



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 27 January 2016** commencing at **1.00pm**.

Blair King
Chief Executive

Agenda

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

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

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

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

5

Recommendation

That the minutes of the Council meetings held on 9 and 16 December 2015 (as circulated) be confirmed as a true and accurate record of these meetings.

8.	Any Matters Arising from the Minutes not otherwise dealt with in the Agenda	
9.	Community Boards and Community Committees Reports	
9.1	Dannevirke Community Board	17
	Recommendation	
	<i>That the report of the Dannevirke Community Board meeting held on 7 December 2015 (as circulated) be received.</i>	
9.2	Eketahuna Community Board	23
	Recommendation	
	<i>That the report of the Eketahuna Community Board meeting held on 4 December 2015 (as circulated) be received.</i>	
9.3	Pahiatua On Track	31
	Recommendation	
	<i>That the report of the Pahiatua On Track meeting held on 2 December 2015 (as circulated) be received.</i>	
9.4	Woodville Districts' Vision	35
	Recommendation	
	<i>That the report of the Woodville Districts' Vision meeting held on 1 December 2015 (as circulated) be received.</i>	
	Note: Any of the Community Boards and Community Committees may send a representative to address the Council on any issues within the agenda or matters of interest to them.	
10.	Reports	
10.1	Application to the Community Recreation Fund	39
10.2	Water Charge Write-off Request of the Eketahuna Golf Club	73
10.3	Liquor Licensing Matters Determined Under Delegated Authority	85
10.4	Staff Report	89

11. Portfolio Reports

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

12. Mayoral Matters

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

14. Closure



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 9 December 2015 commencing at 1.00 pm.

1. Present

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

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 and Acting Regulatory Manager
Mrs K Dever-Tod	- Manager Assets Group

2. Council Prayer

2.1 The Mayor opened the meeting with the Council Prayer.

3. Apologies

3.1 Nil

4. Notification of Items Not on the Agenda

4.1 Nil

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

5.1 Nil

6. Personal Matters

6.1 The Mayor has conveyed his thanks to Richie McCaw for coming to Huia Range School in Dannevirke (following the All Blacks success at the Rugby World Cup) and entertaining the large audience present to see him.

6.2 The opening of the Pahiatua Fonterra factory expansion celebrated a new era of growth and economic benefits that are a very good step forward for the district.

6.3 The Mayor acknowledged the goodwill and support of Pahiatua residents throughout the construction period of the work undertaken at the Fonterra factory site.

6.4 The Council's building department has been commended by Scott Blain (of Silvester/Clark consulting engineers in Palmerston North) through acknowledging this Council as one of the best building consent authorities it deals with.

7. Confirmation of Minutes

7.1 *That the minutes of the Council meetings held on 24 and 25 November 2015 (as circulated) be confirmed as a true and accurate record of these meetings.*

Crs Keltie/Roberts

Carried

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

8.1 Transfer of Funding from the Woodville Swimming Pool to the Walkway Project (Item 9.4.2)

8.1.1 Cr Johns reported that these funds were accrued by Woodville Districts' Vision over many years through their good and careful management of the Woodville swimming pool facility.

8.1.2 The funding may be used this season if needed for that facility, otherwise the intention is to transfer the surplus to the walkway project.

8.1.3 Woodville Districts' Vision are to be asked to write to the Council setting out the details of their request for approval.

9. Reports

9.1 Delegation of Authority to the Regulatory Manager and Animal Control Officers

9.1.1 *That the report from the Chief Financial Officer dated 2 December 2015 concerning the delegation of authority to the Regulatory Manager and Animal Control Officers (as circulated) be received, and*

That the Council approves the delegations as detailed in the schedule attached to this report.

Crs Collis/Hull

Carried

9.2 Petrol Station Proposal for Pongaroa

- 9.2.1 *That the report from the Manager Strategy and District Development dated 3 December 2015 concerning a petrol station proposal for Pongaroa (as circulated) be received, and***

That the Council agrees in principle to support the concept of a community entity being formed to maintain a fuel supply in Pongaroa, with any such proposal and possible support from the Council being subject to the preparation of a full business case to be presented for its consideration, and

That the Council confirms it is not able to write off the rates on the property or make it non-rateable under the Council's current remission policies and/or legislation.

Crs Johns/Crispin

Carried

9.3 Planning Matters Determined Under Delegated Authority

- 9.3.1 *That the report from the Planning Manager dated 2 December 2015 concerning Planning matters determined under delegated authority (as circulated) be received and the contents are noted.***

Crs Keltie/Johns

Carried

9.4 Liquor Licensing Matters Determined Under Delegated Authority

- 9.4.1 *That the report from the Liquor Licensing Officer dated 2 December 2015 concerning Liquor Licensing matters determined under delegated authority (as circulated) be received and the contents are noted.***

Crs Keltie/Johns

Carried

9.5 Staff Report

9.5.1 Woodville Impounded Supply

- 9.5.1.1** The Chief Executive spoke on the proposed timeline to undertake the work relating to the Woodville impounded supply project, and to obtain the necessary new consent from the Horizons Regional Council to enable the taking of water from the Mangapapa Stream during the construction period.
- 9.5.1.2** The external dam expert has advised the optimal redesign relative to cost and the technical challenges will be to retain the current earth embankment and change all the upstream banks to 1:3 slopes.
- 9.5.1.3** Once the costing is confirmed (which is expected in late January) the business case will be updated and referred back to the Council with regard to these project management details.

9.5.2 Tararua Alliance

- 9.5.2.1 It is pleasing to note that the work focus and performance of the Alliance is being acknowledged and appreciated within the community.

9.5.3 District Resealing Programme

- 9.5.3.1 The district's resealing programme has been completed, with a good job done through this work occurring early in the season.
- 9.5.3.2 The Denmark Street sewer renewal site relating to the surface of the road is included in the pavement rehabilitation programme next year.

9.5.4 Eketahuna Cleaning Contract

- 9.5.4.1 The Council conveys its thanks to Maureen Tewake for the many years of service she has given as the cleaning contractor at Eketahuna, and wishes her all the best for the future and a happy retirement.

9.5.5 Infracon Liquidation

- 9.5.5.1 The results of testing the Tahoraiti metal pit and the former Woodville Council owned sites vacated by Infracon indicate low levels of contamination consistent with natural conditions or their commercial/industrial use.
- 9.5.5.2 The liquidator is working towards finalising the distribution of Infracon's assets and any liabilities by way of cash or in specie to be allocated between the shareholders (34% Central Hawke's Bay District Council and 66% Tararua District Council).

9.5.6 Non-Compliance Issues and/or Breaches of the Building Act

- 9.5.6.1 An earthquake-prone wall between two buildings on the main street of Pahiatua has been an ongoing issue over the last eighteen months due to a dispute between the owners.
- 9.5.6.2 The actions taken by the Council resulted in two notices to fix being issued to both properties to remove the wall in question, with a resolution achieved through the issuing of a building consent for this work.

9.5.7 Swimming Pool Inspections

- 9.5.7.1 Next month's staff report is to include details of those swimming pools that failed their Council inspection and the actions taken to require the completion of the necessary repairs or modifications.

9.5.8 Illegal Dumping in State Highway Rest Areas

- 9.5.8.1 The New Zealand Transport Agency has been requested to erect no dumping signs in the various state highway rest areas within the district and install cameras to identify the culprits illegally dumping rubbish at these public places.

9.5.9 **Civil Defence**

9.5.9.1 The Manawatu-Wanganui Civil Defence Emergency Management Group agreed at its recent meeting that a full-time welfare officer should be employed to cover the region.

9.5.9.2 The cost of establishing this position is to be funded from the region's territorial local authorities with the charge apportioned on a population basis.

9.5.10 **Customer Requests Dashboard**

9.5.10.1 It was noted that the significant number of customer requests received regarding regulatory activities is inflated by the frequent reporting of barking dogs from one particular area.

9.5.11 ***That the report from the Chief Executive dated 3 December 2015 concerning an update on key projects and items of interest to the Council (as circulated) be received.***

Crs Isaacson/Fenemor

Carried

10. Draft Annual Plan 2016/2017

10.1 ***That the Council confirms the following dates for workshop briefing sessions to be held on the Draft Annual Plan 2016/2017:***

27 January 2016

23 February 2016

24 February 2016 (half day)

16 March 2016 (if required)

30 March 2016 (review consultation document prior to its adoption at the afternoon Council meeting)

Crs Hull/Fenemor

Carried

11. Portfolio Reports

11.1 **One Plan**

11.1.1 Cr Collis reported that the Mangapapa Stream near Woodville has been recognised through winning second place as the most improved waterway for dissolved inorganic nitrogen at this year's New Zealand River Awards.

11.1.2 This achievement sends a really positive message of the commitment from the farmers in that catchment and the Council to improving the health of the river, and the outcome also supports the implementation of the One Plan nutrient management provisions.

11.2 Economic Development/Marketing

- 11.2.1 Cr Crispin commended the very good Business Network event held to celebrate the success stories since its opening one year ago, and to profile the opportunities for local businesses.

11.3 Finance

- 11.3.1 Cr Crispin reported that the finance portfolio holders attended a very good briefing with the Chief Financial Officer, and they are pleased with the Council's overall financial performance and its position reflected in the results achieved.

11.4 Pukaha Mount Bruce

- 11.4.1 Cr Hull reported on the stakeholders meeting she attended at Pukaha Mount Bruce, and this included reference to the following matters:

- The Pukaha Mount Bruce Board Chair Bob Francis made a good presentation on achievements and activities at the National Wildlife Centre.
- The Pukaha Mount Bruce Board is pleased with progress made through the transition of taking over the visitor centre operation, education programmes and retail activities from the Department of Conservation.
- The \$1.1 million walk through aviary is due to be completed at the end of February.

11.5 Events

- 11.5.1 Cr Hull attended the leading in a digital era conference.

12. Mayoral Matters

12.1 Extraordinary Council Meeting

- 12.1.1 ***That an extraordinary meeting of the Council be held at 11.00 am on Friday 11 December 2015 in the Pahiatua Service Centre Chamber, and***

That the purpose of this meeting is to enable the Council to further consider its position regarding the inclusion of reserves in Treaty of Waitangi iwi settlements with the Crown.

Crs Johns/Hull

Carried

- 12.1.2 Note: This extraordinary Council meeting was deferred at the request of the Mayor to enable the Minister for Treaty of Waitangi Negotiations, the Hon Christopher Finlayson and representatives from the Office of Treaty Settlements to discuss with the Council the proposed settlements negotiated for Rangitane o Tamaki nui a Rua and Ngati Kahungunu ki Wairarapa-Tamaki nui a Rua iwi.

12.1.3 This meeting was subsequently rescheduled and held in the Council Chamber, Dannevirke on Wednesday 16 December 2015 at 2.00 pm with the public excluded.

12.2 **Season's Greetings**

12.2.1 The Mayor conveyed his best wishes for a happy and safe Christmas and New Year, and he thanked the press reporters for attending the Council meetings throughout the year to provide coverage within the district's newspapers.

13. Items not on the Agenda

13.1 Nil

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 2.10 pm.

Mayor



Minutes of an extraordinary meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 16 December 2015 commencing at 2.10 pm.

1. Present

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

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 and Acting Regulatory Manager

The Minister for Treaty of Waitangi Negotiations, the Hon Christopher Finlayson, the Chief Crown Negotiator Rick Barker, Warren Fraser of the Office of Treaty Settlements and the Minister's Private Secretary

2. Apologies

- 2.1 ***That an apology be sustained from Cr S A Hull for non-attendance at the meeting.***

Crs Keltie/Collis

Carried

3. Public Excluded Item of Business

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

Inclusion of Council reserves in Treaty of Waitangi iwi settlements with the Crown

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>Inclusion of Council reserves in Treaty of Waitangi iwi settlements with the Crown</i>	<i>To protect information provided</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)(c)(i) The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.

Crs Isaacson/Crispin

Carried

3.3 That open meeting be resumed.

Crs Keltie/Fenemor

Carried

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 3.38 pm.

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 December 2015 commencing at 3.00 pm.

1. Present

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

In Attendance

Mr R Taylor - Governance Manager

2. Apologies

2.1 Nil

3. Public Forum

3.1 Nil

4. Personal Matters

4.1 Nil

5. Notification of Items Not on the Agenda

5.1 The following matters were notified as items of general business not on the agenda for discussion at today's meeting:

- Awards
- Community Board Executive Committee Community Board Chairs Workshop
- Cleanliness of the Dannevirke central business district
- Late items of correspondence from the Dannevirke Rotary Club and Dannevirke Theatre Company

6. Confirmation of Minutes

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

Isaacson/Macdonald

Carried

7. Matters Arising from the Minutes

7.1 Fencing at the Dannevirke Railway Station (Item 7.1)

- 7.1.1 The KiwiRail Facilities Manager has not yet responded to the request that the poor condition of the Dannevirke Railway Station fencing be rectified.

7.2 Bee Aware Month (Item 9.2)

- 7.2.1 The cub scouts planted the wildflower seeds on Riverdale Road, but unfortunately none have germinated.

8. Tararua District Council Report

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

Christison/Macdonald

Carried

8.2 Broadband

- 8.2.1 It is disappointing to note that large rural districts are unlikely to receive much benefit from the Government's funding plans to progress access to fast broadband services within such areas.

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

9.1 Dannevirke Chamber of Commerce

- 9.1.1 Board Member Christison acknowledged the assistance provided by the Dannevirke Lions Club through undertaking the marshalling at the Dannevirke Christmas Parade.

- 9.1.2 The parade was a great success, with very good community attendance and thirty-one floats/entries participating in the event.

9.2 **Cycle/Walkway-Smith/Cole Streets and Adelaide Road**

9.2.1 Board Member Christison reported that work on the project is progressing satisfactorily, and a combined working bee is planned to be held.

9.2.2 It is anticipated that the section of the cycle/walkway to Cadman Road will be finished before Christmas.

9.2.3 The significant contribution given by Chris Southgate to coordinating this project is acknowledged and appreciated.

9.3 **First World War Commemorations Committee**

9.3.1 Board Member Delaney reported that the official launch of Rob McDonald's book "A Small Community, A Great War: Dannevirke District and World War One" was successful, with several more copies of the book sold.

9.3.2 A meeting is to be held with the Mayor this week to discuss and propose possible events planned for next year.

9.4 **Dannevirke Information Centre**

9.4.1 The Deputy Chairperson reported that he was unable to attend the recent meeting of the Dannevirke Information Centre Management Committee.

9.5 **Tararua District Road Safety Group**

9.5.1 The Chairperson reported on the Tararua District Road Safety Group meeting held on 24 November 2015, and this included reference to the following matters:

- The giant kiwi in Eketahuna is to be relocated as part of the town centre upgrade, with work on the refurbishment intended to commence soon.
- The district's resealing programme has been completed.
- The Regional Road Safety Coordinator continues to provide and implement a programme of community road safety education initiatives and projects.

9.6 **Covered Bus Stop Shelters**

9.6.1 Board Member Delaney reported that Goldpine Dannevirke are still waiting to receive the two ex-Palmerston North City Council bus stop shelters for installing over the benches adjacent to the bus stops on High Street.

10. Correspondence

10.1 *That the correspondence as listed be received.*

- | | | |
|------------|---|--------------------------------|
| (a) | <i>Dannevirke Combined Indoor Bowling Clubs
Re: Thanks for supporting the IDEA Services
indoor bowling tournament</i> | <i>3 November 2015</i> |
| (b) | <i>Hawke's Bay Area Pony Club
Re: Thanks for supporting the New Zealand
Pony Club Dressage Championships</i> | <i>11 November 2015</i> |
| (c) | <i>Dannevirke Promotion and Development Society
Re: Thanks for supporting the Scott
memorial fountain project</i> | <i>16 November 2015</i> |
| (d) | <i>Rawhiti Lodge No.66
Re: Request for financial assistance
towards their 125th anniversary celebration</i> | <i>17 November 2015</i> |
| (e) | <i>Dannevirke Rotary Club
Re: Request for financial assistance towards the
life and music of Vera Lynn community concert</i> | <i>7 December 2015</i> |
| (f) | <i>Dannevirke Theatre Company
Re: Request for financial assistance towards the
carols by candlelight community event</i> | |

Isaacson/Macdonald

Carried

10.2 Rawhiti Lodge No. 66

10.2.1 The Chairperson declared an interest concerning this item of business, and he abstained from the discussions and voting on the motion regarding that matter.

10.2.2 ***That the Rawhiti Lodge No. 66 be granted the sum of \$211.50 from the Board's discretionary funds as assistance towards the cost of hiring the Dannevirke Town Hall for their 125th anniversary celebration event.***

Macdonald/Christison

Carried

10.2.3 Board Member Delaney requested that his dissenting vote be noted concerning this item of business.

10.3 Dannevirke Rotary Club

10.3.1 Board Member Delaney declared an interest concerning this item of business, and he abstained from the discussions and voting on the motion regarding that matter.

- 10.3.2 *That the Dannevirke Rotary Club be granted the sum of up to \$260.50 from the Board's discretionary funds as assistance towards the cost of hiring the Dannevirke Town Hall for the life and music of Vera Lynn community concert held on 3 April 2016.*

Christison/Macdonald

Carried

10.4 **Dannevirke Theatre Company**

- 10.4.1 *That the Dannevirke Theatre Company be granted the sum of \$571.59 from the Board's discretionary funds as assistance to cover the cost of purchasing three signs to promote the carols by candlelight community event held on 19 December 2015.*

Macdonald/Delaney

Carried

11. Chairman's Remarks

- 11.1 Nil

12. Items not on the Agenda (excluding those previously discussed through the correspondence received)

12.1 Awards

- 12.1.1 It was agreed that the Board convey its congratulations to acknowledge the following achievements, and to commend their community service:

- Peter Wimsett and Glennis McDonald on each receiving a Kiwi Bank Local Heroes Medal and Award to recognise their assistance and support to community organisations and projects.
- Peter Wimsett on winning the 2015 ALGIM Excellence in Leadership Award.

12.2 Community Board Executive Committee Community Board Chairs Workshop

- 12.2.1 The Chairperson advised that he was unable to attend the Community Board Executive Committee Community Board Chairs Workshop held in Taupo due to unforeseen circumstances.

