



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 29 April 2015** commencing at **1.00 pm**.

Blair King
Chief Executive

Agenda

1. Present
2. Council Prayer
3. Apologies
4. Notification of Items Not on the Agenda

Major items not on the agenda may be dealt with at this meeting if so resolved by the Council and the chairperson explains at the meeting at a time when it is open to the public the reason why the item was not listed on the agenda and the reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor matters not on the agenda relating to the general business of the Council may be discussed if the chairperson explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at that meeting, but no resolution, decision or recommendation may be made in respect of that item except to refer it to a subsequent meeting.

5. Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business
6. Personal Matters
7. Confirmation of Minutes

5

Recommendation

That the minutes of the Council meetings held on 25 March 2015 and 1 April 2015 (as circulated) be confirmed as a true and accurate record of those meetings.

8.	Any Matters Arising from the Minutes not otherwise dealt with in the Agenda	
9.	Community Boards and Community Committees Reports	
9.1	Dannevirke Community Board	13
	Recommendation	
	<i>That the report of the Dannevirke Community Board meeting held on 7 April 2015 (as circulated) be received.</i>	
9.2	Eketahuna Community Board	19
	Recommendation	
	<i>That the report of the Eketahuna Community Board meeting held on 2 April 2015 (as circulated) be received.</i>	
9.3	Pahiatua On Track	25
	Recommendation	
	<i>That the report of the Pahiatua On Track meeting held on 1 April 2015 (as circulated) be received.</i>	
9.4	Woodville Districts' Vision	29
	Recommendation	
	<i>That the report of the Woodville Districts' Vision meeting held on 7 April 2015 (as circulated) be received.</i>	
	Note: Any of the Community Boards and Community Committees may send a representative to address the Council on any issues within the agenda or matters of interest to them.	
10.	Reports	
10.1	Appointment of the Council's Electoral Officer	33
10.2	Fencing of Swimming Pools Act 1987	37
10.3	Request to Close Barraud Street in Dannevirke	39
10.4	Planning Matters Determined Under Delegated Authority	47
10.5	Liquor Licensing Matters Determined Under Delegated Authority	51
10.6	Staff Report	57

11. Portfolio Reports

Councillors assigned the responsibility to undertake the portfolio for a specific activity can report back on any of these matters.

12. Mayoral Matters

12.1 Appointment of a Chief Executive

Recommendation

That the Chief Executive's Performance Appraisal Committee be authorised to work with Scott Necklen, Director of Business Solutions, Local Government New Zealand to develop a shortlist of candidates to be considered for the position of the Council's Chief Executive, and

That the interviews to determine this appointment be undertaken by the full Council, and

That the Governance Manager be authorised to approve for payment any invoices associated with the costs involved in respect of the process to make this appointment.

13. Items not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 4

14. Public Excluded Items of Business

Recommendation

That the public be excluded from the following parts of the proceedings of this meeting, namely:

Grazing Agreement - Mangamutu Domain

Draft Submission to the Horizons Regional Council - Draft Long Term Plan 2015/2025

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

<i>General subject matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48 (1) for the passing of this resolution</i>
<i>Grazing Agreement - Mangamutu Domain</i>	<i>To protect commercial activities</i>	<i>Section (1)(a)(i)</i>
<i>Draft Submission to the Horizons Regional Council - Draft Long Term Plan 2015/2025</i>	<i>To protect the commercial position of a third party</i>	<i>Section (1)(a)(i)</i>

This resolution is made in reliance on Section 48 (1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

- s7(2)(h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.*
- s7(2)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.*

15. Closure



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 25 March 2015 commencing at 1.00 pm.

1. Present

His Worship the Mayor – Mr R A Ellis, Crs W H Keltie (Deputy Mayor), T H Collis, W H Davidson, K R Fenemor, C J Isaacson and D A Roberts.

In Attendance

Mr B King	- Chief Executive
Mr R Taylor	- Governance Manager
Mr R Suppiah	- Chief Financial Officer
Mrs L Simpkin	- Economic Development and Communications Manager

2. Council Prayer

2.1 The Council Prayer was given by His Worship the Mayor – Mr R A Ellis.

3. Apologies

3.1 *That the apologies be sustained from Crs J E Crispin and S A Hull for non-attendance at the meeting.*

Crs Keltie/Fenemor

Carried

4. Notification of Items Not on the Agenda

4.1 Nil

5. Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business

5.1 Nil

6. Personal Matters

6.1 The Council's congratulations are to be conveyed to acknowledge the following achievements:

- Hamish Buchanan on winning a "Glammy" as the Grand Champion at the Beef and Lamb New Zealand Golden Lamb Awards.

- Alliance Dannevirke (Brendan Poole) on being the processor of Hamish Buchanan's Grand Champion Highlander Primera Texel lamb entry in the Beef and Lamb New Zealand Golden Lamb Awards.
- Grace Stephenson on winning the Hawke's Bay/Wairarapa Dairy Trainee of the Year at the New Zealand Dairy Industry Awards.

7. Confirmation of Minutes

- 7.1 *That the minutes of the Council meeting held on 25 February 2015 (as circulated) be confirmed as a true and accurate record of the meeting.*

Crs Roberts/Isaacson

Carried

8. Any Matters Arising from the Minutes not otherwise dealt with in the Agenda

- 8.1 Nil

9. Community Boards and Community Committees Reports

9.1 Dannevirke Community Board

- 9.1.1 *That the report of the Dannevirke Community Board meeting held on 2 March 2015 (as circulated) be received.*

Crs Collis/Roberts

Carried

9.1.2 Plans to Upgrade State Highway 2 at Tahoraiti

- 9.1.2.1 The intentions of the New Zealand Transport Agency to plan for the upgrading of State Highway 2 in the vicinity of Tahoraiti were outlined.

9.2 Eketahuna Community Board

- 9.2.1 *That the report of the Eketahuna Community Board meeting held on 6 March 2015 (as circulated) be received.*

Crs Collis/Roberts

Carried

9.3 Pahiatua On Track

- 9.3.1 *That the report of the Pahiatua On Track meeting held on 4 March 2015 (as circulated) be received.*

Crs Collis/Roberts

Carried

9.3.2 **Kerbside Berm Mowing**

- 9.3.2.1 It was clarified that the Tararua Alliance is considering the areas included in the schedule of the mowing contract to maximise the work able to be undertaken within the available budget.

9.4 **Woodville Districts' Vision**

- 9.4.1 *That the report of the Woodville Districts' Vision meeting held on 3 March 2015 (as circulated) be received.*

Crs Collis/Roberts

Carried

9.4.2 **Trustpower National Community Awards**

- 9.4.2.1 Cr Collis will be deputising for the Mayor as the Council's representative to attend the Trustpower National Community Awards event held in Wellington.

10. Reports

10.1 **Planning Matters Determined Under Delegated Authority**

- 10.1.1 *That the report from the Planning Manager dated 18 March 2015 concerning Planning matters determined under delegated authority (as circulated) be received and the contents are noted.*

Crs Keltie/Collis

Carried

10.2 **Forest and Rural Fires Act Appointments**

- 10.2.1 *That the report from the District Resilience Manager dated 18 March 2015 concerning Forest and Rural Fires Act appointments (as circulated) be received, and*

That the Council appoints Craig Brown as an additional Rural Fire Officer with full powers granted under Section 36 of the Forest and Rural Fires Act 1977.

Crs Collis/Fenemor

Carried

10.3 **Staff Report**

10.3.1 **Health and Safety Leaders Summit**

- 10.3.1.1 "Dashcam" cameras in vehicles and on enforcement staff are becoming as valuable as CCTV systems to prevent incidents or record facts should such situations occur.

- 10.3.1.2 Adding that form of protection to this Council's vehicles may be considered in the new financial year.
- 10.3.1.3 It is necessary for the Council to ensure a suitable control environment exists and best practice is applied regarding health and safety at its premises and work sites.
- 10.3.2 **Roading Network Drive-over**
- 10.3.2.1 The Tararua Alliance is nearing completion the drive-over of the district's roading network to determine the priorities for the 2015/2016 roading programme.
- 10.3.3 **Footpaths/Street Cleaning**
- 10.3.3.1 There are concerns regarding the footpaths/street cleaning in Woodville and Pahiatua, and the Chief Executive will follow up this matter with the Tararua Alliance.
- 10.3.4 **Saddle Road Upgrade**
- 10.3.4.1 The upgrading of the Saddle Road is progressing, and the work completed on the Tararua side is looking good and has been positively received by the day-to-day road users.
- 10.3.5 **Tararua Alliance Plant and Equipment**
- 10.3.5.1 The Downer fleet used in the district is starting to be co-branded with the Tararua Alliance identity.
- 10.3.6 **Proposal to Sell the Housing Portfolio to a Suitable Social Housing Provider**
- 10.3.6.1 The value of personal contact with tenants to explain the letter regarding this proposal included in the Draft Long Term Plan was noted.
- 10.3.7 **Mangamutu Domain**
- 10.3.7.1 The leasing of the Mangamutu Domain land is being considered in respect of the tenders received and the options available concerning this matter.
- 10.3.8 **Joint and Several Liability**
- 10.3.8.1 The Ministry of Business, Innovation and Employment is working to explore the value and potential impact of the Law Commission's recommendations for modifications to cap the way that the joint and several liability regime functions in the building sector.
- 10.3.9 **Central Districts Field Days**
- 10.3.9.1 The Economic Development and Communications Manager and her team were thanked for their work in arranging the Tararua display and presence at the Central Districts Field Days.

10.3.10 General Inspection

10.3.10.1 The General Inspector has sent out invoices over the last five months to the total value of \$8,435 for bylaw infringements including illegal dumping.

10.3.11 *That the report from the Chief Executive dated 18 March 2015 concerning an update on key projects and items of interest to the Council (as circulated) be received.*

Crs Collis/Fenemor

Carried

11. Draft Long Term Plan 2015/2025

11.1 *That an extraordinary meeting of the Council be held in the Council Chamber on Wednesday 1 April 2015 commencing at 2.00 pm for the purpose of adopting the policies and consultation document concerning the Draft Long Term Plan 2015/2025, and*

That a workshop briefing session be held at 1.00 pm prior to this meeting to enable the outcome of the audit review process to be outlined with regard to completing the audited Draft Long Term Plan recommended to the Council for adoption.

Crs Isaacson/Collis

Carried

12. 2015 Local Government New Zealand Conference

12.1 *That the Mayor – Mr R A Ellis, Deputy Mayor – Cr W H Keltie, Crs J E Crispin and C J Isaacson be registered as the Council's delegates to attend the 2015 Local Government New Zealand Conference to be held in Rotorua from 19 to 21 July 2015, and*

That if Cr Crispin is not available to attend the Conference then Cr T H Collis shall take his place as a Council delegate at this event.

Crs Roberts/Fenemor

Carried

12.2 Cr Collis indicated her interest in attending the Conference, and she will consider alternative options to cover the cost involved if this is necessary regarding the Council's representatives at this event.

13. Local Government New Zealand Annual General Meeting

13.1 *That the Council, being a member of Local Government New Zealand, appoints the Mayor – Mr R A Ellis as the presiding delegate to vote on its behalf at the Annual General Meeting of Local Government New Zealand to be held on the 19th day of July 2015 and at any adjournment thereof, and*

That the Deputy Mayor – Cr W H Keltie be appointed as the alternative delegate to vote on the Council's behalf in the absence of the Mayor.

Crs Roberts/Fenemor

Carried

14. Portfolio Reports

14.1 Forestry

- 14.1.1 Cr Fenemor reported that the machinery would be moving back this weekend to undertake cutting at Birch North Forest.

14.2 Iwi Liaison Working Party

- 14.2.1 Cr Davidson reported that the working party has held an initial meeting with Rangitane o Tamaki nui a Rua iwi, and a meeting is to be arranged with Ngati Kahungunu Tamaki nui a Rua iwi.

15. Mayoral Matters

15.1 Rangitane Draft Treaty Settlement Proposal

- 15.1.1 Representatives from the Rangitane iwi have been invited to present to a Council workshop briefing session at 3.00pm on Wednesday 1 April 2015 details of the publication concerning their draft Treaty settlement proposal with the Crown.

15.2 Makirikiri Marae

- 15.2.1 The Makirikiri Marae is to be the subject feature of a do-it-yourself makeover programme on TV3.

15.3 Provincial Matters Rural Conference

- 15.3.1 Councillors are encouraged to attend the Provincial Matters Rural Conference held in the Tararua Business Hub on Tuesday 14 April 2015.

16. Items not on the Agenda

- 16.1 Nil

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 1.51pm.

Mayor



Minutes of an Extraordinary Meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 1 April 2015 commencing at 2.00 pm.

1. Present

His Worship the Mayor – Mr R A Ellis, Crs W H Keltie (Deputy Mayor), T H Collis, J E Crispin, W H Davidson, K R Fenemor, S A Hull, C J Isaacson and D A Roberts.

In Attendance

Mr B King	- Chief Executive
Mr R Taylor	- Governance Manager
Mr R Suppiah	- Chief Financial Officer
Mr P Wimsett	- Manager Strategy and District Development
Mr M Thomas	- Strategy and Policy Adviser

2. Apologies

2.1 Nil

3. Reports

3.1 Adoption of Supporting Information for the Consultation Document 2015/2025

3.1.1 The Mayor welcomed Clint Ramoo from Audit New Zealand to the meeting.

3.1.2 The Chief Financial Officer introduced the Supporting Information for the Consultation Document applicable to the Long Term Plan.

3.1.3 ***That the report from the Chief Financial Officer dated 26 March 2015 concerning the adoption of Supporting Information for the Consultation Document 2015/2025 (as circulated) be received, and***

That this matter be recognised as significant in terms of Section 76 of the Local Government Act 2002 and the Council's Significance and Engagement Policy, and

That the Council adopts the policies, strategies and documents detailed in paragraph 6 of this report as information defined as Supporting Information for the Long Term Plan, and

That in accordance with Section 100 of the Local Government Act 2002, the Council confirms the Long Term Plan budgets have been prepared based on reasonable judgement and assumptions and it considers the projected financial results, including the projected operating deficit over the ten year period to be financially prudent given its financial position, the cumulative surplus projected over the ten year period and its financial management policies, and

That the Chief Executive be authorised to approve any final edits required to the Supporting Information in order to finalise the documents for distribution.

Crs Hull/Keltie

Carried

3.2 Adoption of the Consultation Document 2015/2025

3.2.1 Clint Ramoo from Audit New Zealand presented the Auditor's report on the Council's Consultation Document for the proposed 2015/2025 Long Term Plan, and he conveyed their clearance of the document through issuing an unmodified opinion and commended the Council on its quality.

3.2.2 The Mayor thanked Clint Ramoo for the work undertaken to complete the audit and clear the Council's Consultation Document, and he acknowledged the significant time dedicated by the Chief Financial Officer and staff to achieve this outcome.

3.2.3 ***That the report from the Chief Financial Officer dated 26 March 2015 concerning the adoption of the Consultation Document 2015/2025 (as circulated) be received, and***

That this matter or decision be recognised as significant in terms of Section 76 of the Local Government Act 2002 and the Council's Significance and Engagement Policy, and

That the Council receives the report from Audit New Zealand regarding the audit of the Consultation Document 2015/2025 and Supporting Information, and

That the Council adopts the Consultation Document 2015/2025 for consultation with the community, and

That the Chief Executive be authorised to approve any final edits required to the Consultation Document in order to finalise the document for printing and distribution.

Crs Roberts/Fenemor

Carried

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 2.18 pm.

Mayor



Dannevirke Community Board

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 26 Gordon Street, Dannevirke on Tuesday 7 April 2015 commencing at 3.00 pm.

1. Present

Board Members R A Dresser (Chairperson), W R Macdonald (Deputy Chairperson), E J Christison (from item 8), T J Delaney and Cr C J Isaacson (Council appointed Community Board member).

In Attendance

Mr R Taylor – Governance Manager
Mr R Harrison-Kamura – Tararua Community Youth Services

- 1.1 Richard Harrison-Kamura opened the meeting with a karakia.

2. Apologies

- 2.1 Nil

3. Public Forum

- 3.1 Nil

4. Personal Matters

- 4.1 Nil

5. Notification of Items Not on the Agenda

- 5.1 Nil

6. Confirmation of Minutes

- 6.1 *That the minutes of the Dannevirke Community Board meeting held on 2 March 2015 (as circulated) be confirmed as a true and accurate record of the meeting.*

Isaacson/Delaney

Carried

7. Matters Arising from the Minutes

7.1 Dannevirke Community Vehicle Trust (Item 9.4)

- 7.1.1 *That the Board pay from its discretionary funds the cost of providing morning tea for the launch of the Dannevirke community vehicle held in the Tararua Business Hub on 13 April 2015 at 10.00 am.*

Dresser/Macdonald

Carried

- 7.1.2 Board Member Christison entered the meeting at 3.05 pm.

8. Tararua District Council Report

- 8.1 *That the report of the Tararua District Council meeting held on 25 March 2015 (as circulated) be received.*

Dresser/Macdonald

Carried

8.2 Draft Long Term Plan 2015/2025

- 8.2.1 Board Member Delaney commended the Council's proposal that if it exits from pensioner housing then the units would only be sold to respected not-for-profit social housing providers.

- 8.2.2 Board Member Delaney expressed his views on the proposed dog registration fees, and he referred to them as being unfair, complicated and unlikely to achieve some of their objectives.

- 8.2.3 In making these comments Board Member Delaney acknowledged the need for a new pound to keep up to code, but he questioned whether owners of registered dogs should solely or primarily be responsible for funding the cost?

If so, when the new pound is paid for, will dog registration fees be revisited and reduced accordingly? Furthermore, an increase of 300% for many rural dog owners may simply be too unaffordable and result in many more unregistered dogs.

- 8.2.4 To provide a much simpler method of funding the new pound Board Member Delaney suggested that the Council adopt the Central Hawke's Bay District Council dog registration fee structure, being:

Rural dogs	-	.5 of fee
Urban dogs	-	full fee
Preferred owners	-	.4 of fee

and adjust the fees so that they cover the costs of a new pound.

- 8.2.5 Board Member Delaney tabled a copy of his thoughts and concerns regarding this subject, and he intends to make a personal submission along with the Ruahine Kennel Association through the Council's Draft Long Term Plan community consultation process to request that the proposed fees be amended.

9. Reports from Board Representatives Appointed to Organisations and Assigned Responsibilities

9.1 Tararua Youth Offending Team

9.1.1 The Deputy Chairperson attended a meeting of the Tararua Youth Offending Team, and they are considering establishing next year a youth boot camp programme to provide a highly structured environment to mentor youth through developing life skills and discipline.

9.1.2 To enable this programme to proceed they will be seeking funding towards the costs involved.

9.2 Dannevirke Chamber of Commerce

9.2.1 Board Member Christison reported that the Dannevirke Chamber of Commerce has formed a subcommittee to consider the arrangements to organise the Dannevirke Christmas Parade.

9.2.2 The Board will need to formalise its agreement to the Chamber of Commerce's proposal, along with providing funding for the traffic management plan, road closures application and the promotion of this event.

9.3 Cycle/Walkway – Smith/Cole Streets and Adelaide Road

9.3.1 Board Member Christison reported that excavation work has been undertaken to progress the project, with the retaining walls to be done this month.

9.3.2 A working bee is intended to be held next weekend by the volunteers and service clubs that are providing their labour to carry out the work involved.

9.3.3 The Monty Fairbrother Charitable Trust has supported this project through approving a grant of \$20,000 towards the funding required to develop the cycle/walkway.

9.4 First World War Commemorations

9.4.1 Board Member Delaney reported on the First World War Commemorations Committee activities and events planned, and this included reference to the following matters:

- A Dannevirke High School fun run is to be held on 24 April 2015, with participants wearing soldiers kit. Members of the Commemorations Committee have been invited to take part in this event.
- Proceeding with the publication of three booklets containing Rob McDonald's research concerning the First World War and its consequences to the Dannevirke district.

- The Dannevirke Gallery of History is to arrange a display on Anzac Day at the Services and Citizens Club.
- The Dannevirke Library is providing a display on local stories concerning the “Daisy Patch” event and its history, the Gallipoli Campaign, the Battle of Chunuk Bair and the Battle of Passchendaele.
- The Dannevirke High School students are undertaking research relating to the Places of Remembrance project to identify any amenities, streets or buildings in the Board’s area that should be named in honour of some aspect connected with the First World War.
- A visit is to be made to Wellington to view Sir Peter Jackson’s First World War exhibition that captures the stories and history of this war and its impact on New Zealand.

10. Correspondence

10.1 *That the correspondence as listed be received.*

(a) Dannevirke Combined Indoor Bowling Clubs 6 March 2015
Re: Request for funding regarding the IDEA Services
Indoor Bowling Tournament in the Dannevirke Sports Centre

(b) Makirikiri Marae Komiti 11 March 2015
Re: Acknowledgement of the Board’s funding grant

Delaney/Christison

Carried

10.2 Dannevirke Combined Indoor Bowling Clubs

10.2.1 *That the Dannevirke Combined Indoor Bowling Clubs be granted the sum of up to \$100.00 from the Board’s discretionary funds to pay the cost of hiring the Sports Centre Main Hall and Supper Room for the IDEA Services indoor bowling tournament held on 26 July 2015.*

Christison/Macdonald

Carried

10.2.2 Board Member Delaney requested that it be noted he had abstained from the discussions concerning this item of business and voting on the motion regarding that matter.

11. General Assistance Grants Scheme

11.1 The Chairperson declared an interest in the Dannevirke Promotion and Development Society application, and he abstained from the discussions regarding that matter and determining the amount of the grant allocated to this organisation.

11.2 Board Member Delaney declared an interest in the applications from the Knox Presbyterian Church, Tararua Family Services and Te Wananga o Tamaki Nui A Rua, and he abstained from the discussions regarding those matters and determining the amount of the grant allocated to each of these organisations.

