



**RANGITIKEI**  
DISTRICT COUNCIL  
*Making this place home.*

# ORDER PAPER

## TE ROOPUU AHI KAA MEETING

**Date:** Tuesday, 11 June 2024  
**Time:** 11.00am  
**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

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**Tumuaki Tuarua:** Ms Piki Te Ora Hiroa

**Nga mema:** Mr Chris Shenton (Ngāti Kauae/Tauira), Mr Thomas Curtis (Te Rūnanga o Ngāti Hauiti), Ms Marj Heeney (Ngāi Te Ohuake), Ms Kim Savage (Ngāti Parewahawaha), Ms Moira Raukawa (Ngāti Tamakopiri), Ms Leanne Hiroti, Dr Katarina Gray-Sharp (Ngāti Rangi), Cr Coral Raukawa, Mr Jordan Winiata-Haines (Ngāti Hinemanu/Ngāti Paki) Cr Gill Duncan, HWTM Andy Watson

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<b>Locations:</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> <u>Marton</u>            Head Office            46 High Street            Marton         </td> <td style="width: 33%; vertical-align: top;"> <u>Bulls</u>            Bulls Information Centre            Te Matapihi            4 Criterion Street            Bulls         </td> <td style="width: 33%; vertical-align: top;"> <u>Taihape</u>            Taihape Information Centre            102 Hautapu Street (SH1)            Taihape         </td> </tr> </table>	<u>Marton</u> Head Office 46 High Street Marton	<u>Bulls</u> Bulls Information Centre Te Matapihi 4 Criterion Street Bulls	<u>Taihape</u> Taihape Information Centre 102 Hautapu Street (SH1) Taihape
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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, 11 June 2024 at 11.00am.**

## **Order Of Business**

<b>1</b>	<b>Karakia/ Prayer .....</b>	<b>4</b>
<b>2</b>	<b>Apologies .....</b>	<b>4</b>
<b>3</b>	<b>Public Forum .....</b>	<b>4</b>
<b>4</b>	<b>Conflict of Interest Declarations.....</b>	<b>4</b>
<b>5</b>	<b>Confirmation of Order of Business .....</b>	<b>4</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>5</b>
	6.1 Confirmation of Minutes .....	5
<b>7</b>	<b>Follow-up Action Items from Previous Meetings .....</b>	<b>13</b>
	7.1 Follow-up Action Items from Te Roopuu Ahi Kaa Meetings .....	13
<b>8</b>	<b>Chair's Report .....</b>	<b>15</b>
	8.1 Chair's Report June 2024.....	15
<b>9</b>	<b>Reports for Decision .....</b>	<b>16</b>
	9.1 Appointment of Deputy Chair of Te Roopuu Ahi Kaa .....	16
	9.2 Updated Memorandum of Understanding: Tūtohinga .....	17
	9.3 Review of Marae Development Fund Policy .....	25
	9.4 Mayor's Report - 30 May 2024.....	30
<b>10</b>	<b>Reports for Information.....</b>	<b>45</b>
	10.1 Update on Iwi Input into Local Water Done Well .....	45
	10.2 Project Management Office Report – Update to end of May 2024 .....	47
	10.3 External Submissions.....	69
<b>11</b>	<b>Meeting Closed. ....</b>	<b>72</b>

## 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 9 April 2024** are attached.

#### Attachments

1. **Te Roopuu Ahi Kaa Meeting - 9 April 2024**

#### Recommendation

That the minutes of Te Roopuu Ahi Kaa Meeting held on 9 April 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, 9 April 2024

**Time:** 11.00am

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

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**Tumuaki:** Ms Piki Te Ora Hiroa (Ngāti Whitikaupeka)

**Tumuaki Tuarua:** Mr Lequan Meihana, (Rātana Pā)

**Nga mema:** Ms Marj Heeney (Ngāi Te Ohuake)  
Ms Kim Savage (Ngāti Parewahawaha)  
Ms Moira Raukawa (Ngāti Tamakopiri)  
Mr Jordan Winiata-Haines (Ngāti Hinemanu/Ngāti Paki)(Zoom)  
Dr Katarina Gray-Sharp (Ngāti Rangī)  
HWTM Andy Watson

**Manuhiri:** Mrs Carol Gordon, Group Manager – Democracy and Planning  
Mrs Adina Foley, Group Manager- Capital Projects  
Mr Pieter Haasbroek, Project Manager  
Mr Michael Fryer, Policy Advisor Iwi and Hapu Relationships- Horizons Regional Council  
Ms Bronwyn Hautapu, Horizons Regional Council  
Ms Kezia Spence, Governance Advisor

**Order of Business**

<b>1</b>	<b>Karakia/Prayer</b> .....	<b>3</b>
<b>2</b>	<b>Apologies</b> .....	<b>3</b>
<b>3</b>	<b>Public Forum</b> .....	<b>3</b>
<b>4</b>	<b>Conflict of Interest Declarations</b> .....	<b>3</b>
<b>5</b>	<b>Confirmation of Order of Business</b> .....	<b>3</b>
<b>6</b>	<b>Confirmation of Minutes</b> .....	<b>3</b>
<b>7</b>	<b>Follow-up Actions</b> .....	<b>3</b>
	7.1 Follow-up Action Items from Te Roopuu Ahi Kaa Meetings .....	3
<b>8</b>	<b>Chair's Report</b> .....	<b>4</b>
	8.1 Chair's Report April 2024.....	4
<b>9</b>	<b>Reports for Decision</b> .....	<b>4</b>
	9.1 Draft Terms of Reference for the Komiti.....	4
	9.2 Marae Development Fund - Annual Allocation.....	5
	9.3 Consultation on Draft Smokefree and Vapefree Policy and Draft Signs and Public Places Bylaw.....	5
	9.4 Update on Nga Marae O Rangitikei Report.....	5
<b>10</b>	<b>Reports for Information</b> .....	<b>6</b>
	10.1 Mayor's Report - March 2024 .....	6
	10.2 Project Management Office Report - March 2024 .....	6
	10.3 Kaitakawaenga Maori Liaison Report April 2024 .....	6
	10.4 Horizons Update.....	7
<b>8</b>	<b>Discussion Items</b> .....	<b>7</b>
	General Discussion .....	7

## 1 Karakia/Prayer

Ms Hiroa opened the meeting at 11.05am.

## 2 Apologies

**Resolved minute number 24/IWI/013**

Apologies received from Chris Shenton, Leanne Hiroiti, Thomas Curtis, Gill Duncan and Coral Raukawa.

Ms Hiroa/Ms K Savage. Carried

## 3 Public Forum

There was no public forum.

## 4 Conflict of Interest Declarations

There were no conflicts of interest declared.

## 5 Confirmation of Order of Business

There was no change to the order of business.

## 6 Confirmation of Minutes

That Katarina Gray- Sharp title be changed from Ms to Dr.

**Resolved minute number 24/IWI/014**

That the minutes of Te Roopuu Ahi Kaa Meeting held on 13 February 2024 **as amended** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Ms Hiroa/Mr L Meihana. Carried

## 7 Follow-up Actions

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

#### Item 1



This was discussed by the Komiti at the pre-hui and Ms Hiroa has sent a reminder email to Mr Shenton and Mr Curtis.

**Resolved minute number 24/IWI/015**

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

Ms M Heeney/Ms M Raukawa. Carried

## 8 Chair's Report

### 8.1 Chair's Report April 2024

Tabled report received from the Chair.

The Komiti took the opportunity to discuss the Māori ward changes from central government. His Worship the Mayor spoke that these changes came out of the Act coalition and that there are two options for Council to choose between, either disestablishing Māori wards or a binding referendum. There was discussion from the Komiti about the opportunity to submit on this and to support a submission if there was an opportunity.

The Fast-track Approvals bill submissions closes in ten days, the Komiti may not be able to provide formal support for this submission but requested that the formal submission to council be circulated for input.

The Komiti requested that in future the report that Councillors receive regarding submissions also come to the Te Roopuu Ahi Kaa agenda so that members can note their interest.

**Resolved minute number 24/IWI/016**

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

Ms Hiroa/Dr K Gray-Sharp. Carried

## 9 Reports for Decision

### 9.1 Draft Terms of Reference for the Komiti

The item was spoken at the pre-hui earlier and that the document better reflects the Komiti.

It was requested that in the representation section which lists the way Māori are represented, that Ratana is included.

There was discussion from members that the MOU needs to be update to better align with the Terms of Reference.

**Resolved minute number 24/IWI/017**

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

Ms Hiroa/Ms M Raukawa. Carried

**Resolved minute number 24/IWI/018**

That the komiti confirms with amendment its Terms of Reference – April 2024.

Mr L Meihana/Ms M Heeney. Carried

### 9.2 Marae Development Fund - Annual Allocation

This item was discussed at the pre-hui and the policy around this.

The process needs to better reflect the applications that Te Roopuu Ahi Kaa receive and that the recommendations should be going to Council rather than the current process of approval by the CE.

There was further information needed on the remaining funds to be carried over to the next financial year. His Worship the Mayor advised this would be a formal decision by Council.

**Resolved minute number 24/IWI/019**

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

Mr L Meihana/Ms M Raukawa. Carried

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

Ms Isles advised that the reason for the Draft Signs and Public Places Bylaw is being consulted on is to share the consultation opportunity.

**Resolved minute number 24/IWI/020**

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

Ms K Savage/Dr K Gray-Sharp. Carried

### 9.4 Update on Nga Marae O Rangitikei Report

Mr Winata Haines joined the meeting at 11.52am via zoom during this item.

#### Winata Marae

There have been issues with the plumber accessing the site and it was requested that Ms Rowe contact Mr Haines directly to address issue.

#### Rata Marae

Ms Raukawa to get in contact with representative from Rata Marae.

The Komiti was concerned regarding the quotes and the potential cost overruns when these have not been supplied for their information. A further conversation regarding this item is required and request for staff to provide costings and the remaining funds required to complete the project.

**Resolved minute number 24/IWI/021**

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

Dr K Gray-Sharp/Ms M Heeney. Carried

**Resolved minute number 24/IWI/022**

That staff be supported by Jordan Winata Haines to continue to engage with Winiata Marae representative for plumber to gain access to quote on work required and complete the suggested upgrades.

Mr J Winiata-Haines/Mr L Meihana. Carried

## 10 Reports for Information

### 10.1 Mayor's Report - March 2024

His Worship the Mayor updated the Komiti on the landlocked land email, focusing on Taihape, which has been sent to Ministers. At this stage His Worship the Mayor has not heard back.

**Resolved minute number 24/IWI/023**

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

HWTM A Watson/Ms M Heeney. Carried

### 10.2 Project Management Office Report - March 2024

#### Maraton to Bulls Centralisation

Ms Foley updated the Komiti that the land has been purchased and that through learnings of the Lake Waipu project, that this will take time.

**Resolved minute number 24/IWI/024**

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

Ms K Savage/Dr K Gray-Sharp. Carried

### 10.3 Kaitakawaenga Maori Liaison Report April 2024

The report was taken as read.

ITEM 6.1

ATTACHMENT 1

**Resolved minute number 24/IWI/025**

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

Ms Hiroa/Ms K Savage. Carried

**10.4 Horizons Update**

Mr Fryer and Ms Hautapu were present and updated the Komiti on Horizons Long-Term Plan that if this is accepted then there would be further funding and work programmes for iwi.

**Resolved minute number 24/IWI/026**

That the report 'Horizons Update' be received.

Mr L Meihana/Ms M Raukawa. Carried

**8 Discussion Items**

**General Discussion**

Mrs Gordon updated the Komiti that the Fast-track submission will go out to members tomorrow.

That it would be beneficial if a meeting in the future was held at a marae and if any member would like to host to contact staff.

**The meeting closed at 12.36pm.**

**The minutes of this meeting were confirmed at the Te Roopuu Ahi Kaa Komiti held on 11 June 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	9-Apr-24	Update MOU	Carol	This was taken to a workshop and is on the TRAK agenda	Complete
2	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
3	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

## 8 Chair's Report

### 8.1 Chair's Report June 2024

**Author:** Piki Te Ora Hiroa, Chair

Tena Koutou katoa,

Another warm welcome back to our Te Roopuu Ahi Kaa Reps, our Mayor, Councillor Gill and our council staff ably led by our CEO, Kevin Ross.