12.3 Cleanliness of the Dannevirke Central Business District

- 12.3.1 The Chairperson has visited twenty businesses in High Street to provide each of them with a copy of the new guidelines for regularly maintaining the paving outside their premises following it being cleaned.

- 12.3.2 The response to these discussions has been positive and well received, and the Chairperson intends to ensure that every business in the Dannevirke central business district is provided with the guidelines and spoken to regarding this matter.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 3.40 pm.

Chairperson



Eketahuna Community Board

Minutes of a meeting of the Eketahuna Community Board held in the Eketahuna War Memorial Hall, corner of Jones Street and State Highway 2, Eketahuna on Friday 4 December 2015 commencing at 10.05 am.

1. Present

Board Members C C Death (Chairperson), T J Hull (Deputy Chairperson), D F Eagle and S E Shannon.

In Attendance

Mr R A Ellis - His Worship the Mayor (until item 9.3)
Mr R Taylor - Governance Manager
Others as detailed for the Eketahuna town centre upgrade item of business

2. Apologies

- 2.1 *That an apology be sustained from Cr T H Collis for non-attendance at the meeting.*

Eagle/Hull

Carried

3. Personal Matters

- 3.1 The Board noted the passing of Isobel Windsor (who recently celebrated her 100th birthday) and Cynthia Cass (the recipient of a Tararua district civic honour).

4. Notification of Items Not on the Agenda

- 4.1 The following matter was notified as an item of general business not on the agenda for discussion at today's meeting:
- Provision of an automatic teller machine in Eketahuna

5. Eketahuna Town Centre Upgrade (Brought forward on the agenda)

- 5.1 The Chairperson welcomed Ray Cannon (Alliance Planning Manager), Dave Charnley (Prorata Landscape Architecture), John Harman (Eketahuna Community Charitable Trust), Denise Clifton and Bridget Wellwood (Eketahuna Our Town Committee), and he invited them to participate in the meeting to discuss this item of business.

- 5.2 There was discussion on moving forward the concepts previously identified and agreed by the Board following community consultation to deliver the finalised design of the town centre upgrade.
- 5.3 The proposed project plan is based on a number of components as parts of the design, including the following features to be progressed:
- Kiwi relocation
 - Entrance ways at the north and south of the town
 - Enhancement of the Chorus building area
 - History site developed with the community
 - Seating reflecting a rustic local appearance and stylised rubbish bins
- 5.4 ***That Board Member Shannon and Cr T H Collis be authorised to represent the Board in progressing through the project team the concepts agreed with the community as the basis to implement the design plan proposal for the Eketahuna town centre upgrade.***
- Eagle/Hull*** ***Carried***
- 5.5 Bridget Wellwood outlined some historic images with an Eketahuna context for possible consideration as part of the town centre upgrade theme.
- 5.6 It was agreed that the Eketahuna Our Town Committee should work with the Board's representatives on the project team to progress the design of the history site.
- 5.7 John Harman spoke on the Eketahuna Community Trust's plans in respect of their business interests and opportunities within the town centre, and he agreed to provide a copy of their feasibility study and minutes from the Trust's last meeting for board members information.
- 5.8 From the Eketahuna Community Trust's perspective they support the concepts identified as the priorities for the town centre upgrade, subject to maintaining the condition of the existing footpath surfaces to a good and safe standard.
- 5.9 The signs to be placed in the Eketahuna public conveniences with a unique message and reference to the broadcasting of Radio Eketahuna at these facilities was shown to board members, with the Community Assets and Property Manager to be requested to arrange to securely attach them to appropriate locations in this building.
- 5.10 The Chairperson concluded the discussions on this item of business by thanking the representatives attending the meeting for their input to progress the planning of the town centre upgrade.

6. Confirmation of Minutes

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

Hull/Death

Carried

7. Matters Arising from the Minutes

7.1 Old Fred West Building (Item 6.4)

- 7.1.1 The Council's Team Leader Building Services is working with the property owner to require the completion of the repairs to the verandah of this building.

7.2 Eketahuna Public Conveniences Upgrade (Item 6.2)

- 7.2.1 Board members expressed concern that the new Eketahuna public conveniences facilities are very dark and smelly, possibly due to the low ceiling in this building.

- 7.2.2 They are still unhappy about the process followed in respect of the upgrade proceeding to be done without any consultation on the final plan, and consider that this situation has resulted in the development of facilities that are not of a user-friendly standard.

- 7.2.3 It was agreed that board members meet with the Community Assets and Property Manager this afternoon after lunch to discuss the matter.

7.3 Future of the Cart in the Town Centre (Item 11.6)

- 7.3.1 There have been no objections received from residents to the cart not being retained as part of the town centre upgrade.

7.4 Eketahuna Christmas Parade (Item 12.1.1)

- 7.4.1 The Eketahuna Christmas Parade was a very successful and enjoyable event, with great participation from the community and visitors to the town.

7.5 Family Violence It's Not Ok Campaign (Item 12.2)

- 7.5.1 The launch of the family violence it's not ok campaign on the day of the Eketahuna Christmas Parade was well received.

8. Tararua District Council Report

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

Eagle/Hull

Carried

8.2 **Broadband**

- 8.2.1 It is disappointing to note that large rural districts are unlikely to receive much benefit from the Government's funding plans to progress access to fast broadband services within such areas.

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

9.1 **Tararua District Road Safety Group**

- 9.1.1 The Chairperson reported on the Tararua District Road Safety Group meeting held in Dannevirke on 24 November 2015, and this included reference to the following matters:

- The speed limit threshold tolerance level for December and January will be enforced at 104 kmph.
- Statistics were provided on the number of vehicles using the Saddle Road.
- A fatigue stop shall be provided in the district on Wellington Anniversary Day.
- The use of white arrows marking is suggested to enhance road safety in various places.

9.2 **Local Government New Zealand Review of the Council's Governance Policies, Systems and Processes**

- 9.2.1 The Mayor updated the Board on the review of the Council's governance policies, systems and processes that Local Government New Zealand are completing following an initial meeting with the Council.
- 9.2.2 The Mayor thanked board members for their work in representing the Eketahuna community, and he apologised for his early departure from the meeting due to another commitment.

9.3 **Eketahuna Swimming Pool Committee**

- 9.3.1 Board Member Eagle reported that the Eketahuna Swimming Pool Committee has held its Annual General Meeting, and they have successfully secured funding to provide swimming pool slide equipment to enhance this facility.

9.4 **Eketahuna Our Town Committee**

- 9.4.1 Board Member Shannon reported that the Eketahuna Our Town Committee is generating some revenue through good sales of merchandise in the Eketahuna Information Centre Shop.

10. Correspondence

10.1 *That the correspondence as listed be received.*

(a) *Kerry and Loreen Cunningham*
Re: Eketahuna Camping Ground October report

(b) *Bush Schools Principals Association* **7 October 2015**
Re: Request for funding to support a students
conference day "Moving Forward"

(c) *Eketahuna Our Town Committee* **26 November 2015**
Re: Request for payment of Eketahuna
Information Centre funding

Eagle/Hull **Carried**

10.2 **Bush Schools Principals Association**

10.2.1 *That the Bush Schools Principals Association be granted the sum of \$150.00 from the Board's discretionary funds as assistance towards the cost of providing the students workshops arranged as part of the motivational conference day "Moving Forward".*

Eagle/Hull **Carried**

10.3 **Eketahuna Our Town Committee**

10.3.1 *That the request from the Eketahuna Our Town Committee for the funding of costs incurred in relation to the Eketahuna Information Centre totalling \$3,992.77 be approved.*

Death/Hull **Carried**

11. Chairman's Remarks

11.1 **Events**

11.1.1 The Chairperson reported on the following events:

Book by Peter Best on Eketahuna

- There continues to be ongoing interest in obtaining a copy of the Wairarapa archive 2001 book written by Peter Best on Eketahuna stories from small town New Zealand.

Vietnam War Repatriated

- The community of Eketahuna and Nireaha raised money to bring home Private Bryan James Petersen who was killed in action by a sniper when serving in the army during Operation Hawkesbury at Long Khan Province (Vietnam 1968).

- The Government at the time (the Holyoake administration) refused to pay the \$400.00 cost involved, with the community coming to assist the family through donating \$800.00 to bring Bryan home and lay him to rest in the Eketahuna Cemetery RSA section.
- This story was recently reported by TV3, and his sister Linda Haddon (Petersen) contacted the Chairperson to thank him for the support given by the Eketahuna community.

Pukaha Mount Bruce Supporters Evening

- The Chairperson attended the Pukaha Mount Bruce supporters evening to celebrate the ongoing successes at the National Wildlife Centre.
- Over the past six years there have been four planned high-end capital improvements made to Pukaha, being the visitor centre, kiwi house, toilets and stormwater, and the \$1.1 million walk through aviary which is due for completion at the end of February.
- The activities and attractions at Pukaha provide the opportunity to see the world's only white kiwi in captivity.
- Warren Davidson stands down from serving on the Pukaha Mount Bruce Board after completing nine years of service.
- Their major sponsors include Tranzit Coachlines, Pub Charities, Higgins Group Limited, Trust House Charitable Trust, Tararua District Council and the Masterton District Council.

Eketahuna Express

- The Steam Incorporated Eketahuna Express excursion from Paekakariki and stations up the coast will travel to Eketahuna on 3 January 2016.

Tiles Eketahuna Inn

- The income from the sale of the town painting tiles sold through the Eketahuna Inn will not be received in respect of this fundraising project.

Ernest Fafeita 100th Birthday

- Ernest Fafeita (born in Eketahuna) recently celebrated his 100th birthday.

Barrie and Joyce Anderson 70th Wedding Anniversary

- Barrie and Joyce Anderson last week celebrated their 70th wedding anniversary.

Armistice Day

- The Chairperson participated in the Armistice Day commemoration ceremony held to mark this occasion.

Rongokokako Hall Funds

- The funds held from the sale of the Rongokokako Hall amounting to \$14,000 have been disbursed to support various projects and community groups in Eketahuna.
- These include the refurbishment of the Rongokokako honours board, medical equipment for the Eketahuna Health Centre and floodlights for the Eketahuna Fire Brigade to use when attending emergencies.
- The training of a cadet for the Eketahuna St John Ambulance Service is to be considered in conjunction with the future plans concerning this facility.
- A bus shelter is planned to be provided in the vicinity of where the Rongokokako Hall was located.

12. Items not on the Agenda

12.1 Provision of an Automatic Teller Machine in Eketahuna

- 12.1.1 The Deputy Chairperson indicated that concerns have been expressed to her regarding the lack of an automatic teller machine in Eketahuna.
- 12.1.2 The Governance Manager spoke on the actions taken by the Council in liaison with a previous Eketahuna Community Board to establish the money exchange at the Eketahuna Service Centre and Library.
- 12.1.3 This was done to address that issue as no banks were willing to install an automatic teller machine in Eketahuna.
- 12.1.4 Access to cash during periods when the Eketahuna Service Centre and Library is not open is possible through the Eketahuna Four Square community shop.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 12.08 pm.

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 2nd December 2015 commencing at 5.30pm.

1. Present

- 1.1 Committee Members: L Powick (Chair), Brett MacDougall (Deputy Chair), Michelle Rankin (Secretary), John Arends (Treasurer), Nigel Shaw, Zelda Keall, Gerry Parker

2. Apologies

- 2.1 Shirley Hull (Cr), J Brock

3. Notification of Items Not on the Agenda

- 3.1 Nil

4. Personal Matters

- 4.1 The committee extends their condolences to Ian and family regarding the passing of Cynthia Cass. They had a wonderful service to celebrate her life on Tuesday.

5. Confirmation of Minutes

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

John/Nigel

Carried

6. Matters Arising

- 6.1 Point 18: Louise and Michelle will meet next week to discuss ideas for a publication to go in the Bush Telegraph.

7. Tararua District Council Report

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

Gerry/Zelda

Carried

- 7.2 Shirley Hull included reference to the following matters in her report:

- Pahiatua's new recycling centre is open for business from Friday 4th December on Tuesday, Friday, Saturday and Sunday from 9.00am to 4.00pm of each week. The glass recycling will still be available 24/7. This is a first class centre for Pahiatua, and a massive improvement on the previous centre.
- The Council adopted its Annual Report.

- I have been attending the Mayoral Taskforce for Jobs meetings over the past couple of months. A significant issue is driver licencing access and affordability for 18 to 25 year olds.
- Pahiatua's wastewater plant upgrade is finished. The stormwater drainage continues to be upgraded in an effort to divert this from the wastewater plant.
- It is great to see that the community can now access public toilets through the library and its upgrade is shaping up.

8. Correspondence In

- Thank you letter from Cynthia Cass regarding her civic award ceremony
- Thank you email from Lynda Kendrick for funding the movie at the Regent Theatre for the school road patrol
- Tararua Alliance letter of confirmation for the Christmas parade road closures
- Invitation to the opening of the recycling centre
- Discretionary grant application from the Pahiatua Toy Library

That the inwards correspondence be received.

Louise/ Zelda

Carried

9. Financial Report

Report given by John

9.1 Accounts to be passed for payment:

Pahiatua Take Note	\$9.99	
Pahiatua Information Centre	\$77.50	Signage
Mitre 10	\$253.40	Paint for the youth centre
Louise	\$9.00	Reimbursement for picture frame
TDC	\$287.21	Rates

That the financial report be adopted.

John/Gerry

Carried

10. Discretionary Grants

10.1 The Pahiatua Toy Library grant application will be decided via email before Christmas.

11. Portfolio Reports

11.1 Harvard Plane

Waiting on Biggie Smithers to paint it and should be erected in the next few weeks. Lew Woods and Murdoch Transport dug out the area around the support ready for bark at no cost. Lumber Processors are to donate some timber for edging-bark and the edging will be placed once the plane is erected.

\$52,400 in funds-owe Smithers \$45,000, with some expenses for bark and signage.

11.2 Community Vehicle Trust (CVT)

Louise Powick, John Arends, Shirley Hull and Tom Fleming met at Property Brokers office. Discussion was held around the potential overlap with the St John's health shuttle; no real issues were identified. It would support the shuttle rather than compete with it.

The community vehicle would be used within the Pahiatua town boundary.

The CVT would be set up for Pahiatua initially before considering other towns (Woodville, Eketahuna) involvement.

The service would incorporate transporting the public to the medical centre. If wheelchair transport were required they would be referred to the health shuttle.

Registration of Trust: John is to set up a meeting in December with Nathan Cross from Internal Affairs. Louise is to contact Wayne Wallace from the Horizons Regional Council. Trustees are to consist of Rotary, Lions, Pahiatua On Track and Probus representatives. John is to contact Jill Woods (Rotary) and Eric (Probus). Louise is to talk to Chuz Taylor (Lions).

CVT Administration: Louise is to talk with Martha from the Information Centre regarding the booking of the service. Payment for this role is to be part of the funding application.

Vehicle Type: John is to talk with Hoffman Ford regarding a people mover. This could be available for small group hire in the weekends/after hours.

Drivers: A roster of 12 to 15 drivers would be desirable. The personnel required to coordinate this are to be paid. CVT shirts are to be supplied to volunteer drivers.

Louise and John attended a Probus meeting to discuss the idea of setting up a community vehicle trust in Pahiatua that generated a good expression of interest to ascertain there is a need for this vehicle in the community.

11.3 Main Street

The Christmas lights are up including the new eight that have been added to the collection this year. The Merry Christmas sign for above the veranda of Usherwood Davey is still to be put up.

The two northern new Christmas lights need the plugs to be changed so these lights can be made operational. I will be talking to Joel at Managh Electrical over the next couple of days with a view to getting this done.

There have been good comments made about the lights and the general appearance of the look of the gardens and how well they are maintained at the moment.

The hanging baskets that are Robin Whiteman's idea through Pahiatua Rotary are in place.

11.4 Wheel Park

We are currently running a raffle to raise extra funds to be drawn around Christmas time. There is a meeting tomorrow night for the golf tournament and a meeting next Thursday to discuss the keg race as further fundraising for the wheel park.

I still believe we are waiting to hear from the Council for final approval so construction can begin.

11.5 Roothing

Signage and furniture on the CBD footpath, particularly near the pedestrian crossing needs to be managed uniformly around the town. Blind people usually walk along the building edges so they can detect entrances, so where signs or furniture is present this can be an issue. Around pedestrian crossings signage that may be on the kerbside should be kept away from the crossing to ensure clear visibility of children etc.

Safer speed threshold signs for the outskirts of Pahiatua are not being considered for Pahiatua currently by NZTA. They advise this can be considered for the town centre upgrade if wanted. I have requested crash and speed infringement data from NZTA to see if the criteria for installing these signs are met.

The main intersection of Mangahao Road and State Highway 2 is not scheduled for any changes in layout. The impact presented from Fonterra for the upgrade to obtain the resource consent did not identify enough increase in movements to trigger any upgrades or changes.

A query was raised if the wheel park committee has sent proposals to the Council for parking, traffic management around the park?

A query was raised is the Learning Centre or Tararua College doing driver licences or supplying road code packs for those sitting their licence? Tararua College is leading the district in activities during National SADD month (Students Against Dangerous Driving).

12. Gift for Town Gardeners

The committee discussed how it would like to acknowledge the town gardeners who are doing a fantastic job keeping the town looking tidy. It was agreed to purchase a \$50.00 voucher from the Finest Batch Bakery.

The meeting was closed at 6.10pm.

Chairperson

Minutes of a meeting of Woodville Districts' Vision held in the Village Hall on Tuesday 1 December 2015 commencing at 7.00pm.

PRESENT

M Souden, C Wilton, B Hutton, D Pretty, G Murray, K McIntyre, Cr P Johns, N White, A Devonshire, J Kopa, P McCool, M M Oulaghan (Secretary), R Winter (Chair)

APOLOGIES

Cr T Collis, S McLeod

PREVIOUS MEETING

That the minutes of the Woodville Districts' Vision meeting held on 3 November 2015 be accepted as a true and correct record of the meeting.

R Winter/M M Oulaghan

Carried

MATTERS ARISING

- The funds allocation to the walkway will be covered under correspondence.
- The replanting of the 100km thresholds has been undertaken.