11.3 ***That the following grants be approved for disbursement from the Dannevirke Community Board's General Assistance Grants Scheme for the 2014/2015 annual funding allocation.***

<i>Name</i>	<i>Project</i>	<i>Amount Granted \$</i>
<i>Dannevirke Amateur Swim Club</i>	<i>Operational assistance</i>	<i>1,000.00</i>
<i>Dannevirke Art Society</i>	<i>Maintenance to the art room</i>	<i>200.00</i>
<i>Dannevirke Community Toy Library</i>	<i>Purchase refurbished laptop computer</i>	<i>125.00</i>
<i>Dannevirke Gallery of History</i>	<i>Operational assistance</i>	<i>2,600.00</i>
<i>Dannevirke Promotion and Development Society</i>	<i>Renovate and preserve the 1914 fountain on Hall Street</i>	<i>1,522.00</i>
<i>Dannevirke Squash Club</i>	<i>Purchase equipment</i>	<i>249.49</i>
<i>Herbertville Hall Association</i>	<i>Hall maintenance</i>	<i>500.00</i>
<i>Knox Presbyterian Church</i>	<i>Install water heater and range hood to upgrade hall kitchen</i>	<i>2,800.00</i>
<i>Makirikiri Marae Komiti</i>	<i>Operational assistance</i>	<i>1,000.00</i>
<i>Makotuku Progressive Association</i>	<i>Repainting of the hall interior</i>	<i>600.00</i>
<i>Radio Dannevirke</i>	<i>Moveable street sidewalk sign to advertise the studio's location</i>	<i>132.65</i>
<i>Rangatira Croquet Club</i>	<i>Maintenance of lawns</i>	<i>700.00</i>
<i>St John Cadets Dannevirke</i>	<i>Purchase first aid kits and overalls</i>	<i>329.20</i>
<i>Tararua Family Services</i>	<i>Install heaters and heat pumps to update premises</i>	<i>1,500.00</i>
<i>Te Wananga o Tamaki Nui A Rua</i>	<i>Hot house and shade house for community garden</i>	<i>1,551.50</i>
<i>Total amount granted</i>		<i>14,809.84</i>

And that the following applications be left to lie on the table until the next meeting to obtain from each applicant further information regarding their project:

- ***Dannevirke and Districts A & P Association – Request that a second quote be provided to install the new hot water system under the grandstand.***
- ***Dannevirke SPCA – Request details of the number of cats and dogs they had de-sexed within Dannevirke in 2013 and 2014, and the cost incurred relating to that expenditure.***

Macdonald/Isaacson

Carried

- 11.4 Board Members Christison and Delaney requested that their dissent be noted to the grant provided to the Dannevirke Squash Club.
- 11.5 Board Member Delaney requested that his dissent be noted to the grant provided to the Rangatira Croquet Club.

12. Chairman's Remarks

- 12.1 Nil

13. Items not on the Agenda

- 13.1 Nil

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 4.05 pm.

Chairperson



Eketahuna Community Board

Minutes of a meeting of the Eketahuna Community Board held in the Eketahuna War Memorial Hall, corner of Jones Street and State Highway 2, Eketahuna on Thursday 2 April 2015 commencing at 10.07 am.

1. Present

Board Members C C Death (Chairperson), T J Hull (Deputy Chairperson), D F Eagle, S E Shannon and Cr W H Davidson (Council appointed Community Board member).

In Attendance

Cr T H Collis - South Ward District Councillor
Mr R Taylor - Governance Manager

2. Apologies

2.1 Nil

3. Personal Matters

3.1 The passing of Jean Parsons (a local Eketahuna identity) was noted.

4. Notification of Items Not on the Agenda

4.1 The following matters were notified as items for discussion at today's meeting to be dealt with through the reports from board representatives under sections 8.1 and 8.2 of the agenda:

- Radio Eketahuna
- Old café location advertising sign

5. Confirmation of Minutes

5.1 *That the minutes of the Eketahuna Community Board meeting held on 6 March 2015 (as circulated) be confirmed as a true and accurate record of the meeting.*

Shannon/Eagle

Carried

6. Matters Arising from the Minutes

6.1 Kerbside Berm Mowing (Item 6.3)

6.1.1 It was noted that High Street is still only being strip mowed, whereas the Board had requested a higher standard of mowing within this street.

6.1.2 This matter will be referred to the Tararua Alliance for follow up as they had previously accepted the Board's proposal to provide the basis of the kerbside berm mowing level of service in Eketahuna.

6.2 Tile Town Painting (Item 6.6)

6.2.1 Board Member Eagle has contacted Mark Dimock concerning this project, and it is proposed that it be progressed through the Eketahuna Our Town Committee.

6.2.2 The intended approach to promote the sale of the tiles is suggested to be undertaken in July, and Board Member Eagle has offered to help at that time with the campaign if her assistance is required.

6.3 Tararua Cycleway Project Proposal (Item 8.4)

6.3.1 Cr Davidson has contacted David Clapperton of the Horowhenua District Council concerning this project, and an update will be provided to the Board in due course.

7. Tararua District Council Report

7.1 *That the report of the Tararua District Council meeting held on 25 March 2015 (as circulated) be received.*

Davidson/Hull

Carried

8. Reports from Board Representatives Appointed to Organisations and Assigned Responsibilities

8.1 Radio Eketahuna

8.1.1 A special general meeting of Radio Eketahuna was held on 2 April 2015 to consider the radio station's future as they need to find new premises.

8.1.2 Their existing building has been sold, and they are required to vacate the property by 30 June 2015.

8.1.3 A steering group from the community was established, and Cr Davidson and Board Member Hull have been appointed to its membership.

8.1.4 The Board supports Radio Eketahuna in their endeavours to obtain an appropriate building to enable the continuation of the radio station's operation.

8.2 **Old Café Location Advertising Sign**

- 8.2.1 The old café location advertising sign should be removed as this business has closed, and the information conveyed is misleading and not relevant.
- 8.2.2 Cr Collis agreed to contact the Lazy Graze café owner to ascertain if they would be interested in placing their details on the sign.
- 8.2.3 An approach may then be made to the land owner where the sign is located to request their agreement to either update or remove the sign, noting that the old café no longer exists.

9. **Correspondence**

- 9.1 ***That the correspondence as listed be received.***

(a) Kerry and Loreen Cunningham

Re: Eketahuna Camping Ground February report

Death/Eagle

Carried

10. **Proposed Skateboard Park and Playground Renovations**

- 10.1 The Chairperson welcomed Bridget Percy, Simon Currie and Eketahuna police officer Donna Olliver to the meeting, and invited them to address the Board.
- 10.2 An outline was given regarding progress with the development of the skateboard park project, and this included reference to the following matters:
- Funding of \$4,500 has been raised from youth cutting and selling firewood.
 - The Eketahuna Youth Trust have made applications to seek financial assistance grants.
 - The application to the Waireka Community Trust was approved, with an amount of \$20,000 provided by them.
 - The intention is to time the development of the skateboard park to coincide as part of the town centre upgrade.
 - A staged approach will be taken as funds are secured, with each part intended to be completed as a \$30,000 module.
 - Stage one involves the establishment of the concrete pad, and the total cost of the project is \$124,000.
 - Playground Centre is the company providing the equipment and design, and an example of the intended Rhino skate ramps riding surface and options for the proposed lay out were presented to board members.

- 10.3 Board members acknowledged the commitment and efforts of the group involved to progress this project, and commended them on their enthusiasm and vision.
- 10.4 Simon Currie provided some background information about Playground Centre and the projects they have undertaken in other areas, and these details will be referred to the Manager Assets Group and the Community Assets and Property Manager together with an update from this meeting.
- 10.5 This will inform them of the plans under consideration when working with these Council staff to undertake this project as part of the playground renovations.
- 10.6 The option is available to apply for financial assistance from the Council's Community Recreation Fund towards the expenditure to establish this facility.
- 10.7 Police officer Donna Olliver spoke on the work she is doing to support and mentor youth in Eketahuna, with board members conveying their appreciation to acknowledge her endeavours and time devoted to this matter.

11. Eketahuna Our Town Committee

- 11.1 The Eketahuna Our Town Committee meeting was reconvened to complete the appointment of the office holders to the vacant positions.
- 11.2 From that meeting a new committee was formed, with Bridget Wellwood to undertake the role of their Chairperson.

12. Anzac Day

- 12.1 The Chairperson outlined the intended arrangements for the Anzac Day civic ceremony held in Eketahuna.

13. Alf Rowden Humanitarian Award

- 13.1 The Chairperson will follow up possible individuals to receive the presentation of the Alf Rowden Humanitarian Award this year, and report to the Board's next meeting regarding the intentions concerning that matter.

14. Draft Long Term Plan 2015/2025 Council Road Trip

- 14.1 The Chairperson will attend the consultation discussions regarding the Draft Long Term Plan held in Eketahuna on 15 April 2015 from 1.45 to 2.15 pm as part of the Council's district road trip.
- 14.2 The Board's community meeting on 28 April 2015 at 7.00 pm in the Eketahuna Community Centre Supper Room to discuss the Draft Long Term Plan will be promoted through a flyer drop.
- 14.3 Board members shall arrange to provide tea, coffee and supper available following the conclusion of the community meeting.

15. Eketahuna Town Centre Upgrade

- 15.1 The safety review report on Eketahuna's Main Street (State Highway 2) received from the New Zealand Transport Agency was noted by the Board.
- 15.2 Board members viewed the town centre with Dave Charnley of Prorata Landscape Architecture on 23 March 2015.
- 15.3 The Board will continue the discussions to progress the planning of the project on receiving further details regarding possible concepts to develop the design of the upgrade.

16. Chairman's Remarks

16.1 Pukaha Mount Bruce Annual Fundraising Dinner

- 16.1.1 The Pukaha Mount Bruce annual fundraising dinner will be held on 24 April 2015 at the Copthorne Solway Park and Resort in Masterton.
- 16.1.2 This event provides funding to support the Pukaha Restoration project. Its purpose includes predator control of the reserve, kiwi monitoring, kiwi egg collection and the return of the kiwi into the forest after they have hatched and been given a great start in the Pukaha nursery.

17. Items not on the Agenda

- 17.1 Refer to the items set out in sections 8.1 and 8.2 of these minutes.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 12.33 pm.

Chairperson

PAHIATUA ON TRACK INCORPORATED

Minutes of the Pahiata On Track Incorporated meeting held in the Pahiata Service Centre Chamber, 136 Main Street, Pahiata on Wednesday 1 April 2015 commencing at 5.30pm.

1. Present

- 1.1 Committee Members: L Powick (Chair), Michelle Rankin (Secretary), John Arends (Treasurer), J Brock, Gerry Parker, G Ryan, Ingrid de Graaf

Members of the Public: Tracey Collis, Agnes Diamond, Greeta Chalmers, Jean

2. Apologies

- 2.1 Z Keall, K Windleborn, B MacDougall, Ann-Marie Bengston, Shirley Hull

3. Notification of Items Not on the Agenda

- 3.1 Discretionary grant application from the Dannevirke SPCA

4. Agnes Diamond – Opportunity Shop

- 4.1 Agnes spoke to the committee about their application for financial assistance with the rates payment owing to an enforced re-location of premises as their current building was deemed earthquake-prone and it is scheduled for demolition.

5. Confirmation of Minutes

- 5.1 **That the minutes of the Pahiata On Track meeting held on 4th March 2015 (as circulated) be confirmed as a true and accurate record of the meeting.**

John/Gerry

Carried

6. Matters Arising

- 6.1 It was noted from point 3.2 regarding the mowing maps that the sentence should read the schedule of the mowing contract is up for discussion to maximise the work able to be undertaken within the available budget.
- 6.2 From point 3.2 regarding the mowing maps, John and Brett will drive around to have a look at the current mowing structure and report back at the next meeting.
- 6.3 From point 10.4, Cynthia has come back with a figure of \$7,500 that previously was reported as set aside for the skate park project. We will look back at the previous minutes and confirm at the next meeting.

7. Tararua District Council Report

- 7.1 **That the minutes of the Council meeting held on 25th March 2015 (as circulated) be received.**

Jared/Glen

Carried

- Shirley Hull's report included reference to the following matters from this meeting:
 - The consultation dates for the Draft Long Term Plan are 6th April to 8th May.
 - Issues that are part of the Draft Long Term Plan include Woodville Service Centre/Library, Pongaroa water upgrade, pensioner housing, kerbside refuse collection, Pahiatua town centre upgrade, swimming pool replacement and the Pahiatua bore and water storage.

Tracey Collis added further reference to the following matters from this meeting:

- The Tararua provincial conference is on 14th April.
- The Draft Long Term Plan is on the website from Monday, and submissions need to be in by 8th May.
- Councillors and Council managers are embarking on a road trip on 15th April, and they will be in Pahiatua between 12noon and 1.00pm. They will be talking with residents and interested parties about the Council's intentions for the long term. The committee are to email Louise with their ideas so she can put them forward as a group submission.

8. Correspondence In

TDC account – advertising road closures

Account from Mitre 10

Pahiatua RSA – a letter of thanks from Bryan James

Two nomination letters for the Pahiatua Community Service Awards

That the inwards correspondence be received.

Gerry/Jared

Carried

Correspondence Out

A card and voucher sent to Hutia

That the outwards correspondence be passed.

Gerry/Jared

Carried

9. Financial Report

Report given by John

Accounts passed for payment:

Cash	Keg race fundraiser	\$1000.00	(Harvard plane)
Angove Engineering	Christmas lights	\$2056.33	

That the financial report be adopted and the accounts for payment be approved.

John/Ingrid

Carried

10. Discretionary Grants

- 10.1 **That the committee approves the application made by the Bush Multisport Trust for assistance towards the cost of renewing the fence along the car park and that the sum of \$5217.40 be granted subject to clarification on the material portion of the quote.**

Louise/Gerry

Carried

- 10.2 **That the committee approves the application made by the Opportunity Shop for assistance towards the cost of rates and that the sum of \$1000.00 be granted.**

Glen/Ingrid

Carried

- 10.3 The Dannevirke SPCA has put forward a grant application applying for \$5000.00 towards neutering cats and dogs in the Pahiatua area. **The committee would like someone from the Dannevirke SPCA organisation to attend next month's meeting to speak to the committee.**

11. Portfolios

11.1 Harvard Plane

The committee are waiting on the finished product now. They had the Bring the Keg Back to the Brewery fundraiser on Sunday and St Anthony's School are donating the funds raised from their Easter raffle to the Harvard plane project.

11.2 Cycle Ways

Gerry is working towards setting up a meeting with Council to discuss a funding application. Gerry will make a submission to have the cycle ways added into the Long Term Plan.

11.3 Town Centre Upgrade

This committee is working on how they will roll out the branding to the community. They are meeting to discuss options and choose the best way to move forward.

11.4 Sports

Jared will work on a new plan for the keg fundraiser for next year. He will also work with Kelly Christensen to organise a sports calendar.

12. Anzac Day

- 12.1 Bryan James has asked if the Pahiatua On Track committee would assist with the cost of the road closures for the dawn parade. We would like to see as many of the committee members attend the dawn service and the 100th anniversary remembrance Anzac Day service at the cemetery.

- 12.2 **That the committee approve the amount of \$1000.00 towards the road closures cost for the dawn parade.**

Louise/Gerry

Carried

The meeting moved into committee.

13. Pahiatua Community Service Awards

The meeting moved out of committee.

14. JP Application from John Arends

John is applying to be a JP and he requires a letter of support from the committee.

That Michelle Rankin writes a letter of support for John.

Louise/Ingrid

Carried

The meeting was closed at 8.20pm.

Chairperson

Minutes of a meeting of Woodville Districts' Vision held in the Woodville Events Centre on Tuesday 7 April 2015 commencing at 7.00pm.

PRESENT

RWinter, P McCool, MM Oulaghan, B Hutton, S McLeod, K McIntyre, Cr T Collis, D Pretty, M Souden, T de Vries, G Murray, R McMillan, V McMillan, D Johnstone, Dave Johnstone, G Hale, C Blackburn V James, M Reuben, B McCulloch, V Swinbourne, B Pender – SPCA, A Longstaff – SPCA

APOLOGIES

J Coombe, M Taylor, P Johns

MINUTES OF THE PREVIOUS MEETING

Minutes taken as a true and accurate record

That the minutes of meeting held on 3 March 2015 be accepted as a true and accurate record of that meeting.

R Winter/B Hutton

Carried

MATTERS ARISING

Nil

CORRESPONDENCE

Inwards:

Application from Dannevirke SPCA for the de-sexing of cats
Letter from I Riley re street cleaning
TDC minutes

Outwards

- Letters of thanks re Wood Fest to Papatawa School for supervising the children's events and Maori Wardens re security

MM Oulaghan / R Winter

Carried

GENERAL BUSINESS

• Stray Cats

As so many of the attendees were present to discuss the cat situation, this item of general business was brought forward. The number of stray cats in Woodville is increasing and a solution is sought to resolve this problem.

Brenda Pender from the Dannevirke SPCA spoke to the group:

- SPCA have received a number of calls from people in Woodville
- Reiterated that they are not pest control
- After 72 hours of looking after the animal you are deemed to be the owner
- SPCA resources are limited
- One property in Woodville has approximately 30 cats
- Can negotiate with vets re de-sexing or euthanasia
- If animals are unable to be handled then SPCA recommend euthanasia
- Need to building up community awareness
- A female kitten can reproduce herself 82 times in two years

General Discussion

- Look at approaching the TDC to make a cat bylaw similar to the dog bylaw
- Horizons have good traps – T Collis is to investigate accessing them
- Indicators for strays, e.g. health
- Limited/nil assistance from other sources – will need to do something ourselves
- R McMillan advised he did not want the cats shot
- Potential for Tararua vets to charge \$10 per cat for euthanasia, if the body is returned

A small group to be formed to progress (Robin Winter, Val Swinbourne, Bettina McCulloch, Val James, Vicky McMillan). On going

• Draft Long Term Plan

R Winter tabled 30 submission forms to enable people to have their say. Topics of importance include:

1. Commencement of the process of building the new water storage dam. It is a three year plan
2. Extraordinary water users, e.g. farmers on town supply
3. Sale of pensioner housing
4. Kerbside refuse collection
5. New home for Library, Service Centre, I- Site
 - in the TDC preferred option:
 - I-site will be invisible
 - Lindauer will be isolated and therefore closed
 - New green space – diminishes business centre
 - WDV counter proposal: all 'housed' in the Infracon building

The following attendees left the meeting:

B Pender, A Longstaff, R McMillan, V McMillan, D Johnstone, Dave Johnstone, V James, M Reuben, B McCulloch, V Swinbourne

REPORTS

• Treasurer's report tabled

- Max Tarr invoice remains unresolved
- Pub Charity has deposited \$10k into the account.

That the Treasurer's report be accepted and the accounts as listed be paid.

P McCool / M Souden

Carried

• Cr T Collis – TDC Report

- Cr T Collis had the pleasure of attending the Trustpower Awards with the Woodville Pioneer Museum.
- Street Cleaning and Footpaths - the issue was raised at the meeting and the CE discussed the matter with the Alliance. The Alliance have not cleaned the streets due to the total water ban. A water tanker will be bought in from Dannevirke to carry out the task.

- Saddle Road Upgrade - the upgrade of the Saddle Road is progressing, and the work completed on the Tararua side is looking good and has been positively received by the day to day road users.
- Pensioner Housing - a letter is being drafted to outline the Council's preferred Draft LTP option to sell its housing portfolio to a suitable social housing provider. Personal contact was made by the portfolio holders Cr Shirley Hull and Cr David Roberts to explain the situation and the proposal. This avoids any anxiety to our pensioner housing residents.
- Innovate 2015 – TDC will again be supporting the programme and promoting it around the district.
- Council's website has been reviewed and changes will be made to improve the efficiency and functionality.
- Little Ears is a successful preschool programme run out of Dannevirke and will now be rolled out to Pahiatua and Woodville libraries. This half hour weekly programme will rotate amongst the three libraries using the same programme material. Woodville are having good numbers attending but please spread the word.
- Health & Safety Summit - Dashcam cameras in vehicles and on enforcement staff are becoming a useful tool and this will be considered in the new financial year.
- Roding - the Tararua Alliance is nearing completion of the drive over of the district's roading network to determine the priorities for the 2015/2016 roading programme.
- Draft Long Term Plan – The document was adopted on Wednesday 1 April. The submission period is open. The videos from the Mayor and management outlining the major issues for the district are available on the website along with the workshops from the initial stakeholders meeting.

- **Wood Fest**

- Report tabled.

***That the Wood Fest become an annual event funded by WDV but managed by a standalone committee, and
That the budget be re-visited mid year, and***

***That the Wood Fest be held on the Sunday directly following the March Martinborough Fair.
R Winter / B Hutton Carried***

- **Anzac Day**

- R Winter and R Mountfort are liaising re Anzac Day.
- Unfortunately we are unlikely to have soldiers attend the civic ceremony.
- Kauri tree donated – one child per school to be involved. Planting will occur at the end of the ceremony.
- Poppy panel will be displayed at the civic ceremony.
- Floral Society will create the wreath. S McLeod will present it.

- **Lindauer Studio**

- Draft proposal for consideration has been submitted to Pilsen. Nothing to report back on this matter.

GENERAL BUSINESS

Dannevirke SPCA Application

- A decision is on hold pending local progress towards a resolution of this problem.

CCTV

- \$10k received from Pub Charity for CCTV, it must be spent within three months.
- Peter Wimsettt recommends the purchase of:
 - two high resolution cameras each end of town, sited at the Horizons office and the Alliance building to track vehicle movements with the ability to identify number plates - \$3,095 each (excluding GST)
 - Five ordinary cameras sited at main street intersections, i.e. two on the McLean Street corner, two on Ormond Street and one at 4-Square - \$435.50 each excluding GST.
- Total camera cost - \$8,367.50
- *Plus* one-off server space cost payable to TDC – 7 x \$545 = \$3,815
- *Plus* cabling, installation by Inspire Net at well under market price, approximately \$9k.
- Total = \$21,182.50

That the outstanding balance be funded by WDV and an application be sent to Pub Charity for phase two of the CCTV process which will result in radio message cameras being installed in Fountaine Square.

P McCool / B Hutton

Carried

- Communication with Woodville businesses to help support the funding; J Coombe to assist.

Other Items Raised

- G Hale - query as to the cleanliness of water in the town supply dam.
- G Hale - should the street gardens be roped off and/or additional rocks be placed to stop people walking through them.
- T de Vries – advised of a fundraiser for Pink Ribbon Breast Cancer. A champagne breakfast is to be held on Mother's Day (3 May), \$20 per ticket.

The meeting was closed at 8.40 pm.

Report

Date : 21 April 2015

To : Mayor and Councillors
Tararua District Council

From : Richard Taylor
Governance Manager

Subject : **Appointment of the Council's Electoral Officer**

Item No : **10.1**

1. Reason for the Report

- 1.1 To appoint an Electoral Officer for conducting the elections and polls concerning the Council and the district's Community Boards.

