



## **Notice of Meeting**

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 30 August 2017** commencing at **1.00 pm**.

Blair King  
Chief Executive

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## **Agenda**

- 1. Present**
- 2. Council Prayer**
- 3. Apologies**
- 4. Public Forum**

A period of up to 30 minutes shall be set aside for a public forum. Each speaker during the public forum section of a meeting may speak for up to five minutes.

Standing Orders may be suspended on a vote of three-quarters of those present to extend the period of public participation or the period any speaker is allowed to speak.

With the permission of the Mayor, members may ask questions of speakers during the period reserved for public forum. If permitted by the Mayor, questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

## **5. 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.

<b>6.</b>	<b>Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business</b>	
<b>7.</b>	<b>Personal Matters</b>	
<b>8.</b>	<b>Confirmation of Minutes</b>	<b>5</b>
	Recommendation	
	<i>That the minutes of the Council meeting held on 2 August 2017 (as circulated) be confirmed as a true and accurate record of the meeting.</i>	
<b>9.</b>	<b>Any Matters Arising from the Minutes not otherwise dealt with in the Agenda</b>	
<b>10.</b>	<b>Community Boards and Community Committees Reports</b>	
<b>10.1</b>	<b>Dannevirke Community Board</b>	<b>15</b>
	Recommendation	
	<i>That the report of the Dannevirke Community Board meeting held on 7 August 2017 (as circulated) be received.</i>	
<b>10.2</b>	<b>Eketahuna Community Board</b>	<b>21</b>
	Recommendation	
	<i>That the report of the Eketahuna Community Board meeting held on 4 August 2017 (as circulated) be received.</i>	
<b>10.3</b>	<b>Pahiatua On Track</b>	<b>27</b>
	Recommendation	
	<i>That the report of the Pahiatua On Track meeting held on 2 August 2017 (as circulated) be received.</i>	
<b>10.4</b>	<b>Woodville Districts' Vision</b>	<b>31</b>
	Recommendation	
	<i>That the report of the Woodville Districts' Vision meeting held on 1 August 2017 (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.

<b>11.</b>	<b>Reports</b>	
<b>11.1</b>	<b>Sport Manawatu</b>	<b>37</b>
	Recommendation	
	<i>That the reports from Sport Manawatu concerning the 2016/17 Annual Reports for Sport Tararua and the Bush Multisport Trust (as circulated) be received.</i>	
	<u>Note:</u> Representatives of Sport Manawatu will attend the meeting for this item of business.	
<b>11.2</b>	<b>Timing of the Tararua Sports Awards</b>	<b>67</b>
<b>11.3</b>	<b>Electoral System for the 2019 Election</b>	<b>71</b>
<b>11.4</b>	<b>Earthquake-Prone, Dangerous and Insanitary Buildings Policy Review</b>	<b>75</b>
<b>11.5</b>	<b>Tararua District Council 2016/17 Annual Report to the Alcohol Regulatory and Licensing Authority</b>	<b>91</b>
<b>11.6</b>	<b>Audit and Risk Committee</b>	<b>116</b>
	Recommendation	
	<i>That the report of the Audit and Risk Committee meeting held on 17 August 2017 (as circulated) be received.</i>	
<b>11.7</b>	<b>Annual Report and Council Performance for the 2016/17 Financial Year ending on 30 June 2017</b>	<b>121</b>
<b>11.8</b>	<b>Staff Report</b>	<b>159</b>
<b>12.</b>	<b>Correspondence</b>	<b>249</b>
	Recommendation	
	<i>That the correspondence as listed be received.</i>	
	<i>(a) Alan Mark, Emeritus Professor, Otago University</i>	
	<i>Re: Coalition plan for stronger climate change action and local government leaders climate change declaration</i>	
<b>13.</b>	<b>Portfolio Reports</b>	
	Councillors assigned the responsibility to undertake the portfolio for a specific activity can report back on any of these matters.	

- 14. Mayoral Matters**
- 15. Items not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 5.**
- 16. Closure**





Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 2 August 2017 commencing at 1.00 pm.

## **1. Present**

Her Worship the Mayor - Mrs T H Collis, Crs A L Benbow (Deputy Mayor), E J Christison, A K Franklin, S A Hull, C J Isaacson and P A Johns.

### **In Attendance**

Mr B King	- Chief Executive
Mr R Taylor	- Governance Manager
Mr P Wimsett	- Manager Strategy and District Development
Mr R Suppiah	- Chief Financial Officer
Mr M Maxwell	- Economic Development and Communications Manager
Mr C Chapman	- Alliance Network Manager
Mr R Sharp	- Alliance Asset Engineer
Mr C McKay	- Finance Manager
Mr W Labuschagne	- Management Project Accountant

## **2. Council Prayer**

2.1 The Mayor opened the meeting with the Council Prayer.

## **3. Apologies**

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

*Crs Franklin/Christison*

*Carried*

## **4. Public Forum**

4.1 Nil

## **5. Notification of Items Not on the Agenda**

5.1 Nil

## **6. Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business**

6.1 Nil

## **7. Personal Matters**

- 7.1 The Mayor acknowledged the passing of Pat Fouhy (former Pahiatua County Council Chairman) through a tribute to his achievements and contribution to the community.
- 7.2 The Council note and congratulate the following on their achievements:
- Anna Christenson on receiving the Alf Rowden Humanitarian Award to recognise her voluntary service to the Eketahuna Community.
  - Mavis Mullins on being inducted to the New Zealand Business Hall of Fame.

## **8. Confirmation of Minutes**

- 8.1 *That the minutes of the Council meeting held on 28 June 2017 (as circulated) be confirmed as a true and accurate record of the meeting.*

*Crs Isaacson/Johns*

*Carried*

## **9. Any Matters Arising from the Minutes not otherwise dealt with in the Agenda**

### **9.1 Ferry Reserve (Item 10.4.2)**

- 9.1.1 It is clarified that off roaders four-wheel drive vehicles are causing damage to the Ferry Reserve (rather than individuals doing burnouts).

## **10. Community Boards and Community Committees Reports**

### **10.1 Dannevirke Community Board**

- 10.1.1 *That the report of the Dannevirke Community Board meeting held on 3 July 2017 (as circulated) be received.*

*Crs Johns/Christison*

*Carried*

### **10.2 Eketahuna Community Board**

- 10.2.1 *That the report of the Eketahuna Community Board meeting held on 7 July 2017 (as circulated) be received.*

*Crs Johns/Christison*

*Carried*

**10.2.2 Traffic Island Repairs**

- 10.2.2.1 It is noted that Britton Housemovers Limited has been asked to repair the damage caused by their vehicle cutting up the traffic island grass surface in the Eketahuna town centre.

**10.3 Pahiatua On Track**

- 10.3.1 *That the report of the Pahiatua On Track meeting held on 5 July 2017 (as circulated) be received.*

*Crs Johns/Christison*

*Carried*

**10.3.2 Advertising Costs for Road Closures**

- 10.3.2.1 It is clarified that waiving of advertising costs for road closures through notifying them on the Council Bush Telegraph page only applies to Anzac Day events and Christmas parades.
- 10.3.2.2 All other road closure applications from community organisations must be advertised in the usual manner, with the cost charged to the applicant.

**10.4 Woodville Districts' Vision**

- 10.4.1 *That the report of the Woodville Districts' Vision meeting held on 4 July 2017 (as circulated) be received.*

*Crs Johns/Christison*

*Carried*

**10.4.2 Manawatu Gorge Closure**

- 10.4.2.1 It is noted that through Council the email list was developed for circulating information as it comes to hand regarding this matter.

**10.4.3 Signage Welcoming People to Woodville**

- 10.4.3.1 Cr Christison is thanked for donating timber to construct six signs welcoming people to Woodville.

**10.4.4 Walkway**

- 10.4.4.1 Planning for the Gottfried Lindauer Arts Trail walkway needs to take into account KiwiRail has a national policy to seek a rental return where their land is used for such projects.

## **11. Reports**

### **11.1 Temporary 70 km/h Speed Limit on Oxford Road**

**11.1.1** *That the report from the Chief Executive dated 26 July 2017 concerning a temporary 70 km/h speed limit on Oxford Road (as circulated) be received, and*

*That the Council approve a temporary speed limit of 70 km/h as per the Land Transport Rule Setting of Speed Limits 2003 to apply on Oxford Road (between Pinfold Road and Woodlands Road) and Pinfold Road (from the corner of Oxford Road to State Highway 2) due to accelerated pavement damage, and for the duration of the State Highway 3 Manawatu Gorge closure.*

*Crs Johns/Hull*

*Carried*

**11.1.2** Cr Christison requested his dissenting vote be noted concerning this item of business.

### **11.2 Proposed Changes to the Governance and Administration of the Manawatu-Wanganui Regional Disaster Relief Fund Trust**

**11.2.1** *That the report from the Chief Executive dated 26 July 2017 concerning proposed changes to the governance and administration of the Manawatu-Wanganui Regional Disaster Relief Fund Trust (as circulated) be received, and*

*That Mayor Tracey Collis be confirmed as the Council's representative on the Manawatu-Wanganui Regional Disaster Relief Fund Trust board, and*

*That the Council supports Cr Bruce Gordon's appointment as Chair of the Manawatu-Wanganui Regional Disaster Relief Fund Trust board, and*

*That the Council acknowledges the Manawatu-Wanganui Regional Disaster Relief Fund Trust will now be administered by the Horizons Regional Council.*

*Crs Johns/Franklin*

*Carried*

**11.2.2** Mayor Collis abstained from the discussion concerning this item of business and voting on the motion regarding that matter.

### **11.3 Amendments to Fees and Charges for 2017/18**

**11.3.1** *That the report from the Chief Financial Officer dated 27 July 2017 concerning amendments to fees and charges for 2017/18 (as circulated) be received, and*

*That the following amendments to the 2017/18 fees and charges schedule be adopted effective from 1 July 2017:*

- *Casual rental for one bedroom flats* **\$110.00 per week**
- *Cemetery interment on weekends* **\$350.00**

**Explanatory Note**

*Cemetery interments on weekends are defined as from 12pm on Saturdays and all day Sundays and public holidays*

*Crs Hull/Benbow*

**Carried**

**11.4 Annual Report on the Administration of Dog Control Policies and Practices for 2016/17**

- 11.4.1** *That the report from the Manager Regulatory Services dated 24 July 2017 concerning the Annual Report on the Administration of Dog Control Policies and Practices for 2016/17 (as circulated) be received and adopted subject to deleting the table included in error within section 4.5.3 of this report.*

*Crs Johns/Isaacson*

**Carried**

**11.5 Delegated Authority to Council Officers for Regulatory Services Functions**

- 11.5.1** *That the report from the Manager Regulatory Services dated 24 July 2017 concerning delegated authority to Council officers for Regulatory Services functions (as circulated) be received, and*

*That the Council approve the delegations detailed in the schedule attached to this report to enable staff to deliver and fulfil the statutory responsibilities regarding the following legislation:*

- *Dog Control Act 1996*
- *Impounding Act 1955*

*Crs Christison/Benbow*

**Carried**

**11.6 Outcomes of the Local Government Act 2002 Section 17A Service Review Process**

- 11.6.1** *That the report from the Strategy and Policy Adviser dated 26 July 2017 concerning the outcomes of the Local Government Act 2002 Section 17A service review process (as circulated) be received, and*

*That the Council confirm the directions indicated during workshop sessions for the following services as part of meeting the requirements under Section 17A of the Local Government Act 2002.*

- a. *Services considered exempt by Council under Section 17A(3)a (existing committed contract or required by legislation):*
  - *Solid Waste*
  - *Water and Wastewater Reticulation, Stormwater*
  - *Roading and Footpaths*
- b. *Services considered exempt by Council under Section 17A(3)b (the cost of undertaking a review outweighs the benefits):*
  - *Economic Development*
  - *Commercial Property*
  - *Libraries/Service Centres*
  - *Regulatory (Animal Control, Health and Safety, District Planning)*
  - *Emergency Management*
  - *Parks and Reserves (includes Domain Boards and Camping Grounds), Community Buildings, Public Conveniences, Pools and Cemeteries*
  - *Community Support*
  - *Representation*
  - *Water and Wastewater Treatment*
- c. *Confirmation of results of full reviews:*
  - i. *IT service contract - seek new contract (from July 2018) with MBS to provide IT support services*
  - ii. *Pensioner Housing - exit activity (now on hold)*

*Crs Christison/Johns*

*Carried*

11.7 **Grant Application of Anne Cairns to the International Representatives Scheme**

11.7.1 *That the report from the Recreation Officer Sport Tararua dated 25 July 2017 concerning the grant application of Anne Cairns to the International Representatives Scheme (as circulated) be received, and*

*That the Council approve the application made by Anne Cairns for assistance towards her costs to represent New Zealand at the World Rafting Championships held in Miyoshi City, Japan from 3 to 9 October 2017, and*

*That the sum of \$500.00 be granted from the International Representatives Scheme for this purpose.*

*Cr Hull/Mayor Collis*

*Carried*

**11.8 Staff Report**

**11.8.1 Flood and Snow Event on 13 July 2017**

11.8.1.1 It is acknowledged there is a need to better link the information from farmers along a route to identify the priorities for response needs when such events occur.

11.8.1.2 The District Resilience Manager in conjunction with Cr Hull has arranged a meeting on 22 August 2017 at 7.00 pm in the Alfredton Community Hall to discuss arrangements for Civil Defence within that area.

**11.8.2 Housing for the Elderly**

11.8.2.1 It is requested it be ascertained if there is a reason why the flat in Gordon Street has been vacant for fifty days.

**11.8.3 Manawatu Gorge Closure - Woodville**

11.8.3.1 Tararua Business Network staff member Angela Rule is available at the Woodville i-SITE each Monday between 10.00 am to 1.00 pm and the Mayor from 1.00 pm to 3.00 pm to support local businesses affected by the closure of the Manawatu Gorge.

**11.8.4 Monthly Dog Pound Statistics**

11.8.4.1 It is requested clarification be provided regarding the monthly dog pound statistics reporting relating to separate details of roaming, unregistered and roaming and known to be unregistered dogs, and whether the basis of this information is duplicated.

11.8.5 *That the report from the Chief Executive dated 26 July 2017 concerning an update on key projects and items of interest to the Council (as circulated) be received.*

*Crs Benbow/Hull*

*Carried*

**12. Correspondence**

12.1 *That the correspondence as listed be received.*

*Horizons Regional Council*

*21 July 2017*

*Re: Response to submission on the 2017/18 Annual Plan*

*Crs Christison/Johns*

*Carried*

## **13. Portfolio Reports**

### **13.1 Economic Development/Marketing**

13.1.1 The economic development/marketing portfolio holders will be meeting this Friday, and their discussions shall include considering points of significant potential regarding the Ngapaeruru Scenic Reserve.

13.1.2 Also to be discussed is the number of empty shops particularly in Dannevirke, and the possibility of painting their windows to enhance the image of the town.

### **13.2 One Plan**

13.2.1 The Deputy Mayor reported endeavours are being made to establish a support mechanism facilitation group to bring the relevant parties together to determine a collaborative approach to consider initiating a proposed change to the One Plan.

### **13.3 Events**

13.3.1 The following councillors reported on various events they had attended to represent the Council:

- |             |   |
|-------------|---|
| Cr Franklin | - Methamphetamine community meeting in Dannevirke (also attended by the Mayor, Crs Christison, Hull and Isaacson) |
|             | - New Zealand Transport Agency Ashhurst meeting on the Manawatu Gorge closure                                     |
| Cr Isaacson | - Dannevirke and Districts A and P Association Annual General Meeting   |
| Cr Hull     | - Central Energy Trust Annual General Meeting   |

### **13.4 Fonterra Visit**

13.4.1 Councillors appreciated the opportunity to visit the Fonterra dairy factory in Pahiatua.

### **13.5 Dannevirke Community Board**

13.5.1 Cr Isaacson reported on the arrangements for the Wackrow Memorial Youth Award supported by the Dannevirke Community Board to acknowledge the community service of youth in the North Tararua Ward.

### **13.6 Woodville Districts' Vision**

13.6.1 Cr Johns reported Woodville Districts' Vision has been approached by a representation group intending to establish a structure to advocate and promote the interests of Woodville businesses.



13.6.2 They propose a promotion programme be undertaken in September/October, and are seeking sponsorship through financial assistance for this purpose.

13.7 **Akitio/Pongaroa**

13.7.1 Cr Christison reported residents are concerned about the movement of the hill at Akitio Beach.

13.8 **Youth**

13.8.1 Cr Christison reported the signwriting is being undertaken on the car acquired by Dannevirke High School for students preparing to get their drivers licence.

13.9 **Woodville i-SITE/Library/Service Centre**

13.9.1 The opening of the new i-SITE, Library/Service Centre building in Woodville has been well received and appreciated by their community.

13.10 **Local Government New Zealand Conference**

13.10.1 Cr Franklin thanked Council for the opportunity to attend the Local Government New Zealand Conference held in Auckland, and acknowledged the very good speakers and topics of discussion.

13.10.2 The Mayor spoke on the Local Government New Zealand Conference that focused on future thinking and creating liveable communities through developing pathways to 2050.

13.10.3 The programme of presentations was fantastic, with the Annual General Meeting following the conference electing Dave Cull (Mayor of Dunedin) as the new Local Government New Zealand President (replacing Lawrence Yule who stepped down after nine years in the role).

13.10.4 Remits voted on in a secret ballot at the Annual General Meeting were as follows:

- Give councils greater powers to combat littering, passed with 95% support.
- Return a portion of GST to the district it was generated in, passed with 68% support.
- National legislation to manage cats, passed with 51% support.
- Development of a Sugar Sweetened Beverages Policy for council workplaces and facilities, passed with 61% support.
- Government implementation of a free and all-inclusive universal drivers licence programme for all students at NCEA level two, passed with 79% support.

13.10.5 The next Local Government New Zealand Conference is held in Christchurch from 15 to 17 July 2018.

**14. Mayoral Matters**

**14.1 Mayoral Clinics**

- 14.1.1 The Mayoral Clinics held in Woodville have been well received along with the Mayor being available in the mornings at the Pahiatua Service Centre.

**15. Items not on the Agenda**

- 15.1 Nil

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 2.33 pm.

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Mayor



## **Dannevirke Community Board**

Minutes of a meeting of the Dannevirke Community Board held in the Council Chamber, 26 Gordon Street, Dannevirke on Monday 7 August 2017 commencing at 1.03 pm.

### **1. Present**

Board Members W R Macdonald (Chairperson), T J Hynes, K P Spooner and Cr C J Isaacson (Council appointed Community Board member).

#### **In Attendance**

Mr R Taylor - Governance Manager  
Ms D Webster - Speaker in the Public Forum

### **2. Apologies**

- 2.1 *That an apology be sustained from Board Member P F Walshe for non-attendance at the meeting.*

*Isaacson/Spooner*

*Carried*

### **3. Public Forum**

#### **3.1 Victoria Avenue Landscaping**

- 3.1.1 Debbie Webster outlined the outcome of her consultation with residents in Victoria Avenue seeking their views regarding the streetscape and replanting of trees in that area, and this includes reference to the following matters:

- As some properties had several people the survey numbers are based on one survey for each property number.
- Residents from twenty-five properties responded to the survey, with twenty-one in favour of replacing the trees and four against their replacement.
- Residents at properties beyond the bridge on Victoria Avenue were not surveyed, and this could be considered as part of wider community consultation.

- Many people remarked it is hard to visualise a design without an option, and for this reason a photo of Ormond Street in Woodville was provided where trees have been planted within kerbside protrusions. This example appealed to eighteen residents, with three residents undecided.
- Fourteen residents believed that vehicle speeds had increased since the London Plane trees were removed, and five were not sure (two of the five were new residents).
- Four residents believed they had not noticed any increase in speed, with it being noted they lived closest to the Queen Street/Victoria Avenue roundabout. This would suggest they were travelling at slower speeds in that vicinity, with residents from that area having a different perception.
- One resident suggested the Council should extend the 50 km/h speed limit to the end of Victoria Avenue due to the increased volume of vehicles off Adelaide Road and the speed some are travelling heading to town.
- The feedback from the survey as well as face-to-face engagement with the wider community indicates there is support for trees to be replanted in Victoria Avenue.
- It is recommended the Board continue discussion with the Council regarding a budget being allocated in the 2018/2028 Draft Long Term Plan for the above purpose.
- To progress the investigation of streetscape design and the type of species suitable for Victoria Avenue the Board should establish a working group with residents.
- The Board may also wish to address the streetscape of King Street, Edward Street and Cole Street as these areas were also affected by the removal of London Plane trees in 2013.
- At the time there was a commitment from Council to recreate the character and ambience of those streets as well as Victoria Avenue.

3.1.2 The Chairperson thanked Debbie Webster for her work in undertaking this consultation, and requested the letter and survey details tabled be circulated to board members for their consideration.

3.1.3 This subject will be referred to the Board's next meeting as an agenda item for discussion.

## **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 3 July 2017 (as circulated) be confirmed as a true and accurate record of the meeting.*

*Hynes/Isaacson*

*Carried*

## **7. Matters Arising from the Minutes**

### **7.1 Recognition of Maori Heritage in Dannevirke (Item 3.4)**

7.1.1 Cherry Peeti-Tapurau is to be invited to attend the Board's next meeting to provide an update on her proposal to establish a link to the area's Maori heritage alongside the current Viking branding.

7.1.2 Any such proposal based on this concept must be supported through consultation and agreement from both iwi in the district.

### **7.2 Wackrow Memorial Youth Award (Item 10)**

7.2.1 Eight nominations were received for this year's Wackrow Memorial Youth Award, and the presentation function will be held in the Hub on 29 August 2017 at 7.00 pm.

7.2.2 Bob Dresser is the community representative that will chair the judging panel, and the Deputy Chairperson is the Board's representative.

7.2.3 *That the Board provide a payment of \$50.00 to each nominee outside of the first three places in the Wackrow Memorial Youth Award to acknowledge their participation in this event.*

*Hynes/Isaacson*

*Carried*

### **7.3 Carnegie Centre - Earthquake-prone Buildings Standards (Item 12.3)**

7.3.1 It is agreed this matter be discussed at the end of the meeting.

### **7.4 Dannevirke Gallery of History Signage (Item 12.4)**

7.4.1 *That the Board pay from its discretionary funds the cost of the resource consent application for the Dannevirke Gallery of History promotional signage to be erected on the Stanley Street road reserve.*

*Macdonald/Isaacson*

*Carried*

## **8. Tararua District Council Report**

- 8.1 *That the report of the Tararua District Council meeting held on 2 August 2017 (as tabled) be received.*

*Isaacson/Spooner*

*Carried*

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

### **9.1 Tararua Community Youth Services**

- 9.1.1 Board Member Hynes reported Tararua Community Youth Services continue to provide a diverse range of services to support and develop young people within the district.

- 9.1.2 These include assistance with their drivers licence test, career expo, CV's, getting birth certificates and IRD numbers.

### **9.2 Dannevirke Chamber of Commerce**

- 9.2.1 Board Member Hynes reported a successful after fives meeting was held at the Black Stump Restaurant and Bar, with Labour candidate Kieran McAnulty as the guest speaker.

- 9.2.2 The winter windfall business promotion is currently being held to encourage shopping locally, and the Chamber of Commerce Annual General Meeting is this Wednesday at 5.15 pm in the Tararua Business Network Training/Seminar Room.

### **9.3 Dannevirke Brass Band**

- 9.3.1 Board Member Spooner reported the Dannevirke Brass Band Annual General Meeting will be held on 16 August 2017.

### **9.4 Dannevirke and Districts A and P Association**

- 9.4.1 Board Member Spooner reported the Dannevirke and Districts A and P Association has held their Annual General Meeting, and they are in a good financial position and their current chairperson continues in this role.

### **9.5 Dannevirke Information Centre Management Committee**

- 9.5.1 The Chairperson is requested to discuss with the Dannevirke Information Centre Management Committee the possibility of making improvements to upgrade the appearance of their facility.

- 9.5.2 It is noted that to enhance the layout could be achieved at minimal cost, and a visit to the new Woodville i-SITE, Library/Service Centre building would provide some ideas for consideration.

## **10. Correspondence**

### **10.1 *That the correspondence as listed be received.***

**(a) *Dannevirke Community Patrol* 27 June 2017**

***Re: 2016/17 Annual Report and financial statements***

**(b) *Anne Cairns***

***Re: Thanks for financial assistance to represent New Zealand at the Va'a Long Distance World Championships held in Tahiti***

**(c) *Tararua District Council* 17 July 2017**

***Re: Response to feedback on the 2017/18 Annual Plan***

**(d) *MidCentral District Health Board* 18 July 2017**

***Re: Health services through Dannevirke Community Hospital***

**(e) *Horizons Regional Council* 21 July 2017**

***Re: Response to submission on the 2017/18 Annual Plan***

**(f) *Dannevirke Community Vehicle Trust***

***Re: Invitation to Annual General Meeting***

***Spooner/Isaacson***

***Carried***

### **10.2 *MidCentral District Health Board***

**10.2.1** The response to the Board's letter regarding the provision of health services at Dannevirke Community Hospital is noted, and the situation will continue to be monitored.

### **10.3 *Dannevirke Community Vehicle Trust***

**10.3.1** Board members are invited to attend the Annual General Meeting of the Dannevirke Community Vehicle Trust held in the Tararua Business Network Training/Seminar Room on 22 August 2017 at 7.00 pm.

## **11. Chairman's Remarks**

**11.1** Nil

## **12. Carnegie Centre - Earthquake-prone Buildings Standards**

- 12.1 Board Member Hynes reported on discussions held with Department of Internal Affairs regarding the need to find alternative accommodation for Tararua Community Youth Services as a result of the Carnegie Centre being an earthquake-prone building.
- 12.2 Department of Internal Affairs can assist with funding for this purpose, and propose a feasibility study is undertaken on options for either relocating to another building or strengthening the Carnegie Centre.
- 12.3 Cr Isaacson is requested to arrange a meeting (as the leader) of the youth portfolio holders to discuss this matter.

## **13. Items not on the Agenda**

### **13.1 Vandalism of Street Signs**

- 13.1.1 It is concerning and disappointing to note the vandalism of street signs in Dannevirke.

### **13.2 Sound System for Community Events**

- 13.2.1 Tom Kamura and Peter Tairea are doing a great job supporting community events such as the Country Carnival Market, and the purchase of a sound system would be of assistance to them.
- 13.2.2 To enable the Board to consider any such funding request a written application is required from an entity outlining their proposal to provide that equipment for community use, including a quote detailing the cost involved.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 1.58 pm.

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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 Friday 4 August 2017 commencing at 10.10 am.

### 1. Present

Board Members C C Death (Chairperson), D F Eagle and P Wilson.

#### In Attendance

Mr R Taylor	-	Governance Manager
Cr J Barrow	-	Horizons Regional Council Tararua representative (for item 9)

### 2. Apologies

- 2.1 *That the apologies be sustained from Board Member S E Shannon and Cr A J Thompson for non-attendance at the meeting.*

*Death/Eagle*

*Carried*

### 3. Personal Matters

- 3.1 The Board note and congratulate the following on their achievements:

- Rebecca Mahoney on winning the Supreme Champion trophy at the Wairarapa Times-Age Sports Awards.
- Mavis Mullins on being inducted to the New Zealand Business Hall of Fame.

### 4. Notification of Items Not on the Agenda

- 4.1 Nil

### 5. Confirmation of Minutes

- 5.1 *That the minutes of the Eketahuna Community Board meeting held on 7 July 2017 (as circulated) be confirmed as a true and accurate record of the meeting.*

*Death/Wilson*

*Carried*

## **6. Matters Arising from the Minutes**

### **6.1 Electric Car Charging Station in Eketahuna (Item 6.1)**

- 6.1.1 Charge Net New Zealand Limited has now decided to proceed with installing electric car charging stations in Dannevirke, Woodville and Eketahuna.

### **6.2 Alf Rowden Humanitarian Award (Item 6.2)**

- 6.2.1 A good evening was held in the Eketahuna Community Centre Supper Room on 18 July 2017 to present the Alf Rowden Humanitarian Award to Anna Christenson.

### **6.3 Traffic Island Repairs (Item 7.2)**

- 6.3.1 Repairs are still to be undertaken to the damaged traffic island grass surface and its signage in the Eketahuna town centre.

### **6.4 Community Boards Supreme Award Winner's Prize (Item 6.3)**

- 6.4.1 The complaints and constructive conversations workshop planned to be held in Palmerston North on 27 October 2017 is not proceeding.

- 6.4.2 Local Government New Zealand is committed to providing this workshop to the Board as its Supreme Award winner's prize, and is considering options to enable this to occur.

- 6.4.3 This is likely to either be through a shared workshop as there is some interest from Carterton District Council, or a dedicated workshop for the Board held in Eketahuna.

- 6.4.4 The trophies and certificates received by the Board may be placed on display in the Eketahuna Information Centre.

### **6.5 2017 Trustpower Tararua District Community Awards (Item 13.1)**

- 6.5.1 The presentation of the 2017 Trustpower Tararua District Community Awards will be held on 19 September 2017 in Dannevirke.

## **7. Tararua District Council Report**

- 7.1 ***That the report of the Tararua District Council meeting held on 2 August 2017 (as tabled) be received.***

***Eagle/Wilson***

***Carried***

### **7.2 Alfredton Community Civil Defence Meeting**

- 7.2.1 The District Resilience Manager in conjunction with Cr Hull has arranged a meeting on 22 August 2017 at 7.00 pm in the Alfredton Community Hall to discuss arrangements for Civil Defence within that area.

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

### **8.1 Eketahuna Civil Defence Response Group**

8.1.1 The Chairperson reported on the Eketahuna Civil Defence Response Group yearly meeting held in the Fire Station on 10 July 2017, and this includes reference to the following matters:

- Twelve members attended the meeting and four apologies were conveyed.
- There is a need for replacement representatives for the School and the Health Centre.
- An offer to make a food truck available was received.
- The Chairperson entered the Group for the 2017 Trustpower Taranaki District Community Awards.
- In future the yearly meeting will involve a training workshop at the conclusion.
- An election of officers shall be held next year.

### **8.2 Taranaki District Road Safety Group**

8.2.1 The Chairperson reported on the Taranaki District Road Safety Group meeting held in Dannevirke on 1 August 2017, and this includes reference to the following matters:

- The section of State Highway 2 south of Eketahuna that is currently a 100 km/h to 50 km/h speed limit may be reviewed to consider a change to 100/70/50 km/h north of housing in Eketahuna.
- Work to improve the approaches to Bridge E37 is programmed to be undertaken by the end of September.
- With the closure of the Manawatu Gorge cycles are using the Saddle Road and Pahiatua Track.
- Due to the high risk of rock-fall within the confluence of the Manawatu River and its tributaries the Manawatu Gorge is closed to water activities.
- The flood and snow event on 13 July 2017 caused significant damage within the district.
- Route 52 was the worst affected road, with closures between Tiraumea and Alfredton due to a large washout where a temporary road has been constructed.
- The Chairperson is meeting with the Regional Road Safety Coordinator today regarding the pedestrian crossing in Eketahuna and to observe an area in Bridge Street where some safety concerns have been raised by a resident.

### 8.3 **Eketahuna Our Town Incorporated**

- 8.3.1 Board Member Wilson tabled a copy of the Eketahuna Our Town minutes of its committee meeting held on 19 July 2017.
- 8.3.2 Congratulations are conveyed to Eketahuna Our Town on moving the Eketahuna Information Centre to its new premises, and the help and assistance willingly given by members of the public is greatly appreciated.
- 8.3.3 The waka has been constructed and is presently at Eketahuna Engineering getting the cradle attached.

## 9. **Horizons Regional Council** (brought forward on the agenda)

- 9.1 John Barrow (Tararua constituency councillor on the Horizons Regional Council) spoke on the following matters:
- New Zealand Transport Agency will present by the end of this year solutions for an alternative route to the Manawatu Gorge.
  - A cost analysis is being prepared on the financial impact of implementing the One Plan in accordance with the Environment Court decision.
  - Staff have been requested to investigate options to initiate a proposed change to the One Plan.
  - Development of the next Long Term Plan will provide the opportunity to make submissions seeking funding to support community services such as health shuttles and community vehicles.
  - The majority of councillors voted against the proposed funding grant of \$30,000 in the 2017/18 Annual Plan for the Philips Search and Rescue Trust helicopters service.

## 10. **Correspondence**

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

***(a) Kerry and Loreen Cunningham***

***Re: Eketahuna Camping Ground June report***

***Death/Wilson***

***Carried***

### 10.2 **What Do Visitors Want Survey**

- 10.2.1 The ideas noted from the survey undertaken of visitors staying at the Eketahuna Camping Ground will be referred to the Board's next meeting for consideration.

## **11. Eketahuna Swimming Baths Upgrade 2017/18**

11.1 Nil

## **12. Chorus Building Project**

12.1 An amount of around \$3,500 is still required to provide the necessary funding to complete the first stage of the project.

12.2 Possible options noted for consideration are as follows:

- Eketahuna Our Town Incorporated - Board Member Wilson will discuss with the committee at their next meeting.
- Eketahuna Community Board funds held from donations for Eketahuna town centre upgrade community projects - this will be discussed at the Board's next meeting.
- Eketahuna Art Group - has been requested to consider donating the offer of funding towards the costs of undertaking this project.

## **13. Eketahuna Town Centre Upgrade**

13.1 The following report was circulated from the Deputy Chairperson to update the Board on the Eketahuna town centre upgrade project:

- Progress continues on the Bridge Street intersection corner stage 2 project by the Eketahuna Service Centre/Library building.
- Planting has been undertaken, and it has made the appearance of this area look really good.
- The engineer and sign-writer was visited to finalise the directional sign, and once this is installed the final stage of the concrete can be poured.
- The Sign Factory in Masterton is making the signage for the directional post, and it should be completed in a couple of weeks.
- The seats are still ageing, and they will then be coated and timber put on ready for installation.
- Public conveniences signage should be ready in a couple of weeks for installation.
- These are all the final stages of the upgrade.

## **14. 2017 General Election**

14.1 The Board is not intending to arrange a public meeting to meet the candidates standing in the 2017 General Election for the Wairarapa electorate Member of Parliament.

**15. Chairman's Remarks**

**15.1 Wairarapa Motorhomes**

- 15.1.1 The Chairperson is to make a presentation in Eketahuna on 12 August 2017 to Wairarapa motorhomes members regarding motorhome friendly places to stay and visit within the area.

**16. Items not on the Agenda**

- 16.1 Nil

**17. Commencement Time of Next Month's Board Meeting**

- 17.1 It is agreed that the Board's next meeting held on 1 September 2017 will commence at 11.00 am.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 12.03 pm.

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Chairperson

## **PAHIATUA ON TRACK INCORPORATED**

Minutes of the Pahiatua On Track Incorporated meeting held in the Pahiatua Service Centre Chamber, 136 Main Street, Pahiatua on Wednesday 2 August 2017 commencing at 5.30pm.

### **1. Present**

Committee Members: L Powick (Chair), Brett MacDougall (Deputy Chair), Michelle Rankin (Secretary), Cr Alison Franklin, Gerry Parker, Rhys Punler and Nigel Shaw

### **Members of the Public**

Chris Chapman, Josh Webster, Mark Maxwell, Shirley Hull and Ann Marie Bengston

### **2. Apologies**

- 2.1 John Arends (Treasurer) and Jared Brock

### **3. Notification of Items Not on the Agenda**

- 3.1 Di Gray has asked if Pahiatua On Track would kindly pay for the town signs to advertise the Daffodil Day collection at the end of August. Louise will speak with Martha at the Information Centre regarding getting the signs free of charge for the Cancer Society collection.

### **4. Main Street Upgrade**

- 4.1 Chris Chapman and Josh Webster along with Mark Maxwell addressed the committee regarding the Main Street upgrade. Mark discussed potential ideas to create conversations around a vision of multiple concepts for Pahiatua. In planning for the community consultation the themes/ideas need to be identified to present on picture boards. Once these are finalised a designer will be engaged for visual drawings.

### **5. Confirmation of Minutes**

- 5.1 **That the minutes of the Pahiatua On Track meeting held on 5th July 2017 (as circulated) be confirmed as a true and accurate record of the meeting.**

Louise/Gerry

**Carried**

### **6. Matters Arising**

- 6.1 Louise confirmed that Fiona Stokes from the Youth Centre is very happy to accept the nomination to be put forward to attend the Festival for the Future seminar.
- 6.2 **That Pahiatua On Track approve the application made by Friends of the Cemetery, and that a donation of \$1234.47 be granted.**

Louise/Michelle

**Carried**

## **7. Tararua District Council Report**

7.1 The Tararua District Council meeting was held on Wednesday 2nd of August 2017, the same day as this meeting, so there are no minutes to be received.

7.2 Cr Alison Franklin made special reference to the following:

### **Under-verandah Lighting**

There is no further progress with this matter. I raised the issue again at the Long Term Plan Council workshop two weeks ago and was assured by Chris Chapman that the contractors were testing the connections along both sides of the main block to try to ascertain where the breakdown in the system is. Council and staff are very aware of the frustrations, and acknowledge that the town can't wait for the upgrade for this to be resolved at least in some temporary way.

### **Information Centre Software**

Shirley raised with Peter Wimsett the issue referred to by Robin Winter at the last meeting. It is up to the Information Centre to raise funding for software. Council can often help out with hardware as they upgrade their systems, but software is the responsibility of each individual Information Centre.

### **Pahiatua Water Supply Reservoir**

Weather has hampered progress. Council staff will be meeting the contractor and landowner this week to discuss drainage work, tree trimming and track reinstatement. Depending on weather work on the access track should be completed by mid-August.

### **Klip Tank and UV Unit**

The commission date is amended to mid-August, and the installation of data loggers is still awaited to give Council the load calculation for the power requirement at the treatment plant.

## **8. Correspondence Inwards**

- Email from Di Gray regarding Daffodil Day

## **9. Financial Report                      John Arends**

9.1 Accounts to be passed for payment - Nil

**That the financial report be adopted.**

**Louise/Brett**

**Carried**



## **10. Portfolio Reports**

### **10.1 Skate Park**

**Jared Brock**

Work was supposed to commence on 24th, but with the large storm that occurred I imagine all Downer staff are preoccupied.

### **10.2 Town Centre Upgrade/Main Street**

**Louise Powick**

The project team has met for the first time. High level project scope was discussed along with objectives, roles and responsibilities. Meetings at this stage will probably be once a month. A short list of three designers has been selected for expressions of interest. All have had experience with Council projects.

### **10.3 Business and Retail Report**

**Rhys Punler**

Newsletters were delivered to shops and cafes on the western side of Main Street. In a couple of instances I was thought of more as a traveller for advertising and was asked to put the newsletter with the en route advertising brochure, so levels of interest were mixed. Through the next visit to retailers there will be some dates for consultation. I will start on the western side of Main Street.

### **10.4 Harvard Plane**

**John Arends**

The quote for changing the slide will end up close to \$30,000 plus GST, which I feel is very expensive.

### **10.5 Carnival Park**

**John Arends**

I have been chasing up Council to find a friend in Department of Conservation that will work through the process. There has been quite a turnover of staff with the initial liaison to the steering group having moved on. I haven't heard whether the funding application has been successful.

### **10.6 Roothing**

**Nigel Shaw**

I have been keeping in touch with New Zealand Transport Agency about the Pahiatua Track and Saddle Road work, but there is nothing to report that isn't already in the media. Regarding milk tanker movements relative to this there is a plan to minimise the truck movements "across the hills" by ramping up production in Pahiatua and using a transfer station in Hastings to send milk over Napier/Taupo road when required.

There will be a significant lift in tanker movements over August to nearly full production by the end of the month and it is already building quickly. The first production for Pahiatua will be 9th August. Until then all the milk volume is still heading to customers in Palmerston North and Hawera factories.

I have everything ready to go for relocating the family violence is not OK sign, but now the election hoardings are installed where the sign should go I think rather than squeeze the sign in between them and potentially create negative commentary I'll wait until they come down before relocating the sign.

#### 10.7 **Swimming Pool**

**Brett MacDougall**

The next meeting is 23rd August. Basic drawings will be presented for the sale yards site. Bush Multisport Trust and Tararua College will also attend.

The meeting closed at 7.14pm.

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Chairperson

## Woodville Districts' Vision

**Minutes of a meeting of Woodville Districts' Vision held in the Woodville Sports Stadium Supper Room on Tuesday 1 August 2017 commencing at 7.00pm.**

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### PRESENT

Kevin McIntyre, Paula McCool, Malcolm Stuart, Turia Brackenbury, Debbie Speer, Carole Wilton, Raeline Fry, Alex Devonshire, Val James, Chris Archer, Cr Peter Johns, Gerard Murray, Tanya ?, Joanne Kaweka, Rosie Karena, Sue McLeod (Acting Chair) and Maggie Oulaghan (Secretary)

### APOLOGIES

Robin Winter, David Pretty, Katherine Hunt and Mark Taylor

### PREVIOUS MEETING

*That the minutes of the Woodville Districts' Vision meeting held on 4 July 2017 be accepted as a true and accurate record.*

*S McLeod/A Devonshire*

*Carried*

### MATTERS ARISING

- Has Pahiatua On Track been liaised with regarding the skate park? This will be reported on at the next meeting.
- Community Vehicle - There has only been one response so far from notice put in the Woodvillean community newsletter.

### CORRESPONDENCE

#### Inwards

- New Zealand Transport Agency - Response from Dan Tate regarding the letter of 12 April. The receipt of this letter followed a phone conversation between D Tate and M M Oulaghan. D Tate is not seemingly engaged to resolve issues other than to say New Zealand Transport Agency can't/won't do anything. This is disappointing interaction.

#### Discussion

- Bollards on the corner of McLean and Vogel Streets are getting damaged by trucks turning; it is also damaging the tiles. The intersection is tight. New Zealand Transport Agency has advised the bollards are Council's responsibility.
- Sue McLeod attended the Road Safety Group meeting this morning (1 August). New Zealand Transport Agency advised the response from D Tate is formal and final.
- Proposed bypass from Woodlands Road will bring traffic back through town, and this will make it more difficult to continue straight along Oxford Road.

- Signage will continue to bring traffic through town, but need to ensure New Zealand Transport Agency follow through with their offer of good signage. What is happening about the electronic signage? A request has been put to New Zealand Transport Agency at the Road Safety Group meeting to advise of their intention.
- Cr Johns has discussed with the Mayor the 70km speed limit signs to be erected along Oxford and Pinfold Roads. Expressions of frustration from attendees at the length of time for action, but advised that while the process is slow there is progress.
- Council - Letter received from Blair King in response to utilities to ex-i-SITE building (which will remain on for the time being) and road safety issues.
- The latter being Papatawa School give way signs, with Tararua Alliance looking into this issue and 70km speed limit outside Woodville Cemetery which can only be changed following a formal consultation process.

### **Outwards**

Nil

***That the correspondence be accepted.***

***M M Oulaghan/V James***

***Carried***

## **REPORTS**

### **Treasurer's Report**

The annual accounts are currently being prepared. July financials are tabled. Annual funding received from Council (with thanks). There is \$81k in the accounts.

The budget for the 2017/18 financial year is tabled. Clarification is required regarding the signage and budget amount, with discussion about the welcome signs at the three entrances to town. The delay is the resource consent, and the cost has been budgeted. Cr Johns is to raise the delay at the next Council meeting.

***That the accounts listed are passed for payment, the financials be accepted and the budget is approved.***

***P McCool/C Arche***

***Carried***

### **Council Report**

**Cr P Johns**

Notification of a train that is able to bring some 500 people to Woodville. Discussion on who should take the lead on organising this type of event, with there being consensus it should be the businesses.

In the Council's District Plan it is proposed there will be provisions regarding derelict properties and vehicles. Those that have cars or junk in view should be logged with Council via a CRM. This then needs to be dealt with by Council within a certain timeframe. This can include closed up shops which detract from the town.

With the Manawatu Gorge closure Council is funding mentors for businesses. This also applies to those that are looking at starting up a business.

Angela Rule (Taranui Business Network) was present at the i-SITE to assist businesses if required. However there was not much uptake so meeting with Angela for advice is now by appointment. Angela is still happy to come to Woodville if and when required.

Dam reconstruction is on hold over the winter.

Query, is there a register of the town assets? Town assets such as the Woodville Sports Stadium etc. are Council owned. Woodville Districts' Vision works as an umbrella group for other groups, e.g. Lindauer Studio etc.

It is requested the Woodville Districts' Vision rules be reviewed and if necessary updated.

## **Events and Promotions**

### **Woodville Business United (WBU)**

This is a new group of Woodville businesses with a Facebook profile. WBU is organising a shopping promotion to run over September, 'Win in Woodville' - weekly prizes. They would like support to be able to offer a major prize, e.g. a weekend away to encourage more people to come to Woodville.

Lengthy discussion ensued. Not only town businesses are affected, so are farmers, commuters etc. However it is agreed that thriving businesses encourage people to come to Woodville to shop, eat and spend time in town. Need to market Woodville as a destination, and cannot count on passing traffic.

Woodville Districts' Vision could support WBU in external applications for funding, e.g. Pub Charity, trusts etc.

***That Woodville Districts' Vision supports the Woodville Business United promotion up to an amount of \$1,500.00 dependent on a written application being received.***

### ***C Wilton/T Brackenbury***

Due process needs to be followed and therefore this motion was not carried. The motion remains to lie on the table. A Woodville Districts' Vision funding application form will be emailed to Tanya to be submitted.

### **Walkway**

Surveying is ongoing as the route has been changed.

### **Lindauer Studio**

- Carole Wilton raised concern about the Lindauer Studio being closed as visitors are coming specifically to see the studio and are frustrated they can't. It is suggested that paintings be put behind glass/perspex and tabled photos.
- A request for volunteers was advertised in the Woodvillean community newsletter, with there being a minimal response.
- Need to encourage volunteers and a list be developed. This is an important attraction for Woodville and must be available.
- Rosie Karena and Turia Brackenbury volunteered to help with the studio.

***That the Lindauer Committee seek prices for glass/perspex covers and report back to Woodville Districts' Vision with the details.***

***P Johns/C Wilton***

***Carried***

### **APPLICATIONS**

Nil

### **GENERAL BUSINESS**

#### **Rose Gardens**

Thanks to those that assisted with replanting and pruning at the memorial rose gardens and cemetery garden; Peter Johns, David Timmins, Sue McLeod, Maggie Oulaghan, Woodville Lions Club, Hayden Fouldes, Jenny and David McNeur. Thanks to also go in the Woodvillean community newsletter.

#### **Tararua District Road Safety Group**

Sue McLeod reported on the recent Tararua District Road Safety Group meeting:

- Upcoming traffic stop in Woodville; Debbie Webster (Horizons Regional Road Safety Coordinator) is holding a 'good call, bad call' campaign at roundabouts regarding indicating. Advertisements will be placed in the newspaper.
- New Zealand Transport Agency road safety review of Manawatu Gorge issues; better signage is coming.
- Stop signs at BNZ corner are coming.
- More guard rails and bends cut back on the Saddle Road when the weather improves.
- Large gates are going up today as cyclists/walkers have been going into the Manawatu Gorge for a look.
- Possible ban on cyclists using the Saddle Road. It is popular as a training route, but is now too dangerous.

- Changes to speed signs legislation coming into effect in December and speeds will then be 80km 60km.
- Temporary speed signs are the responsibility of New Zealand Transport Agency, and permanent speed signs are the Council's responsibility.
- Horizons Regional Council is also tracking hazards in the Manawatu Gorge.
- Dan Tate is now head of the system design and regional connectivity department, but is also responsible for any other state highway roading issues in the Tararua district.
- Be careful using the single lane on Saddle Road as there could be other vehicles using the closed lane.

### **Swimming Pool**

It was suggested that Meridian has donated \$50k towards a pool roof. However this is not correct. This could be a good community project, e.g. roofing and heating. It was advised that maintenance and resourcing a covered and heated pool is very expensive; for every swim at WaiSplash it costs some \$17. Malcolm Stuart and Turia Brackenbury will explore costings.

### **Old Gorge Cemetery**

Memorial wall at the old cemetery - Friends of the old cemetery (working under the umbrella of the museum) will approach Council through Woodville Districts' Vision for support for this wall.

### **Reminders**

Annual General Meeting is held on Tuesday 5 September 2017 at 7.00pm.

Meet the candidates is held on Monday 28 August 2017 in the Old Folks Hall at 7.00pm.

As there is no further business the meeting closed at 9.10pm.

The date of the next meeting is Tuesday 5 September 2017, with the Annual General Meeting followed by the general meeting.





EVERYONE ACTIVE EVERYDAY



SPORT MANAWATU  
**TARARUA DISTRICT COUNCIL**  
**ANNUAL REPORT**  
2016/2017



## INTRODUCTION

Sport Manawatu's role is to support the council achieve its aspiration of having a connected, vibrant, and thriving region, through the mediums of sport and active recreation. This report presents progress through the past 12 months against Sport Manawatu's contracted Key Result Areas for the Tararua District Council, with specific detail supporting the service agreement.

## HIGHLIGHTS

- **Meridian Te Apiti Whanau Challenge:** A highlight of the Tararua sporting calendar, the event attracted over 500 participants from as far as Wellington, Wairarapa, Manawatu and the United States.
- **Tararua Primary Schools Seven-a-Side Tournament:** Hosted by Sport Manawatu, the 2017 event involved 690 local primary school children from 15 schools competing in netball, football, hockey and rugby.
- **Green Prescription (GRx):** Since the reintroduction of GRx to the Tararua District, 78 participants have engaged in the programme.
- **Tararua Active Ageing Sport & Recreation Information Brochure:** 750 booklets available for distribution throughout the Tararua District, promoting the districts sport and recreation groups that cater to the retiree community.
- **Cycle Instruction:** 151 Tararua primary school children received cycle safety instruction.
- **Regional Sport Facilities Plan:** The Regional Sport Facilities Plan will identify the current provision of facilities, any gaps in provision and provide direction and priorities for future needs in the region.

Outlined below are targeted initiatives forecasted for the next 12 months, developed in consultation with the Manager for Strategy and District Development:

- Tararua Sports Awards.
- Sports hub project canvassing Wai Splash aquatic user groups.
- Sports capability support for basketball and touch rugby.
- Development and implementation of the Regional Sport Facilities Plan priority actions.

## PROVISION OF SERVICES TO SUPPORT TARARUA DISTRICT SPORTS GROUPS

*INCREASE THE NUMBER OF CHILDREN AND ADULTS PARTICIPATING IN SPORT AND RECREATION THROUGH CLUBS AND ORGANISED EVENTS*

### TARARUA PRIMARY SCHOOLS SEVEN-A-SIDE TOURNAMENT

Sport Manawatu hosted 690 children from 15 Tararua Primary Schools at the 2017 Tararua Primary Schools Seven-a-Side Tournament. Teams competed in rugby, football, hockey and netball. The annual event was held at Bush Multisport Park on Wednesday 14 June.

Winners were:

- Junior Netball - Dannevirke South
- Junior Hockey - Kumeroa-Hopelands & Pahiatua
- Junior Rugby - Pahiatua
- Junior Football - Pahiatua
- Senior Netball - Norsewood
- Senior Hockey - St Anthony's
- Senior Rugby - Huia Range
- Senior Football - Huia Range

The event was a great success and this can also be attributed to Dannevirke High School, Tararua College, Huia Range School students and Bush Rugby junior and senior club members that provided event officials and runners.

Sport Manawatu Tararua Recreation Advisor and Regional Workforce Development Advisor hosted a thank you lunch and presented certificates and prizes to the local secondary and Huia Range School students for their contribution towards the success of the 2017 Tararua Primary School Seven-a-Side Tournament.

In addition, students were offered an opportunity to upskill in their chosen sport through attendance at workshops for umpires and referees facilitated by local Regional Sport Organisations. 10 students have signed up to take on this opportunity.



***Tararua College Student Volunteers for the 2017 Tararua Primary Schools Seven-a-Side Tournament***



#### TARARUA ACTIVE AGEING ACTIVITY BROCHURE

Consultation with local Tararua organisations resulted in identifying the need for an information brochure highlighting the districts sport and recreation groups that cater to the retiree community. In order to meet this sector's needs, Sport Manawatu developed the Tararua Active Ageing Activity Sport and Recreation information brochure. Copies of the brochure are available from the Sport Manawatu office, Bush Multisport Park, District Council offices, Tararua i-Site and Tararua Information centres. A copy has also been sent to local medical centres and retirement homes.

#### RANGITĀNE DUATHLON

Sport Manawatu provided support and resources to Rangitāne o Tamaki nui a Rua Inc. for the Rangitāne Duathlon 10-week training programme and event. The training programme supported 21 participants to complete a duathlon event held at the AMP Wai Splash Community Pool.

#### DANNEVIRKE CACTUS PROGRAMME

Sport Manawatu attended as a guest speaker at the Dannevirke Cactus programme and presented on the following to the group:

- Sport and Recreation opportunities in the Tararua district.
- Upcoming Tararua programmes and events.
- The benefits of maintaining a healthy lifestyle through sport and recreation.

#### TARARUA GO BY BIKE DAY

The event organised by Sport Manawatu, encouraged 550 Tararua primary school children to cycle to and from school. A competition encouraged schools to get as many students cycling, scootering or skating as possible. First place went to Huia Range School with 170 participants, while Pahiatua School with 100 participants finished second. Winners received a Hart Sport voucher to purchase sport equipment for their school.

#### KI-O-RAHI SECONDARY SCHOOL REGIONALS

Sport Manawatu supported the Ki-o-Rahi Secondary School Regionals held at Dannevirke High School on Thursday 2 March. A total of 13 Manawatu Secondary Schools were involved on the day with Dannevirke High School winning the tournament going on to place 6th out of 20 teams at the Nationals in Auckland.

The Ki-o-Rahi Secondary School Regionals results were:

- 1<sup>st</sup> Dannevirke High School
- 2<sup>nd</sup> Feilding High School
- 3<sup>rd</sup> Te Kura Kaupapa Maori o Tamaki nui a Rua

4<sup>th</sup> Tu Toa Tai Wananga

5<sup>th</sup> Waiopahu College





#### DANNEVIRKE BASKETBALL SUMMER LEAGUE

Sport Manawatu assisted local basketball enthusiast, Eruera Rautahi to administer and manage a new basketball competition. Games were held twice a week for a period of eight weeks. The competition was a great success with 200 people from 18 teams taking part.

Two teams from the competition went on to represent Dannevirke in a friendly game between Dannevirke and Pahiatua at Bush Multisport Park.

Sport Manawatu continues to support the development of this competition, assisting with internal capability however a planned handover at the completion of the 2017 season will be reliant on establishing a committee to support the competition long term. Eruera is currently working on the establishment of a new basketball club and the possibility of amalgamation with an existing club.



***Morehu Women's Basketball Team***



#### ANTHONY GRAY AND FAITH CHASE TOUCH TOURNAMENT

The Inaugural Anthony Gray & Faith Chase Touch Tournament was held on Saturday 17 December at Coronation Park, Dannevirke. Collaboration between Sport Manawatu and Rangitane o Tamaki nui a Rua saw 150 people from 14 teams register for the competition. The competition attracted experienced referees from Touch Manawatu and three teams from Palmerston North and an additional team from Otane.

Sport Manawatu is working with the Dannevirke Tigers Rugby League Club in terms of handing over control of the event which is also scheduled to occur at the conclusion of the 2017 competition season.



*Anthony Gray & Faith Chase Touch Tournament*



#### DANNEVIRKE TIGERS MUSTER DAY

Sport Manawatu supported the Dannevirke Tigers Rugby League Club with their Muster Day on Saturday 3 December. The muster included skills and drills delivered by coaching staff. Eighty players registered on the day with a further 40 registrations received prior to Christmas.



***Dannevirke Tigers Muster Day***

In the past year, the newly appointed chairperson and committee members have taken the club from recession to thriving with teams in the U7's, U9's, U11's, U13's, U17's Manawatu Rugby League competition; a Premier Men's and Women's league team in the Hawkes Bay Spring League competition, and two senior netball teams in the Dannevirke Netball Centre competition. In addition, the committee has secured funding for uniforms, coaches jackets, tournament and competition travel expenses, sports equipment, competition affiliation fees, and a club branded marquees.

#### DANNEVIRKE MULTISPORT COMPLEX INCORPORATED

The committee contracted OPUS International who completed a feasibility study to determine the future development of a multisport complex in Dannevirke. The next step will be to engage with local sport and recreation providers and Tararua District Council to share the findings of the feasibility study.