CORRESPONDENCE

Inwards

- Woodville Pool Support and Development Group seeking reconsideration for the allocation of funds to the walkway

Discussion ensued on this matter:

- To be raised at Council by Cr Johns.
- The Treasurer advised that the money should be used as WDV sees fit or it is returned to the Council.
- K McIntyre - The money accrued by careful management rather than it being given to the swimming pool.
- Cr Johns supported that if good management over the years has resulted in a surplus then the money should be used as WDV sees fit.
- B Hutton is concerned that the money will be used for another physical activity.

That if there is no application received by the Council or the Woodville Pool Group then this money should be put into the walkway.

P McCool/G Murray

Carried

Outwards

- Letter of support to NZTA for repositioning the pedestrian crossing as per M Taylor (Police) letter

M M Oulaghan/A Devonshire

Carried

REPORTS

Treasurer's Report

The Treasurer's report was tabled.

- \$5k walkway grant money is to be placed on investment.
- Accounts owing:
 - P O Box - \$175
 - Photocopying - \$56
 - LED sign - \$2,217.20 (under discussion)

That the Treasurer's report be accepted.

P McCool / R Winter

Carried

Discussion on LED sign costs:

- The electronic sign outside the I-Site ceased functioning and C Wilton contacted R Winter about repairing it. The required internal control parts are sourced from China. Due to the sign's age, it needs to be wireless, which adds to the cost.
- No quote was obtained and the cost of repairs was not discussed nor approved by WDV.
- The cost of repairs was unknown until receiving the invoice.
- The sign is WDV owned.
- The cost of repairs is beyond WDV's budget capacity.
- It is agreed that the sign is of great benefit to not only Woodville residents, but also to all people of the Tararua district.
- Tararua I-Site (located in Woodville) controls the messages/events/etc. that appears on the sign.

That WDV write to the Council seeking their support for meeting the cost of the repairs, either in full or through a contribution towards the payment.

P Johns/M M Oulaghan

Carried

The Secretary is to write the letter.

TDC Report - Cr P Johns

- Cr Johns was sworn in at the Council meeting on Tuesday 24 November, with the portfolios of Council liaison representative to WDV, water and waste management.
- Cr Johns acknowledged the tremendous input that Cr Collis had into WDV and Woodville in general during her term as the WDV Council liaison representative.
- Woodville impounded supply is full.
 - Investigation is being made into widening or deepening the existing dam or a new dam is built higher up.

- An engineer from the Waikato Regional Council (the only Council qualified to provide resource consents for big dams) has been contracted.
- The dam will be lined and it may be covered. This work will be done late in summer, as the soil is not appropriate in winter.
- Extraordinary users, e.g. farmers on the scheme will have restrictors to three cubic metres per day. If more water is required they will need their own supply/storage.
- The Mangapapa Stream was awarded second place for the most improved dissolved inorganic nitrogen at the New Zealand River Awards. There has been a 13.6% per annum reduction over the past ten years. This is a credit to the Tararua District Council, Horizons Regional Council and particularly to the farmers.
- New Zealand Transport Agency has increased the Saddle Road upgrade funding by \$3.4m.
- G Murray - Water Restrictions: Farmers pay for the water they use, the wastage is in the town.
- K McIntyre - Reported that each person in Woodville is using eight cubic metres per day. This seems high and may indicate leakage.
- Those paying for water pay for usage over one hundred cubic metres per quarter.

Action - Cr Johns is to clarify the usage per person in other towns.

Events and Promotion

Christmas

- Town Decorations - J Kopa reported that the decorations are all set to go up. Help is required on Saturday morning at 9.00am to Christmas bomb the town with bows, bunting, tinsel, a Christmas tree and candy canes.
 - The decorations are reusable.
 - Advertise for old decorations to use next year, also big plastic containers.
 - Next year there is a need to arrange lights.
- Holy Trinity is running a decorated letterbox competition. Decorating can start on Saturday 5 December, and it must be completed by Wednesday 9 December. Judging is held on Thursday 10 December.
- The time capsule was raised. This was initially in the new Post Office; however when that building was sold it was removed and is now in the care of J Kopa. Possible locations to re-site it to include the new Service Centre, Fountaine Square (but it needs to be stored above ground).

J Kopa left the meeting at 8.10pm.

- Parade
B Hutton reported that arrangements for the Christmas parade are on track. There are a record number of stallholders.

- Walkway
 - If funding reduces by approximately the \$9k this has the potential to delay the process by some three months.
 - Gottfried Lindauer Arts Trail - A report was tabled.

B Hutton left the meeting at 8.15pm.

- Woodfest
 - Based on feedback the Woodfest this year will be held at Fountaine Square and the Stadium. This will involve a road closure along a segment of Ross Street.
 - A good number of stalls have already registered. There will again be free children's entertainment.
 - The timing will be extended to include the community picnic; with bands, bring your own picnic, toasted marshmallows, etc.
- Lindauer

A report was tabled.

 - Glazing film has been put on the windows of the studio.
 - Artist in Residence - The successful candidate is Filip Trnka. He is coming in mid January until March. Filip is a master's student at Pilsen's University of Arts.

GENERAL BUSINESS

- The clock on the ex-Infracon building has historic significance. The Council is to be advised that it needs to be moved to the new building, as it is not part of the building structure. The mechanism inside the building also needs moving. The clock requires a maintenance programme. Also to be moved is the plaque regarding the clock.
- Sculpture ball model is to be included in the considerations for the new building.
- The last cemetery tour for the year was held on Sunday. There were people who especially came for the tour from Mahia and Wairoa.
- Christmas at the Pentagon - A potluck dinner is to be held from 5.30pm onwards.

There being no further business the meeting was closed at 8.30pm.

No meeting is held in January 2016. The next meeting is on 2 February 2016.

Merry Christmas and a safe and happy New Year

Report

Date : 19 January 2016

To : Mayor and Councillors
Tararua District Council

From : Richard Taylor
Governance Manager

Subject : **Application to the Community Recreation Fund**

Item No : **10.1**

1. Reason for the Report

- 1.1 This report has been prepared to present for the Council's consideration an application from the Wheel Park Committee of Pahiatua requesting funding from the Community Recreation Fund.

2. Background

- 2.1 In 1999, the Council established through its Annual Plan the Community Recreation Fund to assist community organisations and arts and cultural groups within the district to develop significant recreation and arts and cultural facilities.
- 2.2 A copy of the policy guidelines adopted by the Council as the basis for managing that fund is attached for reference and information.
- 2.3 The sum of \$20,000 is provided in each financial year to the fund, and its balance as at 30 June 2015 is \$88,000.
- 2.4 Previous projects that have been granted financial assistance from this fund are as follows:
- Pahiatua Repertory Society (to complete the restoration and development of the Regent Theatre) \$10,000.00
 - Woodville Mainstreet Committee (for completion of the Lindauer Centre) \$ 6,724.53
 - Dannevirke Brass Band (to build a new band room) \$15,000.00

• Eketahuna Combined Sports Club (sealing of carpark)	\$ 8,200.00
• Woodville Districts' Vision (Lindauer Replica Studio Link project)	\$ 8,000.00
• Woodville Swimming Pool Committee (to build a toddlers pool and family picnic area)	\$25,546.50
• Pahiatua Repertory Society (purchase property to develop as a workshop and provide car parking)	\$12,500.00
• Pahiatua Swimming Baths Committee (erect a sun shelter over the toddlers pool)	\$ 1,465.00
• Pukaha Mount Bruce Board (Stage 1 of their visitor centre upgrade)	\$50,000.00
• Bush Multisport Trust (Stage 3 of the building pavilion development)	\$60,000.00
• Bush Multisport Trust (Pahiatua community pool feasibility study)	\$20,000.00

3. Application from the Wheel Park Committee

- 3.1 The Wheel Park Committee has been established under the auspices of Pahiatua On Track and the Bush Multisport Trust to coordinate the planning and development of a wheel park facility in Pahiatua.
- 3.2 This project is to replace the skate park removed during the Harvard Adventure Park upgrade in 2012, and it is aimed for children of all ages (toddlers through to teenagers) through providing a family friendly environment to encourage physical activity, recreation and social interaction.
- 3.3 It is envisaged that parents can bring along young children to the park to learn how to scooter, bike, skate and enjoy the facilities, as well as providing a much needed area for the youth of Pahiatua.
- 3.4 The facility is to be located on the former Pahiatua sale yards site purchased by the Council in 2014 as a strategic area for community development adjacent to the Bush Multisport complex.
- 3.5 The total project cost is estimated to be \$261,000 including GST, with the committee looking to decrease that expenditure through obtaining work in kind from local businesses and reduced rates on concrete and other materials.
- 3.6 To progress the construction of the facility the plan is intended to be undertaken in three stages, thereby enabling work to proceed as funds are available.
- 3.7 At this time, the committee has a confirmed total of \$82,250 already raised, with further initiatives underway to add to this amount.
- 3.8 Council staff has met on site at the old sale yards land with representatives of Bush Multisport to discuss this proposal, and further discussions occurred to consider the project concept.

- 3.9 In line with the Council's decision to buy that property, the Manager Assets Group provided to the Bush Multisport Trust an in principle memorandum of understanding setting out the intentions for the development of the wheel park and its operation.
- 3.10 This is subject to the Bush Multisport Trust being responsible for preparing a plan (approved by the Council) to develop the wheel park and sourcing the funding to undertake this project.
- 3.11 The committee has also met with the Council's planning staff to ensure that the requirements for parking and access to the facility satisfy the relevant requirements.
- 3.12 A copy of the committee's detailed application is attached to this report for reference and information.

4. Significance Assessment

- 4.1 The decision to purchase the Pahiatua sale yards property for future development was the subject of consultation with the community through the 2013/2014 Draft Annual Plan.
- 4.2 In determining to proceed with acquiring that land the intention is to develop the area through the Bush Multisport Trust, given the potential to further enhance its sporting, leisure and cultural facilities and their ability to raise external funding.
- 4.3 With regard to the determination of the application for financial assistance from the Community Recreation Fund, that matter is within the Council's discretion to consider relative to the request received, and is not significant in terms of the policy on significance and engagement.
- 4.4 The recommendation made in this report is based on the policy guidelines applicable to all community organisations seeking support from the Council's Community Recreation Fund.

5. Consultation

- 5.1 The wheel park is an exciting initiative being undertaken by a group of enthusiastic volunteers committed to delivering this project, and it fills a need that exists within the community to provide access to this type of recreational and social area.
- 5.2 The proposal developed for this facility has involved consultation with the Pahiatua community, and it is being progressed through the Pahiatua On Track community committee and the Bush Multisport Trust.

- 5.3 The proposal submitted for the Council's consideration sets out the details to assess the need for the facility and its intended benefits, noting and acknowledging the relationships already established through the Bush Multisport Trust.

6. Conclusion

- 6.1 This project is worthy of support, and it fulfils the criteria to be granted funding from the Community Recreation Fund.
- 6.2 Its purpose is to enhance the community facilities in Pahiatua that assist to make the district a better place to live, work and play.
- 6.3 That objective reflects the vision of the Council's Long Term Plan to provide a great lifestyle, and its approach to assisting communities that support themselves.
- 6.4 The wheel park project builds on the success of the Bush Multisport Trust in achieving the completion of three stages of developing the multisport complex facilities.
- 6.5 The location of the wheel park on the former sale yards site is the fourth and final stage; and it will benefit the community greatly in providing fantastic facilities for sport, fitness and physical activity.
- 6.6 It also further builds on the attraction of the Harvard Adventure Park that is another outstanding example of a community driven initiative in Pahiatua achieved with significant fundraising from various sources.

Recommendation

That the report from the Governance Manager dated 19 January 2016 concerning an Application to the Community Recreation Fund (as circulated) be received, and

That the application of the Wheel Park Committee (under the auspices of Pahiatua On Track and the Bush Multisport Trust) for financial assistance to develop the wheel park at the old sale yards site be approved, and

That the sum of \$50,000 be granted from the Community Recreation Fund as a Council contribution of funding towards the cost of this project, subject to the wheel park development plan being presented for the Council's approval prior to commencing the construction work.

Attachments

1. Application from Wheel Park Committee

COMMUNITY RECREATION FUND - POLICY GUIDELINES ADOPTED BY
THE COUNCIL - MEETING 25 AUGUST, 1999

- 11.7.10 *That the policy guidelines as set out below and incorporating the above changes be adopted by the Council as the basis for managing the Community Recreation Fund.*

Community Recreation Fund

This fund is to assist community organisations and arts and cultural groups within the Tararua District develop local sport, fitness and physical activity. The sole purpose is to promote the development of recreation and arts and cultural projects within local communities, that would otherwise be difficult for the local community to fund. Applications will be considered on merit and benefit to the community.

Facility Development

The Community Recreation Fund is to assist with the development of significant recreation and arts and cultural facilities.

Facilities may be defined as playing fields, courts, all weather surfaces, playgrounds, clubrooms, swimming pools, halls and arenas.

Eligibility

Organisations can apply for funds if they are:-

- Legally constituted club or organisation eg: Inc, Soc, Trust etc, and*
- Operating as a non-profit club or organisation, and*
- Accessible for any member of the public to use/join, and*
- Able to contribute a significant proportion of the cost of the project, and*
- Able to account for their funds.*

Funding Priority

Subsidy: Clubs and organisations must contribute a minimum of 50% of the total cost of the project – which may be by means of cash or ‘in kind’.

There may, at the Council’s discretion, be some flexibility with the 50% contribution requirement to not disadvantage smaller communities.

Information to be Provided by the Applicant

To enable the Council to be able to evaluate the merits and benefits of any proposal all applicants are required to submit a detailed application containing the following information:-

- 1. Name and address of applying organisation and contact person.*
- 2. Number of members in organisation.*
- 3. Objectives of organisation.*
- 4. Description and detailed costing of the project.*
- 5. Amount of financial assistance being requested and details of where the remainder will come from.*
- 6. Outline of how the project will benefit the community and when it is to take place.*
- 7. Provide evidence of funding already available for the project and its source.*

All applications must be accompanied by a Balance Sheet or Statement of Income and Expenditure for the current financial year.

Accountability

To satisfy the Council that the public money distributed through the Community Recreation Fund has been used for the purpose it was provided the recipient organisation shall within one month of completion of their project:-

- 1. Submit a report detailing the success of the project and the benefits produced.*
- 2. Account for the expenditure which the assistance from the fund has been applied to.*

Types of Projects That Are Ineligible for Funding

- 1. School based activities that would reasonably be expected to be covered by the schools own resourcing provision, except that applications may be considered where there are community benefits outside of the school.*
- 2. Council projects that would normally be funded by the Council, except that users of Council facilities can apply.*

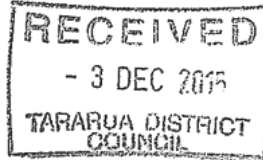
In addition to the above, funding will not be provided to assist with any expenditure relating to the following:-

- 1. Ongoing costs that are not related to a specific project.*
- 2. Retrospective project costs (for projects already completed)*
- 3. Elimination of accumulated debt or debt servicing.*
- 4. Costs associated with fund raising.*

Crs Lea/Crispin

Carried

Wheel Park Committee
C/o Pahiatua on Track
PO Box 64
Pahiatua



17th November 2015

Tararua District Council
Pahiatua Service Centre
136 Main Street
Pahiatua

Application to the Tararua District Council Community Recreation Fund

To whom it may concern

The Wheel Park Committee under the auspices of Pahiatua on Track and the Bush Multi Sports Trust (BMST) are applying for funding from the TDC Community Recreation fund to the value of \$50,000.00. This application is made with the intent of securing enough funding to complete Stage one of the Wheel Park. Please consider the covering letter with the attached Proposal that outlines the Wheel Park Project.

The proposed Wheel Park will provide the local community and surrounding district with a facility that encourages physical activity, recreation and social interaction. Due to the location adjacent to the BMST which has a high foot traffic area, it is envisaged that it will enhance the existing sports facilities and well as cater for a new group of people. The Wheel Park has been designed with all ages in mind, from tots through to teenagers and keen adults or just those who are participating in other sport and need an area where their children can go and entertain themselves. As there is no other venue in Pahiatua that provides for wheel sports it will benefit the community greatly. An area such as the one proposed will be an asset to the town and like the Harvard playground it is hoped to draw through visiting people to use the facility and enjoy what Pahiatua has to offer.

Please find attached a proposal that outlines the following:

- Number of members in the committee,
- aims and objectives
- detailed description and costing of the project
- details of other funding applied for and fundraising initiatives
- Statement of Income and Expenditure for 2015

The committee has a confirmed total of \$82, 250.00 (see proposal for breakdown). To meet Council requirements the project has been broken down into three stages. Receiving this grant from Council will enable the project to be completed to Stage one. If further funding applications are successful then they will go towards completing Stage two. The start date is now February/March 2016.

Many thanks for considering this request for a grant and look forward to your response.

Yours sincerely

Erica Gleeson



Secretary of the Wheel Park Committee

Contact information

021 517 644

06 376 7104

hysterica78@hotmail.com

The Sale Yards (Wheel Park)



**Project: The provision of a Wheel
Park at the old Sale Yards site**

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Summary:

The Wheel Park Committee under the auspices of the Bush Multi Sport Trust (BMST) and Pahiatua on Track (POT) are applying for funding to build a Wheel Park facility in the township of Pahiatua. This development would replace the skate park that was removed during the Harvard Park Upgrade in 2012 and provide the only facility of its kind in the town. It will also compliment the existing BMS facility.

The total project cost is estimated to be \$261,000.00 including GST, however the committee are looking to decrease this cost by obtaining 'work in kind' from local businesses as well as reduced rates on concrete and other materials.

Starting the construction work is dependant only on raising the required funding. The Tararua District Council (TDC) has asked the committee to have full funding for each stage before each stage commences.

A Memorandum of Understanding (MoU) is being signed between the BMST and the TDC which covers ongoing maintenance and future planning.