2. Background

- 2.1 Section 12 of the Local Electoral Act 2001 requires at all times for the Council to have appointed an Electoral Officer to exercise the powers and duties associated with this position.
- 2.2 The Electoral Officer is responsible for conducting every election or poll within the district relating to the Mayor, Councillors and Community Board Members for Dannevirke and Eketahuna.
- 2.3 Their responsibilities as detailed in the Local Electoral Act 2001 are:
- a) The compilation and certification of electoral rolls
 - b) The publication of any public notice relating to elections and polls and the calling of nominations, required to be given
 - c) Receiving nominations, candidate profile statements, and deposits required to be paid
 - d) Issuing and receiving ordinary and special votes and other official documents
 - e) The processing and counting of votes
 - f) The declaration of results
 - g) Receiving returns of electoral donations and expenses
 - h) Investigating possible offences and reporting alleged offences to the Police

- 2.4 The Electoral Officer is authorised to appoint the Deputy Electoral Officer and delegate or engage any person to carry out those powers or duties.
- 2.5 The Electoral Officer is required to make a declaration to undertake this role, and they remain in office until vacating the position whereby a successor is appointed.
- 2.6 A Chief Executive must not be appointed to act as an Electoral Officer, Deputy Electoral Officer or other electoral official unless the Council is satisfied that no other course of action is reasonably practicable in the circumstances.

3. The Current Situation

- 3.1 The Council previously appointed Abby Hemopo (the former Customer Services Manager) to the position of its Electoral Officer.
- 3.2 For the purpose of the 2013 elections, I agreed to accept the role of the Deputy Electoral Officer on the understanding the appointment would not continue beyond that point.
- 3.3 As Abby has since left the Council following taking parental leave I have acted as the Electoral Officer in a temporary capacity until a replacement is appointed.
- 3.4 Expressions of interest were invited from staff to take over this role, and after discussions with the Mayor, Sandy Lowe (Land Information Officer) was selected for this appointment.
- 3.5 By making an appointment at this time, it will enable Sandy to prepare for the 2016 elections through attending the Society of Local Government Managers training workshop held in November.
- 3.6 It also enables her to liaise with electionnz.com that provides support to the Council in processing the voting papers for the elections.
- 3.7 With regard to the Deputy Electoral Officer role, there is two staff interested in this position, and Sandy can make that appointment once confirmed as the Electoral Officer.

4. Significance Assessment

- 4.1 The appointment of an Electoral Officer is a decision made by the Council, and it is not considered to be significant in terms of the Significance and Engagement Policy.

5. Options

- 5.1 The Council has two options in making this appointment; either through an in-house arrangement or contracted out to an external provider such as electionnz.com.

- 5.2 The in-house option is more cost effective and retains the management of the Council's elections locally.

6. Conclusion

- 6.1 To formalise the appointment of the Electoral Officer requires a resolution of the Council, and the following recommendation is made in respect of this matter.

7. Recommendation

- 7.1 *That the report from the Governance Manager dated 21 April 2015 concerning the Appointment of the Council's Electoral Officer (as circulated) be received, and*
- 7.2 *That Sandy Lowe be appointed as the Council's Electoral Officer for the Tararua District to conduct its elections and polls in accordance with the provisions of the Local Electoral Act 2001 and regulations made under this Act.*

Attachments

Nil.

Report

Date : 23 April 2015

To : Mayor and Councillors
Tararua District Council

From : Richard Taylor
Governance Manager

Subject : **Fencing of Swimming Pools Act 1987**

Item No : **10.2**

1. Reason for the Report

- 1.1 To request that the Environmental Health Officer and the General Inspector be authorised to undertake the Council's responsibilities under the Fencing of Swimming Pools Act 1987.

2. Background

- 2.1 The Fencing of Swimming Pools Act 1987 is an Act to promote the safety of young children by requiring the fencing of certain swimming pools.
- 2.2 Every territorial authority is required to take all reasonable steps to ensure that they comply with this Act in its district.
- 2.3 The Council is required to have officers in place to apply the provisions of the Act and ensure compliance is occurring.

3. Delegations Requested

- 3.1 To enable the Council to meet its targets under the statement of performance for the activity additional support is required in this area to that already available from the building inspectors.
- 3.2 It is intended to provide this resource through the Environmental Health Officer, Pennie Smith and the General Inspector, Catherine Burns.

4. Significance Assessment

- 4.1 The approval of delegations for statutory enforcement is a decision made by the Council, and it is not considered to be significant in terms of the Significance and Engagement Policy.

5. Conclusion

- 5.1 To formalise the appointment of the proposed additional officers to carry out this function the following recommendation is made in respect of this matter.

6. Recommendation

- 6.1 *That the report from the Governance Manager dated 23 April 2015 concerning the Fencing of Swimming Pools Act 1987 (as circulated) be received, and*
- 6.2 *That the Council authorises and warrants the Environmental Health Officer, Pennie Smith and the General Inspector, Catherine Burns to exercise and fulfil its powers, duties and responsibilities relating to the Fencing of Swimming Pools Act 1987.*

Attachments

Nil.



Report

Date : 22 April 2015

To : Mayor and Councillors
Tararua District Council

From : Tom Dodd
Performance Manager

Subject : **Request to Close Barraud Street in Dannevirke**

Item No : **10.3**

1. Reason for the Report

- 1.1 For Council to consider granting or declining a request for a road closure of Barraud Street.

2. Background

- 2.1 Ngati Kahungunu in Dannevirke has requested a road closure for a significant cultural ceremony to take place.

Details of the proposed closure are:

- Location: Barraud Street Dannevirke from SH2 (High Street) to Denmark Street ie from Rp0 to Rp156
- Date: Saturday 15 May 2015, between 7 am and 12 noon.

- 2.2 This request has been received too late to undertake the required public consultation and Ngati Kahungunu has been advised of this. However, at their request, this application is being passed to Council for consideration.

3. Consultation

- 3.1 The legislation requires the public to be given at least 42 days notice, which is usually via a public notice in the local newspaper. This timeframe is not feasible for the late submission of this application. However, discussions with businesses that front on to this section of Barraud Street have resulted in the comments below:

- KB Ford has no objections.
- Dart Panel and Paint has no objections.
- NZCU Baywide has no objections.
- Masonic Hotel is closed and for sale. Property Brokers have no objections.
- New World would prefer closure only to 11am and only for the section from SH2 to their entrance/exit on Barraud Street but will accept the closure if TDC approves it.

3.2 The two service lanes to the east and west of Barraud Street would need to be closed at Barraud Street.

3.3 Vehicle access along Barraud Street to the public toilets will not be available during the closure.

3.4 The accompanying map shows the extent of the closure.

4. Legal Requirement

The Transport (Vehicular Traffic Road Closure) Regulations 1965 states:

“Controlling authority may close road

For the purpose of holding on any road any...processions...celebrations...or other special events, the roading authority may, subject to the provisions of these regulations, close the road to ordinary vehicular traffic...for not more than 12 hours...”

“Notice of intention to close road to be advertised

At least 42 days before the proposed period of closure of any road, the controlling authority shall give public notice...”

5. Recommendation

That the report from the Performance Manager dated 22 April 2015 concerning a Request to Close Barraud Street in Dannevirke (as circulated) be received, and

That as the legal period of public notice of at least 42 days under the Transport (Vehicular Traffic Road Closure) Regulations 1965 is not possible in this case; the Council declines the application for a street closure of Barraud Street on 15 May 2015.

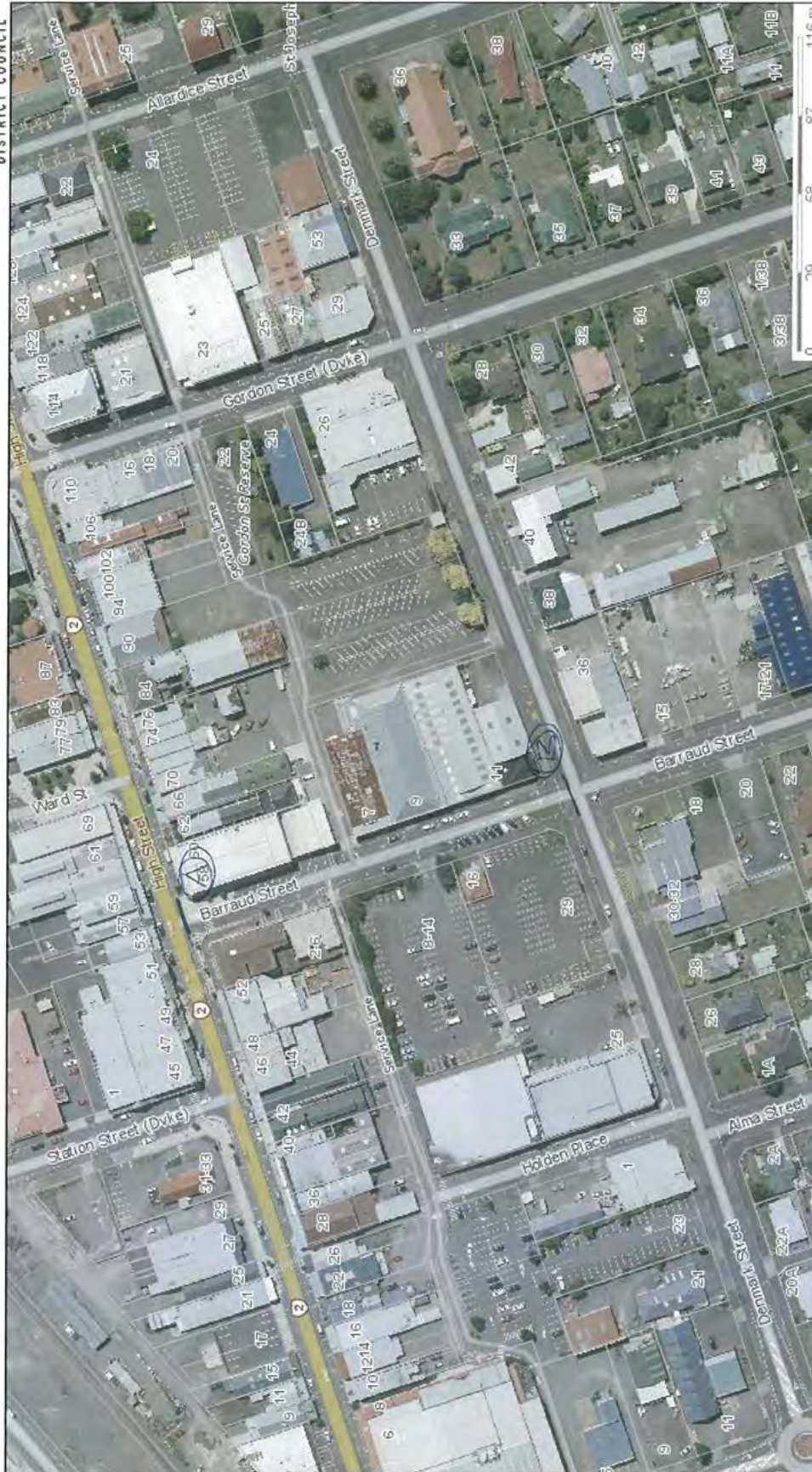
Attachments

1. Map of Barraud Street - Road Closure Application
2. Transport (Vehicular Traffic Road Closure) Regulations 1965

10.3 Request to Close Barraud Street in Dannevirke
Attachment 1 Map of Barraud Street - Road Closure Application



Print Date: 17/04/2015
Print Time: 2:21 PM



Digital map data sourced from Land Information New Zealand. CROWN COPYRIGHT RESERVED.
The information displayed in the GIS has been taken from Tararua District Council's databases and maps.
If the information is relied on in support of a resource consent it should be verified independently.

NZGD2000 / New Zealand Transverse Mercator 2000
1863405.29478229 5544158.7636801
1863946.42394451 5544457.2269437

Projection:
Bounds:

Scale: 1:1990
Original Sheet Size A4



Reprint
as at 1 July 2013



**Transport (Vehicular Traffic Road
Closure) Regulations 1965**
(SR 1965/63)

Bernard Fergusson, Governor-General

Order in Council

At the Government Buildings at Wellington this 26th day of April
1965

Present:
The Right Hon Keith Holyoake, CH, presiding in Council

Pursuant to the Transport Act 1962, His Excellency the Governor-General, acting by and with the advice and consent of the Executive Council, hereby makes the following regulations.

Contents		Page
1	Title	2
2	Interpretation	2
3	Controlling authority may close road	3

Note

Changes authorised by section 17C of the Acts and Regulations Publication Act 1989 have been made in this reprint.

A general outline of these changes is set out in the notes at the end of this reprint, together with other explanatory material about this reprint.

These regulations are administered by the Ministry of Transport.

r l	Transport (Vehicular Traffic Road Closure) Regulations 1965	Reprinted as at 1 July 2013
4	Notice of intention to close road to be advertised	3
5	Where no objections to closure received	3
6	Where objections to closure received	4
7	Promoter to provide adequate insurance	4
8	Permit to use closed road	5
9	Powers of Police and bylaws requiring permits not affected	5
10	Certain enactments suspended	5
11	Offences	5
12	Revocation	6
	Schedule 1	6
	Schedule 2	8
	Enactments and bylaws not applying on roads closed to ordinary vehicular traffic	

Regulations

- 1 **Title**
These regulations may be cited as the Transport (Vehicular Traffic Road Closure) Regulations 1965.
- 2 **Interpretation**
In these regulations, unless the context otherwise requires—
accident compensation levy means a levy payable pursuant to section 98 of the Accident Compensation Act 1972
controlling authority, in relation to a road,—
 (a) means the authority, body, or person having control of the road; and
 (b) includes a person acting under and within the terms of a delegation or authorisation given by the controlling authority
period of closure, in any case where it is proposed to close a road for more than 1 period, means the first period of closure
road does not include any foreshore (as defined in section 2(1) of the Harbours Act 1950).
 Regulation 2: amended, on 3 May 1999, by regulation 2(2) of the Transport (Vehicular Traffic Road Closure) Amendment Regulations 1999 (SR 1999/89).

Reprinted as at
1 July 2013

Transport (Vehicular Traffic Road
Closure) Regulations 1965

r 5

Regulation 2 **accident compensation levy**: inserted, on 1 April 1974, by regulation 2 of the Transport (Vehicular Traffic Road Closure) Regulations 1965, Amendment No 2 (SR 1974/75).

Regulation 2 **controlling authority**: replaced, on 3 May 1999, by regulation 2(1) of the Transport (Vehicular Traffic Road Closure) Amendment Regulations 1999 (SR 1999/89).

Regulation 2 **indemnity surcharge**: revoked, on 10 May 2011, by section 100(3) of the Land Transport (Road Safety and Other Matters) Amendment Act 2011 (2011 No 13).

Regulation 2 **road**: inserted, on 28 November 1975, by regulation 2 of the Transport (Vehicular Traffic Road Closure) Regulations 1965, Amendment No 3 (SR 1975/280).

3 Controlling authority may close road

For the purpose of holding on any road any vehicle races or trials, or any processions, carnivals, celebrations, sporting events, or other special events, the controlling authority may, subject to the provisions of these regulations, close the road to ordinary vehicular traffic for a period or series of periods of not more than 12 hours each in any consecutive 24 hours.

4 Notice of intention to close road to be advertised

- (1) At least 42 days before the proposed period of closure of any road, the controlling authority shall give public notice (hereinafter called the **said notice**) in form A in Schedule 1 in at least 1 newspaper circulating in the locality in which the road is situated of its intention to close the road to ordinary vehicular traffic, with details of the purpose of the closure, the period or periods of closure, and the provision made for vehicular traffic which would otherwise be using the road, and shall therein call upon persons affected to lodge with the controlling authority any objections thereto.
- (2) Any person affected by the closure of any road may lodge an objection thereto not later than 28 clear days before the proposed period of closure of the road.

5 Where no objections to closure received

If no objections are received within the prescribed time as a result of the said notice, the controlling authority may decide to close the road in accordance with the terms of the said notice, and, if it so decides, it shall, not later than 24 hours before

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r 6	Transport (Vehicular Traffic Road Closure) Regulations 1965	Reprinted as at 1 July 2013
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the proposed period of closure, give further public notice in form B in Schedule 1 in at least 1 newspaper circulating in the locality in which the road is situated of the closure thereof to ordinary vehicular traffic, together with the other particulars specified in that form.

6 Where objections to closure received

If any objections are received within the prescribed time as a result of the said notice, the controlling authority—

- (a) shall consider the objections so received; and
- (b) if, after considering those objections, it decides to close the road in accordance with the terms of the said notice, shall, not later than 24 hours before the proposed period of closure, give further public notice in form B in Schedule 1 in at least 1 newspaper circulating in the locality in which the road is situated of the closure thereof to ordinary vehicular traffic, together with the other particulars specified in that form.

7 Promoter to provide adequate insurance

A controlling authority shall not close any road under these regulations unless the authority is satisfied that the person or organisation promoting the vehicle races or trials, procession, carnival, celebration, sporting event, or other special event, as the case may be, has arranged adequate insurance against his or its liability to pay damages to any person in respect of any claim on account of the damage to property where the damage results from the holding of the vehicle races or trials, procession, carnival, celebration, sporting event, or other special event, as the case may be. In the case of any vehicle race or trial, the controlling authority must be satisfied that the only motor vehicles participating are vehicles in respect of which an accident compensation levy and an indemnity surcharge has been paid for the licensing year then current.

Regulation 7: replaced, on 1 April 1974, by regulation 3 of the Transport (Vehicular Traffic Road Closure) Regulations 1965, Amendment No 2 (SR 1974/75).

Reprinted as at
1 July 2013

Transport (Vehicular Traffic Road
Closure) Regulations 1965

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8 Permit to use closed road

As provision or part of the provision made for ordinary vehicular traffic that would otherwise use a road closed pursuant to these regulations, and also as provision for the holding of vehicular racing or other similar events on the road, the controlling authority may authorise the issue of a permit by any of its officers or by any constable or traffic officer which will authorise the person to whom the permit is issued to use a vehicle or vehicles on the road during the period or periods of closure, subject to any condition or conditions contained in the permit.

9 Powers of Police and bylaws requiring permits not affected

These regulations shall in no way restrict the power of the Police to maintain public order on roads, nor shall they authorise the holding on any road without the appropriate permit therefor of any vehicle race or trial or any procession, carnival, celebration, sporting event, or other special event for which a permit is required under any Act, regulation, or bylaw.

10 Certain enactments suspended

The provisions of the enactments and bylaws specified in Schedule 2 shall not apply to any motor vehicle while taking part in any vehicle races or trials, or any procession, carnival, celebration, sporting event, or other special event, as the case may be, on any road that is for the time being closed pursuant to these regulations.

11 Offences

- (1) Every person commits an offence who otherwise than in terms of a permit duly issued under regulation 8 uses a road that is for the time being closed pursuant to these regulations.
- (2) In a prosecution for any offence against these regulations, the production of copy of a newspaper containing the relevant notice in form B in Schedule 1 shall be sufficient evidence that the requirements precedent to the closure of the road have been duly complied with by the controlling authority.
- (3) A person who commits an offence against these regulations is liable on conviction to a fine not exceeding \$500.

5



Report

Date : 22 April 2015
To : Mayor and Councillors
Tararua District Council
From : Craig Lunn
Planning Manager
Subject : **Planning Matters Determined Under Delegated Authority**
Item No : **10.4**

1. Resource Management

- 1.1 The Chief Executive has granted the following resource consents under delegated authority:

2. Subdivision application

Pursuant to sections 104, 104A and 104B of the Resource Management Act 1991, the following subdivision consents have been granted:

- 2.1 **201.2015.3.1 C. Hull and C Mason – 62 Mangatainoka Valley Road, Eketahuna**

Consent to subdivide Part Section 28 Block VII Tararua Survey District (WN 397/35) into two lots.

Pursuant to Section 113 of the Resource Management Act 1991, consent was granted for the following reasons:

- The environmental effects of the proposal will be no more than minor, subject to the recommended conditions of consent.
- Granting consent will be consistent with the relevant objectives, policies, and area characteristics of the Operative Tararua District Plan and the relevant provisions of the Part II of the RMA 1991.

Pursuant to Section 108 and 220 of the Resource Management Act 1991, consent was granted subject to the following conditions:

1. That the proposed subdivision shall proceed in general accordance with the application received by Council on 28 January 2015 and amendments received on the 24 February 2015 including the subdivision plan drawn by AdamsonShaw dated "15/1/2015" project no "1516" and held on Council file 201-2015-3-1, except as required by the following conditions.
2. That proposed Lot 1 existing vehicle crossing be upgraded and sealed in accordance with standards within Section 5.3.3.2 (e), Appendix 12 of the Operative District Plan. Please see advice note b.
3. That proposed Lot 2 existing vehicle crossing be upgraded and sealed in accordance with standards within Section 5.3.3.2 (e), Appendix 12 of the Operative District Plan. Please see advice note b.
4. That Lot 2 hereon and Part Section 28 Block VII Tararua Survey District be held in one Computer Freehold Register. See LINZ reference: 1276415.
5. That this consent will lapse if not given effect to within 5 years from the date of commencement, under Section 125 of the Resource Management Act 1991.

Advice Note:

- a. Pursuant to Section 357 of the Resource Management Act 1991, if you disagree with this decision or any of the conditions of consent, you may lodge an objection in writing to the Tararua District Council. The objection must be received within 15 working days of the receipt of this written decision.
- b. Regarding condition (2) – Please contact the Area Supervisor at Tararua Alliance (06 376 0200) for any queries regarding construction standards.

2.2 201.2015.5.1 The Trust Board of the Cistercian Order in New Zealand – 914 Takapau-Ormondville Road, Kopua

Consent to subdivide Lot 19 DP 3404 (CFR: HB80/4) into two lots.

Pursuant to Section 113 of the Resource Management Act 1991, consent was granted for the following reasons:

- The environmental effects of the proposal will be no more than minor, subject to the recommended conditions of consent.
- Granting consent will be consistent with the relevant objectives, policies, and area characteristics of the Operative Tararua District Plan and the relevant provisions of the Part II of the RMA 1991.