#### VOLUNTEER RECOGNITION

Sport Manawatu recognised the Tararua Primary Schools Seven-a-Side Tournament secondary school volunteers of Huia Range School, Tararua College and Dannevirke High School, through provision of lunch and presentation of certificates.



### KIWISPORT ASSISTANCE

Sport Manawatu hosted a Kiwisport Fund Workshop at the Tararua Business Network office. Representatives from four clubs and two schools attended.

The Regional Partnership Fund (RPF) is administered by Sport Manawatu. The fund is separated into 3 different funds; the Large Fund, Small Projects Fund and Secondary School Fund.

Recipients

included:

- Dannevirke Tigers Rugby League received \$3,000 towards new equipment for 126 participants to utilise.
- Dannevirke Basketball Association received \$1,634 engaging 12 participants in a project focussing on new participants to basketball.
- Tararua College received travel assistance of \$6,300 engaging 120 participants, reducing the cost of travel to competitions for the students.
- Tararua College received \$7,000 for participation focussed initiatives at lunchtime and afterschool sessions engaging 68 participants.
- Dannevirke High School received \$8,167 engaging 187 participants in Volleyball, Basketball and Touch competitions.
- Dannevirke High School & BAMS Boxing received \$2,806 engaging 50 participants in an afterschool boxing programme.
- Dannevirke High School received travel assistance of \$10,000 engaging 252 participants, reducing the cost of travel to competitions for the students.
- Hockey Manawatu received \$20,969 funding to increase participation in hockey across 26 schools; St Anthony's School Pahiatua had 120 participants engaged in this project.

### GREEN PRESCRIPTION (GRx): WORKING WITH THOSE MOST IN NEED OF PHYSICAL ACTIVITY

The Green Prescription programme is about engaging those most in need of support to access sustainable physical exercise. Participants learn skills and gain knowledge on how to make healthy nutrition and lifestyle choices. There has been an excellent increase in clients registering onto the programme in Dannevirke. Due to this interest and engagement, a 10-week programme was offered in Term 1, February to April 2017, and a further course will run in Term 3. July to September 2017.

GRx in the Tararua:

- 126 Referrals received from health professionals – nearly twice last year's number
- 15 of those were repeat referrals, where clients requested further activity assistance

78 participants (over 60%) - engaged in GRx programmes

- 25 attended the Dannevirke classes
- 44 on GRx Phone Support
- Four attended GRx classes in Palmerston North
- Three took part in our Palmerston North Competitive Edge workplace programme
- One took part in the Palmerston North Workplace Training group
- One was in our Foodstuffs Workplace course for staff

Information about the next Dannevirke class in July has been sent to 48 clients

Of active participants:

- 89 Female
- 37 Male
- Participants range in age from 18 to 78 years, with the average age 52 years



## ASSIST WITH DEVELOPMENT OF COMMUNITY EVENTS

*SUPPORT RECREATIONAL ACTIVITIES AND SPORTING EVENTS THAT PROMOTE PARTICIPATION AND CONTRIBUTE TO THE REGION'S ECONOMY*

### MERIDIAN TE APITI WHANAU CHALLENGE

Attracting over 500 participants from as far as Wellington, Wairarapa, Manawatu and the United States, the Meridian Te Apiti Whānau Challenge event held on Sunday 23 April 2017 proved successful from a participant perspective. The record attendance numbers far exceeded Sport Manawatu's expectations.



***Te Apiti Whanau Challenge - Sport Manawatu Staff***

The event was managed by the Tararua Recreation Advisor with support from 15 Sport Manawatu and nine Meridian Energy staff members. Volunteer marshals from Huia Range School and Massey University provided invaluable assistance along the course. Rangitane o Tamaki nui a Rua, Tararua District Council (Tararua Business Network staff members and Mayor Tracey Collis), Huia Range School, Sam's Coffee & Food to Go and Sport Manawatu provided stalls at the festival site.



***Te Apiti Whanau Challenge - Participants***



A debrief was held with Sport Manawatu project team, in conjunction with Meridians Community Engagement officer. Overall the consensus was that the event was a great success with 95% of feedback being overwhelmingly positive and indicated they would return should the event be held again. Both highlighted points for improvement, mostly centred on the festival site and engagement with participants.

**\*Please find a complete event summary report and survey attached.**



***Te Apiti Whanau Challenge – Family Group***



***Te Apiti Whanau Challenge – Event Briefing***

#### RUAHINE RAMBLERZ LEISURE MARCHING DISPLAY DAY

Sport Manawatu provided administrative support to the Ruahine Ramblerz Marching team leading up to their Leisure Marching Day event held at the Dannevirke Sports Centre on Saturday 3 December. 22 teams involving over 300 marchers from throughout New Zealand participated in the event. Sport Manawatu continues to provide administrative support to the group.



*Ruahine Ramblerz Leisure Marching Team*

#### DELIVER REGIONAL COMMUNITY INITIATIVES THAT SUPPORT AN ACTIVE FRIENDLY ENVIRONMENT

##### SPORT MANAWATU GRASSROOTS SPORTS AWARDS

The 2016 Sport Manawatu Grassroots Sports Awards were held at the Palmerston North Convention Centre on 18 November 2016. This event recognises the dedication of our hard working sport volunteers and sport organisations throughout the region. An emphasis for the awards this year was working with clubs on receiving quality nominations. We received a total of 101 nominations, comprising of 40 sport organisation nominations and 61 volunteer nominations. 157 guests attended the awards evening. *Mayor Tracey Collis also attended the Grassroots Sports Awards and presented the Super Volunteers 25+ years awards.*

Twelve volunteer nominees representing six Tararua District were recognised. The clubs included:

- Bush Junior Hockey Club
- Dannevirke Netball Centre
- Bush Junior Hockey Club & Bush Multisport Trust
- Dannevirke Netball Association
- Pahiatua Football Club
- Tararua College

Two further nominees included:

- Dannevirke Tiger U11 Rugby League Team – Organisation Event of the Year
- Bush Junior Hockey – Participation Initiative of the Year





### MANAWATU STANDARD SECONDARY SCHOOL SPORTS AWARDS

The Manawatu Standard Secondary School Sport Awards took place on 26 October. Over 450 community members gathered to celebrate the achievements of 120 student athletes on the night. The Tararua region had an Official of the Year – Boys finalist, a sporting code finalist/NZ Representative, and a sporting code winner.

These students all represented Tararua College in 2016:

- Ethan Tuhua was the Official of the Year Finalist, officiating Netball.
- Rachel Cannon (Equestrian – Mounted Games) was Tararua College's New Zealand Representative and sporting code finalist.
- Paige Walker won the Rugby Union (Women's) sporting code award, after representing the Manawatu Women's Provincial Championship Team in 2016.

## FURTHER DEVELOPMENT OF PARTICIPATION AND CAPABILITY INITIATIVES

*ENSURE THAT RECREATION ACTIVITIES AND SPORTS PROGRAMMES ARE ACCESSIBLE TO PEOPLE WITH DISABILITIES, OLDER PEOPLE, ETHNIC GROUPS INCLUDING MAORI, PARENTS, AND SMALL CHILDREN*

### WATER SAFETY

The Water Skills for Life Initiative aims to increase the knowledge, confidence, and skill level of children to help decrease the number of drownings in New Zealand. Sport Manawatu administers the Water Skills for Life Initiative and have allocated \$11,832 to three schools in the Tararua District. St Josephs, Dannevirke South School, and Huia Range School received funding to cover 8 lessons worth of swim instruction fees for 468 children. Tuition took place at the Wai Splash Community Pool, with transport costs subsidised for the children getting to and from the facility.

### DIRECT ENGAGEMENT WITH SCHOOL TEACHERS AND CHILDREN

#### PRIMARY SCHOOLS

Sport Manawatu continues to provide support to local primary schools through the development of physical literacy and cycle safety instruction. Sport Manawatu provided leadership and support to several school events, including the Tararua Primary Schools Seven-a-Side Tournament and Dannevirke Inter-School Athletics Day. In addition, support was also provided for the Huia Range School Triathlon involving the entire school. Over 1,270 children combined, participated in these two events.

### CYCLE SAFETY AND LEARN TO RIDE IN SCHOOLS: GIVING KIDS THE SKILLS TO CYCLE SAFELY IN THE TARARUA

Sport Manawatu continues to successfully partner with the local Police School Community Officer to deliver Cycle Safety and Learn to Ride lessons in schools.

In the past twelve months, 151 Tararua primary school children received cycle safety instruction, including, helmet fitting, cycling skills instruction, cycle road code education and practical safety tuition when riding on the road.



- 45 students from St Anthony's School.
- 12 senior students from Dannevirke South School.
- 18 Students from Pongaroa School.
- 31 students from Eketahuna School.
- 45 students from Kumeroa-Hopelands School.

#### ACTIVE TEENS

The Active Families team has continued to see a regular number of teens attending the programme. The teens all achieved fitness improvements with one girl managing to hit the Active Teens 100 Club in sit ups, completing 106 sit ups in a one-minute timeframe.

Teens participated in Cross Fit and Box Fit Classes, cycling, visits to the Dannevirke Squash Club and nutrition sessions focusing on healthy food options including breakfasts and dinners. The sessions allowed the teens to test their cooking skills, and learning how to make breakfast muesli in the High School Food Technology Classroom.

Eight Teens were assessed for fitness testing results which saw an improved effort across all seven tests.

Testing Requirements	End of quarter 3	Start of quarter 4	Percentage increase/decrease
1 minute sit ups	43	61	42.1% increase
1 minute press ups	3	14	36.6% increase
1 minute Burpees	10	14	32.9% increase
6 minute Shuttles over 20m	12.8	15.3	19.4% increase
No time limit prone hold	.46 seconds	1:00 minute	20.5% increase
3 minute Down and Ups over 15m	19	20	5.0% increase
No time limit wall squat	1:00 minute	1:30minute	27.4% increase



**ASSIST THE DEVELOPMENT OF COACHES, OFFICIALS, TEACHERS, AND ADMINISTRATORS IN ORDER TO PROVIDE QUALITY RECREATIONAL AND SPORTING EXPERIENCES**  
SUPPORTING THE CAPABILITY DEVELOPMENT OF VOLUNTEERS

Sport Manawatu hosted a 'Managing a Team' workshop which was attended by eight Dannevirke Tigers Rugby Club team managers. The workshop provided attendees with the tools to effectively manage a sports team, providing ideas on how to work as part of a collective for the benefit of their club.

In collaboration with Netball Manawatu, Sport Manawatu staff hosted a Grassroots Coaching Course at the Dannevirke High School. Five coaches attended. An additional Grassroots Coaching Course was also attended by five coaches; including two students.

A Grassroots Coaching Course was also held at Tararua College with seven coaches in attendance.

In addition, a League Skills and Drills Coaching Clinic were held at Coronation Park, Dannevirke. Six Dannevirke Tigers Rugby League Club coaches attended.

Sport Manawatu hosted two sport strapping courses delivered by local Physiotherapists Jane Kilmister (Dannevirke) and Jill Woods (Pahiatua). 20 participants attended the workshops.

**SECONDARY SCHOOLS**

Sport Manawatu continues to collaborate with secondary schools in the Tararua District. District principals form part of the Sport Manawatu Secondary School Principals Group that meets every six weeks to discuss issues and opportunities within secondary school sport. In addition, a forum for sports coordinators is held once a term to encourage knowledge sharing and enable planning throughout the school year. The Secondary School Sport Advisor works with each secondary school to help identify ways to increase sport participation within the school.

Sport Manawatu staff facilitated a forum to establish a Secondary School Sport Council with year 10 students from a wide range of schools, including two Tararua College students. The aim is to equip students with leadership skills and utilise student voice for our secondary school events. The programme is progressing well with students from the group assisting with the planning of the Secondary School Sport Awards, and in identifying a new inter-school fixture for 2020.

**WATER SAFETY**

As an addition to the Water Safety initiative, Sport Manawatu hosted a Kiwi Swim Safe workshop. Kiwi Swim Safe is a comprehensive professional development programme designed specifically for school teachers. It has been developed to give school teachers the necessary skills, knowledge and confidence to deliver swim and survive to their students. Swim NZ came to Dannevirke and upskilled 10 teachers from surrounding schools.

**SPORTSTART: DEVELOPMENT OF PHYSICAL LITERACY**

SportStart contributes to the development of teachers to deliver quality PE in primary schools. The physical literacy development of teachers is a great success with evidence of improvement by both the teachers with delivery and the skill and capability level of students.

SportStart programme delivery at Norsewood and Districts School, Huia Range School, Ballance School and Alfredton School was completed with teachers able to competently deliver the programme. Where needed, Sport Manawatu will continue to observe and monitor the individual progress of teachers and provide planning support for the 2018 PE calendar. Sport Manawatu, will look to engage new schools to help support the delivery of quality P.E. commencing term four.



#### TARARUA COLLEGE SIDELINE BEHAVIOUR WORKSHOP

Following on from the side-line behaviour work with Bush Multisport Trust, Sport Manawatu staff engaged 18 students for a side-line behaviour workshop at held at Tararua College. Engagement with the students and understanding their point of view was a priority focus. The students were given a scenario to role-play; with their peers and Sport Manawatu staff provided feedback.

### ADMINISTER THE INTERNATIONAL REPRESENTATIVES FUND

#### SUPPORTING TARARUA'S ELITE ATHLETES

On behalf of Council, Sport Manawatu administers the International Representatives Fund. Over the past twelve months, we had five successful applicants. From July 2016 through to June 2017 a total of \$2,890.00 was allocated to the following athletes:

- Louise Powick represented New Zealand at the Women's 45+ Hockey World Cup in Australia, receiving \$500.00.
- Brodie Smith represented New Zealand at the Standard Distance Triathlon Age Group World Championships in Mexico, receiving \$800.00.
- Rachel Cannon represented New Zealand at the U17 World Mounted Games Championships in Ireland receiving \$800.00.
- Jeffrey Catchell represented New Zealand at the U21 Golf Croquet World Championships in Australia, receiving \$350.00.
- Jacarn Peeti-Webber represented New Zealand at the USA High Performance Championships in USA, receiving \$440.00.

### ADMINISTER THE SPORT NEW ZEALAND TARARUA RURAL TRAVEL FUND

#### SUPPORTING TARARUA'S GRASSROOT SPORT TEAMS

Sport Manawatu administers the Sport NZ Rural Travel Fund on behalf of Council. 101 applications were received with a total of \$35,660.00 being sought. A total of \$9,150.00 was distributed amongst the teams.

Recipients were:

- Dannevirke Tigers rugby League club - \$800.00 for seven rugby league and one touch teams.
- Pahiatua School - \$100.00 for one netball team.
- Bush Junior Hockey - \$300.00 for five hockey teams.
- Dannevirke Sports Club - \$1,500.00 for eight football and 13 hockey teams.
- Puketoi Junior Netball - \$100.00 for one netball team.
- Kumeroa-Hopelands School - \$700.00 for 10 hockey and two touch teams.
- Puketoi Rugby Club - \$400.00 for five rugby teams.
- Tararua College - \$1,900.00 for six basketball, three netball, two hockey, two football, three touch, one sevens rugby and two rugby teams.
- Dannevirke High School - \$2,300.00 for one cricket, three hockey, three football, four rugby, six basketball and six netball teams.
- Eketahuna School - \$850.00 for four hockey, two football, one cricket, three netball and two basketball teams.
- Huia Range School - \$200.00 for two rugby teams.





## MEDIA AND PROMOTION

Sport Manawatu continues to engage the community through a monthly slot on the Central FM Radio Sport Show that focuses on sport and recreation in the Tararua. The media platform has proved successful to update the public on the many sport and recreation opportunities available. Publication of upcoming events and programmes in the Tararua District Council Bush Telegraph page has proved a valuable tool. In addition, social media provides a marketing platform that reaches thousands of viewers; this was evident with 61.63% of those surveyed for the Meridian Te Apiti Whanau Challenge stating they heard about the event through Facebook.

Sport Manawatu has engaged in new measures to improve communication with all internal and external stakeholders. Over the last six-months, an organisational restructure was introduced, with Sport Manawatu recruiting a new Communications and Marketing Manager to oversee and manage all strategic communication and marketing platforms.

Sport Manawatu will continue to utilise traditional and modern forms of communication methods as part of the broader strategic communication plan. The website will continue to serve as the information hub for sport and recreation within the region; with news, events, programmes, tools and resources for the community. The insight tool implemented on the website revealed that there is high web traffic, with over 60,000 views since November 2016 when it was first installed.

Social Media in the form of Facebook will continue to be the main source of communication for Sport Manawatu as it remains to be the most popular application. A recent review has indicated that there has been significant growth in the range of 'followers' that have 'liked' the Sport Manawatu Facebook page. Sport Manawatu has been recognised by Sport NZ to have one of the most successful pages in comparison to other regional sport trusts. The page currently has 5,847 'likes' and over 16,671 people 'reached' since the 1st of January 2017.

## LIAISON WITH COUNCIL ASSET MANAGERS AND DISTRICT MARKETER

Sport Manawatu maintains regular engagement with the Tararua District Councils Assets and Property Manager from seeking advice for the Dannevirke Multisport Complex feasibility study to his involvement on the Kiwisport Funding committee. Each month the committee approve/decline the small fund applications via email. In addition, twice a year the committee meet for two hours in person to go over the Large Fund applications and they are also responsible for the decision making of the secondary school fund once a year via email.

The placement of the Tararua Recreation Advisor alongside the Economic Development and Communications team in the Tararua Business Network continues to increase collaboration and networking between both parties. The Tararua Business Network staff provided assistance at the Meridian Te Apiti Whanau Challenge through provision of a stall at the event festival; further promoting the Tararua district to participants.

Sport Manawatu supported the Tararua Business Network with the Tararua District Councils stall at the Dannevirke Ross Shield Tournament. Sport Manawatu provided a variety of physical activities for children, including relay races and ball skills competitions.





### Regional Sport Facilities Plan

Regional Sport Facilities Plan will identify the current provision of facilities, any gaps in provision and provide direction and priorities for future needs of the region

A Project Steering Group (PSG) has been established to oversee the development of the Plan. The PSG includes representatives from each of the local and regional authorities, Sport Manawatu, Sport Whanganui and Sport New Zealand. Visitor Solutions has been contracted to complete the plan.

The draft strategy was partially presented to the PSG however misinterpretation regarding the population data trends has meant Visitor Solutions will have to rewrite the general demographics section, review each facility type section and looking at the impact the changes have and rewrite the proposed approaches in the areas that require it.

The plan will support the following key functions:

- Facility investment decision process,
- Preliminary funding approach,
- Facility optimisation approaches, and
- Priority actions for region.

EVERYONE ACTIVE EVERYDAY



# BUSH MULTISPORT TRUST **TARARUA DISTRICT COUNCIL** ANNUAL REPORT 2016/2017



## INTRODUCTION

Sport Manawatu's role is to support the Bush Multisport Trust Facility Manager to achieve their purpose of maintaining and enhancing the facilities of the park and increasing its usage through various streams. This report presents progress through the past 12 months against Bush Multisport Trust contracted Key Result Areas for the Tararua District Council.

## HIGHLIGHTS

- Funding grant from Central Energy Trust (CET) of \$150,000 in November 2016 (for energy efficient LED lamps for existing grounds light towers)
- Funding grant from Central Energy Trust (CET) of \$9,970 in May 2017 (for three heat pumps in stadium lounge and office).
- Received full funding from Waireka Community Trust towards an outside basketball halfcourt to be placed on the sale-yards site.
- Bush Hockey Club's junior summer competition exceeded more than 300 participants.
- The Pahiatua Wheel park project became operational.







## FACILITY UTILISATION

### MAJOR EVENTS

Bush Multisport Trust - Major Event Statistics - July 2016 to June 2017			
Month	Event	BMST Facility	Attendance
July	Kurani College V Tararua College Sports Exchange	Turf, Grounds, Stadium & Function Lounge	100+
August	Super 6 Tournament	Grounds, Stadium & Function Lounge	240
	Bush Schools Volleyball Tournament	Stadium	150
September	Primary School Super 10 Football Tournament	Stadium, Grounds	120
October	Tararua College Duathlon	Stadium Function Lounge & Grounds	100+
	Private Function	Stadium Function Lounge	100
November	Bush Primary School Athletics Finals	Grounds	200+
February	Wellington to Auckland Cycle Challenge	Grounds, Stadium & Function Lounge	150+
March	Bush Primary Schools Minor Sports Day	Grounds, Stadium & Function Lounge	250+
June	6th Tararua Primary School 7 A-side Tournament	All facilities	600+

### FACILITY HIRE

The Trust's strategic outcome is to maximise the number of sporting, non-sporting and community activities at Bush Multisport facilities. This outcome is indicated by increases in facility use within the following user's categories:

Bush Multisport Trust Annual Utilisation Hours		
Facility	2015/16	2014/15
Grounds	1061	987
Stadium Lounge	903.5	884.5
Main Stadium	1036	1177
Turf Pavilion	788	747
Turf	423	451.5
<b>Total hours</b>	<b>4211.5</b>	<b>4247</b>

### Corporate

- Fonterra held their Site Day in Stadium Pahiatua in August. The stadium is now the only local facility large enough to host the entire Pahiatua Site. Transport Training and Health & Safety committee meetings were also held in the stadium lounge during the reporting period.
- Property Brokers auctions have returned to the stadium lounge, which is a result of the recent furnishing upgrade thanks to the Waireka Community Trust funding.
- Horizons Regional Council hosted two Waste Water Consent hearings (for Pahiatua and Eketahuna) in the stadium lounge in April and May. Horizons were referred to BMST facilities by Tararua District Council.



- HLC (previously known as Horowhenua Learning Centre) held a four weekly "Building Futures" course based on returning participants to the workforce.

Both Horizons and HLC were new corporate hirers of BMST facilities. Regular corporate hirers such as Fonterra, Dairy Women's Network, Property Brokers, and Tararua Law all returned throughout the reporting period.

### Schools

- Sport Manawatu ran the Primary Schools Seven-a-Side Tournament at Bush Multisport Park with 690 children from 15 Tararua Primary Schools at this year's event. With teams competing in rugby, football, hockey and netball. The annual event was held at Bush Multisport Park on Wednesday 14 June.
- Tararua College hosted their second bi-annual Sports Exchange at Bush Multisport Park with Kuranui College. Rugby, Football, Hockey and Netball teams competed. This year with the addition of a full sized football pitch all sports were able to be hosted at Bush Multisport Park. Tararua College also held a Kapa Haka competition in September and their annual community duathlon in October.
- In August a Super Six Primary School Tournament involving the sports of rugby, netball, basketball and football was held in the stadium and main sport grounds with approximately 240 children participating.
- Annual Bush Primary Cluster Volleyball tournament was held inside Stadium Pahiatua in September 2016 involving approx 150 children.
- Saint Anthony's School hosted the Bush Primary Schools Minor Sports Day in March. Five and six year old pupils enjoyed a range of activities based inside and out of the stadium. Saint Anthony's senior students ran over 30 different stations for junior students.



*Photo: Action at the Bush Minor Sports Day – March 2017*



*St Anthony's School unfortunately decided to suspend running their annual fundraising event, Stars in Your Eyes, which is a large community event attended by up to 400 guests. The flip side to this for regular winter stadium sport users is that the stadium wasn't out of action for an entire week.*

### Clubs or groups

Southern Taranaki Business Expo was held for the first time in Stadium Pahiatua in October showing casing many local businesses.

Andrea Herbert (Taranaki Squash Club) established her Tonic Coffee Van business and has an arrangement to operate around Bush Multisport facilities. The Tonic Coffee van is now a regular stop for many spectators. Andrea has generously returned the support she has received to the local clubs and has offered a Player of the Day hot chocolate voucher to junior football, rugby and hockey.

The Finest Batch Bakery (previous Sport Manawatu Grass Roots Sports Partner winner) has also continued its support of the Pahiatua Football Club and this season also offered Bush Junior Rugby and the Bush Hockey Club the same 'pie and donut' Player of the Day award. The traditional POTD trophy is quickly taking a back seat to the edible prize.



*Photo: Tonic Coffee Van in action at Bush Multisport Park*

Dynamo Events returned again to host a lunchtime stop-over for the BDO Wellington to Auckland Cycle Challenge. This year the stop was longer as the afternoon stage from Pahiatua to Palmerston North was cancelled due to strong winds. Cyclists relaxed at BMS Park until buses were organised for to transport them to Palmerston North. Dynamo Events donate annually for facility use.



### Private functions

- 18 Children's birthday party functions were held during the reporting period
- Two additional private functions (70<sup>th</sup> & 90<sup>th</sup> birthday parties) were also held
- A wedding function was hosted in the stadium lounge during June

### PARTICIPANT STATISTICS

*Increases in participation statistics are a key performance indicator of the Trust's strategy to maximise sporting and non-sporting community utilisation.*

#### Bush Multisport Trust – Junior Participation Statistics

JUNIOR ACTIVITY	2014/2015	2015/2016	2016/2017
ATHLETICS - Junior	60	50	47
BADMINTON - Junior	0	9	20
BASKETBALL - Junior	135	156	169
CRICKET - Junior	23	48	54
FOOTBALL - Pahiatua Football Club	83	69	76
FOOTBALL - Pahiatua Outdoor 5 A-side	N/A	45	20
FOOTBALL - Wairarapa College	N/A	15	0
GRASS ROOTS GYM - Pre School	100	80	70
GUIDES - Pippins/Brownies/Guides	31	30	25
HARRIERS - Bush Harrier Club	15	0	0
HOCKEY - Bush Junior Club	46	44	39
HOCKEY - Dannevirke High	42	37	30
HOCKEY - Tararua College	31	31	29
HOCKEY - Junior (Indoor)	303	297	298
HOCKEY - Junior (Summer)	276	287	326
NETBALL - Tararua College	18	0	11
NETBALL - Bush Primary	202	159	189
RUGBY - Bush Junior Club	86	84	98
TENNIS - Junior	12	12	0
TOUCH - Junior	289	261	225
SOFTBALL - Junior	0	168	0
Totals	1752	1882	1726



### Junior participation notes of interest

Manawatu Cricket returned in November to run weekly cricketing skill sessions. Due to our very wet spring, Stadium Pahiataua was utilised most weeks. A wet weather alternative is most favourable with Manawatu Cricket staff and involves less coordinating for the volunteers involved. The six-week cricket skills course will continue in Feb 2017.

Bush Schools Cluster has ceased its Softball/T Ball competition due to unfavourable weather conditions in spring and a very busy school term four in 2016. The conclusion of this competition has contributed to the overall decrease in junior participation.

Tararua College hockey hosted five home hockey matches during the 2017 season (from two in prior reporting period) and Bush Junior Hockey Club managed to host a match during Bush Multisport Club Day in June at the BMS Turf. Bush Multisport continues to advocate the use of its turf with Hockey Manawatu, as does Bush Hockey Club and Tararua College Hockey.



*Photo: Bush Junior hockey players in action in Palmerston North*





Bush Rugby and Pahiatua Football Club juniors both showed a positive increase in junior members during the 2017 winter season.

During the winter outdoor hockey season the Bush Junior Hockey Club had two home matches, one of which was against Dannevirke. Constant work with Hockey Manawatu is required to try to enable hosting some home matches on the Bush Multisport artificial turf.

Local junior hockey remains strong with more than 300 children participating in year two of the competition. Bush Hockey Club worked with Sport Manawatu staff to achieve much needed Kiwi Sport funding for additional equipment due to the growth in these competitions.



### Senior participation

#### Bush Multisport Trust – Senior Participation Statistics

SENIOR ACTIVITY	2014/2015	2015/2016	2016/2017
BADMINTON - Social	15	5	5
BASKETBALL - Social	99	100	96
CRICKET - Bush Senior	0	0	0
CRICKET - Twilight Social	210	165	165
FOOTBALL - Social Indoor	70	90	60
FOOTBALL - Social Outdoor 5 A-side	N/A	54	40
FOOTBALL - Pahiatua Football Club	N/A	22	20
GYM - Pahiatua Training & Fitness Club	150	200	200
HARRIERS - Bush Harrier Club	36	0	0
HOCKEY - Dannevirke Women's	0	11	0
HOCKEY - Social	80	50	70
NETBALL - Bush Senior	28	37	47
NETBALL - Eketahuna Senior	0	0	0
NETBALL - Social	105	140	126
RUGBY - Bush Senior Club	50	60	53
TOUCH - Social	120	140	120
VOLLEYBALL - Social	0	72	0
<b>Totals</b>	<b>973</b>	<b>1146</b>	<b>1002</b>



### Senior participation notes of interest

#### Basketball

Social basketball continues to remain popular and coordinators have moved the competition day from Sunday to Monday. This still accommodates secondary school students participating in the competition.

#### Football

Pahiatua Football Club's Motorcycle HQ team were promoted to Central Football's division 3 competition.

With three senior club teams, the bar facilities have been active more frequently through the winter sport season. BMST has an arrangement with Trust House via the Post Office Hotel for bar stock. Since Trust House recently purchased the Post Office Hotel it is hoped that future funding applications with Trust House will have a greater chance of success for Bush Multisport and its affiliated clubs.

#### Netball

Bush Netball Club managed to field five teams in 2017 winter season meaning an increase of 10 players for the season. Another success for the netball club was securing a home match for Bush Club Day in June. All their netball matches are normally based in Palmerston North.

#### Rugby

Bush Rugby fielded two teams within Manawatu Rugby Union's division 2 & 3. MRU 2 team are performing well and at end of the reporting period were in line to make semi finals.

In June Bush Rugby hosted a night match with a visiting Texas Universities team. This match occurred after the Primary Schools Seven-a-Side Tournament, so ground conditions were extremely messy to begin with. Bush Rugby thought it gave the visitors a true New Zealand rugby experience involving plenty of mud.





## FUNDING

BMST strategy is to ensure that the Trust is a financially sustainable organisation. All funding applications and future facility requirements are planned in a coordinated way to maximise to best result for the Trust.

### Project funding

Bush Multisport Funding & Donations					
Year	Month	Project	Funder	Date	Amount
2016					
	June	Ford Roadshow sponsored Test Drives	Ford & Hoffman Ford	1/07/2016	2,051.50
	Nov	LED light conversion for Grounds Light Towera	Central Energy Trust	7/11/2016	184,000.00
	Nov	Access door control system Stadium Pahiatua	ECCT	15/11/2016	10,565.38
	Nov	New turf & stadium deck gates	Pahiatua On Track	1/11/2016	2,081.50
2017					
	Jan	New senior hockey goals	Masters & Bush Hockey Club	1/01/2017	4,600.00
	Feb	Saleyards Basketball Half Court	Waikere Community Trust	15/02/2017	33,491.00
	May	Stadium Lounge & Office Heating Upgrade	Central Energy Trust	8/05/2017	11,465.13
	June	Donation towards office membership administration	Pahiatua Training & Fitness Club	14/06/2017	1,000.00

### Door Access

The access door control system project for Stadium Pahiatua achieved partial funding from Eastern & Central Community Trust in November and the timing of this project looks to be at the conclusion of winter sport season 2017.

### Basketball Half Court

The basketball half court project (to be located at the old sale-yards site) which will be part of an accessible recreation space alongside the wheel park; was floated to the community via social media after consultation with Sport Manawatu and their contacts within Palmerston North City Council. Very positive feedback for the project was received from the community, and all forms of junior and senior basketball are well supported locally. Therefore a grant application was organised with the Waikere Community Trust (WCT). Funding was granted in December 2016, with the condition that the half court be named in recognition of WCT.

### Heating upgrade

In May funding was received via CET to upgrade heating in stadium lounge and office areas. These were installed locally (via Sedco Engineering & Climate Control) in time for the Trust's AGM in June, where two CET Trustees were in attendance. BMST has established a good relationship with CET in recent years and is currently in year two of a five year plan for energy efficient projects.

### Lighting upgrades

The upgrade project for the grounds light towers (\$150,000 CET funding) is still under action at the conclusion of the reporting period. An engineering report is pending still, as are more favourable grounds conditions for project completion.

### Sponsorship/additional revenue

In June a donation was received via the Pahiatua Gym (Pahiatua Training & Fitness Club) in acknowledgement of the membership processing that the BMS Office helps administer.



New hockey goals were constructed locally (via MacDougalls) and BMST received funds from a past Masters Hockey team and the Bush Hockey Club to cover expenses. Old goals are now utilised in grass areas by junior hockey and football.

The annual Trust Quiz Night fundraiser in November was a success with a profit increase on 2016. Total fundraised of \$1854.04. All quiz funds contribute towards the development of the sale-yards site, which is the project all Trust funds are directed towards.

The Bush Masters Hockey team donated \$2666.00 towards a new set of senior sized hockey goals to be located at the artificial turf.

### **FACILITY DEVELOPMENT**

*BMST strategy is to maintain and enhance the BMS facility. This is achieved by the quarterly review of an ongoing maintenance plan.*

#### **Grounds/Artificial Turf**

- All large trees on the main grounds were trimmed to remove large and potentially hazardous branches. This also improved visibility to see the opposite side of the facilities.
- Wolland Contracting took over the turf guard moss spraying role due to efficiency and at times waive the cost of application to the Trust.
- Broadleaf weed was sprayed by local contractor Dubby Ferry in February on main grounds and the new sale-yards green-fields.
- Due to increase grounds maintenance for staff with the sale-yards green-field development, BMST purchased a water blaster and local business Motorcycle HQ donated a small motor mower in February. The mower is used when marking sports fields for a lower cut and for intricate grass areas; while the water blaster cleans concreted areas, tidies stone or leaf debris improving the outside of the buildings.
- Annual turf groom was undertaken by Tiger Turf in March. This was delayed due to nationwide adverse weather conditions.
- Grounds were sprayed for Porina at the end of June.
- Due to a very period since summer the main sports grounds have had an increase in the number of closures during the reporting period. It is planned to further fertilise and aerate the park when conditions allow equipment on surfaces.

#### **Buildings /Car Park**

The annual Building Warrant of Fitness review in October by Wormald highlighted an increase in compliance requirements for the stadium facility.

One set of stadium rear evacuation exit doors were damaged during 2016 winter sport season, with these being replaced promptly by TDC Assets. A long term structural maintenance plan for the stadium was established with TDC Assets, for the gradual upgrade of all external doors and windows to aluminium within the 1981 section of the stadium. The change to aluminium will lift the front profile of the stadium and be less draughty in the front kitchen and toilet areas.





Sensor lighting was installed in the old cricket grandstand toilets, in an effort to minimise vandalism occurring upon dark in this building and during school holiday periods. The men's toilet door and door to the upper level of the old cricket grandstand were vandalised during the reporting period. The operational staff constantly seek improved security measures such as lighting and making items more vandal proof.

Stadium car park was assessed by Tararua Alliance for resurfacing in February and work continued into March. Once remarked this made a huge improvement to the functionality of a very busy car park.

#### **FURTHER NOTES**

The Bush Multisport office now processes Pahiatua Gym memberships. The gym operates as a club and has been a generous financial donator to the Bush Multisport Trust. This informal arrangement allows BMSP staff to support the gym, and enables the community to access the premises during weekdays.

#### **Supplier reviews**

Throughout the reporting period the following supplier reviews were undertaken as part of the Trust's strategy initiative of annually reviewing all revenue streams:

- All Trust insurances were consolidated with AON Pahiatua in November, who annually advertises at the turf.
- Managh Electrical has been used for minor electrical jobs throughout the facility and now advertises annually inside Stadium Pahiatua.
- BMST continues to work hard in sharing projects, repairs and maintenance between local based businesses.

#### **Awards**

##### **Sport Manawatu Grassroots Sports Awards**

Nominations for this year's awards Bush Hockey Club for Participation Initiative category, Ceri Treder (All Rounder Volunteer category) for Bush Hockey Club, Jason and Michael Treder (Behind the Scenes Volunteer Category) for Bush Hockey Club and a variety of volunteer work and Justin Brown Pahiatua Senior Football Convenor (All Rounder Volunteer). Several more nominations were also put forward from the Tararua College Sports Coordinator. There was good representation from the Bush area, but unfortunately there were no finalists.

##### **Trustpower Community Awards**

Bush Multisport affiliated clubs that were recognised at the 2016 Trustpower Community Awards in Sport and Recreation section were the Bush Netball Club (with a commendation) and Bush Junior Hockey Club (runner-up). The bush Hockey Club were thrilled to receive some prize money as due the popularity of their local competitions they have needed to replace and purchase further amounts of equipment.



## PROJECT WORK

### **BMST Stage 4 development (Pahiatua sale yards)**

BMST representatives on the Pahiatua Wheel Park committee have worked tirelessly on the Wheel Park project to date. The wet conditions since spring 2016 to the end of this reporting period have slowed the third and final stage of the project. The Wheel Park became operational in spring 2016 (when the project's first two stages were completed) and the pathway around the outside of the structure was finished in February 2017.

In December 2016 the Sale-yards whole of site development (BMST's fourth stage of development) began. The green-fields area was levelled and sown in February which has greatly improved site appearance. BMST Chairman Duncan Elliott supplied materials to erect a temporary fence around the site perimeter in March.

The wheel park is already proving to be a popular weekend and school holiday activity for community children, and has attracted a few visitors to Pahiatua as well (with an article in the Manawatu Standard). When the Waireka Community Trust half court is added, the old sale-yards site will be a fantastic active recreation hub for community youth.

### **BMST Trust and operational staff**

The arrangement between BMST and the Pahiatua Training & Fitness Club committee to have the BMST office action gym memberships has now occurred for the 12 months. As the Pahiatua Gym is a club, which does not employ staff, this daytime sign up option is proving popular for new and renewing members. The BMS Office always had enquiries in regards to the Pahiatua Gym prior to this arrangement, so this collaborative effort was a logical step.

In July 2016 new Trustees Bridget Bailey (Taranua College Sport Coordinator), Jared Brock (also Pahiatua on Track) and Tally Jackson (who has an accountancy background and volunteers within junior cricket and football) all officially began on the BMST Board.

February 2017 Rita Petaera resigned from the BMST Board. She recently joined the Taranua College Board of Trustees. Rita is still active on the Bush Junior Netball committee and continues to keep a watchful eye on BMST facilities.

May 2017, in conjunction with an internal Sport Manawatu restructure, the job title for the Bush Multisport Trust Administrator was reviewed and changed to reflect the current requirements of the role in managing the facility and several part time staff. The title of Bush Multisport Facility Manager reflects the role. And nature of her work and service provisions.

The BMST Office hours have extended to 5 days a week from 9:00am to 3:00pm. This is proving convenient to the community, contractors (when organising repairs and maintenance) and receiving deliveries.

## Report

Date : 24 August 2017

To : Mayor and Councillors  
Tararua District Council

From : Blair King  
Chief Executive

Subject : **Timing of the Tararua Sports Awards**

Item No : **11.2**

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### **1. Reason for Report**

- 1.1 Councillors have requested the proposed date of the Tararua Sports Awards be brought into the 2017 calendar year, rather than be in April or June 2018. Discussion with staff from Sport Manawatu who delivers one key event for Tararua per financial year identified this would require Council to be the major sponsor and provide extra resources for this event to occur late in 2017.

### **2. Discussion**

- 2.1 In the last term of Council it was agreed with Sport Manawatu they would resource a major new event to replace what used to be the Akitio Challenge. To remain within the resourcing we contract this meant the Sports Awards would move to a biennial event.

- 2.2 This was briefly reported to Council at the 30 June 2016 Annual Report Sport Manawatu presentation.

- 2.3 This realignment was a strategic shift to enable the two organisations to reallocate funding and resources to a new major community participation event, planned to run in the years between the awards, with the first event scheduled in 2017.

The first event of this kind, the “Meridian Te Āpiti Whanau Challenge” was fully subscribed with 502 participants. The intention has been to create a family friendly event that will also cater to the needs of the more competitive participant. As a new two-yearly event, it was staged in April 2017 to avoid conflicts with a number of other community activities scheduled for late 2016.

- 2.4 However, Councillors have concerns that if the Sports Awards occur in April 2018, technically nearly three years will have elapsed.

- 2.5 Moving the Sports Awards into the 2017 calendar year would leave a significant gap in the events calendar for 2018 as the next community participation event is not then scheduled till 2019. It will also be logistically difficult to achieve in the timeframe available – to seek sponsorship/funding, advanced notice and perhaps to seek a suitable guest presenter for the awards. However, with sufficient funding all options remain possible. The cost estimates for hosting an awards night currently means that only one of these options can be held each year (1 July – 30 June) – details of these costs and the human resourcing requirements are given below:
- \$22,000 total cost
  - Establishing a project team
  - Event planning (six months)
  - Attracting a naming right sponsorship
  - Nomination period (3 months)
  - Advertising for, and funding, a guest speaker.
- 2.6 In addition to the matters highlighted above other district activities such as SportStart, Learn to Ride cycle skills and ongoing capability projects will need to be re-scheduled should the awards occur this year, which may impact on certain service outcomes.
- 2.7 The next Tararua Sports Awards will be the 17<sup>th</sup> year in which our community celebrates and recognises the achievements of Tararua’s finest athletes, coaches and officials. Maintaining the standard of the event is paramount to upholding the integrity of the awards history and recognition of past and future athletes. To this end Sport Manawatu remains committed to supporting and delivering on the Council’s decision. Sport Manawatu has advised Council that they value the strong relationship, which has always been open and transparent.

### **3. Contractual Matters**

- 3.1 In respect of contractual matters, the Council is able to request changes. The staging of an annual event is a “level of service” matter, not a contractual matter. The agreement with Sport Manawatu is broad and specifies a funding contribution of \$5,000 p.a. towards an annual event. In addition to this funding, Council usually agrees to purchase a number of tickets for staff to attend the event. The contract is written to allow changes in levels of service to be agreed upon on a year-by-year basis.
- 3.2 If Council requires the timing of an annual event to be brought forward from a proposed date then this is a matter of annual negotiation as to the degree and nature of the event. This financial year it was proposed that the annual event be held in June 2018, to enable the busy summer/ late summer programme to be completed prior to commencing event planning and in recognising the maternity leave role.



## **4. Options**

4.1 There appear to be three options, subject to funding and practical limitations:

- 1 Stage the event this December 2017 with a grant of \$22,000 which is not within existing budgets, requiring an increase of \$17,000.
- 2 Stage the event in April or June 2018 dependent on attracting a major sponsor.

4.2 Sport Manawatu note that the period to organise sponsorship if the event is held in 2017 is optimistic, so Council will need to commit to fully funding if they are to proceed.

4.3 In addition, Natarsha Nikora is now on maternity leave for at least six months, so Council staff support may need to be greater than normal. This work will coincide with work to complete the Long Term Plan pre-consultation period and draft Long Term Plan.

4.4 There are no clearly identified funding sources for any shortfall.

4.5 A compromise option is that we target April 2018 as the event date to manage the respective risks, but this will require Council agreement. This may result in some programmes being cancelled, scaled back or deferred.

## **5. Significance Assessment**

5.1 This matter is not considered to be significant with regard to the significance and engagement policy, and is within the Council's discretion to determine its intended approach to the options available in respect of arranging the Tararua Sports Awards.

## **6. Conclusion**

6.1 Council may further wish to consider in the next Long Term Plan an option to increase level of services to two annual events. This may create funding for a further event to be held within the 2018 calendar year.

Sport Manawatu is due to provide their 30 June 2017 annual accountability report to Council at the August 2017 Council meeting.

## **7. Recommendation**

7.1 ***That the report from the Chief Executive dated 24 August 2017 concerning the Timing of the Tararua Sports Awards (as circulated) be received, and***

7.2 ***That the Council request Sport Manawatu and Council staff to stage the next Tararua Sport Awards event in April 2018 and if necessary, defer or cancel other conflicting project work.***



## Report

Date : 2 August 2017

To : Mayor and Councillors  
Tararua District Council

From : Sandy Lowe  
Electoral Officer

Subject : **Electoral System for the 2019 Election**

Item No : **11.3**

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### **1. Reason for the Report**

- 1.1 The reason for this report is to enable the Council to consider and determine the electoral system to be used for the 2019 triennial local election.

### **2. Background**

- 2.1 The Council's last review of electoral systems was in August 2014. At that time the Council resolved to retain the First Past the Post electoral system for the 2016 local government election, and this decision was implemented as no demand was received from electors requiring a poll to be held.

### **3. The Electoral System and the Opportunity to Change It**

- 3.1 Section 27 of the Local Electoral Act 2001 provides that any local authority may no later than 12 September in the year that is two years before the next triennial election make a decision to change its electoral system.
- 3.2 The Council may resolve to conduct a binding poll on this question, or electors can demand a binding poll at any time.
- 3.3 A poll can be initiated by at least 5% of electors signing a petition demanding that a poll be held. This will require 605 valid elector signatures. The last such poll occurred through the 2002 review, and it was held on 2 April 2003 resulting in the retention of the existing electoral system (First Past the Post).
- 3.4 Once changed, an electoral system must be used for at least the next two triennial general elections, i.e. the Council cannot change its electoral system for one election then change back for the next election.

- 3.5 Section 28 of the Local Electoral Act 2001 requires the Council, no later than 19 September 2017 to give public notice of the right to demand a poll on the electoral system to be used for its elections.
- 3.6 If a poll is to be held in sufficient time to take effect for the 2019 election, then a valid demand must be received by the Council no later than 28 February 2018.

#### **4. Options For Electoral Systems**

- 4.1 The Council currently operates its elections under the First Past the Post electoral system. This form of voting is used in parliamentary elections to elect Members of Parliament to constituency seats. Electors vote by indicating their preferred candidate(s), and the candidate(s) that receives the most votes is declared the winner regardless of the proportion of votes that candidate(s) obtained.
- 4.2 The other option permitted under the Local Electoral Act 2001 is the Single Transferable Vote system (STV). This system is used in District Health Board elections. Electors rank candidates in order of preference. The number of votes required for a candidate to be elected (called the quota) depends on the number of positions to be filled and the number of valid votes. The necessary number of candidates to fill all vacancies is achieved by the counting of first preferences, then through transferring a proportion of votes received by any candidate where the number of votes for the candidate is in excess of the quota, and then by excluding the lowest polling candidates and transferring these votes in accordance with voters second preferences.
- 4.3 Attached to this report is information regarding this matter accessed from the Department of Internal Affairs website [www.dia.govt.nz](http://www.dia.govt.nz)
- 4.4 It is noted that the Council is also legally required to review its representation structures by August 2021, and that process will specifically consider the basis of those arrangements (separately from determining the electoral system to be used).

#### **5. Consultation**

- 5.1 The Local Electoral Act 2001 sets out the process for the consultation required to consider the basis of electoral systems.

#### **6. Significance Assessment**

- 6.1 Any change to the basis of the electoral system is significant and involves consultation with the community through the statutory processes previously outlined.
- 6.2 A review of the existing electoral system is required subject to public notification of that resolution, and the community can demand a binding poll if they consider the system should be changed.

- 6.3 Therefore, the community has the opportunity to support or amend the Council's preference for the type of electoral system to be used.

## **7. Conclusion**

- 7.1 The Council must give public notice of its resolution on the electoral system to be used for the 2019 election.
- 7.2 This public notice is required by 19 September 2017 including the right of voters to demand a poll.

## **Recommendation**

***That the report from the Electoral Officer dated 2 August 2017 concerning the Electoral System for the 2019 Election (as circulated) be received, and***

***That the Council resolves to adopt the following option with regard to its electoral system; either***

- (a) That the First Past the Post electoral system be used for the 2019 triennial local election of the Tararua District Council and its Community Boards. (status quo)***  
***or***
- (b) That the Single Transferable Vote electoral system be used for the 2019 and 2022 triennial local elections of the Tararua District Council and its Community Boards. (change)***  
***or***
- (c) That a poll of electors be held to determine the electoral system to be used for the 2019 and 2022 triennial local elections of the Tararua District Council and its Community Boards. (consultation)***

## **Attachments**

1. Electoral Systems

## Electoral systems

The two electoral systems available for councils are-

- **First Past the Post (FPP)** – voters tick the names of candidates they wish to vote for. The voter can vote for as many candidates as there are positions to be filled. The candidates with the most votes are elected to council.
- **Single-Transferable Vote (STV)** – voters use numbers to rank candidates in their order of preference. A voter would write “1” next to their favourite candidates, “2” next to their second favourite and so on. Voters may rank as many of the candidates as they wish. A quota (determined from the number of valid votes and number of positions) is used to determine who is elected.

The electoral system for a council may be changed through one of the following processes –

- A council may resolve to change its system. If so, a poll on the decision must be held if 5 percent of the electors of the city, district or region request one.
- A council may decide to hold a poll on whether the electoral system should be changed.
- A poll on electoral system must be held if requested by a petition signed by 5 percent of the electors of the city, district or region.

All these polls are binding on the council.

In 2016 the following councils used the STV system –

- Dunedin City Council
- Kaipara District Council
- Kapiti Coast District Council
- Marlborough District Council
- Porirua City Council
- Wellington City Council
- Greater Wellington Regional Council
- Palmerston North City Council

All remaining councils used the FPP system.

All district health boards are elected under the STV system.

More information about STV may be found on [www.stv.govt.nz](http://www.stv.govt.nz)

Horizons regional council has resolved to retain the status quo First Past the Post electoral system for the 2019 triennial local government election.

## Report

Date : 23 August 2017

To : Mayor and Councillors  
Tararua District Council

From : Craig Lunn  
Manager Regulatory Services

Subject : **Earthquake-Prone, Dangerous and Insanitary Buildings Policy Review**

Item No : **11.4**

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### **1. Reason for the Report**

- 1.1 To obtain the Council's approval and adoption of the amended Dangerous and Insanitary Buildings Policy 2017.

### **2. Background**

- 2.1 Historically all territorial authorities were required to adopt a policy on dangerous, earthquake-prone and insanitary buildings under section 131, Building Act 2004 (the Act).
- 2.2 The Council adopted a combined "Earthquake-prone, Dangerous and Insanitary Buildings Policy" in May 2006 with a maximum review period of 5 years, as defined by section 132 of the Act.
- 2.3 This policy was reviewed and compared against neighbouring authorities during 2011 and put to Council for a decision on 25 January 2012. This was a period when substantial earthquakes had made a catastrophic impact on the Canterbury region and councils were uncertain as to the level of regulation central government may impose. The decision was made to effectively continue with the existing policy.
- 2.4 The Building (Earthquake-prone Buildings) Amendment Act 2016 (the amendment Act) was passed by Parliament and received royal assent on 13 May 2016.
- 2.5 The Amendment Act 2016 took effect on 1 July 2017, and provides for a new legislative framework and legal instruments to manage earthquake prone buildings.



2.6 The amendment Act requires all reference to earthquake-prone buildings to be removed from the Council's policy under Part 3(3) of Schedule 1AA; soon after the commencement date of 1 July 2017.

2.7 Following is an excerpt from Schedule 1AA for reference.

**3 Policy adopted under section 131 before commencement date**

- (1) This clause applies to a policy under section 131 (policy on dangerous, earthquake-prone, and insanitary buildings) that is adopted by a territorial authority before the commencement date.
- (2) To the extent that the policy applies to earthquake-prone buildings, the policy ceases to apply on the commencement date.
- (3) As soon as is reasonably practicable after the commencement date, the territorial authority must amend or replace the policy to remove references to earthquake-prone buildings.
- (4) Section 132 applies to an amendment or a replacement made under subclause (3), except that the special consultative procedure in section 83 of the Local Government Act 2002 (*see* section 132(2)) does not apply unless the amendment or replacement materially affects the policy as it applies to dangerous and insanitary buildings.

2.8 The special consultative procedure mentioned in Part 3(4) only takes effect if the proposed/amended policy changes materially affects the remaining body of the policy.

2.9 In this case it is considered as not applicable and the legislation amendment simply triggers an administrative change. A number of minor 'tidy up' changes have been included to reflect changes to legislation references and government agencies since 2012. None of the changes materially affect the remaining policy.

2.10 The purpose behind the deletion of earthquake-prone buildings in the policy is due to the provisions within the amendment Act itself. The Building (Earthquake-Prone Buildings) Amendment Act introduces a comprehensive regime for the identification and rectification of earthquake-prone buildings, which removes the need for councils to have in place a stand-alone policy.

### **3. Significance Assessment**

3.1 This item does not trigger the Council's significance and engagement policy, and it has no financial impacts on the approved Long Term Plan.

### **4. Conclusion**

4.1 The Council considers this report and adopts the amended Dangerous and Insanitary Buildings Policy 2017 to comply with the requirements of the Building (Earthquake-prone Buildings) Amendment Act 2016.

## **5. Recommendation**

- 5.1** *That the report from the Manager Regulatory Services dated 23 August 2017 concerning the Earthquake-Prone, Dangerous and Insanitary Buildings Policy Review (as circulated) be received, and*
- 5.2** *That the Council endorses the draft changes to the existing policy, and*
- 5.3** *That the Council approves and adopts the amended Dangerous and Insanitary Buildings Policy 2017.*

## **Attachments**

- 1.** Dangerous and Insanitary Buildings Policy 2017



~~EARTHQUAKE-PRONE,~~  
**DANGEROUS AND INSANITARY**  
**BUILDINGS POLICY 201~~2~~7**

~~(Adopted by the Council on 25 January 2012)~~

## **~~Earthquake-Prone Buildings Policy 2011~~**

### **Contents**

#### **1—Policy Approach**

- ~~—— 1.1 ——— Policy principles~~
- ~~—— 1.2 ——— Background~~
- ~~—— 1.3 ——— Policy under the Building Act 2004~~
- ~~—— 1.4 ——— Process for Identifying earthquake-prone buildings~~
- ~~—— 1.5 ——— Taking action on earthquake-prone buildings~~
- ~~—— 1.6 ——— Interaction between policy and Building Act 2004~~
- ~~—— 1.7 ——— Recording a building's earthquake-prone building status~~
- ~~—— 1.8 ——— Economic impact of policy~~

#### **2—Priorities**

- ~~—— 2.1 ——— Buildings suffering damage post a moderate earthquake or larger seismic event~~
- ~~—— 2.2 ——— Buildings identified as potentially earthquake prone~~

#### **3—Heritage Buildings**

- ~~—— 3.1 ——— Special considerations and constraints~~

## Executive Summary

- This policy covers how potentially earthquake-prone buildings will be identified within the district, and the steps that will be followed once a building has been considered earthquake-prone. Excluded from this Policy are any buildings that are used wholly or mainly for residential purposes unless the building comprises of 2 or more stories and contains 3 or more household units.
- As required by Section 131 Building Act 2004, the Policy outlines the obligations on building owners and Council before and after any earthquake that meets or exceeds a “moderate” level.
- The definition of an earthquake-prone building is set out in section 122 of the Building Act 2004
  - *“A building is earthquake prone for the purposes of this Act if, having regard to its condition and to the ground on which it is built, and because of its construction, the building*
    - (a) will have its ultimate capacity exceeded in a moderate earthquake (as defined in the regulations); and*
    - (b) would be likely to collapse causing injury or death to persons in the building or to persons on any other property; or damage to any other property.”*

## Introduction and Background

- Section 131 of the Building Act 2004 requires Council to adopt and keep current a policy on earthquake-prone buildings, which states:
  - The approach that the Tararua District Council will take in performing its functions under the Building Act 2004.
  - The Council's priorities in performing those functions.
  - How the policy will apply to heritage buildings.
- Section 122 of the Building Act 2004, which defines whether a building shall be considered earthquake-prone, is significantly more extensive and more stringent than that provided by the 1991 Building Act. It encompasses all buildings, not simply those constructed of unreinforced masonry or unreinforced concrete, though it exempts small residential buildings.
- The related regulation defines a moderate earthquake as:
  - “For the purposes of section 122 of the Act (meaning of earthquake-prone building), moderate earthquake means, in relation to a building, an earthquake that would generate shaking at the site of the building that is of the same duration as, but that is one-third as strong as, the earthquake shaking (determined by normal measures of acceleration, velocity, and displacement) that would be used to design a new building at that site.”
- In adopting this Policy, Council will follow the special consultative procedure set out in section 83 of the Local Government Act 2002. The council must complete a review of the policy within 5 years after it is adopted and then at intervals of not more than 5 years.

## **Earthquake-Prone Buildings Policy**

### **1 Policy Approach**

#### **1.1 Policy Principles**

- The underlying aim of the legislation is to reduce the risk of death or injury that may result from the effects of a defined earthquake strength on specific buildings. Council is committed to ensuring that the Tararua District is a safe place in which to live and work, and has implemented this Policy as required under the Building Act 2004.

