and action by, and on behalf of, communities; and*
 - (b) *to promote the social, economic, environmental, and cultural well-being of communities, in the present and for the future.*

One of the emphases of the Local Government Act 2002 is to place greater decision-making abilities in the hands of communities. This is particularly relevant for Māori as all the areas of well-being directly impact upon them.

- 1.9 Section 8 of the Resource Management Act provides as follows:
- "Treaty of Waitangi - In achieving the purpose of this Act, all persons exercising functions and power under it, in relation to managing the use, development, and protection of natural and physical resources, shall take into account the articles of the Treaty of Waitangi (Te Tiriti o Waitangi)."
- Section 4 of the Local Government Act further provides that as part of the Crown's responsibility to take appropriate account of the principles of the Treaty of Waitangi, the local authority is charged with facilitating opportunities for Māori to contribute to decision-making.
- 1.10 Given the provisions of the Local Government Act and Section 8 of the Resource Management Act, the Rangitikei District Council positively recognises that to carry out its functions appropriately, it must make appropriate provision for the specific interests of Māori in its community with particular emphasis on consultation and capacity building.
- 1.11 To enable it to make such provision, the Rangitikei District Council must take into account the principles of the Treaty of Waitangi, subject to the provisions of clause 1.14 below.
- 1.12 The Rangitikei District Council and Iwi of the District acknowledge that the principles of the Treaty of Waitangi are continuing to evolve.
- 1.13 However, in a document published in 1989 by the then Labour Government, several principles were identified. They were:
- (i) *The Kawanatanga Principle*: The Government has the right to govern and make laws.
 - (ii) *The Rangatiratanga Principle*: The Iwi have the right to organise as Iwi, and, under the law, to control their resources as their own.
 - (iii) *The Principle of Equality*: All New Zealanders are equal before the law.
 - (iv) *The Principle of Reasonable Co-operation*: Both the Government and the Iwi are obliged to accord each other reasonable co-operation on major issues of common concern.
 - (v) *The Principle of Redress*: The Government is responsible for providing effective processes for the resolution of grievances in the expectation that reconciliation can occur.
- 1.14 Both the Rangitikei District Council and Iwi of the District acknowledge these principles and accept that they apply to the Crown. However, they further accept that they can only apply to the Rangitikei District Council to the extent that any empowering legislation applicable to the Rangitikei District Council contemplates.
- 1.15 The Rangitikei District Council and Iwi of the District agree that the extent to which the application of the articles of the Treaty of Waitangi to the Rangitikei District Council is so contemplated by the empowering legislation, is reflected in the protocols that are set out below.

- 1.16 The Rangitikei District Council and Iwi of the District further agree that these protocols will need to be reviewed from time to time as the application of the principles of the Treaty of Waitangi continue to evolve and other principles emerge.
- 1.17 The Rangitikei District Council and Iwi of the District therefore wish to agree the protocols set out in Section 2 below.
- 1.18 These protocols are intended to reflect a partnership between the Rangitikei District Council and Iwi of the District, which is to be exercised in the utmost good faith to ensure that the needs of both Māori and the wider community will be met.

2. Protocols

- 2.1 These protocols constitute policy of the Rangitikei District Council and can be reviewed from time to time.
- 2.2 When these protocols are reviewed they must be reviewed by the Council in consultation with Te Tangata Whenua o Rangitikei.
- 2.3 If at the conclusion of any such consultation, agreement cannot be reached concerning the form of protocols to apply thereafter, to the extent that agreement cannot be reached, the Memorandum of Understanding shall lapse, (i.e., the Memorandum shall only lapse in relation to those matters on which agreement cannot be reached).
- 2.4 Further, if following that consultation, further protocol(s) are agreed, they can be added to the Memorandum of Understanding by way of amendment and without otherwise affecting the protocols earlier entered into unless any earlier protocol(s) also need to be amended due to the further protocols agreed.
- 2.5 Te Rōpū Ahi Kā, as a Standing Committee of the Rangitikei District Council, may recommend to the Rangitikei District Council, any changes to the representation of hapū and/or iwi on Te Rōpū Ahi Kā from time to time.
- 2.6 Te Rōpū Ahi Kā, as a Standing Committee of the Rangitikei District Council, must recommend to the Rangitikei District Council, who will represent each hapū and/or iwi on Te Rōpū Ahi Kā within three months of each triennial election.
- 2.7 The Council's total financial liability pursuant to these protocols shall be determined by the Rangitikei District Council following consultation with Te Rōpū Ahi Kā annually as part of the Council's annual planning process.
 - (i) In undertaking any consultation, both parties will ensure that the timeframes otherwise specified in any relevant legislation are complied with.
 - (ii) Where the Council requires Te Rōpū Ahi Kā to undertake any work, which is not otherwise identified in the Memorandum of Understanding, that work will be specified in a separate consultancy agreement.

- 2.8 Te Rōpū Ahi Kā will be responsible for the provision, and satisfactory delivery, of the work specified below for, and on behalf of, the Tangata Whenua of the Rangitikei District.
- (i) To 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.
 - (ii) To develop draft proposals which recognise the Tangata Whenua of the Rangitikei District's Kaitiakitanga (the exercise of Guardianship) and Rangatiratanga in a manner consistent with the provisions of the Resource Management Act 1991 and the Local Government Act, 2002.
 - (iii) To provide advice and assistance with the Council's Policies, Bylaws, Long Term Plan, Annual Plan and other activity plans (ie, assets, resource management, spatial).
 - (iv) To support and assist the Council to discharge its obligations to the Tangata Whenua in relation to procedures and issues that arise under the Resource Management Act 1991 and the Local Government Act 2002.
 - (v) To respond on appropriate issues including, but not limited to, notified resource consent applications where the Council is required to determine issues relating to the management, use, development and protection of the District's physical resources.
 - (vi) To ensure appropriate persons are consulted or available to provide such information as may be required from time to time on items of interest to Te Rōpū Ahi Kā and/or the Rangitikei District Council.
 - (vii) To support and assist the Council in establishing the steps necessary to build Māori capacity to contribute to its decision-making processes.
 - (viii) In carrying out (i) to (vi) above, **Te Rōpū Ahi Kā members** will ensure that **their respective** Tangata Whenua groups are consulted, including the arranging of hui when agreed and to keep the Council advised of outcomes or decisions reached.
- 2.9 The Council will otherwise be responsible as follows:
- (i) To ensure that consultation takes place in instances where Council is the applicant for a resource consent and as otherwise required pursuant to the provisions of the Resource Management Act 1991.
 - (ii) To ensure that consultation takes place prior to and during the preparation of Council's Policies, Bylaws, Long Term Plan, Annual Plan and other activity plans. This will normally mean prior to the adoption by the Council of the draft documents and before the documents are put out for initial public consultation. The Council will ensure that sufficient information and time is made available to Te Rōpū Ahi Kā to determine what issues, if any, require further investigation and/or consultation.
 - (iii) To define any issues of concern to Iwi of the District, to identify any reports that may be required to address such issues and to otherwise determine the methodology and resources (financial or otherwise) necessary to properly achieve Protocols 2.9 (i) and (ii), and such

- consultation will otherwise be conducted in a manner defined by the 'Consultation Process Plan', see *Appendix 1*.
- (iv) To develop in consultation with Te Rōpū Ahi Kā, steps to build Māori capacity for contributing to its decision-making processes including representation of the komiti on Council – standing committees, working parties and reference groups.
 - (v) To ensure that Te Rōpū Ahi Kā is kept informed of all progress in relation to the preparation of the District Plan and any reviews or variation thereto after that plan becomes operative.
 - (vi) To provide information and advice to Te Rōpū Ahi Kā to enable the Rangitikei District Council to meet its obligations outlined in Protocols 2.9 (i) and 2.9 (ii) of the Memorandum of Understanding.
 - (vii) To ensure, like hapū/iwi, that the following values are considered in all operational undertakings with the operational focuses and outcomes detailed in the 'Māori Responsiveness Framework':
 - a. *Manaakitanga*: Council will at all times endeavour to listen with an open mind, act with fairness and equity, engage in a transparent manner and be accountable to the people of the Rangitikei for its behaviours, choices and outcomes.
 - b. *Rangatiratanga*: As steward of the district, Council takes its responsibilities seriously, understanding that it operates in the best interests of all people, acknowledging the diversity of wants and needs within iwi/hapū throughout the rohe. Council acknowledges its role in building capability and capacity within whānau/hapū/iwi focusing on self-determination, increasing access to economic opportunities and sustainability. Council's behaviours will reflect this rangatiratanga at all times. Everyone who works for the Council will conduct themselves in a manner that enhances the reputation of hapū/iwi. Everyone who works for Council is committed to collaborating, maximising productivity and creating maximum value in this partnership.
 - c. *Ūkaipōtanga*: Council acknowledges this value for hapū/iwi in revitalising their kōrero tuku iho – the transferring of knowledge within whānau and hapū. Council will show recognition and acknowledgement to hapū and iwi to their whenua. Council to support opportunities for hapū and iwi members to live on tupuna lands (ie. Papakainga). It is a value/outcome that will continue to be set within the 'Māori Responsiveness Framework'.
 - d. *Whanaungatanga*: Council will at all times endeavour to support whanau, hapū and iwi in the development of collective approaches for education and wellbeing. Council will act and behave in a manner that reflects tika and pono (in good faith), and demonstrates partnership with iwi/hapū and their kaupapa; creating positive relationships internally and externally.
 - e. *Kaitiakitanga*: Council is not only responsible for the infrastructure vital to our district's economy but is also responsible for the environmental and cultural wealth of the district. Council will work

with other organisations and sectors of our community to work together to create a sustainable environment within which whānau and hapū and communities in general can flourish. Council will demonstrate responsible and sustainable development in its projects.

Me whakatipu i ngā pakihi, ōtira me tiaki i te whenua, ngā awa, ngā maunga me te taiao. (Grow business opportunities but always consider the health and well-being of the land, the rivers, the mountains and the environment)

- f. *Wairuatanga*: Council acknowledges the spiritual connections of Mana Whenua and Tangata Whenua and seeks to appropriately incorporate these traditions into both the governance and operational areas of Council.
- g. *Kotahitanga*: Council as a physical place and as a community structure, aims to be a safe place to have difficult conversations. Council aims to treat everyone with respect and use the connectedness of hapū/iwi to everyone's advantage generating harmony and opportunity from any differences. Council will show a commitment to work together.
- h. *Whakapapa*: Council acknowledges the whakapapa connections of hapū/iwi, and endeavours to support the telling of these stories through traditional and contemporary communication channels.
- i. *Te Reo me ōna Tikanga*: Council acknowledges the fundamental/essential/critical importance of Te Reo Māori to all things Māori. Te Reo Māori will be encouraged through Council practices and behaviours.

3. Indemnity

- 3.1 At no time will the Council bear responsibility or liability in respect of any unlawful action arising out of the conduct of Te Rōpū Ahi Kā or its agents.