Pursuant to Section 108 and 220 of the Resource Management Act 1991, consent was granted subject to the following conditions:

1. That the proposed subdivision shall proceed in general accordance with the application received by Council on 2 February 2015 including the subdivision plan drawn by C G Bone – Land Surveyor dated “January 2015” and held on Council file 201-2015-5-1, except as required by the following conditions.
2. That Lot 2 hereon be held with Lot 20 DP 3404 (residue CFR HB80/4) be held in one Certificate Freehold Register. See LINZ ref: 1271555.
3. Prior to requesting a Section 223 survey plan approval certificate, the consent holder shall show the proposed 10-metre esplanade strip as shown in the above referenced subdivision plan drawn by C. G Bone – Land Surveyor dated “January 2015”.
4. Prior to requesting a Section 224 completion approval certificate, a covenant in perpetuity be placed over areas of Lot 2 as described in Condition 3 above and pursuant to the Section 232 and the Tenth schedule of the Resource Management Act 1991.

The covenant shall be prepared by the consent holder's solicitor at his/her expense, and in consultation with the Planning Manager of Tararua District Council. Any costs incurred by the Council in approving the documentation shall be met by the Consent holder.

5. That this consent will lapse if not given effect to within 5 years from the date of commencement, under Section 125 of the Resource Management Act 1991.

Advice Note:

- a. Pursuant to Section 357 of the Resource Management Act 1991, if you disagree with this decision or any of the conditions of consent, you may lodge an objection in writing to the Tararua District Council. The objection must be received within 15 working days of the receipt of this written decision.

2.3 201.2015.6.1 J. and P. Cook – 523 Pinfold Road, Mangarawa

Consent for a boundary adjustment subdivision between Part Section 30 Block X Woodville SD (CFR HBC2/1073) and Part Section 39 Block X Woodville SD (CFR HBC2/1074).

Pursuant to Section 113 of the Resource Management Act 1991, consent was granted for the following reasons:

- The environmental effects of the proposal will be no more than minor, subject to the recommended conditions of consent.
- Granting consent will be consistent with the relevant objectives, policies, and area characteristics of the Operative Tararua District Plan and the relevant provisions of the Part II of the RMA 1991.

Pursuant to Section 108 and 220 of the Resource Management Act 1991, consent was granted subject to the following conditions:

1. That the proposed subdivision shall proceed in general accordance with the application received by Council on 18 February 2015, including the subdivision plans drawn by C G Bone dated "February 2015", and held on Council file 201.2015.6.1, except as required by the following conditions.
2. That this consent will lapse if not given effect to within 5 years from the date of commencement, under Section 125 of the Resource Management Act 1991.

Advice Note:

- a. Pursuant to Section 357 of the Resource Management Act 1991, if you disagree with this decision or any of the conditions of consent, you may lodge an objection in writing to the Tararua District Council. The objection must be received within 15 working days of the receipt of this written decision.

3. Subdivision plans approval

Pursuant to section 223 of the Resource Management Act 1991, having previously obtained subdivision consent, the following plans of subdivision have been approved:

- | | | |
|-----|----------------------|-------------------------------------------------------------|
| 3.1 | 201.2014.35.1 | G. Raleigh and Power Co Limited – Route 52, Pongaroa |
|-----|----------------------|-------------------------------------------------------------|

4. Recommendation

- 4.1 ***That the report from the Planning Manager dated 22 April 2015 concerning Planning Matters Determined Under Delegated Authority (as circulated) be received and the contents are noted.***

Attachments

Nil.



Report

Date : 22 April 2015
To : Mayor and Councillors
Tararua District Council
From : Bob Dunn
Regulatory Services Manager
Subject : **Liquor Licensing Matters Determined Under Delegated Authority**
Item No : **10.5**

1. Reason for the Report

- 1.1 To advise the Council of decisions made under delegated authority regarding liquor-licensing applications.

2. Renewal of Manager's Certificates

- 2.1 Under Section 224 of the Sale and Supply of Alcohol Act 2012, the following have made application for the renewal of their Manager's Certificate.
- 2.2 Reports have been obtained from the Police and the Liquor Licensing Inspector, neither of whom have raised any matters in opposition to the application.
- 2.3 In such a situation, Section 228 requires the Agency to renew the certificates on the conditions presently attached to them for a further period of three years.
- 2.4 The following renewal applications have been made, no objections have been received nor have any matters in opposition to the renewals been raised in the reports filed.

Managers Certificate - Renewal of Manager Certificate

License / Cert No	Premises	Applicant	Issue Date	Expiry Date
401.2010.00005018.001	Ruahine Wines	Miss A Phelps	13 Feb 2015	08 Dec 2017
401.2010.00005019.001	The Black Stump Cafe (Dannevirke)	Chai Jingying	13 Feb 2015	11 Jan 2018
401.2015.00005145.001	Commercial Hotel	Ms L T Kyte	17 Feb 2015	12 Feb 2018
401.2009.00003898.001	Akitio Boating Club	Mrs D H Fergus	23 Feb 2015	18 Feb 2018
401.2009.00002112.001	The Black Stump Cafe and Harrows Restaurant	Mr G G Franklin	25 Mar 2015	12 Mar 2018
401.2013.00005114.001	Ruahine Wines	Mr M Klima	02 Mar 2015	19 Mar 2018
401.2014.00005120.001	The Black Stump Cafe	Mr J Song	23 Feb 2015	27 Mar 2018
401.2009.00002737.001	Merrylees Hotel	C C Richards	02 Mar 2015	31 Mar 2018
401.2009.00003929.001	New World Pahiatua	Mrs R A Griggs	25 Mar 2015	31 Mar 2018
401.2015.00005149.001	New Central Motor Inn	Mrs T A de Vries	31 Mar 2015	07 Apr 2018

3. Renewal of On, Off and Club Licences

- 3.1 Section 127 of the Sale and Supply of Alcohol Act 2012 provides that the holder of an On, Off or Club Licence may apply to the District Licensing Agency for the renewal of the licence.
- 3.2 The Act requires the applicant to publicly notify the application twice.
- 3.3 Reports on all applications are obtained from the following:
 - Police, Licensing Inspector and Mid Central Health
 - New Zealand Fire Service (all applications that trigger the required level for reporting)
- 3.4 If no objections are filed and no report filed raises any matter in opposition to the application, the District Licensing Agency is required to renew the licence for a further period of three years on the conditions presently attached to it.
- 3.5 The following renewal applications have been made, no objections have been received nor have any matters in opposition to the renewals been raised in the reports filed.

On Licence - Renewal of On Licence

License / Cert No	Premises	Applicant	Issue Date	Expiry Date
400.2008.00002205.001	Mangatera Hotel	Speedy D P and D E	12 Nov 1996	12 Nov 2017

Off Licence - Renewal of Off Licence

License / Cert No	Premises	Applicant	Issue Date	Expiry Date
400.2013.00005293.001	Big Barrel Dannevirke	Big Barrel Enterprises Ltd	22 Jan 2014	22 Jan 2018

4. New Certificates

- 4.1 Under Section 219 of the Sale and Supply of Alcohol Act 2012, the following have made application for a Manager Certificate.
- 4.2 Reports have been obtained from the Police and the Liquor Licensing Inspector, neither of whom have raised any matters in opposition to the application.
- 4.3 In such a situation, section 223 requires the Agency to issue the certificates for a period of one year.

Managers Certificate - New Manager Certificate

License / Cert No	Premises	Applicant	Issue Date	Expiry Date
401.2015.00005146.001	Dannevirke Four Square	Ms K V Gunn	23 Feb 2015	23 Feb 2016
401.2015.00005147.001	Dannevirke Four Square	Miss G Exeter	02 Mar 2015	02 Mar 2016
401.2014.00005142.001	Dannevirke New World	Mrs J M Bryan	02 Mar 2015	02 Mar 2016
401.2014.00005143.001	Dannevirke New World	Mrs L A Hollis	02 Mar 2015	02 Mar 2016
401.2014.00005137.001	The Black Stump Cafe	Ms Y Ting	25 Mar 2015	25 Mar 2016

5. New On, Off and Club Licences

- 5.1 Section 100 of the Sale and Supply of Alcohol Act 2012 provides that a person, company, chartered club, or such like as provided for under the Act may apply to the District Licensing Agency for the issue of an On, Off or Club licence.

No New Renewal Applications have been received

6. Special Licences

- 6.1 Under Section 22 of the Sale and Supply of Alcohol Act 2012, the following have made application for Special Licences for the occasions detailed.
- 6.2 Reports have been obtained from the Police and the Liquor Licensing Inspector, neither of whom have raised any matters in opposition to the application.
- 6.3 In considering each application, the agency must have regard to the following matters:
- The nature of the particular occasion
 - The suitability of the applicant
 - The days on which and the hours during which the applicant proposes to sell liquor
 - The steps proposed to be taken to ensure that prohibited persons are not served
 - The applicant's proposals relating to the sale and supply of non-alcoholic refreshments and food
 - The reports from the Police and the Liquor Licensing Inspector
- 6.4 The following applications are not contrary to the objects of the Act and take into account the above criteria.
- 6.5 Under Section 22 of the Sale and Supply of Alcohol Act 2012, the applications for Special Licences are approved subject to the following conditions:
- At all times when liquor is available for sale, a reasonable range of non-alcoholic refreshments is to be available, and food is to be available for consumption on the premises at all times while liquor is being sold.

Special Licence

License / Cert No	Premises	Applicant	Issue Date	Expiry Date
400.2015.00005406.001	Dannevirke and District Dog Trial Club	Dannevirke District Dog Trial Club	11 Feb 2015	15 Feb 2015
400.2015.00005408.001	Herbertville Rural Fire Station	Herbertville Volunteer Rural Fire Force	17 Feb 2015	21 Feb 2015
400.2015.00005409.001	Pahiatua Makuri Dog Trial Club	Pahiatua Makuri Dog Trial Club	12 Feb 2015	21 Feb 2015
400.2015.00005410.001	Home Industries Hall	Mrs R C Watson	24 Feb 2015	28 Feb 2015
400.2015.00005414.001	Alfredton Domain	Alfredton Sports Club	25 Feb 2015	28 Feb 2015
400.2015.00005412.001	Woodville Recreation Grounds	Mrs T A de Vries	02 Mar 2015	08 Mar 2015
400.2015.00005413.001	Kumeroa Dog Trials Club	Kumeroa Dog Trial Club	24 Feb 2015	14 Mar 2015
400.2014.00005411.001	Tararua Club	Tararua Club Inc	24 Feb 2015	15 Mar 2015
400.2015.00005415.001	Alfredton Hall	Alfredton School PTA	18 Mar 2015	28 Mar 2015
400.2015.00005418.001	Akitio Sheep Dog Trial Club	Akitio Sheep Dog Trial Club	23 Mar 2015	29 Mar 2015
400.2015.00005423.001	Akitio Boating Club	Akitio Boating Club Inc	30 Mar 2015	06 Apr 2015
400.2015.00005404.001	Pongara Gun Club	Mr G P Ellmers	12 Feb 2015	20 Dec 2015

7. Temporary Authority

- 7.1 Section 136 of the Sale and Supply of Alcohol Act 2012 permits the Licensing Agency to make orders authorising applicants to carry on the sale and supply of liquor for up to three months in respect of a premise for which existing licences exist. The Agency may hear and determine orders ex parte, or hold a public hearing.
- 7.2 Applicants for Temporary Authorities also apply for permanent on and off licences. Given that these are thoroughly investigated, there seems little point, in most cases, in holding a hearing. The Liquor Licensing Inspector and Police have made inquiries into the following applicant/s and have nothing to report to their detriment.
- 7.3 Applications have been received from the following

Temporary Authority - Temporarily Authority				
License / Cert No	Premises	Applicant	Issue Date	Expiry Date
400.2015.00005426.001	Dannevirke Four Square	Mr R J Williams	20 Mar 2015	23 June 2015
400.2015.00005419.001	Commercial Hotel	Mr P M Ryan	04 Mar 2015	05 June 2015

8. Recommendation

- 8.1 *That the report from the Regulatory Services Manager dated 22 April 2015 concerning Liquor Licensing Matters Determined Under Delegated Authority (as circulated) be received and the contents are noted.*

Attachments

Nil.

Report

Date : 23 April 2015
To : Mayor and Councillors
Tararua District Council
From : Blair King
Chief Executive
Subject : **Staff Report**
Item No : **10.6**

1. Reason for the Report

This report is to update Councillors on key projects and items of interest for the period from 18 March 2015 to 22 April 2015.

Key Points

2. Saddle Road / Woodville / Gorge

The NZ Transport Agency reopened the Manawatu Gorge to one-way traffic controlled by lights, on Saturday 18 April. This has relieved the pressure on the Saddle Road/Pahiatua Track alternate routes, but will have a ripple effect on the \$4.5m Saddle Road upgrade progress. The forecast expenditure and matching progress will now be less than budgeted, and the NZTA will shortly consider carrying that over for the next construction season. Further details are in the roading activity section below.

Woodville businesses and residents were understandably concerned when we met as part of the Long Term Plan “bus trip” as to the effects of this closure, and the unfortunate dual hit caused by the road pavement and sewer renewals on Vogel Street. We had encouraged traffic to avoid bypassing the town through resealing Oxford Road from Woodlands Road to Pinfold Road once the Gorge closed, but the extra travel time over the Saddle meant they noted an immediate drop in traffic stopping to buy services.

The Mayor has been in contact with the other Mayors affected by this closure and they have recently sent an invite to the Minister of Transport to visit and understand their concerns and suggestions.

3. Akitio Erosion

Wave damage from ex-tropical cyclone Pam extensively eroded parts of the Akitio Foreshore, and also became a risk to the main road into the settlement. Whilst the Tararua Alliance cleared the willow tree remains and windblown sand from road and grass reserve, further damage has occurred from recent 1.7m tides combined with 4m waves.

After an onsite meeting with the NZ Transport Agency, Tararua Alliance and Iwi, the NZTA has just approved a \$150,000 preventative maintenance funding application to reinforce the road where it is at risk from the river erosion.

An inspection on Saturday evening 18 April showed waves occasionally overtop the grass reserve over multiple points along the frontage from the School grounds to the Boat Ramp. Some of the trees now have up to half the root bowl exposed, and the reserve is steadily being undermined. Whilst rock lining may slow this erosion, it would require full funding from Council, and may be unsuccessful longer term, without the foreshore also being lifted.

4. Dannevirke and Woodville Water

Horizons has considered our responses to their “please explain” on the breach of water take limits from the Tamaki River, Dannevirke, that occurred in March and April when we had some operational challenges in ensuring Dannevirke urban area remained serviced with water. As a result we have received an infringement notice, which has been accepted.

We believe that Horizons has been exceptionally reasonable in their treatment of Council regarding this matter, and the issuing of the infringement notice was expected. There is a very good working relationship between the staff of both organisations. Council will continue to maintain an open and honest dialogue with Horizons with respect to consents, and in particular always give Horizons early advice of any issue that may impact on Council’s ability to manage within the conditions of a consent.

The first onsite meeting with the external large dam expert occurred earlier in April to consider options on improvements to Woodville water storage. Once he receives the as-built plans for this site, he will be in a position to progress Council’s project if approved as part of the Long Term Plan deliberations. The change in large dam expert has been required due to the retirement of Laurie Wesley, who ensured the Dannevirke Impounded Supply was robustly designed.

That expert is also reviewing my proposal to lift the retained level inside the Dannevirke Impounded Supply by 1 metre, through a simple modification to the existing concrete spillway. If he agrees, then we will engage him to seek an alteration to the Building Consent in the new financial year.

5. Sealing of Document

The Council's common seal was affixed to the following document, under signature of the Mayor and the Chief Executive.

- Licence to occupy – Chorus New Zealand Limited

6. Human Resources

Recruitment

Carrie Newell has joined the Records and Information team as a Records and Information Assistant.

Regulatory Services Reorganisation

To align predicted revenues with staffing costs and Councils draft 2015-16 budgets, we have completed a review of Regulatory Services administration support and compliance resources. As a result, Heather Gibb has accepted redundancy, and Sharon Wallace and Hilary Charmley have been appointed to the identical revised roles of Regulatory Support Officers. Catherine Burns has also been appointed as fulltime General Inspector based on the high productivity demonstrated from the six month trial of this position.

Activity Reports

Alliance – Contract CT32-14 Management Report

7. Executive Summary

The focus for March was centred on finishing pre-reseal repairs and the 2014/2015 reseal and rehabilitation programme. The Alliance is in its busiest months with pavement rehabilitations, re-sealing and project work for utilities all underway and there is still a large amount of resource on the network.

Several projects including the Vogel Street stormwater and watermain renewal and the Woodville Recycling Centre car park have now been completed and Higgins Contractors have commenced on the rehabilitation work for NZTA. The additional utilities work and the Saddle Road are continuing to pressure the planning and design team.

The Alliance suffered its second accident in March with one of our drivers swerving to avoid an animal on the road while heading towards Eketahuna, resulting in crashing the truck into the watertable. The driver was not injured but there was extensive damage to the truck. While not directly related to road conditions, it highlights the need to take additional care on the roads with the changing weather conditions as we move into the colder months.

The most immediate priority heading into April is completing the reseal programme for 2014/2015 and undertaking the last of the pavement rehabilitations. The network drive-over has been completed and work is now underway to determine the reseal and rehabilitation priorities for the 2015/2016 financial year.

Once the Alliance gets through the large bow wave of physical works in June, the focus will switch to programming in the 2015/2016 forward works programme and implementing the Performance Framework to begin reporting on the Alliance KRA's and KPI's.

Work is progressing according to programme on the Oringi site for the combined office and operations yard. Construction is expected to be complete towards the end of June ready for the Alliance to move in July 2015.

Planning

8. During March we had the One Network Road Classification (ONRC) moderation process completed by the NZ Transport Agency (NZTA) resulting in some minor changes to the classifications of the district's roads. These changes reflect continuity, connections to other regions and life line routes within the district. A strategy has also been developed to manage the continuing and increasing pavement issues on Route 52. This strategy involves a combination of minor repairs to make certain sections safe and more intensive sections programmed for the upcoming years. There are underlying geological issues with this road meaning any permanent repairs are very expensive. There was also a focus on developing an Asset Data Improvement Plan, the 2015/16 Forward Works Programme and the Assetic Database implementation as outlined below.

9. **2014/2015 Reseals**

Implementation of a RAMM based as-built system has been implemented for the 2014/15 reseals led by the Hawke's Bay Asset team and will provide quality and timely as-built data once sealing is complete for the updating of our top surface records in RAMM. Future versions of this system will allow data entry in the field and provide quality assurance records from within RAMM.

10. **2015/2016 Reseals**

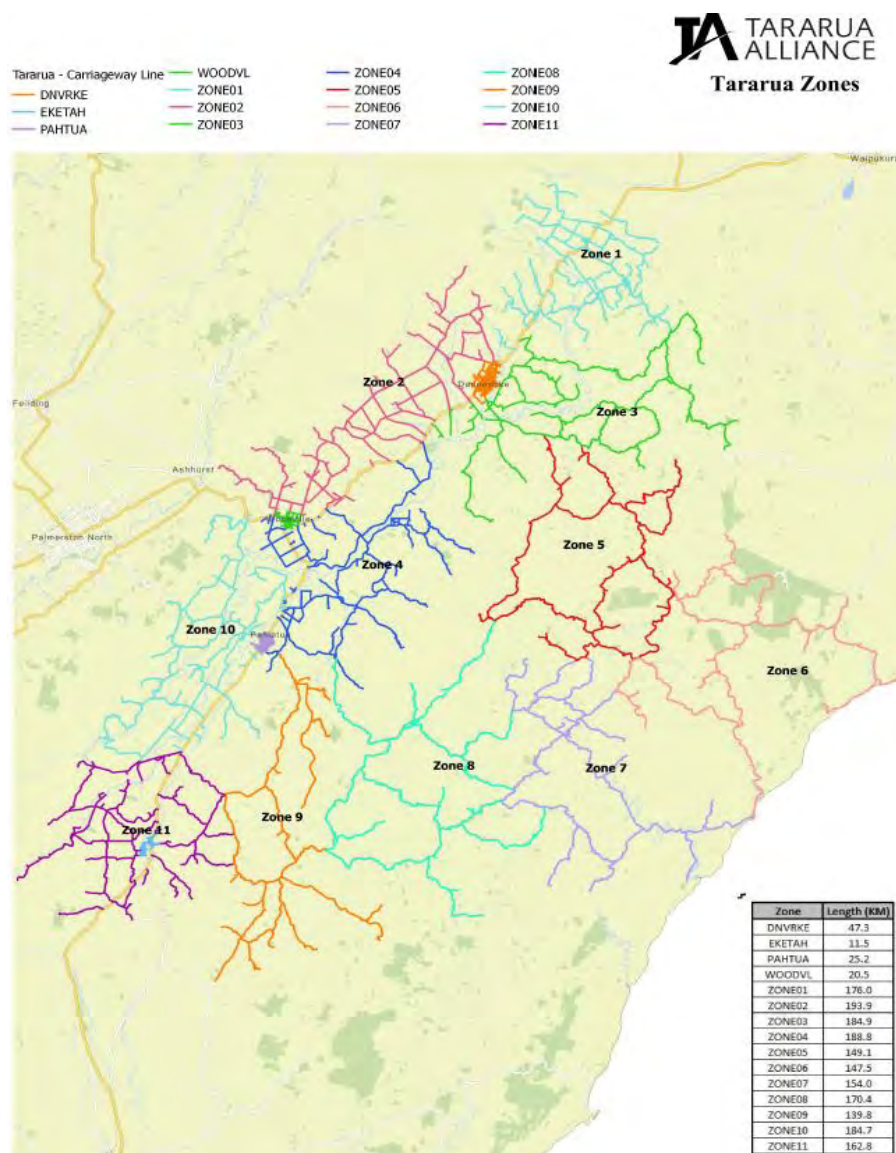
The initial fault identification has been completed on the 2015/16 renewal sites, which has in turn flagged a number of sites particularly on Route 52 that might be better suited as rehabilitation sites. The rest have been confirmed as reseat sites and will have the repair work programmed in the upcoming months as the budget allows. The asset team will work to have this reseat programme loaded in both RAMM and Intramaps over the next few weeks in order to show the wider assets group and other utilities companies where next season's work sites will be.

11. **Data Collection and Asset Information Management**

The Asset team has also been focusing on the Asset Data Improvement Plan, working towards the Assetic implementation and a zoning system for the delivery team. A comprehensive data analysis and subsequent action plan are being put together for the roading database that will drive some of the required roading data improvements over the next few years. This will be presented within the Alliance once completed and a summary included in this report.