#### **1.2 Background**

- Tararua District lies within an area of regular seismic activity. Buildings across the district range in types and ages, including wooden, unreinforced masonry and brick buildings, that either meet current building codes, or were built using practices up to 100 years old.
- With public interest heightened after two major earthquakes in 1990, Council started identifying earthquake-prone buildings in the district, as defined by the 1991 Building Act. It engaged a firm of consulting engineers to undertake a desktop survey of commercial buildings throughout the district and identify those that could possibly pose a risk to the occupants and general public in the event of a major earthquake. The report identified around 200 buildings for further investigation, after which building owners were invited to have their buildings assessed by a suitably qualified person. A number of owners did so, with some finding the buildings met the 1991 requirements and a limited amount of improvements were made to others. Since that study, some of these buildings have been demolished.

#### **1.3 Policy Under the Building Act 2004**

- Council's earthquake-prone policy under the Building Act 2004 takes a more proactive approach whilst reflecting the Council's determination to reduce earthquake risk over time in a way that is acceptable in social and economic terms to its ratepayers.
- Under this Policy, Council will use the NZ Society of Earthquake Engineers' recommendations as its preferred basis for defining technical requirements and criteria. These recommendations are designed to be used in conjunction with AS/NZS 1170 Loadings Standard, NZS 3101 Concrete Structures Standard, NZS 3404 Steel Structures Standard and other materials standards.
- Council will use these technical requirements to:
  - Review all buildings in the district to identify buildings that fall within the scope of potential earthquake-prone buildings under the Building Act 2004;
  - Assess in a desktop exercise using known information on Council's files, the expected performance of those buildings in relation to the current building standard and, in particular, to the standard defined for earthquake prone buildings. This assessment will be done at Council's cost;
  - Determine and compile from this assessment those buildings considered earthquake-prone in terms of the Building Act 2004;
  - Advise owners of these buildings of the results of this assessment, and invite them to meet with the Council to develop a mutually acceptable solution for dealing with the danger;
  - If discussions do not result in an acceptable solution, Council shall consider using its powers under section 124 of the Act to take further action to reduce risks to the public and those using the building;

- ~~Enable owners who exercise their statutory right of appeal as defined in the Building Act 2004, which can include applying for a determination under section 177, a means of settling any building control disputes which still remains.~~

#### **1.4 Process for Identifying Earthquake-prone Buildings**

##### ***Initial Desktop Evaluation***

The Council:

- ~~Beginning on 1 July 2011, will undertake an initial desktop review of known buildings using Council files and compile a list of buildings which could be earthquake-prone.~~
- ~~Where required, use Councils Building Control Officials to visit the property and obtain further information if easily accessible, that will enable this initial assessment to be robust.~~
- ~~Prioritise those buildings that are considered potentially earthquake prone into one of four categories~~
  1. ~~Buildings with special post-disaster functions as defined in AS/NZS 1170.0:2002, Importance Level 4~~
  2. ~~Buildings that contain people in crowds or contents of high value to the community as defined in AS/NZS 1170.0:2002, Importance Level 3~~
  3. ~~Buildings with a heritage classification of A or B in the district plan register~~
  4. ~~Buildings with an Importance Level less than 3 as defined in AS/NZS 1170.0:2002.~~
- ~~Note on the property file and in the GIS system that the building is **potentially earthquake-prone**~~

##### ***Stage 1 On-Site Assessment for those buildings identified from the Desktop Exercise***

- ~~Council will engage a suitably qualified Engineer to conduct an on-site evaluation of buildings that meet priority 1 or 2 above and historic buildings with an importance level of 3 or greater, using the NZSEE Initial Evaluation Method process, within six months of the desktop review.~~
- ~~The Council will, if satisfied on the basis of the IEP that the building is earthquake-prone, advise the owner in writing within one month of the IEP assessment stating that the Council believes that the building is earthquake-prone.~~
- ~~Invite the owner to provide any evidence to challenge the Council assessment within three months of date of the notice, at the owner's expense.~~
- ~~Review the information submitted by the owner within two months. If there is no agreement on the basis of the IEP and additional information, call for a meeting between the Council engineer and the owner's engineer to seek resolution of differences.~~
- ~~If the Council decides that the building **is not** earthquake-prone, it will remove the building from the list of earthquake-prone or potentially earthquake-prone buildings and remove any reference to its potential earthquake-proneness from the PIM or LIM and include a note stating that the building has been determined not to be earthquake-prone.~~

##### ***Compile a List of Earthquake-Prone Buildings***

Council will categorise the earthquake-prone buildings according to the following;



- ~~1—Buildings with special post-disaster functions as defined in AS/NZS 1170.0:2002, Importance Level 4.~~
- ~~2—Buildings that contain people in crowds or contents of high value to the community as defined in AS/NZS 1170.0:2002, Importance Level 3.~~
- ~~3—Buildings with a heritage classification of A or B in the district plan register.~~
- ~~4—Buildings with an Importance Level less than 3 as defined in AS/NZS 1170.0:2002. See Appendix One for an explanation of Importance Levels)~~

#### ~~1.5—Taking Action on Earthquake-prone Buildings~~

~~—The Council will:~~

- ~~• Invite owners of earthquake-prone buildings to meet with the Council to develop a mutually acceptable solution for dealing with the danger. The solution may include encouraging owners to carry out an independent assessment of the structural performance of their buildings and developing a timetable to remove the danger.~~
- ~~• If the owners do not agree to meet with Council or discussions do not result in an acceptable solution within one month of notification to the owner, Council may use its powers under section 124 of the Act; (Section 124 provides:~~

~~If the Council is satisfied that a building is dangerous, earthquake-prone, or insanitary, it may:~~

- ~~1—Put up a hoarding or a fence to prevent people from approaching the building nearer than is safe;~~
- ~~2—Attach in a prominent place on, or adjacent to, the building a notice that warns people not to approach the building;~~
- ~~3—Give written notice requiring work to be carried out on the building within a time stated on the notice to reduce or remove the danger or prevent the building from remaining insanitary).~~

- ~~• Allow owners a right of appeal as defined in the Building Act 2004, which can include applying for a determination under section 177.~~

#### ~~1.6—Interaction Between Policy and Building Act 2004~~

~~—Where a change of use, alteration, extension of life or subdivision is proposed in an earthquake-prone building, Council will require earthquake strengthening work to be carried out at the same time. In determining this matter, the Council will take into account the extent of the work proposed to ensure compliance with the building code and the cost involved.~~

#### ~~1.7—Recording a Building's Earthquake-prone Status~~

~~—The Council will keep a record of all earthquake-prone buildings on the property database, noting the requirement for improvement or the results of work carried out, whichever is appropriate.~~

~~—This information will be recorded on land information memorandums.~~

#### ~~1.8—Economic Impact of Policy~~

~~—The economic impact of the earthquake-prone building policy can only be assessed after the initial building evaluation phase has been completed and the scale and extent of the strengthening work identified. A balance will need to be struck between the need to address earthquake risk while taking into account the social and economic implications of implementing the policy.~~

### ~~2—Priorities~~

~~—The Council has prioritised the identification of earthquake-prone buildings as follows.~~

#### ~~2.1—Buildings Suffering Damage Post a Moderate Earthquake or Larger Seismic Event~~

- 
- For those buildings directly affected by an moderate earthquake or larger seismic event, it is intended these will be assessed as part of the Civil Defence and Emergency Management response, whether or not a Civil Defence Disaster is declared.
  - Specific times for repair or making safe these buildings (which could include partial deconstruction) following such an event will be in line with the provisions below.

**Remedial work is urgently required based on the results of a Level 2 Structural Assessment**

Where the result of this assessment requires

- closure of State Highway for an on-going but undefined time until this building site is made safe, or
- More than one adjacent business owners are required to vacant their premises on an on-going but undefined time,

The owner will be required to document and obtain agreement with Council within one week of the Level 2 Structural Assessment, detailing what works will be undertaken within four weeks on significantly reducing these impacts on business and the State Highway network. These works will be based on an accepted Engineering Report from a suitably qualified Engineer.

Where the result of this assessment requires

- closure of Council roads for an on-going but undefined time until this building site is made safe, or
- One or more adjacent business owners are required to vacant their premises on an on-going but undefined time,

The owner will be required to document and obtain agreement with Council within one week of the Level 2 Structural Assessment, detailing what works will be undertaken within eight weeks on significantly reducing these impacts on business and the Council roading network. These works will be based on an accepted Engineering Report from a suitably qualified Engineer.

**Remedial work is required based on the results of a Level 2 Structural Assessment**

Where the result of this assessment requires work to enable ongoing use and occupation of the building, then the owner will be required to document and obtain agreement with Council within two weeks of the Level 2 Structural Assessment, detailing what works will be undertaken.

---

**2.2 Buildings Identified as Potentially Earthquake Prone**

- Times in brackets indicate the target times for removal of the danger posed by these buildings
- The order will be as indicated below:
  1. Buildings with special post-disaster functions as defined in AS/NZS 1170.0:2002, Importance Level 4 (5 years)

- ~~2. Buildings that contain people in crowds or contents of high value to the community as defined in AS/NZS 1170.0:2002, Importance Level 3 (5 years)~~
- ~~3. Buildings with a heritage classification of A or B in the district plan register (5 years)~~
- ~~4. Buildings with an Importance Level less than 3 as defined in AS/NZS 1170.0:2002 (10 years).~~

### **3. Heritage Buildings**

#### ~~Definition of heritage building~~

- ~~Any building or structure within any proposed or confirmed historic place, historic area, wahi tapu, or wahi tapu area registered by the New Zealand Historic Places Trust (NZHPT) under the Historic Places Act 1993;~~
- ~~Any building or structure listed as an historic heritage item in any district or regional plan prepared under the Resource Management Plan 1991;~~
- ~~Any historic building, structure or Actively Managed Historic Place listed in an Historic Resources Strategy or Conservation Management Strategy and Conservation Management Plan prepared under the Conservation Act 1987;~~
- ~~Any historic building or structure listed in a reserve management plan prepared under the Reserves Act 1977;~~
- ~~Any building or structure within a reserve established by the Maori Land Court under Te Turi Whenua Maori Land Act 1993 for historic and cultural purposes;~~
- ~~Any building or structure of importance to tangata whenua that has been listed in an iwi management plan;~~
- ~~Any structures or buildings associated with an historic cemetery or memorial;~~
- ~~Any building or structure managed for heritage purposes by agencies such as NZHPT, Ministry of Culture and Heritage, the Department of Conservation and local authorities;~~
- ~~Any building or structure that is subject to a heritage covenant or other protective covenant;~~
- ~~Any other historic building or structure identified using best practice heritage criteria and research, including buildings identified within national or district heritage inventories or heritage policy prepared according to best practice heritage criteria and research.~~

#### **3.1 Special Considerations and Constraints**

- ~~The Council believes it is important that its heritage buildings are protected and appropriately upgraded to mitigate the risk of loss of life and the loss of these buildings. However, the intrinsic heritage values of these buildings must be protected and not adversely affected by structural improvements.~~
- ~~Heritage buildings will be assessed in the same way as other potentially earthquake-prone buildings and discussions held with the property owners and the Historic Places Trust to identify appropriate remedies.~~

# Dangerous and Insanitary Buildings

## Contents

### Introduction

#### 1 Policy Approach

- 1.1 Policy principles
- 1.2 Overall approach
- 1.3 Identifying dangerous and insanitary buildings
- 1.4 Assessment criteria
- 1.5 Taking action on dangerous and insanitary buildings
- 1.6 Recording of dangerous and insanitary buildings
- 1.7 Economic impact of policy

#### 2 Priorities

#### 3 Heritage buildings

#### 4 Commencement, Review and Repeals

## Introduction and Background

Section 131 of the Building Act 2004 required the Council to adopt a policy on dangerous and insanitary buildings by 31 May 2006.

The policy is required to state:

- The approach that the Council will take in performing its functions under the Act.
- The Council's priorities in performing those functions.
- How the policy will apply to heritage buildings.

The definition of a dangerous building is set out in section 121(1) of the Act:

*"A building is dangerous for the purposes of this Act if,-*

- (a) in the ordinary course of events (excluding the occurrence of an earthquake), the building is likely to cause*
  - (i) injury or death (whether by collapse or otherwise) to any persons in it or to persons on other property; or*
  - (ii) damage to other property; or*
- (b) in the event of fire, injury or death to any persons in the building or to persons on other property is likely because of fire hazard or the occupancy of the building."*

The definition of an insanitary building is set out in section 123 of the Act:

*"A building is insanitary for the purposes of this Act if the building –*

- (a) is offensive or likely to be injurious to health because—*
  - (i) of how it is situated or constructed; or*
  - (ii) if it is in a state of disrepair; or*
- (b) has insufficient or defective provisions against moisture penetration so as to cause dampness in the building or in any adjoining building; or*
- (c) does not have a supply of potable water that is adequate for its intended use; or*
- (d) does not have sanitary facilities that are adequate for its intended use."* (Section 123 of the Building Act 2004)

This document sets out the policy adopted by the Tararua District Council as required by the Building Act 2004.

In developing and adopting this dangerous and insanitary buildings policy, the Council has followed the consultative procedure set out in section 83 of the Local Government Act 2002.

The Council must complete a review of the policy within 5 years after it is adopted and then at intervals of not more than 5 years.



## Dangerous and Insanitary Buildings Policy

### 1 Policy Approach

#### 1.1 Policy Principles

The provisions of the Building Act 2004 (Act) in respect to dangerous and insanitary buildings reflect the government's broader concern with the safety of the public in buildings. The Council is committed to ensuring that the Tararua District is a safe place in which to live and work. This is one of the outcomes sought by the Tararua community.

#### 1.2 Overall Approach

Sections 124 to 130 of the Act provide the necessary authority for Council to take action on dangerous and insanitary buildings.

#### 1.3 Identifying Dangerous or Insanitary Buildings

From time to time Council becomes aware, through various sources, of buildings that under certain circumstances could pose a danger to occupants or members of the community. These buildings may have been damaged by fire, a natural disaster, not been maintained or may have been illegally converted for residential use.

The Council will:

- Respond to and investigate all building complaints received;
- Identify from these inquiries any buildings that are dangerous or insanitary;
- Inform the owners or occupiers of dangerous or insanitary buildings that action is required to reduce, remove or repair the danger;
- Liaise with ~~the NZ Fire Service~~ Fire and Emergency New Zealand when deemed appropriate.

#### 1.4 Assessment Criteria

The Council will assess dangerous buildings according to section 121(1) of the Act and insanitary building in terms of section 123.

#### 1.5 Taking Action

If the Council is satisfied that the building is either dangerous or insanitary the following matters will be taken into account when determining what remedial action is necessary:

- The size and complexity of the building;
- The location of the building in relation to other buildings and public places;
- The expected life of the building;
- The use of the building, including the number of people likely to be present at any one time;
- The reasonable practicality of any work concerned;
- Any special cultural or historic values associated with the building; and
- Any other matters considered relevant.

Following inspection of the building, after receiving advice from ~~NZ Fire Service~~ Fire and Emergency New Zealand and taking into account the matters listed above, Council will then decide whether immediate action should be taken to avoid the danger or fix the insanitary conditions pursuant to section 129 of the Act.

If Council decides that immediate action is not required, a notice will be issued under section 124 of the Act requiring the owner to carry out the necessary work within an appropriate timeframe, generally not exceeding six months.

If the work is not carried out within the agreed time frame and after having consulted with the owner, the Council may apply to the District Court for an order to carry out the work pursuant to Section 126 of the Act. The property owner will be liable for the full cost of carrying out the work.

#### **1.6 Recording of Dangerous and Insanitary Buildings**

The Council will keep a record of all dangerous and insanitary buildings on the property database, noting the repairs required or the results of work carried out, whichever is appropriate.

This information will be available for recording on land information memorandums.

#### **1.7 Economic Impact of Policy**

The intent of this policy is to protect the health and safety of people who use buildings. However, Council needs to be conscious of the costs of any work required to remove dangerous or insanitary conditions in the broader social and economic context of the community.

### **2 Priorities**

Priority will be allocated to buildings that have been deemed to require immediate action. Immediate action may include the erection of hoardings and prohibiting people from using the buildings.

### **3 Heritage Buildings**

In cases where heritage buildings are dangerous or insanitary, in addition to consulting with the building owner, Council will seek advice from ~~the Historic Places Trust~~ **Heritage New Zealand** in developing an appropriate remedy. However, the fact that a building has heritage status does not mean that it can be left in a dangerous or insanitary condition.

### **4 Commencement, Review and Repeal**

This policy comes into force on 30 August 2017 and will be reviewed within five years.

The next review of this policy must take into account "affected buildings" under s132A and s121A of the Building Act 2004.

The Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2006, as updated in January 2012, is revoked.



## APPENDIX ONE

### Importance Levels for Building Types – New Zealand – Structures

Importance Level	Comments	Examples
1	Structures presenting a low degree of hazard to life and other property.	<ul style="list-style-type: none"> <li>Structures with a total floor area of &lt;30m<sup>2</sup></li> <li>Farm buildings, isolated structures, towers in rural situations</li> <li>Fences, masts, walls, in-ground swimming pools.</li> </ul>
2	Normal structures and structures not in other importance levels.	<ul style="list-style-type: none"> <li>Buildings not included in Importance Levels 1, 3 or 4</li> <li>Single family dwellings</li> <li>Car parking buildings.</li> </ul>
3	Structures that as a whole may contain people in crowds or contents of high value to the community or pose risks to people in crowds.	<p>Buildings and facilities as follows:</p> <ul style="list-style-type: none"> <li>(a) Where more than 300 people can congregate in one area</li> <li>(b) Day care facilities with a capacity greater than 150</li> <li>(c) Primary school or secondary school facilities with a capacity greater than 250</li> <li>(d) Colleges or adult education facilities with a capacity greater than 500</li> <li>(e) Health care facilities with a capacity of 50 or more resident patients but not having surgery or emergency treatment facilities</li> <li>(f) Airport terminals, principal railway stations with a capacity greater than 250</li> <li>(g) Correctional institutions</li> <li>(h) Multi-occupancy residential, commercial (including shops), industrial, office and retailing buildings</li> <li>(i) Public assembly buildings, theatres and cinemas of greater than 1000m<sup>2</sup>.</li> </ul>
4	Structures with special post-disaster functions	<ul style="list-style-type: none"> <li>Buildings and facilities designated as essential facilities</li> <li>Buildings and facilities with special post-disaster function</li> <li>Medical emergency or surgical facilities</li> <li>Emergency service facilities such as fire, police stations and emergency vehicle garages</li> <li>Utilities or emergency supplies or installations required as backup for buildings and facilities of Importance Level 4</li> <li>Designated emergency shelters, designated emergency centres and ancillary facilities</li> <li>Buildings and facilities containing hazardous materials capable of causing hazardous conditions that extend beyond the property boundaries</li> </ul>
5	Special structures (outside the scope of this Standard acceptable probability of failure to be determined by special study)	<ul style="list-style-type: none"> <li>Structures that have special functions or whose failure poses catastrophic risk to a large area, (e.g. 100 km<sup>2</sup>) or a large number of people (e.g. 100000)</li> <li>Major dams, extreme hazard facilities</li> </ul>

## Report

Date : 24 August 2017

To : Mayor and Councillors  
Tararua District Council

From : Craig Lunn  
Manager Regulatory Services

Subject : **Tararua District Council 2016-17 Annual Report to the Alcohol  
Regulatory and Licensing Authority**

Item No : **11.5**

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### **1. Reason for the Report**

- 1.1 Within three months after the end of every financial year, every territorial authority must prepare and send to the licensing authority a report of the proceedings and operations of its licensing committees during the year.
- 1.2 Section 199 of the Sale and Supply of Alcohol Act 2012 requires reports to be submitted prior to 30 September 2017. Comments in this report will be included in the Authority's annual report to Parliament.

### **2. Overview of District Licensing Committee Workload**

- 2.1 District Licensing Committee's structure and personnel:

Commissioner - David Lea

Secretary – Craig Lunn

Members - Maureen Reynolds, Kerry Sutherland and Nick Perry

Licensing Inspector – Clayton Locke

Committee Secretary - Joan Spencer

- 2.2 Any training undertaken relating to the Sale and Supply of Alcohol Act 2012:

- NIL

- 2.3 District Licensing Committee meetings or hearings:
- The Committee meet on the first Friday of each month to determine any applications. The Committee determined 165 applications in the 2016/17 year.
- 2.4 The Commissioner approves any urgent applications that fall between meetings.
- No hearings were held to determine opposed applications.
- 2.5 Any noticeable trends or issues faced by the District Licensing Committee:
- NIL
- 3. District Licensing Committee Initiatives**
- 3.1 New initiatives adopted or tried by the District Licensing Committee:
- NIL
- 4. Local Alcohol Policy**
- 4.1 The Tararua District Council has not developed a Local Alcohol Policy at this stage.
- 5. Current Legislation**
- 5.1 Any comment on the Sale and Supply of Alcohol Act 2012:
- The Tararua District Licensing Committee supports the proposed changes to the Sale and Supply of Alcohol Regulations 2013 to exclude the tobacco excise tax when determining a store's principal business. The Committee agree that increases in tobacco excise tax should not restrict small grocery stores from being able to sell alcohol.
  - The Tararua District Licensing Committee welcome the High Court appeal by the Medical Officer of Health on Authority Decision [2017] NZARLA PH 169 G B Hasler, to provide clarity on signage and advertising issues associated with Single Alcohol Areas.
- 6. Any other matters the Territorial Authority might wish to draw to the attention of the Authority**
- 6.1 NIL
- 7. Statistical Information**
- 7.1 Relevant statistical information is attached as appendices to this report.

## **8. Significance Assessment**

- 8.1 This item does not trigger the Council's significance and engagement policy, and it has no financial impacts on the approved Long Term Plan.

## **9. Conclusion**

- 9.1 The Council consider and adopt this annual report to the Alcohol Regulatory and Licensing Authority.

## **10. Recommendation**

- 10.1 ***That the report from the Secretary of the Tararua District Licensing Committee dated 24 August 2017 concerning the Tararua District Council 2016-17 Annual Report to the Alcohol Regulatory and Licensing Authority (as circulated) be received and adopted.***

## **Attachments**

1. Licensing Applications Received
2. Licensed Premises Register
3. Managers Certificate Register
4. Contact List of Tararua District Licensing Committee

## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL



MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

TOTAL TO PAY ARLA: \$3467.25

### On-license, off-license and club license applications received:

Application Type	Very Low	Low	Medium	High	Very High	Total
New On Licence	2	0	2	0	0	4
23 Aug 2016 400.2016.00005529.001 Tandoori India Investments Limited	BYO/Cinema/Class 3 Club/Theatre	On Lic before 02:01/Off Lic before 22:01		None		
Total weight: 2	\$17.25	\$0.00	\$0.00	\$0.00	\$0.00	
21 Oct 2016 400.2016.00005541.001 The Forge Restaurant Limited	BYO/Cinema/Class 3 Club/Theatre	On Lic before 02:01/Off Lic before 22:01		None		
Total weight: 2	\$17.25	\$0.00	\$0.00	\$0.00	\$0.00	
14 Feb 2017 400.2017.00005566.001 Trust House Limited	Func/Off Hotel/Tav/Clis2 Rest/Cl's Club	On Lic 02:01-03:01/Off Lic 22:01 +		None		
Total weight: 13	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
13 Jun 2017 400.2017.00005588.001 The Experience Collective	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01		None		
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
New Club Licence	1	0	0	0	0	1
29 Jul 2016 400.2016.00005524.001 Pahiatua Bowling Club Incorporated	BYO/Cinema/Class 3 Club/Theatre	On Lic before 02:01/Off Lic before 22:01		None		
Total weight: 2	\$17.25	\$0.00	\$0.00	\$0.00	\$0.00	
New Off Licence	0	1	4	0	0	5
13 Jun 2017 400.2017.00005589.001 The Experience Collective	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01		None		
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
07 Jun 2017 400.2017.00005587.001 Padda Enterprises Limited	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01		N/A		
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	





## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL

MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

On-license, off-license and club license applications received:

Application Type	Very Low	Low	Medium	High	Very High	Total
14 Feb 2017 400.2017.00005567.001 Trust House Limited	Func/Off Hotel,Tav/Clis2 Rest/Cl's Club		On Lic 02:01-03:01/Off Lic 22:01 +		None	
Total weight: 13	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
29 Nov 2016 400.2016.00005545.001 Ruahine Ports Limited	Class2 Club/Class3 Rest/Remote/Other		On Lic before 02:01/Off Lic before 22:01		None	
Total weight: 5	\$0.00	\$34.50	\$0.00	\$0.00	\$0.00	
26 Jul 2016 400.2016.00005523.001 B A Jensen Limited	Class1 Rest/LQ Store/NClub/Supermrkt/Tav		On Lic before 02:01/Off Lic before 22:01		None	
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
<b>Renewal of Club Licence</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>
14 Dec 2016 400.2011.00005059.001 Tui Point Pool & Darts Club Incorporated	BYO/Cinema/Class 3 Club/Theatre		On Lic before 02:01/Off Lic before 22:01		N/A	
Total weight: 2	\$17.25	\$0.00	\$0.00	\$0.00	\$0.00	
05 May 2017 400.2005.00002832.001 Aotea Sports Club Incorporated	BYO/Cinema/Class 3 Club/Theatre		On Lic before 02:01/Off Lic before 22:01		None	
Total weight: 2	\$17.25	\$0.00	\$0.00	\$0.00	\$0.00	
14 Sep 2016 400.2012.00005220.001 Dannevirke Golf Club Incorporated	BYO/Cinema/Class 3 Club/Theatre		On Lic before 02:01/Off Lic before 22:01		None	
Total weight: 2	\$17.25	\$0.00	\$0.00	\$0.00	\$0.00	
14 Jul 2016 400.2010.00002249.001 Woodville Bowling Club Incorporated	BYO/Cinema/Class 3 Club/Theatre		On Lic before 02:01/Off Lic before 22:01		None	
Total weight: 2	\$17.25	\$0.00	\$0.00	\$0.00	\$0.00	
12 May 2017 400.2008.00003302.001 Bush Multisport Trust	Class2 Club/Class3 Rest/Remote/Other		On Lic before 02:01/Off Lic before 22:01		None	
Total weight: 5	\$0.00	\$34.50	\$0.00	\$0.00	\$0.00	
21 Apr 2017 400.2010.00004304.001 Norsewood Golf Club Incorporated	BYO/Cinema/Class 3 Club/Theatre		On Lic before 02:01/Off Lic before 22:01		None	
Total weight: 2	\$17.25	\$0.00	\$0.00	\$0.00	\$0.00	

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Page 2 of 10

## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL



MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

On-license, off-license and club license applications received:

Application Type	Very Low	Low	Medium	High	Very High	Total
Renewal On Licence	1	0	9	1	0	11
10 Feb 2017 400.2010.00004286.001	Norsewood Crown Hotel 2015 Limited	Func/Off Hotel,Tav/Cls2 Rest/Cl's Club	On Lic 02:01-03:01/Off Lic 22:01	One		
Total weight: 23	\$0.00	\$0.00	\$0.00	\$86.25	\$0.00	
21 Nov 2016 400.2007.00003593.001	Ormondville Tavern Limited	Func/Off Hotel,Tav/Cls2 Rest/Cl's Club	On Lic 02:01-03:01/Off Lic 22:01	None		
Total weight: 13	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
18 Apr 2017 400.2016.00005501.001	Stalco Limited	Func/Off Hotel,Tav/Cls2 Rest/Cl's Club	On Lic 02:01-03:01/Off Lic 22:01	None		
Total weight: 13	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
21 Oct 2016 400.2015.00005458.001	Pongaroa Hotel 2014 Limited	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01	None		
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
29 Nov 2016 400.2010.00005036.001	DB Breweries Limited	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01	N/A		
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
24 Aug 2016 400.2007.00004098.001	Brighton Co Limited	Class2 Club/Class3 Rest/Remote/Other	On Lic 02:01-03:01/Off Lic 22:01	None		
Total weight: 8	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
22 Feb 2017 400.2015.00005467.001	Helen Joyce Upson	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01	None		
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
26 Aug 2016 400.2015.00005437.001	Nepnz Limited	BYO/Cinema/Class 3 Club/Theatre	On Lic before 02:01/Off Lic before 22:01	None		
Total weight: 2	\$17.25	\$0.00	\$0.00	\$0.00	\$0.00	
19 Sep 2016 400.2015.00005453.001	Michael Richard Shale	Func/Off Hotel,Tav/Cls2 Rest/Cl's Club	On Lic before 02:01/Off Lic before 22:01	None		
Total weight: 10	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	

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<http://scrappy/ReportServer/LIVE/Licensing/Monthly Alcohol Fee Report>

Page 3 of 10



## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL



MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

On-license, off-license and club license applications received:

Application Type	Very Low	Low	Medium	High	Very High	Total
21 Oct 2016 400.2015.00005452.001 Vietnew Corporation Limited	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	None	
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
08 Nov 2016 400.2010.00005033.001 The Partnership of Robert Hendrick Jan and Lorraine Maragaret de Visser	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	None	
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
Renewal of Off Licence	0	0	6	1	0	7
18 Apr 2017 400.2016.00005502.001 Stalco Limited	Func/Off Hotel,Tav/Clis2 Rest/Cl's Club	On Lic 02:01-03:01/Off Lic 22:01	On Lic 02:01-03:01/Off Lic 22:01	On Lic 02:01-03:01/Off Lic 22:01	None	
Total weight: 13	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
08 Nov 2016 400.2009.00004199.001 The Partnership of Robert Hendrick Jan and Lorraine Margaret de Visser	Func/Off Hotel,Tav/Clis2 Rest/Cl's Club	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	None	
Total weight: 10	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
23 Feb 2017 400.2005.00002585.001 Trust House Limited	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	None	
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
24 Aug 2016 400.2007.00002194.001 Bringhton Co Limited	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic 02:01-03:01/Off Lic 22:01	On Lic 02:01-03:01/Off Lic 22:01	On Lic 02:01-03:01/Off Lic 22:01	None	
Total weight: 18	\$0.00	\$0.00	\$0.00	\$86.25	\$0.00	
21 Oct 2016 400.2015.00005459.001 Pongaroa Hotel 2014 Limited	Func/Off Hotel,Tav/Clis2 Rest/Cl's Club	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	None	
Total weight: 10	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
18 Apr 2017 400.2013.00005292.001 Catherine Mary Whitta	Class1 Rest/LQ Store/NClub/Supermrkt/Tav	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	On Lic before 02:01/Off Lic before 22:01	None	
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	

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<http://scrappy/ReportServer/LIVE/Licensing/Monthly Alcohol Fee Report>

Page 4 of 10

## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL



MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

### On-license, off-license and club license applications received:

Application Type	Very Low	Low	Medium	High	Very High	Total
11 Feb 2017 400.2010.00004287.001 Norsewood Crown Hotel 2015 Limited	Func/Off Hotel, Tav/Cls2 Rest/Cl's Club		On Lic all other closing times		None	
Total weight: 15	\$0.00	\$0.00	\$51.75	\$0.00	\$0.00	
Total Number: 9 2 21 2 0 34						
Total Fee paid to ARLA (GST incl) \$155.25 \$69.00 \$1,086.75 \$172.50 \$0.00 \$1,483.50						

### Managers' certificate applications received:

Application Type	Number received
New Manager Certificate	23
16 Aug 2016 401.2016.00005191.001 Albert Arts	
19 Aug 2016 401.2016.00005192.001 Leslie Henry Webster	
11 Aug 2016 401.2016.00005190.001 Teneisha Alice Puki	
01 Sep 2016 401.2016.00005193.001 Craig Carter	
09 Sep 2016 401.2016.00005194.001 Honey Wetere	
08 Aug 2016 401.2016.00005189.001 Natasha May Lilo	
25 Jul 2016 401.2016.00005187.001 Veronica Anne Davidson	
22 Sep 2016 401.2016.00005195.001 Gina Marie Urwin	
17 Nov 2016 401.2016.00005203.001 Joanne Marie Oswald-Keen	
27 Sep 2016 401.2016.00005196.001 Cong Binh Van	
10 Oct 2016 401.2016.00005197.001 Suja Sunar VK	
21 Oct 2016 401.2016.00005198.001 Abbie Louise Walshe	
26 Oct 2016 401.2016.00005199.001 Sarah Jane Polglase-Wills	
26 Oct 2016 401.2016.00005200.001 Brendon James Joseph Matthews	
09 Feb 2017 401.2017.00005205.001 Sherilee Dallas Lorraine Chasland	

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<http://scrappy/ReportServer/LIVE/Licensing/Monthly Alcohol Fee Report>

Page 5 of 10



## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL

MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

### Managers' certificate applications received:

Application Type	Number received
27 Feb 2017 401.2017.00005206.001 Helana Mary Durbin	
27 Feb 2017 401.2017.00005207.001 Sandeep Singh	
14 Dec 2016 401.2016.00005204.001 Rebecca Louise Smith	
30 Mar 2017 401.2017.00005208.001 Kylee Jean Jope	
05 Apr 2017 401.2017.00005209.001 Tyla Renee Carrington-Morse	
19 Apr 2017 401.2017.00005210.001 Emma Moody	
25 May 2017 401.2012.00005080.001 Donna Maree Howse	
29 Jun 2017 401.2017.00005213.001 Laurie Jane Painter	
<b>Renewal of Manager Certificate</b>	<b>46</b>
13 Jul 2016 401.2007.00003485.001 Alan William Fulton	
29 Jul 2016 401.2007.00003197.001 Ceri Anne Treder	
24 Aug 2016 401.2007.00002791.001 Caroline Anne Charlton	
11 Aug 2016 401.2012.00005073.001 Deborah May Russell	
27 Sep 2016 401.2007.00003342.001 Toni Marie Garrett	
27 Sep 2016 401.2007.00003551.001 Richard Ivan Boyce	
19 Sep 2016 401.2007.00003473.001 Barry John Archibald	
19 Sep 2016 401.2007.00003532.001 Julie Timmins	
05 Sep 2016 401.2007.00002899.001 Jeanette Aporena MacFarlane	
26 Aug 2016 401.2015.00005160.001 Andrew Cedric Poulton	
01 Sep 2016 401.2015.00005158.001 Anihaere Makarini Hill	
01 Sep 2016 401.2015.00005159.001 John Wynter Blathwayt	
21 Oct 2016 401.2007.00003533.001 Sharmayne Jean Franssen	
12 Oct 2016 401.2015.00005163.001 Karen Lee Metekingi	
08 Nov 2016 401.2016.00005201.001 Michael Richard Shale	
10 Nov 2016 401.2015.00005170.001 Kylie Jane Bourke	

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<http://scrappy/ReportServer/LIVE/Licensing/Monthly Alcohol Fee Report>

Page 6 of 10





## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL

MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

Managers' certificate applications received:

Application Type	Number received
27 Oct 2016 401.2007.00002075.001 Donald Phil Speedy	
27 Oct 2016 401.2007.00002076.001 Denise Elsie Speedy	
07 Nov 2016 401.2007.00003349.001 Nicolette Rose Holdem	
11 Jul 2016 401.2007.00003198.001 Mathew James Hickey	
16 Sep 2016 401.2015.00005152.001 James Patrick Anthony Molloy	
10 Oct 2016 401.2007.00002797.001 Margaret Eileen Pomana	
19 Aug 2016 401.2015.00005162.001 David Harding	
14 Dec 2016 401.2007.00002683.001 Colin Gillott	
08 Feb 2017 401.2016.00005175.001 Nicola Marie McLean	
23 Aug 2016 401.2007.00002792.001 Matthew Rex Charlton	
30 Nov 2016 401.2015.00005169.001 Karina Grace Smith	
16 Nov 2016 401.2016.00005202.001 Pradeep Singh	
16 Jan 2017 401.2015.00005171.001 Heather Renee Elms	
26 May 2017 401.2017.00005212.001 Manpreet Kaur	
28 May 2017 401.2016.00005179.001 Samantha Olive Brandon	
09 May 2017 401.2008.00003421.001 Brian Ferguson Smith	
15 Dec 2016 401.2010.00005020.001 Kathryn Marie Fenning	
03 May 2017 401.2016.00005176.001 Angela Marie Wickham	
03 May 2017 401.2016.00005177.001 Monnette Loma Taffs	
22 Feb 2017 401.2016.00005173.001 Helen Joyce Upson	
06 Apr 2017 401.2013.00005085.001 Maree Nordolf	
24 Feb 2017 401.2012.00005078.001 Natalie Rose Colleen Burt	
14 Nov 2016 401.2009.00004226.001 Nicola Rae O'Leary	
19 Apr 2017 401.2010.00004325.001 Margaret Treacy	
20 Feb 2017 401.2014.00005117.001 Tanmay Rambhai Patel	
06 Apr 2017 401.2008.00003711.001 Denise Mitchell	

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<http://scrappy/ReportServer/LIVE/Licensing/Monthly Alcohol Fee Report>

Page 7 of 10



## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL

MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

### Managers' certificate applications received:

Application Type	Number received
06 Apr 2017 401.2008.00003712.001 Garry Ross Hasler	
16 May 2017 401.2013.00005087.001 Linda Margaret Burrell	
18 May 2017 401.2017.00005211.001 Sharon Pearl Willoughby	
29 Jun 2017 401.2017.00005214.001 Sujan VK	
<b>Total number</b>	<b>69</b>
<b>Total Fee paid to ARLA (GST incl)</b>	<b>\$1983.75</b>

### Special license applications received:

Application Type	Class 1	Class 2	Class 3
Special Licence	3	21	34
19 Jun 2017 400.2017.00005590.001 Woodville Clay Target Club		Class Three	
11 Apr 2017 400.2017.00005576.001 Pukaha Mount Bruce Board		Class One	
24 Feb 2017 400.2017.00005568.001 Alan Bruce Snell		Class Three	
24 Feb 2017 400.2017.00005569.001 Tararua Club Inc		Class Two	
11 Feb 2017 400.2017.00005562.001 Kumeroa Dog Trial Club		Class Three	
11 Feb 2017 400.2017.00005563.001 Makotuku Dog Trial Club Room		Class Three	
11 Feb 2017 400.2017.00005564.001 Akitio Boating Club		Class Three	
04 May 2017 400.2017.00005580.001 Dannevirke Squash Club		Class Three	
27 Apr 2017 400.2017.00005577.001 Stalco Limited		Class Two	
02 May 2017 400.2017.00005578.001 Creative Catering		Class Two	
02 May 2017 400.2017.00005579.001 Pahiatua Repertory Society Inc		Class Two	
16 May 2017 400.2017.00005584.001 Tararua Club Incorporated		Class Two	
05 May 2017 400.2017.00005581.001 Ruahine School PFK Committee		Class Two	
05 May 2017 400.2017.00005582.001 Creative Catering		Class Two	
08 May 2017 400.2017.00005583.001 Bush Multisport Trust		Class Three	
01 Jun 2017 400.2017.00005585.001 Puketoi Young Farmers		Class Two	
20 Jan 2017 400.2017.00005556.001 Wainui Valley Dog Trial Club		Class Three	

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<http://scrappy/ReportServer/LIVE/Licensing/Monthly Alcohol Fee Report>

Page 8 of 10





## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL

MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

Special license applications received:

Application Type	Class 1	Class 2	Class 3
24 Jan 2017 400.2017.00005559.001 Akitio Sheep Dog Trial Club		Class Three	
02 Feb 2017 400.2017.00005560.001 Dannevirke Services and Citizens Club Inc		Class Three	
08 Feb 2017 400.2017.00005561.001 Dannevirke Theatre Company		Class Two	
14 Dec 2016 400.2016.00005548.001 Dannevirke and District Dog Trial Club		Class Three	
05 Dec 2016 400.2016.00005547.001 Creative Catering		Class One	
16 Dec 2016 400.2016.00005549.001 Weber Sheep Dog Trial Club		Class Three	
16 Dec 2016 400.2016.00005550.001 Pukaha Mt Bruce Board		Class Three	
23 Dec 2016 400.2016.00005551.001 Dannevirke Golf Club Inc		Class Three	
04 Jan 2017 400.2017.00005552.001 Dannevirke Tennis Club		Class Two	
11 Jan 2017 400.2017.00005553.001 Pahiatua Makuri Dog Trail Club		Class Three	
12 Jan 2017 400.2017.00005554.001 Creative Catering		Class Two	
13 Jan 2017 400.2017.00005555.001 Bush Multisport Trust		Class Three	
17 Feb 2017 400.2017.00005565.001 Junction Wines		Class Three	
15 Mar 2017 400.2017.00005570.001 Dannevirke Hunt Club Inc		Class Three	
15 Mar 2017 400.2017.00005571.001 Puketoi Rugby Club		Class Two	
15 Mar 2017 400.2017.00005572.001 Norsewood Crown Hotel 2015 Ltd		Class Three	
15 Mar 2017 400.2017.00005573.001 Papatawa School Board of Trustees		Class Three	
24 Mar 2017 400.2017.00005574.001 Pongaroa Hotel 2014 Ltd		Class Two	
30 Mar 2017 400.2017.00005575.001 Lorraine and Robert De Visser		Class Three	
12 Oct 2016 400.2016.00005540.001 Tararua Club Inc		Class Two	
29 Sep 2016 400.2016.00005537.001 Bush Multisport Trust		Class Three	
10 Oct 2016 400.2016.00005538.001 Dannevirke Bowling Club Inc		Class Three	
10 Oct 2016 400.2016.00005539.001 Michael Vincent Love		Class Three	
05 Jul 2016 400.2016.00005520.001 Tararua Club Inc		Class Two	

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<http://scrappy/ReportServer/LIVE/Licensing/Monthly Alcohol Fee Report>

Page 9 of 10



## TERRITORIAL AUTHORITY: TARARUA DISTRICT COUNCIL

MONTHLY RETURN FOR MONTH ENDING: 30 Jun 2017

### Special license applications received:

Application Type	Class 1	Class 2	Class 3
08 Nov 2016 400.2016.00005542.001 Pukaha Mt Bruce Board		Class Three	
11 Nov 2016 400.2016.00005543.001 Tararua Club Inc		Class Two	
05 Jul 2016 400.2016.00005519.001 Woodville Pahiatua Racing Club Inc		Class One	
30 Nov 2016 400.2016.00005546.001 Central and Southern Hawkes Bay Showjumping Group		Class Three	
24 Nov 2016 400.2016.00005544.001 Dannevirke Golf Club Inc		Class Two	
14 Sep 2016 400.2016.00005532.001 Bush Rock and Roll		Class Three	
14 Sep 2016 400.2016.00005533.001 McGriggs Limited		Class Three	
12 Sep 2016 400.2016.00005531.001 Bush Multisport Trust		Class Three	
22 Sep 2016 400.2016.00005535.001 Emma Kara Newborn		Class Three	
22 Sep 2016 400.2016.00005536.001 Emma Kara Newborn		Class Three	
19 Sep 2016 400.2016.00005534.001 Dannevirke Tennis Club		Class Two	
26 Aug 2016 400.2016.00005530.001 Dannevirke Golf Club Inc		Class Three	
09 Aug 2016 400.2016.00005526.001 Tararua Club Incorporated		Class Three	
12 Aug 2016 400.2016.00005527.001 Dannevirke Theatre Company		Class Two	
16 Aug 2016 400.2016.00005528.001 Irie Nation Events Limited		Class Two	
14 Jul 2016 400.2016.00005522.001 Pongaroa Fire Brigade		Class Two	
13 Jul 2016 400.2016.00005521.001 Dannevirke Golf Club Inc		Class Three	

### Temporary authority applications received:

Application Type	Number received
Temporary Authority	4

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<http://scrappy/ReportServer/LIVE/Licensing/Monthly Alcohol Fee Report>

Page 10 of 10



## Licensed Premises Register(LICP,LICA) as at 01-Aug-2017

Total Premises:68



Expiry Date: > 01 Aug 2015

Doc No	Premises Name	Type	Site Address	Licensee Name	Expiry Date	Month	Status
5587	Big Barrel Pahiatua	OFF	163 Main St Pahiatua	Padda Enterprises Ltd			In Progress
5588	DB Brewery	ON	Kohinui Rd Pahiatua	The Experience Collective Ltd			In Progress
5589	DB Brewery	OFF	Kohinui Rd Pahiatua	The Experience Collective Ltd			In Progress
2832	Aotea Sports Club	CLUB	Makirikiri Rd Dannevirke	Aotea Sports Club Inc	29 May 2017	5	In Progress
5295	Eketahuna Bottle Store	OFF	25 Main St Eketahuna	Dipen Trading Limited	17 Jun 2017	6	In Progress
2842	Dannevirke Services & Citizens Club	OFF	Princess St Dannevirke	Dannevirke Services and Citizens Club Inc	28 Aug 2017	8	Active Licence
5523	Woodville Four Square	OFF	90 Vogel St Woodville	B A Jensen Ltd	29 Aug 2017	8	Active Licence
5524	Pahiatua Bowling Club	CLUB	Paterson St Pahiatua	Pahiatua Bowling Club	11 Oct 2017	10	Active Licence
2205	Mangatera Hotel	ON	391 High St Dannevirke	Speedy D P and D E	12 Nov 2017	11	Active Licence
2206	Mangatera Hotel	OFF	391 High St Dannevirke	Speedy D P and D E	12 Nov 2017	11	Active Licence
5541	The Forge Restaurant	ON	139 High St Dannevirke	The Forge Restaurant Ltd	02 Dec 2017	12	Active Licence
5316	Culinary Vista	OFF	74 Vogel St Woodville	Culinary Vista Limited	11 Dec 2017	12	Active Licence
5293	Big Barrel Dannevirke	OFF	145 High St Dannevirke	Big Barrel Enterprises Ltd	22 Jan 2018	1	Active Licence
5545	Ruahine Ports	OFF	609 Tipapakuku Rd Dannevirke	Ruahine Ports Ltd	09 Feb 2018	2	Active Licence
3374	The Black Stump Cafe and Harrows Restaurant	ON	106 Main St Pahiatua	Mr G G Franklin	16 Feb 2018	2	Active Licence
5042	The Black Stump Cafe in Dannevirke	ON	21 High St Dannevirke	Wei Xin Investment Ltd	21 Feb 2018	2	Active Licence
3940	New World Pahiatua	OFF	Main St Pahiatua	McGriggs Ltd	28 Mar 2018	3	Active Licence
5566	Post Office Hotel	ON	164 Main St Pahiatua	Trust House Ltd	26 Apr 2018	4	Active Licence
5567	Post Office Hotel	OFF	164 Main St Pahiatua	Trust House Ltd	26 Apr 2018	4	Active Licence
3443	Club Hotel	OFF	81 Main St Pahiatua	Mr B F Smith	20 May 2018	5	Active Licence

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<http://scrappyReportServer/LIVE/Licensing/Licensed Premises Register>

Page 1 of 3



5198	Club Hotel	ON	81 Main St Pahiatua	Mr B F Smith	20 May 2018	5	Active Licence
2191	Eketahuna Club Inc	CLUB	Herbert St Eketahuna	Eketahuna Club Inc	23 Jul 2018	7	Active Licence
2204	Makuri Country Club	CLUB	Coonor Rd Pahiatua	Makuri Country Club	23 Jul 2018	7	Active Licence
2242	Tararua Club	CLUB	15 Tararua St Pahiatua	Tararua Club Inc	23 Jul 2018	7	Active Licence
3782	Dannevirke Services & Citizens Club	CLUB	Princess St Dannevirke	Dannevirke Services and Citizens Club Inc	23 Jul 2018	7	Active Licence
2222	Pongaroa Golf Club	CLUB	Pahiatua Pongaroa Rd Pahiatua	Pongaroa Golf Club	25 Jul 2018	7	Active Licence
2182	Dannevirke Bowling Club Inc.	CLUB	19 Waterloo St Dannevirke	Dannevirke Bowling Club Inc	25 Jul 2018	7	Active Licence
2218	Pahiatua Golf Club	CLUB	State Highway 2 Pahiatua	Pahiatua Golf Club	25 Jul 2018	7	Active Licence
5168	Tararua Squash Club	CLUB	Huxley St Pahiatua	Tararua Squash Club	02 Aug 2018	8	Active Licence
5365	Beach Haven Inn	ON	12 Seaview Rd Dannevirke	Mrs L J Bloom	06 Aug 2018	8	Active Licence
2192	Eketahuna Golf Club	CLUB	Macara St Eketahuna	Eketahuna Golf Club	08 Aug 2018	8	Active Licence
2193	Eketahuna Rugby Football Club	CLUB	Alfredton Rd Eketahuna	Eketahuna Rugby Football Club	08 Aug 2018	8	Active Licence
2172	Akitio Boating Club	CLUB	53 Akitio Esp Dannevirke	Akitio Boating Club Inc	14 Aug 2018	8	Active Licence
5121	Dannevirke New World	OFF	8 Barraud St Dannevirke	Hasler G and B Ltd	24 Aug 2018	8	Active Licence
5111	Bridge Cafe	ON	91 Gorge Rd Pahiatua	Ms R J Algje	29 Aug 2018	8	Active Licence
2257	Dannevirke Sports Club	CLUB	High St Dannevirke	Dannevirke Sports Club	05 Nov 2018	11	Active Licence
2226	Post Office Hotel	OFF	33 Arthur St Pahiatua	Bourke K P and A J Family Trust	17 Nov 2018	11	Active Licence
5173	Post Office Hotel	ON	33 Arthur St Pahiatua	Bourke K P and A J Family Trust	17 Nov 2018	11	Active Licence
5390	New Central Motor Inn	ON	61 Vogel St Woodville	KFT Ltd	01 Dec 2018	12	Active Licence
5391	New Central Motor Inn	OFF	61 Vogel St Woodville	KFT Ltd	01 Dec 2018	12	Active Licence
2253	Woodville Four Square	OFF	90 Vogel St Woodville	Mr J A van Tuyl	17 Dec 2018	12	Active Licence
3522	The Woodville Hotel	ON	McLean St Woodville	Talisman Developments Ltd	22 Dec 2018	12	Active Licence
3523	The Woodville Hotel	OFF	McLean St Woodville	Talisman Developments Ltd	22 Dec 2018	12	Active Licence
3130	Cape Turnagain Golf Club	CLUB	Seaview Rd Dannevirke	Cape Turnagain Golf Club Inc	20 Jun 2019	6	Active Licence



5442	Four Square Dannevirke	OFF	247 High St Dannevirke	RTST Ltd	22 Jun 2019	6	Active Licence
2249	Woodville Bowling Club	CLUB	30 Vogel St Woodville	Woodville Bowling Club	25 Jul 2019	7	Active Licence
5437	Red Chillies	ON	84 Main St Pahiatua	Nepnz Ltd	15 Sep 2019	9	Active Licence
2194	Bottle-O Dannevirke	OFF	10 Ward St Dannevirke	Brighton Co Ltd	28 Sep 2019	9	Active Licence
4098	The Barrelhouse	ON	10 Ward St Dannevirke	Brighton Co Ltd	28 Sep 2019	9	Active Licence
5453	Eketahuna Inn	ON	Bengston St Eketahuna	Mr M R Shale	07 Oct 2019	10	Active Licence
5220	Dannevirke Golf Club	CLUB	Tararua District	Dannevirke Golf Club Inc	08 Oct 2019	10	Active Licence
5452	Saigon Restaurant and Bar	ON	2 Barraud St Dannevirke	Vietnew Corporation Limited	06 Nov 2019	11	Active Licence
5458	Pongaroa Hotel	ON	10810 Route 52 Pongaroa	Pongaroa Hotel 2014	11 Nov 2019	11	Active Licence
5459	Pongaroa Hotel	OFF	10810 Route 52 Pongaroa	Pongaroa Hotel 2014	11 Nov 2019	11	Active Licence
4199	Wimbledon Tavern	OFF	6353 Route 52 Dannevirke	De Visser R H J and L M	02 Dec 2019	12	Active Licence
5033	Wimbledon Tavern	ON	6353 Route 52 Dannevirke	De Visser R H J and L M	02 Dec 2019	12	Active Licence
3593	Settlers Arms Tavern	ON	1122 Matamau Ormondville Rd Dannevirke	Mr R A Boyce	17 Dec 2019	12	Active Licence
5036	Tui HQ	ON	Kohinui Rd Pahiatua	DB Breweries Ltd	17 Dec 2019	12	Active Licence
5467	Black Dog	ON	835 Matamau Ormondville Rd Dannevirke	Ms H J Upson	01 Mar 2020	3	Active Licence
4286	Norsewood Crown Hotel	ON	21 Coronation St Dannevirke	Ms A G Freimann	17 Mar 2020	3	Active Licence
4287	Norsewood Crown Hotel	OFF	21 Coronation St Dannevirke	Ms A G Freimann	17 Mar 2020	3	Active Licence
5059	The Shed	CLUB	4 Edward St Pahiatua	Tui Point Pool and Darts Club	23 Mar 2020	3	Active Licence
2585	The Bottle - O Pahiatua	OFF	163 Main St Pahiatua	Trust House Ltd	30 Mar 2020	3	Active Licence
4304	Norsewood Golf Club	CLUB	Kopua Rd Dannevirke	Norsewood Golf Club Inc	30 Apr 2020	4	Active Licence
5501	Merrylees Hotel	ON	Hall St Dannevirke	Stalco Ltd	06 May 2020	5	Active Licence
5502	Merrylees Hotel	OFF	Hall St Dannevirke	Stalco Ltd	06 May 2020	5	Active Licence
5292	Akitio Beach Store	OFF	55 Akitio Esp Pongaroa	Mrs C Whitta	17 May 2020	5	Active Licence
3302	Bush Sports Park and Stadium Pahiatua	CLUB	Huxley St Pahiatua	Bush Multisports Trust	19 May 2020	5	Active Licence



## Managers Certificates (Active) Register as at 01-Aug-2017

Doc No	Managers Name	Type	Licence No	Date of Issue	Expiry Date
48	Certs expiring in 2017				
4000	Mrs C L O'Connor		41/CERT/4000/2014	11-Aug-2008	04-Aug-2017
3198	Mr M J Hickey		41/CERT/3198/2016	16-Aug-2007	06-Aug-2017
5185	Mr A P Brown		41/CERT/5185/2017	08-Aug-2016	08-Aug-2017
5186	Miss M MacDonald		41/CERT/5186/2017	08-Aug-2016	08-Aug-2017
5183	Miss C V Pratt		41/CERT/5183/2017	08-Aug-2016	08-Aug-2017
5002	Mr R J Howearth		41/CERT/5002/2014	20-Aug-2010	20-Aug-2017
5001	E Boyce		41/CERT/5001/2014	20-Aug-2010	20-Aug-2017
3490	Mrs V N Smith		41/CERT/3490/2017	27-Aug-2007	27-Aug-2017
5133	Mr A Singh		41/CERT/5133/2014	30-Aug-2013	30-Aug-2017
5187	Mrs V A Davidson		41/CERT/5187/2016	01-Sep-2016	01-Sep-2017
5188	Mr J J Armstrong		41/CERT/5188/2017	01-Sep-2016	01-Sep-2017
5098	Mr B J Williams		41/CERT/5098/2014	17-Sep-2013	17-Sep-2017
5099	Mr S D Paewai		41/CERT/5099/2014	17-Sep-2013	17-Sep-2017
5100	Ms C A Moynihan		41/CERT/5100/2014	18-Sep-2013	18-Sep-2017
5103	Mrs P T Patel		41/CERT/5103/2014	18-Sep-2013	18-Sep-2017
5107	Mrs M M Patel		41/CERT/5107/2014	20-Sep-2013	20-Sep-2017
3661	Sally Marie Engi		41/CERT/3661/2014	24-Sep-2007	24-Sep-2017
3818	S K Epiha		41/CERT/3818/2014	24-Sep-2007	24-Sep-2017
3823	Mrs S Herbert		41/CERT/3823/2014	23-Sep-2008	24-Sep-2017
3821	Miss A M Herbert		41/CERT/3821/2014	23-Sep-2008	24-Sep-2017
5191	Mr A Arts		41/CERT/5191/2016	28-Sep-2016	28-Sep-2017