4. Dispute

- 4.1 If any disputes arise concerning the interpretation or application of these protocols, the parties will mutually agree the appointment of an independent mediator, with a view to the parties reaching agreement by way of mediation concerning that dispute.
- 4.2 If no such agreement can be reached following mediation, any disaffected party must thereafter be free to pursue any legal remedy that may otherwise be available to it, should it choose to do so.

5. Vires

- 5.1 The application of these protocols must at all times be subject to the provisions of the Local Government Act 2002 (and any amendments or re-enactment thereof), the Resource Management Act 1991 (and any amendments or re-enactments thereof) and/or any other legislation applicable to the process being undertaken pursuant to these protocols from time to time.

ITEM 9.1
ATTACHMENT 2

5.2 The Rangitikei District Council and Te Rōpū Ahi Kā hereby both acknowledge that the interpretation, application and operation of these protocols is at all times subject to the relevant empowering legislation.

6. Review

6.1 The Memorandum of Understanding; Tūtohunga will be reviewed at the same time as each Representation Review.

Appendix 1: Consultation Process Plan

Consultation Process Plan

1. Iwi / Hapū in our District

Ngāti Apa – Chris Shenton, Pahia Turia, Grant Huwyler
 Ngāti Kauae / Ngāti Tauria – Chris Shenton, Grant Huwyler, Walter Rurawhe
 Ngā Ariki – Mike Paki, Graham Karatau, Rob Kerei, Coral Raukawa-Manuel
 Ngā Wairiki ki uta – James Allen, Katarina Hiroti, Jacqui Johnson
 Whangaehu / Rangiwahakaturia / Taitapu – Pahia Turia, Alan Turia, Albert Thompson
 Rātana Pā – Soraya Peke-Mason, Rātana Communal Board, Ratana Community Board, Rātana Marae
 Ngāti Hauiti – Robert Martin, Neville Lomax
 Ngāti Parewahawaha – Cliff Brown, Kim Savage
 Ngāti Hinemanu / Ngāti Paki – Jordan Haines-Winiata, Terrence Steedman
 Ngāi Te Ohuake – Marj Heeney
 Ngāti Tamakōpiri – Hari Benevides
 Ngāti Whitikaupeka – Tracey Hiroa
 Rangituhia – Bobby Gray

2. If Council propose to do work or make decisions on the following, Council must seek engagement from the appropriate iwi / hapū

Rivers, Streams, Creeks, Lakes, Ponds, 3 waters
 Environment, Land, Sub-divisions
 Significant Sites, Wāhi Tapu, Marae
 Roothing, Infrastructure
 Community, Well-Being

3. Step by step process to effective iwi / hapū engagement
 - Step 1: Council staff to make contact and organise a meeting with the RDC Strategic Advisor for Mana Whenua to identify the following:
 - What work or decisions that Council want to undertake and make
 - Which Iwi / Hapū (could be multiple) need to be consulted with


 - Step 2: Strategic Advisor to organise a meeting with the appropriate iwi / hapū. Expected timeframe to have meeting confirmed is 5 – 10 working days. Note: It's at this step where we will know if consultation or engagement is needed and necessary.

 - Step 3: Council staff, Strategic Advisor and relevant iwi / hapū to meet for consultation and engagement process. This may involve site visits and 1 – 3 meetings. Expected timeframe to have this step completed is 10 – 15 working days.

 - Step 4: Council staff to supply Strategic Advisor and iwi / hapū with regular updates. This could either be monthly or on a case by case basis.

ITEM 9.1 ATTACHMENT 2


Name: PETER BEGGS
 Signature: 
 CEO for Rangitikei District Council Date: 11/2/20


Name: Pama Turia
 Signature: 
 Chairman for Te Rōpū Ahi Kā Date:

Name: Robert Gray
 Signature: 
 Te Rōpū Ahi Kā Member

Name: HARI FENEVIDES
 Signature: 
 Te Rōpū Ahi Kā Member


Name: James Allen
 Signature: 
 Te Rōpū Ahi Kā Member


Name: CORAL RAUKANA - MANUEL.
 Signature: 
 Te Rōpū Ahi Kā Member


Name: Terencehua Steedman
 Signature: 
 Te Rōpū Ahi Kā Member ~~Kim Savage~~


Name: Kim Savage
 Signature: 
 Te Rōpū Ahi Kā Member

Name: TRACEY HIROA
Signature: 
Te Rōpū Ahi Kā Member

Name: Chris Shenton
Signature: 
Te Rōpū Ahi Kā Member

Name: Mary O'Keefe
Signature: 
Te Rōpū Ahi Kā Member

Name: Thomas Curtis
Signature: 
Te Rōpū Ahi Kā Member

Name: Soraya Pike-Mason
Signature: 
Te Rōpū Ahi Kā Member

Name: Andy Watson
Signature:
Mayor of Rangitikei District Council



9.2 Marae Development Fund - Annual Allocation**Author:** Carol Gordon, Group Manager - Democracy & Planning**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning**1. Reason for Report**

1.1 To enable Te Roopuu Ahi Kaa to consider the annual allocation of \$15,000 for Marae development.

2. Context

2.1 The annual allocation was agreed as \$15,000 per annum, which is also inflation adjusted. Therefore the allocation for the 2023/24 year is \$15,600.

2.2 The eligibility criteria is in the attached Policy (Attachment 1).

3. Discussion and Options Considered

3.1 The Marae Development Fund Policy was developed by the komiti in February 2018. The komiti may choose to review the Policy and make any suggested changes as appropriate. Staff have updated job titles in the attached version.

4. Financial Implications

4.1 The annual allocation is provided for in Council's budgets.

5. Mana Whenua Implications

5.1 The implications on mana whenua are through whakapapa as ahi kaa in Rangitīkei, they are responsible for Marae preservation, maintenance and development, the allocation of this fund supports this.

6. Statutory Implications

6.1 There are no statutory implications.

7. Conclusion

7.1 In order to achieve the outcomes in the policy the komiti are asked to consider where to allocate the annual funding.

Attachments:

- 1. Marae Development Fund Policy** [↓](#)

Recommendation 1

That the Marae Development Fund – Annual Allocation, report be received.

Recommendation 2


That the komiti on agree which Marae(s) to allocate the annual funding.

POLICY & ELIGIBILITY

MARAE DEVELOPMENT FUND POLICY

IWI/MĀORI DEVELOPMENT

- LEGISLATIVE REQUIREMENTS
- FUNDING RATIONALE
- ELIGIBILITY
- GENERAL INFORMATION

 **RANGITIKEI**
DISTRICT COUNCIL

Making this place home.

Introduction

Under the Local Government Act 2002, the Rangitikei District Council (Council) is obliged to consider how it will meet current and future needs of communities for good-quality local infrastructure and how it can foster the development of Māori capacity to contribute to the decision-making processes of council.

This Policy will contribute to that purpose by supporting the ability of mana whenua and Māori in the District to engage with Council and to maintain appropriate infrastructure for their communities in a cost-effective and efficient way.

Mana whenua, through whakapapa as ahi kaa in Rangitikei are responsible for Marae preservation, maintenance and development.

The Marae Development Fund is Council's commitment to respond to the needs and aspirations of tangata whenua with respect to Marae. This will benefit hapu, the District and the nation. It will contribute to a guarantee of the protection of the culture and heritage embodied in Marae facilities and relationships. This is critical to community infrastructure and ability to exercise whanaungatanga.

Council also acknowledges Marae as a social asset for the community as a whole, under tangata whenua, and ngā hau e whā where that occurs.

The policy and procedures for the operation of the Marae Development Fund are as follows.

The Fund

The Council's Long Term Plan contains an annual funding allocation base of \$15,000 (increased by inflation each year).

The Fund is administered by the Group Manager – Democracy and Planning. Funding is determined by Te Roopuu Ahi Kaa.

Other relevant Council staff are the 'Strategic Advisor: Mana Whenua.

Council will work with other funders and stakeholders towards cross sector collaboration to support short, medium and long term aspirations of Marae, in a strategic way for all Marae in the District.

Council's strategic approach is to survey the needs of all Marae and to develop overarching project management in conjunction with other participating funders to resource development needs.

The objectives and levels of funding are determined by considering identified issues that affect the Marae in the District. The initial objectives will target Health and Safety matters, including fire and earthquakes. The assessments will be used to obtain quotes based on expert information that takes into account the specifications of each task and to allocate funding to a schedule of works to address needs in a coordinated manner. In these cases a signed agreement will be produced between respective Marae trusts and Council to deliver building services, installation of specialised equipment and management systems to meet compliance, under the project management and oversight of Council.

Eligibility for the Fund

To be eligible for the Fund, the applicant Marae will:

- i. Be a Marae within the Rangitikei District.
- ii. Be governed by a charter under Te Ture Whenua Act administered by the Māori Land Court.
- iii. Have the capacity to make the required contribution to the cost of the work to be carried out.
- iv. Deposit the Marae contribution to Council for the work before equipment is ordered and before work commences (if financial).
- v. Agree to Council's support in funding coordination, project management and oversight, including coordination between the building services and any suppliers.
- vi. Submit all invoices for services, materials and equipment by contractors and suppliers to Council to be approved based on inspection to confirm that the work is of the correct standard.

General information

Council is taking a strategic approach to Marae development. Individual applications are not considered under this policy. However, all enquiries are welcomed from all Marae constituents on any Marae development issue. Advice is available as to the process required to benefit from this policy.

This policy is dynamic and will apply to the issues that are identified through ongoing Council strategic processes as affecting Marae. In each round prioritisation decisions will consider the capacity of a Marae to engage with the policy; and what Council may need to consider doing to enhance the capacity of Marae to engage with the policy.

Final approval is given by the Chief Executive (or delegate) by way of a formal recommendation by Te Roopuu Ahi Kaa, based on a schedule of tasks and the costings, for work to be funded under the policy.

For any further information, please contact in the first instance, Bonnie Brown, Strategic Advisor: Mana Whenua bonnie.brown@rangitikei.govt.nz.

9.3 Consultation on Draft Smokefree and Vapefree Policy and Draft Signs and Public Places Bylaw

Author: Janna Isles, Corporate Planner

Authoriser: Katrina Gray, Senior Strategic Planner

1. Reason for Report

- 1.1 To inform the Komiti of upcoming consultation on the Draft Smokefree and Vapefree Policy and Draft Signs and Public Places Bylaw.

2. Context

- 2.1 The Policy/Planning Committee has led the development of a Draft Smokefree and Vapefree Policy (Attachment 1) and Draft Signs and Public Places Bylaw (Attachment 2).

Draft Smokefree and Vapefree Policy

- 2.2 In 2011, Central Government set a goal that by 2025 fewer than 5% of New Zealanders would be smokers, recognising that tobacco was a leading cause of lung cancer. The intention is that this goal will be achieved by:

- protecting children from exposure to tobacco marketing and promotion,
- reducing the supply of, and demand for tobacco, and
- providing the best possible support for quitting.

- 2.3 Council requested that Officers develop a smokefree policy for the Rangitikei, noting it was one of the few areas in New Zealand without a policy. Prior to developing the draft Policy, Officers and the Mayor attended the Rangitikei vapefree hui.