If there is one thing that we can always count on its change! Over the last 2 months there have been some significant changes that will affect us as a roopu but also changes that will affect the lives of Rangitikei residents and our country as a whole.

We received the resignation of well-known and respected Ratana representative, Lequan Meihana. Lequan was the inaugural Rangitikei District Council Iwi/Maori Liaison Officer employed back in 2018 up until resignation in 2023. He definitely forged strong relationships across the rohe with whanau /Hapu and Iwi and was an excellent advocate for our council and Maori katoa. We wish him well in his future endeavours.

Regionally, we have just been through the Long-Term Plan submission process and for those who contributed into this activity, we acknowledge the work that has then gone into our council and staff categorising and feeding back out to those community members.

In regard to, things happening on the national scene, a huge mihi to Te Roopuu Ahi Kaa delegates and more so those people that they represent that have stepped in to the submission processes with government around the Fast Track Bill, Local Government (Electoral Legislation and Maori Wards and Maori Constituencies)Amendment Bill, and a raft of other bills before this coalition government.

In the Te Ao Maori paradigm, I would like to mention and acknowledge the Kotahitanga shown across the motu for the recent Hui Taumata that was held in Kahungunu and hosted by whanau/hapu and Iwi o Omahu Marae and also acknowledge the initiative led by Te Pati Maori recently for the Toitu Te Tiriti movement. Whanau, Hapu /Iwi from this rohe were participants and contributors in both of these important kaupapa.

Getting back to basics for us all is being able to stand in our own mana and knowing, that then allows others to do exactly the same, without having to compromise, but find solutions that are good for all people!

#### **He Whakatauki!**

“Tu Koe ki te wero, noho pai I roto I te manawarau”

Challenge yourself by being comfortable in the uncomfortable

Nga mihi mahana

Piki Te Ora Hiroa

Tiamana

#### **Recommendation**

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

## 9 Reports for Decision

### 9.1 Appointment of Deputy Chair of Te Roopuu Ahi Kaa

**Author:** Carol Gordon, Group Manager - Democracy & Planning

**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning

ITEM 9.1

#### 1. Reason for Report

- 1.1 Following the resignation of Mr Lequan Meihana from the komiti and as Deputy Chair of Te Roopuu Ahi Kaa and it is now necessary for the komiti to adopt a new Deputy Chair.

#### Recommendation 1:

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



## 9.2 Updated Memorandum of Understanding: Tūtohunga

**Author:** Carol Gordon, Group Manager - Democracy & Planning

**Authoriser:** Kevin Ross, Chief Executive

### 1. Reason for Report

- 1.1 The komiti is tasked with reviewing the Memorandum of Understanding: Tūtohunga when appropriate. This was last done in 2019.
- 1.2 The komiti provided feedback at their workshop held on 14 May, an updated version of the document is now presented for further feedback and approval.

### 2. Context

- 2.1 A draft Memorandum of Understanding: Tūtohunga is attached (Refer to Attachment 1).

#### Attachments:

1. **Memorandum of Understanding Tutohunga - Updated June 2024** [↓](#)

#### Recommendation 1:

That the Draft Memorandum of Understanding: Tūtohunga report be received.

#### Recommendation 2:

That the updated Memorandum of Understanding: Tūtohunga document be approved with / without amendment [delete one].

## MEMORANDUM OF UNDERSTANDING:

# TŪTOHINGA

Between: Rangitikei District Council

And: Te Tangata Whenua o Rangitikei

Ngā Wairiki Ki Uta  
Ngā Ariki  
Ngāi Te Ohuake  
Ngāti Hauiti  
Ngāti Hinemanu / Ngāti Paki  
Ngāti Kauae / Ngāti Taurira  
Ngāti Parewahawaha  
Ngāti Tamakōpiri  
Ngāti Whitikaupeka  
Ngāti 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
- 5 Amended by Te Rōpū Ahi Kā on 11 June 2024.

## Introduction - Kupu Whakataki

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

- Both parties have entered into the Memorandum of Understanding - Tūtohinga 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 - Tūtohinga.
- Both parties express the wish that their partnership will develop and become stronger over time.

## Tūtohinga

### Memorandum of Understanding

#### 1. Introduction

- 1.1 The Rangitīkei 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 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 iwi, hapū or individual interaction with Council on issues that concern them directly.
- 1.5 Te Tiriti o Waitangi is the starting point for determining the relationship with hapu, iwi and the Rangitīkei District Council.
- 1.6 Within the Rangitīkei 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 must comply with all relevant legislation, including Te Tiriti o Waitangi.
- 1.8 The Council and iwi of the District agree to the protocols set out in Section 2 below. They are intended to be exercised in the utmost good faith to ensure that the needs of both Māori and the wider community be met.

**2. Protocols**

- 2.1 These protocols constitute policy of the Rangitikei District Council and can be reviewed from time to time, in consultation with Te Tangata Whenua o Rangitikei.
- 2.3 If agreement of any changes cannot be reached the Memorandum of Understanding may lapse, but only in relation to those matters on which agreement cannot be reached.
- 2.4 If further protocol(s) are agreed they can be added to the Memorandum of Understanding by way of amendment.
- 2.5 Te Rōpū Ahi Kā, as a Standing Committee of the Rangitikei District Council, may recommend to the Council, any changes to the representation of hapū and/or iwi on Te Rōpū Ahi Kā, within three months of each triennial election, and at other times, if appropriate.
- 2.7 The Council's total financial liability pursuant to these protocols shall be determined by the 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 regularly review its Terms of Reference, ideally at the first meeting of each triennium following the Local Authority elections.
- 2.9 The Council will otherwise be responsible as follows:
- (i) 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.
- (ii) 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*.
- (iii) 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.
- (iv) 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 after that plan becomes operative.

- (v) 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.
- 5.2 The Rangitīkei 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 prior to the Council's Representation Review, usually undertaken every six years.

## Appendix 1: Consultation Process Plan

### 1. **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/ Tauira
  - Kauangaroa (withdrew 2023)\*
  - Whangaehu (withdrew 2023)\*
- Rātana Community – one representative
- Ngāti Hauiti – 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

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

### 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  
 Roding, 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 Council's 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: At this step we will know if, and what, 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.

Signatories to this Memorandum of Understanding: Tūtohunga

Name	Signature	Date
<i>Mayor of the Rangitikei District Council</i>		
<i>CEO for Rangitikei District Council</i>		
<i>Chairman for Te Rōpū Ahi Kā</i>		
<i>Te Rōpū Ahi Kā Members:</i>		

Draft



### 9.3 Review of Marae Development Fund Policy

**Author:** Carol Gordon, Group Manager - Democracy & Planning

**Authoriser:** Kevin Ross, Chief Executive

#### 1. Reason for Report

- 1.1 At the request of the komiti the Marae Development Fund Policy was reviewed at the recent workshop, held on 14 May.
- 1.2 Feedback has been incorporated into the draft updated Policy.

#### Attachments:

1. **Marae Development Fund Policy - updated June 2024** [↓](#)

#### Recommendation 1:

That the Review of Marae Development Fund Policy report be received.

#### Recommendation 2:

That the updated Marae Development Fund Policy be approved with / without amendment [delete one].

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 mana 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.

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

**The Fund**

From 2011/12 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 Rōpū Ahi Kā.

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 Rangitīkei District, as defined by the Council boundary.
- 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.
- vii. Any other applicant, as approved by Te Rōpū Ahi Kā.
- viii. Following the completion of the work a report needs to be provided back to Te Rōpū Ahi Kā reporting on how the funds were used, if this is not provided no further application can be accepted from that Marae.

### **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.

### **Process for Applications**

In September / October each year the Group Manager Democracy and Planning (or delegate) will bring a paper to Te Rōpū Ahi Kā seeking applications to this fund. The komiti need to consider all the applications and provide a formal recommendation from the komiti to Council to consider.

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

The komiti can make recommendation to Council, that any unspent funds at the end of the financial year be carried over to the next financial year.

For any further information or questions, please contact in the first instance, Bonnie Brown, Strategic Advisor: Mana Whenua [bonnie.brown@rangitikei.govt.nz](mailto:bonnie.brown@rangitikei.govt.nz).

#### Appendix – Authorised Entities

Ngāti Parewahawaha

Ngā Wairiki - Ngāti Apa

Ngā Ariki

Ngāti Kauae/ Taurira

Kauangaroa

Whangaehu

Rātana Community

Ngāti Hauti

Ngāti Hinemanu/ Ngāti Paki

Ngāti Tamakōpiri

Ngāti Whitikaupeka

Ngāti Te Ohuake

Ngāti Rangituhia

**9.4 Mayor's Report - 30 May 2024****Author: Andy Watson, His Worship the Mayor****1. Reason for Report**

On 8 May local volunteers from Forest & Bird together with the National Office opened a new access bridge at Mangahoe, Sutherlands Bush Reserve. The bridge was financed and constructed by Forest & Bird nationally but a huge number of hours have been spent by volunteers rebuilding the tracks. I have walked the reserve and it certainly is a special place.

Our district is well known for its events and the Cowper's Suzuki Extreme 4x4 challenge held last month in Turakina was exceptional – it was a stunning day that drew huge crowds of thousands and is filmed for TV which highlights our district nationally - what could be better.

Winter netball has kicked off and on 5 May I went north for the Open Day at Taihape and the first use of the Nga Awa building. Teams from Hunterville, Taihape and Ohakune areas meant the place was packed. My congratulations to the organisation committees that run these days.

Speaking of sport, on the weekend I attended the "Women in Sport Aotearoa" fundraising function in Palmerston North hosted by John and Angela Turkington. Around 400 people attended to listen to panels of high profile people talking about things such as encouragement to women to be involved in sport and coaching. A highlight for me was to listen to a Q&A session with Barbara Kendall our Olympic icon of New Zealand and IOC board member. I believe, with the auction, the night raised in excess of \$60,000 for women in sport. Angela and John support so much in our district and deserve our congratulations.

**Roading**

On 23 April I attended a Road Controlling Authority meeting in Wellington. This gave an indication of the new Government's thinking around roading. The meeting was significant so I am reporting on it with my thoughts.

The meeting started with a panel discussion including Nick Leggett (CE of Infrastructure New Zealand), David Gordon (Chief Planning Officer Assets KiwiRail and Liam Hodgetts (Chief Infrastructural Moderator Wellington Council). The standout points were –

**1. David Gordon**

- Under the new GPS (Government's Policy Statement) rail will not be subsidised by the Government.
- He noted that rail throughout the world is generally subsidised by Governments.
- There is no profitability in rail lines north of Napier or the West Coast of the South Island.
- Rail has been told by Government to reduce its costs.
- He made comment that rail has not gone deliberately with Tier 1 contractors to maintain the rail network. (Note: Tier 1 contractors are companies like Fletchers, Downers, Higgins), but rail use local contractors to help drive down costs and increase competition. The point is that roading authorities/NZTA should do the same.