Background:

Pahiatua

Pahiatua is a rural service town in the south-eastern North Island of New Zealand with an urban (2,412 as of the 2013 statistics) and rural population of over 4,000. Pahiatua, dating back to the late 1800's is a small farming community situated on Highway 2, east of the Tararua Ranges on the East Coast. The area around the township is mostly dairy farmers, with sheep and beef farmers on the surrounding hills. Pahiatua services the dairy and sheep and cattle properties from the Tararua Ranges in the west to the coast in the east. Fonterra has a major upgrade nearly completed at its factory site on the outskirts of the town, while the Tui Brewery has developed into an iconic tourist attraction. Pahiatua provides a wide range of support services for a town of its size, including two kindergartens, one child care centre, three primary schools, and one secondary school. The town also contains a medical centre and pharmacy, library, accountancy and legal services along with retail services featuring an expanding New World supermarket.

It is usually regarded as being in the Northern Wairarapa, but for local government purposes it is in the Tararua District, which encompasses Eketahuna, Pahiatua, Woodville and Dannevirke.

Bush Multisport Trust Background Information

The Bush Multisport Trust's vision is "sports facilities for everyone" and mission statement is "to be the region's leading multisport facility". Since its inception in 2000 BMST has achieved three stages of development. It is now is the largest sporting, cultural and corporate hub for events in the Tararua District. Fourteen different sport codes are affiliated to the Trust.

The formation of the Trust was a Millennium Shooting Star project and the inaugural Trustees had terrific foresight to locate all sporting codes to the existing stadium and recreational grounds.

The Trust operates the Park on behalf of the TDC, this partnership is key in supporting annual operation. Council's support allows the Trust to concentrate on facility improvement and encouraging recreational and cultural opportunities. All development work and smaller projects have been made possible by various funding grants and the generosity of our local community and businesses.

The Trust is very much a story of a small rural community punching well above its weight. It is proud of its achievement in providing fantastic facilities that are extensively utilised by the community.

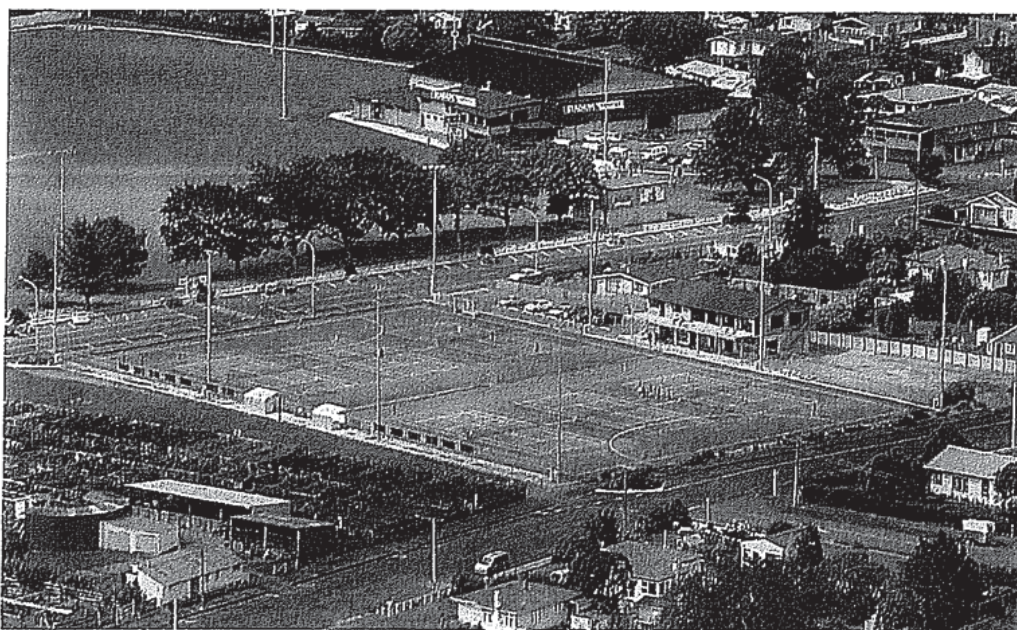


Photo of the BMST complex with the stadium (brown building) and grounds at top of picture, turf and pavilion in the middle and the old sale yards land bottom left of picture.

Pahiātua on Track

Pahiātua On Track Inc is a voluntary community group that works with the TDC on Pahiātua projects that enhance our town and surrounding area.

History of the Project

In 2012 the community committee known as Pahiātua on Track undertook a major renewal of the play ground known as the Harvard Adventure Park in the Main street. In doing this it was decided that there was insufficient room to accommodate skateboarding and other wheel sports, which needed to be relocated elsewhere. For several years the youth of the town has not had an adequate skate board facility and there was difficulty locating a suitable site for one and with the growing popularity of wheel sports it was recognised that this was a need as well. Secondly, this district also has a strong passion for cycling with strong support from the Bush cycling community to include in the proposed wheel park an area that will facilitate this growing passion with the younger generation. This problem has been solved by the opening up of the Sale Yard land which will allow for a facility to serve

families who attend the sports grounds for other purposes, it is a safe area and is in close proximity to the centre of town.

Background of the Sale Yards

In approximately 1904 a group of local farmers purchased land and set up an association to administer sale yards to serve Pahiatua and surrounding districts. This served the community admirably for almost 100 years until the sale of livestock became focused on key centres. In 2013 the association decided to sell the land and distribute the proceeds to its shareholders. The BMST alongside the community asked the TDC to purchase the land because of its close proximity to the existing Stadium, Turf and Sports grounds with the opportunity to further develop sporting, leisure and cultural facilities. This was successfully negotiated in 2014 and the land is now owned by the Council and available to be developed by the BMST. Some of the original farmer shareholders still live in the community and there was opportunity for all shareholders to donate proceeds of their shares to BMST to assist with development. This netted a sum of \$47,522.50 total donations received from Pahiatua Farmers Association of which \$24,000.00 has been paid to the contractors for work clearing the site.



Vision:

The vision of the committee is that the proposed Wheel Park is aimed for children of all ages (toddlers through to teenagers). It is envisaged that parents can bring along young children down to the park to learn how to scooter, bike, skate and enjoy the facilities, as well as providing a much needed area for the youth of Pahiatua. A family friendly environment will encourage older children to teach younger children and make the facility an area that children will get great benefit from. As such, the design of the wheel park has incorporated for this range of age groups. The surface of the wheel park will be suitable for bikes, skateboards, scooters and rollerblades. The committee would like to see additional playground equipment such as a mega swing or trampolines at the site once developed.

The committee has decided to call the park "The Sale Yards" (Wheel Park) in deference to the history of the site and how it is commonly referred to by locals. Equipment in the park will be given names such as holding pen, rostrum, sheep dip...

Community Need:

The Tararua District is characterized by small towns and a low population density of 3.9 people per km² (compared to all NZ: 15.7). This presents challenges in terms of the need to travel to community/recreation services and facilities to meet people's social and recreation needs. The nearest skate facility for Pahiatua is Eketahuna, a 20 minute drive south and for a wheel park facility Palmerston North, which is a 40 minute drive. This presents problems for many families and youth having to travel such distances.

The proposed Wheel Park will be the only one of its kind for the township of Pahiatua, due to the removal of the previous facility in 2012, therefore it is envisaged that it will enhance the existing sports facilities at the BMST. The site of the wheel park is adjacent to the BMS facility and therefore is in an ideal location to have optimised use from children who are waiting for parents or siblings while they play sport. The remaining land on the old sale yards site will be developed into green fields by the BMST. This will make the wheel park central to all sporting activity. The BMST are signing a MoU with the TDC for maintenance of the wheel park in the future and are responsible for administering to the other land at the sale yards site, therefore they will carry into the future the overall vision for the area which will include the wheel park

The New Zealand Census (2013)¹ shows that 22.1 percent of people are aged less than 15 years in Pahiatua, compared with 22 percent for all the Tararua District. This shows that there are a higher proportion of younger people in this district compared to the median age group. The median age is 40.7 years and couples with children make up 34 percent of the families in Pahiatua (Statistics New Zealand, 2013). Currently the town has three local primary schools with two primary schools in the outlying areas and one college. Refer to Table One for pupil numbers. Pahiatua also has two kindergartens run by the Ruahine Kindergarten Association with a combined roll of 100 children and an early childhood education centre that has a roll of 80.

<i>Schools/Colleges in Pahiatua area</i>	<i>Number of pupils</i>
Pahiatua Primary school	340
St Anthony's School	120
Hillcrest School	50
Balance School	33
Mangatainoka School	60
Tararua College	340

Table One: Number of pupils for 2015 at Primary schools and colleges in the Pahiatua District.

¹ New Zealand Statistics (2013). Retrieved 8 November, 2015 from http://www.stats.govt.nz/Census/2013-census/profile-and-summary-reports/quickstats-about-a-place.aspx?request_value=14299&tabname=Ageandsex#

The Wheel Park has been designed to meet the needs of a range of wheel sports as it recognises that within sports there are fads. This has been part of the committees strategic plan to future proof the area allowing for it to be a facility that will be utilised for many years. The surface will accommodate scooters, bikes, skateboards and roller blades. To meet the needs of a wide range of age groups the wheel park has been designed to suit all skill levels. The flow of the wheel park is such that younger and older children can use the facility freely without cause for impeding each other's space. The size of the park allows for enough area for younger children to practice on flat ground as well as using some small bumps while the teenagers can practice their skills on the steps, jumps and bowl (stage two). The Wheel Park committee has met with TDC (specifically the town planner) to ensure that the requirements for parking and access to the facility are within the specifications. At present there is enough space for parking with room along Tyndall and Princess Street for further parking when the green field area is operational.

The BMST has a high usage as a sports facility for adult and junior members. The participation statistics in Table Two demonstrate the involvement of juniors playing sports at the BMS facility. Table Two shows that the range of sports participated in are varied, and that sport takes place all year round.

Bush Multisport Trust - Participation Statistics					
JUNIOR ACTIVITY	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
ATHLETICS - Junior	0	118	119	60	
BADMINTON - Junior			27	0	
BASKETBALL - Junior	135	145	121	135	156
CRICKET - Junior	25	72	66	23	
FOOTBALL/SOCCER - Pahiatua Football Club	46	54	50	83	
FOOTBALL/SOCCER - Pahiatua Outdoor 5 A-side					
GRASS ROOTS GYM - Pre School			110	100	
GUIDES - Pippins/Brownies/Guides		30	38	31	
HARRIERS - Bush Harrier Club	12	12	21	15	0
HOCKEY - Bush Junior Club	32	31	31	46	
HOCKEY - Dannevirke High	29	16	37	42	
HOCKEY - Tararua College	26	30	29	31	
HOCKEY - Junior (Friday)	272	245	285	303	
HOCKEY - Junior (Summer)		130	198	276	
NETBALL - Tararua College	17	10	8	18	
NETBALL - Bush Primary	186	190	231	202	
RUGBY - Bush Junior Club	107	125	110	86	
TENNIS - Junior	16	34	15	12	
TOUCH - Junior	272	220	267	289	
SOFTBALL - Junior	0	163	212	0	
Totals	1191	1699	1975	1752	156

Table Two: Participation statistics of junior activity at the BMST 2011 - 2015

One of Tararua College's visions is to have a strong relationship within the community. Tararua College students frequently use the Turf and playing fields for weekly games of rugby and hockey. They are also involved in umpiring of primary schools sport at the facility. Many of the students at Tararua College utilise the facility through joining in the adult competitions that are offered.

The wider benefit to the community can be seen as providing a recreational and social area that allows for engagement in physical activity by the youth. With just over 20 percent of the population of Pahiatua being under 15 years it is important to provide them with an area that caters to their needs. Physical activity is clearly supported by the Ministry of Health. In its 'childhood obesity plan' it stipulates aiming to be active at each stage of life and specifically at early childhood². A wheel park provides many different options for young children and teenagers to be active as well as providing a place for positive social interaction. The site is clearly visible and located within a high foot traffic area therefore is deemed safe.

Consultation has taken place with the local community in the form of a public presentation at a Pahiatua on Track meeting. A presentation was made at the BMST AGM. TDC have been consulted widely and have met with the Designer and have approved the plans once.

Letters of support are included from various community groups.

² Ministry of Health (2015) Retrieved 8 November, 2015 from <http://www.health.govt.nz/our-work/diseases-and-conditions/obesity/childhood-obesity-plan>

Asset Description

At present in Pahiatua there is a designated area beside the recycling depot that holds a half pipe ramp and another wooden jump, the area is inadequate in terms of size, has poor visibility and was only a temporary measure after the removal of the skate park at the Harvard Park.

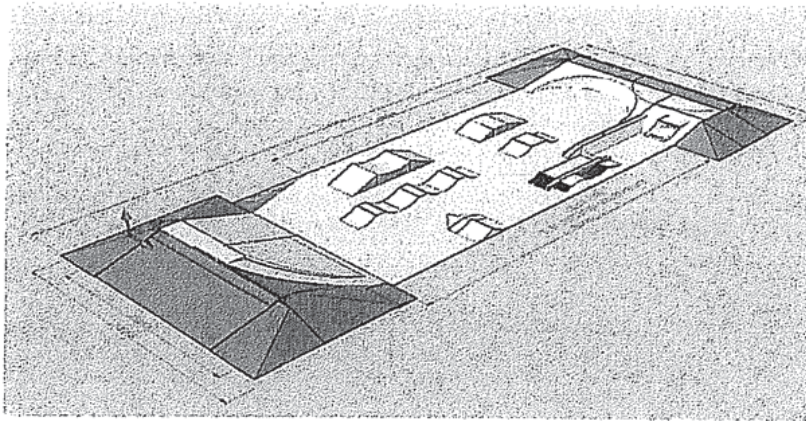
The proposed wheel park is reasonable with an achievable cost structure being broken down into three stages. The location is sensible given vehicle access, user demand, visibility, and safety. Currently, the site is bare as the sale yards were demolished in late 2014 and early 2015. The site is ideal for a wheel park (concrete structure) as there was an old sheep dip on site and council regulations state the area cannot be dug up, therefore it is appropriate that the wheel park be situated on top of this old site.

There will be no negative impact on the other facilities. Within Pahiatua, the Harvard playground is designed for children under 13 therefore teenagers do not have any other space they can call their own. To give them a space would assist with stopping the loitering of teenagers on the main street. For young toddlers and children, the Harvard Park contains age suitable playground equipment but no space for wheel sports.

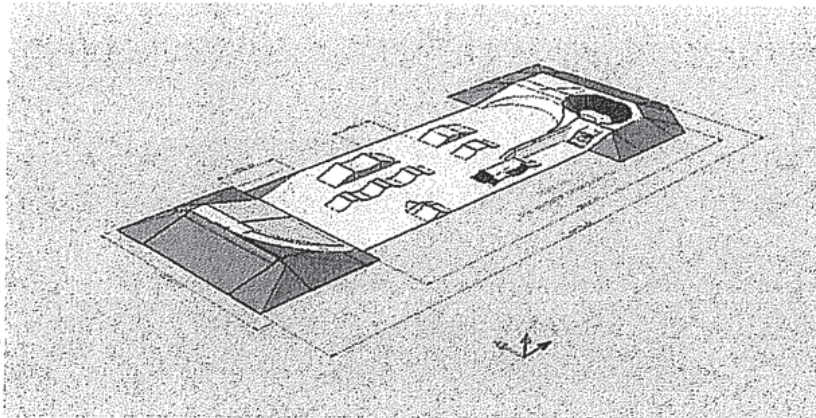
Other sites that were considered for the wheel park were on Mangahao road however, this was not supported and on Princess Street at the Rotary park where an old BMX track used to be. The committee considered building a concrete pad and placing various wooden skating structures on the area, however Eketahuna has recently developed a skate park like this and it did not fit with the vision of the committee to provide an area for all types of wheel sports.

Below are the plans for the proposed Wheel Park in the Three Stages

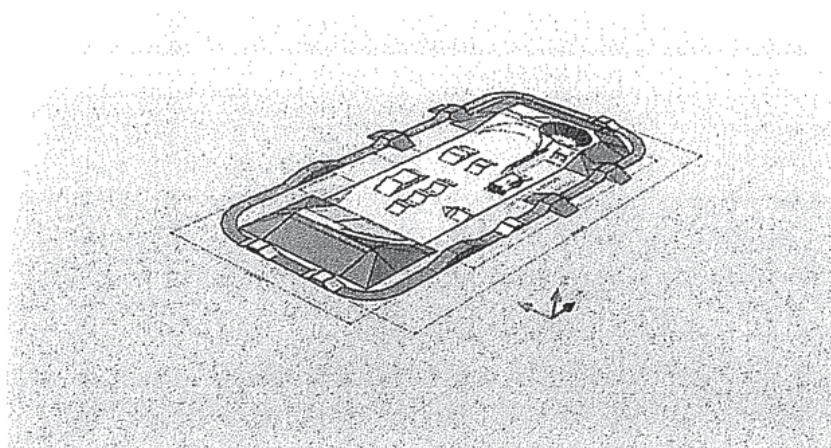
Stage One: Wheel park area (excluding bowl)



Stage Two: Wheel park area including bowl



Stage Three: Wheel Park area with concrete path around outside.



Cost:

The Wheel Park will be free of charge to users.

BMST operates the park on behalf of the TDC. The land that the Wheel park will be sited on is council owned but administered by the BMST. A MoU is being formed between the Council and BMST stipulating that the BMST will be responsible for ongoing maintenance. To achieve ongoing maintenance of the park the BMST receive an annual grant from the TDC. This grant has been increased by \$10,000.00 this year and BMST have indicated to Council that a further increase in the annual grant will be required due to the acquisition of the sale yards land, which will include the Wheel Park.

Two interested groups were invited to submit a proposal to design and construct a Wheel Park. Tom Smithers Enterprises Ltd has been chosen as Tom has extensive knowledge of this type of area and has developed over 85 Skate parks throughout New Zealand.