- 2.4 The Draft Smokefree and Vapefree Policy has been drafted to support the reduction in the prevalence of smoked tobacco and the associated effects of smoking in public places, support a smokefree and vapefree district, and build on the work already being undertaken by agencies responsible for achieving the Smokefree 2025 objectives.

- 2.5 Under this policy all Council facilities and places such as parks and swimming pools will be smokefree and vapefree.

- 2.6 The Policy will be implemented through a range of methods including but not limited to displaying signs, requiring leased premises to be smokefree and vapefree upon review of leases and licences, and including a clause in the terms and conditions for hiring any council venue.

Draft Signs and Public Places Bylaw

- 2.7 The Draft Signs and Public Places Bylaw is proposed as a replacement of the Public Places Bylaw 2013, Trading in Public Places Bylaw 2013, and Control of Advertising Signage Bylaw 2013.

- 2.8 The purpose of this bylaw is to:

- (a) Protect the public from nuisance and maintain the safety of public places.
- (b) Regulate trading in public places.

(c) Regulate signs in public places.

3. Consultation

- 3.1 Consultation will run from 31 May 2024 to 1 July 2024. Komiti members are asked to share the consultation opportunity within their iwi/hapū/marae and encourage anyone with an interest to make a submission. The hearing of submissions and deliberations have been delegated to the Policy/Planning Committee, with the final decision to be made by Council.

Attachments:

1. **Draft Smokefree and Vapefree Policy** [↓](#)
2. **Draft Signs and Public Places Bylaw** [↓](#)

Recommendation

That the report 'Consultation on Draft Smokefree and Vapefree Policy and Draft Signs and Public Places Bylaw' be received.

Smokefree and Vapefree Policy

1. Reasons

- 1.1 Rangitikei District Council's current community outcomes includes promoting healthy and resilient communities. The Smokefree and Vapefree Rangitikei Policy contributes towards this outcome.
- 1.2 The Smokefree Environments and Regulated Products Act 1990 (amended in 2023) covers workplaces managed by local authorities but does not extend to outdoor areas. Decisions about these are for local authorities, and most have adopted policies to limit smoking and vaping in such places. This recognises that section 23 of the Public Health Act 1956 provides that 'it shall be the duty of every local authority to improve, promote, and protect public health within its district'.
- 1.3 The Council recognises that, while initially a means to assist people quit smoking, vaping has become increasingly promoted to and used by those who have never smoked, especially younger people, and in some instances had led to people starting smoking.¹ This is why the Policy does not differentiate between smoking and vaping.
- 1.4 The Policy contributes towards the Council's commitment to Central Government's Smokefree Aotearoa 2025 (SF2025) objective. It supports positive public education messaging efforts to de-normalise behaviours associated with smoked tobacco products, vaping (electronic cigarettes) and heated tobacco products (HTP).

2. Context

- 2.1 In the smokefree and vapefree areas identified in Section 4 of this Policy, Council will encourage compliance, through education and signage, to support Rangitikei communities to become smokefree/vapefree and reduce the associated litter issues. The policy depends on voluntary compliance and persuasion: unlike a bylaw, there are no enforcement mechanisms.
- 2.2 Council will collaborate with its partner organisations and agencies responsible for delivering SF2025 objectives to assist the Rangitikei District to become smokefree/vapefree where possible.

3. Definitions

Smoking

Smoking is inhaling and exhaling the smoke of burning tobacco typically through cigarettes, cigars or pipes. It includes herbal tobacco and psychoactive substances, including synthetic cannabis.

Vaping

Vaping is using an e-cigarette, a device that heats a liquid to produce vapours that users inhale. Liquids used in e-cigarettes may contain nicotine and other toxic chemicals.

¹ This recognises the position behind the Smokefree Environments and Regulated Products (Vaping) Amendment Act 2020 which strikes a balance between ensuring vaping products are available for smokers who want to switch to a less harmful alternative and ensuring these products aren't marketed or sold to young people. The Act makes the legal position clear:

- Section 2(4)(b) - "a vaping device is not a medical device within the meaning of the Medicines Act 1981."
- Section 24(4)(c) - "a vaping substance is not a medicine within the meaning of the Medicines Act 1981."

The Ministry of Health's current position is 'Although vaping is not smoking it is a health risk and should be recorded in clinical records'.

4. Objectives

4.1 This Policy has the following objectives:

- reduce the prevalence of smoked tobacco, the litter from cigarette butts, the harm from second-hand smoke, and the use of electronic cigarettes/vapes in Council-owned, controlled, leased, facilities or occupied buildings and outdoor public spaces,
- deliver Council leadership for a smokefree and vapefree District,
- support the efforts of Council's partner agencies responsible for achieving the SF2025 objective in the District and the Horizons region.

5. Scope

5.1 The following areas in the Rangitikei District are smokefree/vapefree:

- a. all Council-owned or controlled parks, playgrounds, sports fields, reserves, skateparks, campgrounds and swimming pools,
- b. all Council-owned or controlled facilities or buildings such as libraries, community housing and public toilets. This includes the immediate (within four metres) surrounding outdoor public space, e.g. footpaths adjacent to entranceways, except for those facilities where there are Council staff who are smokers/vapers. In such cases, the Council's Chief Executive may establish a designated area, to be away from windows and doors, dry, and not visible to the public.
- c. all outdoor/footpath dining areas within the central business districts of the District's towns and townships as defined in the pedestrian veranda overlay in the District Plan. Council will specify this requirement (and signage) when permitting use of such outdoor/footpath areas.
- d. bus stops and shelters, and
- e. beaches.

No ashtrays will be provided in these areas.

5.2 All new or renewed contractual agreements to hire, lease or occupy Council-owned or controlled buildings and facilities will be required to be smokefree/vapefree.

5.3 All Council funded, administered, and supported events will be smokefree/vapefree.

5.4 Council will be a supportive partner with Health New Zealand / Te Whatu Ora, local businesses, organisations, and agencies to encourage and support any business or organisation that wishes to become a smokefree/vapefree area.

5.5 Council's Chief Executive may temporarily suspend parts of the policy in a declared emergency or other special circumstance. Any such decision shall be publicly notified and reported to the next meeting of the Council.

6. Implementation

To implement this policy, Council will:

- display signage with smokefree and vapefree messaging at Council buildings, facilities and parks and reserve areas, maximising the use of resources at smokefree.org.nz,
- on review, Council documents (e.g. reserve management plans), will make reference to smokefree and vapefree public places,
- on review, community leases and licences will require the leased premises to be smokefree and vapefree,

- include a 'no smoking/vaping on premises' clause in the Council's terms and conditions for hiring any Council venue,
- include a smokefree and vape-free compliance requirement in Council contracts which require work in Council-owned or controlled areas (unless specifically exempted by the Council's Chief Executive) when the contracts are negotiated or renewed,
- include a smokefree and vape-free requirement in all funding agreements through the grant schemes administered by Council.
- consult Council's Youth Council on their views about discouraging vaping by young people, and
- provide support to Government's health agencies and other interested agencies in their initiatives to denormalise smoking and vaping.

7. Application and review

- 7.1. Council will review the policy at times determined by Council, which may be in response to legislative or policy changes including any potential changes to the Smokefree Aotearoa 2025 goal as appropriate.
- 7.2. The following measures of success will be used as the basis of any review of the Policy:
- the number of people smoking/vaping overall and in areas designated by the Policy reduces,
 - awareness of, and public support for, smokefree and vape-free public areas increases, and
 - cigarette butt litter in parks reduces.
- These will be measured using the Census, service requests, community surveys and information from the Parks team.
- 7.3. If a Council-funded event is found not to be taking steps to discourage smoking and vaping, that may influence a decision on a subsequent application for Council support.
- 7.4 The policy will take effect from the date it is signed by the Chief Executive.

7 February 2024

**RANGITĪKEI DISTRICT COUNCIL
SIGNS AND PUBLIC PLACES BYLAW 2024**

DRAFT

ITEM 9.3
ATTACHMENT 2

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PART 1 - INTRODUCTION**1 SCOPE**

- 1.1 This bylaw is made under section 145 and 146 of the Local Government Act 2002, the Land Transport Act 1998, and the Litter Act 1979. Council has the ability to adopt bylaws for the following general purposes:
- (a) Protecting the public from nuisance;
 - (b) Protecting, promoting, and maintaining public health and safety;
 - (c) Minimising the potential for offensive behaviour in public places.
- 1.2 The general purpose of this bylaw is to:
- (a) Protect the public from nuisance and maintain the safety of public places.
 - (b) Regulate trading in public places.
 - (c) Regulate signs in public places.
- 1.3 In particular, this bylaw addresses:
- (a) Damage to public facilities which may have an adverse effect on other users of these facilities,
 - (b) Obstruction of public access and projections onto public spaces,
 - (c) Identification of properties,
 - (d) Use of public places that have a detrimental effect on the ability of the public to enjoy these spaces,
 - (e) To regulate the conduct of people selling goods and services in public places,
 - (f) To regulate the conduct of people using vehicles, trailers or relocatable structures to sell goods and services in public places,
 - (g) To regulate signs to ensure the safety of vehicles and pedestrians using public places.
- 1.4 Nothing in this bylaw detracts from any provision of, or the necessity for compliance with other Council Bylaws, Rangitikei District Plan, requirements imposed by Horizons Regional Council, the Department of Conservation or any other legislation.
- 1.5 This Bylaw is consistent with the New Zealand Bill of Rights Act 1990 and does not affect Iwi customary rights. Council is committed to protecting fundamental rights and freedoms such as the right to freedom of expression and freedom of peaceful assembly.

Note: New Zealand Transport Agency, Waka Kohtahi as a road controlling authority has its own bylaws for the control of signs on State Highways within the Rangitikei District.

Note: This bylaw does not regulate signs that are regulated through the Rangitikei District Plan, traffic signs, or signs required by statute.

[Note: This bylaw does not regulate liquor control. This is done through the Liquor Control in Public Places Bylaw 2018.](#)

2 COMMENCEMENT

- 2.1 This bylaw was adopted by Council on XXXXX and commences on XXXXXXXX.

3 REPEALS

- 3.1 The following bylaws are revoked on the commencement date of this bylaw:
- (a) Public Places Bylaw 2013
 - (b) Trading in Public Places Bylaw 2013
 - (c) Control of Advertising Signage Bylaw 2013

4 DEFINITIONS

- 4.1 For the purposes of this bylaw, unless the context otherwise requires, the following definitions shall apply:

APPROVED or **APPROVAL** means written approval, permit or consent provided by Council, including any Authorised Officer.

AUTHORISED OFFICER means any person appointed by Council to act on its behalf and with its authority, and may include a police officer.

BICYCLE means any wheeled device having at least one wheel and that is designed primarily to be propelled by the muscular energy of the rider and includes power-assisted bicycles. Children's cycles having wheels less than 355 mm diameter are excluded. BMX cycles are included no matter the diameter of the wheels.

BUSKING means any person who performs or entertains in a public place whether for free or for reward or other and includes but is not limited to, playing an instrument, singing, dancing, juggling, mime, puppetry, performance art, conjuring, acrobatics, recitation, undertaking artworks and performing other acts of theatrical or visual forms. It does not include advertising or promotion in any form. 'Busk' and 'busking' means the same.