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Page 1 of 8



5192	Mr L H Webster			41/CERT/5192/2016	29-Sep-2016	29-Sep-2017
5008	Ms K N Gunson			41/CERT/5008/2014	04-Oct-2010	04-Oct-2017
4338	P Shanahan			41/CERT/4338/2014	19-Oct-2010	19-Oct-2017
5190	Miss T A Puki			41/CERT/5190/2016	21-Oct-2016	21-Oct-2017
5196	Mr B C Van			41/CERT/5196/2016	21-Oct-2016	21-Oct-2017
3709	Mr J E Sutherland			41/CERT/3709/2014	22-Oct-2008	31-Oct-2017
5189	Miss N M Lilo			41/CERT/5189/2016	09-Nov-2016	09-Nov-2017
5004	Miss K G Pinfold			41/CERT/5004/2014	15-Nov-2010	15-Nov-2017
5013	Ms A J Matthews			41/CERT/5013/2014	15-Nov-2010	15-Nov-2017
2668	Mr P J Bunn			41/CERT/2668/2014	12-Nov-2008	16-Nov-2017
3839	Mrs A J Hollis			41/CERT/3839/2014	09-Jan-2009	23-Nov-2017
3714	Mrs E A Smith			41/CERT/3714/2014	12-Nov-2008	23-Nov-2017
3840	Miss K A Smith			41/CERT/3840/2014	09-Jan-2009	23-Nov-2017
5101	Miss D Raleigh			41/CERT/5101/2014	27-Nov-2013	27-Nov-2017
5050	Ms D B Chubb			41/CERT/5050/2014	29-Nov-2011	29-Nov-2017
5194	Miss H Wetere			41/CERT/5194/2016	05-Dec-2016	05-Dec-2017
5197	Mrs S Sunar VK			41/CERT/5197/2016	05-Dec-2016	05-Dec-2017
5198	Miss A L Walshe			41/CERT/5198/2016	05-Dec-2016	05-Dec-2017
5200	Mr B J Matthews			41/CERT/5200/2016	05-Dec-2016	05-Dec-2017
5193	Mr C Carter			41/CERT/5193/2016	05-Dec-2016	05-Dec-2017
5195	Ms G M Urwin			41/CERT/5195/2016	05-Dec-2016	05-Dec-2017
5199	Miss S J Polglase Wills			41/CERT/5199/2016	05-Dec-2016	05-Dec-2017
5018	Ms A Phelps			41/CERT/5018/2014	08-Dec-2010	08-Dec-2017
5016	Ms A J Frida			41/CERT/5016/2014	09-Dec-2010	09-Dec-2017
5106	M D Cavis			41/CERT/5106/2014	11-Dec-2013	11-Dec-2017
5104	Ms R A Houghton			41/CERT/5104/2014	11-Dec-2013	11-Dec-2017
5075	Mr O Singh			41/CERT/5075/2014	12-Dec-2012	12-Dec-2017

55	Certs expiring in 2018				
5019	Chai Jingying	41/CERT/5019/2015	11-Jan-2011	11-Jan-2018	
5110	Ms M J Liddle	41/CERT/5110/2015	16-Jan-2014	16-Jan-2018	
5145	Ms L T Kyte	41/CERT/5145/2015	17-Feb-2015	12-Feb-2018	
5145	Ms L T Kyte	41/DEC/22/2015	17-Feb-2015	12-Feb-2018	
3898	Mrs D H Fergus	41/CERT/3898/2015	26-Jan-2009	18-Feb-2018	
5203	Mrs J M Oswald Keen	41/CERT/5203/2017	09-Mar-2017	09-Mar-2018	
5204	Miss R L Smith	41/CERT/5204/2017	09-Mar-2017	09-Mar-2018	
2112	Mr G G Franklin	41/CERT/2112/2015	25-Feb-2009	12-Mar-2018	
3885	Mr P Shaw	41/CERT/3885/2015	06-Mar-2009	18-Mar-2018	
5114	Mr M Klima	41/CERT/5114/2014	19-Mar-2014	19-Mar-2018	
5116	Ms V Broughton	41/CERT/5116/2014	27-Mar-2014	27-Mar-2018	
5120	Mr J Song	41/CERT/5120/2014	27-Mar-2014	27-Mar-2018	
2737	C C Richards	41/CERT/2737/2015	06-Mar-2009	31-Mar-2018	
3929	Mrs R A Griggs	41/CERT/3929/2015	01-May-2009	31-Mar-2018	
5149	Miss T A de Vries	41/CERT/5149/2015	31-Mar-2015	07-Apr-2018	
5115	Mrs H E McLraith	41/CERT/5115/2014	07-Apr-2014	07-Apr-2018	
5206	Mrs H M Durbin	41/CERT/5206/2017	10-Apr-2017	10-Apr-2018	
5207	Mr S Singh	41/CERT/5207/2017	10-Apr-2017	10-Apr-2018	
5205	Miss S D Chasland	41/CERT/5205/2017	10-Apr-2017	10-Apr-2018	
3937	Ms K Brewer	41/CERT/3937/2015	17-Mar-2009	11-Apr-2018	
2940	Mrs J M Jones	41/CERT/2940/2015	22-Apr-2009	12-Apr-2018	
5123	Mrs L M Roberts	41/CERT/5123/2014	16-Apr-2014	16-Apr-2018	
5108	Mr R W Dinnan	41/CERT/5108/2014	17-Apr-2014	17-Apr-2018	
5027	Mrs D J Bell	41/CERT/5027/2015	27-Apr-2011	27-Apr-2018	
2855	Ms A G Freimann	41/CERT/2855/2015	08-Apr-2009	30-Apr-2018	
5113	Ms L Cutter	41/CERT/5113/2015	02-May-2014	02-May-2018	



5208	Ms K J Jope	41/CERT/5208/2017	10-May-2017	10-May-2018
5209	Miss T R Carrington-Morse	41/CERT/5209/2017	10-May-2017	10-May-2018
5210	Ms E Moody	41/CERT/5210/2017	10-May-2017	10-May-2018
5121	Mr J L Heagney	41/CERT/5121/2015	19-May-2014	19-May-2018
5154	Mr S B Pandya	41/CERT/5154/2015	21-May-2015	26-May-2018
3388	Mrs D F Shanahan	41/CERT/3388/2015	01-May-2009	27-May-2018
5029	Miss A L Worthington	41/CERT/5029/2015	27-May-2011	27-May-2018
5122	Mrs J L England	41/CERT/5122/2015	08-May-2014	28-May-2018
2746	Ms A J Bourke	41/CERT/2746/2015	04-Jun-2009	02-Jun-2018
5105	Mr P M Cleghorn	41/CERT/5105/2014	04-Jun-2014	04-Jun-2018
5127	Miss W Campbell	41/CERT/5127/2014	10-Jun-2014	10-Jun-2018
5080	Ms D M Howse	41/CERT/5080/2017	13-Jun-2017	13-Jun-2018
5032	Miss T K La Dette	41/CERT/5032/2015	20-Jun-2011	20-Jun-2018
3956	Miss A Paterson	41/CERT/3956/2015	01-Jul-2009	25-Jun-2018
5126	Mr W E Sorensen	41/CERT/5126/2014	26-Jun-2014	26-Jun-2018
5036	Ms R J Algie	41/CERT/5036/2015	30-Jun-2011	30-Jun-2018
5156	Mrs J Davis	41/CERT/5156/2015	06-Jul-2015	03-Jul-2018
5130	Ms F M Ramsden	41/CERT/5130/2014	23-Jul-2014	23-Jul-2018
5128	Mrs L J Bloom	41/CERT/5128/2014	06-Aug-2014	06-Aug-2018
5129	Mr A J Bloom	41/CERT/5129/2014	06-Aug-2014	06-Aug-2018
5134	Ms P Edwards	41/CERT/5134/2014	11-Aug-2014	11-Aug-2018
5039	Ms S C Dickson	41/CERT/5039/2015	16-Aug-2011	16-Aug-2018
5028	Ms S M Turner	41/CERT/5028/2015	22-Sep-2011	22-Sep-2018
5166	Mr R J Kawai	41/CERT/5166/2015	06-Nov-2015	20-Oct-2018
5031	Ms A L Morgan	41/CERT/5031/2015	26-Oct-2011	26-Oct-2018
5043	Ms A G Arends	41/CERT/5043/2015	31-Oct-2011	31-Oct-2018
5047	Charmaine Mei Webb	41/CERT/5047/2015	08-Nov-2011	08-Nov-2018

3222	Mrs C Whitta		41/CERT/3222/2015	25-Nov-2009	14-Nov-2018
3449	Mrs K D Brooks		41/CERT/3449/2016	25-Nov-2009	30-Nov-2018
3524	Mr B T MacFarlane		41/CERT/3524/2015	12-Jan-2010	21-Dec-2018
60	Certs expiring in 2019				
5046	Mrs E W Sargent		41/CERT/5046/2016	25-Jan-2012	25-Jan-2019
5136	Ms D M Waterman		41/CERT/5136/2015	29-Jan-2015	29-Jan-2019
5139	Mr B R Ellington		41/CERT/5139/2015	29-Jan-2015	29-Jan-2019
5054	Mrs B L Millich		41/CERT/5054/2016	31-Jan-2012	31-Jan-2019
5146	Ms K V Gunn		41/CERT/5146/2015	23-Feb-2015	23-Feb-2019
5143	Miss L A Hollis		41/CERT/5143/2015	02-Mar-2015	02-Mar-2019
5147	Miss G Exeter		41/CERT/5147/2015	02-Mar-2015	02-Mar-2019
4079	Mrs P D Raleigh		41/CERT/4079/2016	09-Apr-2010	06-Mar-2019
4094	Mrs S P Morgans		41/CERT/4094/2016	09-Apr-2010	20-Mar-2019
4102	Mr J W Harding		41/CERT/4102/2016	04-Mar-2010	20-Mar-2019
4110	Mr J E Griggs		41/CERT/4110/2016	18-Mar-2010	30-Mar-2019
3434	Miss M R Camden		41/CERT/3434/2016	09-Apr-2010	31-Mar-2019
4307	Mrs L M De Visser		41/CERT/4307/2016	18-Mar-2010	02-Apr-2019
4100	Mr S G Raleigh		41/CERT/4100/2016	07-Apr-2010	08-Apr-2019
5059	Mrs G C Greene		41/CERT/5059/2016	19-Apr-2012	19-Apr-2019
2755	Mr R H J De Visser		41/CERT/2755/2014	18-Mar-2010	26-Apr-2019
5057	Ms K M England		41/CERT/5057/2016	27-Apr-2012	27-Apr-2019
5148	Mrs J Phillips		41/CERT/5148/2015	28-Apr-2015	28-Apr-2019
5150	Mrs K E Jellyman		41/CERT/5150/2015	28-Apr-2015	28-Apr-2019
5151	Ms Y R Larsen		41/CERT/5151/2015	05-May-2015	05-May-2019
4109	Ms L J Box		41/CERT/4109/2016	11-May-2010	08-May-2019
2763	Mr K P Bourke		41/CERT/2763/2016	27-Apr-2010	17-May-2019
4130	Ms P A Palmer		41/CERT/4130/2016	24-Jun-2010	02-Jun-2019



3596	Ms R M Newman		41/CERT/3596/2016	27-May-2010	07-Jun-2019
5092	Ms T F Beardsley		41/CERT/5092/2016	14-Jun-2013	14-Jun-2019
5155	Miss E R Katene-Wright		41/CERT/5155/2015	23-Jun-2015	23-Jun-2019
3437	Mr D P Dougherty		41/CERT/3437/2016	28-Jun-2006	28-Jun-2019
2139	Ms L M Thomson		41/CERT/2139/2016	10-Jul-1991	10-Jul-2019
5067	Mr J E Jackson		41/CERT/5067/2016	20-Jul-2012	20-Jul-2019
4351	D F Young		41/CERT/4351/2016	21-Jul-2001	21-Jul-2019
3765	Mr M M Lewis		41/CERT/3765/2016	29-Jul-2003	29-Jul-2019
3197	Mrs C A Treder		41/CERT/3197/2016	06-Aug-2003	06-Aug-2019
2784	Mrs S L Rogers		41/CERT/2784/2016	11-Aug-2000	11-Aug-2019
3485	Mr A W Fulton		41/CERT/3485/2016	22-Aug-1994	22-Aug-2019
5073	Mrs D M Russell		41/CERT/5073/2016	11-Sep-2012	11-Sep-2019
2791	Mrs C A Charlton		41/CERT/2791/2016	13-Sep-2000	13-Sep-2019
2792	Mr M R Charlton		41/CERT/2792/2016	13-Sep-2000	13-Sep-2019
5158	Ms A M Hill		41/CERT/5158/2015	14-Sep-2015	14-Sep-2019
5159	Mr J W Blathwayt		41/CERT/5159/2015	14-Sep-2015	14-Sep-2019
5160	Mr A C Poulton		41/CERT/5160/2015	14-Sep-2015	14-Sep-2019
5162	Mr D Harding		41/CERT/5162/2015	14-Sep-2015	14-Sep-2019
5152	Mr J P Molloy		41/CERT/5152/2015	14-Sep-2015	14-Sep-2019
2899	Mrs J A MacFarlane		41/CERT/2899/2016	25-Sep-2003	25-Sep-2019
3342	Mrs T M Garrett		41/CERT/3342/2016	17-Oct-2007	07-Oct-2019
5163	Ms K L Metekingi		41/CERT/5163/2015	20-Oct-2015	20-Oct-2019
3551	Mr R I Boyce		41/CERT/3351/2016	25-Oct-2006	25-Oct-2019
3473	Mr B J Archibald		41/CERT/3473/2016	25-Oct-2006	25-Oct-2019
3532	Mrs J Timmins		41/CERT/3532/2016	25-Oct-2006	25-Oct-2019
3533	Ms S J Franssen		41/CERT/3533/2016	25-Oct-2006	25-Oct-2019
4226	Mrs N R OLeary		41/CERT/4226/2016	11-Nov-2009	11-Nov-2019

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2797	Ms M E Pomana	41/CERT/2797/2016	13-Nov-2000	13-Nov-2019
2075	Mr D P Speedy	41/CERT/2075/2016	18-Nov-1991	18-Nov-2019
2076	Mrs D E Speedy	41/CERT/2076/2016	17-Dec-2006	18-Nov-2019
3349	Miss N R Holdem	41/CERT/3349/2016	18-Nov-2004	18-Nov-2019
5201	Mr M R Shale	41/CERT/5201/2016	29-Nov-2002	29-Nov-2019
5202	Mr P Singh	41/CERT/5202/2016	05-Dec-2016	03-Dec-2019
5169	Miss K Smith	41/CERT/5169/2015	15-Dec-2015	15-Dec-2019
5170	Ms K J Bourke	41/CERT/5170/2015	16-Dec-2015	16-Dec-2019
5167	Ms W S Kells	41/CERT/5167/2015	15-Dec-2015	16-Dec-2019
5020	Mrs K M Fenning	41/CERT/5020/2014	20-Dec-2006	20-Dec-2019
18	Certs expiring in 2020			
5171	Mrs H R Elms	41/CERT/5171/2016	09-Feb-2016	09-Feb-2020
2683	Mr C Gillott	41/CERT/2683/2014	15-Feb-1989	15-Feb-2020
5117	Mr T R Patel	41/CERT/5117/2014	26-Feb-2010	26-Feb-2020
5078	Miss N R C Burt	41/CERT/5078/2014	04-Mar-2013	04-Mar-2020
5173	Ms H J Upson	41/CERT/5173/2016	24-Mar-2016	24-Mar-2020
5173	Ms H J Upson	41/DEC/49/2016	24-Mar-2016	24-Mar-2020
5175	Mrs N M Henry	41/CERT/5175/2016	31-Mar-2016	31-Mar-2020
5085	M Nordlof	41/CERT/5085/2014	01-May-2013	01-May-2020
5176	Miss A M Wickham	41/CERT/5176/2016	09-May-2016	09-May-2020
4325	Mrs M Treacy	41/CERT/4325/2014	12-May-2010	12-May-2020
5177	Miss M L Taffs	41/CERT/5177/2016	26-May-2016	26-May-2020
5179	Miss S O McKay	41/CERT/5179/2016	26-May-2016	26-May-2020
3421	Mr B F Smith	41/CERT/3421/2014	22-May-2007	29-May-2020
3711	Mrs D Mitchell	41/CERT/3711/2014	20-May-2008	29-May-2020
3712	Mr G R Hasler	41/CERT/3712/2014	29-May-2007	29-May-2020
5211	Mrs S P Willoughby	41/CERT/5211/2017	13-Jun-2017	10-Jun-2020



5087	Mrs L M Burrell	41/CERT/5087/2014	19-Jun-2013	19-Jun-2020
5212	Mrs M Kaur	41/CERT/5212/2017	27-Jun-2016	27-Jun-2020
5214	Mr S VK	41/CERT/5214/2017	07-Jul-2017	07-Jul-2020

Page 8 of 8

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Person	Role	Address	Phone	Email
David Lea	Commissioner	PO Box 115 Dannevirke 4942		<a href="mailto:tararuadlc@tararuadc.govt.nz">tararuadlc@tararuadc.govt.nz</a>
Craig Lunn	Secretary	PO Box 115 Dannevirke 4942	06 374 4080	<a href="mailto:Craig.Lunn@tararuadc.govt.nz">Craig.Lunn@tararuadc.govt.nz</a>
Kerry Sutherland	Member	PO Box 115 Dannevirke 4942		<a href="mailto:tararuadlc@tararuadc.govt.nz">tararuadlc@tararuadc.govt.nz</a>
Maureen Reynolds	Member	PO Box 115 Dannevirke 4942		<a href="mailto:tararuadlc@tararuadc.govt.nz">tararuadlc@tararuadc.govt.nz</a>
Nick Perry	Member	PO Box 115 Dannevirke 4942		<a href="mailto:tararuadlc@tararuadc.govt.nz">tararuadlc@tararuadc.govt.nz</a>
Clayton Locke	Licensing Inspector	PO Box 115 Dannevirke 4942	06 374 4080	<a href="mailto:alcohol-licensing@tararuadc.govt.nz">alcohol-licensing@tararuadc.govt.nz</a>
Joan Spencer	Committee Secretary	PO Box 115 Dannevirke 4942	06 374 4080	<a href="mailto:Joan.Spencer@tararuadc.govt.nz">Joan.Spencer@tararuadc.govt.nz</a>



## Audit and Risk Committee

Minutes of a meeting of the Audit and Risk Committee held in the Council Chamber, 26 Gordon Street, Dannevirke on Thursday 17 August 2017 commencing at 2.00 pm.

### 1. Present

Mr K Ross (Chairperson), Her Worship the Mayor - Mrs T H Collis, Crs A L Benbow (Deputy Mayor), J E Crispin and S A Hull.

#### In Attendance

Cr A K Franklin	-	Council Member
Cr C J Isaacson	-	Council Member
Mr B King	-	Chief Executive
Mr R Taylor	-	Governance Manager
Mr P Wimsett	-	Manager Strategy and District Development
Mr R Suppiah	-	Chief Financial Officer
Mr C McKay	-	Finance Manager
Mr W Labuschagne	-	Management Project Accountant
Ms E Roberts	-	Revenue Manager

### 2. Apologies

- 2.1 An apology is noted from the Manager Regulatory Services for non-attendance at the meeting regarding discussion on the draft risk management framework and policy circulated in the agenda of this morning's workshop briefing session.

### 3. Audit and Risk Committee Workshop Briefing Session

- 3.1 The value of this morning's workshop briefing session is acknowledged as providing a worthwhile opportunity for councillors to gain an understanding on risk management and how the Tararua Alliance operates relative to its key strategic risks.
- 3.2 The draft risk management framework and policy from the workshop briefing session is to be discussed at the end of this meeting.

### 4. Confirmation of Minutes

- 4.1 ***That the minutes of the Audit and Risk Committee meeting held on 14 June 2017 (as circulated) be confirmed as a true and accurate record of the meeting.***

***Crispin/Ross***

***Carried***

## **5. Any Matters Arising from the Minutes not otherwise dealt with in the Agenda**

### **5.1 Audit and Risk Committee Focus (Item 5.1)**

5.1.1 The Chairperson noted the focus of the Audit and Risk Committee from a governance perspective as discussed at its previous meetings reflects the emphasis outlined at this morning's workshop briefing session, namely:

- Look at long term bigger issues.
- Do not get bogged down with day-to-day operational matters and minor details.
- Establish strong relationships with key organisations and government departments.
- Maintain an overview of significant critical issues for the district and their wider consequences.
- Develop a quality Long Term Plan that is robust and achievable.

## **6. Reports**

### **6.1 Health and Safety**

6.1.1 ***That the report from the Planner dated 9 August 2017 concerning Health and Safety (as circulated) be received and noted.***

***Collis/Hull***

***Carried***

### **6.2 Control Environment Tax Review**

6.2.1 The Finance Manager spoke on the ongoing Control Environment Reviews that the finance team has planned, and the review performed by PwC on Council's compliance with its tax obligations.

6.2.2 PwC reported on a number of items covering the areas of GST, FBT and PAYE, and provided a number of recommendations that were actioned as well as undertaking a voluntary disclosure to IRD resulting in a refund of overpaid tax.

6.2.3 ***That the report from the Finance Manager dated 9 August 2017 concerning the Control Environment Tax Review (as circulated) be received and the resulting actions taken by management are noted, and***

***That the Audit and Risk Committee support a similar review is undertaken every three years.***

***Crispin/Collis***

***Carried***

6.3        **Annual Report and Council Performance for the 2016/17 Financial Year Ending on 30 June 2017**

6.3.1        The Finance Manager gave an overview of the Council's financial, treasury and service performance results for the 2016/17 financial year.

6.3.2        Overall the outcome is favourable, and the Council is in a good financial position with a significant capital expenditure infrastructure projects programme undertaken.

6.3.3        The Management Project Accountant spoke on the results of the capital expenditure programme that achieved completion of 76% of the year's budget. There were 82 projects completed, 20 in the commissioning phase and 32 under construction.

6.3.4        It is noted a number of capital projects were not completed and are carried forward for various reasons, and this may indicate the Council's resource level needs consideration to deliver the intended programme of projects.

6.3.5        The Chief Financial Officer outlined the results from the service performance measures that monitor service levels delivered to the community, with 79% achieved overall.

6.3.6        This year a different service provider was used to complete the community survey, and it was undertaken at different times (September/October 2016 and June/July 2017) to assess trends and seasonal input on resident satisfaction.

6.3.7        The customer survey results indicate there are some areas of improvement required, and this will be a focus for consideration by the Council in developing its Long Term Plan.

6.3.8        The Audit and Risk Committee could look at the appropriateness of the Council's service performance measures for the Long Term Plan and the basis of questions asked through future community surveys.

6.3.9        The Revenue Manager circulated details concerning rates arrears and current rates and penalty owing and collected. The total rates arrears balance at 30 June 2016 was \$1,822,820 and reduced to \$937,993 by 30 June 2017. For the year the Council collected \$903,328 (68%) of rates arrears.

6.3.10        ***That the report from the Chief Financial Officer dated 10 August 2017 concerning the Annual Report and Council performance for the 2016/17 financial year ending on 30 June 2017 (as circulated) be received and the contents are noted, and***

***That the Audit and Risk Committee note and recommend to the Council the capital budgets as set out in paragraph 8.1 of this report be carried forward to the 2017/18 financial year, and***



*That the Audit and Risk Committee, subject to any further changes arising from the quality reviews and comments from the Audit and Risk Committee, recommend to the Council the approval of the financials and service performance measures results to be provided to Audit New Zealand for their audit of the 2016/17 Annual Report.*

*Hull/Collis*

*Carried*

## **7. Draft Risk Management Framework, Policy and Procedures**

*7.1 That the Audit and Risk Committee accept as a draft the risk management manual framework, policy and procedures to provide guidance on this matter to developing the Council's Long Term Plan, and*

*That the basis of this framework and policy be outlined at a future Long Term Plan Council workshop briefing session and referred back to the next Audit and Risk Committee workshop for further consideration.*

*Collis/Crispin*

*Carried*

## **8. Public Excluded Item of Business**

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

*Management review - Strategy*

*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>Management review - Strategy</i>	<i>To protect improper gain or advantage</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)(j)    *The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.***

***Collis/Benbow***

***Carried***

**8.3        *That open meeting be resumed.***

***Collis/Ross***

***Carried***

**9.        Date of Next Audit and Risk Committee Meeting**

**9.1        *That the next meeting of the Audit and Risk Committee be held in the Council Chamber on 16 October 2017 commencing at 1.00 pm.***

***Ross/Collis***

***Carried***

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 4.00 pm.

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Chairperson



## Report

Date : 23 August 2017

To : Mayor and Councillors  
Tararua District Council

From : Raj Suppiah  
Chief Financial Officer

Subject : **Annual Report and Council Performance for the 2016/17  
Financial Year ending on 30 June 2017**

Item No : **11.7**

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### Contents

1. Reason for Report
2. Background
3. Dashboard
4. Performance Overview for the Year
5. Executive Summary
6. Summary of Activity Financial Results and Variances
7. Summary of Service Performance Results
8. Capital Expenditure Report
9. Forestry Report
10. Debtors Report
11. Treasury Report
12. Compliance Exception Report
13. Recommendation
14. Appendices
  - a. Appendix 1: Capital Budget to be Carried Forward to 2017/18
  - b. Appendix 2: Forestry Activity Financial Statements.
  - c. Draft Annual Report 2016/17 placed on Dashboard for reference

## **1. Reason for Report**

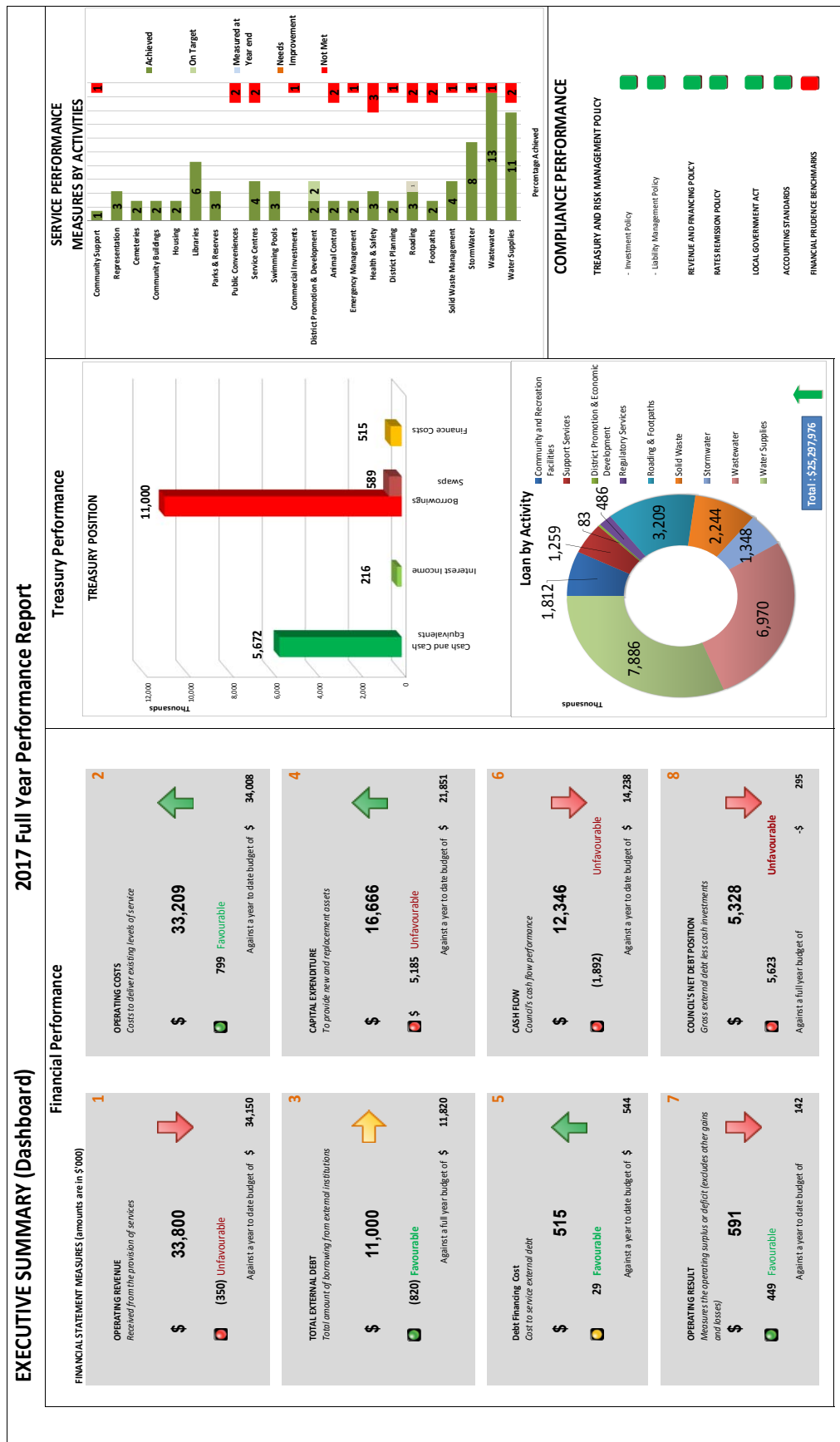
### **1.1** For the Council to:

- 1.1.1 Receive and comment on Council's 2016/17 Year End Performance Report and Draft Annual Report 2016/17.
- 1.1.2 Approve the Draft Annual Report 2016/17 subject to the updates noted in 2.3 below to be provided to Audit New Zealand for their audit of the Report as recommended by the Audit & Risk Committee.
- 1.1.3 Consider and approve the carry forward of capital expenditure budgets to the 2017/18 financial year.

## **2. Background**

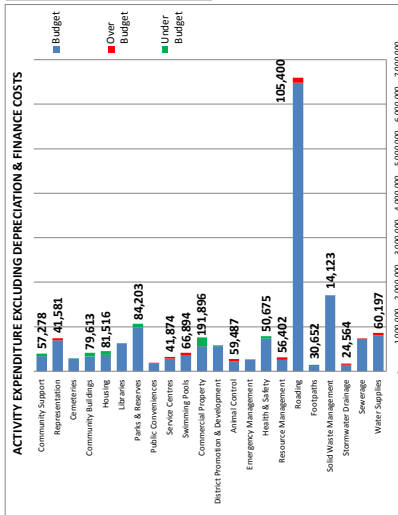
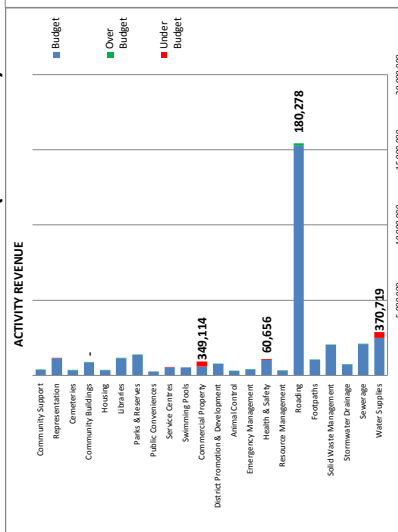
- 2.1 This report is the 2016/17 Year End Performance Report and the last of the quarterly report for the financial year 2016/17 – which covers the period 1 July 2016 to 30 June 2017.
- 2.2 The structure and content of this report is consistent with the other quarterly reports. The difference being the additional reports included in the Appendix:
  - 2.2.1 Appendix 1 – Capital Budget to be Carried Forward to 2017/18
  - 2.2.2 Appendix 2 - Forestry Activity Financial Statements.
- 2.3 The Draft Annual Report 2016/17 that will be submitted for audit will include details that are not included in the enclosed Draft Annual Report. The following sections are currently being worked on:
  - 2.3.1 Mayor and CE Introduction.
  - 2.3.2 Highlights of the Year.
  - 2.3.3 Graphs and info graphics in the Activities section.
  - 2.3.4 Water Supply service performance measures:
    - Awaiting on a report from Mid Central Health for compliance with part 4 and part 5 of the NZ Drinking Water Standards
    - Analysis of the 2 water wastage measures, measuring average water consumption and real water loss.
  - 2.3.5 Final financial adjustments, namely Inventory and Domain Boards.

### 3. Dashboard



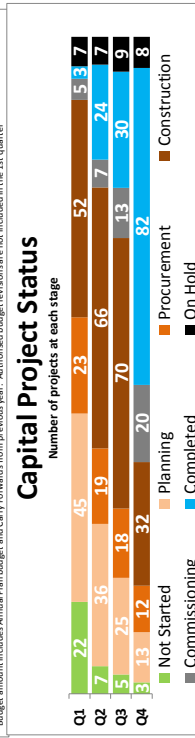
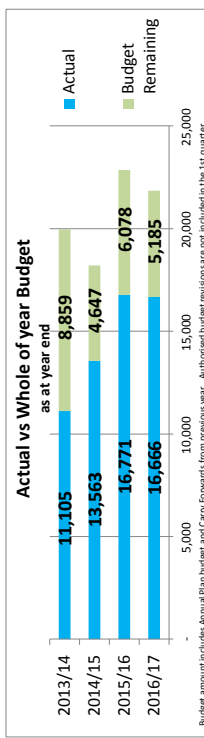
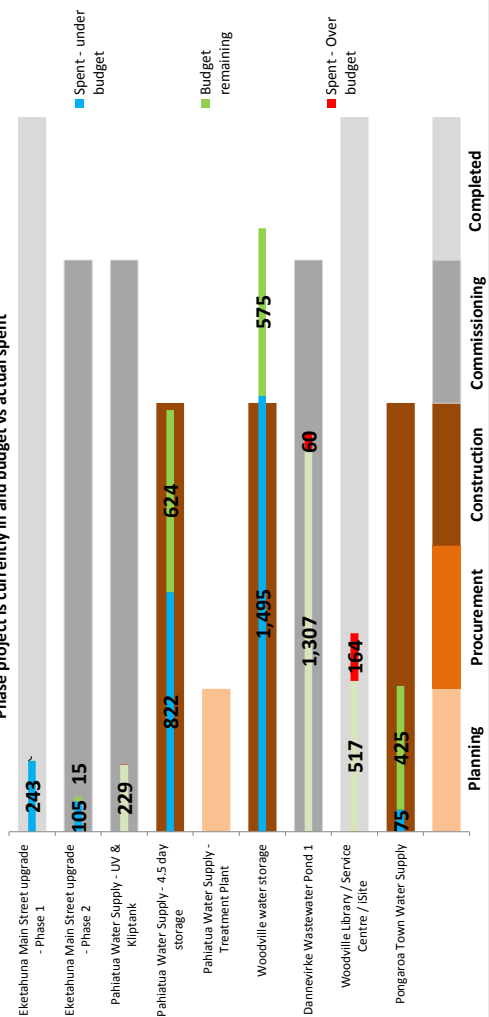


## EXECUTIVE SUMMARY (Dashboard)



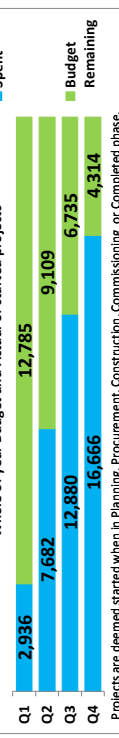
## Key Capital Projects progress

Phase project is currently in and budget vs actual spent

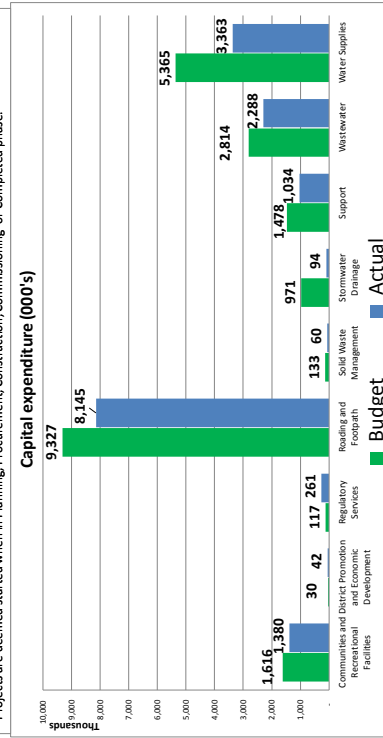


## Started projects - Budget vs Actual

Whole of year Budget and Actual of started projects



Projects are deemed started when in Planning, Procurement, Construction, Commissioning or Completed phase.

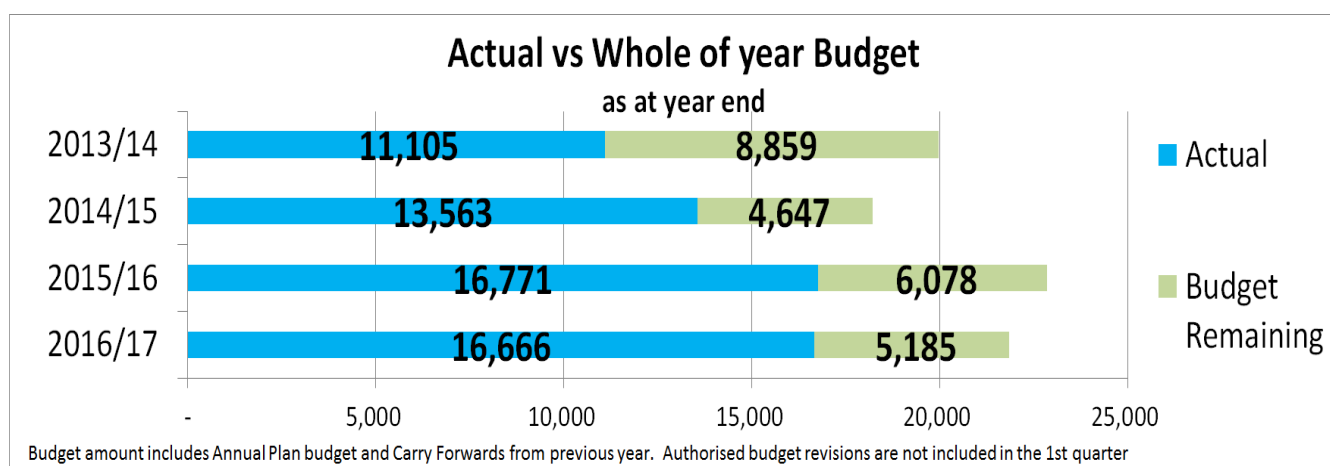


## 4. Performance Overview for the Year

### 4.1 Key Highlights

#### Capital Project Performance

This year we delivered on \$16.7 million of capital expenditure against an original annual plan budget of \$13.9 million. However, as a result of carry forward budgets and additional budget variations, the total capital budget for the year grew to \$21.8 million. This amounts to a completion rate of 76%. This was slightly lower than 2015/16 where we completed \$16.8 million.



**Graph 1 – Capital Expenditure versus Budget**

#### Operational Performance

We have performed well, with favourable net operating result compared to budget. Despite the large investments in infrastructure, Council is in a very strong financial position with low debt and low rate increases. Council achieved the favourable operating result despite the low rates increase for the year of 1.72%.

#### Treasury Performance

Our treasury position remains strong overall with maintaining debt at a low level of \$11 million and holding \$5.6 million of cash. With low deposit rates continuing, our return on investment was lower than expected.

Council now has access to commercial paper through the LGFA for short term borrowing needs. We were able to borrow \$1 million at very favourable rates of between 2.21% – 2.29%. Together with the current market conditions, we will need to revisit our strategy of internally borrowing against the Housing and Forestry reserves as the short term borrowing rate is less than the rate received on term investment.

## Service Levels Performance

We performed well, overall achieving 79% of our performance measures, consistent with last year. It should be noted that 22 measures were not applicable last year as they related to the community survey that was performed this year.

	2016/17 measures		
	Council	Survey	Mandatory
Achieved	37	12	38
Not achieved	11	10	1
Not applicable	1	-	-

**Table 1: Service Performance Measures Results**

In terms of the mandatory performance measures, we performed well with only 1 not achieved compared to 6 in 2015/16. However, the customer survey results show that we have areas of improvement. This will be a focus for the long term plan and we will develop an action plan to address the issues raised.

## Debtors Performance

Rates debtors have decreased slightly for the year. This is due to proactive management of rates debtors, combined with the services of Debt Management Central

This year has seen an emphasis on reducing our long standing rates debtors. Council has started this with a focus on abandoned land. The first batch of 13 properties has been advertised for the owner, or relatives of the land to come forward. If no owner is identified, Council will approach the District Court for the abandoned land to be sold. This will be progressed in the 2017/18 year. Abandoned land accounts for 33% of the total rates debt owed to Council.

## 4.2 Upcoming challenges and our response

Operational Performance	
Challenge	Our Response
<p>Increasing legislative compliance requirements in relation to;</p> <ul style="list-style-type: none"> <li>• Wastewater discharge consents,</li> <li>• Drinking water standards following the Havelock North Inquiry, and</li> <li>• Resource Management Act and One Plan changes</li> </ul>	<p>Council continues with its emphasis on proactive improvements to our wastewater and drinking water plants, and developing new operating standards.</p>
<p>With increasing weather events, a key challenge will be our response and readiness for further climate events</p>	<p>We will continue to work with local communities to help promote resilience where assistance may not be immediately available. Reviews post-events has highlighted opportunities to improve around communications during an event.</p>
<p>Developing a robust Long Term Plan, while continuing to deliver on business as usual.</p>	<p>This project is well advanced. We have managed our limited resources through good project disciplines and by including a larger project team than the previous LTP.</p>
Capital Project Performance	
Challenge	Our Response
<p>Delivery on the 2017/18 Capital Programme including the carry forwards will be a challenge. The carry forwards will add an additional \$5.8 million to the budget bringing the total budget to \$20 million</p>	<p>During 2016-17, Council restructured the Assets Team with more maintenance work being placed into the Tararua Alliance, and additional project management resource bought in. In 2017-18, we will be reviewing our Procurement Policy and processes to ensure</p> <ul style="list-style-type: none"> <li>• More capital projects are delivered under an early contractor engagement design/build model</li> <li>• Grouping similar projects together and procuring in one process</li> <li>• Pre-qualification of contractors to reduce lead times in procurement</li> </ul>
Service Delivery Performance	
Challenge	Our Response
<p>The recent community survey highlights that we have a challenge to improve customer satisfaction in a number of areas, particularly the perceptions on value for money and aesthetics on drinking water.</p>	<p>We will analyse the latest results along with our proposed performance measures as part of the Long Term Plan.</p>

## 5. Executive Summary

	2015/16 Actual 000's	2016/17 Actual 000's	2016/17 Budget 000's	Variance to Budget 000's
Revenue	38,047	33,800	34,150	(350)
Operating Expenditure	35,546	33,209	34,008	799
<b>Operating Surplus/(Deficit)</b>	<b>2,501</b>	<b>591</b>	<b>142</b>	<b>449</b>
Other Gains/(Losses)	640	25	77	(52)
<b>Total Comprehensive Revenue &amp; Expense</b>	<b>3,141</b>	<b>617</b>	<b>220</b>	<b>397</b>

*Table 2: Summary income statement*

### 5.1 Operating Results

Council has achieved a favourable operating variance for the year of \$397,000. We had budgeted for a net surplus of \$220,000, but currently reporting a surplus of \$617,000.

### 5.2 Operating Revenue

Total operating revenue is slightly lower than budget by \$350,000.

The following table explains significant favourable variance explanations:

Activity	Current Favourable Variance	Reason	Reported in Previous Quarter	Reflected in Annual Plan 2017/18
Roading	\$180,000	Due to the weather events in April, Council received further emergency works funding. \$800,000 of this this was at the higher subsidy rate of 83%.	Yes	No
Support	\$125,000	Rates penalties are higher than budget by \$80,000, as outstanding rates debt is managed.  The remaining \$50,000 relates to gains on sale of motor vehicles as part of the programed fleet renewal.	Yes	Yes, increased to reflect actuals
Parks & Reserves	\$30,000	\$30,000 relates to higher camping revenue from the Dannevirke Camping Ground. Council also received a \$20,000 grant for the upgrade of Norsewood Water Wheel Playground.  This will be increased further as the Domain Board revenue is still to be processed.	No	Yes, camping grounds revenue has been increased



Activity	Current Favourable Variance	Reason	Reported in Previous Quarter	Reflected in Annual Plan 2017/18
Animal Control	\$22,000	With the additional Animal Control Officer we were able to respond to CRM's in a timely manner and improve our level of service by following up unregistered dogs. As a result, revenue from Infringements and impounding are higher than budget by \$25,000 and \$9,000 respectively. Other positive gains from the 3 <sup>rd</sup> Animal Control Officer include increased community patrols in known risk areas, and re-homing an additional 46 dogs more than 2015/16.	Yes	Yes, increased to reflect actuals

**Table 3: Favourable operating revenue variances**

The following table explains the significant unfavourable revenue variances to budget:

Activity	Current Unfavourable Variance	Reason	Reported in Previous Quarter	Reflected in Annual Plan 2017/18
Commercial Investments	\$350,000	Due to the poor weather, harvesting has been significantly delayed. Harvesting at the Kaiparoro block did not proceed this financial year as planned. This activity has no rates impact and is self-funding.	Yes	Yes, harvesting is planned for the 2017/18 year.
Health & Safety	\$60,000	Although the number of consents is higher than last year, the amount of chargeable time has reduced due to the value of the building consents being significantly lower.	Yes	Yes
Water Supplies	\$370,000	Subsidy revenue is \$400,000 under budget. This is due to delays in Pongaroa Water Supply project.  This has been partially offset from higher revenue from water meter charges.	No	No

**Table 4: Unfavourable operating revenue variances**

Refer to Section 6.1 for variance analysis at an activity level.

### 5.3 Operating Expenditure

The favourable variance for operating expenditure is \$799,000. The major variations are explained below.

The table below explains the significant unfavourable variances to budget:

Activity	Current Unfavourable Variance	Reason	Reported in Previous Quarter	Reflected in Annual Plan 2017/18
Public Conveniences	\$6,000	The overspend was expected to increase to \$25,000 by year end due to new contracts being let in the current year having additional cleaning frequency to address issues around cleanliness. However, the increase in contract cost was offset by fewer cleaning variations.	Yes	Yes, also included an increase for additional cleaning at the Ferry Reserve.
Service Centres	\$42,000	The cost overrun is due to additional resource required to manage the Customer Request (CRM) system. An additional 26 hours a fortnight has been required to allow the Customer Services Team Leader to focus on learning the CRM system as well as staff management. This is a reversal of resource savings (from a previous staff resignation) made in recent years	Yes	No – this will result in a cost overrun for the activity, as there is little opportunity for other cost reductions
Representation	\$40,000	During election year, representation is budgeted to make a loss as Council funds the election from the Election reserve. This reserve is in deficit as the result of two by-elections.	Yes	Yes, additional funding is budgeted to replenish the Election Reserve.
Animal Control	\$60,000	This is due to the additional resource employed during the year. This has resulted in an improved level of service as explained in section 1.2 above.	Yes	Yes
District Planning	\$57,000	The variance relates to consultant costs incurred relating to the following areas: <ul style="list-style-type: none"> <li>Proposed Plan Change (\$10,000) as the scope has increased.</li> </ul>	Yes	Yes, an increase in consulting costs was budgeted.

Activity	Current Unfavourable Variance	Reason	Reported in Previous Quarter	Reflected in Annual Plan 2017/18
		<ul style="list-style-type: none"> <li>Monitoring and Compliance Advice (\$15,000) due to consultation and review of issuing abatement notice, which has been a rare activity of Council.</li> <li>Resource Management Act Advice (\$25,000) to develop new statutory instruments to attach to the district plan.</li> </ul> <p>This has been offset in the activity by higher LIM revenue of \$28,000</p>		
Stormwater	\$25,000	Due to the unseasonably wet year experienced in the district, additional stormwater maintenance was required to minimise the impact of flooding from high rain falls.	Yes	Yes, the Annual Plan budget has been increased slightly.
Water Supplies	\$60,000	The unfavourable variance relates to the unexpected costs from the water quality issue in Pahiatua which resulted in additional testing and monitoring costs of \$45,000, as well as additional treatment costs of \$15,000	Yes	<p>Yes, additional water treatment and testing costs.</p> <p>However, the budget for testing costs based on total actuals and the additional Dannevirke testing for log credits will not be enough. If the Dannevirke testing is successful it will eliminate the need for a costly treatment plant upgrade.</p>
Roading	\$106,000	The unfavourable variance relates mainly to accelerating pre-seal repairs in preparation for the next reseal programme (\$600,000). This has been partially offset by re-classifying \$500,000 of emergency works to renewals.	No	No

**Table 5: Unfavourable operating expenses variances**

The following activities have significant favourable variances:

Activity	Current Favourable Variance	Reason	Reported in Previous Quarter	Reflected in Annual Plan 2017/18
Commercial Investments	\$190,000	Due to the poor summer, harvesting at Kaiparoro will be delayed until next summer.	Yes	Yes
Health & Safety	\$50,000	The favourable variance relates to mainly 2 areas. Liquor Licensing operations are \$25,000 under budget mainly due to fewer district licensing committee hearings than budgeted (\$5,000) and no fee refunds requested (\$15,000). The remaining savings are from lower staff costs than budgeted.	Yes	Yes, additional resource
Parks and Reserves	\$84,000	This activity has a favourable variance that relates to the following 3 items; \$25,000 rates that relate to Waste Water, the budget has been corrected in the 2017/18 Annual Plan, \$30,000 for domain board expenditure to be processed, and the remainder relates to lower extraordinary expenditure to date.	Yes	Yes
Community Buildings, Housing	\$80,000	The variances mainly relate to painting and extraordinary maintenance. The painting tenders were awarded in November, but due to the poor summer and contractor availability the painting was delayed.	Yes	No
Support	\$110,000	This variance relates to lower staff costs due to time taken to hire new staff to replace staff resignations during the year and lower legal costs incurred than budgeted.	No	No
Community Support	\$57,000	This is mainly due underspent expenditure in relation to CCTV camera's, Community Grants, and Main Street Funding	No	No

**Table 6: Favourable operating expenses variances**

Refer to section 6.2 for variance analysis at an activity level.

## **5.4 Treasury Position**

### **5.4.1 Cash and Cash Investments**

Cash and cash investments are currently \$5.6 million, being below budget by \$6.4 million. This is due to the following:

- \$1.8 million of NZTA subsidy was not received until July
- Capital expenditure spent was higher than the 2016/17 Annual Plan by \$2.7 million.
- External Debt lower than budgeted by \$850,000 due to Council allowing internal borrowing against the forestry and housing reserves.

Council's average investment interest rate of 3.16% is lower than our budgeted investment rate of 3.6%. This is due to the Reserve Bank of New Zealand keeping the Official Cash Rate (OCR) at 1.75%. The impact of this is on call investments held for working capital is receiving less interest.

We have selected term deposit maturities of 3-8 months to maximise the interest return to ratepayers. However, due to lower available interest rates and holding less cash as explained above resulted in a \$75,000 unfavourable variance to budget.

### **5.4.2 External Debt**

Council has core debt as at 31 March of \$10 million, and short-term borrowing of \$1 million. This is all with the Local Government Funding Agency (LGFA).

Council has also borrowed \$1million commercial paper from LGFA on a 6 month term at a very favourable rate of 2.29%. This has enabled Council to maintain its term deposit investments that are at more favourable interest rates. This was rolled over in April for a further 6 months at a rate of 2.21%

LGFA debt is at varying terms ranging from 6 months - 7 years

### **5.4.3 Debt Financing Cost**

Inte9+rest expense is \$29,000 below budget. Our effective interest rate was 4.90% compared to a budgeted rate of 5.1%.

### **5.4.4 Cash Flow**

Council's cash position compared to budget is lower than budget due to subsidy revenue from NZTA for May and June being received in July.

## **5.5 Capital Expenditure**

We have completed 76% of our capital budget for the year. 82 projects have been completed, 20 are in commissioning phase and 32 under construction. The following significant projects were not completed, and were signalled in earlier quarterly reports.

- Saddle Road
- Woodville Water Storage
- Pahiatua Water 4.5 day storage
- District Stormwater Management
- Water & Wastewater District generators
- Dannevirke Wastewater pond 1
- Sewerage Treatment Plant Cassettes renewal
- Information Services Hardware Renewals
- Pongaroa Water Supply
- Akitio water

For a detailed report see section 8 – Capital Expenditure.

## **5.6 Service Performance Measures**

We performed well, overall achieving 79% of our performance measures, consistent with last year. We are waiting on four more measures for which we are yet to receive the results from the external agencies. It should be noted that 22 measures were not applicable last year as they related to the community survey that was performed this year.

Please refer to section 7 for further detail.



## 6. Summary of Activity Financial Results and Variances

The following table summarises the financials at the activity level. Refer to 6.1 and 6.2 below for details.





	<b>Actual 30 June 2017</b>	<b>Budget 30 June 2017</b>	<b>Variance in Dollar</b>
<b>Activity Revenue</b>	34,088,013	34,354,851	(266,838)
<b>Activity Expenditure</b>	21,923,589	22,162,465	238,876
<b>Total</b>	12,164,424	12,192,386	(27,962)

**Table 7: Summary Activity Financial Results and Significant Variances**

**Note:** The revenue excludes finance income, depreciation and finance charges, other gains/losses, but includes support activities' overhead allocations.

In the detailed activity income and expenditure, we have also included the "End of Year result" and the "Trend from last Quarter".