It is estimated that the project cost will amount to:

- \$261,000.00 including GST for the Wheel Park (divided into three stages)
- \$33,543.00 plus GST for the park equipment (swings)

Summary of Budget
(Quotation as of 1st October 2015)

Materials	Stage One	Stage Two	Stage Three
Pre cast concrete 7 section (in place)	\$28,000.00	\$8,000.00	
Galvanised steel	\$3,000.00	\$1,000.00	
Concrete 72 cube	\$18,000.00	\$3,000.00	
Sprayed concrete 10 cube	\$2,500.00	\$5,000.00	
Metal fill	\$7,000.00	\$3,000.00	\$7,000.00
Drainage	\$1,500.00	\$1,500.00	
Rubber Mat	\$5,500.00		\$11,000.00
Top soil	\$2,000.00	\$2,000.00	\$2,000.00
Labour			
Steel Prefabrication	\$4,000.00	\$1,000.00	
Administration, establishment and set up	\$1,000.00	\$1,000.00	\$1,000.00
Preparation, boxing, steel fixing	\$30,000.00	\$5,000.00	
Concrete pouring and finishing	\$15,000.00	\$7,000.00	
Concrete cutting	\$3,000.00	\$1,000.00	
Crane, truck and equipment	\$3,000.00	\$2,000.00	\$2,000.00
Earthworks	\$7,000.00	\$3,000.00	\$7,000.00
Rubber mat, drainage, weed mat top soil	\$7,000.00	\$1,000.00	\$7,000.00
Accommodation	\$4,000.00	\$2,000.00	\$2,000.00
Sub total	\$141,500.00	\$46,500.00	\$39,000.00
GST	\$21,225.00	\$6,975.00	\$5850.00
Total	\$162,725.00	\$53,475.00	\$44,850.00

Project Funding:

An emphasis will be to obtain volunteer labour and donated local materials where appropriate. The committee has started to obtain quotes from local businesses regarding discounted prices and work in kind (labour, cartage). Local community groups including the local Lions (speaking at meeting 18th November 2015) and Rotary clubs will be approached as appropriate.

Fundraising to date

Pahiatua on Track - \$7,500.00

Bush Cycle Tour - \$4,000.00

BMST - \$10,000.00 (minus \$1,500 paid to Tom Smithers for design)

Jacob Bennett - \$250.00 donation Trust Power Community Award prize

Christmas Raffle (bike and skate cycle) – in progress

Total - \$20, 250.00

Funding approved from:

Infinity Trust \$10,000.00

Waireka Community Trust \$50,000.00

Trust House \$2,000.00

Await ECCT – applied for \$50,000.00 (to submit a report as project over \$200,000.00). Hear in February 2016

Await Lotteries – (applied for \$60,000.00) Hear in April/May 2016

Total - \$62,000.00

Declined funding from

Lion Foundation, Pub Charity, Trillion Trust, Grass roots Trust, Fonterra Grass roots

Further fundraising

The following is an outline on how the project is expected to be funded

Funds already raised by POT & BMST	\$82, 250.00 Confirmed
Wheel Park sub-committee future fundraising initiatives include approximately: <i>Ambrose Golf Tournament - \$10,000.00; (2016)</i> <i>Tui Brewery Keg Race - \$2,000.00; (2016)</i> <i>Christmas Raffles - \$2,000.00 (2015)</i>	Approximately \$14, 000.00
Total	

An acknowledgement register will acknowledge the donations, who will be listed on a sign at the The Sale Yards Wheel Park.

Proposed Maintenance Costs:

The committee foresees after discussion with the designer that the only ongoing maintenance costs in the future will be repairs from potential vandalism and graffiti. The MoU stipulates that the Council will remove any graffiti.

The designer has indicated it would take a seismic 9 earthquake to cause significant damage. The concrete that is used has a minimum surface life of around 30 years in the most extreme of environments. (refer to attached letter from Tom Smithers designer which mentions the concrete and gives examples of parks in Darfield and Rolleston (Christchurch) that survived two major earthquakes. The designer has just resurfaced a wheel park in Napier (Anderson's Park) which was built in 1979 for a cost of 104,000.00. This park lasted for 36 years.

The designer gives a warranty on the park of five years. Refer to appendix for copy of Guarantee.

It is planned that the ground surface surrounding the wheel park will be grass or lime therefore maintenance of this will be limited mowing and re-liming, which will be undertaken by the BMST as per the MoU. The ongoing removal of litter and sweeping will be done by the Council. Other maintenance costs which the committee foresees as being minimal will be allowed for in the yearly budget of BMST, this is projected to be approximately \$2,000.00.

Conclusion:

The Wheel Park is an exciting initiative by a group of enthusiastic volunteers who believe that this will be a great asset to the Pahiatua community and fulfil a gap that exists within the community. The community as a whole will benefit, from toddlers learning new wheel sport skills in a safe environment to teenagers who won't have to travel out of town to use another facility and will have an area they can make their own. With the addition of picnic tables, seating and playground equipment as the final stage for the project, the committee aim to make this area a family friendly environment that will add to the already busy sports life at the BMST.



Huxley Street
PO Box 4, Pahiatua
Telephone 06 376 6622
Fax 06 376 6652
bushmultisport@xtra.co.nz

Dear ECCT Trustees,

On behalf of the Bush Multisport Trust I'm writing to support Pahiatua on Track's project to develop a multi-purpose wheel park on the old Pahiatua Sale-yards site. This initiative has the Trust's unanimous endorsement as the teenage section of the Pahiatua community currently has no place to actively recreate.

Bush Multisport Trust successfully lobbied with the Tararua District Council to purchase the remaining Pahiatua Sale-yards land from the Pahiatua Farmers Association in February 2013. The site is adjacent to the Bush Multisport Park and naturally gives the existing park room to expand. With seven different sporting codes utilising the grounds, additional green-fields space is desperately required.

With three stages of development complete at Bush Multisport Park, the sale-yards site will be the Trust's fourth and final stage. No additional major buildings will be required at this site, as Stadium Pahiatua and the Turf Pavilion cater well for community sporting and cultural requirements. The sale-yards site is the ideal place to locate Pahiatua on Track's wheel park project as it fits well with the green-field development that is planned by Bush Multisport Trust.

Bush Multisport Trust's desire is to provide fantastic facilities that allow all age groups of our community to actively recreate. Collaboration with Pahiatua on Track on this project will see a space designed for not only teenagers, but younger children as well. With the wheel park located at the sale-yards site, when build is complete the Trust will maintain the site as per their existing partnership arrangement with the Tararua District Council.

If you require further supporting information in regards to the wheel park project, please contact bushmultisport@xtra.co.nz.

Yours sincerely

Kelly Christensen

Bush Multisport Trust Administrator

Tom Smithers Enterprises Ltd.

GUARANTEE

We guarantee our workmanship in accordance with the Australian and New Zealand Standards for Engineering and Construction Works.

Over the last 15 years we have installed 85 skate park facilities for councils, here are some of the councils we have worked with:

Napier C/C, Manawatu D/C, Coromandel D/C, Kapiti Coast D/C, Upper Hutt C/C, Wairoa D/C,

New Plymouth D/C, Hastings D/C, Rotorua DC, Pauanui Sports & Rec, Horowhenua D/C, Whakatane D/C, Taihape Police, Waikato D/C, Dunedin C/C, Queenstown Lakes D/C, Gore Host

Lions Club, Dunedin City C, Auckland City C, Rodney D/C, Waikato D/C, Central Hawks Bay D/C, Hamilton cC, Waitakere CC, Lower Hutt cC, Hurunui D/C, Rangatiki D/C, Ruapehu D/C, Papakura D/C, Sehwn wC, Cafferton DC, South Taranaki D/C, Thames-Coromandel D/C, Porirua CC, Tauranga wC, Fielding D/C.

All work has

a Five Year

Guarantee:

Exclusions:

- a. Damage caused by negligence or misuse.
- b. Normal wear and tear.
- c. Failure to use the facility for it's in tendered use.
- d. Any natural disasters effecting earth movement.

We are a contracting, engineering and Manufacturing Business that was established and has been trading since 1973.

All projects that have been constructed by Tom Smithers Enterprises Ltd, have been completed to target levels, within each budget and on schedule.

Cnr Croydon rd & Surf highway 45. PO Box 24, Oakura,
Taranaki, New Zealand. Phone/Fax:
+64-6-752-7562

Email : tom@tomsmithers.co.nz web site:
www.customskateparks.co.nz

Tom Smithers Enterprises Ltd.

10th September 2015

Dear Jason

As to our phone conversation I can understand the concerns of those involved in the purchase of a Skate Boarding facility, as many of the skate park constructed over the country have been installed by people with good intention but little experience. eg: PD workers, Lions clubs and community groups.

The construction process we employ has been tested and proven, as you see by the number of jobs we have completed. In the Christchurch area at the epicentre of the two major earth quakes one in Darfield and the other in Rolleston either of these parks had any damage.

We use 30mpa for insitu concrete 40mpa for sprayed or pre-cast concrete which has a minimum surface life of around 30 years in the most extreme of environments.

You requested our web site (which does need some updating) www.customskatearks.co.nz.

Thanking You

Tom Smithers

Manager

MEMORANDUM OF UNDERSTANDING

BUSH MULTI SPORT TRUST

WHEEL PARK

PURPOSE

The purpose of the Memorandum of Understanding (MOU) is to define the relationship between, and intentions of, Bush Multi Sport Trust (Wheel Park) and the Tararua District Council regarding the ongoing management of the Park.

THE PARTIES TO THE MEMORANDUM

Bush Multisport Trust
Huxley Street
Pahiatua

Tararua District Council (The Council)
26 Gordon Street
Dannevirke 4942

BACKGROUND

The Bush Multisport Trust is a registered charity which provides recreational and cultural services for the community of Pahiatua and surrounding Tararua district. One of the key projects of the Trust is the development of a youth wheel park. The Council has agreed in principle to the Trust developing a youth wheel park on a portion of the land known as the old Pahiatua Sale Yards site, this site is located in Huxley Street, Pahiatua and administered by the Bush Multisport Trust on behalf of the Tararua District Council.

It is intended that the Trust will own the wheel park equipment and manage the operation of the wheel park, and that the Council will retain ownership and control of the land on which the wheel park sits and provide for the ongoing litter removal and sweeping of the park.

RESPONSIBILITIES OF THE PARTIES

The Trust:

1. Prepare a wheel park development plan for approval by Council
2. Source funding for the development of the park.
3. In partnership with the Council, arrange for the construction of the park and the installation of equipment as funding permits
4. Incorporate the maintenance and on-going operation of the park, within the Bush Multi Sports Trust maintenance plan, including rules for users of the park

5. Enforce the rules at the park, in conjunction with the Council and NZ Police, as appropriate
6. Address any operational issues as they arise, including concerns raised by the wider community
7. Provide funding and organise the ongoing maintenance of the wheel park including, but not limited to, the removal of graffiti
8. Make safe any faults in equipment as they arise or render the equipment unusable until the fault can be repaired
9. Provide funding for the replacement of equipment when it is no longer practicable to repair it
10. If requested by Council, remove from the site any equipment which has fallen into disrepair

The Council:

1. Approve the wheel park development plan
2. Support the Trust to apply for funding through letters of support
3. Support the Trust to ensure that all legislative requirements regarding the development and/or ongoing management of the park are met
4. Approve the wheel park operations plan
5. Install signage at the park which clearly displays the rules for the use of the park
6. Provide for the ongoing removal of litter and sweeping of the wheel park area
7. Bring any issues of maintenance to the attention of the Trust
8. Seek a trespass notice for an individual or individuals, whom the Trust wish to be excluded from using the park

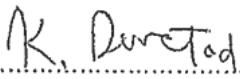
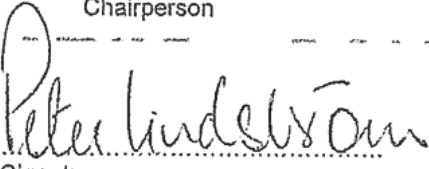
Both Parties:

1. This MOU does not create a new and/or separate organisation. It does not create any legally binding obligations. All courses of action agreed between the partners must be formally implemented within their own respective organisational framework.
2. This MOU sets out the intention of the partners to participate in an ongoing cooperative relationship with each other by contributing their knowledge, skills and experience in a way that will enhance the partnership. The partners will also keep each other informed on matters relevant to the aims of this MoJ.
3. The partners will work collaboratively on the development and the ongoing management of the wheel park
4. Both parties agree to bring any matters regarding the management of the park to the attention of each other before airing them with other parties

AGREEMENT

This MOU is freely entered into by the partners in a spirit of good faith. It is a statement of intention and forms the basis of a meaningful ongoing relationship.

However, it is acknowledged that this MOU defines the relationship between the parties and the projects, and does not create any legally binding organisation.

<u>TARARUA DISTRICT COUNCIL</u> Date: 24 November 2015	Name: Kathy Dever-Tod Manager Assets Group  Signature
<u>BUSH MULTI SPORT TRUST</u> Date: 17 November 2015	Name: Peter Lindstrom Chairperson  Signature

Report

Date : 20 January 2016

To : Mayor and Councillors
Tararua District Council

From : Blair King
Chief Executive

Subject : **Water Charge Write-off Request of the Eketahuna Golf Club**

Item No : **10.2**

1. Purpose

- 1.1 The Eketahuna Golf Club has requested that the Council consider a water charge write-off due to a leak.

2. Background

- 2.1 On 30 November 2015, the Eketahuna Golf Club wrote to the Council's Chief Executive seeking assistance with a water bill they have received, which reflects a leak in their pipelines. The bill is \$894.00, which when the usual volume allocated is removed, leaves \$807.72 outstanding.
- 2.2 Councillors in discussion following the December workshop requested this be included in the January 2016 Council agenda for its consideration.
- 2.3 This will be the third water write-off request from the golf club, being \$991.80 in March 2009 (staff decision attached), \$642 in December 2010 (full Council), and now help towards a bill of \$894 (November 2015).
- 2.4 On 18 January 2016, the Council received a reply to its letter of 14 December 2015, (both letters attached) on what steps the golf club were taking to proactively prevent and find leaks. That response noted they quickly fixed the leak once found, although it did not state what steps they had taken to read the meter regularly to pick up potential leaks prior to the billing cycle.

3. Options

- 3.1 The Council can remit any or all of the bill where they believe reasonable grounds exist to do so. The staff recommendation is to decline the request, on the basis all of the leaks appear to have been discovered only after the Council issued invoices, rather than by the club proactively ensuring their supply lines remained intact.
- 3.2 If the Council decides to remit all or part, it would be prudent to note why and how future requests will be dealt with. This reflects agreements with the Regional Council on managing extra-ordinary supplies that are fed from the district's consented stream intakes.

4. Significance Assessment

- 4.1 This matter is not considered to be significant with regard to the policy on significance and engagement, and the decision on the request received is within the Council's discretion to determine.

Recommendation

That the report from the Chief Executive dated 20 January 2016 concerning a Water Charge Write-off Request of the Eketahuna Golf Club (as circulated) be received, and

That the request from the Eketahuna Golf Club to remit all or part of the invoice amounting to \$894 relating to the November water invoice for that meter be declined on the grounds that all of the leaks appear to have been discovered after the Council issued invoices, rather than through the club proactively ensuring their supply lines remained intact , and

That the Council offers to enter into a time payment schedule to be approved by the Council's Chief Financial Officer to allow the club to pay off this account over twelve months with no interest to be charged.

Attachments

1. Correspondence Concerning Eketahuna Water Write Off



Eketahuna Golf Club Inc,
41 Marcara Street,
Eketahuna.

Dear Blair,

Any faults in our lines at this time of the year (summer) usually show up quickly as wet or damp areas, these are immediately fixed. The problem is in the winter time of high water levels, when faults are not easily seen or noticed, as was the case this time. When it was noticed, parts were immediately bought and the fault fixed, all within the hour. However the fault in this case was undetected for perhaps three weeks as no water was being used at this time of the year on that particular line and the leak was in an area that was out of the way.. The committee has decided to turn off all water lines after the sprinkler season has finished, except the clubrooms line. This will allow us to detect leaks before there is huge wastage and cost to the club. We would welcome you or another council officer coming to the club to see the situation and to meet with us to discuss any suggestions you may have to improve the systems we have in place.

Yours sincerely

Robert Braddick.

A handwritten signature in blue ink, appearing to read "R Braddick".



14 December 2015

Eketahuna Golf Club Inc
41 Macara Street
Eketahuna

Dear Mr Braddick

Water Leak on Eketahuna Golf Course

Thank you for your letter received 30 November 2015, regarding a request to waive the water rates caused by a water leak within your property.

As this Golf Club have previously received a write-off through resolution of the full Council, I raised your question with Councillors during a workshop on 9 December. The view around the table is that whilst they will consider your request at their meeting on 27 January 2016, staff must outline why this could be justified when your Club has been advised they must be proactive in preventing leaks.

It appears the leak was found after your club was advised of an abnormal meter reading, so your advice on what checks you have been doing on meters between readings would be appreciated.

As a heads-up, without evidence of your club proactively checking meters, the staff recommendation will be to decline the request, and instead enter into a time payment arrangement.

Yours sincerely



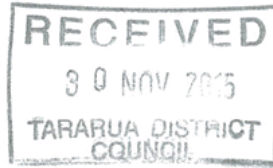
Blair King
Chief Executive

Tararua District Council • Dannevirke • Woodville • Pahiatua • Eketahuna

26 Gordon Street PO Box 115 Dannevirke 4942 Tararua Tel: 06 374 4080 Fax: 06 374 4137 email: info@tararua.govt.nz

COPY

Scanned 19/01/2



Eketahuna Golf Club Inc.
41 Macara Street,
Eketahuna

Dear Blair,

I am writing to you and the council about a water leak that has happened on the golf course. A pine tree in a plantation blew over approx. mid October in high winds. It is in an area that golfers do not stray. We had a working bee to clean up other trees as well as that one on the 9th of November, before we had started on that particular tree our green keeper, Lance, came and informed me that he was getting the green sprinklers ready for the new season and that he had no water on the three greens that is serviced by that meter line. On inspecting the tree, behind the upturned roots we discovered a pool of water, and Lance knew that the line went more or less under the tree, in fact part of the alkathene was sticking up with the roots. We located the line either side of the tree and repaired it.