COUNCIL means the Rangitikei District Council.

EVENT means an organised temporary activity that takes place on one or more days including, without limitation, an organised gathering, demonstration, competition, parade,

FOOTPATH means a path or way primarily designed for, and used by pedestrians, and includes a footbridge.

GOODS means any product or service.

MATERIAL means any material of whatever kind and includes jumbo bins and other containers for waste material, but excludes vehicles.

MOBILITY DEVICE means any device whether motorised or not that is designed for the primary purpose of enabling a user to be more mobile, including but not limited to mobility scooters, power chairs, and wheelchairs.

NOISE ENHANCING DEVICE means any type of microphone, sound system, speaker or similar that emits sound whether it be music or voice.

NUISANCE has the same meaning given by section 29 of the Health Act 1956 and includes a person, animal, thing or circumstance causing unreasonable interference with the peace, comfort or convenience of another person whether or not that person is in a public place.

PERSON includes a natural person, a corporation sole, and a body of persons whether incorporated or not.

PREACHING means any person reading, speaking or using any other method of creative expression to share their beliefs whether or not they are religious.

PUBLIC PLACE means a place that is:

- (a) Under control of Council
- (b) Open to, or used by the public, whether or not payment is required for admission; and includes:
 - i. Any part of a public place
 - ii. Any reserve, park, domain, beach, foreshore and recreation grounds
 - iii. Any road, footpath, accessway, throughfare and berm owned by Council. This does not include private roads or roads owned by Waka Kotahi

SERVICE DELIVERY VEHICLE means any vehicle being used for the purpose of delivering goods to the building of any business or organisation and does not involve the sale of the goods to the general public in any place.

SIGN means any device, character, graphic or electronic display, whether temporary or permanent, which:

- (a) is for the purposes of:
 - (i) identification of or provision of information about any activity, property or structure or an aspect of public safety;
 - (ii) providing directions; or
 - (iii) promoting goods, or events;

(b) is projected onto, or fixed or attached to, any structure or natural object including any vehicle or trailer; and

(c) includes the frame, supporting device and any ancillary equipment whose function is to support the message or notice.

(d) for the purpose of this bylaw, any bunting, poster, mural, banner flag, billboard footpath/sandwich board, or projection is also to be considered a sign.

SKATEBOARD A wheeled device controlled or propelled by gravity or by energy exerted by the rider, or equivalent device propelled by a battery including but not limited to skateboards, roller skates, scooters, trolleys, electric scooters, or similar recreational devices. This does not include any wheelchair, baby or adult carriage or bicycle.

STOCK means Cattle, sheep, horse, deer, donkeys, mules, goats, pigs, alpacas, llamas, poultry and any other animal farmed or contained by humans of any age or gender.

TEMPORARY SIGN means any sign advertising any forthcoming event, which is continuously displayed for no more than 3 calendar months in any 1 year, and includes:

- (a) A parliamentary or local authority election, or candidates for any such election; or
- (b) Construction or development works on a building site or demolition site; or
- (c) The sale, auction, or lease of the property or land the sign is located on; or
- (d) Any exhibition or entertainment event.

TRADING means an activity undertaken by any person involving the sale of goods, or the offering of a commercial service for payment, or any other compensation in a public place, including but not limited to pop up stalls, mobile shops, temporary drinks outlets, and temporary food outlets. A trading activity may be temporary or permanent, occurring on a one-off basis or as a series of events. Trade and trading have a corresponding meaning.

VEHICLE means a device equipped with wheels, tracks or revolving runners upon which it moves or is moved. It includes:

- (a) Trailers
- (b) Caravans
- (c) Boats
- (d) The shell or hulk of a vehicle

but does not include:

- (e) A perambulator or pushchair
- (f) A mobility scooter
- (g) A bicycle
- (h) A skateboard
- (i) A motorised wheelchair.

5 DELEGATION

- 5.1 In this Bylaw, where the written permission of the Council is required, such permission may be given by the Chief Executive who may delegate all or part of that function to any Authorised Officer.

DRAFT

PART 2 – PUBLIC PLACES**6 PUBLIC SAFETY AND NUISANCES**

- 6.1 Any person in a public place must not:
- (a) Set off any fireworks or explosive material or allow the setting off of fireworks or explosive matter in a manner which creates or is likely to create a nuisance to users of any public place;
 - (b) Leave any work, hole or excavation in a public place in a manner that could be a danger to anyone entering or using that public place;
 - (c) Take off or land any aircraft including model aeroplanes, hot air balloon, hang glider, parachutes or similar, except in an emergency;
 - (d) Conduct any activity, including the playing of any game recklessly or in a manner which may intimidate, be dangerous or injurious or cause a nuisance to persons in the public place, or damage the public place;
 - (e) Beg in a manner that may intimidate or cause a nuisance to any person.
 - (f) Allow or cause the drippings of eaves or other projections of any building to fall in a manner likely to cause a nuisance.

7 PREACHING, BUSKING AND SOLICITING DONATIONS

- 7.1 Preaching and busking is only permitted in the areas identified in schedule 1.
- 7.2 Before commencing this activity, permission must be granted by the owners of the business or the owner of the building the activity is operating outside. The owners that provided permission may withdraw their consent at any time. If consent is withdrawn the activity must stop immediately.
- 7.3 A person may not undertake this activity for more than a total of 2 hours on any given day.
- 7.4 No person may undertake this activity in a way that causes a nuisance to any person.
- 7.5 No tables or chairs may be placed on the footpath in association with this activity.
- 7.6 Direct interaction with the public associated with this activity must be initiated by the member/s of the public.
- 7.7 No noise enhancing device may be used in association with this activity.
- 7.8 No person shall distribute any printed or written material advertising any product, service or entertainment in a way that does or is likely to cause a

nuisance. Any person distributing printed or written advertising material in a public place shall be responsible for the removal of any litter attributed to the distribution of the advertising material.

7.9 The activity must be undertaken in a way then ensures that access is not impeded to fire exits, fire hydrants, shop and business entranceways, rubbish receptacles, pedestrian flow, or street furniture stands.

7.10 Display stands associated with this activity must:

- i. Be a maximum of one display stand associated with a person undertaking this activity may be used at any one time.
- ii. Be erected at the beginning of the activity, and removed when the activity ends.
- iii. Incorporate the logo or name that clearly identifies the organisation or person responsible for it.
- iv. Not exceed 500mm(w) x 500mm(d) x 1200mm(h).
- v. Not obstruct the path of pedestrians, and must leave a gap of at least 2m for pedestrians to pass.

8 OBSTRUCTING PUBLIC PLACES

8.1 Any person in a public place must not:

- (a) Obstruct, impede, interfere with, cause a nuisance or block pedestrian or vehicular traffic access on, to or from a public place
- (b) Obstruct, remove, or damage any culvert, sewer or drain on any public place;
- (c) Place, leave or permit any object or thing, including without limitation any vehicle, packing case, crate, basket, cask, barrel, package or other encumbrance which creates or is likely to create a nuisance;
- (d) Participate in any assembly or associate with other persons in a way that impedes pedestrian or vehicular access to buildings facing onto the public place or organise or conduct any meeting, gathering, demonstration, parade, procession or competition in a public place which creates or is likely to create a safety hazard or a nuisance;
- (e) put any portico, projecting window, balcony, wall, lamp, door step, cellar door, lamp post, signboard, window shutter, gate post, awning, or other obstruction or projection of any kind whatsoever in, on, over or under a public place. This restriction shall not apply to any veranda or awning erected pursuant to a requirement of the District Plan;

- (f) allow any gate or door on a property abutting a public place, to swing over or across the public place;
- (g) allow vegetation to encroach on to or over any public place to obstruct or interfere with street lighting or the free movement of persons or vehicles using that public place;
- (h) place any item on a footpath unless in accordance with section 9.

9 GOODS AND OUTDOOR DINING IN PUBLIC PLACES

- 9.1 Goods intended for sale or display by shop owners, or tables and chairs for outdoor dining, may be set out on a footpath directly outside the shop to which they relate provided.
- (a) The goods or tables and chairs do not extend past the store frontage to which they relate;
 - (b) There is a minimum of 2 metres of footpath clear for pedestrian traffic.

10 DAMAGE TO PUBLIC PLACES

- 10.1 No person in a public place can do, cause or permit to be done any act whatsoever by which damage is caused to any public place including:
- (a) Interfere with, destroy, deface, pollute, remove or apply advertising devices to any;
 - a. Natural feature animal or plant including grass plot, flower bed, tree, shrub or plant or any inscription or label relating to it;
 - b. Ornament, statue, building, structure or facilities.
 - c. Name of any street, or the number of any building, or paint, affix, or set up any name of any street, or any number to any building
 - (b) be in control of any animal so that it damages any part of a public place;
 - (c) Remove any sand, soil or other naturally occurring material found in a public place;
 - (d) Open any drain or sewer on, or disturb or remove the surface of, any public place.
 - (e) Carry out an activity where a sign indicates that the activity is prohibited or otherwise regulated.
- 10.2 Any person carrying out authorised works on a public place shall provide reinstatement of the works to a standard approved by Council.
- 10.3 Any person wishing to gain access to a beach shall use a designated access where this is available.

11 USE OF VEHICLES

11.1 Any person in a public place must not:

- (a) Drive or park any vehicle in a public place except in an area set aside for the driving or parking of vehicles;
- (b) No person may operate any vehicle to cross any water channel in any public place other than over a crossing properly constructed for such purpose.
- (c) Use any vehicle whose wheels or tracks cause or may cause damage to the surface or any part of the road.
- (d) Keep any inoperable vehicle unless such vehicle can be made complete and in working order within a period of 24 hours, subject to being removed and impounded at the owners expense if not removed within a period of 24 hours;
- (e) Drive any vehicle except on a formed road, or drive in a manner that is dangerous or inconsiderate to pedestrians or other vehicles in a public place;
- (f) Carry out any work on any motor vehicle in a public place, except in the case of any accident or emergency when repairs are necessary to allow the vehicle to be removed.
- (g) Use any vehicle in a way that it may damage any part of a public place;

12 BUILDING IDENTIFICATION

12.1 Address numbers allocated by Council are required to be displayed in a position so it is readily visible from the road, or public place to which it has frontage.

12.2 The owner or occupier of every building or group of buildings forming part of a complex must mark such building, complex, or letterbox associated with that building or complex with numbers no less than 50mm in height for residential buildings and letterboxes, and not less than 150mm in height for all other buildings, regardless of the building or complex being identified by other means.

12.3 Numbers required by 12.1 must be maintained by the owner or occupier in such a manner as to readily identify the property at all times.

Note: If a building has been identified as being earthquake prone, the notice must be displayed in accordance with the Building Act.

13 STOCK ON PUBLIC PLACES

13.1 No person shall permit any stock to be on a reserve, beach, footpath or cycle track or other area designated as an area prohibited, or Council has prohibited

the entry of stock by resolution or public notice, without the prior consent of Council.