The legend to explain the traffic lights are:

	Forecast to be on target at Year End
	Minor Variance to budget expected at year end
	Significant unfavourable variance to budget expected at year end
	Significant favourable variance to budget expected at year end

## 6.1 Revenue

	Budget	Actuals	Variance	Trend from last Quarter	End of Year Result	Explanation
<b>Building Communities &amp; Leadership</b>						
Community Support	388,817	389,946	1,129	→	●	
Representation	1,133,267	1,145,162	11,895	→	●	Due to higher election costs as a result of the Southern By-Election, we received higher reimbursement of costs from Elections NZ.
<b>Community &amp; Recreation Facilities</b>						
Cemeteries	350,929	361,653	10,724	→	●	A minor favourable budget for the year was received due to higher plot sales higher than budgeted.
Community Buildings	864,226	868,871	4,645	↑	●	
Housing	333,700	345,681	11,981	→	●	Residential rent higher due to the pensioner units being predominantly fully tenanted.
Libraries	1,146,468	1,153,832	7,364	→	●	Greater fee revenue from DVD rental and fines.
Parks and Reserves	1,364,282	1,394,169	29,887	↓	●	The Dannevirke Camping Ground has received significantly higher revenue than budgeted. Also Council received an unbudgeted grant of \$20,000 for the upgrade of the Norsewood Water Wheel Reserve Playground. We are expecting this favourable variance to further increase once the Domain Boards revenue is processed.
Public Conveniences	257,183	257,183	0	→	●	
Service Centres	537,448	537,315	-133	→	●	
Swimming Pools	519,348	519,348	0	→	●	
<b>District Promotions and Development</b>						
Commercial Investments	580,597	231,483	-349,114	↓	●	Variance relates to timing of forestry revenue. Harvesting was unable to commence this year due to poor weather conditions not allowing access to the harvesting site. Harvesting is likely to re-commence in the new financial year.
District Promotions and Development	741,615	752,666	11,051	→	●	Variance relates to Ministry of Social Development subsidies for employee development.
<b>Regulatory Services</b>						
Animal Control	281,185	303,131	21,946	↑	●	As a result of the additional Animal Control Officer, Council has been able to improve response times to CRM's and follow-up on unregistered dog owners. This has resulted in impounding fees (\$9,000) and infringements revenue (\$25,000) being higher than budget. However, this is partially offset by lower-than-budgeted registration revenue.
Emergency Management	403,415	415,234	11,819	↑	●	
Health & Safety	1,029,528	968,872	-60,656	→	●	The unfavourable variance relates to building consent revenue. Although the number of consents issued are higher than last year, the value of the consents are significantly lower. This revenue change has been reflected in the Annual Plan 2017/18
District Planning	313,367	341,961	28,594	→	●	The property market is experiencing high demand and this has led to higher than expected demand on LIM requests and Subdivision consents.
<b>Roading and Footpath</b>						
Roading	15,259,301	15,439,579	180,278	↓	●	Due to severe weather events throughout the year, Council received additional emergency works subsidy, of which \$800,000 was received at the higher rate of 83%. Subsidy received on sealed pavement maintenance was higher by \$400,000, with most other categories being under budget.
Footpaths	1,029,766	1,031,015	1,249	→	●	
<b>Solid Waste Management</b>	2,020,072	2,054,393	34,321	↓	●	Dumping fees are higher than budgeted, as well as receiving final insurance claim for the Pahiatua fire of \$46,000. However, offsetting this is lower refuse label sales as Council has started to exit from refuse collection.
<b>Stormwater Drainage</b>	733,750	735,213	1,463	→	●	
<b>Waste Water</b>	2,072,903	2,091,482	18,579	→	●	The favourable variance relates to higher trade waste fees collected than expected.
<b>Water Supplies</b>	2,505,261	2,134,542	-370,719	↓	●	The unfavourable variance relates to \$400,000 of subsidy not yet received due to delays in the Pongaroa Water Treatment plant project. This is offset by \$30,000 higher water meter revenue.
<b>Support Activities</b>	488,423	615,282	126,859	↓	●	The higher variance is made of 2 items. \$80,000 relates to higher revenue from rates penalties, and \$50,000 relates to the sale of 4 vehicles as part of the vehicle renewal programme
<b>Total Year to Date</b>	<b>34,354,851</b>	<b>34,088,013</b>	<b>-266,838</b>			

**Table 8: Summary Activity Revenue Results and Significant Variances**

## 6.2 Expenditure

	Budget	Actuals	Variance	Trend from last Quarter	End of Year Result	Explanation
<b>Building Communities &amp; Leadership</b>						
Community Support	341,650	284,372	57,278	→	🟢	The favourable variance is made of 3 parts. \$13,000 relates to unspent main street funding. Any savings in this area is carried over at year end. The other savings relate mainly to CCTV cameras as we have not purchased any additional cameras at this time, and timing of Community Grants.
Representation	698,916	740,497	-41,581	→	🔴	This variance is due to the cost incurred for the local body elections and by-elections. This is funded for over a 3 year period and the variance in election year is funded from the election special reserve. However note that the costs of by-elections were unplanned and will have a funding effect in the next financial year as we rebuild the reserve
<b>Community &amp; Recreation Facilities</b>						
Cemeteries	286,357	278,488	7,869	↑	🟢	Interment fees are higher than budget due to increased grave digging costs and higher volume of interments. However, we have been able to reduce these costs and found savings in extraordinary maintenance, resulting a favourable variance for the year.
Community Buildings	333,799	254,186	79,613	↑	🟢	The variance relates to painting of 2 buildings that was planned for early in the year. However due to weather and availability of the contractor this has been delayed
Housing	367,272	285,756	81,516	↑	🟢	The variance relates to the following 2 items: Painting that was planned for earlier in the year (\$30,000). However due to weather and availability of the contractor this has been delayed. The remainder relates to deferred maintenance.
Libraries	616,593	618,227	-1,634	→	🟢	Favourable variance relates to savings in staff costs.
Parks and Reserves	980,683	896,480	84,203	↑	🟢	The favourable variance is made of a \$25,000 budgeting error for rates expense that related to Waste Water, \$30,000 for domain boards expenditure still to be processed, and the remaining amount relates to lower extraordinary maintenance to date.
Public Conveniences	178,571	184,284	-5,713	→	🟡	The new cleaning contracts for Public Conveniences had a higher than budgeted cost. However, this has been offset by lower contract variations.
Service Centres	280,105	321,979	-41,874	↓	🔴	The unfavourable variance relates to extra staff costs, particularly in managing the CRM process. This is to enable the customer services team leader to increase her focus on the CRM system.
Swimming Pools	350,137	417,031	-66,894	↓	🔴	The variance relates to Taranaki Aquatic Community Trust for renewals. This is funded from the TACT depreciation reserve.
<b>District Promotions and Development</b>						
Commercial Investments	563,761	371,865	191,896	↑	🟢	The variance relates to timing of forestry operations. Harvesting delayed by poor weather conditions over summer period.
District Promotions and Development	561,280	540,620	20,660	↑	🟢	The favourable variance is due to savings in external consultant costs of \$35,000. This is offset partially by Council approving a grant for the Ferry Reserve upgrade (\$17,500). This has been funded from reserves.
<b>Regulatory Services</b>						
Animal Control	216,955	276,442	-59,487	↓	🔴	The unfavourable variance is due to bringing forward the recruitment of a 3rd Animal Control Officer and the associated cost of an extra vehicle, originally planned for the 2017/18 financial year. This has resulted in improving the level of service in Animal control and is a driver for the increased revenue discussed in the revenue section.
Emergency Management	260,578	267,305	-6,727	→	🟢	
Health & Safety	734,694	684,019	50,675	↑	🟢	The favourable variance relates to mainly 2 areas. Liquor Licensing operations are \$25,000 under budget mainly due to fewer district licensing committee hearings than budgeted (\$5,000) and no fee refunds (\$15,000). The remaining savings are from lower staff costs
District Planning	254,215	310,617	-56,402	↓	🔴	The variance relates to consultant costs incurred to date, in 3 areas; Proposed Plan Change, Monitoring and compliance advice on an abatement notice, and advice on the Resource Management Act
<b>Roading and Footpath</b>						
Roading	6,484,906	6,590,306	-105,400	↓	🔴	The unfavourable variance is due to accelerating pre-seal repairs in preparation for the reseal programme. This is partially offset by reclassifying part of emergency works to capital renewal. However, note that other categories within roading were underspent as resource was put into the pre-seal repairs and emergency works.
Footpaths	116,000	85,348	30,652	→	🟢	Favourable variance relates to timing of maintenance work. A condition assessment has been performed and a new works programme prepared
<b>Solid Waste Management</b>	1,699,381	1,685,258	14,123	→	🟢	This favourable variance is due to savings in maintenance and operating transfer stations. The savings were offset by high volumes of refuse and recycling during January to March, as expected.
<b>Stormwater Drainage</b>	147,049	171,613	-24,564	↓	🔴	The variance relates to increased maintenance spent to date. The 2017/18 budget has been
<b>Waste Water</b>	729,563	745,584	-16,021	↓	🔴	The unfavourable variance is due to higher testing and compliance costs, and also \$25,000 of rates incorrectly budgeted for in Parks and Reserves. This has been offset by savings in consultant costs.
<b>Water Supplies</b>	805,202	865,399	-60,197	↓	🔴	The unfavourable variance relates to the unexpected costs from the water quality issue in Pahiatua which resulted in additional testing and monitoring costs of \$45,000, as well as additional treatment of \$15,000
<b>Support Activities</b>	5,154,798	5,047,912	106,886	↓	🟢	This favourable variance relates mainly to savings in salary costs and lower legal fees to date.
<b>Total Year to Date</b>	<b>22,162,465</b>	<b>21,923,589</b>	<b>238,876</b>			

**Table 9: Summary Activity Expenditure Results and Significant Variances**

## 7. Summary of Service Performance results

We use a range of service performance measures to monitor the service levels we deliver to our customers.

We performed well, overall achieving 79% of our performance measures, consistent with last year. It should be noted that 22 measures were not applicable last year as they related to the community survey. We are waiting on four more measures for which we are yet to receive the results from the external agencies.

This year we completed the community survey but used a different service provider. Two surveys were completed – September/October 2016 and June/July 2017. Total residents surveyed for the first survey was 450 and the second was 277. The reason for doing the survey at different times in the year is to see trends and seasonal input on resident satisfaction. Council intends to complete the survey quarterly but sample 113 residents for each survey making it total of 452 residents for the year.

The objectives of the survey are:

- To provide a robust measure of satisfaction with the Council's performance in relation to services.
- To determine performance drivers and assist Council to identify the best opportunities to further improve satisfaction, including satisfaction among defined groups within the district
- To assess changes in satisfaction over time and measure progress towards the Long Term Plan objectives

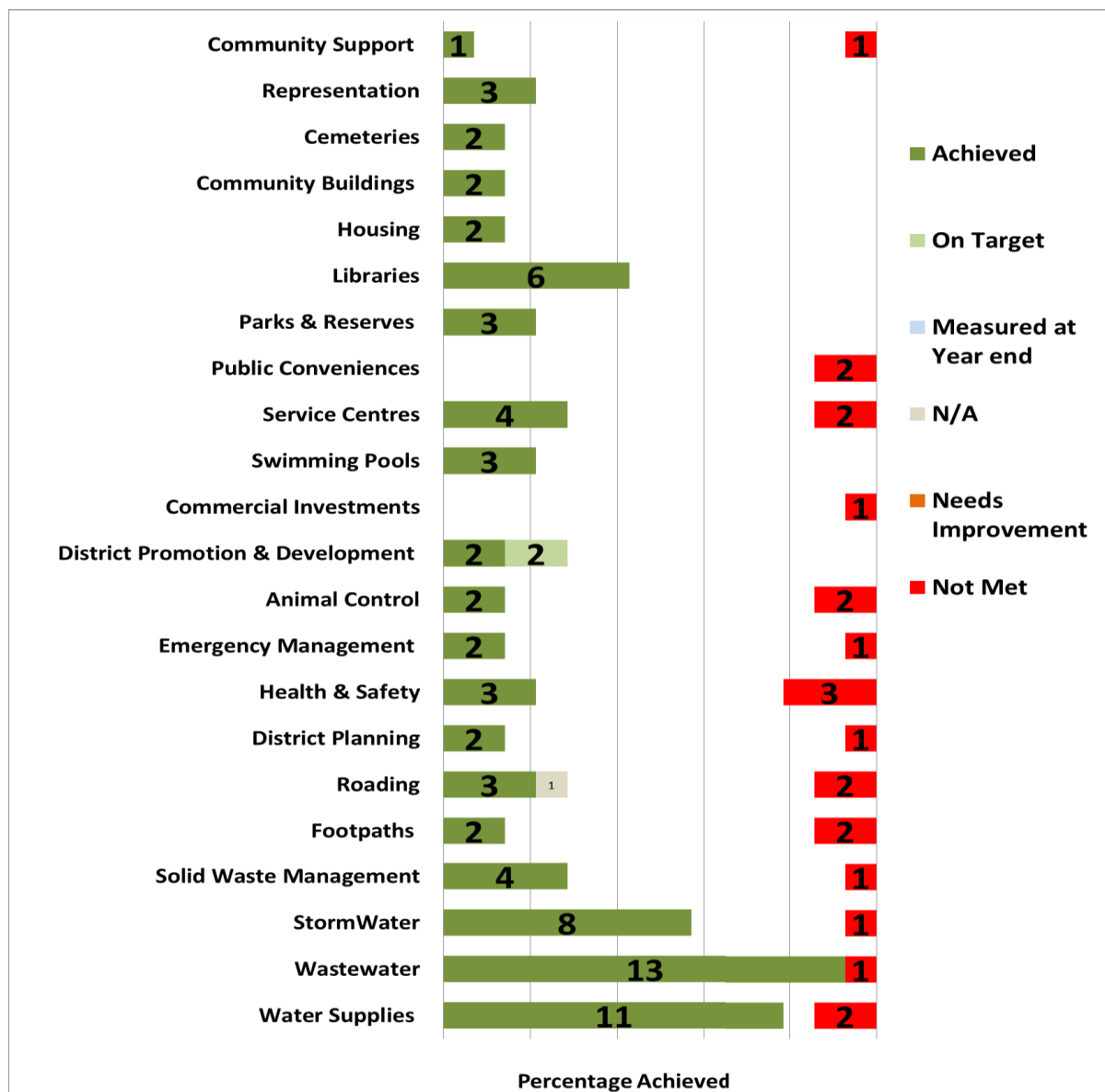
The full results with comments are contained in the Activities section of the enclosed Draft Annual Report 2016/17. The legend for the scores is:

■ Very dissatisfied (1-4) ■ Somewhat dissatisfied (5) ■ Somewhat satisfied (6) ■ Satisfied (7-8) ■ Very satisfied (9-10)

A change from the 2014 survey is that we have chosen (advice from the new survey company) that a score of 5 is treated as "somewhat dissatisfied" instead of "somewhat satisfied". This has meant some of the survey results show a worsening of customer satisfaction when compared to the 2014 survey results.

	2015/16 Measures		2016/17 measures		
	Council	Mandatory	Council	Survey	Mandatory
Achieved	37	32	37	12	34
Not achieved	12	6	11	10	1
Not applicable	21	-	1	-	-
Awaiting Results					4

**Table 10: Service performance results**



*Graph 2: Service Performance Measures by Council Activities*

## 8. Capital Expenditure Report

We have spent \$16.67 million of a total revised budget of \$21.85 million, equating 76% completion. This compares favourably to 2015/16, which had 73% completion. This reflects progress on action taken to improve project management and delivery within Council.

Out of 170 projects at year end:

- 82 are completed. The bulk relates to Roothing and 3 water renewal programmes. Significant development projects completed include the Woodville library/i-Site building, phase 1 of the Eketahuna Main street upgrade, Dannevirke dog pound and installation of heat pumps in all pensioner housing units.
- 20 are being commissioned or near completion. Significant projects include
  - Dannevirke Pond 1. Lining has been completed and pond is refilling.
  - Phase 2 of the Eketahuna Main St upgrade, with minor work on the corner of Bridge Street to complete.
  - Pahiatua Water supply UV & kriptank.
- 32 are under construction. Significant projects currently underway include Woodville Water storage, Pahiatua 4.5 day water storage, Sewerage Treatment Plant membrane cassettes in Dannevirke and Pongaroa water supply plant.

Multi-year projects currently underway include:

- Saddle Road upgrade. Currently in discussion with NZTA regarding future of project in face of Gorge closure
- Roothing emergency reinstatements from flood events in late 2016/17. Some work is incomplete due to the short timeframe between event and financial year end.
- 25 are being planned or procured. Examples include:
  - District Stormwater management, which is driven from stormwater modelling.
  - Pongaroa Wastewater Treatment plant, construction commencing soon.
  - Pahiatua and Woodville swimming pool, where initial design work is underway for construction in 2017/18 to 2018/19
- 3 projects have not been started. All relate to minor renewals spent as required in Community Buildings.
- 8 projects are on hold. These include:
  - Eketahuna Wastewater Treatment plant, which was postponed to 2017/18 while in discussion with Ministry for Environment for funding.
  - Pahiatua and Woodville service centres earthquake strengthening, postponed to 2017/18.
  - Cemeteries growth and solid waste capping where existing capacity is sufficient to meet demand.



The table below summarises the capital expenditure report.

*Note: dollar amounts are in \$'000*

	Carry forward Budget to 2016/17	Budget 2016/17	Authorised Revision	Total Annual Budget	Year to June 2017	Total Budget Remaining	%
Growth	15	82	-	97	63	34	65%
Level of Service	4,518	6,315	1,683	12,516	7,748	4,768	62%
Renewals	1,542	7,512	184	9,238	8,855	383	96%
<b>Grand Total</b>	<b>6,075</b>	<b>13,909</b>	<b>1,867</b>	<b>21,851</b>	<b>16,666</b>	<b>5,185</b>	<b>76%</b>

**Table 11: Summary of capital expenditure**

The following table provides an overview of the budgets and spend at a Group of Activity level.

	Carry forward Budget to 2016/17	Budget 2016/17	Authorised Revision	Total Annual Budget	Year to June 2017	Total Budget Remaining / (Overspent)
Communities and Recreational Facilities	722	1,296	(402)	1,616	1,380	236
District Promotion and Economic Development	10	20	-	30	42	(12)
Regulatory Services	111	6	-	117	261	(144)
Roading and Footpath	1,498	7,729	100	9,327	8,145	1,182
Solid Waste Management	73	60	-	133	60	73
Stormwater Drainage	128	843	-	971	94	877
Wastewater	585	830	63	1,478	1,034	444
Water Supplies	1,486	2,067	(739)	2,814	2,288	526
Support	1,462	1,058	2,845	5,365	3,363	2,002
<b>Grand Total</b>	<b>6,075</b>	<b>13,909</b>	<b>1,867</b>	<b>21,851</b>	<b>16,666</b>	<b>5,185</b>

**Table 12: Capital expenditure by group of activity**

## 8.1 Budgets to Carry Forward to the 2017/18 Year

The details of the projects that we have identified that will be carried forward to the 2017/18 year are in Appendix 1. The summary of the budgets to be carried forward (by activities) are listed below.

Activity	Count – prior year	\$ - Prior year	Total Annual Budget	Spend for the Year – 30 June 2017	Total Carry Forward	Count – current year
Wastewater	11	1,486	2,814	2,288	950	11
Water Supplies	13	1,462	5,365	3,363	2,384	10
Roading	2	1,274	8,703	7,703	1,527	1
Support	12	585	1,478	1,034	571	9
Parks and Reserves	15	291	383	285	47	7
Footpath	2	224	624	441	183	4
Community Buildings	5	213	672	416	176	5
Animal Control	2	104	104	255	-	
Libraries	2	74	267	216	23	1
Solid Waste	2	73	133	60	44	3
Stormwater	1	128	971	94	15	1
Cemeteries	2	30	129	94	35	3
District Promotion and Economic Development	1	10	30	19	4	1
Health & Safety	1	7	7	1	6	1
Swimming Pools	2	(1)	7	55	-	
Housing	2	15	15	146	(104)	1
Public Conveniences	1	100	144	168	-	
Emergency Management		-	6	5	-	
Commercial Property		-	-	23	-	
<b>TOTAL</b>	<b>76</b>	<b>6,075</b>	<b>21,851</b>	<b>16,666</b>	<b>5,861</b>	<b>58</b>

**Table 13: Carry forward budgets for capital projects**

The significant projects and the reasons for the delay in completing the projects are detailed in the table below. These projects make up 82% of the total carry forward budgets:

S/N	Project Description	Total Annual Budget	Year to June 2017	Carry Forward	Notes
1.	Saddle Road upgrade	2,815	1,288	1,527	Multi-year project. In discussion with NZTA on future of project.
2.	Pahiatua water - 4.5 Day storage	1,446	493	953	Construction underway
3.	Woodville water storage	2,070	1,495	575	Construction underway
4.	Pongaroa Town Water Supply	500	75	425	Procurement complete, construction commencing soon
5.	Eketahuna EQ Sewer replacements	400	6	394	Underway with infiltration remediation
6.	Information Services Hardware Renewals	540	283	257	Underway with 2 <sup>nd</sup> phase of server renewal
7.	Dannevirke STP membrane cassettes	500	255	245	Underway, equipment on order. Proceeding with alternative design that increases capacity.
8.	Akitio Water upgrade	150	-	150	Procurement underway
9.	Water & Wastewater Generators	300	26	274	Installation subject to plants completion. Procured mobile generator in interim.
	<b>TOTAL</b>	<b>8,721</b>	<b>3,921</b>	<b>4,800</b>	

***Table 14: Significant projects to be carried forward***

## 9. Forestry Report

### 9.1 Summary of Results from 2016/17:

Forestry achieved a net operating surplus of \$460,000, the result of a favourable valuation movement. Discounting non-cash transactions show a net cash deficit of \$93,000 for the 2016/17 year. This is driven from replanting and pruning operations in the recently harvested Birch North site, and delays in harvesting operations in Kaiparoro forest.

		<b>Actual 2015/16</b>	<b>Budget 2016/17</b>	<b>Actual 2016/17</b>	<b>Budget 2017/18</b>
<b>Net Operating Revenue</b>		\$1,994,665	\$544,817	\$199,662	\$545,000
<b>Net Operational Expenditure</b>		\$1,625,432	\$502,317	\$309,596	\$472,300
<b>Other Cash Transactions</b>		(\$32,314)		\$17,121	
<b>Net Cash Movement</b>		\$336,918	\$42,500	(\$92,813)	\$72,700
<b>Gain / (Loss) on Revaluation Movement</b>		(\$277,676)		\$570,790	
<b>Net Operating Surplus / (Deficit)</b>		\$91,556	\$42,500	\$460,856	\$72,700

**Table 15: Summary forestry financial performance**

### 9.2 Operating Result:

Total revenue was \$200,000 from log and honey sales, with the associated harvesting costs \$193,000. Both are below budget, driven from delays in harvesting Kaiparoro due to wet weather and concern on sediment around Eketahuna water intake.

Birch North is undergoing replanting and maintenance after the last harvesting cycle. \$83,000 was spent on replanting, spraying and pruning new plantings to increase the long term value of the lot.

Development of access roads and skid sites at the Kaiparoro site in preparation of the harvest cost \$24,000, treated as capital expenditure.

Refer to Appendix 2: Forestry Financial Statements, for further detail.

### 9.3 Forestry Valuation:

The valuation had a net gain on fair value of \$570,000. This contains two key parts:

1. The bulk relates to including Kaiparoro in the valuation. Previously, Kaiparoro was deemed not economically viable due to the difficult site access and compliance costs, and was excluded from the previous valuations. Capital improvements to improve site access along with installing a bridge have made harvesting the Kaiparoro forest block viable.
2. The second portion relates to greater compliance costs in the sector offsetting the valuation increase from higher log prices.

The current cash reserve balance is \$888,000. Harvesting operations in Kaiparoro during the 2017/18 summer period are expected to increase this.

## **10. Debtors Report**

Council's continues to manage the rates debtors by classifying them to categories based on risk. This allows staff to take a risk-based approach to managing rates debtors.

We use internal resource and also the MWLASS debt management services (DMC) to manage/collect rates debtors in arrears.

### **10.1 Arrears Debtors**

At 1 July 2016 we had 1,666 rating units with rate arrears of \$1,822,820. Of these 1,518 rating units cleared their arrears balance by 30 June 2017. The remaining 148 rating units had a closing arrears balance (including penalties) remaining of \$937,993 – refer to table 13: Categories of rates owing. This is inclusive of the Abandoned Land and Legal Action we have commenced.

We collected a total of \$884,827 (49%) of arrears in 2016/2017. This was collected by direct debits, automatic payments and arrears agreements managed by Council staff. Refer to Graph 2: Total rate arrears. This summarises the rates debtors' arrears as at 30 June 2017.

In 2016/2017 we put 352 (122 in 2015-2016) rating units with Debt Management Central (DMC) with 51% being paid in full. 10 historical files were also paid within the rating year. There are some that have started agreements to clear the rates owing. Refer to Graph 3: Total rate arrears owing by category as at 30 June 2017, this shows the movements in the arrear categories compared to the previous quarter.

### **10.2 Abandoned Land**

16 rating units with 13 owners of Abandoned Land were put with DMC and have been advertised for the owners or relatives to come forward. We have not received any response from the advertisements. We will apply to the District Court in September 2017 for approval to sell the rating units under the Abandoned Land process prescribed in the Local Government (Rating) Act 2002.

There are 9 rating units of Abandoned Land that will be put forward to DMC later this year. There are a further 6 rating units outstanding as follows:-

- One was sold in July 2017 by the owners.
- A possibility of another 3 rating units being sold by the owners.
- 1 rating unit went through the abandoned land process in 2008 and never sold.
- 1 is Maori Land which will follow a different process.

### **10.3 Legal Process**

We have commenced legal action on 6 rating units which may result in rating sales. This was indicated to Council in the 3<sup>rd</sup> Quarter Report in May 2017.

### **10.4 At Risk Debtors**

At risk ratepayers are those who have left the district and we have not received payments from. Council had 11 at risk ratepayers as at 1 July 2016. Of these 11, only 1 remained at 30 June 2017. However, a further 9 have been added to the list. The debt from these 10 ratepayers will be placed with DMC to follow up on.

### **10.5 Current Debtors**

While 1,518 paid their rates in full, 706 rating units still have a balance owing for current 2016-2017 rates. The remaining 148 ratepayers who are still paying their arrears (as mentioned above) have current rates owing.

A further 783 rating units that did not have arrears at 1 July 2016 have not pay their rates in full by 30 June 2017 – refer to the category “Current Year Rates Owing” in Table 13. The total rates invoiced for the 783 rating units in the 2016/2017 financial year was \$1,544,663, of which \$126,499 (8%) is currently owed.

At 30 June 2017 we have 1,637 ratepayers that had rates owing, being 15% of total ratepayers. Of these, 1,489 owe current 2016/2017 rates only with 591 ratepayers have less than \$100 owing. The remaining 148 owe both arrears and current 2016/2017 rates. At risk debtors, abandoned land and those with legal action make up 3% of these debtors making up 40% of the total owing.

In September 2017 we will be going through the list of rates owing at 1 July 2017 and any that are not already on agreement we will be referring to DMC to follow up with formal demands or other appropriate action.



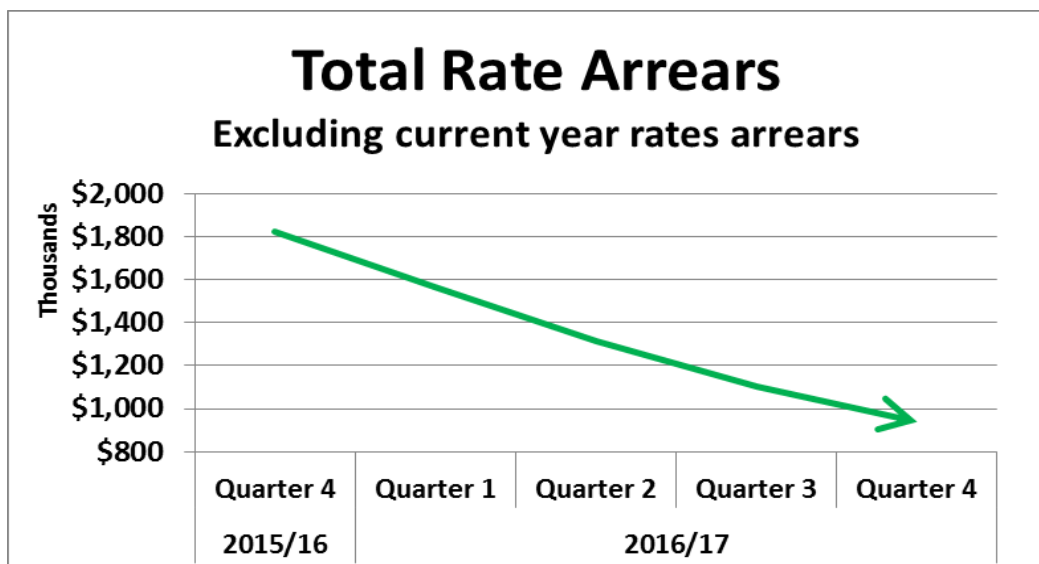
<b>Debt status</b>	<b>Number of debtors</b>	<b>Total Owing 30/06/2016</b>	<b>Total Rate Arrears &amp; Penalty Owing 30/06/2017</b>	<b>Current Year Rates Owing</b>	<b>Total Owing 30/06/2017</b>	<b>Number of debtors</b>
Arrears cleared	-	-	-	311,709	311,709	706
Direct Debit	945	69,077	6,396	8,030	14,426	3
Automatic or Regular payment	53	105,754	-	-	-	-
Payments received	512	729,609	81,910	30,869	112,779	6
Arrears Agreement	107	333,004	92,193	101,065	193,259	38
Formal demand on balance	4	13,158	-	-	-	-
MWLASS DMC Advice Issued	4	39,375	128,582	100,467	229,049	44
No payments received to date*	-	-	14,251	10,325	24,576	9
Left the District*	11	38,873	1,948	2,152	4,100	1
MWLASS Advice Agreement	-	-	33,833	32,753	66,586	10
Legal action commenced	-	-	66,510	23,797	90,307	6
Abandoned Land	30	493,970	512,370	77,906	590,276	31
Current Year Rates Owing	-	-	-	126,499	126,499	783
<b>TOTAL</b>	<b>1,666</b>	<b>1,822,820</b>	<b>937,993</b>	<b>825,572</b>	<b>1,763,565</b>	<b>1,637</b>

\* At risk debtors

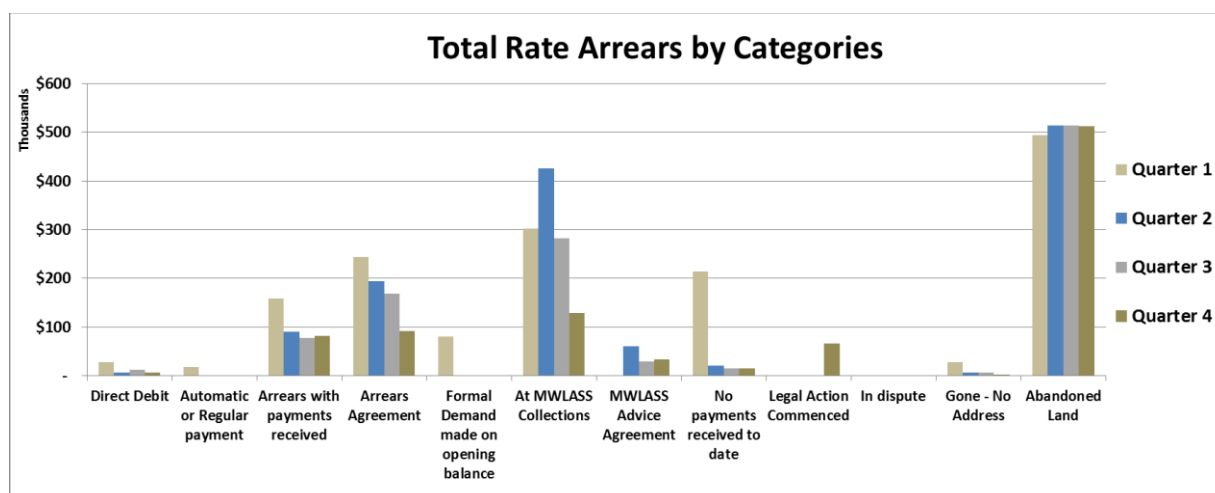
**Table 16: Categories of rates owing**

<b>Debt status</b>	<b>Total owing as at 30/06/2016</b>		<b>Total owing as at 30/06/2017</b>	
	<b>Total number of assessments</b>	<b>Total owing</b>	<b>Total number of assessments</b>	<b>Total owing</b>
Managed	1,625	\$ 1,289,977	1,590	\$ 1,054,306
At Risk	11	\$ 38,873	10	\$ 28,676
Abandoned Land	30	\$ 493,970	31	\$ 590,276
Legal Process	-	-	6	\$ 90,307
<b>Total</b>	<b>1,666</b>	<b>\$ 1,822,820</b>	<b>1,637</b>	<b>\$ 1,763,565</b>

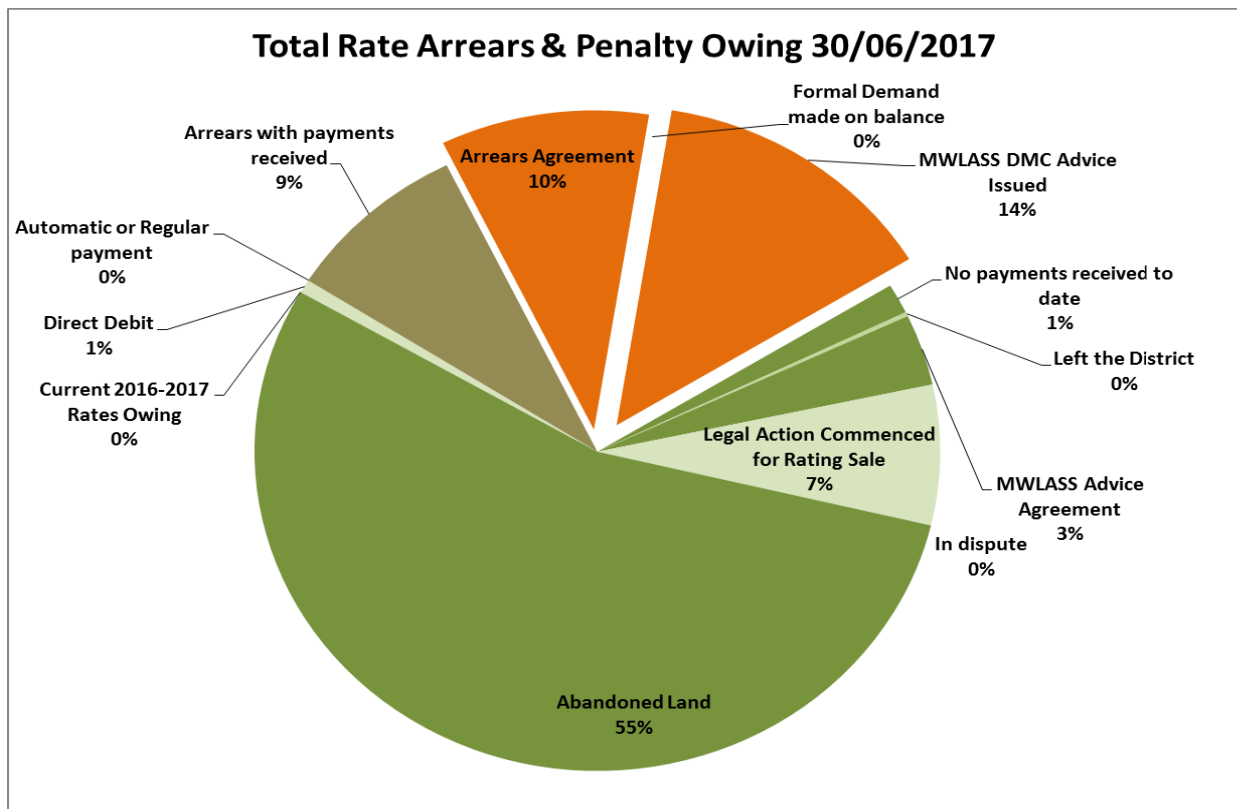
**Table 17: Status of rates owing**



**Graph 3: Total rates arrears**

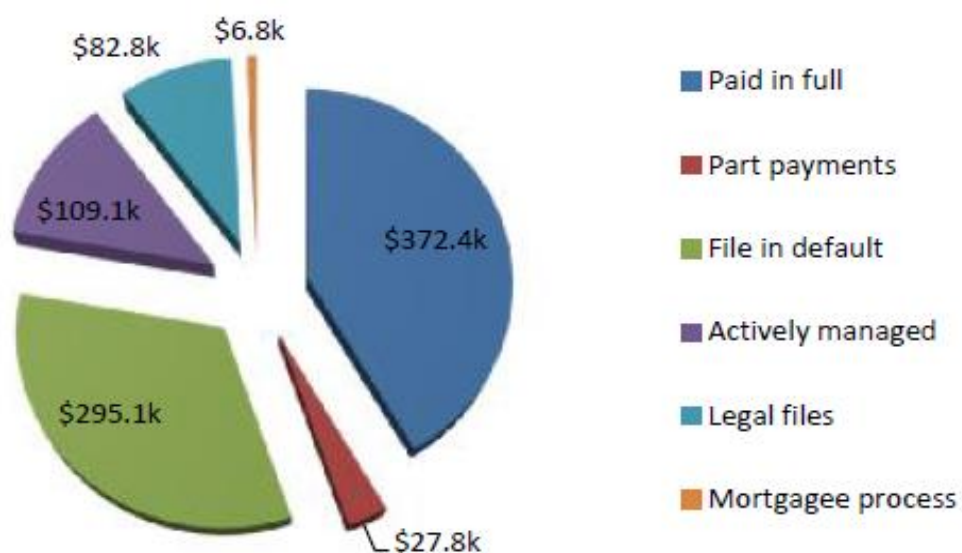


**Graph 4: Total rate arrears owing by category as at 30 June 2017**



**Graph 5: Total Council rates owing as at 30 June 2017**

## 2016 - 2017 Overview (\$8.94k)



**Graph 6: Report from Debt Management Central of rates debt as at 30 June 2017**

## **11. Treasury Report**

### **11.1 Compliance with Investment Policy**

The following report details the specific requirements of the Investment Policy. No breaches were noted.

### **11.2 Swap Repricing**

We have recently identified two swaps to apply this strategy, which has resulted in reducing our average swap interest rate from 4.53% to 4.28%.

### **11.3 Cash flow Management and Liquidity**

We have recently extended our Multi Option Credit Line Facility (MOCL) with Westpac until 2020. In doing so, we have reduced our MOCL limit from \$5 million to \$3 million. This will reduce the monthly line commitment fee for having the facility available.

This has been made possible by improved cash management forecasting, and the Local Government Funding Agency being more easily accessible.

The MOCL facility provides liquidity in the event that short-term funding is required. We will continue to use the Local Government Funding Agency for longer-term borrowing as we are able to access lower interest costs.

### **11.4 Debt Ratios**

Debt is to be managed within the following limits subject to the Council continuing to control and maintain its share of the roading network requirements in the event of civil emergencies:

<b>Item</b>	<b>Borrowing Limit</b>	<b>Actual</b>
Net external debt as a percentage of total revenue	<50%	17.51%
Net Interest on external debt as a percentage of total revenue	<7%	0.89%
Net Interest on external debt as a percentage of annual rates income (debt secured under debenture)	<10%	1.43%
Liquidity (External term debt+ committed loan facilities +cash and cash equivalents TO existing external debt )	>110%	174.83%

**Table 18: Compliance with Debt ratios**

## 12. Compliance Exception Report

### 12.1 Financial Prudence Benchmarks

As part of the Local Government reforms, a set of financial prudence measures and indicators were introduced and the Council is required to report against these in the 2016/17 Annual Report.

A total of seven measures were introduced. The seven benchmarks were organised around the three elements and financial prudence – affordability, sustainability and predictability. The desired outcome of this reform is to:

- Encourage and provide local government an opportunity to showcase excellence and to share best practice.
- Lift the local authority performance and avoid the need for central government intervention in individual authorities

In 2016/17 Council did not comply with the following two measures:

Benchmark Name	Measure	Results		Comments
		Annual Plan	Full Year Results	
Operations Control Benchmark	Net cash flows from operations equals or exceeds budget	N/A	✗ (98%)	The overall shortfall is \$212,000. We did not receive planned cash of \$345,000 from the harvesting of Kaiparoro Forest due to adverse weather.
Debt Control Benchmark	Net debt is less than or equal to net debt in LTP	N/A	✗	This is due to holding less cash than planned in the LTP.

**Table 19: Compliance with financial prudence benchmarks**

The Financial Prudence Measures are reported in the Annual Report Disclosure Statement section (page 22) in the attached Draft Annual Report 2016/17.

### 12.2 Investment Policy

No non-compliance noted.

### 12.3 Liability Management Policy

No non-compliance noted.

### 12.4 Accounting Standards

No non-compliance noted.

## **12.5 Rating Remissions Policy**

All remissions provided were compliant with policy.

## **12.6 Specific Policy on Giving of Securities**

Council may act as guarantor to financial institutions on loans or enter into incidental arrangements for organisations, clubs, trusts or business units, when the purposes of the loans are in line with Council's strategic objectives. Council has not provided any guarantees as of 30 June 2016.

## **12.7 Local Government Act (LGA)**

Council has adopted the 2017/18 Annual Plan on 28 June 2017 prior to the statutory deadline of 30 June.

## **13. Recommendation**

**13.1 *That the report from the Chief Financial Officer dated 23 August 2017 concerning the Annual Report and Council Performance for the 2016/17 Financial Year ending on 30 June 2017 (as circulated) be received and the contents are noted, and***

**13.2 *That the Council approve the capital budgets as set out in paragraph 8.1 of this report to be carried forward to the 2017/18 financial year, and***

**13.3 *That the Council approve the Draft Annual Report 2016/17 subject to the inclusion of items as stated in section 2.3 of this report to be provided to Audit New Zealand for their audit of the 2016/17 Annual Report.***

## **14. Attachments**

- a. Appendix 1: Capital Budget to be Carried Forward to 2017/18
- b. Appendix 2: Forestry Activity Financial Statements
- c. Draft Annual Report 2016/17 placed on Dashboard for reference



Annual Report 2016/17 - Capital Expenditure Carry Forwards to 2017/18

Programme	Project	Budget	Actual	Carry Forward to 2017/18	Reason for Carrying forward
Saddle Road Development	Manawatu/Hawkes Bay Alternate Route	2,815	1,288	1,527	Project underway. In discussion with NZTA on future of project.
Pahiatua Water Supply	Pahiatua New Bore and Treatment - 4.5 Day storage	1,446	493	953	Project underway.
Woodville Water Supply	Woodville water storage	2,070	1,495	575	Project underway.
Information Services Renewals	Information Services Hardware Renewals	540	283	257	Project underway.
	Telephone Replacement	100	16	84	Project underway.
	District Administration Information Services Renewals	70	15	53	Project underway.
	Information Services Software Renewals	116	29	33	Project underway.
	Photocopier Replacement	36	23	13	Project underway.
Pongaroa Town Water Supply	Pongaroa Town Water Supply	500	75	425	Project underway.
Eketahuna Wastewater Reticulation Renewals	Eketahuna EQ Sewer replacements	400	6	394	Project underway.
Dannevirke Sewerage Treatment Plant	Sewerage Treatment Plant membrane cassettes	500	255	245	Project underway.
	Dannevirke Sewerage Treatment Plant Renewals	65	22	43	Project underway.
	Aerators renewal	37	-	37	Project underway.
District Wide Generators	District Generators - Water Supply	150	6	144	Project underway.
	District Generators - Wastewater	150	20	130	Project underway.
Akitio Water Supply	Akitio upgrade	150	-	150	Project underway, procurement has been started.
Footpath Development	District Wide Footpath Development	111	-	111	Project underway.
Water Supply Development	Leak Detection - Pahiatua & Norsewood	78	21	57	Project underway.
	Water and Wastewater Operator Equipment	30	-	30	Earmarked to equip additional plant operator.
	Demand Management & Zone Metering	13	3	10	Project underway.
	Large Users, Metering and Management	10	-	10	Project underway.
Carpark Renewals	District off-road carpark sealing	300	4	92	Project underway.
Footpath Renewals	Footpath Renewals	150	67	83	Project underway.
Solid Waste Capping	Eketahuna Capping	73	2	71	Project underway.



Annual Report 2016/17 - Capital Expenditure Carry Forwards to 2017/18

Programme	Project	Budget	Actual	Carry Forward to 2017/18	Reason for Carrying forward
District Building Renewals	Dannevirke Administrative Buildings	87	18	64	Project underway.
Community Buildings Renewal	Woodville Community Centre	29	-	29	Project underway.
	Pongaroa Community Hall	22	4	18	Project underway.
	Eketahuna Medical Centre	24	7	17	Project underway.
Parks Upgrades	Woodville Play Equipment Norsewood Waterwheel Park	102 46	65 32	37 14	Project underway. Project underway.
Wastewater Development	Akitio sewer option report	15	-	15	Postponed to 2017/18.
	Telemetry Sewerage Development	10	-	10	Project underway.
	Dannevirke Adelaide Rd Investigation	10	-	10	Postponed to 2017/18.
Cemeteries Development	Mangatera New Berns	73	22	21	Project underway.
	Pahiatua Stillborn Area	15	5	10	Project underway.
	Pahiatua New Berns	4	-	4	Project underway.
Woodville Sewerage Treatment Plant	MfE Project - Woodville Sewerage Treatment Plant	190	156	34	Project underway.
Dannevirke Water Supply	Dannevirke Soda Ash Conversion	30	-	30	Project underway.
Information Services Development	Information Services Developments Hardware	109	30	29	Project underway.
Campground Upgrades	Woodville Camping Ground Upgrade	105	80	25	Project underway.
	District Wide Walkway Development	10	7	3	Project underway.
Library Renewals	Eketahuna Library Refurbishment	31	5	26	Project underway.
Library Collection Renewal	Books	132	109	23	Project underway, books on order. Delays with publishing.
Wastewater Reticulation Renewals	Infiltration Renewals - Pahiatua & Eketahuna	21	-	21	Project underway.
Community Buildings upgrade	Woodville Sport Stadium - Install heating	20	-	20	Project underway. Scope revised after initial quotes received.
Stormwater Renewals	District Wide Mains Replacement - Stormwater	43	28	15	Project underway.



## Annual Report 2016/17 - Capital Expenditure Carry Forwards to 2017/18

Programme	Project	Budget	Actual	Carry Forward to 2017/18	Reason for Carrying forward
Eketahuna Main Street Upgrade	Eketahuna Business centre upgrade - Phase 2 Bridge St	120	105	15	Project underway, near completion
Asset Management Information	Asset Data Quality Improvement	45	33	12	Project underway.
Norsewood Sewerage Treatment Plant	Norsewood treatment Plant	14	3	11	Project underway.
Health & Safety Equipment Renewal	Sound Level Meter	7	-	6	Project underway.
Parks Renewal	Eketahuna Playground Matting	10		4	Project underway.
Economic Development & Promotion	Computer Hardware	10	1	4	Project underway.
Campground Renewal	Dannevirke Campground power boxes	-	11	-11	Project underway. Budget in 2017/18.
Eketahuna Camping Ground upgrade	Eketahuna Camping Grounds - 2 new cabins	-	25	-25	Project underway. Budget in 2017/18.
Pahiatua Main Street Upgrade	Pahiatua Footpath renewal - kerb & channel	-	26	-26	Project underway. Budget in 2017/18 to 2019/20.
Eketahuna Landfill Closure	Eketahuna Landfill Closure	-	35	-6	Project underway. Budget in 2017/18.
	Eketahuna New Transfer Station	-	21	-21	Project underway. Budget in 2017/18.
Pensioner Housing Upgrade	District Heatpump Renewal	-	104	-104	Project underway. Budget in 2017/18.
<b>Grand Total</b>		<b>11,244</b>	<b>5,058</b>	<b>5,861</b>	

**Tararua District Council - Forestry Activity**  
**Statement of Financial Performance**

for the year ending

30 June 2017

	Actual 2015/16	Budget 2016/17	Actual 2016/17	Budget 2017/18
<b>Operating Income</b>				
Net Forestry Sales	\$1,983,710	\$544,817	\$188,801	\$545,000
<b>TOTAL</b>	<b>\$1,983,710</b>	<b>\$544,817</b>	<b>\$188,801</b>	<b>\$545,000</b>
<b>Forestry Management Services</b>				
Gain/(Loss) from Changes in Fair Value of Forest	\$108,442		\$708,262	
Honey Sales	\$10,955		\$10,860	
<b>TOTAL</b>	<b>\$119,397</b>		<b>\$719,122</b>	<b>\$0</b>
<b>Total Operating Income</b>	<b>\$2,103,107</b>	<b>\$544,817</b>	<b>\$907,924</b>	<b>\$545,000</b>
<b>Operating Expenses</b>				
Less Fair Value of Logs harvested	\$386,118		\$137,472	
Contract Costs	\$1,415,270	\$480,817	\$275,277	\$450,000
Opening Inventory Sold	\$167,266		\$0	
Management Fees	\$3,669		\$5,852	
Insurance	\$1,981	\$1,500	\$2,961	\$2,300
Rates	\$8,397	\$10,000	\$8,365	\$10,000
Valuation Expenses	\$0	\$5,000	\$3,000	\$5,000
Miscellaneous Expenses	\$112	\$5,000	\$0	\$5,000
General maintenance	\$15,356		\$101	
Mapping	\$0		\$180	
<b>Total Administrative and Overhead Expenses</b>	<b>\$1,998,169</b>	<b>\$502,317</b>	<b>\$433,209</b>	<b>\$472,300</b>
<b>Other Expenses</b>	<b>\$13,381</b>		<b>\$13,859</b>	
Depreciation	\$13,381		\$13,859	
<b>Total Operating Expenses</b>	<b>\$2,011,550</b>	<b>\$502,317</b>	<b>\$447,068</b>	<b>\$472,300</b>
<b>Operating Surplus / (Deficit)</b>	<b>\$91,556</b>	<b>\$42,500</b>	<b>\$460,856</b>	<b>\$72,700</b>
<b>Less Non-Cash transactions</b>				
Gain / (Loss) on Asset Revaluation	(\$277,676)		\$570,790	
Depreciation	(\$13,381)		(\$13,859)	
<b>Total Cash Income</b>	<b>\$382,614</b>	<b>\$42,500</b>	<b>(\$96,075)</b>	<b>\$72,700</b>
<b>Less Capital Expenditure</b>				
Road & Skid Construction Capitalised	\$45,696		\$23,884	
<b>Plus Creditors &amp; Other Payables</b>	<b>\$0</b>		<b>\$27,146</b>	
<b>Net Cash Movement</b>	<b>\$336,918</b>	<b>\$42,500</b>	<b>(\$92,813)</b>	<b>\$72,700</b>

## Taranua District Council - Forestry Activity Statement of Financial Position

as at 30 June 2017

	Actual as at 30/06/2016	Actual as at 30/06/2017
<b>Current Assets</b>	<b>\$980,785</b>	<b>\$887,973</b>
Cash & Cash equivalents	\$980,785	\$887,973
<b>Non-Current Assets</b>	<b>\$2,395,073</b>	<b>\$2,975,888</b>
Freehold Land	\$610,500	\$610,500
Property Improvements	\$648,249	\$658,274
Forestry Assets (Forest Logs)	\$1,136,324	\$1,707,114
<b>Total Assets</b>	<b>\$3,375,858</b>	<b>\$3,863,860</b>
<b>Current Liabilities</b>	<b>\$0</b>	<b>\$27,146</b>
Creditors & other Payables	\$0	\$27,146
<b>Total Liabilities</b>	<b>\$0</b>	<b>\$27,146</b>
<b>Equity</b>	<b>\$3,375,858</b>	<b>\$3,836,714</b>
Revaluation reserve	\$576,397	\$1,147,187
Reserve Balance - Cash	\$980,785	\$887,973
Accumulated Funds	\$1,818,676	\$1,801,555
<b>Total Equity &amp; Liabilities</b>	<b>\$3,375,858</b>	<b>\$3,863,860</b>





## Report

Date : 23 August 2017

To : Mayor and Councillors  
Tararua District Council

From : Blair King  
Chief Executive

Subject : **Staff Report - 30 August Council Meeting**

Item No : **11.8**

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### 1. Reason for the Report

This report is to update Councillors on key projects and items of interest for the period from 26 July 2017 to 23 August 2017.

## Key Points

### 2. Manawatu Gorge Closure

With the construction season starting 1 October, engineering staff are talking with NZTA on options for progressing the Saddle Road realignment by Cook Road at the summit.

Update number 5 from the NZTA noted they intend to appoint the consultancy firm that will develop a business case detailing options for the Manawātū Gorge alternative route, by the end of August. The consultancy firm will have three months to come up with a final option for the Transport Agency Board to consider in December. That leaves a very short timeframe to engage meaningfully with the public. The NZTA has asked whether Council can use its communication channels to ensure affected/interested communities have a say. This includes links advertising the NZTA website (where they will have all the consultation documents), or open days, or information that may be in libraries.

Part of the Pre-election announcement was the Gorge Alternate Route delivery now had the status of a Road of National Significance (RONS).

### **3. Drinking Water Assessment report for Tararua District Council**

MidCentral Health's Drinking Water Assessors have sent us their draft report for the 2016-17 year. The report notes non-compliance with the Drinking Water Standards due to our protozoa barriers not being in for all schemes, being UV and 24 hour monitoring data. Dave Watson is preparing a response, which will enable the finalisation of this report, to reflect the investment by Council into UV and additional monitoring during 2016-17. We will also meet the Drinking Water Assessors to ensure our work programme this year will deliver the documented risk reductions sought by the Ministry of Health in their Part 1 findings for the Havelock North Water Inquiry. The final report will be on the Agenda for the next Audit and Risk Committee meeting.

### **4. Woodville Water Dam**

A drone has been used to enable us to confirm earthwork volumes remaining once construction restarts. Once the volumes and confirmed areas are known, planning approval will be sought to enable the earthworks to commence – likely to be October.

### **5. Local Government Elected Members Remuneration**

The Remuneration Authority has issued the Local Government Elected Members Determination for the 2017/18 financial year. This takes effect from 1 July 2017, and provides a 1.7% increase to elected members remuneration based on Labour Market Statistics for the public sector. It recognises elected members are self-employed, and further aligns the allowances with provisions of the Inland Revenue Department.

This results in the following annual salary remuneration payments for the Council and the district's two Community Boards:

#### **Council**

- Mayor \$87,054 (previously \$85,599) after the deduction of \$3,627 relating to the value of full private use of the vehicle provided by the Council
- Deputy Mayor \$34,880 (previously \$34,297)
- Audit and Risk Committee members \$27,457 (previously \$26,998)
- Councillor \$24,914 (previously \$24,498)

#### **Dannevirke Community Board**

- Chairperson \$11,258 (previously \$11,070)
- Board member \$5,629 (previously \$5,535)

#### **Eketahuna Community Board**

- Chairperson \$7,297 (previously \$7,175)
- Board member \$3,649 (previously \$3,588)

Further to the above, the determination also includes the following changes:

- Meetings for proposed changes to District Plans and their review are now covered under hearing fees (\$100 per hour for chairs and \$80 per hour for members excluding mayors) to recognise the requirement for Resource Management Act accreditation.
- For periods when a vacancy or temporary absence occur the member filling the position of mayor or chairperson (either as a result of resignation or through having being granted unpaid leave by the Council) receives the full remuneration and allowances attached to the role for the period of their tenure.
- The 30 kilometres threshold rule has been removed and is no longer applicable to vehicle mileage allowance payments.
- Vehicle mileage allowance payments are now .73c for the first 10,000 kilometres (previously 5,000 kilometres) and .37c for any distance thereafter. For those using electric vehicles the allowance is .81c for the first 10,000 kilometres.
- Travel time allowance of \$37.50 per hour after the first hour of travel can now be claimed by mayors, the same as for councillors.
- Communications allowances for the Council retains the option of either providing the hardware to elected members or payment of an allowance for the use of the member's own hardware.
- This provides an annual allowance of \$550 to councillors for the use of their mobile telephone on Council business (previously this was \$460).

The Remuneration Authority is considering the issue of providing childcare allowances to elected members, and this will be a subject for possible inclusion in future determinations. This forms part of its work on longer term issues regarding council sizing and consequent remuneration levels, and the intention to implement any changes in 2019 following the next election.

It is pleasing to note many of the changes made reflect requests sought by this Council, and the Remuneration Authority will continue its dialogue with local authorities at Local Government New Zealand zone meetings and through its consultation document for response by 20 October 2017.

## Human Resources

### 6. Recruitment

#### **Customer Services Telephonist – Part time, Dannevirke**

Applications for this role closed on Friday 11 August. 48 applications have been received and we are currently in the process of short listing for interviews. This role has arisen through seconding June Vermeer into supporting HR, given the increasing compliance and organisation development needs.

#### **Regulatory Administration Assistant – Fixed Term**

Applications for this fixed term position close 18 August 2017. Currently nine applications have been received with some promising candidates coming through.

### 6.1 Welcome

We are happy to advise that we have been successful in recruiting for the following positions:

#### **Dannevirke Library Assistant**

Welcome to Alanna Barkle who joined the Dannevirke Library team on 31 July 2017.

#### **Records & Information Administrator**

Welcome back to Andrea Hamblyn (previously Alliance/Engineering Services) who joined the Records & Information team on 2 August 2017.

#### **Assets Administration Assistant – Fixed Term**

Welcome to Denise Walker who joined the Assets group on 14 August 2017.

#### **Licensing & Compliance Officer**

Welcome to Graham Howse who was the successful candidate and will join the Regulatory Services team on 28 August 2017.

#### **Treatment Plant Operator**

Update to follow in the next staff report.

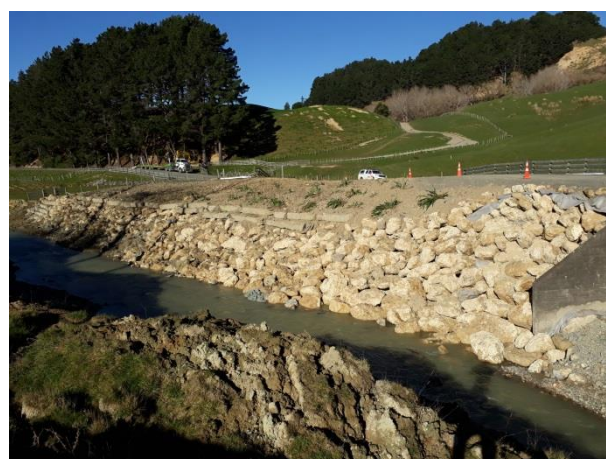
## Tararua Alliance

### Executive Summary

7. The majority of July's efforts focused on the weather event, where snow then heavy rain and strong winds caused damage to many roads throughout the district.

With all roads reopened, clean-up work ongoing, and investigation underway for sites requiring engineered repairs, our focus starts to return to business as usual activities such as the routine maintenance and the upcoming construction season.

Council's Long Term Plan is also a key project currently, with proposed projects identified and Asset/Activity Management Plans being developed for Transportation, Water, Wastewater, and Stormwater. Through this process it is pleasing to note the huge improvements in asset information carried out over the past three years.



***Before and after photos of scour damage at Cochrane's Bridge on Route 52 between Weber and Wimbledon***



## Roads

### 8. Maintenance

With initial response to the weather event predominantly complete, maintenance teams are busy catching up on their business as usual work across the network. Due to the amount and consistency of rainfall across the district, the maintenance graders are busy travelling around the network, with maintenance metal also applied where required. We've also utilised Council's pipe jetting unit to clear the many culverts blocked by slip material across the network.

The key focus looking forward is to complete pre-reseal repairs, which mainly include drainage and pavement maintenance repairs, in time for construction season. We'll also be focusing on "high risk" pavement faults, to be completed in conjunction with the pre-reseal repairs, and a programme has been developed for this.