The meter in question is 2603400, and on 12th June 2015 it was reading 7195 cu/m, on the 9th of November 2015 it read 7918 cu/m, being a difference of 723 cu/m. We have no sheep troughs or other uses on that line except the sprinklers. Having spoken to Glenda from T.D.C. she informed me that it will cost the club approx. \$900 for the metered water. She also informed me that the council are taking a harder line on water leakages and informing residents to check their meters regularly to stop any wastage. We think this is a fair request to save water, and at our last meeting on the 24th November and in discussion with Lance, we will be turning all lines off after the sprinkler season has finished, including lines with sheep troughs on them. Keeping just the line to the club rooms and implement shed on. The club is very conscious of the water we use in the summer time, especially when restrictions come on, we endeavour to only use half the amount of water during this time by adjusting each sprinklers computer timer. We also use a wetting agent on the greens, so that they retain more moisture, thus less water used.

The club relies heavily on our member volunteers and all finances are carefully managed. So an unexpected account like this would be sorely felt. We ask the council if they can write off all of the incurred amount, or partial. As our members are mainly farmers or ex-farmers we understand the importance of water in our community and strive to look after it. The club would be extremely grateful if the council could give a reprieve on this amount.

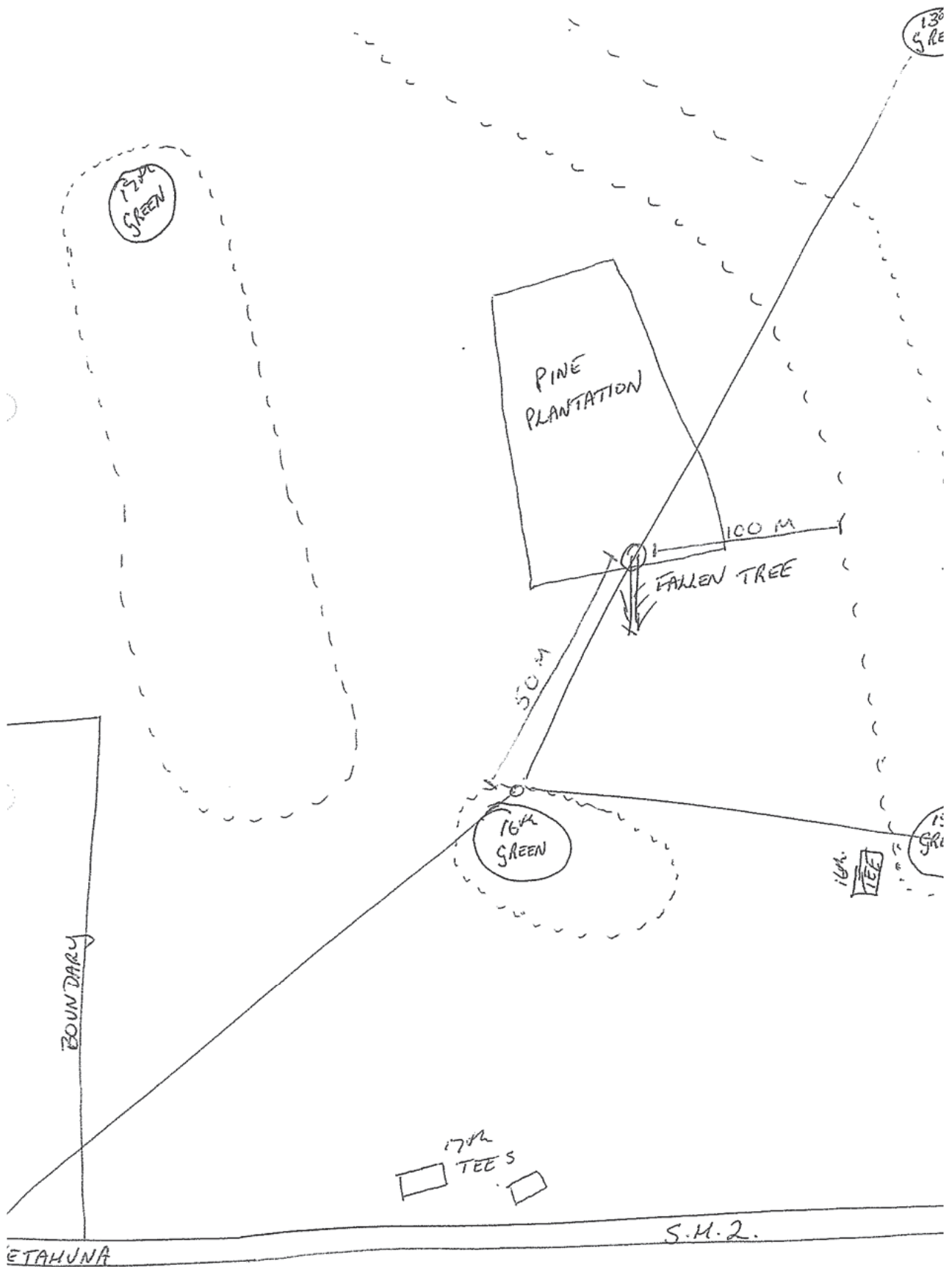
Yours sincerely

Robert Braddick

A handwritten signature in dark ink, appearing to read "Robert Braddick".

Club President.

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DEBO1-0200

149326

9 December 2010

Alwyn Williams
President
Eketahuna Golf Club
P O Box 51
Eketahuna 4940

Dear Alwyn

Water Write-off Request

I refer to your correspondence dated 11 November 2010 concerning the above. This was considered at a meeting of the Council held on 8 December 2010.

Arising from these discussions the Council has authorised the write-off of \$642.00 representing excess water charges incurred by the Eketahuna Golf Club.

In making this decision the Council has taken into account the location of the leak and the value that the Golf Club provides to the District.

A copy of this letter will be given to the appropriate staff member to enable the necessary credit to be processed for this amount.

Yours sincerely



Richard Taylor
Governance Manager

C.c. Jim Sutherland

Tararua District Council • Dannevirke • Woodville • Pahiatua • Eketahuna

26 Gordon Street PO Box 115 Dannevirke 4942 Tararua Tel: 06 374 4080 Fax: 06 374 4137 email: info@tararuadc.govt.nz

45

Katrina Kerr

From: Alwyn Williams [taff@wise.net.nz]
Sent: Thursday, 11 November 2010 8:33 a.m.
To: Roly Ellis
Subject: Water Penalty Letter Nov10.doc

To: Mayor Mr Roly Ellis
CEO Mr Blair King

Re: Eketahuna Golf Club Penalty Water Account

My name is Alwyn Williams, and I am President of Eketahuna Golf Club. I have been asked by the Committee to write to you regarding the extra charge of \$642.00 recently billed to the club.

The following paragraph below details what has occurred. This information has been communicated to you verbally, and it is now in writing.

Every 3 months Eketahuna Golf Club pays \$ 357.50 (ie \$1430.00 annually) for availability of water through 5 meters. Each meter has an allowance of 100cu meters per 3 months. For 6 months of the year the Eketahuna Golf Club uses very little water. Your records show that in the last 6 months up to September 4th, the meters used 28cu meters combined total. The 4 meters allocation for those 6 months being 800cum.

As you know it was a very wet winter and spring. A leak occurred on one line between the meter, which is about 80 metres **outside** the boundary of the Golf Club and the Golf Club grounds. When noticed it was fixed straight away. This leak has incurred an extra charge of \$642.40. We run this Golf Club on voluntary labour and believe it is an asset to the Eketahuna community. We cannot afford unnecessary costs and would be grateful for support from our Council. Unfortunately leaks will occur and the main thing is they are fixed as soon as possible.

The salient points from above are as follows:-

- The Golf Club uses minimal water during the winter months, as your records show. Given the Eketahuna winter climate water is not an issue!
- The leakage occurred approximately 80m outside the Golf Club boundary and was fixed when noticed. Is it our responsibility to check for leakages during the winter - when it would possibly be hard to tell anyway – or is it a council responsibility? I reside in an area that utilizes the Opaki Water Scheme, and I know that my responsibility does not lie outside of my property for obvious reasons. Why should there be a difference in principle?
- Golf Clubs are facing difficult times due to declining membership, increased costs and reduced income. We already know that our income from sale of sheep is down by \$7,000.00 this year, fuel costs have increased and, because of a wet winter green fee takings are well down. We continue to survive because of voluntary labour and the commitment of members to help out in any way they can.

We are an integral part of the community and proud of the role that we play in providing our sport for anyone, of any age.

Conclusion:

We face a situation of limited, and often declining income and must monitor carefully both our income and expenditure. In particular, we have put “on hold” a number of developments because of cost.

I consider that the penalty water charge is both unnecessary and unfair and ask you to please consider waiving the amount. We did not know of the leak, it occurred in winter, and it was around 80m from our boundary.

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I look forward to your reply with interest and am prepared to meet with you at any time to discuss the matter.

Yours Sincerely

Alwyn Williams
President
Eketahuna Golf Club

Tel: 06 377 1276
Email: taff@wise.net.nz



13 March 2009

DEB01-0200

Mr J Sutherland
Eketahuna Golf Club Inc.
P O Box 51
EKETAHUNA

Dear Sir

WATER METER ACCOUNT NO. 2603400

I am replying to your recent letter regarding your water meter account of \$1,059.30. Thank you for the action that has been taken to find and repair the leak. In view of your action, I am willing to remit \$991.80 of your account.

The Council's policy concerning water use is;

'That the cost for all water that flows through the meter is the responsibility of the property owner regardless of whether it is used or runs to waste. However the Engineering Manager may remit up to half of the amount in excess of the normal reading if the excess is due to a leak and the property owner has taken immediate steps to remedy the problem.'

However, in your situation I am aware of the excellent work your club has done in reducing its water use in recent years and your willingness to work with Council on access across golf club land for the sewer main from imhoff tank. Therefore a rebate greater than Council's policy is considered appropriate, although it should be noted that this would be unlikely to be repeated. The rebate of \$991.80 will be credited to your water account.

Yours faithfully

A handwritten signature in black ink, appearing to read "S Taylor".

Stephen Taylor
MANAGER DISTRICT ASSETS

A handwritten signature in black ink, appearing to read "Helen".

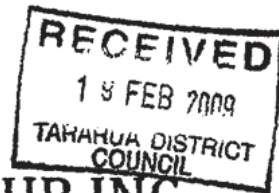
Rebate please

A handwritten signature in black ink, appearing to read "Shayla".

13/3/09

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26 Gordon Street PO Box 115 Dannevirke 4942 Tararua Tel: 06 374 4080 Fax: 06 374 4137 email: info@tararua.govt.nz



EKETAHUNA GOLF CLUB INC

Macara Street
P.O. Box 51
EKETAHUNA

mountdonald@xtra.co.nz

Ph. 06 375 8143

The Tararua District Council,

16.02.09

26 Gordon Street,

P.O.Box 115,

Dannevirke.

Dear Sir / Madam,

124600

Attention, Dave Watson & Steven Taylor

Re Penalty charges to Eketahuna Golf Club concerning accidental Water loss

After mentioning our accidental loss of water and how it came about to Steven Taylor, he indicated that the Council would be kindly disposed to dropping penalty charges. He asked me (Jim Sutherland) to write explaining what caused the leak. I apologise for not doing so earlier.

Whilst doing some drainage work we had to cut one of our pipes. After back filling the nova flo drain we put a joiner on the pipe line. This joiner partially undid and the water leak went straight down through the gravel to the nova flo and over the papa cliff 65 metres away straight back into the Makakahi River. The leak was not easily found. The water was not lost as such, and the Golf Club cannot afford the cost of buying water.

Our Treasurer paid the water account less the penalty. The amount paid was \$382.74, and the penalty water use charge not paid was \$991.80. Enclosed is a copy of the invoices and amount paid.

Please accept our apologies for the accidental loss of water, and cancel the penalty water usage charge of \$991.80. Your letter dated the 04.02.09 does not show we have infact paid all of the account less penalties.

Yours faithfully,

Jim Sutherland.

Eketahuna Golf Club Vice President.

12/02/2009 13:11

64-6-3758443

GAS EKETAHUNA LTD

PAGE 01



copies

Invoice to:

Eketahuna Golf Club
PO Box 51
EKETAHUNA 4940

TAX INVOICE

2658290

GST Reg. No.

51-923-448

Meter No. 2603480		Previous Reading Date 18-SEP-08		Customer No. 9513-2	
Location Carers Rd		Reading Date 09-DEC-08		Source Eketahuna	
Pre Reading	Cur Reading	Consumption	Rate	Charge	
2333	2485	100	Minimum Charge	87.50	
		52	0.8700	45.24	
CHEQUE No. 538					
TOTAL 382.74					
10/01/09					
Payment of this Account is Due: 20/01/09				Total	\$112.74

rates — \$382.74
penalty — \$991.80.
charge — \$1374.54

Report

Date : 19 January 2016
To : Mayor and Councillors
Tararua District Council
From : Clayton Locke
Liquor Licensing Officer
Subject : **Liquor Licensing Matters Determined Under Delegated Authority**
Item No : **10.3**

1. Reason for the Report

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

2. Renewal of Manager Certificates

- 2.1 Section 224 of the Sale and Supply of Alcohol Act 2012 covers applications for the renewal of manager certificates.

No manager certificate renewal applications have been received

3. Renewal of On, Off and Club Licences

- 3.1 Section 127 of the Sale and Supply of Alcohol Act 2012 provides that the holder of an On, Off or Club Licence may apply to the District Licensing Agency for the renewal of the licence.

No renewal applications have been received

4. New Certificates

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

Managers Certificate - new certificates				
License / Cert No	Premises	Applicant	Issue Date	Expiry Date
401.2015.00005169.001	Mangatera Hotel	Miss K Smith	15 Dec 2015	15 Dec 2016
401.2015.00005170.001	Post Office Hotel	Ms K J Bourke	16 Dec 2015	16 Dec 2016
401.2015.00005167.001	Dannevirke New World	Ms W S Kells	15 Dec 2015	15 Dec 2016
401.2015.00005168.001	Eketahuna Inn	Ms C A Cox	16 Dec 2015	16 Dec 2016

5. New On, Off and Club Licences

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

No new renewal applications have been received

6. Special Licences

- 6.1 Under Section 22 of the Sale and Supply of Alcohol Act 2012, the following have made application for special licences for the occasions detailed.
- 6.2 Reports have been obtained from the Police and the Liquor Licensing Inspector, neither of whom have raised any matters in opposition to the application.
- 6.3 In considering each application, the Licensing Agency must have regard to the following matters:
- The nature of the particular occasion
 - The suitability of the applicant
 - The days on which and the hours during which the applicant proposes to sell liquor
 - The steps proposed to be taken to ensure that prohibited persons are not served
 - The applicant's proposals relating to the sale and supply of non-alcoholic refreshments and food
 - The reports from the Police and the Liquor Licensing Inspector

- 6.4 The following applications are not contrary to the objects of the Act and take into account the above criteria.

Special Licence - Special Licence				
License / Cert No	Premises	Applicant	Issue Date	Expiry Date
400.2015.00005472.001	Oxbow Dairy Farm	Creative Catering	16 Dec 2015	31 Jan 2016
400.2015.00005469.001	Tararua Club	Tararua Club Inc.	16 Dec 2015	20 Feb 2016
400.2015.00005468.001	Woodville Structures Depot	Descendants Motorcycle Club NZ	15 Dec 2015	12 Mar 2016
400.2015.00005470.001	Dannevirke Tennis Club	Dannevirke Tennis Club	16 Dec 2015	20 Mar 2016

- 6.5 Under Section 22 of the Sale and Supply of Alcohol Act 2012, the applications for special licences are approved subject to the following condition:

- At all times when liquor is available for sale, a reasonable range of non-alcoholic refreshments and food is to be available for consumption on the premises at all times while liquor is being sold.

7. Temporary Authority

- 7.1 Section 136 of the Sale and Supply of Alcohol Act 2012 permits the Licensing Agency to make orders authorising applicants to carry on the sale and supply of liquor for up to three months in respect of a premise for which existing licences exist. The Licensing Agency may hear and determine orders ex parte, or hold a public hearing.

No temporary authority applications have been received

8. Recommendation

- 8.1 *That the report from the Liquor Licensing Officer dated 19 January 2016 concerning Liquor Licensing Matters Determined Under Delegated Authority (as circulated) be received and the contents are noted.*

Attachments

Nil.

Report

Date : 21 January 2016
To : Mayor and Councillors
Tararua District Council
From : Blair King
Chief Executive
Subject : **Staff Report - January 2016**
Item No : **10.4**

1. Reason for the Report

This report is to update Councillors on key projects and items of interest for the period from 3 December 2015 to 21 January 2016.

Key Points

2. Infracon Liquidation Proposed Distribution

PricewaterhouseCoopers as the liquidators have advised of their proposed distribution to Central Hawke's Bay District Council and Tararua District Council. The distribution includes cash, and an "in specie" reflecting negotiations of claims for remedial contract work, addressing property lease issues, and value of materials retained. For Tararua, this means cash of \$671,850.99 and assets at the liquidators valuation of \$56,135.76.

Once agreed by Council, the cash will be deposited to our account, and the intent is to allocate against long-term debt.

3. Health and Safety

With the new Act coming into force on 4 April 2016, staff are working towards ensuring compliance with the documentation required. Some internally resourced physical works may be transferred through a posting agreement to the Tararua Alliance given their proven systems for managing risks. To help Councillors understand the due diligence responsibilities, a briefing will be provided by an external expert in the Workshop on 27 January.

4. **Proposed Integrated Rural and Urban Fire Service**

The Minister responsible for the Fire Service Commission has advised he intends to combine rural and urban fire and rescue services into a single organisation that takes effect from 2017. The Department of Internal Affairs is drafting the new legislation required, so at this stage, staff are unable to see how this will look, what impacts this will have on our Civil Defence capabilities and responsibilities, and how or if the Commission intend to reimburse councils for their significant investment in plant and buildings. As part of the LGNZ Chief Executives Panel, we have had the opportunity to talk with the Department of Internal Affairs staff involved, to highlight potential risks that need to be addressed.

5. **Earthquake Prone Wall, Pahiatua**

Following two separate Engineering Assessments, Council staff issued notices-to-fix on adjoining property owners for an unsecured masonry wall on Main Street in Pahiatua. Whilst both businesses affected have complied with the requirement to cease trading to the public whilst the risk to patrons exists, the wall is yet to be removed. The issue is that whilst the wall is within both properties, one firm is claiming they do not “own” it, and therefore are not liable for the costs of removal.