- 13.2 Any person having control of stock on any public place shall ensure that the stock is kept under proper control, with consideration for other persons using the public place.
- 13.3 Any person being the owner of or having control of any horse or stock in a public place shall immediately remove any faeces deposited by that horse or stock from any public place.

14 FENCES

- 14.1 No person shall allow any rail, gate, or fence adjacent to a public place to be in a state of disrepair or in a state that Council considers to be a danger to the safety of people using the public place.
- 14.2 No person may erect or permit to be erected electrified fencing or barbed wire within 1 metre of the boundary of any public place unless the height of the barbed wire is at least 2 meters above ground level, or the electrified fencing is at least 3 meters above ground level.
- 14.3 Clauses 14.2 shall not apply within areas zoned as rural under Council's district plan, except when the fence abuts or adjoins a footpath.

15 BICYCLES, SKATEBOARDS AND MOBILITY DEVICES

- 15.1 A person must not use or ride a bicycle, Skating Device or Mobility Device in any public place in a manner as to be, in the opinion of Council:
- (a) Intimidating;
 - (b) Dangerous;
 - (c) A Nuisance;
 - (d) Likely to cause damage to property.

16 REFUSE

- 16.1 No person shall take to any place of disposal material of any kind which has been prohibited by the Council.
- 16.2 On premises set aside by the Council for the disposal of refuse, no unauthorised person can enter, loiter, disturb any deposit of refuse, or remove any article or material of any kind.
- 16.3 No person shall place, leave, dump, or fly tip waste of any type in a public place including but not limited to;
- (a) Place or leave litter or any material or substance which are likely to be hazardous or injurious to any person, or likely to create a nuisance;
 - (b) Deposit in or around a public litter receptacle any household waste, recyclable waste, green waste, commercial waste, trade refuse or hazardous waste;
 - (c) Interfere with any refuse which is awaiting collection by an authorised collector.
 - (d) Throw or in any way deposit any offensive matter including without limitation dead animals or parts of dead animals and animal waste,
 - (e) Every person must properly dispose of the body or part of the body of any animal belonging to them, or in their charge or keeping, that has been killed or died while straying or being driven on any public place.

PART 3 – TRADING IN PUBLIC PLACES**17 TRADING IN PUBLIC PLACES**

- 17.1 No person may undertake a trading activity in a public place without obtaining a licence from Council.
- 17.2 The application of the licence must be made in writing on the appropriate form.
- [17.3](#) If the applicant wishes to sell goods at a location outside an existing shop or business, the application must include written consent from that shop or business owner.
- [17.4](#) [Clause 17.3 does not apply to community events.](#)
- [17.5](#) Licence holders must comply with the conditions an authorised officer deems fit to impose on the licence.
- [17.6](#) The licence may specify without limitation:
- (a) The name of the licence holder;
 - (b) The duration of the licence;
 - (c) The location to which the licence applies;
 - (d) The type of trading activity the licence allows;
 - (e) The hours allowed for trading by the licence;

(f) The use of signage

~~17.6~~17.7 The Council may, at its discretion, review, withdraw or alter conditions on a licence with a minimum of 24 hour notice given to the permit holder.

~~17.7~~17.8 The Council may immediately without notice alter, suspend, or cancel any licence if:

- (a) licence conditions are being breached;
- (b) Urgent works are required in the public place where the licence applies;
- (c) Urgent action is required to protect the public in the public place where the licence applies.

~~17.8~~17.9 Where a licence has been suspended or cancelled the licence holder must immediately remove any vehicle, stall, goods, and materials used in the trading activity from the public place.

~~17.9~~17.10 A licence granted by this bylaw is not transferable to any other person.

~~17.10~~17.11 A licence cannot be transferred to any other trading activity carried out by the person.

~~17.11~~17.12 Council may by resolution prescribe fees for licences or site rentals or both.

~~17.12~~17.13 Every licence holder shall always display their licence in a way that is visible to the public when engaged in the licenced activity.

~~17.13~~17.14 Exemptions for requiring a licence to trade in public places:

- (a) Selling or disposal by commercial fishermen of limited quantity of fish in the vicinity of a fishing vessel as specified in section 191 (2), Part 10 of the Fisheries Act 1996;
- (b) Service delivery vehicles including milk vendors;
- (c) Any market, stall or stand which has a current approval under any other bylaw, legislation, resource consent or specific resolution of Council.
- (d) The organiser of a community event may apply on behalf of a specified group of people who are intending to sell goods as part of that event, if a licence is granted it will apply to that group.

(e) One licence can be applied for and granted for an event spanning up to a maximum of 7 days.

~~(d)~~(f) One licence can be applied for and granted for a series of events occurring over a period of up to 6 months providing that the events are organised as continuous series by the same person.

PART 4 – SIGNS**18 GENERAL CONTROLS ON SIGNS**

- 18.1 No person may display a sign in a public place or on or overhanging any land or building owned by the Council without a permit from the Council unless:
- (a) The display of the sign is authorised by this bylaw or a permit is issued under this bylaw; or
 - (b) The display of the sign is expressly allowed by a resource consent under the Resource Management Act 1991.
- 18.2 No person may place or allow to remain in place any sign which explicitly or implicitly:
- (a) Is discriminatory or advocates discrimination based on one or more of the prohibited grounds of discrimination as set out in the Human Rights Act 1993;
 - (b) Is objectionable within the meaning of the Films, Videos and Publications Classifications Act 1993;
 - (c) Is offensive, threatening or insulting; or
 - (d) Incites or encourages any persons to commit any offence.
- 18.3 All signs and their supporting structures shall be constructed, fixed, placed and maintained in a manner so they do not pose a danger to property or the public.
- 18.4 The owner of the sign is responsible for ensuring the sign does not pose a danger to property or the public.
- 18.5 No person shall display any advertising material on a vehicle whether stationary or moving on a road, where that vehicle is being used primarily for the purpose of exhibiting advertising material. Note: This clause does not apply to any advertising material on a stationary or moving vehicle where that advertising material is permitted as a condition of a licence to trade in a public place issued by the Council, or where the advertising material relates to the business that owns the vehicle.

Note: Any sign that requires a building consent must have obtained the consent before the sign is erected.

Note: Signs that are located on any privately owned premises within the district are required to comply with the district plan.

19 SIGNS OVER FOOTPATHS

- 19.1 All signs suspended from verandas over public places shall be:

- (a) No closer than 2.4m to the footpath beneath the sign;
- (b) Set back at least 600mm from an imaginary vertical line from the road kerb;
- (c) If located on the veranda fascia, be not more than 900mm in depth, or protrude more than 200mm from the fascia;
- (d) If located under the veranda fascia, at right angles to the fascia line, and be limited to one per site;
- (e) If located on top of the veranda, be not more than 1.2m high, not more than 1.8m² in area and limited to one per site; and
- (f) Advertise only businesses, services and products located on the site of the sign.

20 SIGNS AND FLAGS ON FOOTPATHS AND BERMS

- 20.1 No person may display a footpath or flag sign on a footpath or berm unless;
- (a) The sign advertises the business or relates to the business activity of the business it is located outside of; and
 - (b) There is not more than one flag sign or footpath sign for each business; and
 - (c) The sign is located adjacent to the business to which it relates; and
 - (d) The sign is not displayed when the business is not open to the public; and
 - (e) There is a minimum width of footpath free from obstruction of 2 metres
 - (f) The footpath sign or flag sign is placed immediately adjacent to the footpath kerb, provided that it does not protrude onto the road; and
 - (g) The sign complies with the following specifications:

Footpath sign	
Maximum height	1.0 metres
Maximum width	0.6 metres
Maximum base spread	0.6 metres

Flag sign	
Maximum height	2.0 metres
Maximum width	0.9 metres
Maximum base spread	0.6 metres
Maximum flagpole height	3.0 metres

21 SIGNS AFFECTING TRAFFIC SAFETY

- 21.1 No sign shall be placed or be allowed to remain where in the opinion of the Council that sign would:
- (a) Obstruct or be likely to obstruct the view of any corner, bend, intersection, vehicle crossing, traffic sign or traffic signal;
 - (b) Distract or be likely to distract the attention of road users;
 - (c) Resemble or likely to be confused with any traffic sign or signal;
 - (d) Invite drivers to turn so close to a turning point that there is no time to signal and turn safely;
 - (e) Create or be likely to create in any way a danger to road users.

22 SIGNS AFFECTING TRAFFIC SAFETY

- 22.1 No sign shall be placed or be allowed to remain where in the opinion of the Council that sign would:
- (a) Obstruct or be likely to obstruct the view of any corner, bend, intersection, vehicle crossing, traffic sign or traffic signal;
 - (b) Distract or be likely to distract the attention of road users;
 - (c) Resemble or likely to be confused with any traffic sign or signal;
 - (d) Invite drivers to turn so close to a turning point that there is no time to signal and turn safely;
 - (e) Create or be likely to create in any way a danger to road users.

23 LIGHTING OF SIGNS

- 23.1 Signs must not be flashing, animated, or reflective, and must not contain moving lights, lasers or images.
- 23.2 Illuminated signs must:
- (a) have all floodlights or concealed lighting directed solely on to the advertisement and its surrounds;
 - (b) have any light source shielded so that glare does not extend beyond the advertisement;
 - (c) with the exception of neon signs, have no light source visible to passing motorists with a light output greater than that of a 65W incandescent bulb;
 - (d) not be illuminated in a way that makes the sign appear to move, shimmer, flash, strobe, sparkle or revolve;

- (e) not be illuminated in a way that it causes a nuisance or traffic hazard.

24 TEMPORARY SIGNS

- 24.1 Any temporary sign shall comply with the rules about the number, size, and type of signs, contained in the Rangitikei District Plan for the zone in which the sign is erected.
- 24.2 No election signs shall be placed on any public place.
- 24.3 Temporary signs shall not be attached in any way to poles, fences, street furniture or other public utilities on any public place.
- 24.4 No person shall allow, or allow any other person, on any land or premises commence or continue to display, fix, erect, re-erect or alter the construction of:
 - (a) Any temporary sign advertising land or premises for sale, auction or lease after one calendar month after the date of settlement; or
 - (b) Any temporary sign (other than a sign advertising land or premises for sale, auction or lease) for more than 2 days following completion of the event to which the sign relates.

Note: Election signs are also required to comply with any electoral regulations.