2. All the panel agreed that the standard of New Zealand infrastructure, especially roading was deteriorating.
3. All agreed that the Government is looking to long term planning, i.e. beyond three year terms of Government, which is a massive step forward.
4. **Minister Simeon Brown** – Minister of Energy, Transport, Infrastructure & Local Government
  - Under this Government the GPS roading/transport is of the highest priority.
  - Spending of the Government will be focussed on economic growth.
  - Safety – we will look for value for money. The focus here is on reducing the safety costs/traffic management in roading.
  - Transport is an economic enabler which also facilitates housing.
  - Maintenance of roads increases the safety of roads.
  - Road User Charges will increase based on the size of the vehicle and distance travelled including cars and EV vehicles.
  - The Minister made the point that “over the last few years there have been huge increases in the spend of cycling but the percentage of people cycling has not changed” and he questioned if this is value for money. He noted that “75% of New Zealanders get into a vehicle to go to work and only 2% get on a bike to do that and funding should reflect that percentage”.
  - The Minister reflected that as a country we dream up 67 ways (note, there are 67 Councils in New Zealand) of doing things. There is a need to standardise within reason, drainage, bridge building and roading solutions.
5. **Nicole Rosie** – Chief Executive of NZTA
  - The Government has very clearly laid out their expectations (noting that this is a welcoming position and hasn’t always been the case).
  - Nicole points out the need for consistency of governance within NZTA. In four years she and the organisation have had multiple ministers and chairs.
  - The increase on focus of maintenance of roads is welcome but notes that we do not have the capacity in New Zealand to carry out work for a dramatically increased spend. The work programmes needed will need to be ramped up over time.
  - We also have variable performance from personnel/contractors in New Zealand. Ideally the roading issue on SH25A should be replicated in New Zealand (this is where a new bridge was designed and built in record time to enable the road to be reopened).
  - We, NZTA, believe in private/public partnerships.
  - NZTA, like all Government Departments, have to reduce costs by 7.5%. Nicole also accepted that there were, and still are, inefficiencies in public service.
  - We, as an agency, are becoming more efficient, call waiting times on phones has moved from an average of 20 minutes to 2 minutes.
  - Closing some roads to do maintenance work would reduce traffic management costs (Nicole is aware that traffic management adds in the order of 35% to roading costs).
  - Agrees that Tier 2/3 contractor use should increase and that NZTA needs to increase the capability of Councils to use their 2/3 contractors.

- Road User Charges (RUCs) based on distance travelled will be an issue of equity. What she is saying here is that wealthy people tend to live closer to work/cities and therefore will pay less.
6. **Minister Shane Jones** (via Zoom) – Minister for Oceans & Fisheries, Regional Development, Resources and Associate Minister of Finance and Energy
- “NZ First is here to make things happen and do it quicker”.
  - We are hindered as a country by ecologies – “one frog can add \$6m to the cost of infrastructure”. I think this is a reference directly to roadworks on Mt Messenger and the need for fast-track legislation.
  - Wildlife Acts will be replaced by business cases, i.e. cost benefit analysis.
  - “We, NZ First, campaign on statutory reforms and this is reflected in the fast-track legislation now in the Select Committee”.
7. **Andrew Clark** – National Manager of Maintenance Operations NZTA
- Cost increases on delivering road resurfacing have increased by 21% since 2021.
  - All other costs associated with roading are increasing as well.
  - Traffic management thoughts –
    - 20% of traffic management costs are not needed;
    - 69.8 of sites have traffic management in place while work is not proceeding.
  - Our roading network continues, and will continue, to decline in standard.
  - The need to move to rollout a new risk based approach to traffic management.
  - We need to consider –
    - Closing roads and using detours;
    - Dealing with multiple roading issues at the same time (e.g. mowing/maintenance/rubbish/Powerco issues etc).
  - There needs to be a shift in thinking to a ‘whole of life’. Building stronger in the first instance = a longer service life and therefore less maintenance.

On 2 May I received from NZTA the Government’s position on funding of emergency roading works. Emergency work is done where our roading networks are hit with climatic events such as cyclones resulting in unprogrammed repairs beyond maintenance. These events have become more common as everyone is aware. NZTA proposed changes include –

1. Changing the qualifying trigger for emergency event funding from a 1 in 10 year event to a 1 in 20 year event.
2. A reduction in the FAR assistance above our existing FAR (Financial Assistance Rate) from +20% to a +10%.
3. Restricting further bespoke assistance rates where a much larger assistance could be given.

These changes would, if adopted, take place in July 2025.

We must submit to this consultation process!

The history of events in our district would indicate that this would probably add millions of dollars of costs to our ratepayers over a period of the LTP and/or result in roads either not being serviced or poorly maintained. Attached is the Memorandum from Nicole Rosie, CE of NZTA.



Council deliberated last week on our Long Term Plan. We firstly acknowledge a record number of submitters and thank people for their interest in Local Government and their concerns around rating positions and affordability which was reflected often in the submissions. I and Council would also like to acknowledge the huge amount of work that was done by staff in preparing an amazing document of submissions and the suggestions made in responses to submitters. Certainly one of the drivers of Council during the day was to reduce the rate burden. We are still yet to calculate the final rates position however the indications are that rates may come down slightly on the forecast within the consultation document. In part, this has been achieved because of the lack of need to depreciate fund some of our earthquake prone Council buildings. This decision makes commonsense. Probably one of the most contentious decisions was the decision not to open the swimming pool in Marton over the winter months. To open the pool over those months would have come at considerable expense and Council has also been informed by staff that considerable money may have to be spent on the maintenance of the pool and building. The decision process is not yet complete, Councillors asked for more information on a few issues, including the ability to change the UAGC (Uniform Annual General Charge). These issues will go back to Council at their meeting at the end of May. To test who is still reading this lengthy report, there is a chocolatey prize for the first Elected Member/Staff Member who sees this.

Accelerate25 is the regional body promoting economic growth within the Horizons area that was set up several years ago as a regional voice for Government. This body consists of some of the regional Mayors and has external independent membership representing iwi and industry. Accelerate25 resulted in our region being given Government assistance through the PGF (Provincial Growth Fund) Government funding initiative, administered largely by Minister Shane Jones. Recently Accelerate25 and the Mayors met in Wellington followed by a Meet & Greet with Minister Jones. Minister Jones took that opportunity to pledge to come to our district to talk about our industrial initiatives and also have a discussion around Ratana. We were the only Council highlighted in this way, so I look forward to that discussion. He has promised to bring other Government people that he considers relevant and that may include Minister Bishop who sits alongside him on funding decisions.

The delivery of three waters services and roading contracts is performed by a shared service provided by Manawatu District Council in a relationship that has existed for many years. There has been a decision made by both councils to bring that relationship to an end. As of 1 July, Rangitikei will be responsible for three waters and roading and the operators of our wastewater and water plants will transfer to being our staff. We absolutely welcome them as part of our team and their wonderful service will continue. Rangitikei will inevitably need some assistance at senior levels or by way of outside assistance to transition this process. We believe that we need to be responsible for our own destiny and efficiencies which may come at a cost neutral or cost saving.

The three waters discussion with Government is still complex. New Zealand authorities will retain ownership of our water assets but are being encouraged and possibly legislated by Government to form regional groupings. These groupings will probably be in the form of CCOs (Council Controlled Organisations) at a regional level. The Government has also said that no council will be left alone and may well legislate to make sure that each Council has "a home".

These discussions are slow in our region but are progressing. Chief Executives and staff are analysing the costs for compliance and growth that each council will face now and in the future. These discussions will include Iwi and all Mayors as it progresses. It should be noted that we still waiting on Government's position especially in regard to price setting or standardisation. Inevitably the discussions will come down to which councils will work together. At present we are taking an Horizons regional approach but there will be consideration by councils to look at splits within the Horizons region or to look outside our boundaries.

I know that three waters has become an everlasting story but work is progressing and we need to discuss our decisions with our community as they develop so where I have said that we will be responsible for our own destiny in the stopping of shared services, this may well be an intermediate step to the final direction the Government is pointing us in.

Last weekend was the Rangitikei Heritage Weekend for all the museums in our district. I am a volunteer at Marton so Saturday and Sunday mornings I, like many other Marton volunteers, were needed. However in the afternoons I visited all but one of the museums in our district. My apologies to Mangaweka – I intended to be there but ran out of time with all the travelling. I will try and remedy that in the future. All of our museums are different - Marton focusses on the cottage, stables and prison jail that we have and the archival section being incredibly strong, Bulls is the museum that is open more than any other museum in our district, always available during the day for the travelling public, and has continued to grow. They now effectively have 3 sites – the main museum, the stables behind it and are working in conjunction with the old Bulls Library. Taihape is a real favourite of mine, partly because so many of the old vehicles, tractors and implements parked out the back of the museum I seem to have personally used at some stage or another in my life. Do pop in and have a look at some stage, it's fascinating. For those who are not aware the Hunterville Museum quietly sits in beside and behind the café and I spent some time talking on the Sunday before they closed with a couple of volunteers there. I guess the key message is these are the real gems of our district and I thank the museums for being open and the number of people who went out of their way to see more than one museum over the weekend.

The Coalition Government, led in this case by ACT, have questioned the process around the appointment of Maori Wards within local authorities. As a sector, LGNZ have real concerns about the referendum process that we are going to be forced into undertaking. As such, it believes the Government's decision to remove decision-making from councils by mandating that polls be run on Maori wards and constituencies is an overreach on local decision-making when current legislation already requires councils to seek community views. LGNZ's position is that Maori wards should be treated like all other wards and that decisions should be made at the council level, and urges Government to reconsider its position and let local councils made decisions about appropriate representation arrangements in partnership with iwi and their communities. After circulation and discussion with Elected Members, we have signed the letter in support of LGNZ's position and refer to the attached document.

My congratulations to Paul Sharland being appointed to Council. As part of that process Paul has asked if he can be on the Assets/Infrastructure and Finance Committees so I am directly appointing him to those committees.

### **Rural & Provincial**

On 11 April the Rural & Provincial Councils met in Wellington. Normally I would see that as a priority engagement but this time it clashed with our own important Assets & Infrastructure and Policy & Planning Meetings. I compromised by travelling down late and missing some of the first day's sessions. My thanks to Mayor Helen Worboys for providing some of her notes to assist my explanations. These notes are as follows –

1. There was discussion around the increasing levels of aggression by people on social media and in person against staff and councillors. This is concerning and we need to support each other.
2. It is noted that the average New Zealand household pays \$2,900 in rates and \$37,000 in tax. Internationally this is an unusual balance. Councils are being asked to provide more and more services without increased budgets highlighting the need for financial funding reform. These reforms could include a return of GST on rates and a portion of the GST on district generated GDP. Other measures could include congestion funding and accommodation levies etc.
3. Councils collectively at the meeting were asked to rate their concerns and the help that they would need from Local Government. That rate is as follows for the first 3 areas –
  - a) To look at funding levels and financial sustainability
  - b) The need for a 4 year term for Councils and Government
  - c) City and regional deals as a way for engaging with Government
4. There was a discussion regarding Akona, the training arm of LGNZ, which was a chargeable function back to each Council that used it. It is now "free" to all members but the costs of LGNZ membership have been increased by 15% to cover it. At present there are several Councils who are now not members of LGNZ which is concerning.
5. There was a presentation by Matt Doocoy, Minister of Tourism, who highlighted –
  - a) We need to prioritise the tourism spend and cut our cloth to match the available funds.
  - b) Tourism is our No.2 ranked export earner.
  - c) We need to look at how Government can support Councils to grow/promote tourism. New Zealand is 0.03% of global tourism.

#### Fast Track Consenting Bill – What it Means

- i) The driver for this is that large projects take too long to consent/permit. There are multiple avenues for litigation and duplication between regulatory authorities.
- ii) The Bill will –
  - a) Be a free-standing statute that does not rely on other Acts;
  - b) Have its own over-riding purpose (which seems to be economic gain);

## ITEM 9.4

- c) Be a single process to obtain multiple environmental approvals, permissions, permits.
- d) Does not over-ride the Building Act.
- iii) Lists of projects will be in the Bill.
- iv) Limited rights of objection through appeal.
- v) Local Government will get opportunities to comment on the Bill.
- vi) Next steps for the Bill –
  - a) Has passed first reading 7 March
  - b) Submissions have now closed
  - c) Advisory panels to be appointed in the future and applications for Schedule 2A completed
  - d) Advisory panels will finalise the list of projects.

Concerns re the Bill –

1. Timeframes are tight.
2. Role of Council is threatened?
3. Environment takes a back seat?
4. The role of Iwi?
5. Timing and links to regional district plans will be challenging.
6. Who sits on the panel?