The recent earthquakes in Pongaroa and Makuri have highlighted Council has a risk if it continues to leave the wall in place, given Section 129 of the Building Act empowers councils’ chief executives to obtain immediate removal where an immediate threat to life remains.

“129 Measures to avoid immediate danger or to fix insanitary conditions

- (1) This section applies if, because of the state of a building,—
 - (a) immediate danger to the safety of people is likely in terms of Section 121 or section 122 or section 123; or*
 - (b) immediate action is necessary to fix insanitary conditions.**
- (2) The chief executive of a territorial authority may, by warrant issued under his or her signature, cause any action to be taken that is necessary in his or her judgment to—
 - (a) remove that danger; or*
 - (b) fix those insanitary conditions.**
- (3) If the territorial authority takes action under subsection (2),—
 - (a) the owner of the building is liable for the costs of the action; and*
 - (b) the territorial authority may recover those costs from the owner; and*
 - (c) the amount recoverable by the territorial authority becomes a charge on the land on which the building is situated.**
- (4) The chief executive of the territorial authority and the territorial authority are not under any liability arising from the issue, in good faith, of a warrant under subsection (2).”*

One property had obtained a quote, which is currently less than the expected legal bill if we do the work. If we use the powers provided, this will be reported back to Council.

Human Resources

6. 20 Years of Service

Congratulations to Michelle Thomson who reached 20 years of service with TDC in November 2015.

Congratulations also goes to Anne Broughton who reached 40 years of service with TDC. Anne has been responsible for keeping the Pongaroa Hall clean and tidy.

Thanks to both Michelle and Anne for all that you have done and continue to do.

7. Health and Safety

We meet with MWLASS Health & Safety Project Leader, Sylvie Hickton on Friday 22 January. Sylvie will be meeting with key staff to gain an overview of where things are at with our Health & Safety to help us prepare for the upcoming Health & Safety reform. One of Sylvie's first tasks will be to conduct an audit of our current Health & Safety practices.

Activity Reports

Tararua Alliance

8. Executive Summary

November and December have been busy months for the Alliance, with the main focus in December being the completion of the district's Reseal Programme. This is the first year that the reseals have been completed early and is a good result for the team. As a result of completing ahead of time and under budget, the Alliance are also looking to complete a further 8-10 km of reseals this season. This is achievable with the pre-reseal repairs well underway for the 2016/2017 reseal season.

Work is well underway on the pre-reseal repairs for the 2016/2017 reseal sites. This includes drainage work and pavement repairs. This is in line with our strategy as above of completing the pre-reseal repairs a year in advance to get a head start on next season's reseals. The Alliance targets a minimum of 5% network reseals and is expecting to complete 6% to 7% of the network next season.

Several pavement rehabilitation projects for the 2015/2016 season are underway with projects already completed, such as Kohinui Road and Valley Road. Work is continuing on Ormondville-Te Uri Road. Pavement designs for Weber and Tourere roads are complete with these sites to start early in the New Year.

Work is well underway on the Saddle Road with the fine weather now upon us. The team is currently reviewing the design and estimates for stage 2 of the approved work. Stringfellow's has been confirmed to continue with the second stage of this project, which will be managed by Josh Webster.

The mowing cycle is well underway. With the varying weather conditions this year, containing the increase in grass growth has been an issue. The Alliance has put an additional roadside mower on to the network to assist our subcontractor with the increased workload.

The design team workload continues to be very high with the increased workload being across both roading and the 3 waters activities. Work is well advanced on the final design for the Eketahuna Main Street Upgrade, and we are just awaiting final decisions from the Project Team before finalising the construction drawings. At this stage, physical work is expected to commence in early March once community events in Eketahuna are finished in February.

Safety continues to be a focus and the team has very good processes and procedures in place. The Alliance has arranged a First Day Back Induction for all staff on 26 January. This full day Zero Harm induction is designed to transition the staff from holiday to work mode. The focus this year will be on critical risks and encouraging all of the Alliance staff to step up as safety leaders. Health & Safety has been a highlight in the Alliance to date and the team have created a real Zero Harm culture in the field. There have been no Lost Time Injuries or Medically Treated Injuries in December or January to date.

9. Planning

Prior to Christmas, a meeting was held with the Eketahuna Community Board discussing the proposed CBD Upgrade Project, followed by a further meeting with the Project Steering group. Final construction drawings and costings are now underway and expected to be completed in late January.

Two further Pavement Rehabilitation sites - Weber Road and Tourere Road - have been handed over to the Delivery Team for construction. Further investigation work is being undertaken for proposed designs on the Pahiatua Track, which is in need of reconstruction. Various pavement options are being considered.

The Hawkeye 2000 survey of the district is well underway, and practically 98% complete. Once data has been analysed, the information derived from this survey will go in to decision-making for the following year's programmes, including the dTIMs project, which is a model that predicts pavement deterioration over time.

The Asset Management team focused heavily on the implementation of asset database software “Fuse” during December. The process involved the conclusion of the use of RAMM as the Job Management System for Rooding, a transition period and the uptake of Fuse in its place. This transition happened over a few days at the start of the month, and then the subsequent training and data entry catch up followed.

Fuse will be now used as the primary interface for managing the All Faults and Asset data for the Tararua road network. The assets modified in Fuse will be updated in the RAMM Asset register on a regular basis to ensure the continuation of RAMM as the master database for roading. This is important for a number of reasons, not the least of which being that the new ONRC reporting tools use RAMM as the source.

Due to Fuse being developed by Downer and a partner software company, continual improvements and developments of Fuse are influenced by local users, and as such this tool will continue to grow and mature with our requirements. It has already shown its flexibility in Wanganui recently in response to the major weather event that occurred, where Fuse and the corresponding GIS suite was able to quickly collect, collate and display the immense amount of data collected from big picture right down to the details. This functionality will provide the Tararua team with a great tool to make the right operational decisions in a timely manner.



10. 2015/2016 Pavement Rehabilitation

2015/16 Priority Sites

Road	RP	% complete
052-109	3788 - 4376	100%
052-109	8297 - 8525	100%
Ormondville – Te Uri Rd	11323 - 11653	50%
Pahiatua – Pongaroa Rd	36864 - 37782	70%
Tourere Rd	2633 - 2853	In design phase
Weber Rd	28173 - 28500	In design phase
Pahiatua Track	2265 - 2534	In design phase

The stabilising mill has been in the district for two weeks in November/December to stabilise the sites on Route 52 and Pahiatua – Pongaroa Road. Route 52 sites were completed, but the site on Pahiatua – Pongaroa had to be postponed because of high winds. This will be revisited when the stabilising mill comes back in late February.

We have two crews currently working on Ormondville – Te Uri Rd to prepare the site for stabilising. This will take a further two weeks to finish. Once complete, they will move on to Tourere and Weber Rd sites.

We are still finalising the design for the Pahiatua Track. Seal samples were sent for testing before Christmas. We expect results for this in the next week.

052-109 (3788 – 4376)



Figure 1 - 052-109 - Cement spreading



Figure 2 - Stabilising machine



Figure 3 - 052-109 - Pre construction



Figure 4 - 052-109 - Complete



Figure 5 - 052-109 - Complete

11. Ormondville – Te Uri Road

Over the last few weeks before Christmas, widening of the bridge approach of N-032 was completed. This will increase the seal width from 4.5m to 5.3 – 5.5m and enable the alignment of the bridge approach to be improved considerably.



Figure 6 - Ormondville - Te Uri Rd - Pre construction

Figure 7 - Ormondville - Te Uri Rd - Completed bench and fill



Figure 8 - Ormondville - Te Uri Rd - Completed bench and fill

12. Structural Maintenance

Work is underway between the Alliance and the TDC Finance team looking at the networks bridge depreciation values as well as updating asset data for the districts retaining walls.

The raw data from initial inspection of retaining walls has been processed and used to establish an inspection programme as required by NZTA. There are currently 1279 walls in the inventory with an estimated value of \$48,000,000 (average value \$38,000 per retaining wall).

During the general maintenance/structural inspections, the physical parameters will be checked and a condition rating applied.

13. Eketahuna CBD Upgrade

Planning is now well advanced for the Eketahuna CBD Upgrade project. Meetings have been held with the Eketahuna Community Board to finalise concept design. Sharon Shannon and Tracey Collis have been given full authority by the Community Board to make decisions on behalf regarding scope and layout for the Eketahuna Upgrade.

Tracey and Sharon have met with Dave Charnley from Prorata to finalise concepts, and Dave has now completed these and forwarded them through to the Alliance design team. The Design Team will now work through developing final construction drawing layouts to build up and finalise estimates for each of the proposed sites.

Priorities for design area:

1. Chorus Building area incorporating relocation of Kiwi and outside Four Square
2. Signage upgrades for both Town Entry and Exits
3. Public Toilet Area
4. War Memorial Area
5. Bridge Street Intersection

A further meeting is to be arranged to finalise work areas for a possible commencement of work following the Eketahuna Rugby match in February 2016.

14. Saddle Road Upgrade – January 2016

Works continued on Site 3 and Site 7 during December 2015, with site 7 practically complete prior to the Christmas break.

Site 3 works included;

- Sealing from the start of site 3 to Cook Road, including the Cook Road intersection
- Cut to waste uphill towards Ashhurst end of site
- Completion of the main fill
- Pouring of kerb and channel from Cook Road uphill
- Placing of AP65 from Cook Road uphill
- Placing of AP40 from Cook Road uphill
- Installation of two 375 dia culverts and inlet sumps
- Removal of the existing pavement
- Hydroseeding and mulching of exposed areas

There were no environmental or quality issues for the month. Two site inspections were undertaken by Horizons Compliance Officer with only minor issues identified.

It is planned to have site 3 practically complete by the end of January 2016.

Site 7 works included:

- Sealing
- Installation of road signage

There were no health and safety, environmental or quality incidents during the month.

15. Planned Works for Coming Month

Planned works for January include;

- Place the remainder of the AP65 and AP40 on site 3
- Complete the remaining drainage works on site 3
- Seal the remainder of site 3
- Complete the overlay linking site 6 to site 7
- Finish any remaining tidy up work on site 3 and site 7
- Establish on site 5
- Begin the retaining walls on site 5
- Saddle Road Upgrade – December 2015 Monthly Report



Sealed Meridian Entrance, Site 3



Site 3 completed



Site 3 completed, looking towards Cook Road



Site 7, completed seal

Delivery

16. General Maintenance

During December 22 signs and poles have been upgraded, repaired or replaced, and 100 roadside marker pegs have been installed across the network. This is part of our general ongoing maintenance program. Sight rails are being repaired and replaced as required. Sealed pavement pothole repairs and edge-breaks are being completed as part of our routine maintenance patrols.

17. Sealed Pavement Maintenance

The 2015/16 pre-reseal repairs have all been completed and work has begun on drainage and pavement work for the 2016/17 reseal programme.

18. Unsealed Pavement Maintenance

Work has continued with grading and maintenance metalling crews throughout the district. Some of the roads completed in November / December included the following;

- McLeod Road
- Waituna Road
- Range Road
- Speedy Road
- Newling Road
- Thompson Road
- Tower Street
- Wright Road

19. Rural Mowing

Due to extra grass growth around the network the Alliance has engaged a 2nd roadside mower to assist our subcontractor, Graham Hopkins with this increased workload. A program for heavy vegetation is being developed and will commence late January.

20. Emergency Works

Due to heavy rain in September, we have identified numerous sites across the district that have been affected, from slips, dropouts, heavy scour, loss of metal on unsealed roads, blocked culverts and drainage reinstatements

All of the flood damage sites have now been identified and scheduled.

All sites below require further work, they are safe and have the appropriate TMP in place to manage the current conditions.

- Kopikopiko Road
- Tararua Road
- Range Road
- Route 52, 121 section
- Rimu Road
- Pahiatua Pongoroa Road
- Route 52, 93 section
- Ormondville – Te Uri Road
- Tuturewa Road
- River Road

21. Pavement Rehabilitations

Earthworks, drainage and pavement work has commenced on the 2015/16 rehab sites.

All work has been completed on the first three rehabilitation sites and work has started on the remaining sites.



Ormondville - Te Uri Road Bench and Fill Widening

22. Pavement Reseals

The 2015/16 pavement reseals have been completed on-time, under budget and with no zero harm issues to report.

The planning team are currently looking into further sites to reseal with the remaining budget we have available.

23. Assets & Utilities

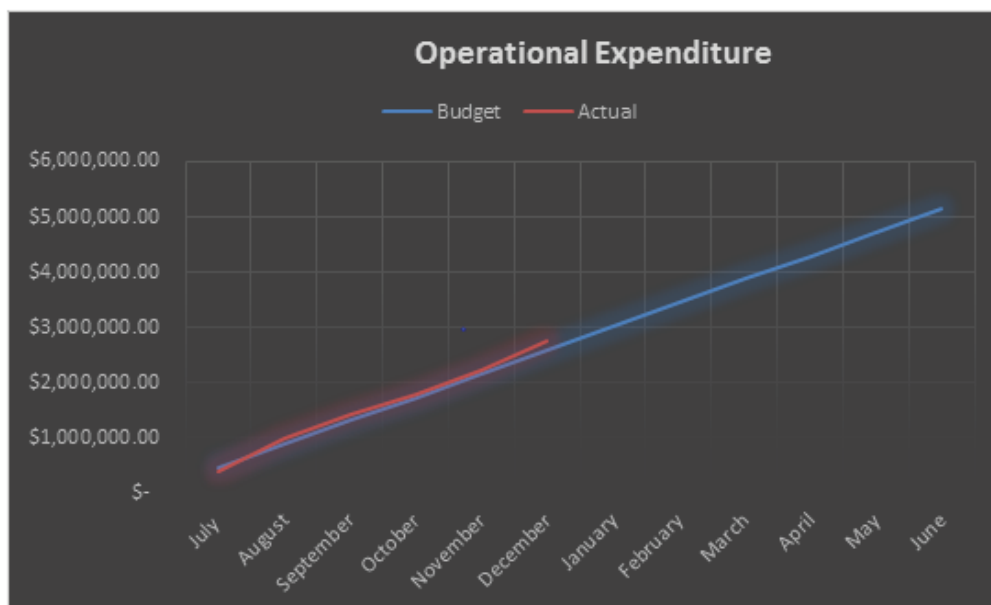
Tyndall Street/Queen Street, Pahiatua Watermain Link

In December the Alliance completed 500 metres of new water main, and installed all laterals to the property boundaries ready for connection to houses on Tyndall and Queen Streets in Pahiatua. Remaining work left to complete is the 'cut ins' to liven up mains.

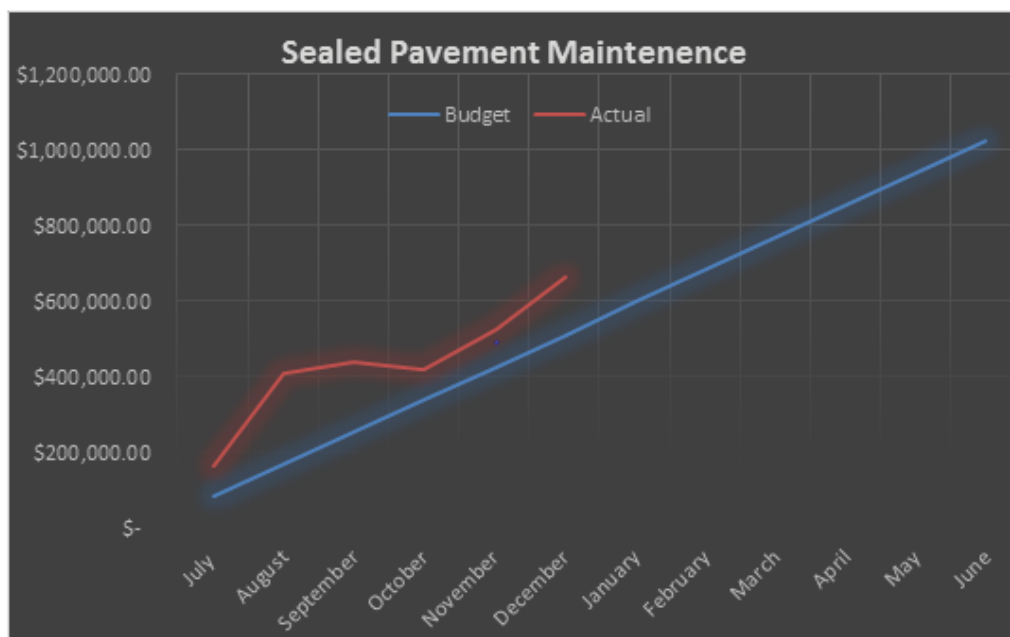
Performance

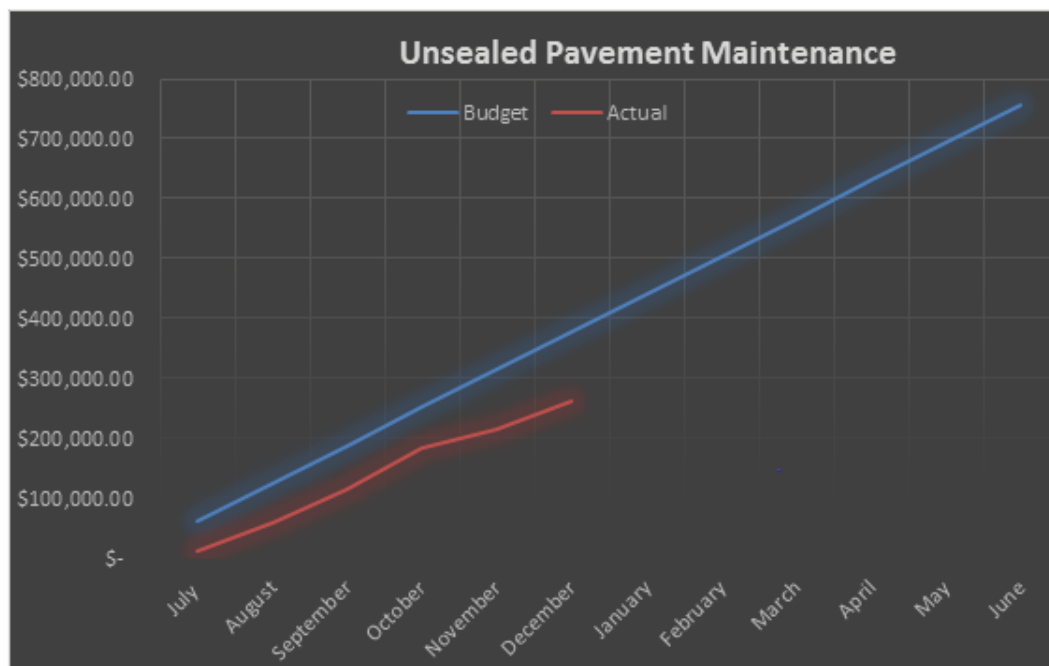
24. Financial Performance

With six months of the work season now completed, our current financial position for Operational Expenditure is as follows:



Our current expenditure for Sealed Maintenance is above target due to Pre-reseal repairs, with Unsealed and Drainage tracking lower.