25 REPAIR OR REMOVAL OF SIGNS

- 25.1 The Council may require the owner of any sign that is deemed non-complying, unsafe or unauthorised to remove or repair that sign. If the owner is unknown, Council has the right to remove the sign.
- 25.2 A publicly visible sign must be removed as soon as reasonably practical and within 2 days once the sign is no longer required for advertising purposes.
- 25.3 The Council may pull down, alter or remove any poster or sign and recover the costs of removal from the persons placing the poster or sign if it has been placed on any:
 - (a) Building or structure without the permission of the owner of that building or structure;
 - (b) Surface, building or structure in a public place not being a designated poster site;

PART 5 – ENFORCEMENT**26 DISPENSATION**

- 26.1 A person may request permission from Council, to undertake any activity not allowed by this bylaw.
- 26.2 Any person wishing to obtain Council approval for the purposes of this bylaw must make a written application to Council.
- 26.3 On receipt of an application, along with receipt of full payment of a fee if required, Council may grant the approval, refuse the approval, or request further information.
- 26.4 Any approval granted under clause 25.3 may be subject to any conditions imposed by Council that Council considers to be appropriate.
- 26.5 A person granted an approval with conditions imposed under 25.4 must comply with those conditions.
- 26.6 Council may revoke, modify or cancel any Council approval granted under this bylaw if;
- (a) Any conditions of the approval are not complied with,
 - (b) There is material change in circumstances which requires the approval, or any conditions imposed on an approval, to be revoked or modified, or
 - (c) The information provided to Council in support of the approval application is found to be incorrect or misleading.
- 26.7 Council must give the approval holder written notice of its intention to revoke, modify or cancel any Council approval or conditions under 25.6, including a description of why the revocation, modification or cancellation is necessary.
- 26.8 After receipt of a notice issued under clause 25.7, and if an approval holder disputes the need for revocation or modification, the approval holder may submit any relevant information to Council within 5 working days, after which the Council will make a final decision.

27 OFFENCES AND PENALTIES

- 27.1 Any person who does not comply with any requirement or condition of their approval or acts contrary to any prohibition or resolution made in this bylaw, commits an offence against this bylaw.
- 27.2 Every person who obstructs or hinders any authorised officer in the exercise of their powers under this bylaw shall be liable to prosecution for an offence against this bylaw.
- 27.3 Any breach of this bylaw is an offence and liable to summary conviction and a fine not exceeding \$20,000 as set out in the Local Government Act 2002.

- 27.4 Council may use its powers under the Local Government Act 2002 to enforce this bylaw.

28 EXEMPTIONS

- 28.1 An Iwi's customary rights are not affected by this bylaw.
- 28.2 The prohibitions and restrictions contained in this bylaw do not apply to
- (a) any Authorised Officer when engaged in the performance of their regular duties;
 - (b) any emergency vehicle at the time of being engaged in urgent official emergency business;
 - (c) any vehicle being used for an event or activity with an approved traffic management plan where operation of the vehicle is compliant with that traffic management plan;
 - (d) any vehicle carrying out, or involved in the delivery of a public work where:
 - i. no other practicable alternatives to the activity are available;
 - ii. the vehicle is being used with due consideration to the other road users;
 - iii. the activity is one that the council, at its discretion, considers is reasonably necessary for the purposes of the public work.

9.4 Update on Nga Marae O Rangitikei Report

Author: Pio Rowe, Project Manager-Infrastructure

Authoriser: Adina Foley, Group Manager-Capital Projects

1. Reason for Report

- 1.1 The purpose of this report is to update Te Roopuu Ahi Kaa on the work being completed for the Nga Marae O Rangitikei water assessment project.
- 1.2 Request to advise RDC on where we should spend the remaining funds for the Marae water upgrades.

2. Context

- 2.1 In 2023 Rangitikei District Council received funding from Better Off Funding (BOF) to complete water assessment of the current infrastructure at marae and papakāinga across the district. The full amount of the funding was for \$200,000 to cover the completion of compliance in accordance with the recommendations specified in the individual Marae Water Assessments so that all Marae meet the new standards for potable water, stormwater and wastewater set by Taumata Arowai.

3. Marae Upgrades Update

- 3.1 PMO staff are in touch with the marae representatives to work with them on the suggested upgrades.
- 3.2 RDC are working with plumbers to receive quotes for the proposed upgrades, and then confirming as funding allows.
- 3.3 Staff will continue engagement with marae until recommended upgrades are completed.
- 3.4 Due to the complexity, legalities and cost around Rata Marae it was suggested to the marae representative to apply for additional funding. The marae representative has contacted the funders and will continue to update RDC staff.
- 3.5 Below is an overview of the current engagement with marae:

Marae Name	Site Visit	Report Presented or Emailed	Quote Accepted	Works Completed
Parewānui Pā	✓	✓	✓	✓
Tini Waitara Marae	✓	✓	✓	✓
Kauangaroa Marae	✓	✓	✓	✓
Winiata Marae	✓	✓	✓	
Rātana Pā Community Marae	✓	✓	✓	
Rātā Marae	✓	✓		
Whangaehu Marae	✓	✓	✓	✓
Moawhango Marae	✓	✓	✓	✓
Opaea Marae	✓	✓	✓	✓
Rakeapauma Marae	✓	✓	✓	✓
Parewahawaha	✓	✓	✓	

4. Funding Update

- 4.1 A sum of \$200,000 has become available from Central Government to assist marae in the district to gaining compliance in water infrastructure.
- 4.2 75 percent of the funding will be spent on the proposed upgrades.
- 4.3 The PMO requests suggestions where the remaining 25 percent of the funding will be spent.

5. Conclusion

- 5.1 Rangitikei District Council has received additional funding from central government to assist with compliance at marae and papakāinga across the district (potable water, wastewater, and stormwater systems).
- 5.2 RDC staff are currently working with marae and plumber to see suggested upgrades completed.

Recommendation 1

That 'Nga Marae O Rangitikei Update' report be received.

Recommendation 2

That staff be supported by xxx [insert committee member name here] to continue to engage with Winiata Marae representative for plumber to gain access to quote on work required and complete the suggested upgrades.

Recommendation 3

That RDC staff continue to work with Rata Marae representatives and the plumber to determine the best course of action to assess the upgrades that can be completed legally and use some or all the remaining 25% of funding towards those upgrades.

10 Reports for Information

10.1 Mayor's Report - March 2024

Author: Andy Watson, His Worship the Mayor

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

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

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

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

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

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

Rural & Provincial Sector Meeting

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

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

ITEM 10.1

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

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

Attachments:

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

Recommendation 1:

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

Mayors Engagements

March 2024

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

ITEM 10.1

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

	Attended Citizenship Ceremony at Te Matapihi (11 new citizens) Attended weekly meeting with Deputy Mayor
27	Attended New Staff Whakatau at Te Matapihi Attended LTP Community BBQ – Taihape
28	Attended Finance/Performance Committee Meeting Attended Council Meeting



LGNZ FOUR-MONTHLY REPORT FOR MEMBER COUNCILS

// NOVEMBER 2023-FEBRUARY 2024



Ko Tātou LGNZ.

This report summarises LGNZ’s work on behalf of member councils and is produced three times a year. It complements our regular communication channels, including Keeping it Local (our fortnightly e-newsletter), providing a more in-depth look at what we do.

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Introduction

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

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

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

LGNZ advocated for more time and flexibility around LTPs given the changes to water reform. This was achieved, with the repeal legislation giving councils an additional three months to adopt their LTPs, an ability to forgo the audit of the consultation document, and to reduce consultation requirements on subsequent amendments. There's a lot more detail about all areas of our policy and advocacy work in this report.

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

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

Ngā mihi
Sam and Susan



Progress on strategic goals

Priority/01

Resetting the relationship with Central Government

Political engagement and government relations

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

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

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

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

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

Briefing to the Incoming Government

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



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

Priority/02

Establishing stronger Te Tiriti-based partnerships with Iwi Māori

Waitangi commemorations

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

Te Maruata update

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

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



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

Choose Localism and Future by Local Government

FbLG process

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

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

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

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

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

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

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

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

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



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

What now for FBLG?

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

Choose Localism

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

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

As part of the Choose Localism campaign, we are looking at ways to tackle the issue of voter turnout (and therefore mandate) for local government. There have been several reviews and numerous calls for local government electoral reform over the years, with no progress being made. Only four out of ten eligible voters have their say in local elections, compared with eight out of ten for central government. Mayor Nick Smith, who has been part of a number of Justice Select Committees looking into this, will lead an LGNZ Technical Working Group to get traction on the issue. The working group will have a very clear purpose: to drive LGNZ’s advocacy work to strengthen the democratic mandate for local government to represent and meet the needs of its communities. Moving local government to a four-year term will be part of this work.



Priority/04

Ramping up our work on climate change

Inquiry into community-led retreat and climate adaptation funding

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

Other climate change work

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

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

Support for Cyclone-affected councils

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

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

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



Priority/05

Delivering and building on our core work

Water services reform

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

The replacement approach for water services will be rolled out in two parts. A first bill will be passed by the middle of the year and will require the development of service delivery plans (which will be the vehicle to self-determine future service delivery arrangements). This bill will also put in place transitional economic regulation and provide a streamlined process for establishing joint water services CCOs. A second bill will be introduced at the end of the year and will set out provisions relating to long-term requirements for financial sustainability, provide for a complete economic regulation regime, and introduce a new range of structural and financing tools, including a new type of financially independent council-controlled organisation.

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

Resource management reform

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

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

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

Transport

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



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

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

Our position statement includes the following key policy objectives:

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

City and regional deals

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

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

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

Local government funding and financing

We have commissioned NZIER to estimate the financial impacts of various reforms on councils – which is all about quantifying the unfunded mandate. This work will support our ongoing conversations with the Government on how they consider and mitigate the implementation and operational costs on local government of their reforms. The specific areas we are costing (National Policy Statement for Freshwater Management, National Policy Statement on Urban Development and Medium Density Residential Standards, Local Alcohol Policies, improving recycling and food scrap collections) have been chosen to be representative of reforms with a range of impacts on councils. This work is expected to be completed in May.



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

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

Ratepayer Assistance Scheme

The RFS is a special purpose tool that would provide support to ratepayers to finance any local authority charge. With balance sheet separation, and proximity to both local and central government, it would have a very high credit rating and therefore be able to provide the cheapest possible financing terms to ratepayers.

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

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

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

Remits

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

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



	develop a case for change before engaging with the Minister of Justice.
Ability for co-chairs at formal meetings	Guidance on how to introduce co-chairs, which has been informed by legal advice, has been incorporated into our revised Guide to the LGNZ Standing Orders Template, which was published in early February 2024.
Parking infringement penalties	We're yet to start substantive work to progress this remit.
Rural and regional public transport	This remit will also be picked up through the work that our Transport Forum leads.
Establishing resolution service	National Council agreed that work to progress this remit will form part of our 2023 – 2025 strategy.
Earthquake prone buildings	We met with the Deputy Mayor of Manawatū District Council to begin development of a proposed plan for next steps on this remit, which will be delivered this year. We have also reached out to Engineering New Zealand to understand their perspectives on the viable options.
KiwiSaver contributions for elected members	We've received legal advice from Simpson Grierson on the changes that would need to be made to the Local Government Act 2002 and the KiwiSaver Act 2006 to enable elected members to be eligible for KiwiSaver contributions and have begun drafting advice for Ministers and officials.
Scope of audits and audit fees	Part of the approach to reduce audit fees is to ensure that the legislative requirements and scope (and resulting repetition and complexity) of Long-Term Plans and Annual plans and reports are reduced to be better aligned with needs and cost less to audit. To support this, we are in the process of undertaking a desktop review of a number of reports that made recommendations on how to achieve this. We've also made recommendations around the need revisit councils' planning and accountability obligations in our Future by Local Government Consensus Outcome Paper.