**Drivers of increased costs for Local Govt and therefore rate increases** - presented by Economist Brad Olsen

- Average Local Government rate increase last year were 9% reflected by significant increases in civil construction, the transport sector and especially bridge construction where rates had risen by 30%.
- A huge amount of spending in the sector is needed, the planned Local Government capital expenditure 2021-2031 is \$77.42b.
- Councils faced with higher interest rates and labour costs for authorities and wages has gone up 13% in the last three years.

## Mayors Engagement

May 2024

1	<p>Attended monthly ELT meeting for Governor's Q&amp;A</p> <p>Attended Radio Interview re solar farms</p> <p>Attended Horizons Regional Council Oral Submission to Long Term Plan</p>
2	<p>Attended Manawatu-Rangitikei Federated Farmers 2024 AGM</p>
3	<p>Attended catchup with Chief Executive</p> <p>Attended fortnightly Economic Development meeting with staff</p> <p>Attended Zoom Call with MSD</p>
5	<p>Attended Taihape Netball Opening Day</p> <p>Attended Jets v Saints game in Palmerston North courtesy of Mayor Grant Smith</p>
6	<p>Attended catchup with Chief Executive</p> <p>Attended Zoom meeting Mayoral Taskforce for Jobs/MSD</p> <p>Attended weekly LTP meeting with staff</p> <p>Attended meeting with LGNZ President Sam Broughton &amp; CE Susan Freeman-Greene</p>
7	<p>Attended Accelerate25 Meeting in Wellington including meeting with Minister Jones</p>
8	<p>Attended Opening of Mangahoe Reserve Bridge Opening</p> <p>Attended Bulls Community Committee Meeting</p>
9	<p>Attended Assets &amp; Infrastructure Meeting</p>
10	<p>Attended catchup with Chief Executive</p> <p>Attended meeting with Minister Andrew Hoggard</p> <p>Attended annual interview meeting with Audit NZ</p> <p>Attended TUIA Wananga Powhiri with Nyssa Nepe at Rotorua</p>
11	<p>Attended working bee at Marton Museum</p> <p>Attended Turkington Women in Sport Aotearoa</p>
13	<p>Attended catchup with Chief Executive</p> <p>Attended weekly LTP meeting with staff</p>
14	<p>Attended Te Roopuu Ahi Kaa Workshop</p> <p>Attended meetings with ratepayers in Taihape</p> <p>Attended weekly meeting with Deputy Mayor</p>
15	<p>Attended meeting with Chief Executive</p> <p>Attended meeting with RDC and TIGL and Staff</p>
16	<p>Attended meeting with Chief Executive</p> <p>Attended meeting with Councillor Sharland</p> <p>Attended Council Meeting – LTP Deliberations</p>
17	<p>Attended relationship meeting with DIA</p>

## ITEM 9.4

	<p>Attended Fortnightly Economic Development Meeting with staff</p> <p>Attended monthly RDC/Police catchup meeting</p> <p>Attended meeting with CE and Bryan Rendle re Otara Bridge</p> <p>Attended meeting with ratepayer in Hunterville</p>
19	Attended Museum Open Day in Marton, Bulls, Hunterville and Taihape
20	<p>Attended breakfast meeting with Mayor Helen Worboys</p> <p>Attended online MTFJ Governance Group meeting</p> <p>Attended Regional Relationship Meeting with NZTA</p> <p>Attended weekly LTP meeting with staff</p> <p>Attended Council Agenda meeting with staff</p>
21	<p>Attended NZ Tiny House Association online meeting</p> <p>Attended SLUI Advisory Group Meeting</p> <p>Attended weekly meeting with Deputy Mayor</p>
22	<p>Attended catchup with Chief Executive</p> <p>Attended onsite meeting at Putorino Landfill with staff and Horizons</p>
23	<p>Attended Council Workshop</p> <p>Attended LGNZ Transport Forum online meeting</p> <p>Attended BA5 – SAJE Web Marton</p>
24	<p>Attended catchup with Chief Executive</p> <p>Attended Western Architecture Awards (Nga Awa Nomination) at Massey University</p>
26	Attended Pink Ribbon High Tea Fundraiser in Marton
27	<p>Attended catchup with Chief Executive</p> <p>Attended weekly LTP meeting with staff</p>
28	<p>Attended meeting with Taihape ratepayers</p> <p>Attended Taihape Playground Group Meeting</p>
29	<p>Attended Creative Communities Meeting</p> <p>Attended Hunterville Community Meeting to discuss Civil Defence Community Response Plan</p>
30	<p>Attended Finance/Performance Meeting</p> <p>Attended Council Meeting</p>
31	<p>To attend catchup with Chief Executive</p> <p>To attend fortnightly economic development meeting with staff</p> <p>Attend Talking Table at Taihape</p>

**Attachments:**

1. **NZTA Letter re consultation on Emergency Works FAR** [↓](#)
2. **Letter from LGNZ Mayors and Chairs on Maori wards and constituencies - May 2024** [↓](#)

**3. Elected Member Attendance** [↓](#)

**Recommendation**

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

[www.nzta.govt.nz](http://www.nzta.govt.nz)

44 Bowen Street  
Private Bag 6995  
Wellington 6141  
New Zealand  
T 64 4 894 5400  
F 64 4 894 6100  
[www.nzta.govt.nz](http://www.nzta.govt.nz)

2 May 2024

Kia ora,

**Emergency works investment policies consultation – seeking organisational feedback by 19 June 2024**

One of the key challenges for NZ Transport Agency Waka Kotahi (NZTA) and approved organisations (AOs) in managing New Zealand's land transport network is the impact of sudden events that damage transport infrastructure and require emergency works response and recovery activities.

NZTA needs to manage the National Land Transport Fund (NLTF) so that it can sustainably fund these emergency works in 2024-27.

In recent years, more frequent and intense weather-related events have put pressure on available funding for emergency works response and recovery.

Substantial Crown funding has been required for severe nationally significant weather events, such as Cyclone Gabrielle in the upper North Island in February 2023.

We've carried out a review of NZTA's emergency works investment policies and funding assistance rates (FARs) with a goal of reducing the financial burden on the NLTF and providing greater funding certainty for AOs.

Proposed changes to emergency works investment policies, including work category 141 and the uneconomic transport infrastructure policy, are set out in our consultation document for Emergency works policies - review and consultation feedback from the sector. This can be read in full at: [www.nzta.govt.nz/planning-and-investment/emergency-works-policies-review-and-consultation](http://www.nzta.govt.nz/planning-and-investment/emergency-works-policies-review-and-consultation).

Key proposed changes to FARs and associated thresholds, include:

- changing the qualifying trigger for an emergency event attracting an enhanced FAR to a minimum frequency 1 in 20-year event, from the current 1 in 10-year event.
- reducing the enhanced FAR from normal FAR +20% to normal FAR +10%.
- restricting provision of a bespoke FAR (i.e., greater than an enhanced FAR) to only those extreme events for which Crown funding is made available.

The proposed FAR changes would take effect on 1 July 2025 to allow AOs time to adapt to these changes.

Other changes to make the policies clearer and easier to interpret, and better aligned with legislative requirements are proposed to take effect on 1 July 2024.



Your organisation's feedback is sought on the proposed changes. This feedback will help us finalise proposals for NZTA Board and managerial endorsement.

Please send feedback to [EmergencyWorksReview@NZTA.govt.nz](mailto:EmergencyWorksReview@NZTA.govt.nz) by **19 June 2024**.

If you have any questions, please contact your NZTA Investment Advisor or Director of Regional Relationships or email [EmergencyWorksReview@NZTA.govt.nz](mailto:EmergencyWorksReview@NZTA.govt.nz)

Ngā mihi



Nicole Rosie  
Chief Executive - NZTA



20 May 2024

Rt Hon Christopher Luxon

Hon Simeon Brown

Hon Tama Potaka, Minister for Māori Crown Relations: Te Arawhiti

Rt Hon Winston Peters, Leader, New Zealand First

Hon David Seymour, Leader, ACT

Kia ora Prime Minister, Ministers, and party leaders

**Changes to Māori ward and constituency poll provisions**

Local Government New Zealand and the Mayors and Chairs that have signed this letter are opposed to the changes the Coalition Government is proposing to Māori ward and constituency poll provisions.

The Government's decision to remove decision-making from councils by mandating that polls be run on Māori wards and constituencies is an overreach on local decision-making when current legislation already requires councils to seek community views. We are disappointed this is in contrast with the commitments the Government made during the election campaign to empower local government to make decisions about its own communities.

Our position – a position that has been held by Local Government New Zealand since 2018 – is that Māori wards and constituencies should be treated like all other wards and that decisions should be made at the council level. Polls aren't required on any other wards or constituencies, and requiring them will add increased costs to councils.

We are concerned that the Government's decision is a distraction from the hard work that councils are doing to deliver infrastructure and keep costs down for their communities. It also undermines the important contributions that Māori are making to local government.

We urge the Government to reconsider its position and leave it to local councils to make decisions about appropriate representation arrangements in partnership with iwi and their communities.

Ngā mihi nui

**Local Government New Zealand**  
Level 3, 3 Eva Street Te Aro Wellington  
6011 // PO Box 1214 Wellington 6140 //  
Aotearoa New Zealand // [lgnz.co.nz](http://lgnz.co.nz)



Mayor Sam Broughton  
President  
Local Government New Zealand

Mayor xx  
xx Council

Chair xx  
xx Council

**Local Government New Zealand**  
Level 3, 3 Eva Street Te Aro Wellington  
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Aotearoa New Zealand // [lgnz.co.nz](http://lgnz.co.nz)

ITEM 9.4 ATTACHMENT 3

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
2	Date	Meeting	HWTM	Wilson	Calkin	Carter	Dalgety	Duncan	Hiroa	Lambert	Loudon	Maughan	Sharland	Raukawa	Wong	Notes
156	28-Mar-24	Council Meeting	PR	PR		PR	PR	AP	PR	PR	PR	AP		PR	PR	
157	4-Apr-24	Turakina CC	PR			PR										
158	8-Apr-24	HRWS	PR				PR			PR		AT				
159	9-Apr-24	TRAK Meeting	PR					AP								
160	9-Apr-24	Ratana CB	CB						PR							
161	10-Apr-24	Taihape CB	PR					AP							PR	
162	10-Apr-24	Marton CC	CB	PR									PR			
163	11-Apr-24	PPL Meeting	CB	PR			AT	PR	PR	PR			PR		AT	
164	15-Apr-24	Huntermville CC	CB				PR			AP						
165	18-Apr-24	LTP Hearings	PR	PR		AP	PR	PR	PR	PR	PR			PR	PR	
166	24-Apr-24	Sport NZ RTF	PR	PR										PR		
167	24-Apr-24	Finance/Performance	PR	PR		AP	PR	AT			PR	PR			PR	
168	24-Apr-24	Council Meeting	PR	PR		AP	PR	PR	PR	PR	PR	PR	PR	PR	PR	
169	8-May-24	Bulls CC	PR			AP								PR		
170	9-May-24	AIN Meeting	PR	AP		AP	PR	PR		PR	PR	PR			PR	
171	14-May-24	TRAK Workshop	PR						PR					PR		
172	16-May-24	Council Meeting	PR	PR		AP	PR	PR	PR	PR	PR	PR	PR	PR	PR	
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182																
183																

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 Reports for Information

### 10.1 Update on Iwi Input into Local Water Done Well

**Author:** Carol Gordon, Group Manager - Democracy & Planning

**Authoriser:** Kevin Ross, Chief Executive

#### 1. Reason for Report

1.1 To provide information on iwi engagement in the regional collaboration process.

#### 2. Issue 1: How would the Mayoral Forum like to take forward a discussion of the future role of mana whenua?

2.1 The Local Government Act 2002 requires the promotion of opportunities for Māori to participate in local decision-making and each of the regions Council's has Treaty obligations, in particular those that arise from the Te Awa Tupua Act.

2.2 In giving Councils control over how they choose to make use of the new legislative tools, the government has left open to discussion the question of how to structure shareholdings and governance arrangements. It is expected that the shareholding structure and the governance structure that appoints the Board and/or sets the expectations in relation to local priorities can be two different things if chosen to be. (As they can be now under current CCO arrangements.)