*Clearing fallen trees*

#### **on Weber Road**

Wet weather and increased logging vehicles are resulting in significant damage on some of our typically low volume, unsealed rural roads around the district. We are working with the forestry managers to ensure the roads are safe for both heavy vehicles and general motorists through heavy metal application and minor drainage and sight distance improvements.

### 9. Renewals

Confirmation that the Saddle Road and Pahiatua Track routes are now being managed by the NZ Transport Agency due to the ongoing closure of the Manawatu Gorge, and Council's confirmation that Route 52 (between the northern boundary and Weber) will be planned for capital improvements have resulted in some changes to the renewals forward works programmes. Alternative sites have been identified as substitutes for the resurfacing and pavement rehabilitation programme and investigation of these sites has commenced.

Exact timing for resurfacing around the district is being confirmed shortly and pavement rehabilitation work is planned to begin later this year.



## Projects

### 10. Emergency Works

Crews, including subcontractors, have been kept extremely busy completing repairs across the district following July's storm event. Slip and fallen tree clearing has been carried out on numerous roads.

Geotechnical investigation, surveying and design of repairs are progressing on multiple dropout sites, the largest being on Riverdale Road where detailed design of a retaining structure is underway.

The Akitio seawall is very near complete, with only the planting of native shrubs left to finish. This will be followed by an inspection by Horizons to close off the resource consent. This has been a very successful project for both the Akitio community and the Alliance with a huge amount of positive feedback received.

### 11. Saddle Road Upgrade Project

We have met with the NZ Transport Agency who are eager for the Saddle Road Upgrade Project to continue, despite the ongoing Manawatu Gorge closure, and for it to continue to be managed by Tararua District Council / Tararua Alliance.

Site 4, which is near the summit where trees have already been removed, will be the first site to progress. A review of the design is currently being completed due to changes in expected functions and use, as well as the need for construction to have minimal impact on motorists using the route.

Another high priority is a dropout on the Woodville side of the summit, which initially occurred during cyclone Debbie. It has deteriorated somewhat in the significant weather events following, however has stabilised due, in part, to the measures that have been put in place to mitigate the risk of further deterioration. These include diversion of the stormwater, closure of the road shoulder, and implementation of the temporary 50km/hr speed restriction. Site investigations have been carried out, including topographical surveying and geotechnical testing, and a preliminary repair has been designed. Further geotechnical testing is arranged before the final design can be completed, with construction planned immediately following provided site/weather conditions allow. The site is being regularly monitored during this time.



***Dropout on the Saddle Road***

The NZ Transport Agency continue to manage and maintain the Saddle Road route, from State Highway 3 at Woodlands Road to State Highway 3 at Ashhurst. NZTA's management of the Pahiatua Track, from State Highway 2 in Pahiatua to State Highway 57 at Aokautere, has also been formalised recently.

### **Huxley Street Footpath Construction**

Our urban construction team is working in Huxley Street, Pahiatua, building 140m of new footpath and kerb and channel. This is being completed in conjunction with development of the new skate park.

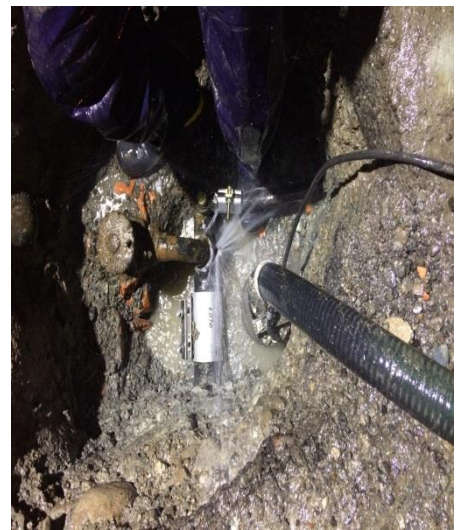
## **3Waters**

### **12. Maintenance**

Maintenance of 3Waters assets has kept the team busy, with 64 requests responded to during July. This included 21 toby replacements, 7 water lateral leaks, 2 mains break, 22 minor water related attendances, 9 minor sewer attendance, 2 blocked sewer pipes, and open drain clearing.

One of the water main breaks was in Septimus Street, Eketahuna, where the 200mm asbestos concrete main feed into Eketahuna burst. It is showing obvious signs of deterioration and renewal of the pipe will be assessed. Our other main repair was in Woodlands Road, Woodville, where a non-Tararua Alliance contractor has struck the pipe while installing temporary signage.

***Pahiatua***



***Water leak in***

### **13. Renewals**

Renewal of water reticulation assets continues, with the renewal of a watermain in Sedcole Street underway, between George Street and Tiraumea Road in Pahiatua. 270 metres of new main, with fire hydrants, has been installed and we are currently working on laying the new laterals. Once the laterals are complete our next stage will be pressure testing and disinfection prior to connecting to the existing reticulation network and decommissioning the existing redundant infrastructure.

Our next planned water renewal is a 75 metres pipe in Neptune Street, Dannevirke. This line is corroded and we regularly receive water quality complaints from affected residents.

***Renewal***



***Sedcole St Watermain***

## **Projects**

### **14. Stormwater Modelling**

We have received a draft report from Opus that contains system performance analysis for all existing assets in our district's stormwater systems. This confirms our existing infrastructure is vulnerable to rainfall events, which we already knew, and enables us to pinpoint the 'weak links' - locations and assets at which performance is very poor and/or critical. We are now looking to identify some "quick wins" by upsizing or optimising existing assets where they have significant impact to the stormwater performance.

We have also modelled several concepts for proposed capital projects, which will provide guidance as to where our efforts and investigative actions should progress in determining solutions by township.

## **Performance**

### **15. Customer Management**

The storm event during July resulted in a huge number of customer requests for the month. Requests associated with the event were recorded and prioritised, however the decision was made not to reply to everyone based on the priorities at the time. The majority of feedback received regarding our response to the event has been positive.

Outside of the immediate storm event, 362 customer requests were received for roading and 65 for 3Waters during the month. Customer request response times continue to be well within the five day requirement, with an average of 1.3 days for roading and 0.2 days for 3Waters during July.

Feedback scores also continue to trend well, with an average satisfaction level of 4.0 out of 5 for July. The majority of concerns were regarding timeliness to complete routine maintenance, although most acknowledged the situation relating to the weather event.

### **16. Corridor Access Requests**








Twenty Corridor Access Requests and 36 Before-Udig requests were submitted during the month of July.

### **17. Traffic Management**

Only one traffic management site was formally audited during July, a Tararua Alliance site. Additional audits, on both Alliance and non-Alliance sites, will be completed during coming months.

## 18. Performance Framework

The results for July are as follows:

	KRA	Name	Frequency	Comments	
RESULTS	PEOPLE RESULTS	Alliance Team Safety	Monthly	66 Safe Behaviour Observations (SBO) were undertaken in July. A great result highlighting the ongoing commitment to Safety and Zero Harm	
		Workplace Health	6 Monthly	Loss time injuries (LTI) 0 Medical treated injuries (MTI) 0 Environmental incidents 0	
	CUSTOMER RESULTS	Timely Communications	Monthly	100% of all CRMs received were responded to on time during July	
		Effective Communication	Monthly	Average feedback score was 4.0 out of 5	
		Minimise Operational Impacts	3 Monthly	One complaint received during July	
	SOCIETY RESULTS	Compliance with TMP	Monthly	One traffic management audit carried out in July - more focus on this required	
		Zero Harm – Environment	Monthly	Site safety audit results have all been to an acceptable high standard.	

## 19. Key Performance Framework Results - Non-Financial

Description	Detail	Unit	July-2017
<b>Alliance Team Safety</b>	Medical Treated Injuries (MTI)	No.	0
	Loss Time Injuries (LTI)	No.	0
	1st Aid Treatments	No.	0
	Near Miss Reports	No.	0
	Site Observations	No.	66
<b>TMP Compliance - Alliance Sites</b>	Total Audit Score	No.	0
	Dangerous Sites	No.	0
	Sites scoring below 30	No.	0
	Total No. Sites Audited	No.	0
<b>TMP Compliance - Non-Alliance Sites</b>	Total Audit Score	No.	0
	Dangerous Sites	No.	0
	Sites scoring below 30	No.	0
	Total No. Sites Audited	No.	0
<b>Overall Standard</b>	Total of All Sites Audited	No.	1
	Total Non-Compliant Sites	No.	0
<b>Effective Communication</b>	Total Number of Customer Surveys	No.	31
	Overall Feedback Score	Index	4.05
	No. Scoring Below 3	No.	2
<b>Timely Communication - 3Waters</b>	Total Number of Three Waters CRMs Received	No.	65
	Average Completion Time	Days	0.26
	Total Number of CRMs open	No.	0.00
	Number completed within target	No	65
	% Target	%	100%
	% Carried to following month	%	0%
	% Completed on Time	%	100%
<b>Timely Communication - Roding</b>	Total Number of Roding CRMs Received	No.	362
	Average Completion Time	Days	1.33
	Total Number of CRMs open	No.	0.00
	Number completed within target	No	362
	% Target	%	100%
	% Carried to following month	%	0%
	% Completed on Time	%	100%

## Assets Group

### 20. General

Michelle Westerman is away for the next two weeks, and we have a new staff member on a fixed contract to assist in the Assets Department. We welcome Denise Walker to the team, with her first day being 14 August 2017. Denise will be assisting with the pensioner housing tenancies and maintenance, as well as administration support and we are glad to have her on-board.

Staff have been busy with the LTP documenting projects and budgets, Water & Wastewater Asset Management Documents, Resource Consent annual reporting and Water Safety Plan annual reports.

Water Treatment Cadet Thomas Kuggeleijn has just returned from a Wasterwater Principles & Trends Course in Wellington.

## Solid Waste

### 21. Eketahuna Landfill and Transfer Station

The pre-cast concrete floor and wall have been built and ground works for the new transfer station have started with the scrapping off of the site to be used as shown in the photo below. River run material will be trucked in within the next few weeks for a base.

Council has managed to have some clay type material trucked in from a slip on Alfredton Road that we will be able to use as capping material with the landfill closure. It is hoped that the majority of the capping will be completed over this coming summer. This will then leave the current cell and final contouring to be completed when the landfill consent expires on 30 June 2018.





## 22. Rural Kerbside Collections

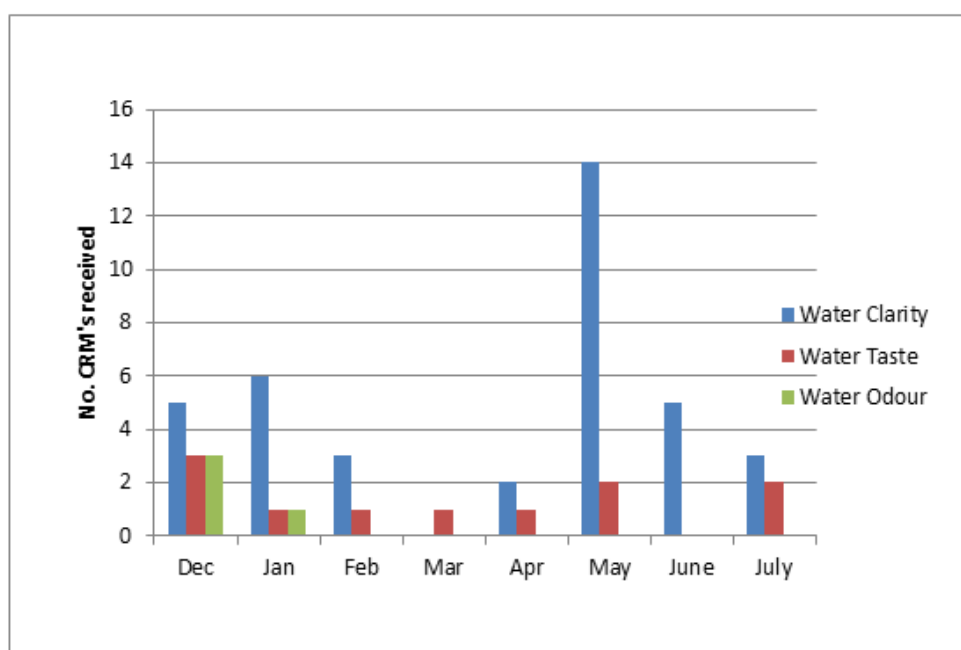
With Council withdrawing from district kerbside refuse collection, Budget Waste has started their own yellow bag sales in Pongaroa, Herbertville and Akitio so that these areas still have a kerbside refuse service. We also have rural contractors pick up bags in Alfredton and Makuri. Budget Waste has now discovered that to provide this service in these rural locations, it is not financially viable for them to collect these bags for the amount of bags sold. Council officers have been in discussion with the rural contractors for options of these contractors selling their own refuse labels.

## 23. Glass Recycling

Council officers are investigating the option of sending Tararua glass to O-I NZ Glass Recyclers in Auckland. Discussions are being had with Palmerston North City Council to act as a glass hub for O-I NZ.

## Utilities

## 24. Water Quality CRM's



Three clarity related CRM's were reported for the month of July; one was regarding the Woodville water supply whereby a pipe repair had taken place and caused temporary turbidity, and the remaining two were related to a flushing incident in Queen Street, Dannevirke.

Two taste related CRM's were also reported regarding the Pahiatua supply; one was at the time of the weather event and the complainant had been into the Pahiatua Service Centre to express his concern.

## 25. District Water Usage

July				
Month	Dannevirke Reservoir 2 Export	Pahiatua Bore Intake	Eketahuna Plant Import	Woodville Plant Production
1/07/17	2684	493.01	513.2	1054.3
2/07/17	2635	556.94	592.1	1057.7
3/07/17	3068	428.71	589.4	1035.8
4/07/17	2978	432.36	599.7	1058.9
5/07/17	3109	20.76	551.2	1037.9
6/07/17	3201	401.13	551.6	750.6
7/07/17	2989	613.63	607	1036.5
8/07/17	3108	609.62	546.7	1060.8
9/07/17	2960	496.58	556.7	903.4
10/07/17	3264	465.36	583.7	1095.2
11/07/17	3077	509.27	580.2	1053.7
12/07/17	3005	64.52	587.3	1094.1
13/07/17	3029	461.73	567.3	1036.2
14/07/17	3237	457.1	722.7	995.3
15/07/17	3138	572.74	888.3	1070.1
16/07/17	3148	516.56	860.7	1113.9
17/07/17	3264	5.92	844.4	1073.2
18/07/17	3447	589.33	630.3	1045.9
19/07/17	3750	522.83	600.2	919.1
20/07/17	4012	76.84	596.1	1129.1
21/07/17	3908	509.77	525.6	1104.7
22/07/17	3141	521.01	436.4	1052.5
23/07/17	3181	554.45	383.4	1029.2
24/07/17	4035	606	395.6	1041.5
25/07/17	4022	72.16	340.3	1039.4
26/07/17	4104	588.3	399	1038.7
27/07/17	4006	574.29	359.4	963.8
28/07/17	3979	52.31	427.8	1038.1
29/07/17	3208	49.69	405.3	1050.7
30/07/17	3378	571.99	465.9	1047.7
31/07/17	4272	9.16	398.2	1089.0

## **26. Dannevirke Water**

We have received our fourth clear *Cryptosporidium*/*Giardia* water sample back from Massey for the Dannevirke raw water sample.

## **27. Pahiatua Water**

The grade control at the water intake weir has been rebuilt after the storms earlier in the year.



## **28. Pahiatua Reservoir Site**

No site preparation being done at present due to weather conditions.

## **29. Eketahuna Extraordinary Users**

Farming commitments at the present time are holding up scheduling of site meetings with farmers and staff to change water connections.

## **30. Woodville Water**

The bridge at the intake has been replaced. This was a joint venture between landowners and TDC, and gives staff all weather access from Foleys Road to the intake area.



## **Wastewater**

## **31. Resource Consents**

TDC has submitted recommended conditions for the Pahiatua Wastewater Consent in accordance with the minute from the hearing panel.

### **32. Dannevirke Wastewater Ponds**

The No 1 pond is filling slowly in conjunction with some of the flow still going via No 2 pond. We cannot stop the flow to No 2 as we are still maintaining some flow to be processed at the membrane plant. Once No 1 pond is over a meter deep Viking will float in the baffles for installation.



The management of the pond levels is critical as we drop down to one train processing when the membranes are replaced in the next few weeks.

### **33. Pahiatua Wetlands**

A proposed draft Wastewater Treatment System Wetland Design was received and circulated to both Rangitane and Ngati Kahungunu Iwi for discussion and comments.

Chris Southgate will be on site the first week of September to carry out a property valuation.



## Property

### 34. Housing for the Elderly

78 flats are presently occupied; there is currently 1 vacant flat that is waiting renovation, which is:

Gordon Street, Dannevirke	The new tenancy starts on 4 September 2017. The new curtains and carpet will be in place by then.
------------------------------	---

### 35. Eketahuna Flats

The severe frost on the night of Saturday 29 July 2017 resulted in the pipework in the ceiling bursting in flats 2 and 3. As both tenants were away the water was not noticed until late Sunday afternoon.

The burst water pipes resulted in both flats being completely flooded and despite efforts to suck up the water, the chipboard floor is ruined.

In flat 2 the kitchen, toilet and half of the bedroom had already been replaced with ply flooring. This area has held up but the other half of the bedroom and the lounge need replacing with ply. Hopefully the carpet is salvageable.

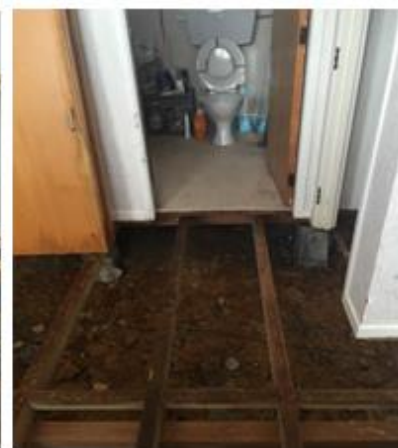
In flat 3 the total flooring area is irreparable and will have to be replaced. There is also a possibility that the water has gone up the walls and some of the linings will need replacing.

Up to 17 August, the floor in the bedroom, lounge and kitchen in flat 3 has been removed, leaving only the toilet/shower area to be removed.

All the tenants' possessions from flat 3 have had to be removed from the flat and they are stored in the kitchen area of the library.

In flat 2 the flooring that needs replacing has been removed. The installation of the new floors will commence on 21 August 2017.

It is hoped to get the tenant from flat 2 back into the flat fairly quickly. The tenant in flat 3 is away until early October so we will have the flat renovated by then.





## Camping Grounds

### 36. Statistics

	July 2017	July 2016
Dannevirke	165 (closed to 10.07.17)	236
Pahiatua		198
Woodville	49	Closed
Eketahuna	138	179

### 37. Eketahuna Camping Ground Additional Toilets

Work on the additional toilets has been delayed due to weather conditions. The ground is saturated.

## Cemeteries

### 38. Statistics

July	Burials	Ashes
Mangatera	4	1
Mangatainoka	4	0
Mangaoranga	0	1

## Leases

### 39. Memorandum of Grazing Permit for the Ormondville Domain Board

Documents for the Grazing Permit have been produced and the Permit has been advertised with a closing date of 21 September 2017.

A meeting was held with locals regarding the possibility of doing some riparian plantings along the river of the Buckland's Road block to allow for public access. The group is to draw up a proposal of how they intend to fund the project and they will present this to the Ormondville Domain Board for their consideration.

## Parks and Reserves

### 40. Property Maintenance Contracts

A new contract has been signed for the Property Maintenance at Waihi Falls.

We are currently discussing the water supply to the Reserve with the new property owner who supplies the water.

## Community Buildings

### 41. Dannevirke Sports Centre

Following concerns from users about the safety of the glass in the hallway area of the Sports Centre Stadium, all the glass in this area has been lined with a safety film that complies with the New Zealand Safety Code 4223 Part 3 2016, to ensure no one gets hurt should they run into them.

### 42. Painting Contracts

#### Eketahuna Community Centre

The contractor has submitted his Health and Safety Plan and is now waiting for the weather to improve to commence painting.

#### Eketahuna War Memorial Hall

The painting of the War Memorial Hall is progressing well.

#### Pahiatua Town Hall/Library

The installation of the aluminium windows in the Library reading room has been completed. The internal painting around the new windows has also been completed.



### 43. Ormondville Hall

The Ormondville Hall falls under the jurisdiction of the Ormondville Domain Board. The hall currently has no Fire Evacuation Scheme. The hall has received a booking in September for a fire brigade function and they have applied for a liquor licence for the function. To obtain the liquor licence the hall must have a current Fire Evacuation Scheme. Staff have been busy compiling the documentation and making sure the hall has the necessary plans and signage to obtain an approved Evacuation Scheme. The application has been submitted to the Fire Information Unit.

#### **44. Fire Evacuations**

Evacuations have been carried out in the Dannevirke Sports Centre and the Woodville Sports Stadium.

### Swimming Pools

#### **45. Woodville Pool**

Filtration and Pumping are installing the automatic dosing equipment and dose pumps. A swamp fox has been ordered to monitor the outputs of the dosing equipment so the water quality data can be sent to our Scada computer system. It will give the chlorine and pH levels and has the perimeters that if these levels deviate from the settings an alarm will advise the Scada system that the pool has a problem.

This system is also to be installed in the Eketahuna and Pahiatua pools, and will help the Committees with the water quality and reduce Council's risk in this area.

## Strategy and District Development

### **46. Town Centre Cleaner Replacement**

The new cleaner has arrived and will commence operation in the next few weeks. A trial of the steam cleaner/water blaster on a footpath with high levels of lichen growth is effective but still time demanding to undertake. Options are being looked at for safely spraying the lichen first to loosen the powerful grip of the root systems that bind into the AC pavements. This will mean less damage to footpaths and reduce the chance of re-growth.

Local contractors who clean the town centres have been trained in the new system. They are subcontracted to and supervised by the Tararua Alliance. The new trailer mounted system is being garaged in Dannevirke and is expected to be useful in cleaning property, buildings, pools, and removal of street markings, as well as cleaning footpaths. The ability to add chemicals will enable areas contaminated with biological matter to be dis-infected.

### **47. Tararua Aquatic Community Trust**

Winter numbers remain seasonally low due to a cold, wet winter. This has been putting pressure on the Trust's cash reserves before spring numbers cause these to improve. A number of external funding options are now being considered alongside promotion for the 20<sup>th</sup> Anniversary celebrations (December 2017) being planned. Council's ongoing support is very appreciated by the Trust. The Trust has now been operating the business directly for 17 months and a number of systems and processes are now operating well.

A new Trustee, Jessi Hobart, has been appointed to the Trust. Jessi has previous significant senior management experience at a large pool facility in the United States. Two pool staff are expected to complete NZ Standards next month for pool water quality management – the first time the facility has had staff qualified to this level.

Major repairs to pipe work in the balance tank were undertaken last month and a new water blaster is now operational for cleaning purposes. Underway is a project to improve the changing rooms and fit proper disabled toilets. Final quotes are also being sought for new emergency lighting and fire alarm system, prior to seeking external grant funding for these projects.

**48. Pongaroa Fuel Stop**

Council funding of \$60,000 towards the Pongaroa Fuel Stop was made to the Incorporated Society in late July 2017. The fuel stop is very close to completion with power being the last major item for installation. An official opening is likely to be held in October 2017. Final funding for the project is still being gathered and local support has been essential. The Pongaroa Fuel Stop Inc wants to thank Council for all their support to date.

**49. Drone Project**

Council is embarking on its long planned drone project to build capacity around the new technology. Other councils have noted quick paybacks with inspection work in bridges and buildings being particularly effective, while use in emergencies will provide fundamental improvements in how we assess issues and make appropriate response decisions. Council will have access to four trained people from the IT team and Tararua Alliance. Three drones with different capacities have been purchased and are now to be deployed in the field.

**50. Electric Vehicle Charging Stations**

Council has received a confirmed contract from ChargeNet New Zealand for three charging stations in Eketahuna, Woodville and Dannevirke. They are in the process of preparing the charging station units for installation but are yet to confirm the arrangements for Eketahuna.

**51. MarketView - Paymark and BNZ Data**

Growth remains high in the Tararua at 5.1% for both the month of July against the national average annual growth of 3.4%. Eketahuna and Dannevirke continue to experience strong growth, while rural retail areas are significantly down and Woodville continues to be in decline.

## Breakdown of SPENDING Activity - By Retail Category - July 2017

Data on this page is sourced from Paymark and BNZ MarketView

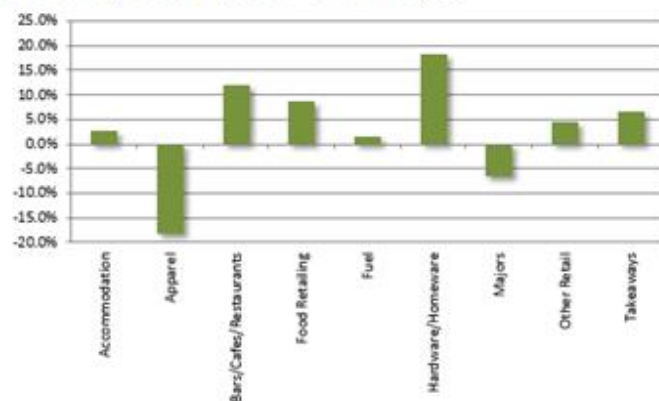
### 1.1 VALUE OF SPENDING at merchants based in Taranua District

					Total NZ	
	July	Distribution	Last 12 months	Distribution	July	Last 12 months
Accommodation	\$0.3 m	3.0%	\$3.7 m	2.9%	\$151.5 m	\$2.0 b
Apparel	\$0.2 m	1.6%	\$2.2 m	1.8%	\$197.9 m	\$2.6 b
Bars/Cafes/Restaurants	\$0.6 m	5.6%	\$7.0 m	5.5%	\$443.1 m	\$5.2 b
Food Retailing	\$4.6 m	44.0%	\$55.0 m	43.0%	\$1,524.9 m	\$18.3 b
Fuel	\$2.1 m	20.5%	\$27.8 m	21.8%	\$524.6 m	\$6.7 b
Hardware/Homeware	\$0.3 m	3.1%	\$3.9 m	3.1%	\$229.0 m	\$3.0 b
Majors	\$0.7 m	6.5%	\$8.7 m	6.8%	\$484.6 m	\$6.0 b
Other Retail	\$1.2 m	11.2%	\$14.0 m	11.0%	\$921.3 m	\$11.5 b
Takeaways	\$0.5 m	4.5%	\$5.5 m	4.3%	\$230.7 m	\$2.6 b
<b>TOTAL</b>	<b>\$10.5 m</b>	<b>100.0%</b>	<b>\$127.9 m</b>	<b>100.0%</b>	<b>\$4.7 b</b>	<b>\$57.9 b</b>

### 1.2 - PERCENTAGE CHANGE over the same time periods last year

	July	Distribution	Last 12 months	Distribution	July	Last 12 months
Accommodation	2.8%	-0.1%	3.1%	-0.1%	5.0%	6.7%
Apparel	-18.2%	-0.5%	-16.1%	-0.4%	-3.3%	0.2%
Bars/Cafes/Restaurants	12.0%	0.3%	13.1%	0.4%	4.3%	9.0%
Food Retailing	8.6%	1.4%	6.3%	0.5%	4.4%	3.4%
Fuel	1.4%	-0.8%	7.4%	0.5%	3.1%	6.8%
Hardware/Homeware	18.2%	0.3%	14.3%	0.2%	1.5%	3.0%
Majors	-6.6%	-0.8%	6.1%	0.1%	-2.6%	-1.2%
Other Retail	4.6%	-0.1%	-7.7%	-1.5%	1.8%	0.5%
Takeaways	6.7%	0.1%	15.1%	0.4%	7.3%	10.9%
<b>TOTAL</b>	<b>5.1%</b>		<b>5.1%</b>		<b>2.6%</b>	<b>3.4%</b>

#### 1.2.1 Change in Spending over same month last year



#### Top three categories

- 1 Hardware/Homeware
- 2 Bars/Cafes/Restaurants
- 3 Food Retailing

#### Lowest three categories

- 7 Fuel
- 8 Majors
- 9 Apparel

\* Majors includes merchants within the Appliances, Departments Stores and Furniture/Flooring Categories

### 1.5 VOLUME OF SPENDING AND TRANSACTIONS at merchants based in towns

Category	SPENDING					TRANSACTIONS				
	Dannevirke	Eketahuna	Pahiatua	Woodville	Other Taranua District	Dannevirke	Eketahuna	Pahiatua	Woodville	Other Taranua District
<b>TOTAL</b>	<b>\$6,502,514</b>	<b>\$204,872</b>	<b>\$2,446,756</b>	<b>\$956,547</b>	<b>\$382,772</b>	<b>165,520</b>	<b>8,598</b>	<b>58,591</b>	<b>33,412</b>	<b>12,152</b>

### 1.6 CHANGE IN SPENDING AND TRANSACTIONS over same time last year

Category	SPENDING CHANGE OVER LAST YEAR					TRANSACTION CHANGE OVER LAST YEAR				
	Dannevirke	Eketahuna	Pahiatua	Woodville	Other Taranua District	Dannevirke	Eketahuna	Pahiatua	Woodville	Other Taranua District
<b>TOTAL</b>	<b>7.2%</b>	<b>22.2%</b>	<b>4.5%</b>	<b>-3.5%</b>	<b>-8.6%</b>	<b>5.5%</b>	<b>29.2%</b>	<b>0.4%</b>	<b>-1.9%</b>	<b>-8.6%</b>



# Economic Development and Communications

## Economic Development

### Business

#### 52. Woodville Business Email Group

After attending an earlier Woodville Districts' Vision meeting to discuss the Manawatu Gorge closure, the Economic Development Manager, Mark Maxwell, has developed a Woodville Business email group. The objective of the email group is to help businesses stay up-to-date on matters related to the Gorge, including advising them of training and mentoring services available, notifying them of events in neighbouring districts that might create traffic flows and discussing signage options.

Mark has also arranged for new signage to be installed on Saddle Road to encourage traffic to "Experience Woodville".

Mark and the Business Support Administrator, Angela Rule, attended the NZTA public meeting in Woodville.



#### 53. Business Groups

Mark was co-opted on to the Dannevirke Chamber of Commerce committee at the July meeting. Mark and Angela also attended an evening meeting of Eketahuna businesses. This was primarily an opportunity for Mark to meet the group.

#### 54. Eastern Institute of Technology (EIT)

Mark met with EIT Deputy CEO, Mark Oldershaw, to discuss potential opportunities to expand tertiary training in the district. EIT has strong interest in expanding into Tararua and has advised UCOL that they will consider areas UCOL does not wish to explore.

## 55. Innovate 2017

To date, the competition has generated a total of 50 entrants and 9 are from our district. Entries close 8 September 2017.

The Innovate competition – run by Building Clever Companies (BCC) - evolves each year and to widen the audience and opportunities this year, it is not just open to people with new ideas but also open to problem solvers too. The campaign has been run predominantly through radio advertising, with live interviews of the organisers, mentors and previous winners featured on More FM and especially Mike West's show – a full range is included in the following link:

<https://soundcloud.com/innovatecomp>

The BCC has used a local company to produce a signboard on SH2, and we are pushing their advertising messages on our website & Facebook page.

<b>50</b>	<b>ENTRANTS TO DATE</b>	<b>09</b>	<b>TARARUA ENTRANTS</b>
<b>18% OF ENTRIES TO DATE FROM TARARUA DISTRICT</b>			

## 56. GO! Project

Mark had multiple meetings with a feijoa grower group to provide support with growth opportunities; one of the meetings involved introducing the Mayor to the group.

## 57. Business Support

A wide range of support has been provided by the Tararua Business Network, with half the enquiries being generated by new residents to our district. We have provided information about training opportunities within the district, including workshops facilitated by us, marketing opportunities and business-to-business connections. For new residents, the emphasis has been on providing information about the characteristics of our district, and linking to opportunities we are aware of.

Workshops and Training Opportunities

58. Cashflow Management Seminar

After being approached by Callum Skeet of Lumina Ltd for business support, the Business Network identified an opportunity for him to grow his business by running workshops throughout the district that would also benefit the business community.

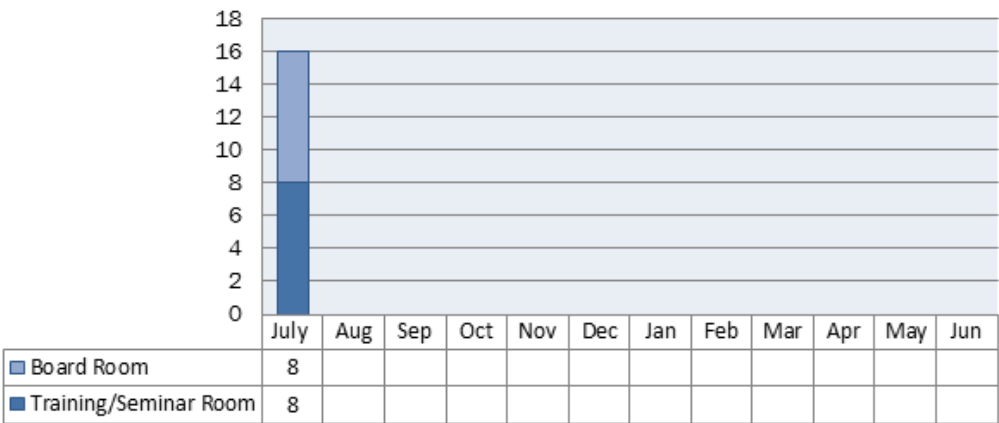
Callum presented four 90-minute seminars in Eketahuna, Dannevirke, Woodville and Pahiatua throughout July. The focus of these seminars was understanding cashflow management (and how to improve it). There was a total of 11 attendees across the four seminars.

59. Geographic Statistics (1 July 2017 – 30 June 2018)

*Business assistance provided by the Tararua Business Network in the 2017/2018 financial year.*



60. Use of Facilities (1 July 2017 – 30 June 2018)



## Marketing

### 61. Eastern Bridge

Mark met with Simon Appleton of Eastern Bridge to discuss the current contract with Eastern Bridge, our Asia consultancy partner. Simon is to prepare a draft Asia Strategy to explore marketing and investment opportunities in Asia for Council to consider.

### 62. Tararua College Student Diaries

We have taken up our yearly advertising spot in the Tararua College Student Diaries, with a focus on young entrepreneurs.



The advertisement is a dark-themed graphic with white and blue text. In the top left corner is the Tararua Business Network logo, which consists of a stylized white eye-like shape next to the text 'tararua business network'. To the right of the logo, the text reads: 'TARARUA BUSINESS NETWORK IS PASSIONATE ABOUT DEVELOPING YOUNG ENTREPRENEURS.' followed by 'READY TO TAKE YOUR IDEA TO THE NEXT LEVEL?' in blue. Below this, it says 'GET IN TOUCH WITH US!' and provides contact information: '06 374 4989 or 06 376 0110', 'biznetwork@tararua.govt.nz', and 'www.tararuabusinessnetwork.co.nz'. In the bottom right corner, there is a QR code. To the left of the QR code, text says 'Scan the QR code to find out more about the services available, or go to: www.tararua.govt.nz/tbn-services'. At the bottom center, a small line of text states 'Tararua Business Network is a division of the Tararua District Council.' On the left side of the advertisement, there are white concentric circular lines.

**tararua business network**

**TARARUA BUSINESS NETWORK IS PASSIONATE ABOUT DEVELOPING YOUNG ENTREPRENEURS.**

**READY TO TAKE YOUR IDEA TO THE NEXT LEVEL?**

**GET IN TOUCH WITH US!**

06 374 4989 or 06 376 0110  
biznetwork@tararua.govt.nz  
www.tararuabusinessnetwork.co.nz

Scan the QR code to find out more about the services available, or go to:  
www.tararua.govt.nz/tbn-services

*Tararua Business Network is a division of the Tararua District Council.*

## Community

### 63. Rangitane o Tamaki nui a Rua

Mark had an introductory meeting with Arapera Paewai to discuss areas of mutual interest and opportunities for collaboration. Social enterprise is an opportunity for further discussion.

### 64. Tu Te Manawa Project - Ferry Reserve

Mark attended an update meeting for stakeholders on this project, arranged by Arapera Paewai. The various stakeholders allocated a number of small maintenance tasks amongst the group during the meeting and agreed questions regarding on-going maintenance funding needed to be referred to the Governance Group.

### 65. Tararua REAP

Mark attended an introductory meeting with Tararua REAP to discuss opportunities to collaborate in future. Agreement was reached to discuss social housing options at a future date.

### 66. Community Event Assistance

<i>Independent, Community Group or Organisation</i>	<i>Event</i>	<i>Assistance Provided</i>
Ngati Kahungunu Ki Tamaki nui a Rua	Matariki	Printing
Independent	Batons up	Spot prizes
Dannevirke Library	Adult Trivia Quiz Night	Spot prizes
Dannevirke ANZ Bank	Daffodil Day Quiz Evening	Spot prizes

### 67. 2017 Trustpower Tararua District Community Awards

Judging for the 2017 Trustpower Tararua District Community Awards takes place on Tuesday, 29 August. The category winners (including the Youth Spirit Award Winner) and the Supreme Winner will be announced at the Awards night in Dannevirke on Monday, 18 September 2017.



For more information about the Trustpower Tararua District Community Awards, contact Mercedes Waitere on 06 374 4989 or email [mercedes.waitere@tararuadc.govt.nz](mailto:mercedes.waitere@tararuadc.govt.nz).

## Communications

### 68. Long Term Plan 2018-2028

The Team has been heavily involved in planning the consultation for the Long Term Plan (LTP). A consultation plan has been developed with the support of Mark Raffills from Drycrust, who was involved in the previous LTP consultation process. Two workshops have been arranged for 28 and 31 August with over 130 invitations sent to a broad cross section of people representing the interests of business and community.

### 69. Severe Weather Event (July)

A large low covered New Zealand with snow to low levels on 13 July. The northern part of the Tararua District and ranges received significant snowfall while the southern area experienced heavy rain and surface flooding and the coastal areas had heavy rain, strong winds and large waves. Many Tararua District roads were affected by snowfall, surface flooding, and slips.

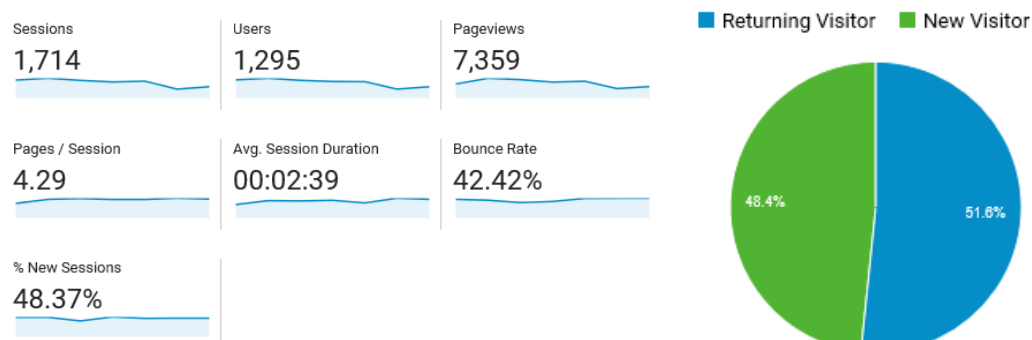
The Communication Team worked to notify the public of the key messages and information, as well as monitoring social media sites throughout the day.

To view all the releases from Tararua District Council during the weather event, go to: <http://www.tararua.govt.nz/Alerts/Severe Weather Event 130717>

### 70. Websites

#### Council Operated Websites

- **Tararua Country** ([www.tararua.com](http://www.tararua.com))  
*See Tararua i-SITE report for statistics.*
- **Tararua District Council** ([www.tararua.govt.nz](http://www.tararua.govt.nz))  
*Page summary from the last 30 days:*





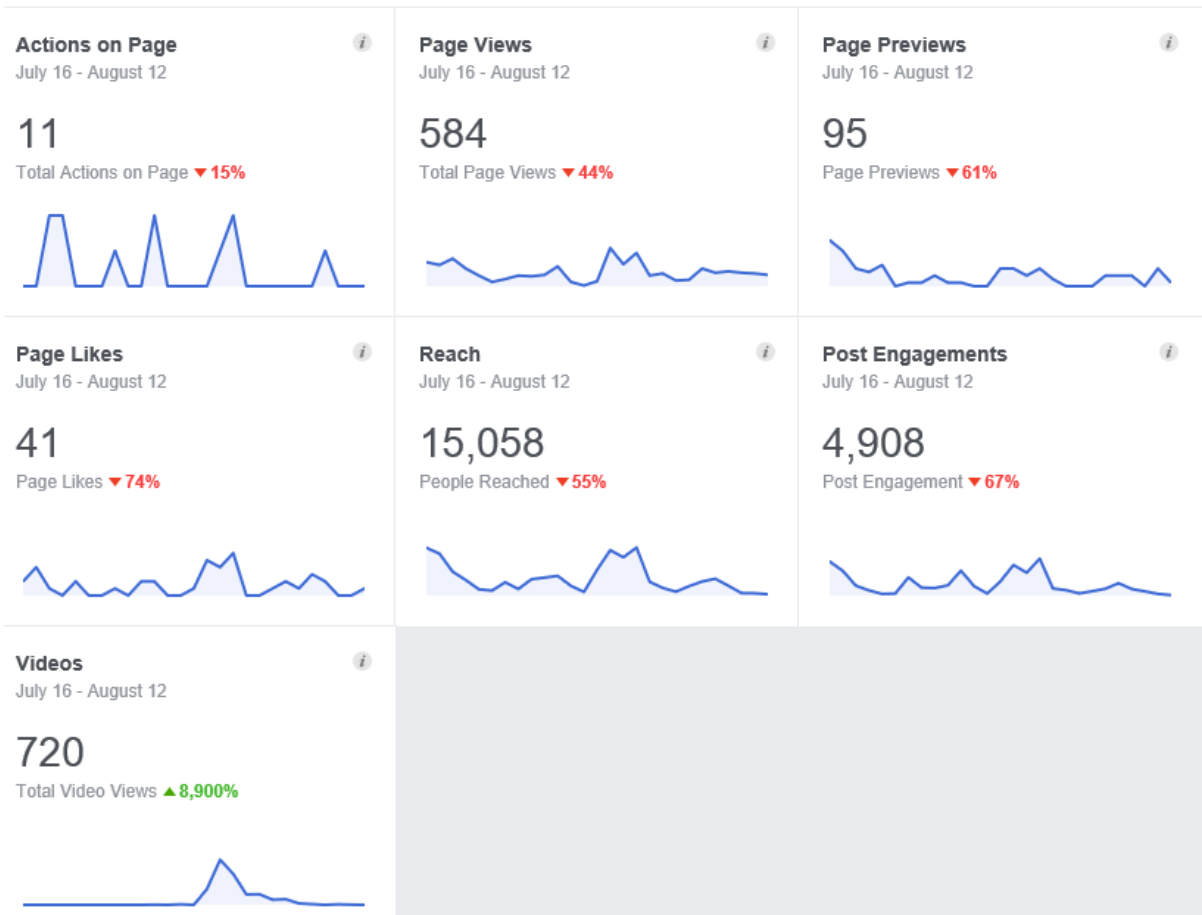
## Social Media

- **Tararua i-SITE Visitor Information Centre Facebook**  
See Tararua i-SITE report for statistics.
- **Tararua District Council Facebook ([www.facebook.com/tararuadc](http://www.facebook.com/tararuadc))**  
Page summary from the last 28 days:

Results from Jul 17, 2017 - Aug 13, 2017

Note: Does not include today's data. Insights activity is reported in the Pacific time zone. Ads activity is reported in the time zone of your ad account.

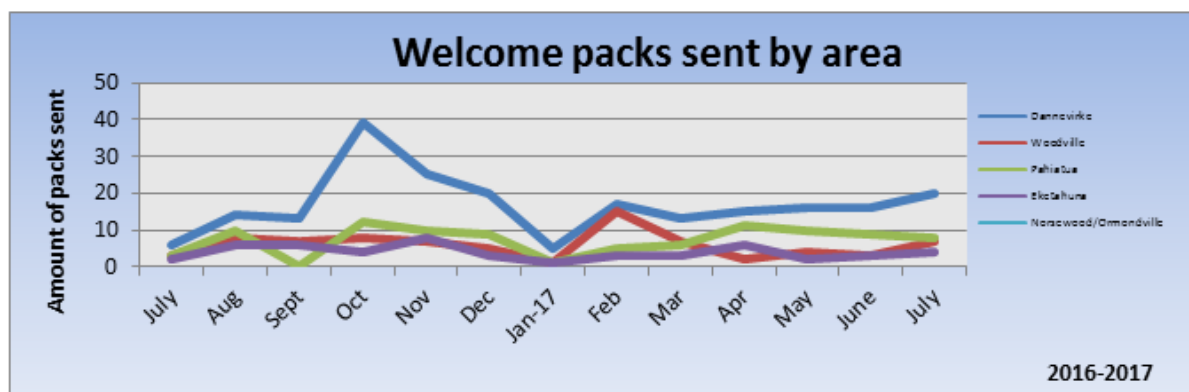
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## TARARUA I-SITE REPORT

### 71. Welcome Packs

A total of 39 welcome packs were sent during July 2017, 12 of these were sent outside of the district.



### 72. Creative Communities

The funding round has now been advertised on the Council website, Facebook applications sent out to groups and individuals. Copies are available at all Service Centres.

## Training

### 73. Famils in Tararua

The team has completed two local famils during July. The purpose of these famils is to increase knowledge of what Tararua has to offer so that the team is able to speak from experience. New staff member Jennifer from the Dannevirke Information Centre is also joining us on these famils and an invitation has been extended to the Pahiatua Information Centre.

#### Eketahuna & Pahiatua Area

Visits were made to Annie's Log House, Eketahuna Camp ground, Putara, and Middleton Model Railway.



## Pahiatua Area

Carnival Park and Masters Hall - Accommodation and Conference Centre.



## Dannevirke & Norsewood

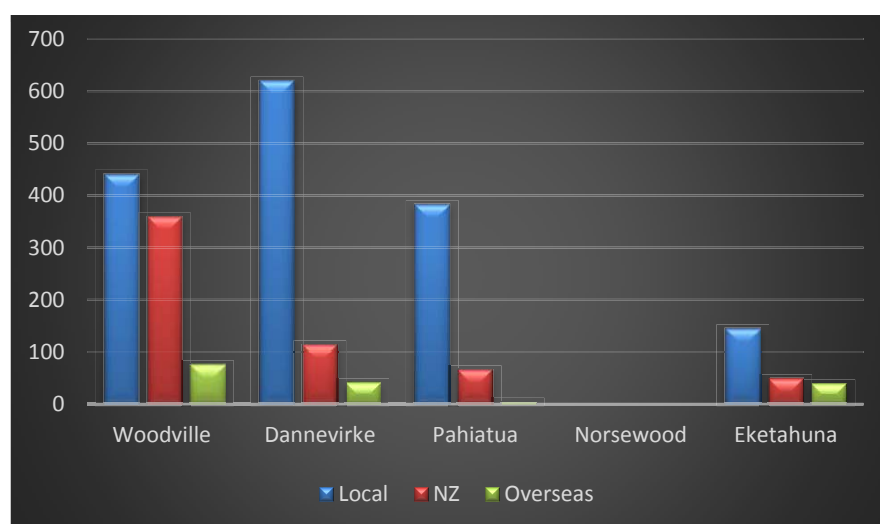
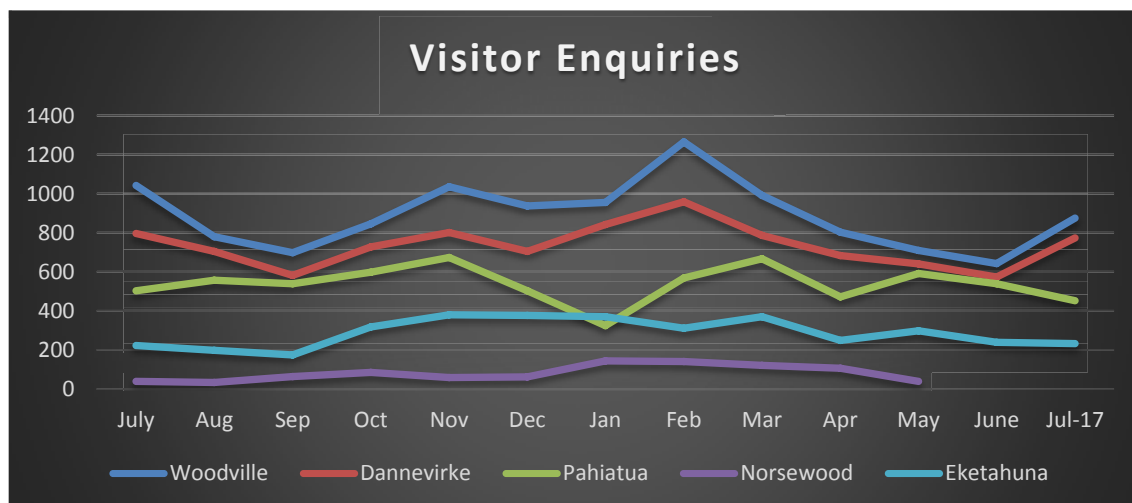
Visits were made to Lammermoor B & B, Native Woodcraft, Cottage B & B, NZ Natural Clothing, Norsewood Museum, and Ormondville Rail Station.



The next families during August will be : Pongaroa area, Woodville/Ballance, and the Coastal area.

## 74. Tararua i-SITE and Information Centre Statistics

Norsewood Info Centre remains open but not staffed so no enquiry statistics are kept.



The Norsewood Info Centre was closed during July.

	Local	NZ	Overseas
<b>July 2017</b>	1,589	588	160
<b>July 2016</b>	1,680	535	117

Local visitors are down this month whilst NZ and overseas enquiries are up on the same period last year

## 75. Accommodation & Travel Sales– Tararua i-SITE

### Company sales

**Start date:** Saturday, 1 July 2017

Note: All amounts in this report include GST

**End date:** Monday, 31 July 2017

**Selected by:** Sale date

Company	Tickets	Pax	Ticket value	Comm.	% Comm.	Comm per sale	Operator	Sale
<b>Sale type:</b> Agent all								
Interislander	4	4	\$1253.00	\$125.30	10.0%	\$31.33	1,127.70	\$1253.00
Intercity Coachlines	24	24	\$532.00	\$87.40	16.4%	\$3.64	444.60	\$532.00
Tranzit Coachlines	5	9	\$118.00	\$11.80	10.0%	\$2.36	106.20	\$118.00
<b>Subtotal</b>	<b>33</b>	<b>37</b>	<b>\$1903.00</b>	<b>\$224.50</b>	<b>11.8%</b>	<b>6.80</b>	<b>\$1678.50</b>	<b>\$1903.00</b>
<b>Total</b>	<b>33</b>	<b>37</b>	<b>\$1903.00</b>	<b>\$224.50</b>	<b>11.8%</b>	<b>6.80</b>	<b>1,678.50</b>	<b>\$1903.00</b>

Interislander and Coach sales up, accommodation bookings nil this month.

### Company sales

**Start date:** Friday, 1 July 2016

Note: All amounts in this report include GST

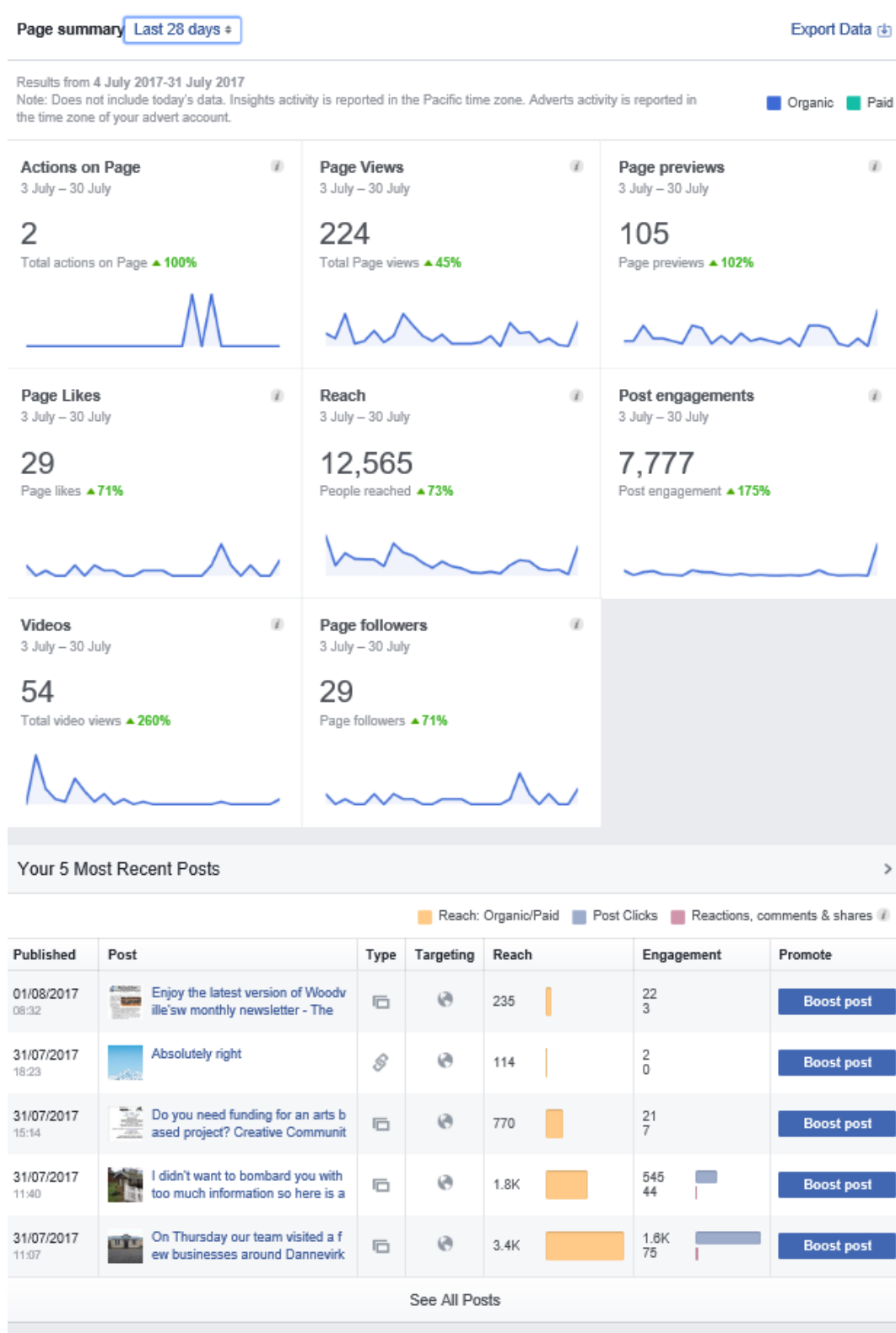
**End date:** Sunday, 31 July 2016

**Selected by:** Sale date

Company	Tickets	Pax	Ticket value	Comm.	% Comm.	Comm per sale	Operator	Sale
<b>Sale type:</b> Agent all								
Interislander	3	3	\$983.00	\$98.30	10.0%	\$32.77	884.70	\$983.00
Intercity Coachlines	15	15	\$372.00	\$37.20	10.0%	\$2.48	334.80	\$372.00
Naked Bus	7	7	\$244.00	\$34.00	13.9%	\$4.86	210.00	\$244.00
Blue Bridge	3	3	\$218.00	\$21.80	10.0%	\$7.27	196.20	\$218.00
Bookit Online Accommodat	1	1	\$148.00	\$17.76	12.0%	\$17.76	130.24	\$148.00
Tranzit Coachlines	3	5	\$70.00	\$7.00	10.0%	\$2.33	63.00	\$70.00
<b>Subtotal</b>	<b>32</b>	<b>34</b>	<b>\$2035.00</b>	<b>\$216.06</b>	<b>10.6%</b>	<b>6.75</b>	<b>\$1818.94</b>	<b>\$2035.00</b>
<b>Total</b>	<b>32</b>	<b>34</b>	<b>\$2035.00</b>	<b>\$216.06</b>	<b>10.6%</b>	<b>6.75</b>	<b>1,818.94</b>	<b>\$2035.00</b>

## 76. Facebook

During this period, the i-SITE facebook posts reached 12,565 people and engaged with 7,777. There were 29 more likes of the i-SITE page in the last month. Team use of Facebook to share information and stories is increasing as they become more confident in doing this.