Work has continued on preparing the data to transfer the SPNAM/RAMM into the Assetic database. The plan is to duplicate the RAMM database in Assetic which will then be backfilled with the financial data from SPNAM in time for the asset valuation at the end of this financial year. This month work has begun on the matching required between RAMM and Assetic with April expected to be a busy month for this project.

Working with the operational team we have developed a zoning system for the road network which effectively breaks it down into manageable defined portions. The plan is to use this as part of emergency management so snap inspections can quickly provide a network status. Other uses will be in terms of focusing routine maintenance works such as grading, mowing and inspecting. This seems to be working in the field quite well so far with no changes required to our suggested zoning. This zoning information will be shared with the wider Council via Intramaps.



12. 2014/2015 Pavement Rehabilitation

The pavement designs and schedules are complete for the second series of rehabilitations for this season. The majority of the sites have been determined as stabilised pavement treatments. Unconfined Compressive Strength (UCS) testing has been carried out indicating 1.5% cement modifier will give the best result for the pavement.

Stabilising will begin in the northern part of the district (Umutaoroa, Totaramahonga, and Norsewood–Ormondville Roads) and then moving out to Route 52. All stabilising sites are scheduled to be completed by mid to late May.

12.1 2014/15 Confirmed Northern Pavement Rehabilitation Sites (Group 1)

Road	RP	% complete
Umutaoroa Rd	518 – 1956	100%
Umutaoroa Rd	3608 – 4071	50%
Totaramahonga Rd	29 – 338	50%
Ruahine St	544 – 872	100%
Norsewood–Ormondville Rd	5030 – 5138	50%

12.2 2014/15 Southern Area Sites (Group 1)

Road	RP	% complete
Kohinui Rd	4230 – 4397	20%
Kohinui Rd	4414 – 4476	20%
Kohinui Rd	6199 – 6357	
Mangaone Valley Rd	10600 – 11070	100%
Upper Mclean Rd	152 – 336	100%

13. Water and Drainage

Planning and designs are currently being undertaken on several water and waste water projects for the Assets team. These include:

1. Victoria Street – sewer renewal (Dannevirke)
2. Denmark, Dublin and London Streets – sewer and water renewal. (Dannevirke)
3. Burgoyne Street – water renewal, (Woodville)
4. Adele Street – water renewal, (Woodville)

14. Minor Improvements

Documents have been drafted for Mangaroa Road re-alignment and sent out for pricing. Work is planned to begin in June and will span the two financial years as budgets allow.

Delivery

15. General Maintenance

General maintenance work continues with 25 street signs and poles upgraded, repaired or replaced across the network as part of our general ongoing maintenance program. 200 Edge Marker Posts (EMP's) have also been replaced.

Potholes are being attended to on the sealed pavement. There has been a minor increase in unsealed potholes due to recent wet weather.

Programmed routine drainage work and high shoulder removal has been undertaken on the following roads:

- Haunui Road
- Kororo Road
- Range North Road
- Range South Road
- Manuhara Road
- Birch Road

16. Sealed Pavement Maintenance

Pre-reseal pavement repairs on the 2014/2015 reseal sites have been completed. This was a good result for our field crews due to the tight timeframe for this work to be completed. All drainage repairs have also been completed on the reseal sites and there are some minor A/C edge break repairs still to be completed. The pavement crews will move to Route 52 next to start repairing the worst areas prior to winter.

We currently have two drainage teams concentrating on all the drainage work on Route 52. One crew is working between Weber and Wimbledon with a large amount of work ahead of them. The 2nd crew has nearly completed from Weber to Pongaroa. Once they have finished this they will start on the 109 section.

17. Unsealed Pavement Maintenance

Work has continued with grading and maintenance metalling throughout the district. A specific strategy has been applied when grading to put some positive shape back into the unsealed network, and this will help reduce grading frequencies in the future. Some of the roads completed in March include the following,

- Glenora Road
- Huia Road
- Kororo Road
- Manuhara Road
- Bells Road
- Browns Road
- Castlehill Road
- Spur Road
- Coast Valley Road
- Waihi Road
- Central Road
- Gordon Road
- Ridge Road Central
- Waitawhiti Road

18. Vegetation Control

With the recent varying weather conditions there has been an increase in grass growth. Work is being undertaken by Hopkins Roadside Mowing and they are concentrating on improving sightlines.

Urban mowing is continuing as required.

19. Minor Safety

Ormondville Te Uri road minor safety project has been completed. This project was undertaken to improve the sightlines and overall safety of this section of road. Work included removing several large trees and vegetation, cutting back and benching the bank and cutting new water tables. The pavement was then widened and sealed.



20. Emergency Works

NZTA has approved our funding application for emergency work. All sites have been reviewed by our planning and delivery teams and in total there are 11 sites to be completed. Work has been completed on four sites to date and these include two sites on Saunders Road and work is currently being undertaken on designing the retaining walls for several of the more extensive sites.



21. Urban Construction / Maintenance

Crews have been continuing regular clearance of litter bins in Dannevirke and Eketahuna as well as routine cleaning of all main streets. Where possible the use of mechanical street cleaners is being used to both clean kerb and channel as well as regular sump cleaning. The litter bins in Woodville and Paihiatua are being emptied by our Subcontractor, Brees Property Maintenance.

The stormwater and watermain upgrades on Vogel Street in Woodville have now been completed.

The Woodville stadium carpark upgrade has been completed.

A review of our street sweeping and footpath cleaning has taken place to identify operational and resource requirements to address some issues we have been having. One key point of discussion was to determine where the level of service needs to be.

22. Pavement Rehabilitations

22.1 Umutaoroa Site 1

All the pavement work has now been completed and the road has been sealed. Once the weather improves the site will be swept, pavement marked and permanent signage installed. The team is now working on Umutaoroa Site 2, which is expected to be completed in late April. The team has received several compliments from the residents on this project.



Umutaoroa Road prior to rehabilitation



Umutaoroa Road – Pavement and bench and fill areas completed and ready for pavement marking

22.2 Umutaoroa Road Site 2

This site is due to be stabilised mid-April. Work involved includes pavement widening and a 50mm overlay of aggregate that will be laid prior to stabilising with 2% Lime and 2% cement modifiers. The reason for this is because of the lack of pavement depth, high clay content of the subbase and clay subgrade. This will also improve the overall shape of the road, as it is very flat at present and requires additional crossfall. The section will then be stabilised 200mm deep with 2% lime and 2% cement. The lime will reduce the ability for the clay fines to absorb moisture, while the cement helps to improve the overall strength of the existing pavement.



Umutaoroa Road awaiting stabilising

22.3 Ruahine Street

The Ruahine Street site is now sealed and the drainage works completed. All that remains to complete is the laying of topsoil above the new subsoil drain installed along the grass verge.



Ruahine Street before excavation and post sealing and drainage works

22.4 Kohinui Road Sites

Vegetation stripping is complete in preparation for the stabilising work. Shoulders will be undercut and backfilled mid-April. Work will then commence on site 3 in preparation for the 100mm overlay to be completed at a later date.

Ruahine Street

All site works have been completed - site needs to be swept and line marking completed.

23. Reseals

Reseals are underway using a combination of Downer resources and subcontractors to complete this work before the weather gets too cold.

- Gaisford Road,
- Kearney Road,
- Mangahei Road
- Mangaone Road
- Ngapaeruru Road,
- Ngareaha Road,
- Birch Road
- Oringi Road

24. Bridges and Structures

Work is continuing on the Rakaiatai Bridge renewal. Work has also begun on the Edgecombe Road Bridge (N-059) renewal.

25. Pavement Marking

Roadmarking Services has completed the district wide remarking, and in addition remarking will also be undertaken on current reseal sites.

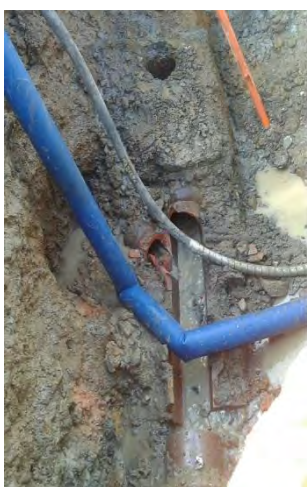
26. Utilities – Water and Drainage

26.1 Hospital Street Dannevirke

Pipe construction is now 100% complete. Work consists of approximately 125 metres of 150mm sewer main replacement, two x 1050mm dia manholes and 10 x sewer laterals. Surface reinstatement is still to be completed and has been delayed due to poor weather.

26.2 Sewer Main - Vogel Street Woodville

Due to Higgins milling a lamp eye inspection point, this caused the sewer main to fill with aggregate. Initial remediation work was undertaken to maintain service to affected properties. A new manhole was also installed in March to complete this project.



Broken Sewer Pipe



New Manhole Installation

26.3 Victoria Street – Dannevirke

Sewer renewal from Queen St round-a-bout to first manhole has been completed. Approximately 110 metres of 150mm dia sewer main renewal and laterals has been undertaken.



Sewer Installation on Hospital Street in Dannevirke

27. Forward Works Programme

- BP Service Station Dannevirke - sewer lateral replacement – pricing is complete and awaiting confirmation to proceed.
- Sewer lateral / water connection at 79 Fergusson Street, Woodville – priced and awaiting confirmation to proceed.
- Adele Street – watermain replacement in Woodville
- London / Denmark and Dublin Streets, Dannevirke - renewal of wastewater and watermain.
- Screen to install at Woodville Wastewater treatment plant.

28. Saddle Road Upgrade

Site 6 has now been sealed, however, some of the lower sections under the trees have begun to deteriorate due to the increased traffic. Stringfellows have arranged another coat of seal to be applied with the hope that this will assist until the Gorge reopens and the pavement cures.



Completed Gabion Wall at site 6



Site 6 prior to sealing

Work is progressing well at Site 3. The three major culverts have been replaced and extended ready for the new alignment. The trees on the inside of the corner near Cook Road have been removed and this area will now start to be prepared for fill.



Culvert extension at site 3 to allow realignment



Site 3 – Installation of the new box culvert

With the increased traffic due to the closure of the Gorge, construction work on the project has halted. Stringfellows main concern now is to lift the speed restrictions on as much of the road as possible to lessen traffic delays. Before this can be completed, any unsealed surfaces need to be overlaid with hotmix. The majority of the road will be raised to 70km/h at the request of NZTA, with the exception of Site 5 (pictured below) which will remain at 30km/h. Stringfellows will continue to heavily monitor the full road and carry out maintenance as required.



***Site 5 corner before and after hotmix to smooth pavement
due to additional traffic with Gorge closure***

The surface of the “S” bend through site 5 was in poor condition last week due to the large construction equipment. On Saturday, Stringfellows in conjunction with Pavemasters, spent the day laying hotmix over the surface. This has helped the trucks climb up through the bend. Remarketing the centre line over the entire length was also carried out, using a special reflective paint. This is expected to improve visibility in poor weather. The extra edge marker posts that have also been installed were needed to improve safety over the entire length of the site.

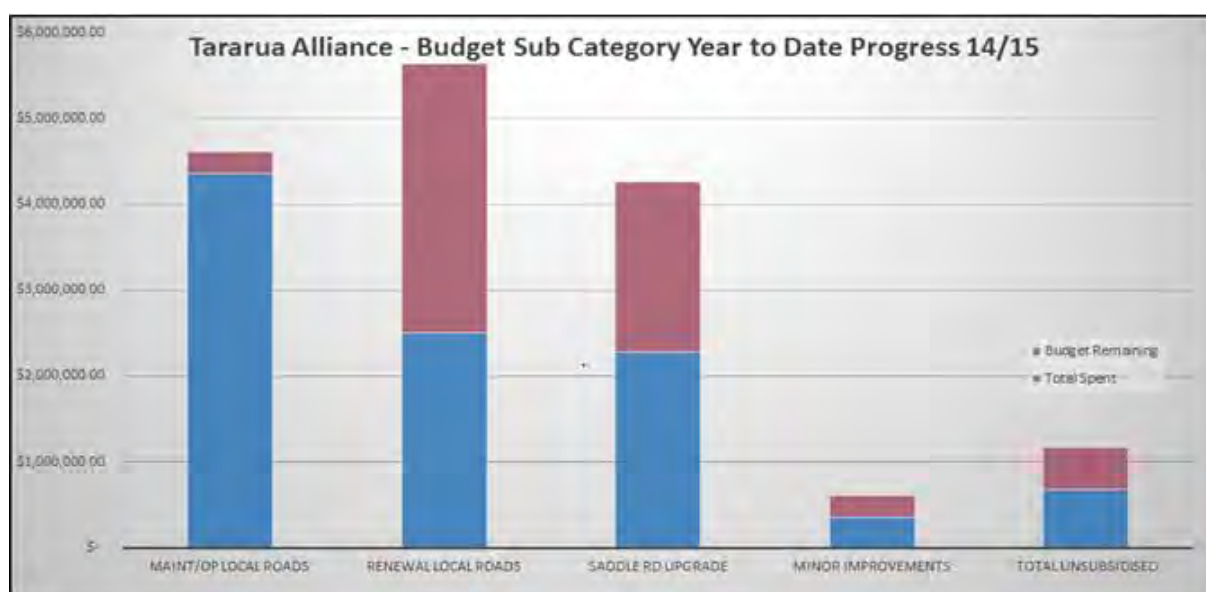
Performance

29. Performance Framework KRAs and KPIs

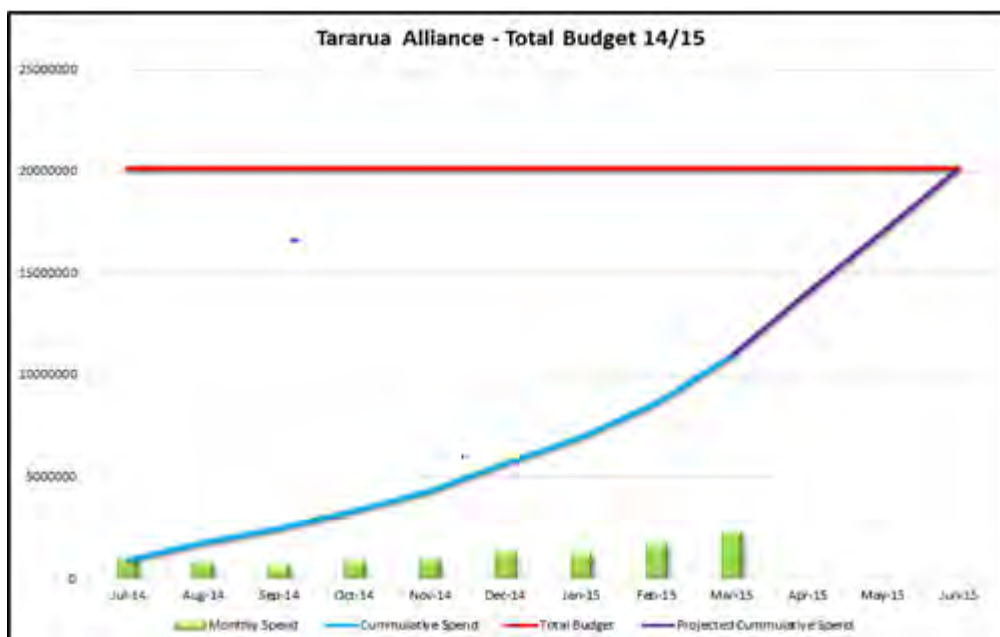
The Alliance performance framework has been completed and measures are currently being put into place as part of the Alliance set up. The Alliance is beginning to move from a reactive to a planned approach and will begin reporting on each of its KRAs and KPIs in June 2015.

30. Financial Performance

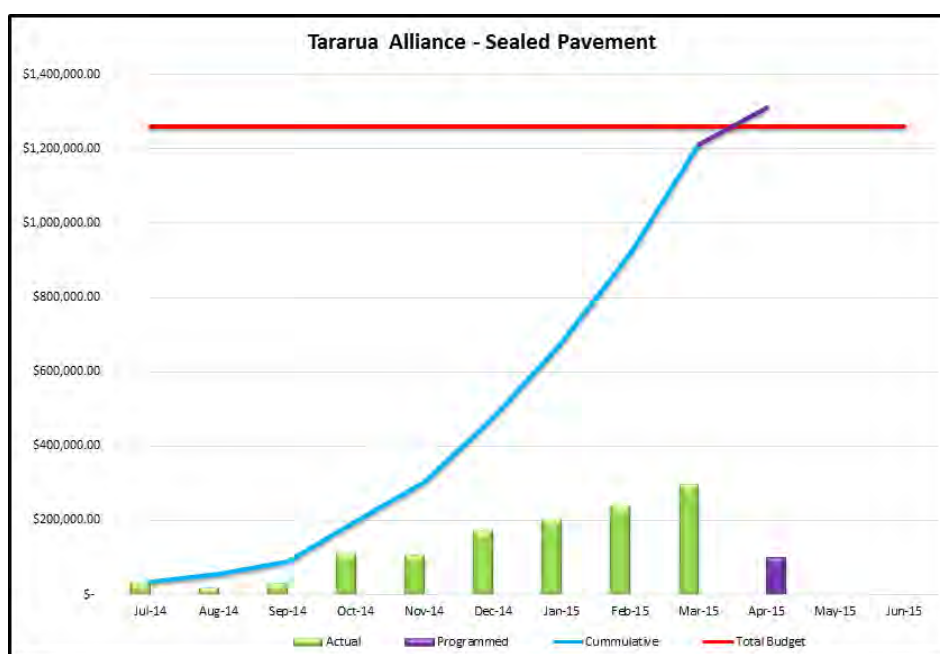
The Alliance has developed the target cost estimate for the remainder of the financial year. The target cost estimate has been aligned with the NZTA budget to ensure that this is maximised for the remainder of the financial year.



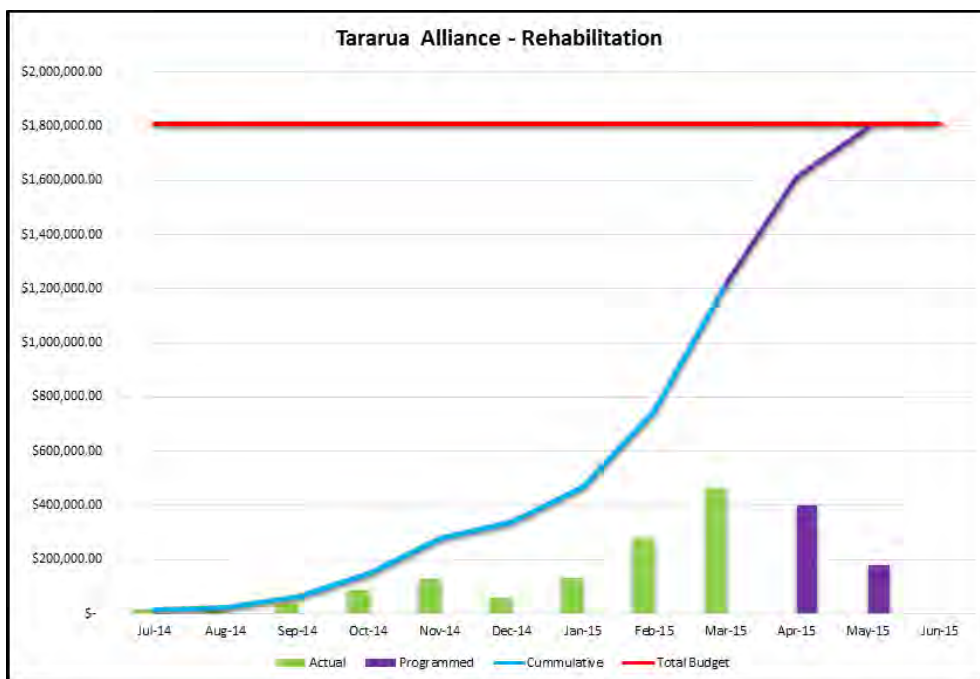
The following are the financial graphs for the key activities showing spend to date versus budget:



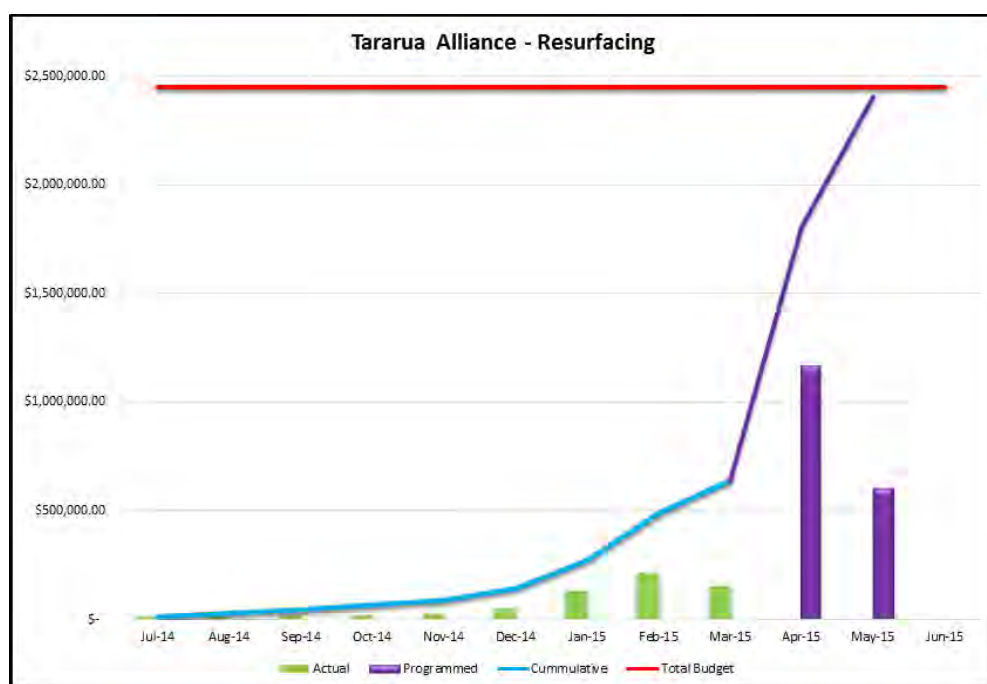
Budget is on track to be completed at end of June 2015. Reseal, rehabilitation and Saddle Road budgets will consume the majority of the remaining budget.