2.3 Discussion of the governance structures should involve iwi at the outset. So far, this Project has deliberately not considered any options for the governance structures that would be responsible for appointing the CCO/COO's Board and it is not proposed to revive the previous Government's co-governance approach.

2.4 Following initial conversations with iwi the existing engagement forums and approach's taken by each of the constituent councils could be drawn on, along with the multiple options that have been developed by different groups during the previous reform process to inform the next steps in the conversation. The models developed by C4LD, Castalia, and the Hawkes Bay Councils all take a different approach to defining the roles, and giving voice to the priorities of mana whenua, Councils and community interests in appointing and holding Boards of Directors to account, and could be useful in the future.

2.5 As a first step in a dialogue with iwi, the chief executives agreed that each council would engage with iwi and hapū in their area using their existing engagement forums and mechanisms, outlining the background to the current three waters collaboration project and its objectives, and ask how they wish to be involved in the project if the decision was to pursue a regional approach. In particular whether their preference is for a collective group or through individual dialogue with their respective councils.

2.6 That preliminary engagement has not yet concluded in all councils.

2.7 Given the number of iwi and hapu in the region, it is unlikely that they will proactively seek an opportunity to support a regional collaboration as is the case with Ngai Tahu for the South Island councils. However, it will be for iwi/Māori to define the form and extent of their participation in any regional collaboration work, but including a Māori

perspective in further discussions on regional collaboration would be generally seen as a positive move and would remove a potential key risk to the stand-up process.

**ITEM 10.1**

**Recommendation**

That the Update on Iwi Input into Local Water Done Well report, be received.

## 10.2 Project Management Office Report – Update to end of May 2024

**Author:** Carol Gordon, Group Manager - Democracy & Planning

**Authoriser:** Kevin Ross, Chief Executive

### 1. Reason for Report

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

2.1.1 **Green – no / low concerns**

2.1.2 **Orange – some concerns**

2.1.3 **Red – significant concerns**

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

### 3. Key Highlights from Current Projects

#### Wastewater Projects

#### 3.1 Marton to Bulls Wastewater Centralisation

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

3.1.2 A workshop, involving all parties, was held on 28 and 29 May where the group discussed solutions and options.

3.1.3 Work is currently focused on the design for the remaining three stream crossings for the pipeline. It is anticipated staff will be able to confirm foundations and estimate the build cost in June.

#### 3.2 Rātana Wastewater discharge to land

3.2.1 Further specialists for the consenting pathway have been engaged.

3.2.2 Horizons Regional Council are still processing the amended application that reflects our Section 92 response to their expert questions. While no formal decision on notification has occurred, indications are although significant consultation has occurred between stakeholders on this wastewater to land project, Horizons are likely to publicly notify this application.

3.2.3 Staff met with representatives of Ministry for Environment in early May regarding the co-funding and land covenants as part of the three-way agreement between MfE, Horizons and RDC. MfE have confirmed the residual funds will be paid from MfE to Council this financial year, based on two milestones under a new agreement to be signed, covering:

- Contribution towards the confirmed purchase of the land required and covenants on using this land in accordance with the Resource Consents granted
- Contribution towards to the consenting costs for the discharge, design of the transfer pipeline, land survey, easements, and transfer pipeline components.

### 3.3 Taihape Papakai Wastewater Pump Station

3.3.1 Final site cleanup and installation of security fencing are currently underway. Project completion documentation is due to be finalised in early June.

### 3.4 Taihape Wastewater Treatment Plant Membrane Upgrade

3.4.1 The new membrane cartridges and altered flow process have resulted in significant improvements to the wastewater effluent quality. In the excerpt below, the E-Coli count has reduced to less than 10, from a pre-treatment level of over 24500 MPN/100ml (MPN = most probable number). Guaranteed Flow Systems are installing the final part of the contracted upgrade – an inlet screen system, during May, which will reduce the risk of floatable material entering the treatment process.

3.4.2 These process improvements however do not address the non-compliances with the Resource Consent that relate to discharge flow volumes, which have been the reason for recent enforcement action by Horizons. Council is still working through re-consenting options, however a programme to materially reduce infiltration and inflow in 2024-25 is required to reduce the risk of further enforcement action.

## Water Projects

### 3.5 Marton Water Strategy

3.5.1 The production is now completed. Staff have been working with a lawyer to prepare the contract document which is in the draft stages. Staff have also engaged a peer review consultant to review the treatment process. A trial plant was delivered to site at the end of May 2024. This plant should provide a clear picture of the expected outcomes from the new system, in terms of treatment efficacy and the volume and make-up of the waste stream.

3.5.2 An application for additional power has been lodged with PowerCo and staff are awaiting a response. In the meantime, staff have proceeded to procure the switchboard to avoid potential delays.

3.5.3 Staff are working to appoint a consultant to design how the two bores will interact with each other.

3.5.4 A demolition contractor is expected to be appointed in June.



3.5.5 Staff have been working with a consultant for the resource consent application and are in the process of collating documents to justify the requested volume. Staff anticipate this application to be ready for submission in mid June.

3.5.6 Staff have had an initial engagement with iwi during which they were advised that the waste stream from the new system will be far cleaner than the existing one. Given a choice, iwi would not be keen on letting the waste stream straight into the Tutaenui stream.

### **Community Facilities**

#### **3.6 Marton Offices and Library**

A Project Work Plan was approved by Council in May, this is attached (Attachment 2).

#### **3.7 Taihape Town Hall and Library Redevelopment**

There has been a slight delay with this project. Council approved the next stage at the May Council meeting.

## **4. Miscellaneous**

#### **4.1 Scotts Ferry**

4.1.1 Staff have arranged a meeting in early June at Scott's Ferry with the Volunteer Fire Department to discuss the operation of the pump station and the potential use of a tractor instead of automation.

#### **4.2 Taihape Hautapu Bridges**

4.2.1 Stage 1 Groundworks for five bridge towers, anchors and wind anchors placed in concrete were completed in late April in accordance with Horizons Resource Consent conditions schedule. Each of the five bridge towers, anchors and wind anchors were dug out, poles and concrete retaining cages placed and measured to spec before the approval from the designer to pour concrete. Pictures taken throughout the process are attached (Attachment 3).

4.2.2 Stage 2 Construction of bridges will resume in June with assistance from the NZ Army.

### **Attachments:**

- 1. PMO Update - May** [↓](#)
- 2. Project Work Plan - Marton Office and Library - May 2024** [↓](#)
- 3. Taihape Hautapu Bridges** [↓](#)

### **Recommendation 1**

That the report 'Project Management Office Report Update to end of May 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 (May Update)
<b>Wastewater</b>														
<p><b>Marlon to Bulls Wastewater Centralisation</b></p>	<p>The purpose of the project is to improve the current Marlon and Bulls wastewater network to become efficient, effective, and reliable wastewater collection, treatment and disposal services in a culturally sensitive and environmentally responsible manner that meets evolving regulatory requirements and ongoing sustainable compliance.</p> <p>The Marlon to Bulls wastewater centralisation scope includes the construction of a wastewater pipeline from Marlon Wastewater Treatment Plant to Bulls Wastewater Treatment Plant, development of best practical option for the discharge, consenting, upgrades of the treatment plants at Marlon and Bulls if required.</p>	<p><b>Pieter Haasbroek</b></p>	<p>Oct-20</p>	<p>Jun-28</p>	<p>No concerns to date</p>	<p>There is urgency around the delivery of the project. This project will span over numerous years due to its complexity.</p>	<p>The budget is \$25m, however it is not possible yet to put confident costs against all the components of the project. There is a general expectation that the project will cost more than the current budget. Further budget is included in the current Long Term Plan preparations.</p>	<p>No concerns to date.</p>	<p>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 &amp; unrealistic consent conditions</p>	<p>\$25,000,000.00</p>	<p>\$11,808,210.24</p>	<p>Ongoing meetings set up with iwi. Iwi is a partner in this project.</p>	<p>Pipeline construction is mostly completed, except for three crossing which need to be designed, consented and implemented. Project Management delivered by PMO. Planner has been engaged. Consenting pathway and timeline endorsed by RDC and Horizons.</p>	<p>The project group, which is a collaboration between RDC, IWI, planner and specialists, is meeting regularly. Work is being continued on design for remaining three stream crossing for the pipeline. Foundations to be confirmed following major delays from the Geotech investigation and build cost to be determined in the next 3-4 months. Further specialists for the consenting pathway have been engaged. A workshop looking at the long list of options will be held in May which is an essential next steps for the consenting process.</p>
<p><b>Rātana Wastewater discharge to land</b></p>	<p>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.</p>	<p><b>Blair King</b></p>	<p>Jul-18</p>	<p>Dec-24</p>	<p>No concerns to date</p>	<p>Construction will need to be completed by December 2024 which is not likely to be achievable since the consent is now awaiting Horizon's assessment.</p>	<p>The budget has been increased in September 2023. However the longer the consent approval takes the more likely are cost increases due to inflation.</p>	<p>No concerns to date.</p>	<p>1. Tight timeframe to complete project by December 2024. 2. Unknow if consent will be public or limited notification. 3. Unforeseen requirements/ consent conditions for RDC. 4. The approved budgets might not be sufficient to cover the full cost. 5. Funding by MfE is linked to milestones, if the project is delayed there is a chance of funding loss.</p>	<p>\$6,532,000.00</p>	<p>\$1,232,971.21</p>	<p>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.</p>	<p>Land has been found and purchased (an extra 4ha is in the process of being purchased). Resource consent has been lodged.</p>	<p>Horizons Regional Council are still processing the amended application that reflects our Section 92 response to their expert questions. Whilst no formal decision on notification has occurred, indications are although significant consultation has occurred between stakeholders on this wastewater to land project, Horizons are likely to publicly notify this application. Staff met with representatives of the Ministry for Environment earlier in May on the co-funding and land covenants as part of the three way agreement between MfE, Horizons, and Council. MfE have confirmed the residual funds will be paid from MfE to Council this financial year based on two milestones under a new agreement to be signed, covering -Contribution towards the confirmed purchase of the land required and covenants on using this land in accordance with the Resource Consents granted -Contribution towards the consenting costs for the discharge, design of the transfer pipeline, land survey, easements, and transfer pipeline components</p>
<p><b>Taihape/ Papakai wastewater pump station</b></p>	<p>Design and construction of a new wastewater pump station and rising main. Includes upgrade to power supply.</p>	<p><b>MDC</b></p>	<p>Jan-23</p>	<p>May-24</p>	<p>No concerns to date.</p>	<p>No concerns to date.</p>	<p>No concerns to date. Well within approved budget and a lot of the contingency is not spent or committed to date.</p>	<p>No concerns to date.</p>	<p>1. Delays due to bad weather or supply chain challenges. 2. Poor communication to residents affected by road closures.</p>	<p>\$6,358,184.18</p>	<p>\$4,584,978.88</p>	<p>Updates via email and irregular meetings.</p>	<p>Entire system is now operational with RDC operators in control. Commissioning on 16th April went well and there have been no unforeseen issues.</p>	<p>Final site tidy up and security fencing is in progress. Project completion documentation.</p>
<p><b>Taihape Wastewater Treatment Plant Membrane Replacement</b></p>	<p>The resource consent for the Taihape Wastewater Treatment Plant is still valid until 2027, but due to significant non-compliance on volume and quality, staff have started a small project to replace the existing membranes. There is a separate project ongoing determining the best consenting pathway.</p>	<p><b>Blair King / Pieter Haasbroek</b></p>	<p>Dec-23</p>	<p>May-24</p>	<p>No concerns to date.</p>	<p>No concerns to date.</p>	<p>No concerns to date.</p>	<p>No concerns to date.</p>	<p>No concerns to date. The work is mostly completed.</p>	<p>\$1,139,337.00</p>	<p>\$971,790.79</p>	<p>Irregular meetings and email updates with iwi.</p>	<p>Most of the work required for the Membrane replacement has been completed.</p>	<p>The new membrane cartridges and altered flow process have resulted in significant improvements to the wastewater effluent quality. In the excerpt below, the E-Coli count has reduced to less than 10, from a pre-treatment level of over 24500 MPN/100ml (MPN = most probable number). Guaranteed Flow Systems are installing the final part of the contracted upgrade – an inlet screen system, during May, which will reduce the risk of floatable material entering the treatment process. These process improvements however do not address the non-compliances with Resource Consent that relate to discharge flow volumes which have been the reason for recent enforcement action by Horizons. Council is still working through re-consenting options, however a programme to materially reduce Infiltration and inflow in 2024-25 is required to reduce the risk of further enforcement action. The Hui and site visit date has been amended to 29 July</p>