## Regulatory

### Alcohol Licensing

#### 77. General Matters

Graham Howse has been recruited as the new licensing and compliance officer to replace Clayton Locke.

#### 78. District Licensing Committee Activity

Application Type	Applications Received	Applications Granted	Applications Refused
On Licence - New	0	3	
On Licence - Renewal			
Off Licence - New			
Off Licence - Renewal	1	1	
Club Licence - New			
Club Licence - Renewal			
Manager Certificate - New	3	3	
Manager Certificate - Renewal	6	1	
Special Licence	5	4	
Temporary Authority - On			
Temporary Authority - Off			
<b>TOTAL FOR MONTH</b>	<b>16</b>	<b>2</b>	
<b>TOTAL FOR YEAR (from 1 July)</b>	<b>16</b>	<b>2</b>	

#### 79. Inspections of Licensed Premises

	Total Inspections	Total Premises	% Inspected
July	3	3	3
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
<b>TOTAL FOR YEAR (from 1 July)</b>	<b>3</b>	<b>3</b>	<b>3</b>

## 80. Non Financial Performance Measures Year to Date (from 1 July)

Performance Measures - Alcohol Licensing					
Major Aspect	Level of Service	Performance Measure	2016/17 Results	2017/18 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Public Health	Protect Public Health by regulating the sale of alcohol	Percentage of licensed premises inspected annually for compliance	Result 92%  Target 95%	95%	3%

## Animal Control

### 81. General Matters

We are investigating an alternative process for following up late dog registrations. The aim is to create operational efficiencies, reduce the number of dogs requiring seizure, and increase the number of registered dogs.

### 82. Short Course, Workshop or Conference Attendance

Three ACO's hosted the central branch AGM of the NZ Institute of Animal Management at the Business Network in Dannevirke.

There was some discussion around relevant training courses for officers specific to their needs; this is also being investigated by the institute.

#### Key Learnings

The team learnt that when a letter has been sent it is deemed to be received 3 days after being sent according to The Interpretations Act. This would apply to impounding letters and fines for example.

### 83. Legislation Changes or Legislation Comments

The changes to the Dog Control Act will be implemented after the elections have been held.

### 84. Monthly Dog Pound Statistics

Reason for Impounding	Total for Month	Total for Year (from 1 July)
Roaming	13	13
Unregistered		
Roaming and known to be unregistered	8	8
Rushing		
Barking		
Failure to comply with classification - Menacing		
Failure to comply with classification -Dangerous		
Failure to comply with Bylaw		
Attacking - Person		
Attacking – Stock	1	1
Attacking - Domestic Animal	1	1
Attacking - Protected Wildlife		
Released to Council	1	1
Welfare	7	7
TOTAL	31	31

Resolution of Impounding	Total for Month	Total for Year (from 1 July)
Returned to Owner	16	16
New Owner/Rehomed	5	5
Destroyed	5	5
<b>TOTAL</b>	<b>26</b>	<b>26</b>

## 85. Registration Statistics

Classification	Registered	Unregistered	Total
Dangerous Dog	8	2	10
Preferred Dog Status	361	17	378
Rural Domestic Dog	1678	249	1927
Urban Domestic Dog	776	280	1056
Working Dog	2987	463	3450
<b>TOTAL</b>	<b>5810</b>	<b>1011</b>	<b>6821</b>

## 86. Menacing Dogs in the District

Menacing Classification Type	Total
33A(1)BII - Characteristics typical of Dogs Breed/Type	0
S33C(1) - Dog of Breed / Type in Schedule 4	59
33A(1)(BI) - Observed or Reported Behaviour of Dog	9
<b>TOTAL</b>	<b>68</b>

## 87.      Infringements Issued under the Dog Control Act 1996

Section	Offence	Total for Month	Total for Year (from 1 July)
18	Wilful obstruction of Dog Control Officer or Ranger		
19(2)	Failure or refusal to supply information or wilfully providing false particulars		
19A(2)	Failure to supply information or wilfully providing false particulars about dog		
20(5)	Failure to comply with any bylaw authorised by the section		
23A(2)	Failure to undertake dog owner education programme or dog obedience course (or both)		
24	Failure to comply with obligations of probationary owner		
28(5)	Failure to comply with effects of disqualification		
32(2)	Failure to comply with effects of classification of dog as dangerous dog		
32(4)	Fraudulent sale or transfer of dangerous dog		
33EC(1)	Failure to comply with effects of classification of dog as menacing dog		
33F(3)	Failure to advise person of muzzle and leashing requirements		
36A(6)	Failure to implant microchip transponder in dog		
41	False statement relating to dog registration		
41A	Falsely notifying death of dog		
42	Failure to register dog		
46(4)	Fraudulent procurement or attempt to procure replacement dog registration label or disc		
48(3)	Failure to advise change of dog ownership		
49(4)	Failure to advise change of address		
51(1)	Removal, swapping, or counterfeiting of registration label or disc		
52A	Failure to keep dog controlled or confined	2	2
53(1)	Failure to keep dog under control		
54(2)	54(2) Failure to provide proper care and attention, to supply proper and sufficient food, water, and shelter, and to provide adequate exercise		
54A	Failure to carry leash in public		
55(7)	Failure to comply with barking dog abatement notice		
<b>TOTAL</b>		<b>2</b>	<b>2</b>

## 88. CRMs

	Historical Rating Unit	Ind/Com Nth Ward	Ind/Com Sth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Not Known	Urban Nth Ward	Urban Sth Ward	Total for Month	Total for Year (from 1 July)
Aggressive Dog					1					1	1
Barking Dog - First Call - Record Only					15			3	6	24	24
Barking Dog - SECOND CALL / ATTENDANCE REQUIRED					5				2	7	7
Dead Dog							1			1	1
Dog Attack					1				4	5	5
Dog Bylaw Breach											
Dog Other					6	8	21	17	9	61	61
Dog Welfare Concern			1			2		1	1	5	5
Roaming Stock				1	2		19		1	23	23
Roaming/ Uncontrolled/ Secured Dog		2		3	1	1	18	12	5	42	42
Rushing Dog							1	2		3	3
<b>TOTAL</b>		<b>2</b>	<b>1</b>	<b>4</b>	<b>31</b>	<b>11</b>	<b>60</b>	<b>35</b>	<b>28</b>	<b>172</b>	<b>172</b>

## 89. Comments on CRMs

One dog acted aggressively towards a passer-by and the owner of the dog was spoken to and warned to keep the dog under better control.

17 of the 20 North Ward rural barking dog complaints were from the Ormondville/Makotuku area from the same complainants. There has been an increase of complaints recently after two minor incidents involving the neighbourhood.

There were two separate dog attacks on sheep at a property in Pahiatua. Three were killed on 16 July and another 5 killed on 22 July. No dog was seen in the vicinity.

A dog trap was deployed on the 17 July and no dogs have been caught since. Three CRM's were generated for this incident.



A dog wandered onto a property in Pahiatua and grabbed another dog by the neck. There were no injuries. The dog owner was to be put on notice, but has since left the district with the dog.

An unknown dog attacked and killed one sheep and another had to be euthanised. One other sheep had a badly torn lip which was vet treated. A brown Pitbull type dog was seen running from the paddock and has not been located. A trap was installed that morning, however the dog remains at large.

Both the sheep killing incidents were reported on social media. This may be the reason the offending dogs are no longer at large.

There was a rushing incident at Norsewood, however the dog could not be identified accurately. A rushing dog at Ormondville was an out of district dog, and when Afterhours spoke to the dog owner they refused to provide any details.

## 90. Non Financial Performance Measures Year to Date (from 1 July)

Performance Measures – Animal Control					
Major Aspect	Level of Service	Performance Measure	2016/17 Results	2017/18 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Public Safety	Animal Control complaints and issues are resolved in a timely manner	Percentage of residents rate Dog Control as “Fairly Satisfactory” or “Very Satisfactory” in the Community Survey to be conducted in 2017, 2020 and 2023	Result Not measured Target Not measured	Not measured	N/A
		Percentage of calls that involve dog attacks responded to within 2 hours	Result 100% Target 100%	100%	100%
	Promoting responsible animal ownership through public education	Educational publications and programmes are available to the community	Result 8 Target 6	Minimum of 6 articles per year	1
			Result 2 Target 4	Minimum of 4 educational presentations per year	0 <i>Note 1</i>

**Note 1:** Presentations are provided on an ‘as requested’ basis. Council can encourage schools to receive presentations, but has no power to require this.

**91. Non Financial Performance Measures for Month – Dog Attack**

Month	TOTAL CRM's	Responded to within 2 hours (%)
July	5	100%
August		
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		

## Building

### 92. General Matters

This month 48 building consents were issued, including 2 new dwellings and 1 relocated dwelling. The bulk of the building consents were for fires, garages, and renovations.

### 93. Short Course, Workshop or Conference Attendance

The Team Leader Building Services and one of the Building Officers attended a training course in Masterton for Compliance Schedules and Building Warrants of Fitness run by Rosemary Killop of Building Networks Ltd.

#### Key Learnings

The Course was very informative and focussed. Everyone appears to have similar issues with Independently Qualified Persons. A number of tricky situations were discussed and new ideas for resolutions were gained.

### 94. Monthly Building Consents Statistics

Consent Time Frames	Total for Month	Total for Year (from 1 July)
Code Compliance Certificate issued	32	32
10 days or Less	26	26
11 - 15 Days	10	10
16 - 17 Days	7	7
18 – 19 Days	4	4
20 Days		
>20 Days	1	1
<b>TOTAL</b>	<b>48</b>	<b>48</b>
<b>Percentage processed within 20 day limit</b>	<b>98%</b>	<b>98%</b>
Total Value	\$1,702,765	\$1,702,765
Average Value	\$35,474	\$35,474

Inspection Results Report –	Month	Year to date
No of passed inspections	119	119
No of failed inspection	16	16
<b>TOTAL</b>	<b>135</b>	<b>135</b>

## 95. CRMs

	Historical Rating Unit	Ind/Com Nth Ward	Ind/Com Sth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Not Known	Urban Nth Ward	Urban Sth Ward	Total for Month	Total for Year (from 1 July)
Unlawful Building Works											
Dangerous Buildings											
Insanitary Buildings											
Earthquake-Prone Buildings											
<b>TOTAL</b>										<b>0</b>	<b>0</b>

## 96. Swimming Pool Inspections

	Total Inspections <i>Note 1</i>	Total Passed	Total Failed <i>Note 2</i>	Total Removed <i>Note 3</i>	Total Pools	% Inspected
July	10	4	1	5	194	19.4%
August						
September						
October						
November						
December						
January						
February						
March						
April						
May						
June						
<b>TOTAL FOR YEAR (from 1 July)</b>	<b>10</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>194</b>	<b>19.4%</b>

**Note 1:** *Swimming pool inspections are generally undertaken in the summer months.*

**Note 2:** *The owners of the Pools that have failed have been sent a letter asking that repairs and/or modifications be made.*

**Note 3:** *On inspections the recorded pools are no longer present i.e. removed by owners.*

## 97. Non Financial Performance Measures Year to Date (from 1 July)

Performance Measures – Building					
Major Aspect	Level of Service	Performance Measure	2016/17 Results	2017/18 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
<b>Public Safety</b>	Ensure that the district's built environment is safe and healthy	All swimming pool and/or spa fencing inspected once every 5 years	Result 100% Target 100%	100%	19.4%
<b>Customer Services</b>	Building safe communities through cost effective and streamlined processes	Consents issued within statutory timeframes	Result 99% Target 100%	100%	98%

## General Inspection

### 98. Illegal Dumping Collection

	Tonnage	Transfer Station Cost (\$)
July	0.52	102.00
August		
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		
<b>TOTAL FOR YEAR (from 1 July)</b>	<b>0.52</b>	<b>102.00</b>



## 99. CRMs

	Historical Rating Unit	Ind/Com Nth Ward	Ind/Com Sth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Not known	Urban Nth Ward	Urban Sth Ward	Total for Month	Total for Year (from 1 July)
Abandoned Vehicle							7		2	9	9
Fire Hazards											
Illicit Dumping					1	1	10	1		13	13
Noise - Stereo/ Drums/ Party - First Call - Record Only							5	2	1	8	8
Noise - Stereo/ Drums/ Party - SECOND CALL / ATTENDANCE REQUIRED								4	1	5	5
Machinery / Vehicle Noise on Private Property - First Call - Record Only								2		2	2
Machinery / Vehicle Noise on Private Property - SECOND CALL / ATTENDANCE REQUIRED											
Noise Other - First Call - Record Only											
Noise Other - SECOND CALL / ATTENDANCE REQUIRED											
Overhanging Trees or Projections from Private Property											
Stock Crossings											
Wasp & other Pests Complaints											
<b>TOTAL</b>					1	1	23	9	4	37	37

# **100. Non Financial Performance Measures year to Date (from 1 July)**

Performance Measures – General Inspection					
Major Aspect	Level of Service	Performance Measure	2016/17 Results	2017/18 Target	Current Result
<b>Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle</b>					
<b>Liveable Communities</b>	Excessive noise complaints will be attended to by council to minimise disturbance to others	Percentage of noise complaints responded to within an hour	Result 95.9% Target 95%	95%	100%
<b>Attractive Communities</b>	Control excessive rubbish dumping, overhanging vegetation and fire hazards through monitoring and enforcement	Percentage of complaints responded to within 48 hours	Result 98.1% Target 90%	100%	95.5%

# **101. Non Financial Performance Measures for Month (from 1 July) – Noise**

Month	TOTAL CRM's	Responded to within 1 hour
July	5	100%
August		
September		
October		
November		
December		
January		
February		
March		
April		
May		
June		

## Health

### 102. General Matters

The Environmental Health Officer has been busy covering for the Liquor Licencing Inspector until recruitment processes are completed. The Hazardous Substances and New Organisms (HSNO) annual Intentions Report was completed and returned to the Environmental Protection Agency (EPA).

### 103. Short Course, Workshop or Conference Attendance

Intermediate Foundation Training for Civil Defence – Feilding Fire Station

#### Key Learnings

Ability to understand the roles for the different functions in a Civil Defence Centre.

### 104. Legislation Changes or Legislation Comments

The changes to the Food Regulations 2015 commenced on the 01 July 2017. The changes extended the timeframes for verifying new businesses and provided more clarity on technical aspects for National Programme businesses.

### 105. CRMs

July	Historical Rating Unit	Ind/Com Nth Ward	Ind/Com Nth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Unknown	Urban Nth Ward	Urban Sth Ward	Total for Month	Total for Year (from 1 July)
Dead Animal/s - Private Property						1	1		1	3	3
Hazards Environmental Spill											
Health Complaint Miscellaneous											
Industrial Noise Complaint											
Offensive Odour											
Poultry Noise											
Rodent Infestation								1		1	1
Smoke Nuisance											
<b>TOTAL</b>						1	1	1	1	4	4

## 106. Inspections of Registered Premises

	Total Inspections	Total High Risk Food Inspections	Total Low Risk Food Inspections	Total Food Control Plan Audits	Total New Business Enquiry	Total New Business Registered	Total Business Closed	Total Registered Premises	% Inspected
July	0	0	0	9	1	2	1	146	6%
August									
September									
October									
November									
December									
January									
February									
March									
April									
May									
June									
TOTAL FOR YEAR (from 1 July)	0	0	0	9	1	2	1	146	6%

## 107. Non Financial Performance Measures year to Date (from 1 July)

Performance Measures – Health					
Major Aspect	Level of Service	Performance Measure	2016/17 Results	2017/18 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Public Safety	Protect public health by regulating the sale of food, funeral parlours, offensive trades, hairdressing salons and camping grounds	Percentage of registered premises inspected for compliance	Result 92.5% Target 90%	90%	6%

## Planning

### 108. General Matters

National Monitoring System data for 2016/17 financial year was due and submitted to the Ministry for the Environment (Mfe).

The second phase of changes from the Resource Legislation Amendment Act come into force on 18 October 2017. The main changes include a new fast-track process for consent applications, exemptions for marginal/temporary non-compliance, and new process to determine public or limited notification. The changes will require updating our computer systems, forms, and reports.

The National Environmental Standard (NES) Plantation Forestry was signed off by the Governor General by Order in Council on the 31st July 2017 and comes in to force on the 1st May 2018. The NES means Council may no longer need to have forestry specific rules in the District Plan.

### 109. Legislation Changes or Legislation Comments

Submissions for feedback on the Mfe National Planning Standards (NPS) closed on the 31 July 2017. The proposal includes standardisation of formats and structure across 78 councils within NZ. The three discussion papers propose approaches to accessibility online, mapping standards and zones and overlays (spatial) which will have an impact on how councils publish their district and regional plans online. The proposed implementation of these standards will occur over 12 month and 5 year timeframes after the gazettal of the NPS.

### 110. CRM's

	Historical Rating Unit	Ind/Com Nth Ward	Ind/Com Nth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Unknown	Urban Nth Ward	Urban Sth Ward	Total for Month	Total for Year (from 1 July)
Advertising Signs, Unlawful, Unightly, Hazardous											
Environmental Amenity - Derelict Vehicles, Unightly Odour/Storage on Private Land											
Noise Explosion or Vibration											
Unlawful land use activity								1		1	1
Windfarm Noise Complaint											
<b>TOTAL</b>										<b>1</b>	<b>1</b>

## 111. Monthly Resource Consents Statistics

Consent Time Frames	Total for Month	Total for Year (from 1 July)
Subdivision Consents	4	4
Land Use Consents	0	0
Public notified	0	0
Limited notified	0	0
Non-notified	4	4
Number processed within statutory limits (Note 1)	3	3
Number in excess of statutory limits	0	0
<b>Percentage processed within statutory limits</b>	<b>100%</b>	<b>100%</b>
Average of days taken – Non-Notified Consents	18	18
Number declined	0	0
Number returned as incomplete	1	1
Number approved	3	3
<b>Percentage approved</b>	<b>100%</b>	<b>100%</b>

**Note 1:** Statutory limits are:

- 20 working days for non-notified consents without a hearing.
- 100 working days for limited notified consents with a hearing.
- 130 working days for public notified consents with a hearing.



## 112. Non Financial Performance Measures Year to Date (from 1 July)

Performance Measures – Planning/ Resource Management					
Major Aspect	Level of Service	Performance Measure	2016/17 Results	2017/18 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Resource Management	Advice to customer is of good quality (fit for purpose)	Survey of customer rate advice was helpful	Result 90% Target 85%	85%	N/A NOTE 1
	Resource consents are administered effectively and efficiently	Percentage of resource consents processed within the statutory time frame. • Non-notified 20 working days • Notified 70 working days • Notified and Limited Notified not requiring a hearing -50 working days	Result 100% Target 100%	100%	100%
	Council responds effectively to complaints about non-compliances	Non-compliances are resolved within 3 months of customer complaint.	Result 100% Target 100%	95%	100%

**Note 1:** Surveyed customers are those who request a formal pre-consultation meeting with the planning team.

## 113. Statutory Acknowledgement of Rangitane Iwi attached to the District Plan

A statutory acknowledgement is required as part of Rangitāne o Manawatu Claims Settlement Act 2016 . It is public information that has to be attached to the District Plan by 2 September 2017. It provides legal recognition of Rangitāne's association with particular areas. It also requires Council to forward summaries of resource consent applications to the trustees.

## 114. General

- On 29 July 2017, both Blair Rogers and Paddy Driver attended a “GIS for Emergency Response” seminar in Palmerston North. This seminar showcased Arc GIS which has been used successfully by other councils and in particular was useful during the Edgecombe floods. We will implement some of the lessons learnt in our Council. Of particular interest to those attending was the work that Blair Rogers has done with road information which is now available on Intramaps.
- Paddy Driver represented the Council at the Wairarapa Rural Fire District awards evening in Greytown on 22 July 2017.
- Paddy attended the Regional Coordinating Executive Group (CEG) meeting at PNCC. Annual Plan objectives were discussed and agreed for the Group Annual Plan. A presentation was given by GNZ on the slow slip problems identified in the Hikurangi Trench and how this may affect both the East and West Coasts.
- A meeting was held in the Council Chamber between the Building team and Paddy to discuss readiness in relation to Building Impact Assessment following a major event. Some great ideas were discussed and Paddy will follow up with tasks to be completed culminating in Impact Assessment Standing Operational Procedures (SOP). Building impact assessment will only form one part of the SOP and other assessment types such as initial impact assessment will be included.
- More resources have been identified and provided to the Kura Kaupapa. This included provision of 50 “Never Happens? Happens” booklets that the students will take home for their whanau to read.
- Paddy attended an EMO meeting at Rangitikei District Council at Marton on 9 August 2017. The Group is particularly interested in our Civil Defence Centre Guide and has requested copies for review with the view of making it a best practice guide for the whole Group.
- We held a local Emergency Management Committee meeting in the Council Chamber on 10 August 2017. An excellent presentation was provided by Ross Brannigan who set up the regional Rural Coordination Group. TDC is currently represented by the local Rural Support Trust, however we will also include local Federated Farmers reps and other local reps in future. It was great to see a large local attendance at the meeting, which is a growing trend.

- Paddy attended a Manawatu Gorge Pre-Slip Stakeholders meeting in Palmerston North on 11 August 2017. The meeting involved Horizons rivers staff, civil defence reps from Tararua and PNCC, New Zealand Transport Agency, KiwiRail, DoC and others. The aim of the meeting was to discuss a plan in the event of a major blockage of the Manawatu River and the upstream and downstream effects this may have on our towns. Recreational use of the Gorge was also discussed in depth. The Group felt they had enough information to form a response plan and to provide information to the public including recreational users. Horizons are to provide a media release and formalise the response plan.
- Work is continuing on the Welfare Plan.
- New tuff boxes have been purchased for the EOC for each of the sectors involved.
- We have been busy preparing for two days of EMIS training for new staff and EOC staff which will be held late August 2017.
- Civil Defence training records are being back loaded on to D4H (an emergency management training records system). In future, staff and volunteer attendance at all training courses, exercises, real time experience and attachment to other coordination centres during events will be recorded on D4H to provide a complete record of an individual's experience.
- Paddy is still working on completion of FENZ agreements in relation to vehicles, equipment and stations. This should be completed by the end of August. We will transfer all equipment to FENZ but lease the land and buildings for a fee to cover our costs.
- Mercedes Waitere is working with Paddy to promote readiness during the National "Get Ready Get Thru" week campaign.

## Library

### General Matters

#### **115. Recruitment / Retirement**

Alanna Barkle from Norsewood has joined the team as the new Library Assistant at Dannevirke.

#### **116. Radio Frequency Identification Project**

The RFID equipment was installed in mid-July. The three southern branches equipment has been installed and is working. The pads at Dannevirke are operational, however the self-check and self-return machines require Bibliotheca to remote login to complete the programming for this equipment to work. We are waiting for a confirmation of when this work will occur.

#### **117. Winter Warmers**

All four branches are busy with this mid-winter reading programme. Staff from Dannevirke, Woodville and Pahiatua are visiting those schools participating to sign off the children's reviews. Planning is underway to run finales at each of the schools and at each library for those children participating as individuals.

During the school holidays, entertainers the Travelling Tuataras visited each branch. The sessions at Pahiatua and Dannevirke were postponed due to the snow event, however the "E.C.Rean'n" programme convenor did an amazing job reorganising the timetable for the entertainers and they were able to come another day during the holidays. One hundred and eleven children attended these sessions. The entertainers had a very interactive programme and it was wonderful to see a "train of children" snaking their way around their library, and enjoying every moment of it.

Winter Warmers finishes on 18 August.

### Planning

#### **118. Adult Learners Week**

Planning the Adult Learners Week in September is underway. This includes the popular annual Trivia Quiz, which is highly contested across the district.

#### **119. Poetry Day – 25 August**

Events for Poetry Day are being held at Woodville and Dannevirke. Woodville is holding an Open Mic evening on 24 August. Dannevirke is hosting Poetry and Pikelets on Friday 25 August. The winner of the Poetry Competition will be announced on 25 August also.

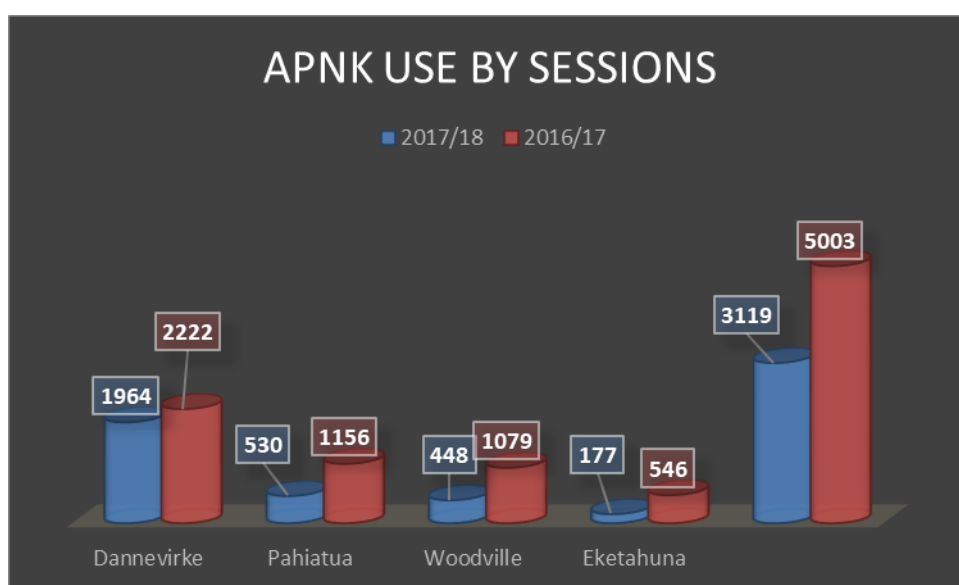
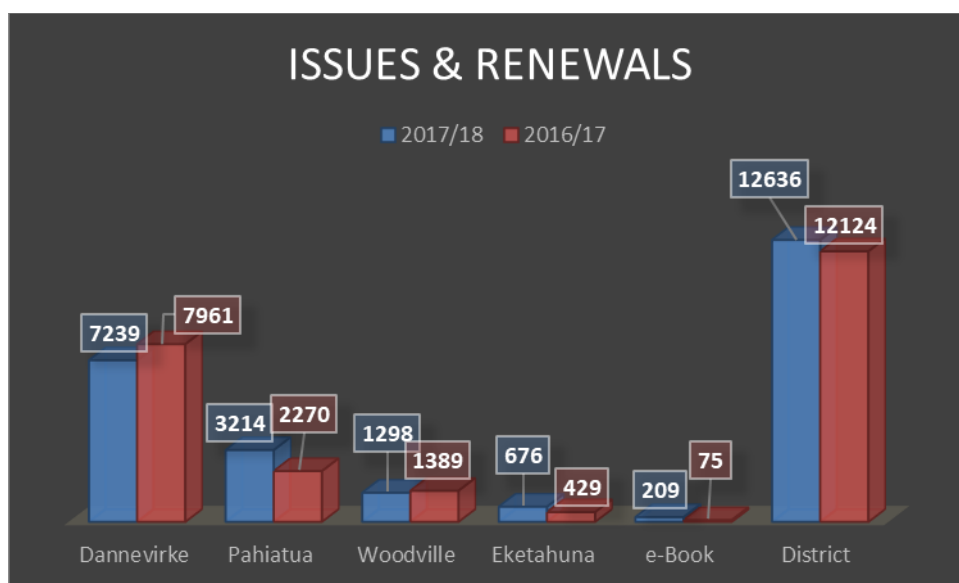
## 120. NZ Books Awards for Children & Young Adults

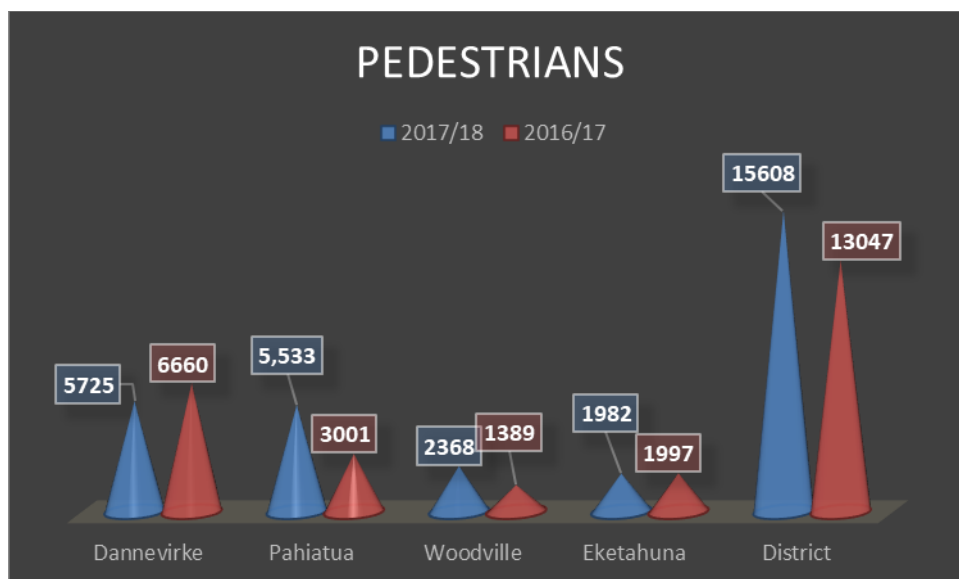
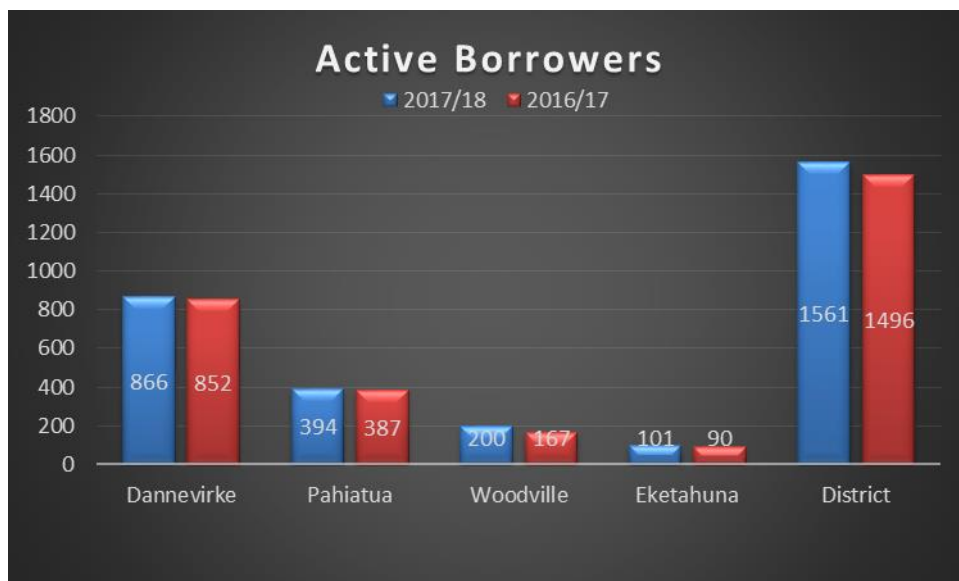
The Annual Kids Lit Quiz is being held on the 16<sup>th</sup> August. To date we have received eight entries from five schools. Entries close on the 4<sup>th</sup> August.

## 121. Maths is Fun

Planning is underway for this programme that will be run at all four branches during the Term 3 holidays.

## 122. Statistics – as at 31 July 2017

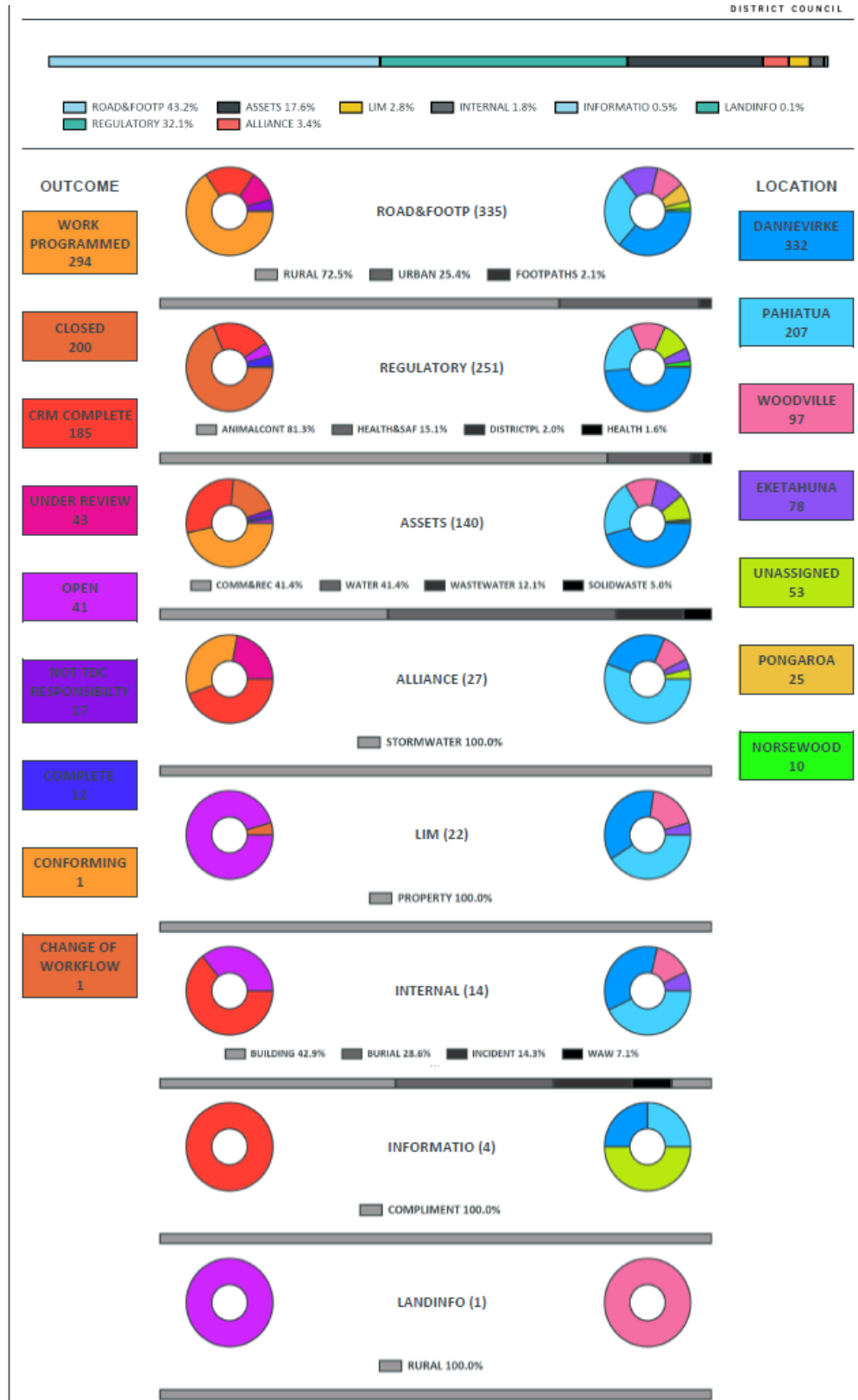






## Customer Services

### 123. Customer Requests – 1 July 2017 – 31 July 2017 (includes storm events)



### 124. Tararua District

- The Tararua Active Ageing Sport & Recreation pamphlet is now available from Tararua District Council offices, Tararua i-SITE, Tararua Information Centres, Bush Multisport and the Sport Manawatu offices in Dannevirke and Palmerston North. A copy has also been given to local medical centres and retirement homes.
- Sport Manawatu hosted two Sport Volunteer Brunches for local club and recreation providers at the Black Stump Dannevirke and Pahiatua. The purpose of the event was to reward and recognise those that give their time to sport in our district. 27 volunteers attended.
- To cover Tararua Recreation Advisor Natarsha Nikora while she is on extended leave, Sport Manawatu has contracted the services of Ailsa Castles as the Tararua Recreation Coordinator. Ailsa has a teaching and fitness background and is also the owner/operator of Habit HQ Fitness Club in Dannevirke. Her six month appointment starts on Friday 28 July.
- Sport Manawatu staff hosted a thank you lunch for 12 Huia Range students that assisted as runners at the Tararua Primary School Seven-a-side Tournament.
- The Active Teens schedule for term 3 includes; fitness testing, nutrition, crossfit, boxing, volleyball skills and drills, volleyball game and multisport activities.
- Sport Manawatu staff will present on the Green Prescription Programme to Anglican Aged Care Services on 23 August.
- The Physical Literacy Advisor (previously coaching advisor) observed the Tararua College Hockey Coach on a practise session. The Green Prescription (GRx) community programme in Dannevirke had suspended delivery in term 2 but has returned this month to commence classes for term 3.
- The Secondary School Sport Coordinator Meeting, hosted by Massey University at the Sport and Rugby Institute: Jacob Oram presented on the advancement in sport services and facilities and upcoming projects and how they affect Secondary Schools and their students. Jane from Dannevirke High School attended and Bridget put in her apologies due to a bereavement. Nine other Sport Coordinators were present.

- Facilitated the 5<sup>th</sup> Student Leadership Council with 2 Tararua College Students in attendance. The Council played games to build relationships and discussed the upcoming Inter-school mixed gender tournament.
- Assisted the teacher in charge of the Student Support Centre to deliver a hand, eye coordination session with the special needs students.

## **125. Upcoming events (that we deliver or directly impact on)**

- Registrations for the Dannevirke Basketball Spring league are now open with 15 teams expressing an interest in registering within the first opening week of registrations.
- The Anthony Gray and Faith Chase Touch Tournament is scheduled for Saturday 16 December at Coronation Park, Dannevirke. This year's event will be hosted by Sport Manawatu and Dannevirke Tigers Rugby League Club. The intention moving forward is to hand the project leadership over to the Dannevirke Tigers Rugby League Club.

## **1. Recommendation**

- 1.1 ***That the report from the Chief Executive dated 23 August 2017 concerning an update on key projects and items of interest to the Council (as circulated) be received.***

## **Attachments**

1. Statutory Declaration - Rangitane



***Rangitāne o Manawatu Claims Settlement Act 2016***

# **STATUTORY ACKNOWLEDGEMENT**

THIS DOCUMENT ATTACHES TO, BUT IS NOT PART OF, THE TARARUA DISTRICT PLAN. IT EXISTS FOR THE PURPOSE OF PROVIDING PUBLIC INFORMATION ONLY. IT IS NOT SUBJECT TO THE PROVISIONS OF SCHEDULE 1 TO THE RESOURCE MANAGEMENT ACT 1991. THE STATUTORY ACKNOWLEDGEMENT INFORMATION CONTAINED HEREIN CANNOT THEREFORE BE SUBMITTED ON.

## BACKGROUND

A Statutory Acknowledgement recognises the particular cultural, spiritual, historical and traditional association of an iwi with an identified site/area. This type of redress can enhance the ability of the iwi to participate in specified Resource Management Act 1991 processes.

When a claimant group, such as Rangitāne, and the Crown reach agreement on a final settlement offer they enter into a Deed of Settlement setting out the terms of that settlement. Legislation is required to give effect to some elements of a Treaty settlement including Statutory Acknowledgements. In this instance, that legislation is the Rangitāne o Manawatu Claims Settlement Act 2016

A Statutory Acknowledgement involves:

- The concerned iwi providing a statement of its association with the site/area of significance.
- Recording this statement in the Deed of Settlement.
- Identifying and describing the area over which the redress will apply. (This is referred to in the legislation as the 'statutory area').
- The Crown then acknowledging the statement from the iwi in statute (the settlement legislation).

A Statutory Acknowledgement requires:

- Relevant consent authorities to have regard to its contents and directions; and
- Relevant consent authorities to provide summaries of resource consent applications, or copies of notices of resource consent applications, to the relevant trustees; and
- Enables the relevant trustees and members of the relevant iwi to cite the Statutory Acknowledgement as evidence of the iwi's association with the 'statutory area'.

This Statutory Acknowledgement document comprises the following:

- Copies of sections 29 to 33, 35 and 36 of the Rangitāne o Manawatu Claims Settlement Act 2016; and
- Descriptions of the Statutory Areas; and
- The Statement of Association for each statutory area.

## **STATUTORY ACKNOWLEDGEMENT – SETTLEMENT ACT 2016**

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### **29 Statutory acknowledgement by the Crown**

The Crown acknowledges the statements of association for the statutory areas.

### **30 Purposes of statutory acknowledgement**

The only purposes of the statutory acknowledgement are—

- a) to require relevant consent authorities, the Environment Court, and Heritage New Zealand Pouhere Taonga to have regard to the statutory acknowledgement, in accordance with sections 31 to 33; and
- b) to require relevant consent authorities to record the statutory acknowledgement on statutory plans that relate to the statutory areas and to provide summaries of resource consent applications or copies of notices of applications to the trustees, in accordance with sections 34 and 35; and
- c) to enable the trustees and any member of Rangitāne o Manawatu to cite the statutory acknowledgement as evidence of the association of Rangitāne o Manawatu with a statutory area, in accordance with section 36.

### **31 Relevant consent authorities to have regard to statutory acknowledgement**

- 1) This section applies in relation to an application for a resource consent for an activity within, adjacent to, or directly affecting a statutory area.
- 2) On and from the effective date, a relevant consent authority must have regard to the statutory acknowledgement relating to the statutory area in deciding, under section 95E of the Resource Management Act 1991, whether the trustees are affected persons in relation to the activity.
- 3) Subsection (2) does not limit the obligations of a relevant consent authority under the Resource Management Act 1991.

### **32 Environment Court to have regard to statutory acknowledgement**

- 1) This section applies to proceedings in the Environment Court in relation to an application for a resource consent for an activity within, adjacent to, or directly affecting a statutory area.
- 2) On and from the effective date, the Environment Court must have regard to the statutory acknowledgement relating to the statutory area in deciding, under section 274 of the Resource Management Act 1991, whether the trustees are persons with an interest in the proceedings greater than that of the general public.
- 3) Subsection (2) does not limit the obligations of the Environment Court under the Resource Management Act 1991.



**33 Heritage New Zealand Pouhere Taonga and Environment Court to have regard to statutory acknowledgement**

- 1) This section applies to an application made under section 44, 56, or 61 of the Heritage New Zealand Pouhere Taonga Act 2014 for an authority to undertake an activity that will or may modify or destroy an archaeological site within a statutory area.
- 2) On and from the effective date, Heritage New Zealand Pouhere Taonga must have regard to the statutory acknowledgement relating to the statutory area in exercising its powers under section 48, 56, or 62 of the Heritage New Zealand Pouhere Taonga Act 2014 in relation to the application.
- 3) On and from the effective date, the Environment Court must have regard to the statutory acknowledgement relating to the statutory area—
  - a) in determining whether the trustees are persons directly affected by the decision; and
  - b) in determining, under section 59(1) or 64(1) of the Heritage New Zealand Pouhere Taonga Act 2014, an appeal against a decision of Heritage New Zealand Pouhere Taonga in relation to the application.
- 4) In this section, **archaeological site** has the meaning given in section 6 of the Heritage New Zealand Pouhere Taonga Act 2014.

**35 Provision of summary or notice to trustees**

- 1) Each relevant consent authority must, for a period of 20 years on and from the effective date, provide the following to the trustees for each resource consent application for an activity within, adjacent to, or directly affecting a statutory area:
  - a) if the application is received by the consent authority, a summary of the application; or
  - b) if notice of the application is served on the consent authority under section 145(10) of the Resource Management Act 1991, a copy of the notice.
- 2) A summary provided under subsection (1)(a) must be the same as would be given to an affected person by limited notification under section 95B of the Resource Management Act 1991 or as may be agreed between the trustees and the relevant consent authority.
- 3) The summary must be provided—
  - a) as soon as is reasonably practicable after the relevant consent authority receives the application; but
  - b) before the relevant consent authority decides under section 95 of the Resource Management Act 1991 whether to notify the application.

- 4) A copy of a notice must be provided under subsection (1)(b) not later than 10 working days after the day on which the consent authority receives the notice.
- 5) The trustees may, by written notice to a relevant consent authority,—
  - a) waive the right to be provided with a summary or copy of a notice under this section; and
  - b) state the scope of that waiver and the period it applies for.
- 6) This section does not affect the obligation of a relevant consent authority to decide,—
  - a) under section 95 of the Resource Management Act 1991, whether to notify an application:
  - b) under section 95E of that Act, whether the trustees are affected persons in relation to an activity.

### **36 Use of statutory acknowledgement**

- 1) The trustees and any member of Rangitāne o Manawatu may, as evidence of the association of Rangitāne o Manawatu with a statutory area, cite the statutory acknowledgement that relates to that area in submissions concerning activities within, adjacent to, or directly affecting the statutory area that are made to or before—
  - a) the relevant consent authorities; or
  - b) the Environment Court; or
  - c) Heritage New Zealand Pouhere Taonga; or
  - d) the Environmental Protection Authority or a board of inquiry under Part 6AA of the Resource Management Act 1991.
- 2) The content of a statement of association is not, by virtue of the statutory acknowledgement, binding as fact on—
  - a) the bodies referred to in subsection (1); or
  - b) parties to proceedings before those bodies; or
  - c) any other person who is entitled to participate in those proceedings.
- 3) However, the bodies and persons specified in subsection (2) may take the statutory acknowledgement into account.
- 4) To avoid doubt,—
  - a) neither the trustees nor members of Rangitāne o Manawatu are precluded from stating that Rangitāne o Manawatu has an association with a statutory area that is not described in the statutory acknowledgement; and
  - b) the content and existence of the statutory acknowledgement do not limit any statement made.

#### STATEMENTS OF ASSOCIATION AND DESCRIPTIONS OF STATUTORY AREAS

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- Manawatu Gorge Scenic Reserve (see Deed Plan OTS-182-15)
- Ruahine Forest Park (see Deed Plan OTS-182-18)
- Tararua Forest Park (see Deed Plan OTS-182-19)
- Manawatu River and tributaries (see Deed Plan OTS-182-20)
- Mangahao River (see Deed Plan OTS-182-24)

## STATEMENT OF ASSOCIATION

### MANAWATU GORGE SCENIC RESERVE

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The name Te Apiti was bestowed upon the Manawatu Gorge by Rangitāne o Manawatu as it was recognised as one of the main routes connecting the eastern and western parts of their seven hundred year old rohe. The gorge today remains an important access route from the western side of the Tararua and Ruahine Ranges.

In Rangitāne o Manawatu history, it was Okatia, a spirit which possessed a giant totara tree on the Puketoi Ranges that gouged out the Manawatu Gorge. His travels created the bed of the Manawatu River which later filled with water and now flows from the Puketoi Ranges through to the sea (Okatia Beach or now commonly known as Foxton Beach) on the west coast of New Zealand.

The geomorphology of the Te Apiti area has essentially remained unchanged except for the construction of roads and rail. The presence of the Manawatu Gorge Scenic Reserve has resulted in half of the original vegetation remaining in the area. The Reserve contains some rare endemic plants. The most significant species that existed in Te Apiti during Rangitāne o Manawatu control was the Huia, which were apparently so prolific in the Te Apiti area in the late 1860s that the toll-keeper at the Woodville end of the Gorge sold the culled birds to passing travellers. The bird was extremely highly prized by Rangitāne o Manawatu, but became extinct early in the twentieth century. Ironically the last Huia was seen and heard in Te Apiti.

The stretch of the Manawatu River flowing through Te Apiti was known to Rangitāne o Manawatu as Te Au Rere a te Tonga, the southern flowing current. Te Au nui a te Tonga is the name of the waterfall located in the middle of the gorge. Te Ahu a Turanga is also the name of the peak above Te Apiti, on a traditional crossing place used by Rangitāne o Manawatu. This peak is of great significance to Rangitāne o Manawatu as it is the place where Turangaimua, the son of Turi, the Captain of the Aotea waka was killed. The west coast origins of Rangitāne have their source with the Aotea waka which landed at Aotea Harbour, just north of Taranaki. The Aotea waka was captained by Turi, who settled in the Patea District of southern Taranaki and eventually had a son named Turangaimua or more commonly, Turanga. Turangaimua settled in the Manawatu after marrying a Rangitāne o Manawatu woman, Parehuia. At some time after his marriage, Turangaimua journeyed to Tamaki nui a rua and Ahuriri, and joined with Rangitāne o Manawatu in fighting the local iwi. Unfortunately the seemingly defeated Ahuriri iwi were not entirely vanquished and the Turangaimua group were overrun at a saddle on the Ruahine Range, just north of Te Apiti. Turangaimua was killed in the ensuing battle, along with several Rangitāne o Manawatu Chiefs. The slain were heaped in a mound and the wāhi tapu site was named Te Ahu a Turanga, the mound of Turangaimua, at the entrance to the mountain Range. Soon after the battle in which Turanga was slain, his Rangitāne wife, Parehuia, bore him a daughter named Ruahine. Her name was subsequently bestowed on the mountain Range.

Whangai Range was commonly used to describe the range either side of Te Apiti in reference to the taniwha, Whangaimokopuna who visits the area when Rangitane o Manawatu are present.

Located within the Manawatu River in Te Au Rere a te Tonga, is a red-coloured, tapu rock known as Te Ahu a Turanga which holds the mauri of the River and Rangitane o Manawatu. The rock rises and falls with the flood waters and is never covered by the waters.

#### Significant Sites to Rangitane o Manawatu

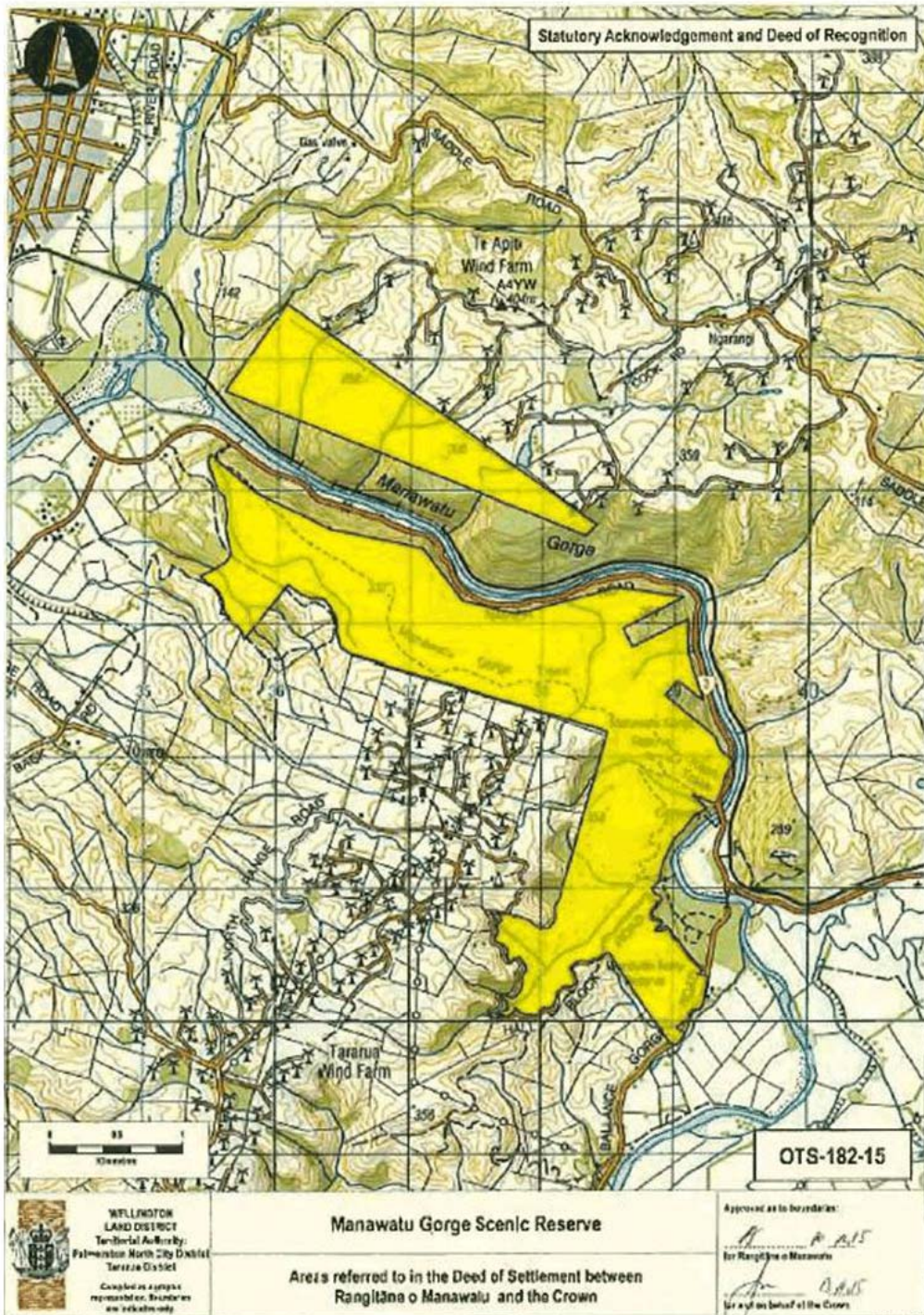
NAME	DESCRIPTION	NAME	DESCRIPTION
Parahaki	Kainga	Otangaki	Clearing
Kauhanga	Occupied location	Te Ahua Turanga	Peak
Motuere	Occupied location	Te Apiti	Site
Te Wharau	Occupied location	Te Au Nui O Tonga	Site
Kopuanui	Pa	Te Au Rere A Te Tonga	Site
Otangaki	Pa		

As Rangitane o Manawatu develop their capacity they look forward to the future and the time when they are fully engaged in upholding the principle of kaitiaki over the Manawatu Gorge Scenic Reserve.



## DESCRIPTION OF STATUTORY AREA

### MANAWATU GORGE SCENIC RESERVE (DEED PLAN OTS-182-15)





## STATEMENT OF ASSOCIATION

### RUAHINE FOREST PARK

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Ko Ruahine me nga Tararua te maunga  
Ko Manawatu te awa  
Ko Kurahaupo te waka  
Ko Rangitāne te iwi

The Ruahine Range therefore holds great historical, cultural, spiritual and traditional significance to Rangitāne o Manawatu, as it is one of two mountain ranges that identify the iwi of Rangitāne.

The southern Ruahine Range is intrinsically connected and related to the activities of the Pohangina (River and Valley), Te Ahu a Turanga and Wharite as well as the numerous peaks along the Ranges of which the majority are named after Rangitāne o Manawatu ancestors.

Te Ahu a Turanga is a peak north of the Gorge on the Ruahine Range. The west coast origins of Rangitāne have their source with the Aotea waka which landed at Aotea Harbour, just north of Taranaki. The Aotea waka was captained by Turi, who settled in the Patea District of southern Taranaki and eventually had a son named Turangaimua or more commonly, Turanga. Turangaimua settled in the Manawatu after marrying a Rangitāne o Manawatu woman, Parehuia. At some time after his marriage, Turangaimua journeyed to Tamaki Nui a Rua and Ahuriri, and joined with Rangitāne o Manawatu in fighting the local iwi. Unfortunately the seemingly defeated Ahuriri iwi were not entirely vanquished and the Turangaimua group were overrun at a saddle on the Ruahine Range, just north of Te Apiti. Turangaimua was killed in the ensuing battle, along with several Rangitāne o Manawatu Chiefs. The slain were heaped in a mound and the wāhi tapu site was named Te Ahu a Turanga, the mound of Turangaimua, at the entrance to the mountain Range. Soon after the battle in which Turanga was slain, his Rangitāne wife, Parehuia, bore him a daughter named Ruahine. Her name was subsequently bestowed on the mountain Range.

Wharite is one of the most prominent peaks in Rangitāne o Manawatu rohe. Wharite was inhabited by Iti a Tohunga from the Ruakawa Pa area below. The Tohunga was banished to the peak due to his small stature and disfigurements however Rangitāne o Manawatu still consulted him for his knowledge related to environmental matters. The peak was named after him becoming Whare-Iti. More recent interpretation also referred to an adjacent area being known for the preparation of titi hence it becoming confused with the name Whare-titi.

Very little was known about the state of the Ruahine Range and its native vegetation. Geomorphically the Ruahine Range has only been altered in defined areas by agricultural practices of the last century. However the lower areas have been damaged from forest removal causing massive land movements.