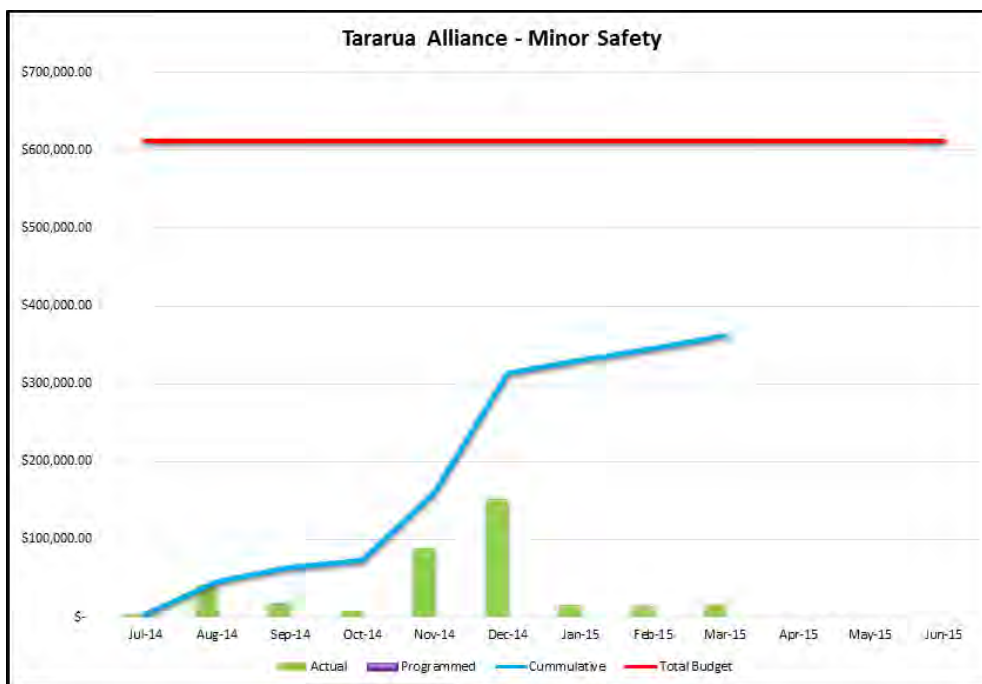
Majority of the sealed pavement maintenance budget is centred on the pre-reseal repairs for the 2014/2015 reseal programme.



2014/2015 rehabilitations are still on target for completion in May. Work will also be undertaken on Route 52 which will expend this budget in June 2015.



Resealing commenced in March 2015 with a completion date of end of April 2015.



Culvert/Bridge Renewal on Mangaroa Road is currently out for tender. It is planned any balance remaining in the 2014-15 budget will be used on this project.

Depots, Plant and Equipment

31. Oringi Depot

Holmes Construction is now well established on site. The demolition stage is complete and a good proportion of the internal framing is in. As per the project plan, we are looking at a completion date of mid to late June and the building will be ready to occupy as from 1 July.

32. Plant and Equipment

The Alliance took delivery of a new Doosan 14 tonne wheeled excavator during March. This machine is now busy under taking drainage work across the network.



Assets Group

33. General

The warm wet weather has resulted in some interesting challenges for the team. Not enough rain, then too much rain was the challenge, with staff having to work long hours to resolve water quality and availability issues. The water restrictions have been lifted. The weather conditions highlight the need for Council to have the ability to treat and store water independently of water harvesting.

Community assets staff were kept busy all month ensuring that facilities were in good order for ANZAC day. A number of one-off projects were undertaken e.g. painting furniture, tree pruning and garden plant replacement to ensure that the town centres and cemeteries were well presented. This has resulted in some additional pressure on maintenance budgets.

Over the next month, staff will complete the updates to the asset management plans, in preparation for adoption as part of the LTP. There is still a very large capital works programme underway, particularly in the water and wastewater areas, and this will continue well into the new financial year.

Solid Waste

34. Pahiatua Recycling Centre

The planning for the replacement centre is progressing, albeit more slowly than Council would have liked. The draft plans have been revised a number of times for minor changes. Officers are pushing the architects to get the preliminary plan completed, as time is ticking on. Once the plan is completed, the construction drawings can be prepared and the project tendered.

Illegal dumping at the site is an ongoing issue and is being monitored. Council staff are making every effort to identify culprits and issue fines to deter the behaviour.

Utilities

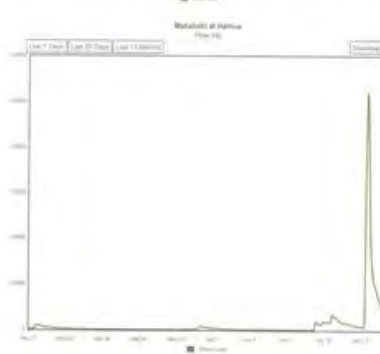
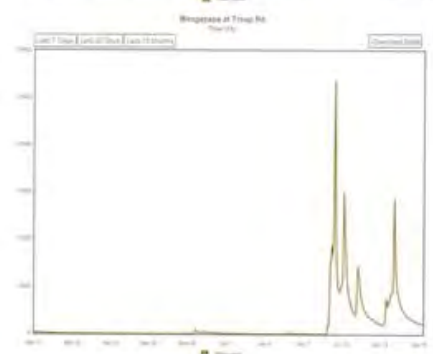
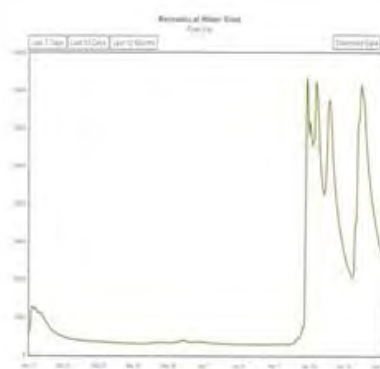
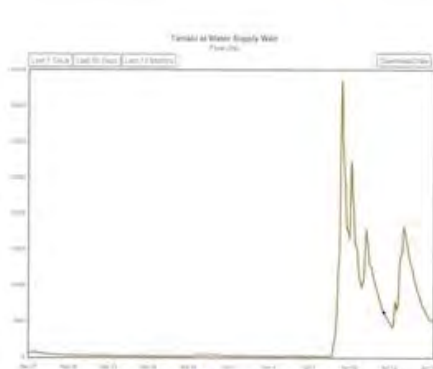
35. Water

35.1 District

The water restrictions have been lifted. Heavy rainfall in the first week of April has helped with the low river flows but has caused very turbid water and a few water quality challenges on taking water from the head-works, as shown in the photos below.



These are 30 day graphs of river flows from low to very high in a short period of time, hence the reason for the turbid water shown in the photos.



35.2 Dannevirke

Horizons have considered our responses to their “please explain” on the breach of water take limits from the Tamaki, that occurred in March and April when we had some operational challenges in ensuring Dannevirke urban area remained serviced with water. As a result, we have received an infringement notice which has been accepted.

We believe that Horizons have been exceptionally reasonable in their treatment of Council regarding this matter, and the issuing of the infringement notice was expected. There is a very good working relationship between the staff of both organisations. Council intends to continue to maintain an open and honest dialogue with Horizons with respect to consents, and in particular to always give Horizons early advice of any issue that may impact on Council’s ability to manage within the conditions of a consent.

35.3 Woodville

An algae growth developed in the impounded supply during the hot and dry weather conditions. The algae rapidly blocked the filters resulting in the filters needing to be back washed two or three times a day. The back washing process itself uses water, and alongside the low stream flows and reduced consented take, the treatment process was a 24-hour a day operation to make enough good water through the plant and keep up to the town’s demand. This event really highlights the inadequacy of the current reservoir to be able to store water of the quality needed to meet demand during dry weather.

35.4 Pahiatua

We have met with engineer David Veale and scoped the avenues for an options report for the Pahiatua water. David is undertaking an independent high-level review of all the possible options identified. Options will be tested against the high-level project objectives. This process will eliminate any options that are not feasible to take through to a more detailed analysis stage. Council will be advised of the shortlisted options as part of the draft LTP discussions.

36 Wastewater

36.1 Resource Consents

The Eketahuna consent application has been lodged with Horizons.

The Norsewood consent application is in draft form at present, and will be lodged shortly.

36.2 Mfe Projects - Woodville

The last of the pipework is being welded and fitted at present to the clarifier and disc filter process. Final electrical and plant control will be completed by 24 April. The tephra filter construction is finished and we are waiting for the relining contractor to arrive in the first week in May. It will take approximately two days to complete the installation and welding of the new liner.



36.3 Pahiatua

The pipework and welding is to be completed in the next 2-3 days. The final electrical work and plant control will be completed by mid next week. The clarifier and disc filter can then be put into operation. This will take place once we have the Woodville plant operational – approximately 27-28 April.



36.4 Dannevirke

The No.2 pond has been completed and is ready for concrete work and relining.

No.2 pond: As a matter of context; there is a manhole below No.1 pond (8 metres deep to 450mm pipe), the manhole situated in the No.2 pond (4 metres deep to pipe) and the last manhole on the pipeline is across the road at the change of pipe direction at the No.3 pond. In light of the leak, Council will now be relining these pipes.

The total length of pipe is 110 metres. Any excavation of the pipe may cause a major problem as it is two metres below the floor of the No.2 pond. The problem could include the contents of the No.1 pond emptying into the unlined No.2 pond, which has been completely de-sludged. The relining contractor has had an initial look and is quite confident it can be done. They are coming back to us with a methodology of the work to be done as the safety aspect of the work needs to be indisputable. All going well, this work will be completed by the time this report is before Council. Any final work in the pond, including the concrete work, can be done ready for relining in the second week in May after the Woodville tephra filter is completed.

The final bench testing, results and analysis of DRP removal is due for completion by the end of next week. The quantity of estimated sludge is a concern. Once we know the final testing of the sludge we will be clear in our minds that the equipment we put in assures us the process is robust. The supplier is all set to go, they are just awaiting confirmation from TDC.



36.5 Norsewood

The tephra filter construction has been completed ready for relining in the first week of May. The pond discharge pipe has been re-routed and a rock filter installed as per agreement with the land owner and Horizons (as part of the new consent). The new aerator is operational on the No.1 pond.



36.6 Capital Projects – Vogel Street, Woodville

Higgins accidentally unearthed a hidden sewer breather vent while working on the State Highway road rehabilitation. A new manhole is being fitted at the last property connection. This is being done so any future camera work can be done and any relining of pipes can be instigated when necessary.

This pipe was not shown on Council's plans. It has highlighted the need to camera all sewer lines before large capital projects begin in the roading corridor.

36.7 District Capital Renewals

The Assets group, in conjunction with the Alliance, has a number of pipe renewal projects underway.

- Bengston Street, Eketahuna – sewer main renewal has been completed.
- Huxley/Wakeman Street, Pahiatua – renewal of pipe through drain and new manhole installed.
- Hospital Street, Dannevirke – sewer main replaced - trench sealing to be done.
- Victoria Avenue, Dannevirke – sewer main renewal work has commenced.
- Vogel Street, Woodville – new water main has been completed.

Assets staff are working closely with the Alliance to ensure that there is a pipeline of renewal projects established, so the construction gang can move smoothly from job to job.

Property

37. Housing for the Elderly

37.1 Occupancy

85 flats are presently occupied, there are currently seven vacant flats, which are:

Hovding Court, Dannevirke	2 flats vacant	244, 391 days
Elsinore Court, Dannevirke	2 flats vacant	165, 121 days (tenants interested in both flats)
Kowhai Flats, Pahiatua	1 flat vacant	31 days (to be tenanted early May)
Bengston St, Eketahuna	1 flat vacant	3 days
Ruahine Flats, Woodville	1 flat vacant	111 days (flat is redecorated, tenant to move in 30 April 2015)

All tenants have been sent a letter outlining Council's preferred Draft LTP option to sell its housing portfolio to a suitable social housing provider. Councillors Hull and Roberts have discussed the options with the tenants.

37.2 Ballarat Court, Dannevirke

Two tenders were received for the re-roofing of the Ballarat Court Complex. The successful tenderer was H.T Illsley Building contractors of Dannevirke.

38. Camping Grounds

Bookings for the district camping grounds in February 2015 were:

Dannevirke	319
Pahiatua	483
Woodville	78
Eketahuna	393

The building of the Dannevirke office/manager's kitchen/carport has begun and is well underway. Once this is complete, the manager will be able to move onsite.



39. Parks and Reserves

39.1 Dannevirke Upper Domain

A plan has been drawn up to revamp some of the garden areas. The contractors have removed the old plants and self-seeded trees and shrubs from the main border and mulched it. This will then be replanted with more suitable species.



39.2 Dannevirke Lower Domain

The contractors Neale and Sally Johnson have continued the clean up of the Lower Domain and it is looking very smart. Ernie Christison was employed to remove the large fallen tree behind the duck pond and remove three other dead trees. While in the area he also cleaned out the duck pond.



39.3 Bush Multisports Complex

The drainage to replace the damaged storm water drain running from east to west has been completed.



39.4 Pahiatua Grounds Maintenance Contract

Council officers have been receiving a number of complaints about the quality of the mowing in the main centre of Pahiatua and areas of the Mangatainoka cemetery. The main issue has been the clumps of grass left behind after mowing has been undertaken. This is below the contract standard.

Council issued Notices to Contractor and held a contractor's meeting on 17 April to come up with a strategy to overcome this problem. The contractor has outlined what he intends to do differently to ensure the agreed standard is met each time he mows. Staff will be monitoring this contract closely.

Mulching has commenced in the town's gardens making an improvement on the appearance of these gardens.

39.5 Eketahuna Grounds Maintenance Contract

Council's contractor has recently had mulch delivered and will commence mulching of the town's gardens along with the planting of the new annuals. At this time Council intends to just keep the gardens tidy until the future of each town centre garden is established as part of the town centre upgrade planned for 2015/2016.

40. Domain Boards

40.1 Mangamutu Domain

Council staff have received advice from DOC that the Domain, whilst under the management of Council through a Domain Board, is DOC owned. The appropriate mechanism for grazing of the land is therefore a concession, not a grazing lease. Officers will advise the Council and the Domain Board what that means for the tender process that was undertaken.

41. Cemeteries

41.1 Mangatera

The headstones for the World War 1 graves have been cleaned for Anzac Day.



41.2 Settlers Cemetery

The Lawsoniana trees on Dagmar Street have been removed. They were budgeted to be done in the 2015/16 financial year but the contractor arranged the removal while he had his gear in the area. The process was quick, well managed, and has resulted in a large improvement to the site. The next step will be to investigate a boundary fence.



42 Community Buildings

42.1 Eketahuna Medical Centre

The rest of the roof on the front of the building has been replaced. The nova-lite over the ambulance area has also been replaced to combat the area dripping and becoming slippery.

Strategy and District Development

43. Strategic View

Council has had a complex 10 months. These include the following significant events:

- The liquidation and sale of Infracon, along with the need to assist with job placements.
- The establishment of an alliance model contract for our roading activity between Downer NZ Limited and Council.
- The review by NZTA of roading subsidies, the “financial assistance rates or FAR”, for local roads. For Tararua, the subsidy for operations is proposed to increase, though uncertainty will remain for subsidies over emergency works, and there is a reduction of 10c/\$ for capital works.
- The development of the plan for the next ten years with the draft long term plan, now underpinned by a thirty year asset management plan.
- The successful post earthquake claim for the Eketahuna earthquake on the wastewater network, and liaising with the EQC on the wider community impacts.
- The extensive works to create compliant and resilient water and sewerage systems, particularly the lining of the Woodville and Dannevirke sewerage ponds, which have significant funding support through Horizons from the Ministry for the Environment.
- The continued need to improve resilience of water supplies with particular issues in Woodville and Dannevirke, as well as the continued need for water restrictions in summer.
- A new business hub for economic development and business support.
- Neighbouring councils continue to work through amalgamation proposals while there is increasing emphasis amongst the MW LASS councils on collaboration projects and alignment.

44. Pongaroa Rural Water Supply

The Ministry of Health has asked that the initial project pricing be reviewed to drive down cost as the water subsidy scheme has been over-subscribed and funding is limited.

This was always going to be completed and there are a number of line items that needed to be considered with the community’s input.

45. CCTV

Woodville Districts' Vision has received subsidy for a town security CCTV system and committed their own funds, meaning a \$21,000 project has been approved as a stage one project. This level of funding will allow the construction of a seven camera system.

The last few cameras for Dannevirke's initial project will be installed over the next month, bringing the total cameras installed up to 48.

46. Information Technology

Work has commenced at the Pahiatua Service Centre on modifying one of the office rooms so that it is suitable to function as a Data Centre for Council in partnership with Inspire Net.

The purpose is to enable a secure back-up site for Council and Inspire Net data needs. It also gives a potential option for some MW LASS councils. Inspire Net intends to secure improved power from the street and a generator to ensure continued operations during power outages.

To avoid the risk from failure of the earthquake prone brick walls, it has been designed as a "room inside a room" with wall, ceiling and floor marine grade ply board.



47. IT connection to Dannevirke Camping Ground

Duct and fibre optic cabling has been installed to the Lower Dannevirke Domain Camping Ground in anticipation of the new manager's house and office having phone services and free WIFI through Inspire Net, who now provide a free 1 Gigabyte per month plan. In future crime prevention cameras will be able to be installed.

48. MW LASS

Tararua District Council is actively involved in projects on the future procurement of electricity, the development of a centralised IT Strategy and the development of the protocols for the release of imagery from crime prevention CCTV cameras to the New Zealand Police.

49. Community Support

The Eastern Institute of Technology has commenced an NCEA 200 level course based out of the Dannevirke Carnegie building with the support of Tararua Youth Services. 18 young people have already registered for the course. To support the project, a secure shipping container has been purchased for storage of tools and project work. Should it not be required, then it can be resold at the conclusion of the course or need.



Economic Development, Marketing and Communications

50. Provincial Conference

The Provincial Matters Conference sought to highlight key issues that need urgent change for rural districts of New Zealand.

The conference undoubtedly got the attention of key visitors to our district during the conference.

Attendees in general complimented us on the Conference and beyond this, agencies approached us to see how we can collaborate – including local Iwi.

In Summary

This thought provoking conference has attendees talking about the district and about initiatives to grow economic development.



51. Tararua Business Hub

The utilisation of this facility (Conference/Seminar Room) continues to support Economic Development in the District:

- **Collaborative Training**
The continued development of a collaborative training project this month included a meeting to develop the framework and model, as well as identify gaps in the district.
- **PGG Wrightsons**
Over the next two years, Agriculture New Zealand will continue their training modules at the Tararua Business Hub - which includes NCEA Level 4 Dairy.
- **REAP Course**
Reap has been utilising the Conference/Seminar Room at the Tararua Business Hub for First Aid Training/
- **Budget Services**

business | potential

52. Business Support:

- Continuing to assist a new business in Dannevirke with a branding concept, tools for skill development and marketing, including facilitating an article issued in the Manawatu Standard.

- Providing support to an existing business in Norsewood.
- Tararua Business Hub staff have been working with a local business that was considering the closure of their business. We can report that our support has guided this business to remain open.
- Marketing assistance for an existing business, based outside Dannevirke – linked to digital marketing, BCC and Vision Manawatu.
- Support provided for a two new business ideas in Dannevirke.
- A success story for the Business Hub – helping the business and promoting the business –

“Alister Ramsay has created Retro Radios, a new Dannevirke business that installs bluetooth into old radios.

A Dannevirke man has pressed play on the idea of turning a retro radio hobby into a viable business.

Alister Ramsay is giving old Tombstone, Mantle and Bakelite valve radios a facelift in order to get them to join their 21st century wireless counterparts.



Ramsay is installing bluetooth on the radios for his budding business Retro Radios, which is part of the Tararua Business Hub initiative.

The Hub was started by the Tararua District Council in a bid to attract and grow small to medium-sized businesses in the region.

After finding some old radios at a garage sale, Ramsay refurbished them but then thought: "What more can I do with this?"

He then decided to install them with modern technology to make the products more attractive to younger crowds.

"They think it's pretty cool to play music from."

Ramsay, who finds the radios on Trade Me and at garage sales, said many of them have bora, though this was "not the end of the world".

By working contacts and building relationships with people from around the country, he has managed to find a lot of sources for replacing broken parts.

This was an important part of the business as it was sometimes hard to find the parts because of their age, he said.

The business hub had allowed him to turn what was initially a hobby into a small business, he said.

"A few people liked them. I thought 'maybe I should take this to the next level'."

His main retailer is Country Market, in Dannevirke, which has supported him since he began.

He has also begun selling his radios in Masterton and Napier, and also hopes to find a retailer in Palmerston North. “

53. Training Programme:

The following programme of training will be held at the Tararua Business Hub:

- DMG – help small businesses develop, manage and grow by providing lunchbox learning workshops every month at our Business Hub. This will start on Tuesday 20 April, with an introduction to their business and an insightful overview of the seven workshops that are available.
- IRD – their first workshop ‘Introduction to Business’, which is focused at those starting a new business, is being held on Wednesday 29 April
- Bio Commerce Centre – their programme will start with an evening workshop on 30 April, introducing what they do, teaching lean methodologies and covering a suggested business model.

54. Innovate 2015

This project is now fully underway – with closing date for entries 13 May. We have delivered brochures in Dannevirke and we expect the Innovate ‘promotion gorillas’ to arrive in town next week. We have erected signage to promote this also.



We have sent the flyers to Service Centres and Libraries throughout the district. There has been extensive advertising on the radio to raise awareness.

The Economic Development & Communications Manager has been invited to the Start-up Weekend as a mentor for the project. This kicks off on Friday 22 May, and runs over the weekend.

55. Complimentary Web-based Community Demographic Profiles

We have an additional source of information relating to community demographic profiles and statistics. This does not offer comprehensive reports like ‘Profile id’ – however it is a handy and free resource.

Infometrics are pleased to announce that our community profiles are now complimentary. These profiles are available for every district in New Zealand

A profile of our district can be found here

<http://community.infometrics.co.nz/Tararua+District>

The community profiles are a tool for visualising demographic data that is freely available in the Census.

The community profiles provide a detailed description of your region’s demographics in an interactive web-based framework. They can help public organisations identify community needs, develop long-term strategic plans, and allocate financial resources to where they are needed most. Businesses can also use the profiles to help guide decision making processes.

56. GO! Project: Tararua Feijoa Growers Field Day Report - April 2015

The Tararua Feijoa Grower-Led Group met this month at Oringi Business Park to view the blast freezer, cool store, blast chiller and discuss the merits of this facility, which could be useful in the future.