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 (May Update)
<b>Wastewater</b>														
<b>Water (Drinking)</b>														
<b>Marlon Water Strategy</b>	The Marlon Water Strategy has been developed with a new bore as its foundation to replace the current source for potable water for Marlon. It includes: - Construction of new raw water bore - Design of treatment plant refurbishment and consenting - Upgrades to existing treatment plant Once all the project is completed, Marlon will be provided with pleasant tasting and smelling potable water that meets the NZ Drinking Water Standards. Staff will look at options for the use of the dams once Marlon is drawing water from a bore. This will include looking at restoring flow to the Tutaenui Stream. All work is expected to be completed by the end of 2024.	<b>Eswar Ganapathi</b>	Jun-22	Dec-24	No concerns to date.	Completion is expected in late 2024 - mid 2025.	Further scope components need to be specified before a final total project budget can be confirmed.	No concerns to date.	1. Long consenting periods & unrealistic consent conditions 2. Challenges in the engineering consulting market making it difficult to secure contract for design in a timely manner 3. Cost overrun due to market escalations 4. Water take restrictions imposed by consent 5. Complexities of the treatment process pushing out budget	\$11,000,000.00	\$2,071,438.32	Initial discussion held with iwi, who are supportive of this alternative water source.	BORE only - Physical works complete, practical completion issued, and Assessment of Environmental Effects report received.	For the Bore component of the project MDC will issue a close out report by June 2024. <b>Decision on bore casing storage/sale to be made.</b> Stantec report is now finalised. Staff are working with a lawyer to prepare the contract agreement which is in the draft stages. A request for additional power has been lodged with PowerCo - awaiting a response. Electrical contractor has been engaged and the main switchboard has been ordered. Trial plant is expected to be delivered to site 3rd week of May 2024. Water samples will be tested regularly for system effectiveness. In addition, waste stream will also be tested to identify its make-up. Staff are in the process of engaging a design consultant to design how the two bores interact with each other along with the pump design for the new bore. Demolition contractor to be engaged on priority. Staff had their first meeting with iwi on 16 May 2024. Staff to send an outline project information to iwi who will advise at which points would they want to be involved. Staff have been working on a consent to request for 5000m3/day volume. So far we have only been able to gather data for close to 3500m3.
<b>Storm Water</b>														
<b>Scotts Ferry Pump</b>	Automation of existing stormwater pump at Amon drain, Scotts Ferry.	<b>MDC / Pieter Haasbroek</b>	Nov-20	unknow	No concerns to date	Slow progress, completion expected by May 2024.	No concerns to date	No concerns to date	1. Costs have been approved, there is always a risk of cost overruns. 2. Delays to the timeframes due to bad weather. 3. Ownership of pump and land	\$298,424.11	\$105,665.59	No interest	Aif Downs constructed the Generator building, and Generator installed. Construction is currently "on hold" for RDC concerns and automation issues	Project ON HOLD. RDC will speak with Scotts Ferry Volunteer Fire Department to operate the pump station if needed and will use a Tractor instead of automation.
<b>Community Facilities</b>														
<b>Taihape Grandstand Restoration</b>	The scope of this project is the detailed design of the endorsed strengthening concept design for the Taihape Grandstand. Design has been completed for the strengthening of the Grandstand. \$1m was allowed for the Grandstand in the 2021 LTP. Current projections of project costs are estimated to be well above committed budget. Therefore, additional funding will have to be secured or alternative options for strengthening will need to be considered.	<b>Eswar Ganapathi</b>	Oct-20	unknown	No concerns to date	Project scope has not yet been confirmed	\$1m budget for the Grandstand with costs estimates over \$2m.	Project scope has not yet been confirmed	Project scope has not yet been confirmed	\$1,000,000.00	\$249,031.06	Important to engage with Ngāti Tamakopiri.	Report to Council in September outlining project costings and strengthening design. Grandstand has been listed as heritage building.	Council directed staff during the Nov 2023 Council meeting to undertake further investigations to re-confirm some of the structural assumptions made with respect to the seismic strengthening aspects. After much deliberation, the structural consultants have proposed further steps that take about 4-8mths to complete. Staff arranged for a peer review of this proposal. Staff have since requested the peer review consultant to prepare a more tested solution (without budget being a constraint) so that they can advise the community how much funding they may need to raise (if required).
<b>Marlon Offices and Library</b>	The current Council civic buildings in Marlon are earthquake prone and are required to be strengthened to meet government legislation. In December 2023, Council has made the decision to start the design process to build a new structure at 46 High Street for the RDC main offices and Marlon library. This also will include a new Civil Defence Shed next door to the offices. Key requirement for this structure is to be fitting into the existing budget.	<b>Eswar Ganapathi</b>	TBC	TBC				Project Scope and Project Work Plan to be considered in May 2024.		\$19,000,000.00	\$522,968.70	Staff have and will continue to engage with iwi.	Decision to move forward with a new Marlon Office and Library at 46 High Street was made by Council in December 2023.	Peer review on the cost estimate provided by architect is now complete. Staff have completed the procurement process for a QS for the project. Staff have drafted objectives, deliverables and scope for the project for consideration by Council. Planner has been engaged. Land surveyor, archaeologist and land contamination expert have been engaged. Independent urban review and traffic impact assessment to follow soon.
<b>Taihape Town Hall and Library Redevelopment</b>	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.	<b>Eswar Ganapathi</b>	2024	Dec-27	No concerns to date.	No concerns to date.	No concerns to date.	No concerns to date.	1. Long design process 2. Cost overruns 3. Challenging construction as typical with renovations 4. Finding a suitable main contractor 5. Managing stakeholder expectations	\$14,000,000.00	\$274,794.27	Iwi were an active part of workshop panel. Staff will continue to engage.	Public feedback workshop was held in Taihape in October 2023. The user group has been formed by RDC staff and will be updated throughout the process. The ROI received good interest with 12 submissions.	The evaluation team interviewed all 4 parties to go through their RFP submissions on 10 Apr 2024. Staff met with the User Group on 6 Mar 2024 to update them on the progress. The high level concept sketches from the architect are now complete.
<b>Other &amp; Community-Led Developments</b>														
<b>Remediation of Historic Landfill on Putorino Road</b>	The Rangitikei river is eroding a historic landfill, creating a risk of further contaminated materials and fill entering the river. The landfill material must be excavated and removed.	<b>Mark Barnes</b>	17/09/2021	May-23						\$2,524,818.06	\$2,497,186.55			Remediation largely complete. CE, Mayor, iwi met with Horizons on site to look at final sign-off - 3 minor items were identified for removal.



*Making this place home*

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

# Project Plan

## Marton Offices & Library Redevelopment

**Endorsement by Elected Members is sought for:**

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

**Project Work Plan Decision:** \_\_\_\_\_ by Council in \_\_\_\_\_ 2024

**Project Sponsor:** Carol Gordon

**Project Manager:** Eswar Ganapathi

# Marton Offices & Library Development

## I. Version control

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

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

Version	Date	Extend of Review	Prepared by	Reviewed by
A	17/04/2024	Original draft	Eswar Ganapathi	Adina Foley
B	17/05/2024	Revised Draft	Eswar Ganapathi	Carol Gordon

## II. Table of Contents

- I. Version control ..... 2**
- II. Table of Contents ..... 2**
- III. Detailed Project Scope Statement – What will the project do and not do? ..... 3**
- IV. Project Background ..... 5**
- V. Project Approach ..... 5**
- VI. Procurement approach ..... 6**
- VII. Project Constraints and Priority ..... 7**
- VIII. Council Resolutions..... 8**
- IX. Stakeholders, Roles & Responsibilities ..... 11**
- X. Project Structure..... 13**
- XI. Budget ..... 14**
- XII. Timeline ..... 14**
- XIII. Risks..... 15**
- XIV. Communication Plan..... 16**
- XV. Issue Log ..... 16**

## Marton Offices & Library Development

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

#### PROJECT PURPOSE STATEMENT

To build a new council building that houses the library, customer service, council chambers and staff offices that are fit-for-purpose, healthy, safe, and future proofed.

#### PROJECT OBJECTIVES (in order of importance)

- 1) User friendly library and a local government hub for the community that offers a sense of connection and belonging
- 2) Fit for purpose and modern best practice workspaces for council staff
- 3) Multi-purpose and flexible spaces that offer great value for money
- 4) Flexible design that caters to everchanging user requirements
- 5) Building that meets current structural, fire safety & accessibility code compliance.
- 6) Enhance the overall public & staff user experience.
- 7) Provide improved and adequate toilet facilities for staff.
- 8) Provide adequate meeting room facilities.
- 9) Liven the working environment by providing outdoor spaces.
- 10) To actively engage and work with Elected members, Iwi and Hapu, Stakeholders, staff and the wider community to achieve the best outcome for the project within its defined limitations.
- 11) To construct and implement the identified scope in an efficient, cost-effective, reliable, and timely manner.

#### PROJECT SCOPE

##### Stage One – Project Initiation and Design Development:

- Prepare Project Plan and preliminary schedule.
- RDC internal workshop to identify and agree on the following which will translate into a scope document:
  - Some key decisions around staff capacity within the new build including options for hot desking.
  - Open plan offices
  - Number of meeting spaces including AV requirements
  - Area required for library including requirements around outdoor learning spaces.
  - Requirements around Civil Defence Emergency Management centre and location
  - Horizons have expressed an interest in co-sharing some of their staff within the RDC offices. While this may add to the project cost, there is a potential for long term revenue from such an arrangement. This will also mean customer service can become one stop solution for most council related activities for the community.

## Marton Offices & Library Development

- Outdoor and landscaping requirements
- Identify preferred Design & Build contractor with an additional contractor kept as reserve team.
- Engage with Design & Build contractor and their wider consultant team during the design development phase.
- Ensure building design aligns with requirements provided by users
- Engage with Iwi such that their inputs are considered during the design phase
- Prepare concept design including technical design
- Provide periodic updates to community and other stakeholders
- Provide regular updates to Council
- Prepare cost estimates based on approved concept sketches to ensure budgets constraints are met
- **Hold Point 1** – Present Concept sketches along with preliminary cost estimates for council decision to continue design process. At this point, council may decide not to proceed with the identified Design & Build contractor, if the project budget is not met. Staff may then choose to start engaging with the reserve contractor.

### Stage Two – Detailed Design and Building Consent

- Prepare detailed Design
- Provide regular updates to community
- Prepare detailed cost estimates
- **Hold Point 2** – Present detail cost estimates for council decision. At this point, if the detailed cost estimates are not within the proposed budget, council may choose to stop the project.
- If approved, staff proceed to prepare and apply for a building consent.
- Receive building consent
- Based on the how the design evolves during the design development stage, temporary staff decanting arrangements to be considered accordingly
- If the design allows, a phased construction approach shall be employed such that there is minimal disruption to staff

### Stage Three –Construction

- Enter into a construction contract with the Design & Build contractor, based on the approved consent drawings and QS reviewed costings supplied by the contractor
- Contractor proceeds with the construction activities on site



## Marton Offices & Library Development

- Contractor delivers projects within agreed time, cost and quality parameters set within the development agreement.