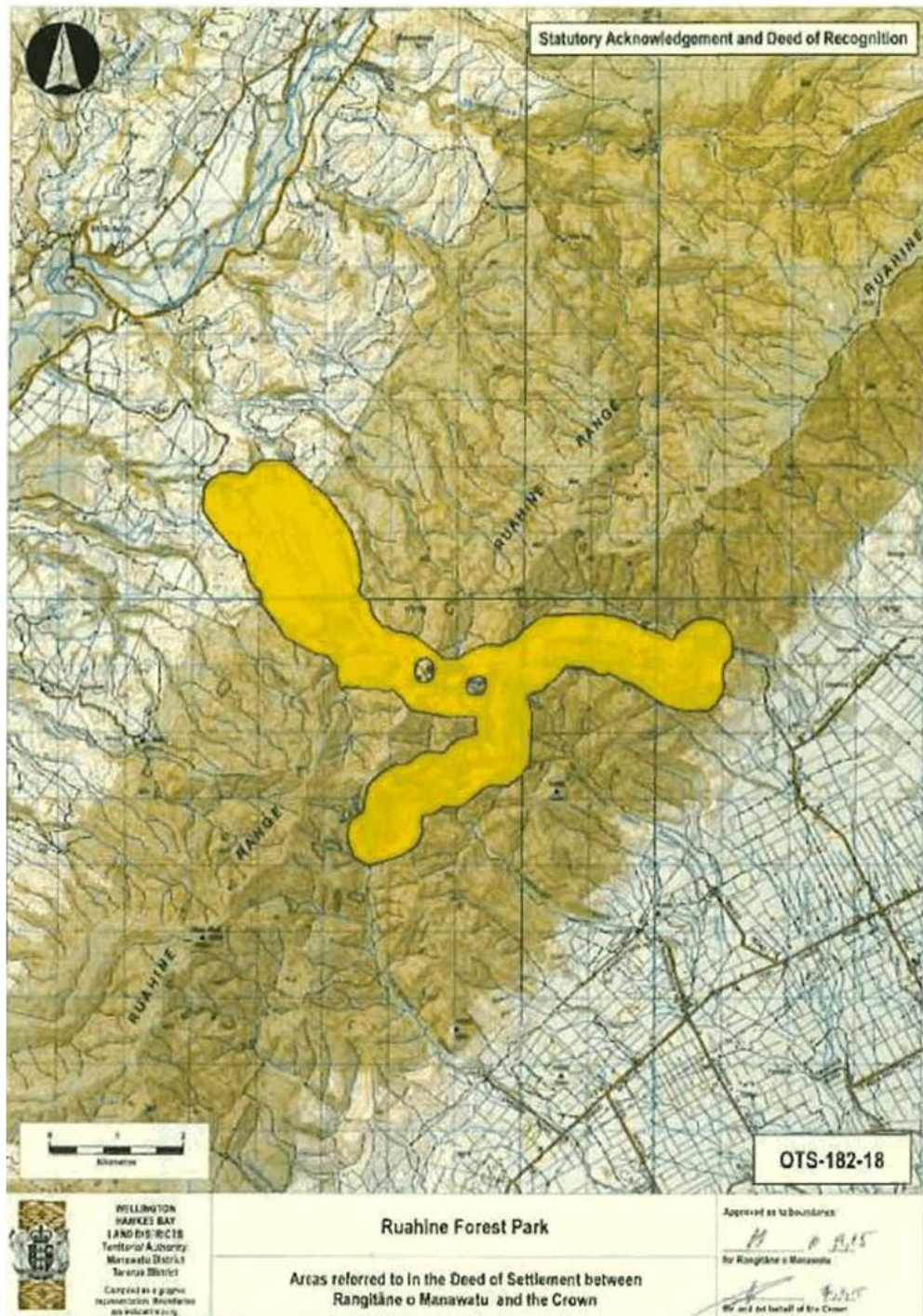
Many of the native species and resources found in the Pohangina Valley were also found and gathered in the ranges. Traditionally the Hinau, Rata and hebe berries and selected other native trees were collected for food resources. Particular flowers were also gathered from the tussock land/sub-alpine areas in the range and converted into perfumes. Plants such as the Keikei Tangiau were used as rongoa while plants such as the supple jack was used in construction particularly for tuna weir. The extinct highly valued taonga species, the huia was common in the ranges being collected and traded nationally.

#### Significant Sites for Rangitāne o Manawatu

NAME	DESCRIPTION	NAME	DESCRIPTION
Apiti	Occupied location	Tukupari	Peak
Apiti Te Anaowiro	Occupied location	Wairarapa	Occupied location
Maharahara	Peak	Ahuriri	Track
Oruahiore	Peak	Te Ahua Turanga	Peak
Otumore	Peak	Te Hekenga	Peak
Taumatatana	Peak	Wharite	Peak
Te Wharau	Occupied location	Whangai	Range
Tirahe	Peak		

As Rangitāne o Manawatu develop their capacity they look forward to the future and the time when they are fully engaged in upholding the principle of kaitiaki over the Ruahine Forest Park.

**DESCRIPTION OF STATUTORY AREA**  
**RUAHINE FOREST PARK (DEED PLAN OTS-182-18)**



## STATEMENT OF ASSOCIATION

### TARARUA FOREST PARK

---

Ko Manawatu te awa  
Ko Kurahaupo te waka  
Ko Rangitāne te iwi

The Tararua Range holds great historical, cultural, spiritual and traditional significance to Rangitāne o Manawatu, as it is one of two mountain ranges that identify the iwi of Rangitāne.

The Tararua Range was initially created or “fished up” by Maui and carved into its current shape by his brothers. It then became the exposed backbone of the fish of Maui (Te Ika A Maui). For Rangitāne o Manawatu traditions such as this, represent the significant links between the cosmological world and the modern world, which have shaped Rangitāne as an iwi.

The name Tararua was bestowed on the mountain range by the Rangitāne o Manawatu tupuna Whatonga. Whatonga who was a great explorer, travelled to the Manawatu via Waka along the West Coast from the South Island. Following his exploration of the Manawatu, he returned to Heretaunga, to his wife Hotuwaipara, who had bore him a son named Tara. Whatonga named the mountain Range (and twin peaks near Mitre Peak) which dominated the landscape within his rohe, Tararua, after his first born son. Over time the range developed its own persona and place within Rangitāne o Manawatu cultural and spiritual belief system as a highly significant geomorphological feature in the landscape. The Tararua Range became respected and revered as a significant site and was regarded as a place occupied by past ancestors. These ancestors formed the peaks of the Range and were situated in a position similar to those Rangatira and Kaumatua that sit on the paepae in the front of a Marae. Due to this, parts of the Range were not accessible while other parts were used for spiritual and ritualistic practises.

The name of the Tararua, the tracks located within it, the sources of many rivers which begin there, the great abundant sources of mahinga kai located within it and the various names bestowed on areas within the Tararua, reinforce the tribal identity of Rangitāne o Manawatu and the continuity of Rangitāne o Manawatu through the various generations. They are the living evidence that has shaped Rangitāne o Manawatu as an iwi and bestowed upon them as one of the kaitiaki of the Tararua Range.

The Tararua mountain range contains many tracks which link Rangitāne o Manawatu with Rangitāne whanaunga who live in Tamaki Nui a Rua and Wairarapa. These include the tracks that lead from Raukawa Pa on the eastern bank of the Manawatu River, to the Wairarapa, whilst another lead from the fortified Pa site of Te Motu a Poutoa (now known as ANZAC Park) by way of what is now known as the Pahiatua-Aokautere Road onto Forty Mile Bush, in the Wairarapa. Near Puketotara, which now links the Te Awe Awe roads on the eastern and western sides of the Tararua Range, was the track known

as Kaihinau, named after the Chief of Tuwhakatupua Pa. From Wairarapa there was a track that followed the Kahuterawa Stream which Rangitāne o Wairarapa would use to visit Rangitāne o Manawatu at Kairanga.

Located along the Tararua Range, are significant peaks which Rangitāne o Manawatu would light fires to send signals to their whanaunga in times of battle. One significant part of the Tararua Range (currently the Tararua Forest Park) originally referred to as "Tihi-Pakirakira" became established as an area for crossing the Range and gathering resources, signal fires and small settlements were established and the area was then known as Awararu. On Awararu and Te Apiti some of the most unique flora in the Manawatu is found.

Another significant peak which Rangitāne o Manawatu identify with, is Hanga-o-hia tangata, which means the place that caused surprise to man, as it is from this peak along with Pukematuwai and Mount Lancaster, that are the sources for the Mangahao, Ruamahanga, Waingawa, Waiohine Park, Otaki River and the southern branch of the Ohau River. The Tararua therefore, gives life to the mauri which flows throughout the rohe of Rangitāne o Manawatu, and provided the link between the cosmological spiritual world and the tupuna of Rangitāne o Manawatu. Another significant peak is Ngāwhakaraua Peak, which is a transliteration of the Rangitāne Pa, Ngāwhakaraua situated near the Manawatu River at Opiki. Mairehau peak is named after the Rangitāne hapu Ngāti Mairehau.

The Tararua Ranges not only provided a transport route for Rangitāne o Manawatu and a means of communication in times of battle, it also contained an abundant source of mahinga kai and shelter for Rangitāne o Manawatu. These included a considerable number of bird species, such as kiwi, kokako, weka, kereru, kaka, hokio, kotuku and huia. Kiwi, kotuku and huia, were a taonga species for Rangitāne o Manawatu, so they were never hunted for food and their feathers were used to make korowai.

The legendary "hokio" were also found in the Range. So too it is believed the kotuku was a distinguished, kaitiaki like visitor to wāhi tapu lakes in the Range such as Hapuakorari.

The dense forest which contained the likes of totara, kahikatea and miro provided many berries which were also a valued mahinga kai. These included the hinau, miro and karaka berries, the mouku fern and pitau whilst the many rivers and streams provided tuna, waikoura, waikakahi and other freshwater species.

The Tararua Range also provided many plants that Rangitāne o Manawatu used for Rongoa purposes and the location of these plant sites of which few remain, stay within the traditional history of Rangitāne o Manawatu.

The waters that flow from the Tararua are sacred and provide the mauri that flow through the Manawatu. The tapu associated with the Tararua is a critical dimension of Rangitāne tribal value and it is the source of the power over life and death, which the Tararua Range possesses.



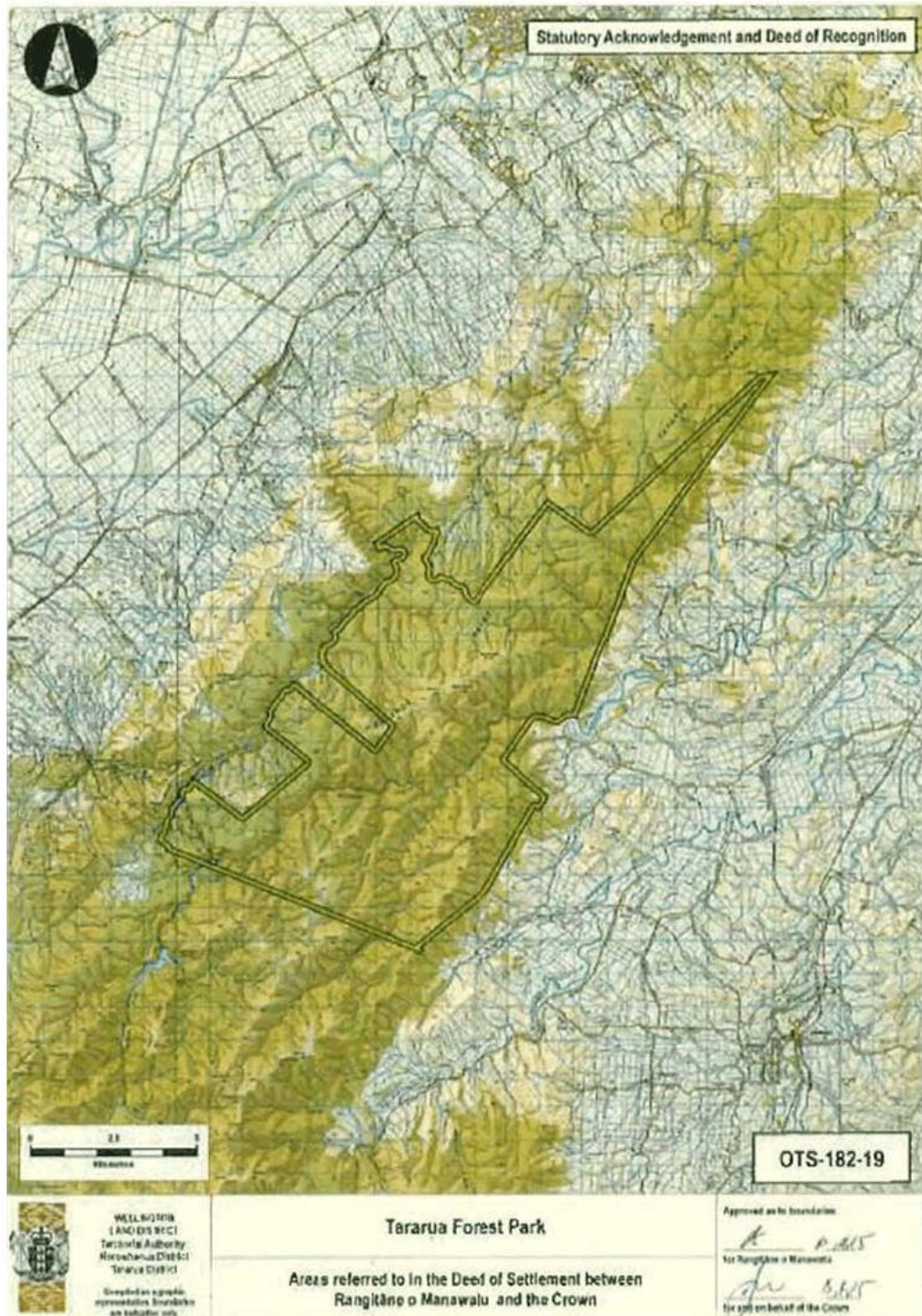
**Significant Sites for Rangitāne o Manawatu**

NAME	DESCRIPTION	NAME	DESCRIPTION
Tuapaka	Kainga	Tararua	Track
Kahihu	Peak	Te Horo	Clearing
Kauhanga	Occupied location	Hanga O Hia Tangata	Peak
Mārima	Peak	Mairehau	Peak
Ramiha	Peak	Ngāwhakaraua	Peak
Ruamakowhio	Occupied location	Pukematawai	Peak
Tarakamuku	Peak	Tihi-Pakirakira(Arawaru)	Peak
Taramea	Peak	Mangahao	Stream
Te Mata	Peak	Arawaru	Signal fires
Tirohanga	Peak	Aokautere	Site
Kairanga	Track	Te Au Rere A Te Tonga	Site
Pahiatua	Track		

As Rangitāne o Manawatu develop their capacity they look forward to the future and the time when they are fully engaged in upholding the principle of kaitiaki over the Tararua Range.



**DESCRIPTION OF STATUTORY AREA**  
**TARARUA FOREST PARK (DEED PLAN OTS-182-19)**



## **STATEMENT OF ASSOCIATION**

### **MANAWATU RIVER AND TRIBUTARIES**

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The Manawatu River is of immense historical, cultural, spiritual and traditional significance to Rangitāne o Manawatu. The Manawatu River was the main route for travel and communication for Rangitāne o Manawatu with settlements along the margins of the river.

Rangitāne o Manawatu has a rich belief system and structure that has developed over hundreds of years of occupation. The belief system developed a number of spiritual and ritualistic practices that occur at different times and locations along the Manawatu River. A large number of these practices have disappeared due to the introduction of European culture and Christianity.

The Manawatu River was created through the spirit of Okatia, who gave life to a totara growing on the slopes of the Puketoi Range in the Hawkes Bay. The totara made its way to the mountain ranges of the Ruahine and Tararua, and as it forced its way through the ranges, it created the Manawatu Gorge and the Manawatu River as it made its way out to sea. For Rangitāne o Manawatu traditions such as this, represent the significant links between the cosmological world and the modern world, which have shaped Rangitāne o Manawatu.

The name Manawatu was bestowed on the River by the Rangitāne Tohunga Haunui a Nanaia, over six hundred years ago. Whilst searching for his wife, Waireka, Hau travelled down the West Coast of the North Island crossing and naming many waterways. When he reached a turbulent flowing river which caused his heart to sink as he thought he may not be able to cross it and continue his search, he called the River Manawatu.

The spiritual connection that Rangitāne o Manawatu have with the River is evidenced by the building of churches along the River such as the Church Turongo Hiha. It was here that an aged Rangitāne Chief related to the assembled people that he had had a momentous dream the previous night. He dreamed that he was standing at the foot of two great totara trees somewhere on the bank of the Manawatu River and that these trees were talking to each other. The first tree said, "Do you know who I am?" "No," was the reply. "I am whangarae (the god of the forehead)," said the first. "Oh. Do you know who I am?" asked the second. "I am whangaihu (the god of the nose)." And they both chanted an incantation. Hiha remembered this karakia and recited it to the assembly. So, on an appointed day, three large canoes made their way up the River to search for the trees. They finally discovered them at a place called Kairanga, near where the Linton Army Camp now stands. The trees were felled and floated down the River to Moutoa where they were pit-sawn into timber. The timber produced by these two great totara was sufficient not only to build the Church but also the furnishings, including a beautifully carved altar. The church was subsequently bestowed with the name Turongo.

Located within the Manawatu River, are many taonga of significance to Rangitāne o Manawatu. There is Te Au-rere-a-te-Tonga, the flowing current of the south, Te Au-nui-a-Tonga, the waterfall located in the gorge, as is the tapu rock Te Ahu a Turanga, which remains visible even in the highest of floods.

There were many Rangitāne o Manawatu kaitiaki guardians of the River. These included Peketahi who lived at Puketotara, and Whangaimokopuna who lived near Hotuiti, also known as Motuiti until he was banished and now lives up in the hills at Raekatia. Whenever Rangitāne people from the lower reaches of the River visit that area, a mist descends which is Whangaimokopuna weeping for his old friends.

Rangitāne o Manawatu practised a number of rituals along the Manawatu River where its resources were utilised. These sites later developed into tapu or wāhi tapu sites. Most if not all of these sites have now been lost (in private or local government ownership) or destroyed due to engineering works.

The Manawatu River and its large number of waterways provided the main highway for Rangitāne o Manawatu and as well as being a mahinga kai in its own right, it fed into the land based mahinga kai. Along the Manawatu River, were located numerous Rangitāne o Manawatu Pa, which have now become one with the River and their locations and the myriad of trails used by Rangitāne o Manawatu, remain an integral part of our traditional history. The traditional mobile lifestyle of Rangitāne o Manawatu, led to their dependence on the Manawatu River and its resources.

Because of the long history of the Manawatu River in providing the highway and mahinga kai to Rangitāne o Manawatu, both on a temporary and permanent basis, there are numerous urupa, wāhi tapu and wāhi taonga associated with the River and Rangitāne o Manawatu. These associations hold the memories, traditions, victories and wairua of Rangitāne o Manawatu tupuna, and many locations therefore, remain unknown to the wider public.

The most significant quality that flows through the Manawatu River is its mauri which binds all the physical, traditional and spiritual elements of all things together, generating, nurturing and upholding all life. That mauri is the most crucial element that binds Rangitāne o Manawatu with the Manawatu River, and that relationship has consisted for over seven hundred years of unbroken occupation.

The interconnected waterways of the Manawatu form a dendritic pattern across the landscape. The mauri supplied from the mountains and areas in the gorge is transported along these waterways to nourish and feed the land and everything living on the land. The Manawatu River for Rangitāne o Manawatu is seen as the main artery in this network containing the strongest and greatest amount of mauri. If any activity that disrupts the flow of the waterway or pollutes the watercourse it is seen as having a negative impact on the mauri which then in turn has a direct negative impact on Rangitāne o Manawatu land and people.

Rangitāne o Manawatu occupation of the Manawatu River continues today after several hundred years. To secure the natural resources needed to sustain Rangitāne o Manawatu and protect the people from neighbouring iwi, Rangitāne o Manawatu developed a number of Pa in strategic locations. These Pa were situated near their most valuable natural resources as well as in strategic positions, particularly along the Manawatu River.

Rangitāne o Manawatu occupied a large area of the Manawatu and developed into a number of whanau based hapu that were responsible for certain geographical areas and natural resources along the Manawatu River. Each hapu interacted with the river and the river flowed through each hapu rohe. These are outlined:

**Ngāti Mairehau (Also known as Ngāi Tuahuriri)**

Occupied the east bank of the Manawatu River around Turitea to Tokomaru and over the Tararua Ranges to Pahiatua. More specifically along the northwest bank between Ngāwhakaraia and Awapuni.

**Ngāti Hineaute**

Occupied the land along the Manawatu River from Te Apiti to the northern boundary of Palmerston North City.

**Ngāti Rangitepaia (Also known as Ngāti Rangi)**

Were based on land from the southern boundary of the city to the confluence of the Oroua and Manawatu Rivers.

**Ngāti Rangiaranaki**

Shared the riverbank of the Manawatu River from Te Apiti to Palmerston North with Ngāti Hineaute.

**Ngāti Tauira**

A shared Rangitāne – Ngāti Apa hapu located around the Oroua River above Mangawhata extending to the Rangitikei River and coastal area.

**Ngāti Te Kapuarangi**

Occupied the upper Manawatu catchment and Pohangina area.

The Manawatu River, its geomorphology and human geography can be divided into distinct reaches. Each reach, having a unique environment, meant Rangitāne o Manawatu interacted with that environment accordingly.

**Te Apiti (“The Gorge”)**

This part of the River was recognised for its spiritual connections and significance. As identified the Gorge was carved by a great spirit Okatia cutting its way through the active rising mountain range, the backbone of Te Ika A Maui, allowing the waters to flow from east to west. This active mountain range is a source of mauri for Rangitāne o Manawatu hence the mauri is then transported by the waters of the River to the rest of the rohe. The majority of the sites of significance in this stretch of the River are related to the identification and preservation of mauri in the River.

### **Otangaki – Papaeioa (Palmerston North) – Puketotara**

Geographically this stretch consisting of a steep, gravelly bed with defined flood plain contained a number of strongholds and Pa. These Pa were used in times of attack as well as to prepare warriors for battle. These Pa also controlled the entrance to the Gorge as well as various crossings over the Ranges.

This stretch of what used to be clear clean water was also used seasonally to gather resources and foods from various locations in the Ranges as well as along the River and used in ritual practises at the related Pa.

Puketotara was the largest Pa in the area and the central point of the Rangitāne rohe. This site was home to all Rangitāne and numerous events occurred there that determined the future of Rangitāne o Manawatu.

### **Puketotara – Te Papa Ngaio (Shannon/Opiki/Foxton)**

This stretch of the River was the most intensively populated and utilised section of the River for Rangitāne o Manawatu. In this area were numerous Rangitāne o Manawatu papakainga and kainga as well as large areas of cultivations. This part of the Manawatu River was a highway for a large amount of traffic for travel, communication and to access the rich supply of resources contained within the lowland forests and swamps. Associated with the intense population were also numerous sites of ritualistic practice and worship.

Ngāwhakaraua was a large Pa situated on a great horseshoe bend of the Manawatu River, slightly upriver and east of the river's confluence with the Oroua River, and one mile south of the Opiki toll bridge. The pa was occupied by Rangitāne o Manawatu and covered 86 acres of land. The principal buildings were, Te Ahu A Turanga Church, moved from Puketotara c.1879 and destroyed by fire c.1907, although replaced with a smaller building and a wooden whare runanga, 'Kotahitanga.' Kotahitanga represented the kaupapa of unity. Ngāwhakaraua was in use as a mahinga kai for some time before the establishment of a Pa in the locality, which indicates there were sufficient food resources on the surrounding land to sustain a resident population.

### **Te Papa Ngaio – Okatia Beach (Opiki to Foxton Beach)**

The coastal area of the Manawatu River was extremely important to Rangitāne o Manawatu. Not only was this area a rich source of kai moana and other natural resources but Rangitāne o Manawatu were also able to participate in trade with other iwi and groups travelling along the coastline. One of the greatest resources in this area was the Tapuiwaru swamp (now referred to as the Moutoa floodway). It was also a very important area as it was the main access point to the Manawatu River and to the East Coast of the North Island.



### Rangitāne o Manawatu - Significant Sites

Along the Manawatu River in the Rangitāne o Manawatu rohe there are 185 recorded sites of significance. The majority of these sites of settlement and occupation and would have had permanent structures associated with them.

Approximately ten of these sites were substantial cultivations or eel weirs that were recorded in historical accounts.

A number of mahinga kai, traditional food gathering areas, and nohoanga, areas of seasonal settlement were located along the River. However a number of these have been destroyed and lost due to engineering works and the moving of the watercourse of the River as the result of engineering works. Over the last one hundred years with constant land use change Rangitāne o Manawatu cultural landscape and its traditional use has been destroyed and lost.

### Significant Sites Associated with the Manawatu River

NAME	DESCRIPTION	NAME	DESCRIPTION
Ahiaruhe	Kainga	Kari Kari	Occupied location
Ahimate	Pa	Kari kari	Site river
Ake Ake	Kainga	Kimi-Mai-I-Tawhiti	Kainga
Animate (Ahimate)	Kainga	Kopuanui	Pa
Aramari	Kainga	Kopu-Toroa	Kainga
Aratangata	Stream	Kopu-Toroa	Stream
Atiki	Kainga	Koterara	Kainga
Awatapu	Lagoon	Kotoura	Kainga
Haumahangi	Occupied location	Koturua	Occupied location
Haumiaroa	Kainga	Koutu Roa	Pa
Heiomarama	Occupied location	Kupenga	Kainga
Hekinui	Occupied location	Kuti Kuti	Occupied location
Hikaretu	Kainga	Kutikuti-Rau	Kainga
Hokonui	Occupied location	Mahoe	Kainga
Hokorawa	Kainga	Mako Makonui	Kainga
Hokowhitu	Kainga	Manawa Kai Hiekie	Kainga
Hokowhitu	Ceremonial site	Manawatu	River
Hokowhitu	Reserve	Mangaone	Kainga
Hotaneiti	Cultivation	Manuwaru	Bush
Iwi Te Kai	Reserve	Marae Tarata	Pa
Iwihi	Papa kainga	Mararatapa	Pa



NAME	DESCRIPTION	NAME	DESCRIPTION
Kahikatea	Kainga	Marotira	Church
Kahutara	Papa kainga	Mata Karapa	Pa
Kaimuapi	Occupied location	Mata-Ara	Kainga
Kaingapipa	Kainga	Mikihi	Stream
Kai-Wahie	Kainga	Moengareha	Kainga
Karamuremu	Kainga	Mokomoko	Papa Kainga
Karanga Hiku	Kainga	Morotira	Kainga
Karatangiutu	Kainga	Motua	Occupied location
Karere	Kainga	Motuere	Occupied location
Karere	Urupa	Moutoa	Post office location
Karere	Lagoon	Nga Totara	Fossil forest
One-Poto	Kainga	Nga Wakahiamoe	Waka mooring
Opaekete	Kainga	Nga Whakaraua	Pa
Opiki	Kainga	Ngataiwatea	Kainga
Oriko	Stream	O-Hine-Kake-Ao	Area
Orua-rongo	Kainga	Ohineninipeka	Ara Kiore
Otane	Kainga	Okatia	Beach
Otangaki	Pa	Okehu	Kainga
Otangaki	Clearing	Pukemahau	Kainga
Otatara	Kainga	Puketotara	Pa
O-Tawhiti	Kainga	Puketotara	Papa Kainga
Otekura	Stream	Puru-rarauha	Kainga
Otini	Kainga	Rameke	Whare
Pahiaroa	Kainga	Rangi Po	Cultivation
Paiaka	Kainga	Rongo-Karaka	Urupa
Pane-Iri	Pa	Roto Ngarara	Lagoon
Papa Kino	Occupied location	Rotopiko	Lagoon
Parahaki	Kainga	Ruahine	Range
Paretao	Kainga	Rua-Poho	Kainga
Pari-Kawau	Kainga	Ta Horo	Clearing
Pikau-Tahi	Pa	Tahitiki	Kainga
Pohue-Tangi	Kainga	Tahumataroa	Kainga
Pokapoka	Kainga	Tai I Mate	Pa
Puka Puka	Occupied location	Tai I Tahi	Kainga
Tau Waka	Waka mooring	Taioka	Kainga
Taumata-O-Te-Poki	Site	Taita	Pa
Tauponga	Kainga	Taita	Lagoon
Tawa	Kainga	Takupu	Kainga
Te Ahitara	Pa	Taringa Kurahaupo	Occupied location
Te Aotahuna	Kainga	Te Awa Kararoa	Occupied location
Te Apiti	Site	Te Awahou	Kainga
Te Apu	Kainga	Te Awahou	Kainga
Te Au Nui O Tonga	Site	Te Awahou	Kainga
Te Au Rere A Te Tonga	Site	Te Awahuri	Kainga
Te Kairanga	Kainga	Te Horo	Clearing
Te Kairanga	Pa	Te Kahiho	Occupied location
Te Kairanga	Papa kainga	Te Wi	Papa Kainga
Te Kapa-A-Haka	Kainga	Tiakitahuna	Pa
Te Karaka	Kainga	Tika Na Roa	Site River
Te Karaka	Occupied Location	Whirokino	Kainga

NAME	DESCRIPTION	NAME	DESCRIPTION
Te Karaka	Cultivation	Tikitiki	Kainga
Te Karekare	Pa	Titihuha	Kainga
Te Karihari	Papa Kainga	Toita	Occupied location
Te Kuri Kautete	Kainga	Tokitoki	Kainga
Te Kuripaka	Pa	Tokomaru	Kainga
Te Maire	Kainga	Tuapaka	Kainga
Te Maire	Lagoon	Tuapu	Occupied location
Te Matai	Pa	Turitea	Pa
Te Motu a Poutoa	Pa	Tutunanui Kainga	Kainga
Te Ngaioaroa	Kainga	Tutunima	Kainga
Te Oranga-Tuturu	Kainga	Upoko-poutu	Kainga
Te Paiaka Kainga	Kainga	Waitamata	Kainga
Te Papa Ngaio	Pa	Waiteikai	Occupied location
Te Pehu	Site river	Whakapohepohe	Occupied location
Te Raka	Site	Whakaripa	Kainga
Te Rerenga-o-hau	Kainga	Whakatanguru	Kainga
Te Rewarewa	Area	Whakatero	Kainga
Te Waka Puni	Waka mooring	Whakatero	Kainga
Te Weka	Clearing	Whakatutu	Kainga
Te Weki	Clearing	Whakawaewae	Mound
Te Wharangi	Pa	Whakawehi	Kainga
Wharaoere	Occupied location		

As Rangitāne o Manawatu develop their capacity they look forward to the future and the time when they are fully engaged in upholding the principle of kaitiaki over the Manawatu River.

## DESCRIPTION OF STATUTORY AREA

### MANAWATU RIVER AND TRIBUTARIES (DEED PLAN OTS-182-20)



## STATEMENT OF ASSOCIATION

### MANGAHAO RIVER

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The Mangahao River is significant to Rangitāne o Manawatu both as a natural and spiritual resource. The Mangahao River flows from the central areas, Hanga o hia tangata, in the Tararua Ranges, along the Ranges, past a number of significant peaks such as Mairehau and Ngāwhakaraua connecting many of the rivers that then flow to the west and the east. The Mangahao River valley also provided an important access and route through the Tararua Ranges to the central areas for spiritual purposes and to gather natural resources. European explorations of the Ranges during the 1900's have also uncovered a number of artefacts in the vicinity of this area.

One of the most significant features of the river is the direct connection through the Ranges connecting many streams to carry Mauri from the ranges to the lowland areas below. However, the Mangahao River has been heavily altered and dammed during European settlement for industrial and power generation purposes.

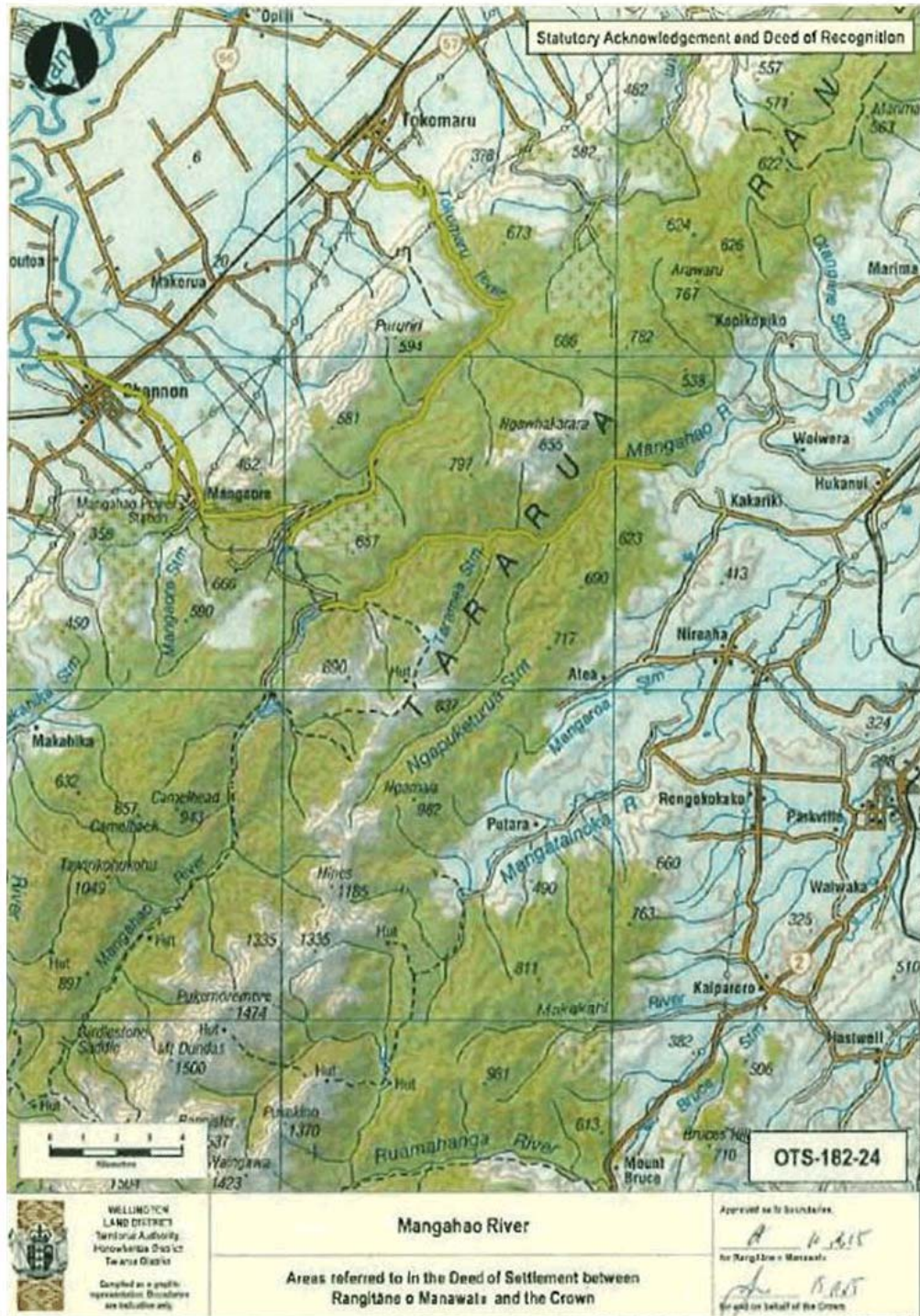
The Mangahao and its distributaries (Tokomaru River and Mangaore Stream) were highly regarded sources of wai and kai and access ways into the Tararua Ranges.

The Mangahao River has been over time referred to as Moawhanga/Moawanga and Mongohao/Mangahao. The former names refer to the booming sound the river made through its course and to the area being a source of Moa that were hunted in the area. Rangitāne (North Island) also refer to the Mangahao as being a source of (pure) water where the, now extinct, native freshwater fish (grayling) Upokororo was found in large numbers and gathered.

As Rangitāne o Manawatu develop their capacity they look forward to the future and the time when they are fully engaged in upholding the principle of kaitiaki over the Mangahao River.



**DESCRIPTION OF STATUTORY AREA**  
**MANGAHAO RIVER (DEED PLAN OTS-182-24)**







**Subject: Tararua District Council - Please Support this Coalition Plan for Stronger Climate Change Action**

Dear Mayor Collis and Councillors

Last week was an intense week for Climate Change with 3 significant releases.

- LGNZ released its [Local Government Leaders Climate Change Declaration](#) and [Local Government Statement on Climate Change](#) - calling for the central Government to "make it a priority to develop and implement an ambitious transition plan for a low-carbon and resilient New Zealand"
- the Parliamentary Commissioner for the Environment, Dr Jan Wright, published her report "[Stepping Stones to Paris and Beyond](#)" - a rallying call to MPs of all parties to "come together to tackle climate change".
- the Government announced the outcome "in principle" of its [review of the ETS](#) - but policy decisions are not planned until the end of 2018 and even then aimed only at meeting its Paris offer which is scientifically inadequate.

There is thus a clear disconnect between what the LGA and the PCE are calling for and what Government is prepared to offer in the way of a response to climate change.

In order to address this mismatch, last week 20 NGOs launched a **Statement and Action Plan under the name "Climate Consensus Coalition Aotearoa" (CCCA)**, developed over the past 18 months. Both individuals and organisations can support the Statement. At the time of writing it already has support from individuals and NGO membership totalling 20,308.

Most reassuringly, LGNZ principles and the PCE recommendations are very similar to those developed by the Coalition, including need for an independent Climate Commission, wide representation on the commission, cross-party commitment, a NZ carbon budget, policies that meet emission reduction targets, public reporting on milestones. The CCCA Statement is also entirely complementary to the aims of Gen Zero's Climate Act, Our Climate Declaration, GLOBE NZ and the Compact of Mayors.

So far 37 Mayors and Chairs have signed the LGNZ Declaration on Climate Change. Given the urgent need now for all Kiwis to plan to reduce GHG emissions, a big step forward would be for all Councils to get behind it.

This email is to ask you as a community representative to promote support for the CCCA initiative in any way you can (invitation and link below) alongside the excellent PCE and LGNZ initiatives because what wisdom we show now will directly and perhaps critically impact the opportunities we leave our youth.

Yours sincerely, Alan Mark  
Alan Mark PhD, ΦBK (Duke), Hon DSc (Otago), FRSNZ, KNZM  
Emeritus Professor  
Department of Botany  
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Who's  
putting local  
issues on  
the national  
agenda?

**We are.  
LGNZ.**

## **Local Government Leaders Climate Change Declaration**

In 2015, Mayors and Chairs of New Zealand declared an urgent need for responsive leadership and a holistic approach to climate change. We, the Mayors and Chairs of 2017, wholeheartedly support that call for action.

Climate change presents significant opportunities, challenges and risks to communities throughout the world and in New Zealand. Local and regional government undertakes a wide range of activities that will be impacted by climate change and provides infrastructure and services useful in reducing greenhouse gas emissions and enhancing resilience.

We have come together, as a group of Mayors and Chairs representing local government from across New Zealand to:

1. acknowledge the importance and urgent need to address climate change for the benefit of current and future generations;
2. give our support to the New Zealand Government for developing and implementing, in collaboration with councils, communities and businesses, an ambitious transition plan toward a low carbon and resilient New Zealand;
3. encourage Government to be more ambitious with climate change mitigation measures;
4. outline key commitments our councils will take in responding to the opportunities and risks posed by climate change; and
5. recommend important guiding principles for responding to climate change.

We ask that the New Zealand Government make it a priority to develop and implement an ambitious transition plan for a low carbon and resilient New Zealand. We stress the benefits of early action to moderate the costs of adaptation to our communities. We are all too aware of challenges we face shoring up infrastructure and managing insurance costs. These are serious financial considerations for councils and their communities.

To underpin this plan, we ask that a holistic economic assessment is undertaken of New Zealand's vulnerability to the impacts of climate change and of the opportunities and benefits for responding. We believe that New Zealand has much at stake and much to gain by adopting strong leadership on climate change emission reduction targets.

We know that New Zealanders are highly inventive, capable and passionate about the environment. New Zealanders are proud of our green landscapes, healthy environment and our unique kiwi identity and way of life. Central and local government, working together with communities and business, can develop and implement ambitious strategies based on sound science, to protect our national inheritance and security.

## Council Commitments

For our part we commit to:

1. Develop and implement ambitious action plans that reduce greenhouse gas emissions and support resilience within our own councils and for our local communities. These plans will:
  - a. promote walking, cycling, public transport and other low carbon transport options;
  - b. work to improve the resource efficiency and health of homes, businesses and infrastructure in our district; and
  - c. support the use of renewable energy and uptake of electric vehicles.
2. Work with our communities to understand, prepare for and respond to the physical impacts of climate change.
3. Work with central government to deliver on national emission reduction targets and support resilience in our communities.

We believe these actions will result in widespread and substantial benefits for our communities such as; creating new jobs and business opportunities, creating a more competitive and future-proof economy, more efficient delivery of council services, improved public health, creating stronger more connected communities, supporting life-long learning, reducing air pollution and supporting local biodiversity. In short, it will help to make our communities great places to live, work, learn and visit for generations to come.

## Guiding Principles

The following principles provide guidance for decision making on climate change. These principles are based on established legal<sup>1</sup> and moral obligations placed on Government when considering the current and future social, economic and environmental well-being of the communities they represent.

### 1. Precaution

There is clear and compelling evidence for the need to act now on climate change and to adopt a precautionary approach because of the irreversible nature and scale of risks involved. Together with the global community, we must eliminate the possibility of planetary warming beyond two degrees from pre-industrial levels. This could potentially threaten life on Earth (Article 2 of the UNFCCC). Actions need to be based on sound scientific evidence and resourced to deliver the necessary advances. Acting now will reduce future risks and costs associated with climate change.

### 2. Stewardship / Kaitiakitanga

Each person and organisation has a duty of care to safeguard the life-supporting capacity of our environment on which we all depend and to care for each other. Broad-based climate policies should enable all organisations and individuals to do all they feasibly can to reduce emissions and enhance resilience. Policies should be flexible to allow for locally and culturally appropriate responses.

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<sup>1</sup> These Guiding Principles are established within the: Treaty of Waitangi, Resource Management Act 1991, Local Government Act 2002, Civil Defence and Emergency Management Act 2002, Oslo Principles 2014, Principles of Fundamental Justice and Human Rights.

### **3. Equity / Justice**

It is a fundamental human right to inherit a habitable planet and live in a just society. The most vulnerable in our community are often disproportionately affected by change and natural hazards. Approaches need to consider those most affected and without a voice, including vulnerable members in our community, our Pacific neighbours and future generations.

### **4. Anticipation (thinking and acting long-term)**

Long-term thinking, policies and actions are needed to ensure the reasonably foreseeable needs of current and future generations are met. A clear and consistent pathway toward a low carbon and resilient future needs to provide certainty for successive governments, businesses and communities to enable transformative decisions and investments to be made over time.

### **5. Understanding**

Sound knowledge is the basis of informed decision making and participatory democracy. Using the best available information in education, community consultation, planning and decision making is vital. Growing understanding about the potential impacts of climate change, and the need for, and ways to respond, along with understanding the costs and benefits for acting, will be crucial to gain community support for the transformational approaches needed.

### **6. Co-operation**

The nature and scale of climate change requires a global response and human solidarity. We have a shared responsibility and can not effectively respond alone. Building strong relationships between countries and across communities, organisations and scientific disciplines will be vital to share knowledge, drive innovation, and support social and economic progress in addressing climate change.

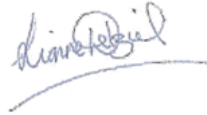
### **7. Resilience**

Some of the impacts of climate change are now unavoidable. Enhancing the resilience and readiness of communities and businesses is needed so they can thrive in the face of changes. Protecting the safety of people and property is supported by sound planning and a good understanding of the risks and potential responses to avoid and mitigate risk.

**THE FOLLOWING MAYORS SUPPORT THIS DECLARATION**



**Mayor Dave Cull**  
Dunedin City Council



**Mayor Lianne Dalziel**  
Christchurch City Council



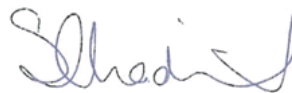
**Mayor Grant Smith**  
Palmerston North City Council



**Mayor Ray Wallace**  
Hutt City Council



**Mayor Rachel Reese**  
Nelson City Council



**Mayor Steve Chadwick**  
Rotorua Lakes Council



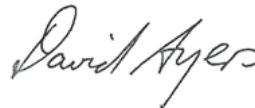
**Mayor Wayne Guppy**  
Upper Hutt City Council




**Mayor Don Cameron**  
Ruapehu District Council



**Chris Laidlaw, Chair**  
Greater Wellington Regional Council

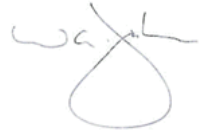


**Mayor David Ayers**  
Waimakariri District Council



Mayor

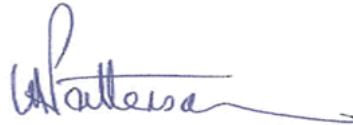
**Mayor Winston Gray**  
Kaikoura District Council



**Mayor Bill Dalton**  
Napier City Council



**Mayor Gary Tong, JP**  
Southland District Council



**Mayor Lyn Patterson**  
Masterton District Council



**Mayor Andy Watson**  
Rangitikei District Council



**Stephen Woodhead, Chair**  
Otago Regional Council



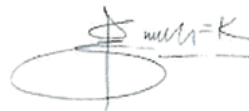
**Mayor Allan Sanson**  
Waikato District Council



**Mayor Tony Bonne**  
Whakatane District Council



**Mayor Justin Lester**  
Wellington City Council



**Mayor K (Guru) Gurunathan**  
Kāpiti Coast District Council





**Mayor Phil Goff**  
Auckland Council



**Mayor Bryan Cadogan**  
Clutha District Council



**Mayor Sam Broughton**  
Selwyn District Council



**Mayor John Tregidga**  
Hauraki District Council



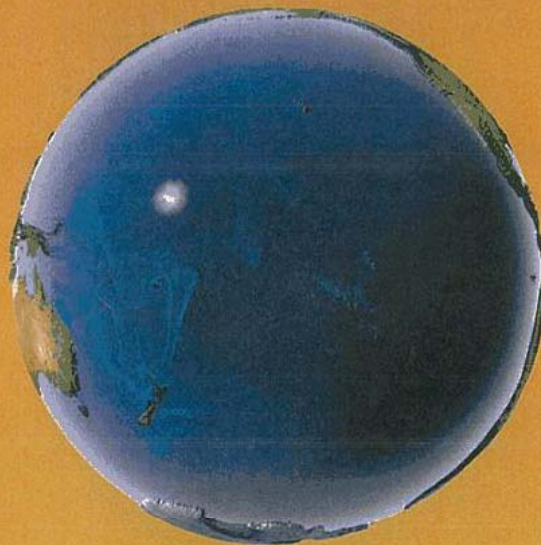
**Rex Graham, Chair**  
Hawke's Bay Regional Council



**Mayor Neil Holdom**  
New Plymouth District Council

# Local government position statement on climate change

Local government recognises a critical need for proactive collaboration between central and local government, and between city, regional, unitary and district councils which recognises the different mandates and roles for climate change responses. We will work together with our communities.



**We are.  
LGNZ.**



## Introduction

< Responsive leadership and a holistic approach to climate change is urgent. We must act now to avoid future risk and, at the same time, agree how to manage safety, existing risks, limitations and liabilities to underpin effective mitigation and adaptation. >

Climate change will affect us all during our lifetimes. The impacts that we observe today are the result of historical emissions and the increase in emissions in recent decades will lead to significant change in the coming years.

**Environmental prosperity.** We want to nurture our natural resources and ecosystems as environmental stewards, promoting biodiversity and environmental sustainability, and embodying the concept of kaitiakitanga. We want our social, cultural and economic activities to be aligned with our goals for the environment, and to be secure and resilient to the effects of climate change.

**Social prosperity:** We want communities that are characterised by equality, social cohesion and inclusiveness. In the face of the long-term implications of climate change, we also want our communities to promote inter-generational equity where we meet the needs of the present population, without compromising the ability to meet the needs of future generations.

**Cultural prosperity.** We want our communities to be empowered and enabled to express and celebrate their diverse cultural heritages, and recognise the particular cultural significance of Māori as tangata whenua of New Zealand. We want to support all cultures as they adapt to significant changes in climate, and influence how our society manages the environment.

**Economic prosperity.** We want to have a sustainable economy with world-leading productivity in which all New Zealanders have the opportunity to contribute and succeed. We want an economy that adapts to issues like climate change while still supporting the living standards New Zealanders need to lead happy, healthy lives.

Local government has a shared vision for what prosperous communities will look like in 2050 – and beyond. The 2050 vision encompasses four well-beings of environmental, social, cultural and economic prosperity. Climate change creates both opportunities and significant challenges in achieving prosperity in these four areas.

Climate change actions have three components:

1. actions to reduce emissions (mitigation);
2. planning and actions at the national and local level to support public safety and effective adaptation; and
3. limiting or removing pressure on systems affected by climate change.

All local authorities (city, regional, district and unitary) are at the frontline of climate change adaptation and have a role to play in mitigation.

Property owners and communities already facing the impacts of climate change are seeking assistance from local government. Decisions that are made today (or even where no decision is made) about infrastructure, land and water use and urban development will determine the extent and impact of climate change, community vulnerability and resilience outcomes.

City councils are well-positioned to lead and co-ordinate communities to reduce their emissions, both directly as a provider of infrastructure and services, and indirectly through their influence over activities responsible for emissions. Internationally, cities' emissions reduction efforts complement national strategies of building economic competitiveness through low carbon development.

< Action on climate change requires coherent and consistent governance across central and local government. Action on climate change requires a comprehensive understanding of the opportunities and risks, innovation, and prioritised actions to achieve our vision for prosperous communities. >

## Part one: local government led action on climate change

### 1. Local government will collaborate

Local government (regional, unitary, district and city councils) will collaborate to achieve our shared vision for prosperous New Zealand communities in 2050.

All of local government is charged with meeting the current and future needs of communities for infrastructure, local public services, and regulatory functions (Local Government Act, section 10b). The focus of regional (and unitary) councils and district or city councils can differ however. Regional councils focus on decisions that relate to resource use and hazard management, while city and district councils provide core services that can impact on resources including land, water and coastal areas. By utilising the full range of skills and capabilities in local authorities we can align and support decisions to achieve a consistent understanding of environmental, social, cultural and economic opportunities and consequences of climate change in our communities. This requires strong leadership across all levels of local government.

**LGNZ will advocate for and support collaborative efforts within the sector to improve the effectiveness of land use, service delivery and planning.**

### 2. Local government will incorporate climate change implications into urban development and land-use decisions and take a long term approach to waste management and energy use, including transport infrastructure.

Local government recognises the value of explicitly incorporating climate change considerations, including emissions, into land-use decisions, district plans, urban design and development, energy use, transport planning and waste management.

Local government is working to proactively develop New Zealand's urban centres into sustainable, liveable, globally competitive 21st century cities. To achieve this, cities need to promote high quality, higher-density living. **Local government will ensure that low carbon, climate-resilient development is adopted as a key tenet of urban growth and development and land use decisions.**

Encouraging more intensive use of zoned land to avoid the need to build new infrastructure to reach outlying businesses avoids emissions that would result from construction, and from servicing and maintaining the infrastructure itself, and promotes lower emissions from those living and working in the area.

This approach is not limited to urban environments. Land-use decisions made in regional and provincial New Zealand have an equally significant effect on emissions and on community resilience to climate change impacts. To make land-use decisions that mitigate emissions, **local government will develop its understanding of the impacts of zoning and land use decisions on the emissions trajectory for their communities.**

Global emissions will need to pick up momentum to limit warming to the internationally agreed goal of staying below 2°C above pre-industrial levels.

New Zealand's challenge is also significant as our greenhouse gas emissions continue to rise. By 2014 they had risen 6 per cent from 2000 levels and 23 per cent from 1990 levels. Road transport, industry and agriculture are the main drivers of this increase. New Zealand ratified the Paris Agreement on 4 October 2016, submitting a target to reduce greenhouse gas emissions by 30 per cent below 2005 levels by 2030. This target is equivalent to 11 per cent below 1990 levels by 2030. Achieving reductions will require action across land use and forestry, urban development and planning, energy and transport.

**Local government will incorporate emissions reduction targets into investment decisions that it makes on transport, fleet procurement and waste management.**

### 3. Local government will take an all hazard approach to managing risks

Local government has responsibilities to plan for and provide infrastructure, and to avoid or reduce the risk of hazards such as floods, storms, and sea level rise. It is understood that climate change is changing the severity and frequency of these events. Local government recognises that these changing patterns also mean that these hazards can interact in new ways. For example, the combination of an extended drought and sea level rise could have a worse impact on water supply than either event alone.

**Local government will explicitly build in the effects of climate change as part of an all hazards assessment to inform decision-making.**

The cost of climate exacerbated natural hazard events in our communities is on the rise. Historic settlement patterns leave people, public assets and private investments exposed to storms, sea level rise and flooding (including flooding from rising ground water levels). Local government costs include damage and renewals of infrastructure and civil defence responses. In the interests of the public good these costs are borne by the community as a whole. **Compensation for loss of private investments will not be funded by local government.**

### 4. Local government will factor in the impacts of climate change on water security

Local government will factor climate change projections into all freshwater investments and adapt water management practices to match these changing conditions. This includes investment in land use change and green infrastructure eg wetlands, rain gardens and swales.

Future climate projections show that changing meteorological conditions will alter the amount of rainfall around the country and at the same time there is likely to be increased societal demand for freshwater. This will affect the amount of water able to be allocated and in turn, the efficient provision of three water services.

**Local government will factor in the impacts of climate change on water security.** Local government will identify the changes required in infrastructure investment, including green infrastructure (wetlands, rain gardens and swales), and the management of water quality and quantity.



## Part two: what local government requires of central government

Government at all levels, individuals and the private sector have different but complementary roles in adapting to climate change. Effective responses to climate change are context specific and are therefore best addressed at the regional and local level. Internationally, cities and regions are increasingly seen as policy laboratories for action on climate change. There is an opportunity for local authorities in New Zealand to try different approaches.

Innovative technological practices and the implementation of strategies are needed at the appropriate levels for adaptation and mitigation. Central government needs to support local government's search for appropriate responses by supporting innovation within local government.

To effectively address climate change at a national level, local government seeks central government action in four key areas:

### 1. National campaign to raise awareness of climate change

A central government led campaign is needed to make New Zealanders aware of the opportunities and risks of climate change, and the options for communities to contribute to reducing emissions.

Many New Zealanders understand the fundamental causes and impacts of climate change at a global level but most remain uninformed about the impacts that climate change could have on their daily lives, and are unaware of how the actions of their community can help to mitigate emissions. While local government can educate their communities on the impacts of climate change, **we seek a national campaign (comparable to central government campaigns on smoking and road safety) to raise awareness and to promote specific actions individuals and communities can take to support the reduction of green house gas emissions and adaptation measures.**

### 2. Policy alignment and a clear mandate to address climate change

Central government policies can support (or hinder) council, private sector and community action to respond to climate change.

Effective climate policy involves a diverse range of adaptation and mitigation actions. A broad review of existing policy is required to support climate change adaptation and mitigation actions.

To highlight that local government's actions to address climate change are part of a national effort, **we seek an explicit mandate under the Local Government Act to consider how decisions affect climate change outcomes.**

### 3. A decision on fiscal responsibility for adaptation

Responding to the challenges posed by rising sea levels and increased rainfall requires national consensus on who will bear the costs. As the national policy setter, central government needs to lead the discussion on roles and responsibilities for adaptation actions, including fiscal responsibility.

The effects of climate change, such as rising sea levels, create a new set of social, economic and political challenges, for instance in supporting people that are displaced by eroding coastlines and flooding. These decisions will have repercussions for all communities and need to be considered as a matter of urgency, as the effects of climate change are already being felt in the form of increased flooding and exacerbated erosion on our coasts.

**We seek a clear statement from central government on responsibilities (for government at all levels, private sector and individuals) for adaptation actions, including fiscal responsibility.**

### 4. Co-investment with central government to support low carbon, climate resilient infrastructure.

Central government policy settings and incentives must provide clear, consistent and enduring direction to ensure we are investing in low carbon, climate resilient infrastructure. The Government Policy Statement on Land Transport, for example, should incorporate aims for emissions, including active transport (walking and cycling), public transport and consider the cumulative effects of emissions.

Local government seeks to work with central government to develop a joint response to climate change including a clear pathway to a low carbon economy.



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