Oringi has an export license and ship exports to Asia through Wellington and to North America via Napier.

Following this, there was a site visit to Gerry and Wendy Parker's Feijoa Orchard. Gerry has an impressively planned orchard and a wide range of varieties of feijoa.

This was followed by a visit to Food HQ in Palmerston North hosted by Julian Heyes, Professor of Postharvest Technology, Massey University. Massey is now well placed to support the grower group from Tararua and have a new Singaporean student keen to extend her qualifications and work on feijoa.



Massey is also keen to look at pre-production issues with feijoa, such as planting and pruning systems, canopy management and ripeness indicators. It also has a keen interest in robotics such as automated picking of fruit.

Marketing

57. AIA Marae DIY – Makirikiri Marae

We provided community support and sponsorship to the Makirikiri Marae in the weeks leading up to 'AIA Marae DIY'. We were invited to attend the powhiri on 16 April 2015, and – having never had any sort of billboard for the show in all the years they have been on-air – the film crew made special mention of the community signboard on Stanley Street that Council had designed and sponsored.



Communication

58. Long Term Plan Road Trip – Taking it to the Streets

The Road Trip on 15 April was successful and we enjoyed effective engagement and consultation with our wider community.

Our suggestion from a communication prospective is that this form of consultation has a far wider reaching effect than previous methods like visiting district halls.



59. Southern Hawke's Bay Federation of Women's Institute

The Economic Development Manager was invited as a keynote speaker at their conference to talk about the Tararua District Council's economic initiatives and the Tararua Business Hub.

60. Civil Defence

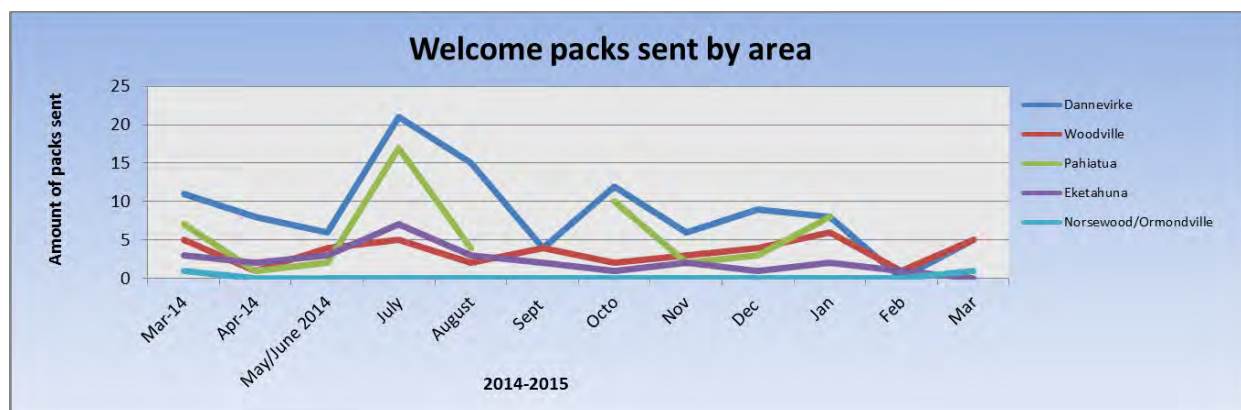
The CDEM Manawatu-Wanganui group uses an alternating roster for the management of the group's Facebook page. Throughout the month of April 2015 (and again in December 2015), Tararua District Council is responsible for monitoring and administering the CDEM Manawatu-Wanganui Facebook page. This involves keeping the page active with interactive and educational posts relating to CDEM.



Tararua i-SITE

61. Welcome Packs

There were 14 packs sent out during March - five were sent out of the district.



62. Woodville Lions Track and Tunnel Walk

The i-SITE is assisting again with this event. The walk will be held on 3 May 2015. A booking fee of \$2 per ticket will cover administration costs.

63. Ticketing Sales

Ticketing sales for coach, rail, ferry, accommodation and other miscellaneous bookings/tickets increased by 24% for the year ending February 2015, compared to the same period ending February 2014. This may be due to the increased accommodation bookings with the new system Bookit, as well as increased sales through the Dannevirke and Pahiatua Information Centres.

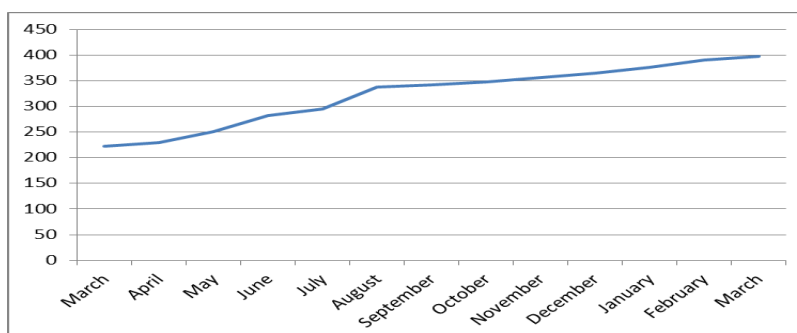
64. Training

The i-SITE Manager has achieved the Certificate in Retail Level 2. Linda Hirst has achieved the Essential First Aid Certificate.

65. 20-year Celebration

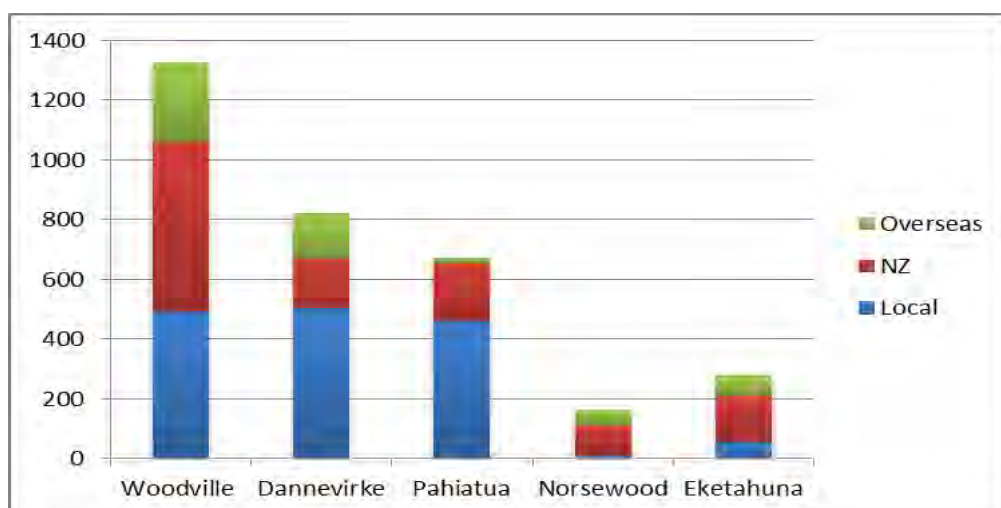
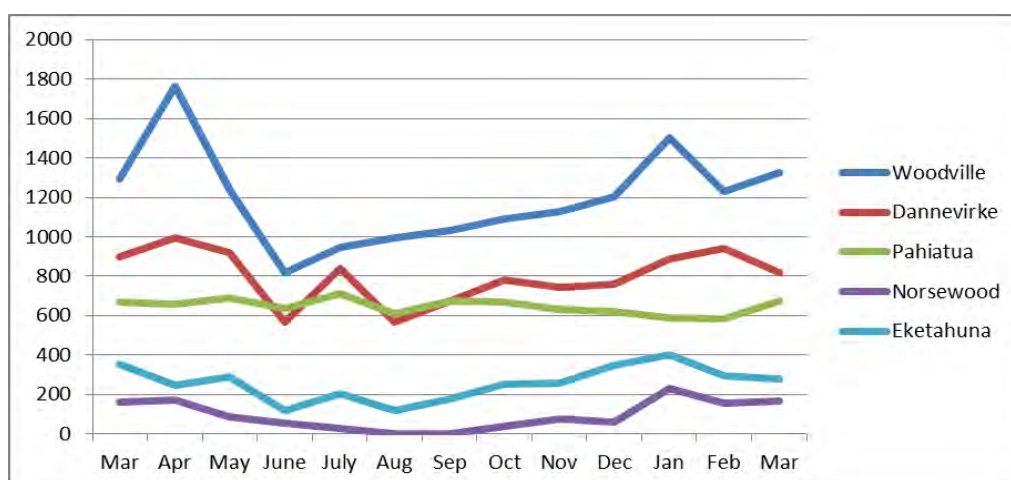
The i-SITE Manager was delighted to be given a morning tea and vouchers to celebrate 20 years of service to the Tararua District Council.

66. Facebook 'Likes'



67. Tararua Information Centres Statistics

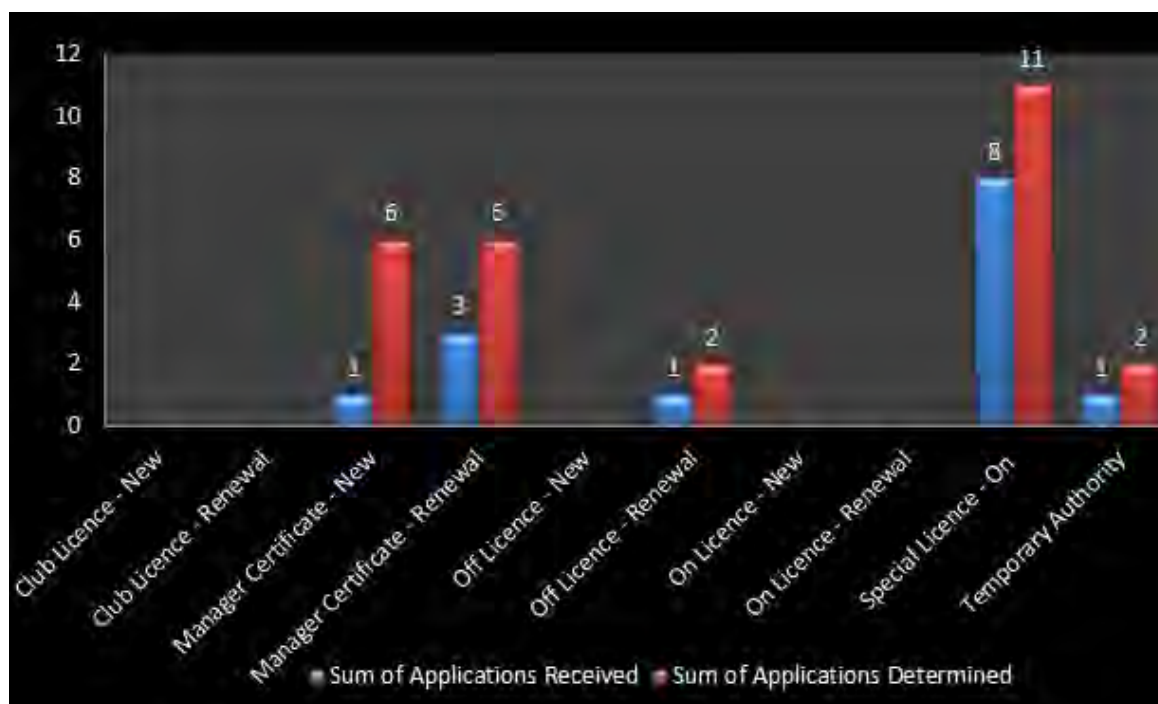
67.1 Foot Traffic - 2014/2015 and March 2015



	March 2015	March 2014
Local	1,525	1,540
NZ	1,181	1,116
Overseas	564	721

Regulatory

68. Alcohol Licensing



The Alcohol Regulatory Licensing Authority has ratified the negotiated suspensions for those premises that failed the Controlled Purchase Operation (CPO) in December.

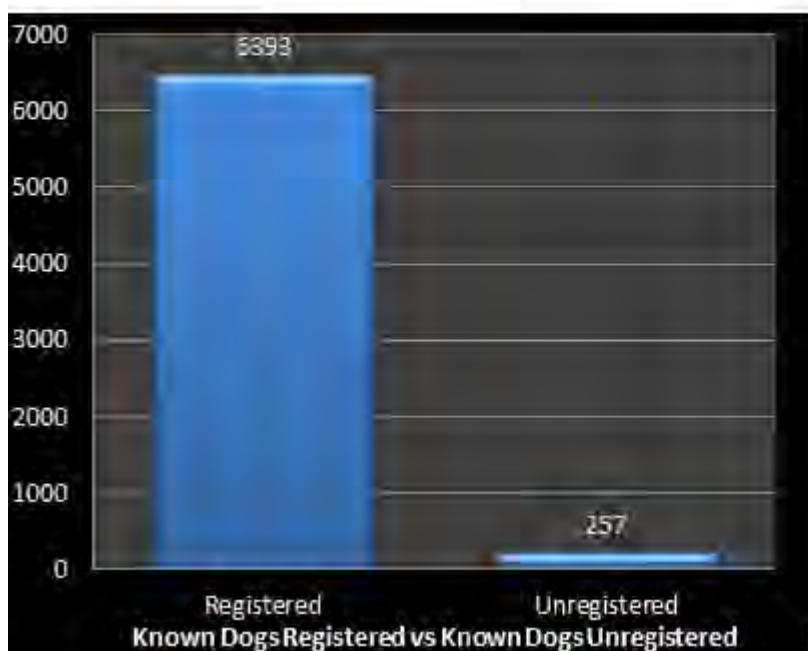
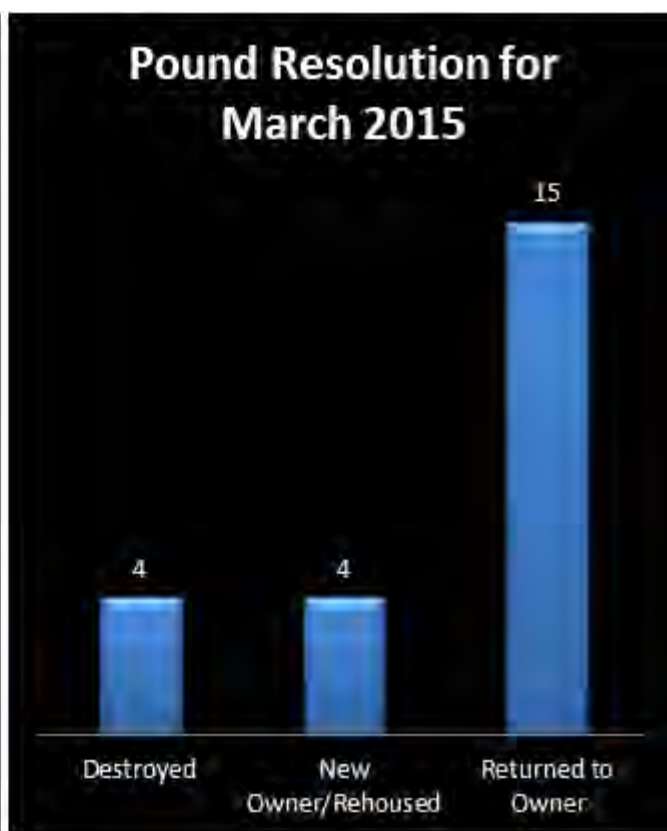
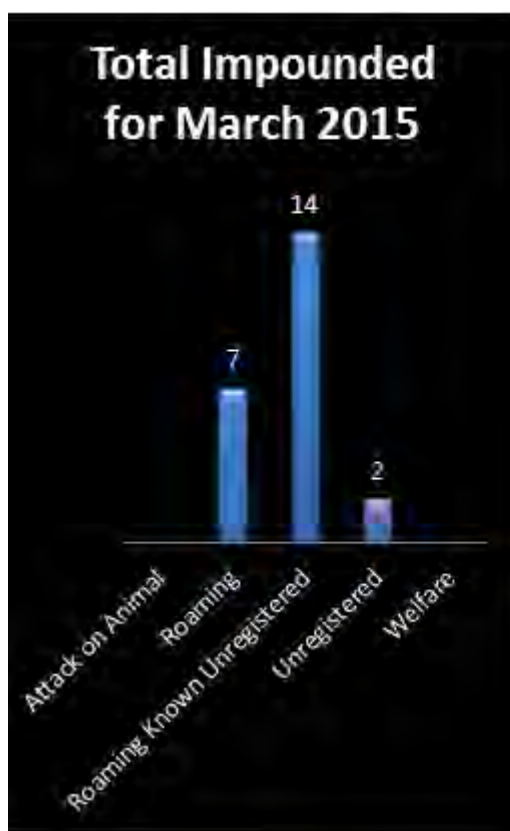
Dannevirke New World	4 day suspension from 7:00am on Tuesday 7 April 2015,
Post Office Hotel	24 hrs suspension from 8:00am Friday 10 April 2015,
Merrylees Hote	24 hrs suspension from 8:00am on Friday 27 March 2015,
Woodville Hotel	24 hrs suspension from 8:00am on Friday 10 April 2015.

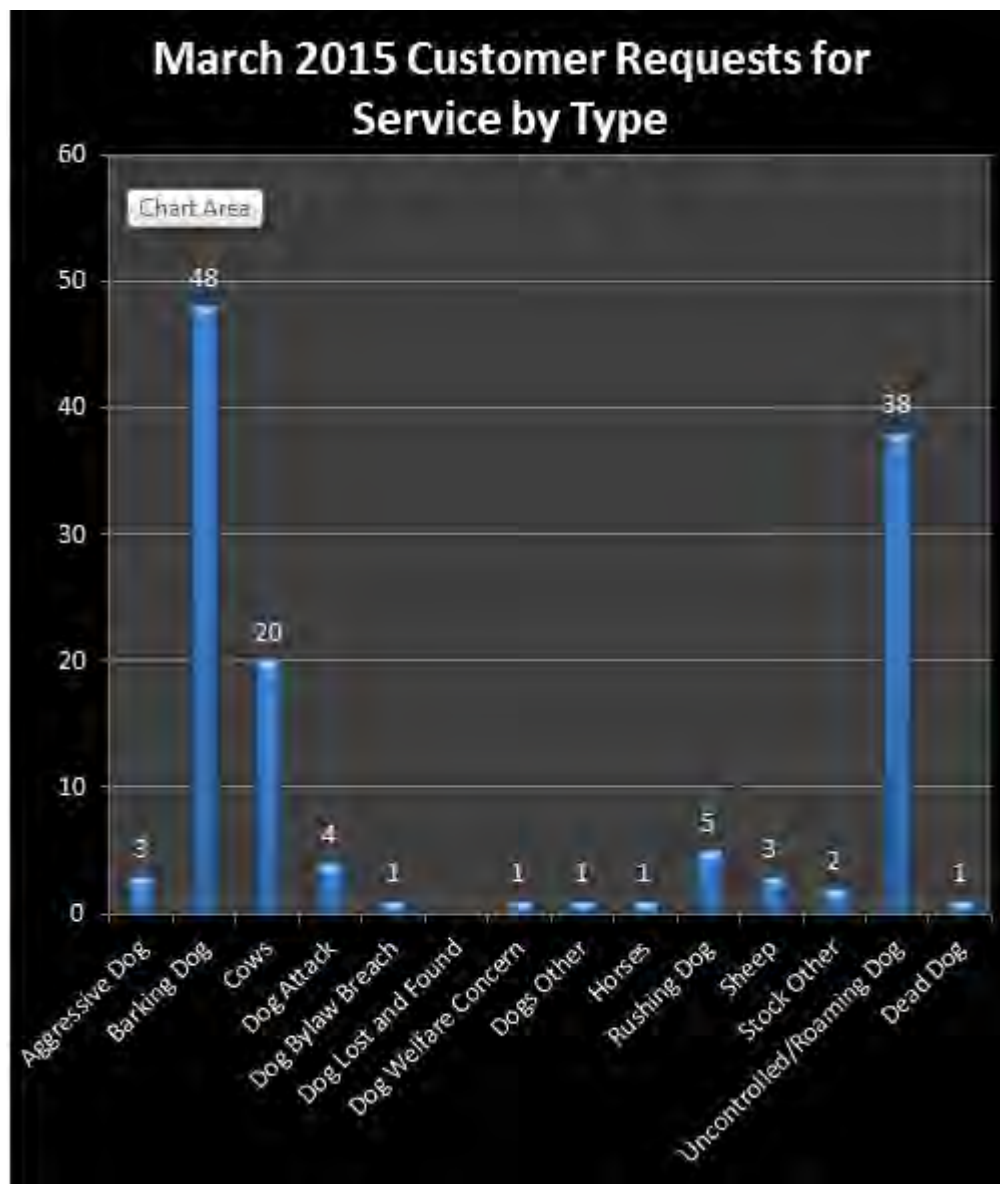
Those managers that physically sold alcohol received six week suspensions, and those who were duty manager but not the sellers received four week suspensions.

The three bar staff that sold alcohol and could not be put before the authority are currently going through the courts and my understanding is that they are all getting diversion.

A media release will go out regarding the processing period for Special Licence applications, as we are receiving a lot of last minute applications and upset applicants when the licence is not issued due to the reporting times imposed on us by the Act and/or where there is extra information requested by the other agencies. The major delays to applications are buildings that require a current Fire Evacuation Scheme and/or Building Warrant of Fitness but are lacking these. It is the building owner's responsibility to make sure that these are up to date. Information on the Special Licence application directs the applicant's attention to this.

69. Animal Control





70. Building

During the month of March 2015 the Tararua District Council issued 33 building consents all of which were issued within our 20 day timeframe.

The largest of these was to the value of \$1,350,000, which was for a bridge realignment and one was for a new dwelling in Eketahuna to the value of \$700,000.

We also issued 19 Code Compliance Certificates.

We are receiving a lot of applications for new fires and it is good that people are getting these in early. We try our best to process these as quickly as we can but would like the public to know that the earlier they can possibly get their application in the better.

A consent must be obtained before a person installs a new fireplace or they may not be covered by insurance.

71. General Inspection

Poplar Reserve has been a target for illegal dumping again. Information gathered on site ended in an invoice and infringement. There were fourteen incidents of illegal dumping, two of which were rotten possums at Coppermine Creek.

Two abandoned vehicles around Dannevirke were both removed by their owners.

Three cases of urban fire risk. Owners of the properties have been sent letters.

We had four complaints about stock crossings. Letters have been sent reminding people of their obligations and the need for safety and cleaning the roads.

There were two complaints about offensive odours from people burning rubbish in their back yards. Residents were advised of disposal options in their area.