### Non-specific activities:

- Ongoing periodic reporting all identified project stakeholders
- Stakeholder communications throughout the project
- Identify and mitigate potential risks

### OUT-OF-SCOPE

- Full Civic Centre
- Meeting hall
- Bigger meeting facilities than chambers
- Full streetscape

## IV. Project Background

Council's accommodation in the administration building in Marton has long been an issue. An annex was added to the building in 1983 and the assets department staff have been housed in a separate building on the site for some 20 years. A proposal to construct a new building led to plans being developed in 1988/89 but this did not come to fruition. To add to the existing issues was the Earthquake Prone Building policy which requires that a building with a post-disaster function has a minimum of 34%NBS to withstand an earthquake.

Council included costs for the Marton Civic Centre project within the 2021-31 LTP and a new budget of \$19 million was approved. Please note that this budget does not include any allowance for CPI. Accordingly, the "Real Value" of this budget has diminished considerably less than the allocated \$19 million. Team Architects were engaged to conduct a feasibility study for the refurbishment or development of the library and office space. Although the overall findings indicated that the allowed budget was feasible there could be unexpected cost and time risks associated with upgrading the existing administration, civil defence and library buildings. Upon reviewing the proposed seismic strengthening requirements, it became apparent that extensive work would be required. This included tasks such as new foundations, strengthening columns and creating a ceiling diaphragm. A significant portion of the floor would need to be removed and replaced. The roof structure would require additional framing to support the ceiling diaphragm and in turn could limit the installation of new electrical & mechanical services. Considering the costs involved, it was found that the seismic strengthening option would be as expensive as constructing an entirely new building. This is because both options would entail the creation of a new base build, new floors, roofs and internal fit-out. Given these factors, it was apparent that upgrading an existing facility would not be practically or economically viable. Staff then proceeded to explore a new build option in more detail.

## V. Project Approach

A lot of different proposals had been presented over the course of the year and yet there seemed to be a lack of consensus on the way forward. To get things going forward a working group was formed with few key council staff and some councillors. The first workshop was conducted on 12 Oct 2023. Several possible development options were explored including brainstorming pros and cons for each option. However, most options explored were well beyond the allocated budget. The only option that was realistically closer to the



## Marton Offices & Library Development

budget was the option of refurbishing or new development on 46 High Street. It is already established that a refurbishment does not offer any considerable advantage over a new build.

The staff had set a budget of \$15million to the architects to achieve for a new build design proposal. The brief was to provide a new library, the council chambers, customer service desks and council staff offices with enhanced facilities. The aesthetics needed to be kept to a minimum to be able to achieve the budget. A design proposal that meets the budget was presented to the working group on 9 Nov 2023. The estimated cost had allowed for considerable margins for inflation, contractors' profit, and a phased construction approach. Since cost was the only defining factor behind design, concerns were raised on the overall aesthetic quality. The staff have since engaged with the architect and arranged for an indicative perspective for the proposal, which was attached as part of the report to council during the council meeting in Dec 2023. It was also noted that the costs for a new civil defence structure and staff relocation costs be included in the overall budget.

Section XI of this Project Work Plan shows that staff have a low level of confidence of being able to deliver a suitable building for the remaining budget. This level of confidence would be increased if the \$19m budget was to be retrospectively index-linked which, officers suspect, was always the intention but was never clearly stated.

### VI. Procurement approach

#### A. Required Suppliers

- Specialist Services (resource consenting process)
  - o Planner
  - o Independent Urban Review
  - o Land Contamination expert
  - o Archaeological Survey
  - o Traffic Impact Assessment
- Professional Services:
 

<ul style="list-style-type: none"> <li>o Geo Tech Engineer</li> <li>o Structural Engineer</li> <li>o Mechanical Engineer</li> <li>o Hydrological Engineer</li> </ul>	<ul style="list-style-type: none"> <li>o Independent QS</li> <li>o Architect</li> <li>o Fire Engineer</li> <li>o Land Surveyor</li> </ul>
--	---
- Construction Contractor:
 

<ul style="list-style-type: none"> <li>o Main Contractor</li> <li>o Sub Trades:               <ul style="list-style-type: none"> <li>▪ Heating Ventilation &amp; Air Conditioning (HVAC)</li> <li>▪ Roofer</li> <li>▪ Carpenter</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Plumber</li> <li>▪ Electrician</li> <li>▪ Painters</li> </ul>
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# Marton Offices & Library Development

## VII. Project Constraints and Priority

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

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



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

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

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

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

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

- Must Meet
- Within acceptable limits
- Optimise

Constraint	Priority	Description	Metrics
Cost	Must Meet (suggestion by PMO)	Council approved a budget of \$19million in the annual plan 2021-31 LTP	Remaining Project budget of \$18.3m will provide significant challenges for an outcome 'that we can be proud of'.
Time	Within acceptable limits (suggestion by PMO)	Due to the long history of this project, getting the design started is urgent. There is a requirement to strengthen earthquake prone buildings in the near future.	The construction is completed by the end of 2027.
Scope	Optimise (suggestion by PMO)	Includes a new library, council chambers, customer service, staff offices and Civil Defence Emergency Management centre	Limit the building footprint to no more than 1470 sqm (excl. Horizons potential requirements)

Other constraints that can be considered:

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

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

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

## Marton Offices & Library Development

### VIII. Council Resolutions

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

Minutes 25/09/2008 Strategic Planning and Policy Committee	<b>10 Marton Office Building</b> Recommendation 1 That the report on Future Accommodation –Marton Office be received 2 That the Council determine to proceed to consultation either; a. On refurbishing the existing Marton accommodation at an estimated total cost of \$1.5 million; or b. Proposing the construction of a new building on the existing site, at an estimated cost of \$3.5 million. 3 That the preferred option be communicated to the community through the remainder of 2008 through speaking engagements with service organisations and community groups; and through newspaper articles and shop window displays.
08/SPP/112	That the report on the Marton Administration Building be received. Crs Jones/Harris. Carried
08/SPP/114	That the council postpone any non-essential maintenance work on the Marton Administration Building. Crs Jones/Brown. Carried
08/SPP/115	That expenditure of up to \$50,000 for investigation into options (to be funded from the provisions for maintenance on the Marton building) be approved. Crs Brown/Strugnell. Carried
08/SPP/116	That the three options for future accommodation be investigated: The earthquake strengthening, and refurbishment of the existing building; The purchase of an alternative building; The development of a new building Noting that options (b) and (c) may include provisions for co-location with other branches of council/government agencies. Crs Sheridan/Jones. Carried
08/SPP/249	That the report on Future Accommodation –Marton Office be received. Crs Brown/Harris. Carried
08/SPP/250	That the Council determine to proceed to consultation proposing the construction of a new building on the existing site, at an estimated cost of \$3.5 million. Crs Sheridan/Jones. Carried Against – Cr Peke-Mason
08/SPP/251	That the preferred option be communicated to the community through the remainder of 2008 through speaking engagements with service organisations and community groups; and through newspaper articles and shop window displays. That the preferred option be communicated to the community through the remainder of 2008 through speaking engagements with service organisations and community groups; and through newspaper articles and shop window displays. Crs Cherry/Sheridan. Carried
08/RDC/322	That the draft Terms of Reference are received. Cr Harris/His Worship the Mayor. Carried
08/RDC/323	That the report Procurement of Architectural Services –Marton Office be received. Crs Jones/Brown. Carried
08/RDC/324	Working to the agreed terms of reference, the officer's selection of DLA (with Felicity

## Marton Offices & Library Development

	Wallace Architects as subcontractor) for the development of a design brief and costings for the Marton Office, up to \$30,000 on a time/cost basis, be confirmed. Crs Jones/Sheridan. Carried
09/RDC/170	That the memorandum, Suspension of standing orders during consideration of significant matters in the draft 2009-19 LTCCP, be received; AND That Standing Orders 3.12.1 to 3.12.7 be suspended with regards to the closure motion during consideration of the significant matters raised for consideration by Council and by submitters during the public consultation to allow the Mayor to invite all Elected Members to express their view; AND That the significant matters be the rate cap on water, wastewater and storm water charges (key choice 2), the levels of service for the roading network (key choice 3), the Marton Administration Building (key choice 4) and the District's swimming pools (key choice 8). Crs Brown/Watson. Carried with 75% majority.
09/RDC/171	That the Council takes no further action on a new building; AND That Council make budgetary provision within the 2009/19 LTCCP for the provision of an alternative administration building to be loan funded to a maximum of \$3 million, no earlier than year 2; AND That officers take no action on any options without any resolutions from Council; AND That if a commercial opportunity arises which would suit Council's requirements for alternative accommodation the matter be considered; AND That community views be sought on any options considered viable by Council. Crs Byford/Murphy. Carried Against – Crs Watson/Sheridan/Jones Substantive – Carried 8/3
16/RDC/116	That Council confirms the purchase for \$170,000 of the Cobbler/Davenport/Abraham & Williams properties on Broadway/High Street Marton as the site for Council's administration and library services and sets aside up to \$50,000 to undertake an initial heritage assessment and development concept. These costs are to be loan-funded and will not impact on rates until 2017/18. Cr McManaway / Cr Jones. Carried Cr Sheridan and Cr Harris voted against
17/RDC/019	That the Consultation Document for the 2017/18 Annual Plan seeks community views on the four options to redevelop the Cobbler/Davenport/Abraham & Williams site in Marton for Council's administration centre and the town library. Cr McManaway / Cr Wilson. Carried
17/RDC/093	That Council undertake further work to clarify the costs between heritage preservation and a new build for the proposed Marton Civic Centre, including the potential opportunities for grants to assist the former and a concept design for the latter, for consideration to the 2018-28 Long Term Plan. Cr Sheridan / Cr Wilson. Carried
17/RDC/166	That, having regard for community views during the 2017/18 Annual Plan process about Council's future use of the Cobbler/Davenport/Abraham & Williams Buildings, High Street/Broadway, Marton, a concept design with costings be undertaken on retaining all the facades and building new behind them, and demolishing all buildings and erecting an entirely new building with regard to the impact on the Broadway streetscape and opportunities for external funding support. Scoping and costing the upgrade of buildings on the Marton Library site and the Marton administration site so that they are fit for purpose as a reference point for a. and b.

## Marton Offices & Library Development

	Cr Belsham / Cr Wilson. Carried
18/RDC/479	That the report 'Marton Civic Centre – Proposed Design Stage' to Council's meeting on 13 December 2018 be received. Cr Gordon / Cr Sheridan. Carried
19/RDC/230	That the memorandum 'Top 10 Projects – status, August 2019' and tabled document to the 29 August 2019 Council meeting be received. Cr Wilson / Cr Gordon. Carried
19/RDC/231	That, regarding the proposed new Marton Civic Centre based on the redevelopment of the Cobbler/Davenport/Abraham & Williams Buildings, Council resolves to seek further information on the availability of funding specifically targeting the retention of heritage associated with these buildings, and that this information form part of a future community engagement process on the options for the development of the site. Cr Wilson / Cr Ash. Carried
Resolved minute number 23/RDC/173	That Council directs staff to focus on the completion of this project ahead of the Marton civic centre and starts the design process as from 1st July 23 which is earlier than planned in the long-term plan 2021-2031 HWTM/Cr S Loudon. Carried
Resolved minute number 23/RDC/176	[For Key Choice Two] That Council pauses the build process for the Marton Civic buildings and to allow for a fuller understanding of council's debt analysis with the government changes in 3 waters and looks to a deliberation in the next long-term plan. Cr D Wilson/Cr G Duncan. Carried
Resolved minute number 23/RDC/389	That Council approves proceeding with option 2 – new structure on 46 High Street, Marton to include all current office staff and the library to be within the current LTP budget of \$19 million.