Other policy and advocacy work

Freedom camping

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

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



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

Drought planning

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

Media

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

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

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

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

Another major piece of advocacy through media is four-year-terms for local government. Sam has used every opportunity to talk about the efficiencies we'd gain by implementing longer electoral terms. This has led to stories in local papers as well as in-depth coverage by RNZ's political reporter, Russell Palmer.

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



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

Conference and Excellence Awards update

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

Engagement with members, including sector and zone meetings

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

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

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

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

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

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



Mayors' Taskforce for Jobs

Mayors' Taskforce for Jobs (MTFJ) is refreshing its five-year strategic plan. The plan reconfirms the focus of the MTFJ kaupapa firmly on rangatahi, particularly those youth who are NEET (Not in Employment, Education or Training).

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

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

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

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

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

Te Uru Kahika and the LGNZ Regional Sector

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

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



Our team is meeting regularly with Te Uru Kahika to ensure we are joined up in our support for the Regional Sector. We continue to work together closely on submissions and engagement on central government reforms; for example, on submissions on the inquiry into community-led retreat and the proposed National Policy Statement for Natural Hazard Decision-making. We're also engaging closely with Te Uru Kahika on resource management reform.

Young Elected Members

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

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

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

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

Community Boards Executive Committee

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

- // **Satisfaction survey of community boards and mayors:** CBEC commissioned FrankAdvice to undertake a survey of community boards and mayors to better understand the mood of community boards, and relationships between councils and community boards, as well as identify areas for improvement, with particular emphasis on roles, remuneration and relationships with councils. The final report, with recommendations, is expected to be released in late February. The findings will be used for ongoing advocacy by CBEC and to inform updates to the Governance Guide for Community Boards.
- // **Community Boards Conference:** CBEC is well underway with planning for the 2024 Community Boards Conference, which is being held as part of SuperLocal. CBEC members have been working hard with the LGNZ team to pull together a programme, and seek speakers and sponsorship.
- // **Declarations:** the Committee has discovered that some councils do not require appointed board members to make a community board declaration – creating a potential risk to councils should a board decision be challenged on the basis that some members were ineligible to vote. CBEC sought legal advice, which confirmed that all appointed members should make a community



board declaration as well as their council declaration. That advice has been sent to all councils with community boards.

// **Remuneration:** CBEC is working with the Remuneration Authority to improve the basis on which community board remuneration is set. CBEC is working on a “time and motion” survey to provide more accurate information to the Authority on the nature of community board members’ responsibilities and the time board members spend on official duties. The Authority has not been able to resolve how to remunerate boards with additional responsibilities (member pay is based on population without any consideration of the level of responsibility). CBEC plans to provide feedback to the Authority when it is next reviewing its remuneration approach, within the next year or so.

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

Council capability

CouncilMARK

Our continuous improvement programme has undergone significant enhancements over the past year in response to feedback from the sector. These changes aim to increase programme participation and deliver greater value to participating councils. The programme has extended its focus beyond independent assessments to support councils throughout their continuous improvement journey, both before and after assessment.

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

Ākona

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

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

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



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

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

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

Guidance and advisory for members

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

- // **The 2022 -25 elected member census:** This summary report shows that there has been a significant increase in the number of members who identify as Māori and that overall, members are getting younger.
- // **Local government voters 2022:** This report summarises the survey of voters and non-voters undertaken shortly after the 2022 elections. It shows the number of voters aged between 18 – 25 has grown significantly since 2001, and a big increase in the number of voters who placed their completed voting papers in a ballot or voting box from 12% in 2016 to 28% in 2022.
- // **An elected members' guide to representation reviews:** This is to strengthen elected members' and citizens' understanding of the representation review process.
- // **Ombudsman's report on workshops – update to standing orders guidance:** In October 2023 the Ombudsman published a report "Open for Business" in which he was critical of the number of public excluded workshops held by councils. The report, while finding that there was no evidence that workshops were being used for making decisions, made several recommendations for improvements. We have commissioned Simpson Grierson to review the recommendations and incorporate those that are relevant into LGNZ's Guide to Standing Orders. We expect to republish that Guide later this year.
- // We've recently updated our **Guide to the LGNZ Standing Orders Template**. The updates provide councils with guidance on how to amend their standing orders to incorporate changes to the definition of a quorum (for those joining by audio visual means). They also provide guidance on the Ombudsman's recent report on public access to workshops.
- // We're working with the Taituarā Democracy and Participation Working Group to fine tune our **Standing Orders Template**, with a focus on readability. The updated version will be available to councils in early 2025, giving plenty of time to be prepared ahead of the 2025 local body elections. The new template will also reflect legislative changes made since mid-2022 when the current template was drafted.



Moata Carbon Portal

The Moata carbon portal is a tool that allows embedded (capital) carbon to be measured and monitored across any capital works programme. It enables councils to account for and reduce carbon emissions generated from water, transport and infrastructure (vertical and horizontal) projects. We have also been in planning mode for Mott MacDonald to attend the first Zone meeting of the year to provide an overview of the carbon portal as well as some findings from the carbon baseline completed on Queenstown Lakes LTP in 2023.

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

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

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

Libraries partnership

Our Libraries Advisor will be with LGNZ until the end of June 2024, when the project funding comes to an end (this was a Covid-19 recovery initiative). The work programme agreed to with DIA and the New Zealand Libraries Partnership Programme has included sharing findings from research to identify the value of public libraries as vehicles for service delivery. At the end of 2023, the Advisor met with council leaders and library staff in the Far North and Whangārei, and in early 2024 is visiting councils in Horowhenua, Palmerston North, Rangitikei, Taupō, Waipā and South Waikato. The conclusion of this project will include a report that will outline all the key trends identified and findings made across the three years.



Appendix 1: complete list of Ākōna learning and development assets

Courses

There are now 17 courses available on Ākōna.

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

LGNZ four-monthly report for members – February 2024 // 21



All courses feature

Emodules

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

Resources

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

Ako Hours

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

Kōrero Corner

Social learning with peers and experts.

Added value

Partnership

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

Elected member capability framework

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

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

Advisory Services

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

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



Digital platform – creating your own learning pathways and induction experiences

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

All trackable, reportable and accessible at anytime from anywhere.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
	Date	Meeting	HWTM	Wilson	Calkin	Carter	Dalgety	Duncan	Hiroa	Lambert	Loudon	Maughan	Raukawa	Wong	Notes
136	24-Jan-24	Bulls CC	PR			PR							AB		
137	1-Feb-24	Council Workshop	AP	PR		PR	PR	PR	PR	PR	PR	PR	PR	PR	
138	1-Feb-24	Council Meeting	PR	PR		PR	PR	PR	PR	PR	PR	PR	PR	PR	
139	12-Feb-24	HRWS	PR				PR			PR		AT			
140	12-Feb-24	Hunterville CC	PR				PR			PR					
141	13-Feb-24	TRAK Meeting	PR					PR	PR						
142	13-Feb-24	Ratana CB	PR						PR						
143	14-Feb-24	Marton CC	PR	PR											
144	15-Feb-24	AIN Meeting	PR	PR		PR	PR	PR		PR	PR	PR		PR	
145	15-Feb-24	PPL Meeting	PR	PR			AT	PR	PR	PR		PR		AT	
146	15-Feb-24	Turakina CC	PR			PR									
147	21-Feb-24	Taihape CB						PR						PR	
148	29-Feb-24	Finance/Performance	CB	PR		PR	PR				PR	AP		PR	
149	29-Feb-24	Council	PR	PR		PR	PR	PR	PR	PR	PR	PR	AP	PR	
150	5-Mar-24	ERWS	PR									AP		PR	
151	6-Mar-24	SDMC	PR			PR									
152	13-Mar-24	Bulls CC	PR			PR							PR		
153	14-Mar-24	AIN Workshop	PR	PR		PR	PR	PR		PR	PR	PR		PR	
154	20-Mar-24	RA Meeting	PR	PR			PR		PR		PR				
155															
156															
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163															
164															

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

10.2 Project Management Office Report - March 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 Membrane Upgrade

Water Projects

- 3.5 Marton Water Strategy

Storm Water Projects

- 3.6 Scotts Ferry

Community Facilities & Other Projects

- 3.7 Marton Offices and Library
- 3.8 Taihape Town Hall / Civic Centre
- 3.9 Marton Industrial Park and Rail Hub

Attachments:

1. **PMO report 2024 March - three waters projects** [↓](#)
2. **PMO report 2024 March - community facilities and other projects** [↓](#)