Seven residents have received letters regarding overhanging vegetation requesting them to cut branches back.

72. Health

Food

- 17 High Risk inspections
- 4 Food Control Plan audits
- 3 Mobile Food vendor enquiries
- 1 Food illness complaint
- 2 New food business enquiries

Other

- 4 Hairdresser inspections
- 1 offensive trade inspection

The Manawatu/Wanganui Environmental Health Cluster signed a Memorandum of Agreement regarding mobile food businesses in the area. The idea behind this is to create consistency across the district for the basic requirements of operators.

The memorandum also agrees that the mobile vendor will only be required to be registered with the home Territorial Authority (TA) and not with each individual council across the district. This will benefit the mobile vendors in the Tararua who have been previously registered with numerous councils. The TA the vendor is visiting may impose a fee for regular trading to be consistent with local bylaws.

Emergency Management

Rural Fire



73. Fire Season

Fire danger at LOW. All Rural Fire equipment has received post fire season maintenance.

Incident Reports

<i>NRFA Classification Type</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Total</i>
Power Lines	0	0	0	0	1	0	0	1	0	0			2
Vehicle - Car, Truck etc.	1	0	3	1	1	1	1	0	0	0			8
Farm/Forest Machinery	0	0	0	1	0	0	0	0	0	0			1
Camp fires/bonfires/rubbish fires	1	0	0	0	0	0	1	1	1	2			6
Smokers	0	0	0	0	0	0	0	0	0	0			0
Land clearing escaped - Open Fire Season	0	0	1	2	4	1	1	4	3	0			16
Land clearing escaped - Restricted/ Prohibited Fire Season (no Fire Permit)	0	0	0	0	0	0	2	1	0	0			3
Structural - House/Shed	3	1	1	1	1	0	1	2	0	1			11
Pyrotechnics Fireworks	0	0	0	0	0	0	0	0	0	0			0
False Alarm	0	0	0	2	0	2	4	4	4	0			16
Medical Assist	0	0	0	0	0	0	0	0	0	1			1
Motor Vehicle Accident	1	0	0	0	0	0	0	0	0	0			1
Miscellaneous	1	0	0	1	0	0	0	0	0	1			3
Total	7	1	5	8	7	4	10	13	8	5			68

74. Meetings

Paddy attended the NZFS/NRFA Incident Ground Communications regional meeting at Palmerston North Fire Station. The meeting discussed incident ground compatibility issues between NZFS and Rural Fire post the NZFS decision to change from VHF to UHF hand held radios. Rural Fire and CD will remain VHF.

75. Equipment

The PRFO replacement vehicle has been fitted out with radios, lights and sirens and is now ready for use. The old vehicle will be sign written and sent to Tiraumea for use by the Tiraumea Volunteer Rural Fire Force.

New Fire Season/Danger (half grapefruit) signs have been installed at Pongaroa and Mt Bruce.

New automated roller doors have been installed in the Dannevirke Rural Fire Depot shed and the building has been painted.

Civil Defence



76. Incidents

Nil

77. Meetings

Ray Cannon and Paddy attended a Lifelines Action Group meeting in Palmerston North on 27 March 2015.

78. Civil Defence Plans/Standard Operating Procedures/Manuals

Ongoing work on the District CDEM Welfare Manual and the Pahiatua Community Civil Defence Response Group Plan.

79. Seminars/Workshops/Courses/Forums/Training

Paddy gave a CD presentation to the Dannevirke Lions Club on 24 March 2015. They have decided as a club to become CD Volunteers and will be trained up to assist in the Dannevirke Welfare Centres.

Paddy gave a CD presentation to the Tararua St John Ambulance team in Pahiatua on 26 March 2015.

Paddy attended a Group training day on 26 March 2015 which featured the new look Emergency Management Information System. The system has been simplified and is easier to use. Training for Tararua users will begin in May 2015.

80. New Dannevirke Welfare Centre

The management team at the Hub have agreed for the building to be used as a CD Welfare Centre for Central Dannevirke. Next step is to train volunteers to run the site. Note that this is the Hub in Gordon Street and not the Business Hub in Denmark Street.

81. New CD Controller for Tararua

Chris Edsall from the Alliance has been approved by the Manawatu-Wanganui Group as an Alternative Controller. Chris will commence cohort training for this role this year.

82. Communications

Still working with Downer to complete our new radio communication network. Currently awaiting sign off for the Mt Butters repeater site. Have signed off the site for Ahiweka and awaiting frequency approval from MCDEM. The repeater at Te Awaputahi will remain as is.

Library

83. General

An error by staff in the process of deleting books from the library management system triggered the need to perform a stocktake of the library collections. The last stocktake completed was in 2011, so a stocktake was required at this time. During March, all branches scanned all items through the system. This had to be done manually at all branches until IT were able to get one laptop working to assist. Most branches physically moved books to the front desk to process them.

At the end of the stocktake, 410 items were found to be missing. (.009% of the total collection). There is no way to identify which of these had potentially been stolen and which had not been correctly deleted from the system originally. Over the four years since the last stocktake, approximately one hundred items per year were unaccounted for.

These items have now been identified as missing, and over the next six months library staff will continue to look for them. At the end of this period, they will be fully deleted from the system.

Alterations have been made to the front desk area at Woodville. A second (temporary) counter has been installed and the furniture behind the counter area downsized. It is hoped this will alleviate some of the problems staff have had to cope with over the past eighteen months.



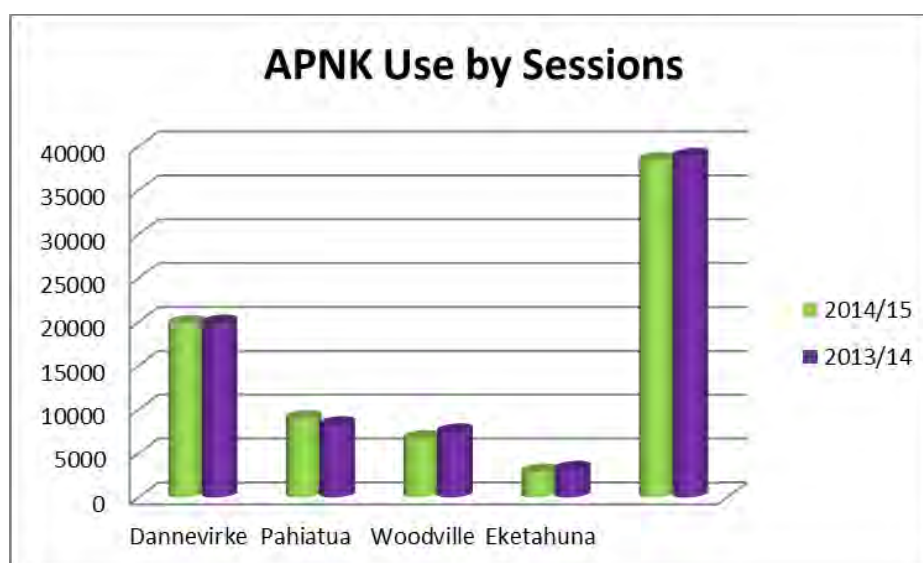
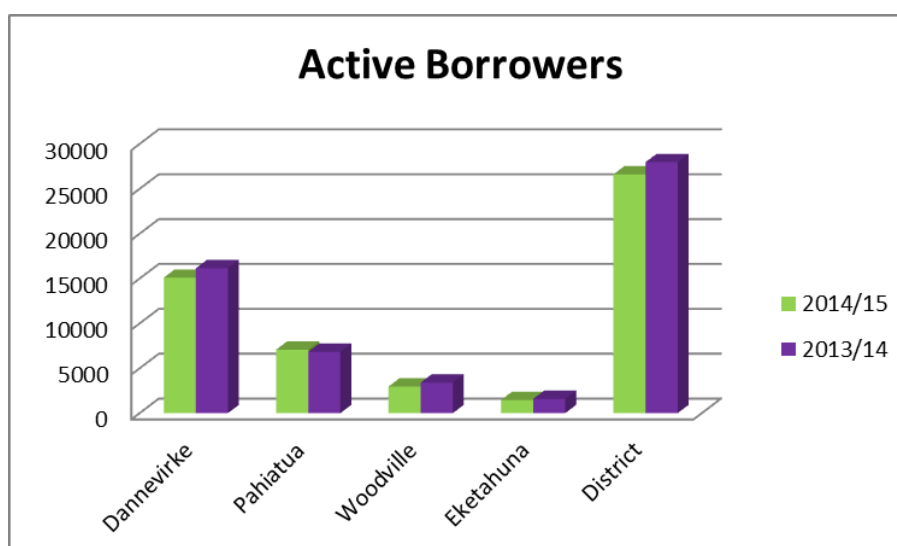
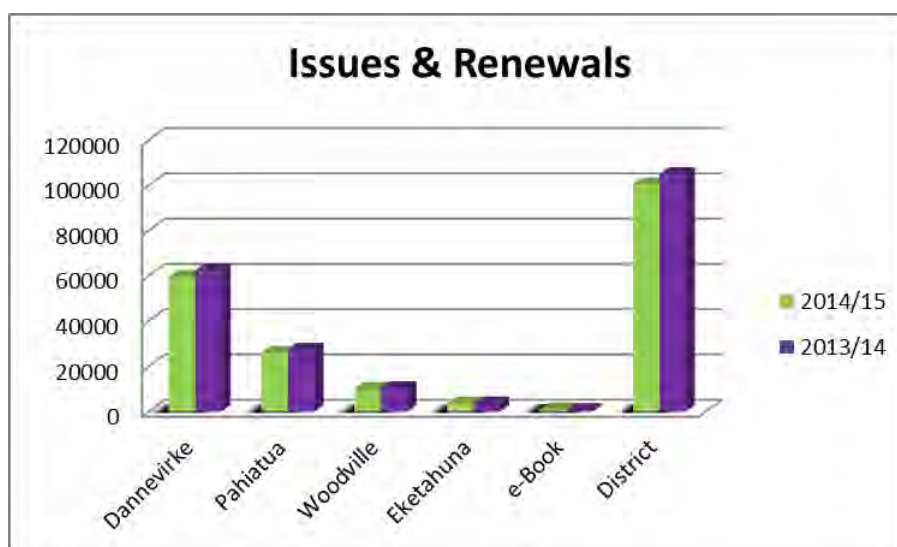
84. Children's Services

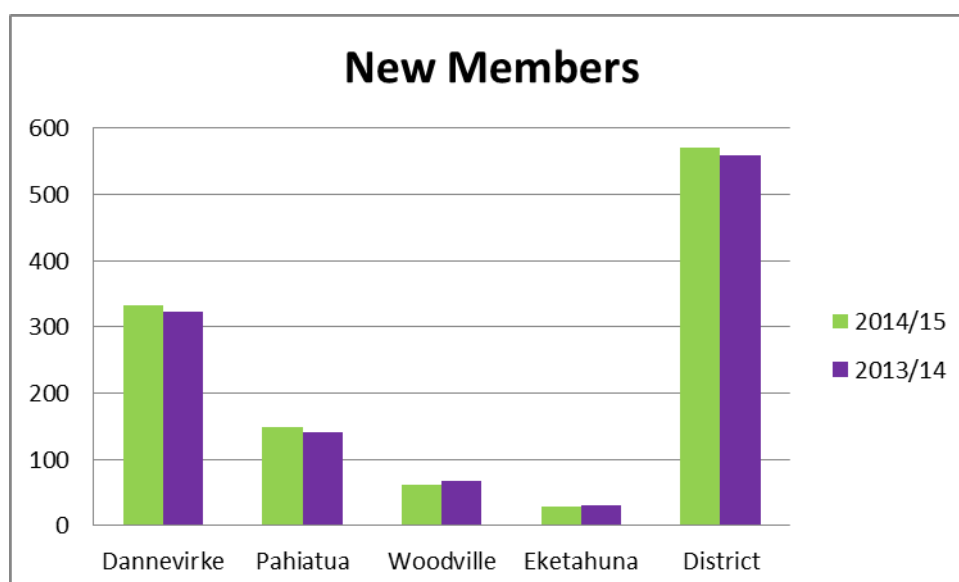
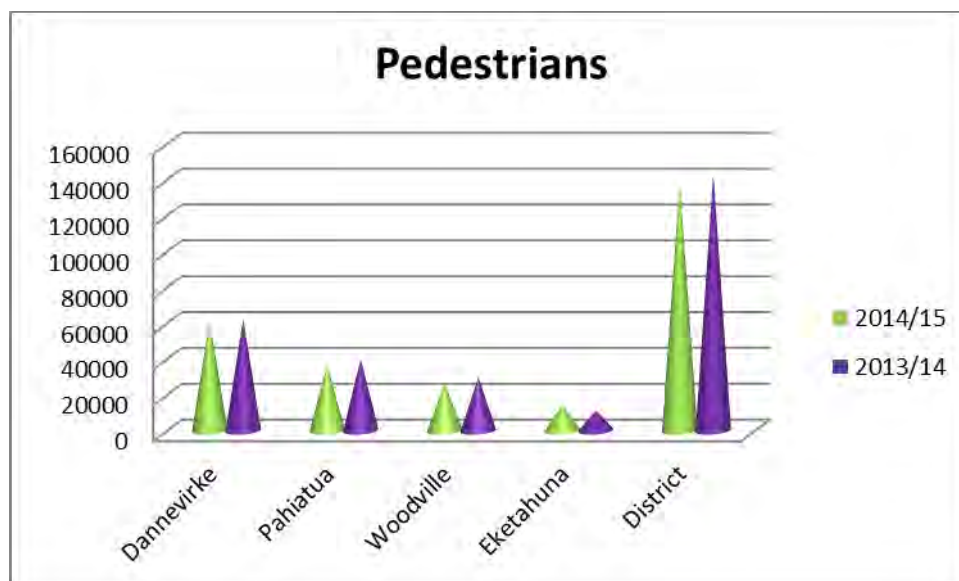
Planning and promotion of the School Holiday craft sessions took place during March. Craft sessions were run at each branch during the Term One holidays.

The end of the month saw the completion of the first term of the Little Ears preschool programme at Dannevirke, Pahiatua and Woodville branches. Residents at Woodville have supported this programme very well with an average of fifteen children attending each session during Term One. The uptake at Pahiatua has been slower and the staff there are continuing to promote the programme to their customers. At Dannevirke, the programme continues to be successful with an average of eighteen children attending each session.

Pahiatua Library has moved around the Young Adult, Magazine and Reference collections to encourage more use of the teen books. These are now located by the APNK computers where the teens gather.

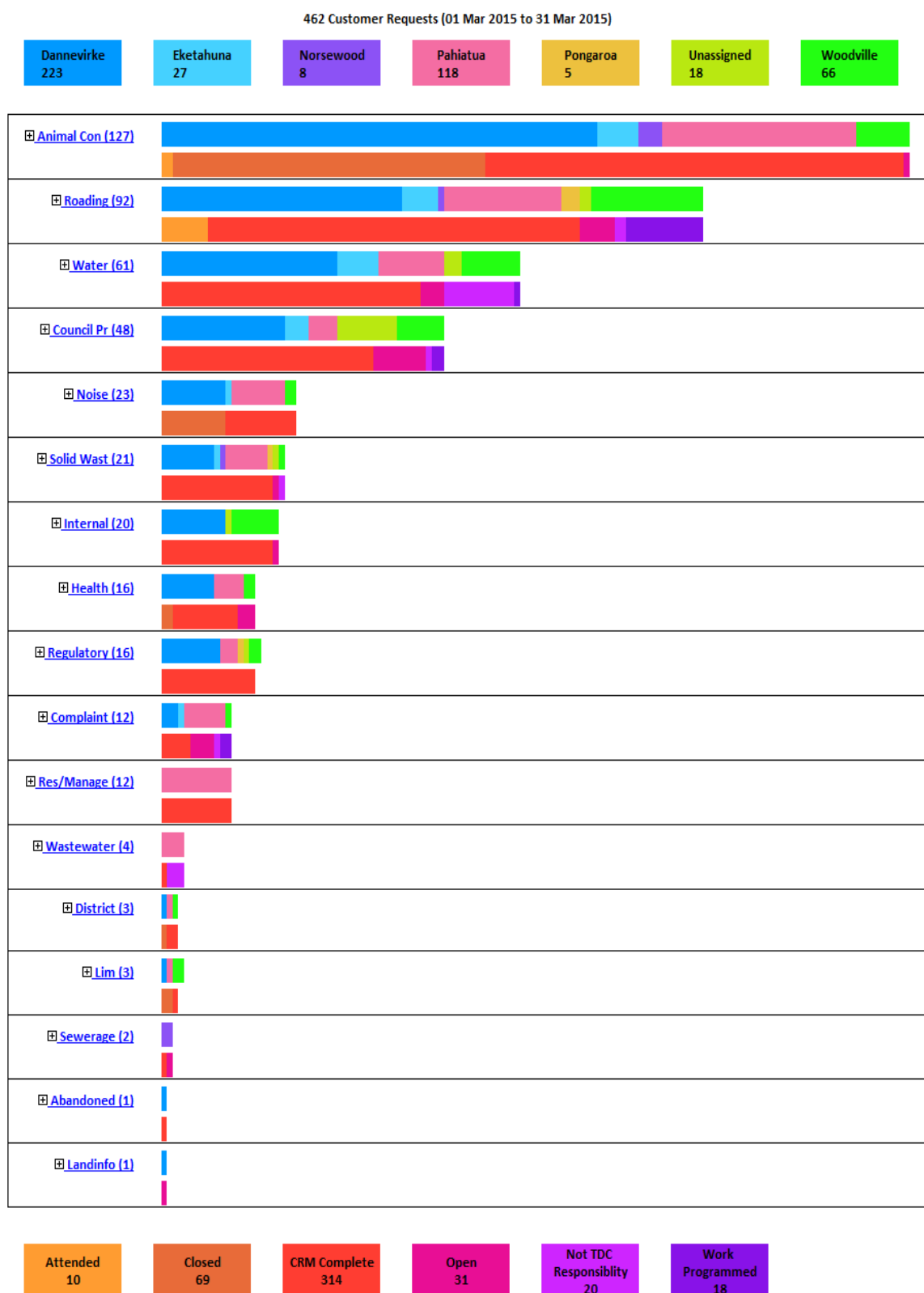
85. Statistics as at 31 March 2015





Customer Services

86. CRM Requests – March 2015



Sport and Recreation



87. General

- Staff visited Weber School to discuss the implementation of the **SportStart physical literacy programme** within the school. The Principal agreed to continue the implementation throughout 2015.
- **SportStart Modelling Sessions** organised and delivered with two teachers and their respective classes on two separate occasions at Norsewood and Districts School. Follow up teacher modelling and teacher observation sessions with both teachers will be organised to occur in Term 2.
- Staff attended the **Woodville District Football in Schools 2015 Fun Football Festival at Hockey Park in Woodville**. This was a KiwiSport project with five weeks of in-school football in 3 schools: Woodville, Papatawa, and Kumeroa-Hopelands involving over 180 students. Woodville Football Club distributed registration information to all participants to encourage continued participation in the sport through the winter season.
- The **Tararua Social 7's rugby competition** has been postponed due to feedback from stakeholders around the timing of the event. There is a survey going out asking stakeholders when they think would be best to run the event.
- The Secondary School Sports Advisor supported the **Manawatu Inter Secondary School Triathlon Championships** held Sunday 1 March. Two students from Dannevirke High School and two from Tararua College were involved in the event.
- The **Manawatu Inter-Secondary School Athletics (MISSA)** was held at the Palmerston North Community Athletics track at Massey on 21 March. The event was hosted by Palmerston North Boys High School with assistance from Sport Manawatu. A total of 441 students were involved, with 20 students from the Tararua district.
- Principals from Tararua College and Dannevirke High School attended the **Secondary Schools Principals Group Meeting** on 31 March at Sport Manawatu. Key topics included: **Girls Football**; the **Census summary** for the region (which shows participation currently sitting at 53% in the Sport Manawatu Region); the use of **Data Management software** for recording sports participation; the value of the new **Sport New Zealand Secondary School Sports planning tool**.

- **Tararua Go by Bike Day**, held on 25 February, was a great success with 404 students from seven schools and four Early Childcare Centres taking part.
Winners of the four categories included:
 - Large school category winners: Huia Range School received a \$250.00 Hart Sport voucher
 - Small school category winners: Country Kids ECE received a \$150.00 Hart Sport voucher.
 - Pimp my Ride category winner: Raynor Hokianga from Busy Bees ECC received a \$50.00 Rebel Sport voucher.
 - Pimp my Ride category winner: Bridget Chadwich from St Joseph's School received a \$50.00 Rebel Sport voucher.
- Sport Manawatu staff, including the Tararua Recreation Advisor and Active Transport Coordinator alongside the Tararua Police Education Officer delivered a series of **cycle safety lessons** to 100 Year 6-8 Huia Range School students and 30 Year 5-8 Papatawa School students.
- Huia Range School teachers of the new entrant to year 4 students received their second round of **SportStart professional development**. 118 students that took part showed noticeable improvements in skills within a short period.
- Sport Manawatu staff delivered a **Target Games topic presentation** to teachers at St Joseph's School, enabling them to commence their lessons before end of term one.
- The Māori Community Sport Advisor and Tararua Recreation Advisor facilitated the **Whanau Tri training sessions** at the Wai Splash Aquatic Centre every Wednesday afternoon. There was an average of 13 participants each week.

88. Upcoming Events (that we deliver or directly impact on)

- **SportStart programme** delivery at Norsewood and Districts School, St Joseph's School, Weber School, and Huia Range School.
- **Grassroots Coaching Course at Tararua College.**
- **Sports Coordinators Meeting** at Sport Manawatu, 23 April.
- A **Sport NZ Club WoF** will be undertaken with **Bush Rugby Club**.
- Following on from our **Whanau Tri** collaboration with local Iwi the Tararua Recreation Advisor will support Rangitane o Tamaki nui a Rua staff with the **Rangitane Tryathlon** event on Saturday 18 April.

89. **KiwiSport Regional Partnership Fund**

- The public consultation process has started to review our **KiwiSport processes** and develop an investment plan for the next three-year period that begins July 2015.
- A **Fast Fund application** was approved for the Dannevirke Netball Centre. The money will go towards the club rolling out the latest **Junior Netball programme** that has been produced by Netball NZ.

90. **Recommendation**

That the report from the Chief Executive dated 22 April 2015 concerning an update on key projects and items of interest to the Council (as circulated) be received.