# Marton Offices & Library Development

## IX. Stakeholders, Roles & Responsibilities

### A. Stakeholder Register

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

# Marton Offices & Library Development

## B. Project Team

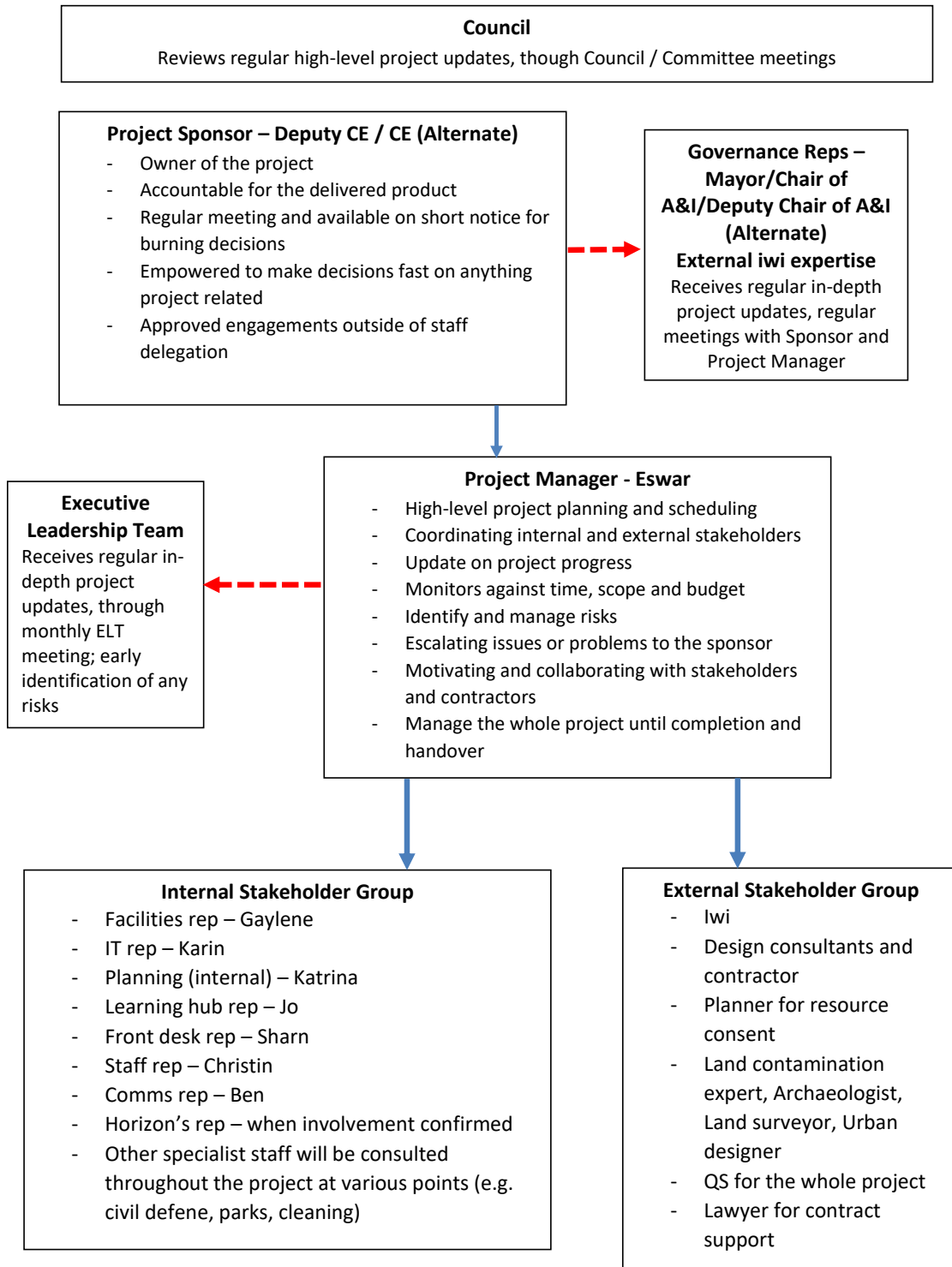
Name	Project Role (e.g. Sponsor, Project Manager, Designer etc.)	BAU Role
Carol Gordon	Project Sponsor	Deputy Chief Executive
Gaylene Prince	Subject Matter Expert / internal client	Group Manager Community
Eswar Ganapathi	Project Manager	Senior Project Manager
Dianne Ritter	Project Assistance	Project Coordinator
Ben Caldwell	Communications	Communications Coordinator
TBC	Design & Build Contractor	External Vendor

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

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

# Marton Offices & Library Development

## X. Project Structure





## Marton Offices & Library Development

### XI. Budget

Item	Value	% Confidence in estimate
<b>Funding</b>		
Rangitikei District council	\$19,000,000	100%
<b>Total Funding (Not indexed. Refer Page 5, section IV)</b>	<b>\$19,000,000</b>	<b>100%</b>
<b>Spend to date (About \$330,000 is not directly attributed to the scope of this project plan)</b>	<b>\$514,410.57</b>	100%
<b>Available Project Budget</b>	<b>\$18,485,589.43</b>	<b>100%</b>
<b>Costs Estimates (will be more defined throughout the project)</b>		
Professional Fees & Project Management	\$2,100,000	25%
Fit Out (FFE / IT /AV)	\$850,000	25%
Consenting & Development Levies	\$250,000	25%
Construction (incl. external, site services, contingency)	\$13,900,000	25%
Miscellaneous	\$250,000	25%
Civil defence Building (Total Span structure)	\$1,000,000	25%
<b>TOTAL</b>	<b>\$18,300,000</b>	<b>25%</b>

**Note:** The approved budget was set in 2019 and does not include any CPI. Accordingly, the “Real Value” of this \$19 million has reduced considerably since the budget was approved. Using an annual Inflation factor of 5%, \$19m in 2019 has a 2024-equivalent figure of \$24.25m. This highlights that a budget set in 2019 now only has 78% of the ‘spending power’ it has when the budget was set.

### XII. Timeline

Project Activities	Timing
Complete Project Work Plan	Apr 2024
Council Endorsement	May 2024
Prepare scope document	Apr 2024 – Jul 2024
Design & Build Contractor Procurement	Aug 2024 – Sep 2024
Engage Contractor for the design phase	Oct 2024
Design Development	Oct 2024 – Feb 2025
Reconfirm Contractor Appointment based on meeting budget	Feb 2024
Building & Resource Consent	Feb 2024 – Apr 2025
Construction	May 2025 – May 2027

# Marton Offices & Library Development

Handover to property Team	May – Jul 2027
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### XIII. Risks

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

Risk Response: Accept | Transfer | Mitigate | Avoid

Risk	Probability	Impact	Ranking	Risk Response	Actions
Structural implications due to existing petrol tanks below ground	Medium	Medium	Medium	Mitigate	Land contamination expert & Geo-technical survey to be engaged early
Possible delay due to archaeological survey findings	Medium	High	Medium	Mitigate	Archaeologist to be engaged early
Possible delay in gaining resource consent	Low	Medium	Low	Mitigate	Work closely with planning team to ensure expert advice sought constantly
Cost increase due to phased construction	Medium	Medium	Medium	Mitigate	Ensure phasing approach is factored during design development stages
Cost overrun due to increase in building footprint	Low	High	High	Avoid	D&B approach should ensure costs are constantly checked during design development
Delay in construction	Medium	High	High	Mitigate	Incase of phased construction, planning to be done with sufficient buffer
Disruption to operations	High	Medium	Low	Mitigate	Staff who can work WFH should be encouraged to do so
Loss of data due to moving offices during decanting	Medium	High	Medium	Mitigate	IT team to be involved when planning for staff decanting

# Marton Offices & Library Development

## XIV. Communication Plan

<b>Stakeholders &amp; Staff</b>	Regular progress updates
<b>Key Messages (To Tell &amp; Listen For)</b>	<p>RDC acknowledge the work and feedback from the community for this project.</p> <p>RDC values the feedback from the community and will regularly engage with the user group that was put together by staff.</p> <p>Based on the community feedback to save costs, a smaller new building will be constructed on the current site 46 High Street in Marton.</p> <p>Staff will be actively working on methods to reduce costs throughout the project.</p> <p>This project is a priority for RDC and has dedicated project support and a significant budget.</p>
<b>Tone &amp; Manner</b>	<p>Professional</p> <p>Open to advice and collaboration with stakeholders</p>
<b>Communication Method</b>	Email, Phone, council reports, face to face, regular meetings, social media
<b>Actions</b>	Completed with urgency
<b>Responsible</b>	Project Team

## XV. Issue Log

Date	Issue	Action



# Taihape Hautapu Bridges



**10.3 External Submissions****Author:** Carol Gordon, Group Manager - Democracy & Planning**Authoriser:** Kevin Ross, Chief Executive**1. Reason for Report**

1.1 This item was requested at the 09 April 24 Te Roopuu Ahi Kaa meeting and is taken from the CE Report that was provided at the most recent Council meeting.

**2. Current and Closed Consultations:**

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

Name of Initiative	Agency engaging	Due Date	Description
<b>Local Government (Electoral Legislation and Māori Wards and Constituencies) Amendment Bill</b>	Parliament Justice Committee	Closed	This Bill repeals the Māori wards legislation of the previous Government and reinstates the poll provisions for establishing Māori wards. The changes will bring back the 5% threshold for petitions calling for a binding poll.  Due to the tight timeframes for submissions to the select committee the Mayor took part in the verbal submission process.
<b>Review of the 2050 Emissions Target</b>	Climate Change Commission	31 May 2024	At the same time as the review of emissions budgets, the Commission must provide independent expert advice on whether any changes should be made to New Zealand's legislated 2050 targets. These could be changes to what the targets are, what gases they apply to, when the targets have to be met by, and how much can be met in New Zealand or paid for overseas.  Council does not intend to submit.



## ITEM 10.3

Name of Initiative	Agency engaging	Due Date	Description
<b>Privacy Amendment Bill</b>	Parliament Justice Committee	14 June 2024	Proposed to add a new information privacy principle (IPP 3A) requiring imposing an agency to notify an individual of a range of matters when collecting the individual's information indirectly (i.e. from a source other than from the individual concerned), including the name and address of the agency, the purposes for which the information is being collected, and the rights of access to, and correction of, the information.  Taituara are submitting on this and Council intends to support their submission.
<b>Public consultation on modernising approach to the 2028 Census</b>	Stats NZ	18 June 2024	Between 8 May and 18 June 2024, StatsNZ is conducting a public consultation on 'Modernising our approach to the 2028 Census', seeking feedback on how to do a population census in the future. Webinars are available on 21 May, 24 May and 6 June.  Staff may attend a webinar to understand this more.
<b>Emergency works policies - consultation and review</b>	NZTA Waka Kotahi	19 June	Reviews the emergency works investment policies, including funding assistance rates (FARs) relating to work categories 141 – emergency works and 140 - minor works. Council will be making a submission on this.
<b>Residential Tenancies Amendment Bill</b>	Parliament Social Services and Community Committee	3 July 2024	Proposed changes to the Residential Tenancies Act include:  changes to rules around notice periods, periodic

Name of Initiative	Agency engaging	Due Date	Description
			<p>tenancies, and tenancy terminations.</p> <p>introduction of a 'pet bond' and pet consent rules</p> <p>minor and technical amendment to improve the clarify and effectiveness of the law.</p> <p>Staff still to assess whether we need to submit on this.</p>

## 2.2 Upcoming Consultations:

Name of Initiative	Agency engaging	Likely timing	Description
<b>Earthquake-prone buildings review</b>	Building and Construction	Initial TOR due May 2024 Bill expected to be passed by the end of 2024	<p>The Government is bringing the earthquake-prone building review forward, extending the deadline for remediations by four years. A review had been scheduled for 2027, and this will be brought forward.</p> <p>Once the consultation has been announced staff will review it.</p>
<b>Local Water Done Well Bill</b>	TBC	TBC	The first of two projected bills giving effect to Local Water Done Well, this will focus on the proposed service delivery plans.
<b>New National Policy Statement for Freshwater Management</b>	MfE / Board of Inquiry	TBC	Cabinet has agreed to replace the National Policy Statement for Freshwater Management 2020 (NPS-FM) 'to better reflect the interests of all water users.'
<b>Resource Management Act Amendment Bill</b>	MfE	This Year	Bill to change the hierarchy of obligations created by Te Mana o Te Wai in the NPS Freshwater.

### Recommendation

That the report 'External Consultations' be received.

## **11 Meeting Closed.**