Recommendation 1

That the report 'Project Management Office Report - March 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 (March Update)
Wastewater														
Marton to Bulls Wastewater Centralisation	The purpose of the project is to improve the current Marton and Bulls wastewater network to become efficient, effective, and reliable wastewater collection, treatment and disposal services in a culturally sensitive and environmentally responsible manner that meets evolving regulatory requirements and ongoing sustainable compliance. The Marton to Bulls wastewater centralisation scope includes the construction of a wastewater pipeline from Marton Wastewater Treatment Plant to Bulls Wastewater Treatment Plant, development of best practical option for the discharge, consenting, upgrades of the treatment plants at Marton and Bulls if required.	Adina Foley, Blair King, Pieter Haasbroek	Oct-20	Jun-28	No concerns to date	There is urgency around the delivery of the project. This project will span over numerous years due to its complexity.	The budget is \$25m, however it is not possible yet to put confident costs against all the components of the project. There is a general expectation that the project will cost more than the current budget, 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	\$ 8,548,944	Ongoing meetings set up with iwi. Iwi is a partner in this project.	Pipeline construction is mostly completed, except for three crossing which need to be designed, consented and implemented. Project Management delivered by PMO. Planner has been engaged. Consenting pathway and timeline has been endorsed by RDC and Horizons Councils.	The project group, which is a collaboration between RDC, IWI, planner and specialists, is meeting regularly. Work is being continued on design for remaining three stream crossing for the pipeline. Foundations to be confirmed following major delays from the Geotech investigation and build cost to be determined. Further specialists for the consenting pathway need to be engaged e.g. Hydrology, Ecology, Hydrogeology, Soil. A workshop/hui has been held with the project team Wednesday 28/02/2024 to learn more how this project can give effect to Te Mana o te Wai and to gain a better cultural understanding as a collective.
Rātana Wastewater discharge to land	This project is a collaborative effort involving local iwi, RDC, HRC and the community of Ratana, 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	\$ 1,225,273	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. Another s92 request has been received (minor questions) to be answered in March. 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	May-24	No concerns to date.	Construction is nearly completed. Some delays due to administrative issues getting the power connected.	No concerns to date. Well within approved budget and a lot of the contingency is not spend or committed to date.	No concerns to date.	1. Delays due to bad weather or supply chain challenges. 2. Poor communication to residents affected by road closures.	\$ 6,358,184	\$ 4,475,309	Updates via email and irregular meetings.	Construction works have been completed	Planned cutover and commissioning is scheduled for 16 April. It is anticipated that all other site work and landscaping will be completed by this date.
Taihape Wastewater Treatment Plant Membrane Replacement	The resource consent for the Taihape Wastewater Treatment Plant is still valid until 2027, but due to significant non-compliance on volume and quality, staff have started a small project to replace the existing membranes and made some small adjustments to the process. There is a separate project ongoing determining the best consenting pathway.	Blair King / Adina Foley	Dec-23	May-24	No concerns to date.	No concerns to date.	No concerns to date.	No concerns to date.	No concerns to date. The work is mostly completed.	\$ 1,139,337	\$ 951,557	Irregular meetings and email updates with iwi. Strong direction from iwi for land discharge.	Most of the work required for the Membrane replacement has been completed.	Minor tweaks to the process to be completed by May 2024.
Water (Drinking)														
Marton Water Strategy	The Marton Water Strategy has been developed with a new bore as its foundation to replace the current source for potable water for Marton. 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, Marton 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 Marton 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.	Completion is expected in December 2024.	Further scope components need to be specified before a final total project budget can be confirmed.	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	\$ 2,040,933	Initial discussion held with iwi, who are supportive of this alternative water source.	The production bore has been constructed and tested. This includes constant rate testing at 26 l/s for 7 days. This test was successfully completed and water quality samples have been taken and analysed. CCTV footage of the completed bore have been received, and the bore site is disestablished and reinstated. A draft AEE report has been received.	Bore only - Final close out actions and practical completion to be issued. Decision on bore casing storage/sale to be made. Stantec have submitted their final flow and quality report which is outlining that the bore is suitable for production of the flows required with a quality that is treatable with the treatment design option selected and approved by Council. A report was presented to council recommending to enter into contract with the preferred vendor, which was accepted by council and a resolution was passed to that effect. Staff are working on the contract document to engage with the approved vendor. Staff have engaged a consultant for the resource consenting process.
Storm Water														
Scotts Ferry Pump	Automation of existing stormwater pump at Amon drain, Scotts Ferry.	Adina Foley / MDC	Nov-20	May-24	No concerns to date	Slow progress, completion expected by May 2024.	No concerns to date	No concerns to date	1. Costs have been approved, there is always a risk of cost overruns. 2. Delays to the timeframes due to bad weather. 3. Ownership of pump and land	\$ 298,424	\$ 76,839	No interest	Alf Downs construction started in Jan. 2024 and confirmed completion date is May 2024. The Generator building completed and Generator installed.	Work has started on site. Control Panel and the connection to the generator will be completed by May 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 (March Update)
Community Facilities														
Marton Offices and Library	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						\$ 19,000,000	\$ 503,428	Staff have and will continue to engage with iwi.	Decision to move forward with a new Marton Office and Library at 46 High Street was made by Council in December 2023.	Peer review on the cost estimate provided by architect is in the draft stages. Staff have completed the procurement process for a QS for the project. Staff are evaluating ways to identify and agree on the high level objectives and deliverables for the project. Some of the key questions were raised to ELT on 6 Mar 2024 and a further discussion is scheduled on 2 Apr 2024. A project structure will be presented to A&i committee on 11 Apr 2024. Staff have started the process for resource consent requirements. Planner has been engaged. Land surveyor, archaeologist, traffic study and a land contamination expert are being evaluated now.
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	\$ 223,054	Iwi were an active part of workshop panel. Staff will continue to engage.	Public feedback workshop was held in Taihape in October 2023. The user group has been formed by RDC staff and will be updated throughout the process. The ROI received good interest with 12 submissions.	Staff received 12 submissions for Registration of Interest (ROI) out of which 4 were shortlisted for the next stage, Request for Proposal (RFP). A pre-RFP briefing was done with the shortlisted vendors on 18 Mar 2024. RFP is now live on GETS and shall remain open until 9 Apr 2024. Staff have scheduled meetings with all 4 parties to go through their RFP submissions on 10 Apr 2024. Staff met with the User Group on 6 Mar 2024 to update them on the progress. The high level concept sketches from the architect are in the draft stages and is expected to be concluded by 29 Mar 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. In late 2020, the 65Ha underwent a District Plan change rezoning the land from rural to industrial. However this was challenged in the Environment Court. In late April 2023, the Environment Court found in favour of RDC, but with provisions (conditions) that RDC believed did not reflect the Court proceedings and, as written, represent a significant barrier to any developer investing in the MRH. In September 2023, the High Court agreed with RDC's position and returned the contested provisions back to the Environment Court for reconsideration. On 8 February 2024 the Environment Court agreed with RDC and removed the provisions at issue. However, this judgement could still be appealed at any point up to 21 March 2024. 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. However, forecast completion is now August 2024 (originally 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 (May 2024). The forecast delay in the developers due diligence has been reported to Kanoa. 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	Feb 2027 to align with the latest forecast from the developer	No concerns to date.	<ul style="list-style-type: none"> Original target completion has been delayed due to the protracted and ongoing Environment Court process and the need to secure additional private investment. The MRH programme aligns with the developer's programme. The developer has advised a +3 month delay to completing their due diligence process. Forecast August 2024. The knock on is a delay to the forecast completion, now revised to Forecast completion February 2027 	<ul style="list-style-type: none"> To date \$1.887M has been drawn down from the central Government funding allocation of \$9.1M. Spend to date is \$3.181M. Hence RDC remains financially exposed to \$1.294M of spend. RDC's position is that this will be recovered from the central Government funding allocation. Conversations are ongoing, but this 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. A draft funding agreement is with the developer for review. 	No concerns to date.	<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 \$1.29M (see Costs). Mitigation: Opportunity to be sought to lobby Government to continue support. Risk: The potential developer's due diligence exercise concludes that the project is not viable. Impact: Additional private funding is not forthcoming. The project cannot be progressed. Mitigation: Alternative developers with a different vision to be sought. Risk: The Councils cost exposure, driven by the unplanned Environment Court (legal fees etc) costs, is not recovered from Government. Impact: Council will incur increased debt levels. Mitigation: Although acknowledged by Kanoa, a recovery mechanism is to be established. Risk: With the Council's financial commitment to the project there is a perceived conflict of interest due to the Council's role in the consenting process and the Environment Court provisions compliance monitoring role. Impact: Reputational impairment. Mitigation: Establish a Special Purpose Vehicle with other investors. Risk: The project does not proceed (due to lack of funding). Impact: Reputational impairment. Mitigation: Establish a community communication plan. 	\$ 9,850,000	\$ 3,430,185	Discussions have previously been held with Ngā Wairiki Ngāti Apa who are supportive of the project.	<ul style="list-style-type: none"> Private developer's due diligence process progressing with RDC support. The developer has declared a + 3 month delay to August 2024. Draft RDC/developer funding agreement issued to the developer for review. Draft Ecological and Landscape Development Plan issued to developer for review. 	<ul style="list-style-type: none"> Stage 1 Development tasks as defined in the Environment Court Provisions progressed. Finalise RDC/developer due diligence funding agreement

10.3 Kaitakawaenga Maori Liaison Report April 2024**Author: Bonnie Brown, Kaitakawaenga- Maori Liaison****Authoriser: Carol Gordon, Group Manager - Democracy & Planning****1. Community Kaupapa and Events**

- 1.1 I attended the Tangi of Andre Meihana with Mayor Andy, Kevin Ross took flowers over to his wife.
- 1.2 I have been attending the engagements for the LTP Consultation, which have been successful engagements in the town Centre and Ratana, I am currently organising one for Mokai Patea. Kaungaroa Marae was interested but we have been unable to nail down a time and date for availability.
- 1.3 I attended the Nga Puna Rau wananga at the start of the year at the convention Centre in Palmerston North, Nga Puna Rau has designed a fantastic website that will be an excellent resource for council and the community featuring real time projects, local knowledge and historic sites.
- 1.4 Rhonda and I went to Ngati Hauiti to look at Marae and to learn about the operations and programmes. We interviewed Robert and with permission from reps I would love to interview everyone on TRAK as a resource for staff about the aspiration and goals of local hapu/ marae so staff can see alignment and gain understanding.
- 1.5 We have been working with RMMA (Mixed Martial Arts) 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. The numbers of attendees has grown exponentially and they have begun a women’s and a smaller kids group. We may be looking for alternative venues for this group as a breakdown in grouping has occurred. The RMMA group has been extremely successful and growing well.
- 1.6 The corporate fight night with RMMA has been postponed with the loss of Marton Boxing and is set for September 2024.
- 1.7 I have met with Monty Gurnick from Department of Internal Affairs, Kaitohutohu Hapori, Community Advisor.
- 1.8 I have regular hui with Leon from PNCC and am scheduled to meet with Jerald from MDC that share the same roles.
- 1.9 Most of the water assessments are complete. Pio is happy to give an update. This money must be spent by June.
- 1.10 We had a large Citizenship Ceremony that was held at Te Matapihi on the 26th March, councillors, Mayor and CE were in attendance. It was awesome having Coral there to karanga and support the event. We encourage 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.
- 1.11 We welcomed new staff in with a whakatau in the month of March and the inductions are going well I have added a Te Tiriti and He Whakaputanga section it has been great to get dialogue around these Kaupapa.

- 1.12 We are currently setting dates for Te Tiriti Training and for a wall walk. Would any Iwi be interested in hosting one?

2. Cultural Capability and Capacity Building

- 2.1 We are currently utilising the services of Pa Rima Puke (Kiu), Lequan Meihana and Tamai Nicholson for the whaikorero at whakatau and Powhiri. I have connected with Awa who is excited to assist when Lequan is unavailable.
- 2.2 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 internally. We have developed a strategy and model, and we are looking forward to our next meeting to sign it off and get started on the engagement policy. We wish to meet with each hapu and marae and discuss what engagement looks like for each.
- 2.3 I am halfway through my interviews and started my exegesis for my studies. Carol has been very supportive of me during this kaupapa.

3. Whanaungatanga

- 3.1 I am excited to get around everyone this year and will be bringing others out to our hui and projects. We have been out to Ngati Hauiti and will get out to the other areas. I met with some contacts through Jo Manuel from Tararua District Council. I continue to have engagement with Todd Taiepa & Leon Tufuga from PNCC and Jerald Twomey from MDC. I met with Neihana Pari from CEDA Wanganui and will be taking Jarod Calkin over to introduce him. I have been working with Jarod in regard to the sale of the town centre buildings, if there is any Iwi interest. There was none at this stage. Engagement was made easy as Kevin Ross and Carol Gordan had pre mentioned it. This is our strategy when any projects come on the radar to let Iwi know early.
- 3.2 I have been assisting Jody Rodgers from Nga Puna Rau to find old letters and korero to assist with the website.
- 3.3 I have regular engagement with Andy from Kiwiburn

4. Correction of the Rangitikei Name

- 4.1 The proposal has gone through to the next stage, and they are now requesting a letter of support from surrounding council this is not a prerequisite. Chris Templeton from the geographic board has explained it is a long and arduous process.

5. Roothing

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

Recommendation

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

ITEM 10.4

10.4 Horizons Update

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

1. Reason for Report

1.1 Mr Fryer will provide a verbal update at the meeting.

Recommendation

That the report 'Horizons Update' be received.

11 Discussion Items

11.1 Climate Change Action Committee

Author: Chris Shenton, TRAK representative

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:

12 Meeting Closed.