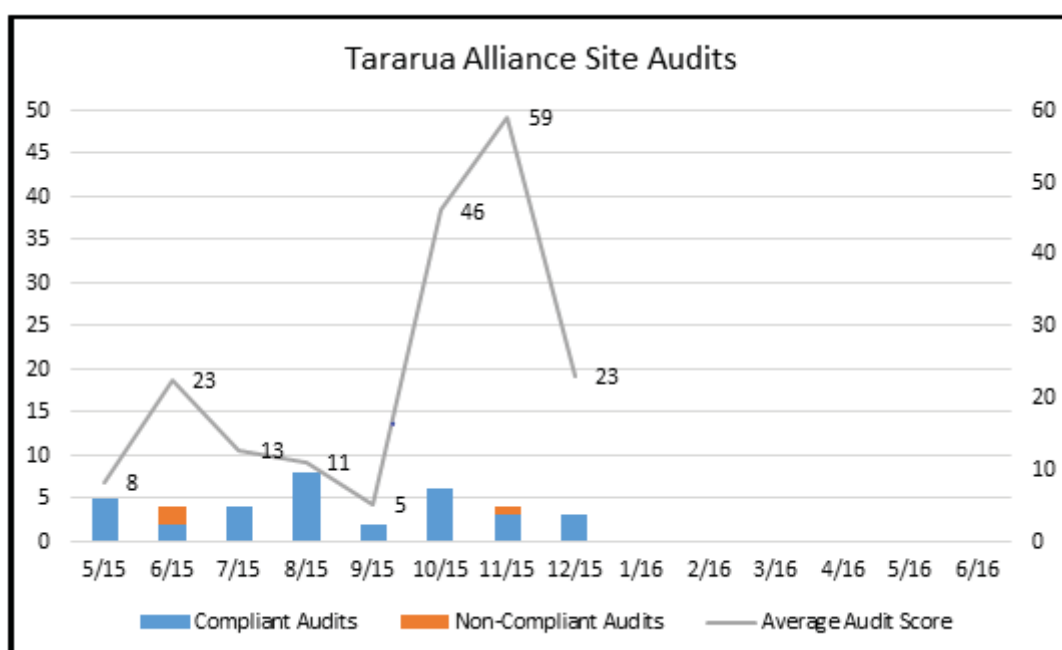
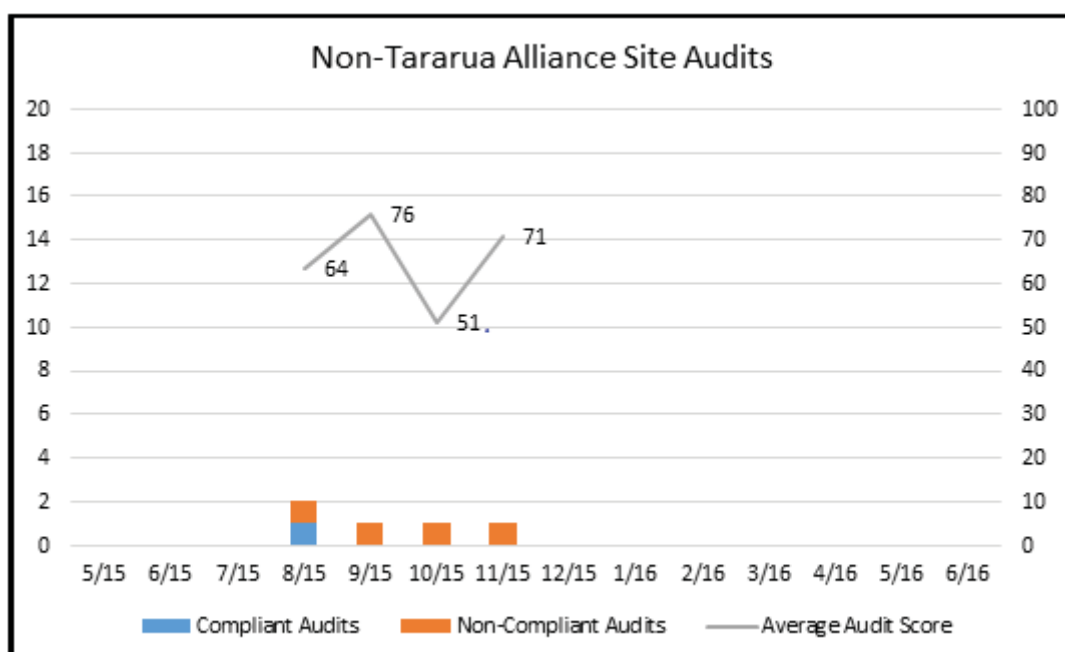




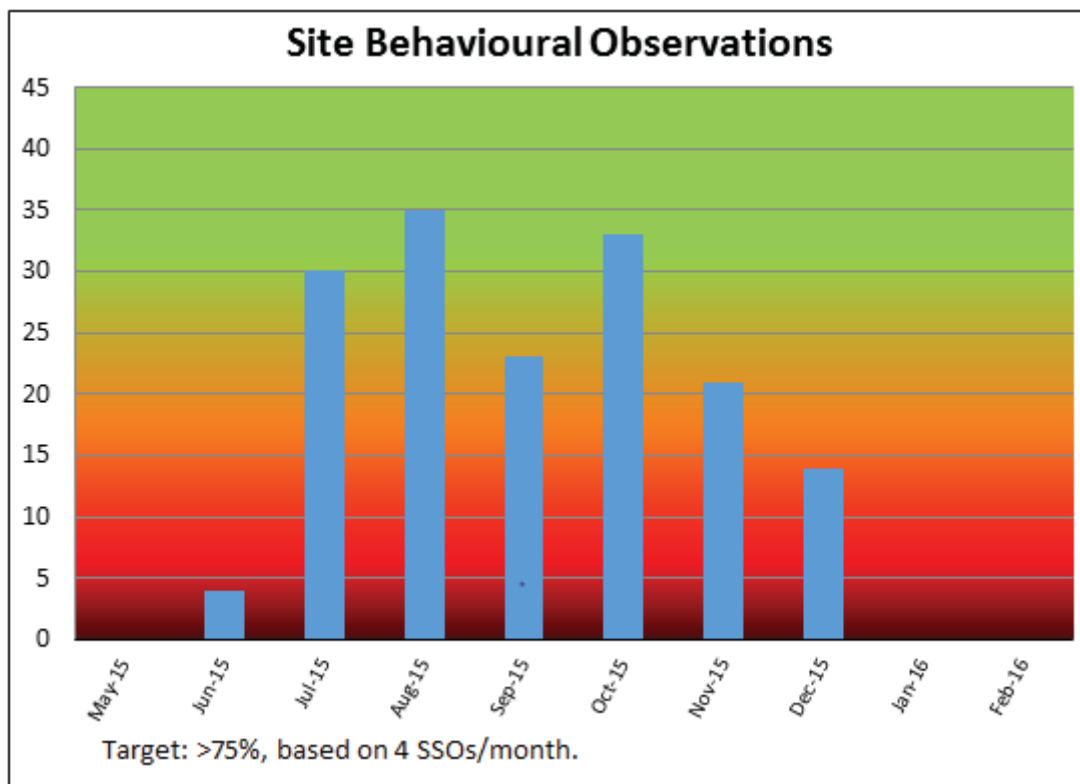
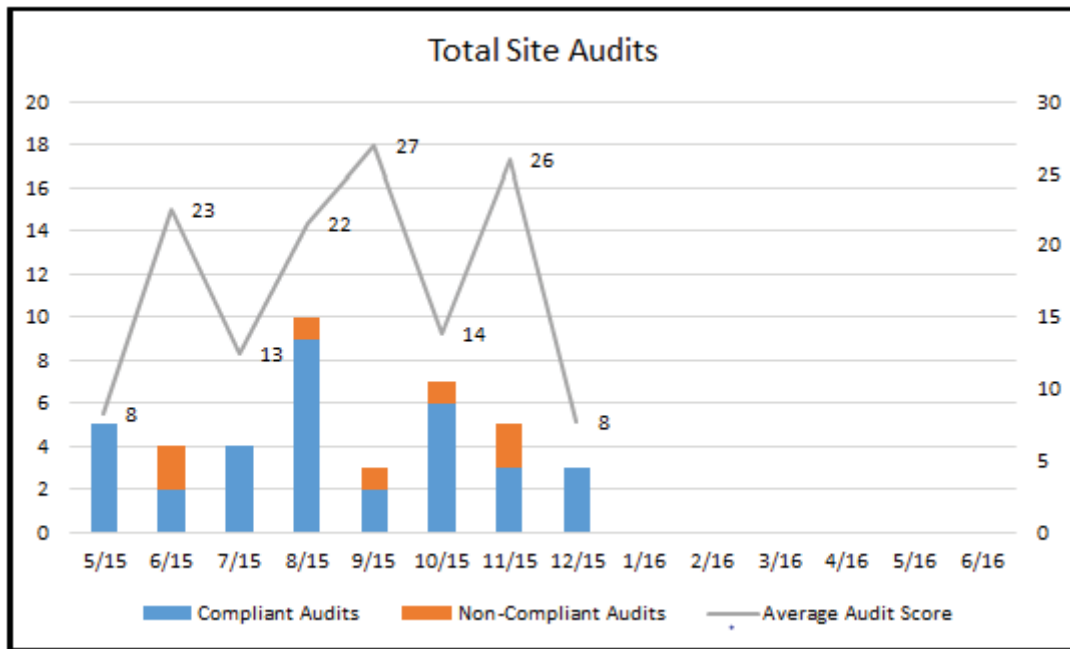
25. Traffic Management Plans & Carriageway Access Requests

During the months of November and December, eight Tararua Alliance sites were audited; the majority of the sites were compliant, however one site was deemed to be non-compliant and shut down until it was remedied. There were also signs on stands that were double-sided that were changed to single-sided, as the sign post was obstructing the sign. A further one site of another contractor was audited and non-compliant, this site was made safe immediately.

Twenty-nine traffic management plan applications were received and approved over the month of October. Forty-one carriageway access requests applications were received and approved during the two months. Follow up on works completion notices is continuing, these are starting to be received and signed off.



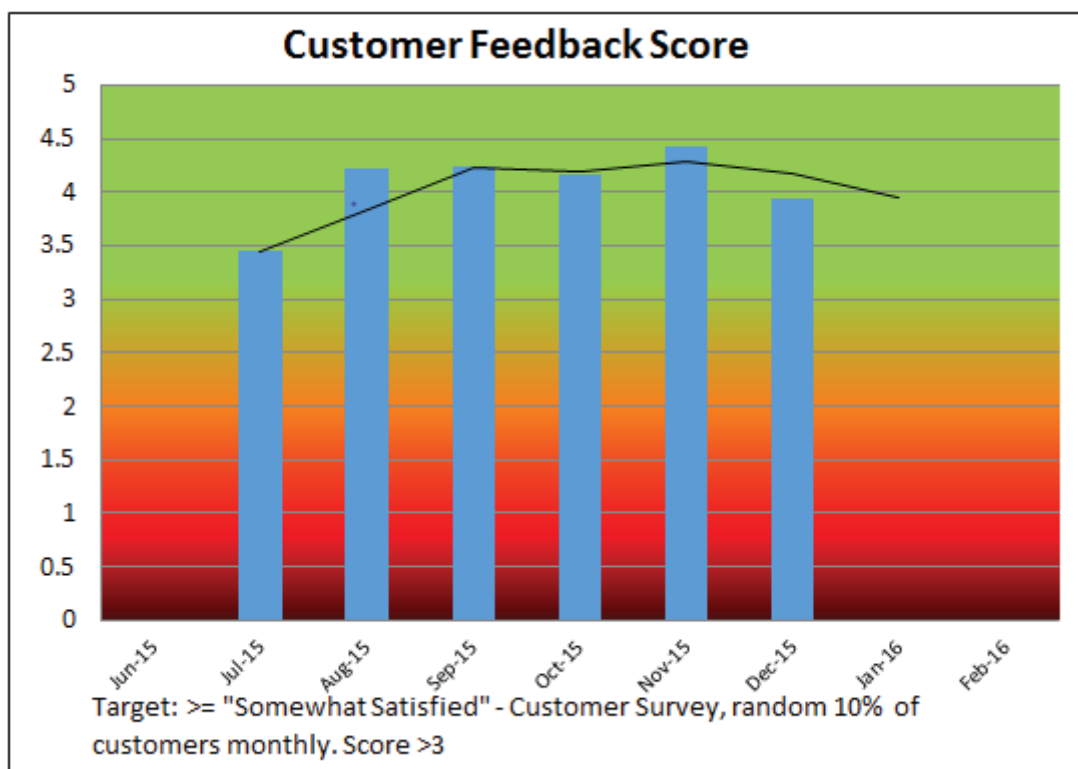
Formal traffic management audits are being undertaken to measure the standard of traffic management within the Tararua District.



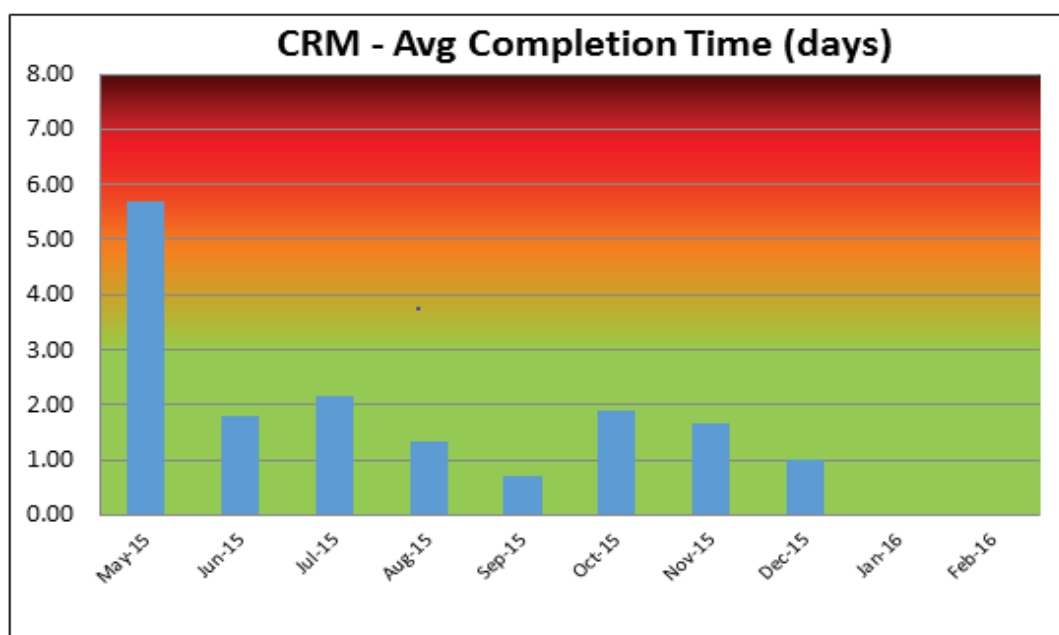
Safety Behaviour Observations are carried out throughout the Tararua District on Alliance works sites.

26. Customer Feedback Surveys

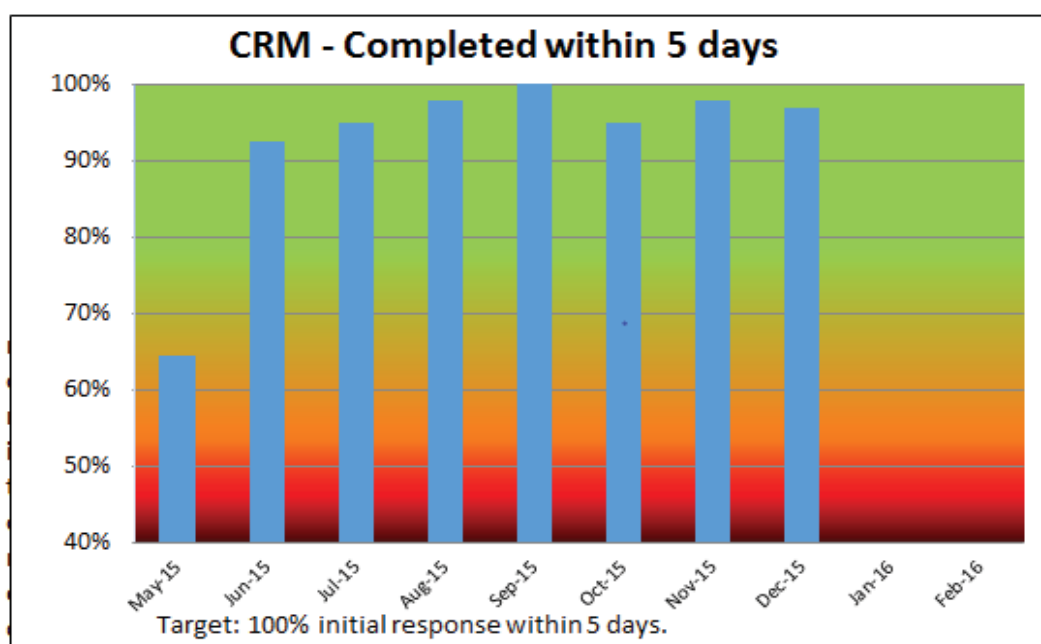
Over the last two months the Alliance has undertaken a 10% customer survey. The results from this show that the Alliance communications to CRMs is improving, and other areas need improvement.



27. CRM Response and Completion

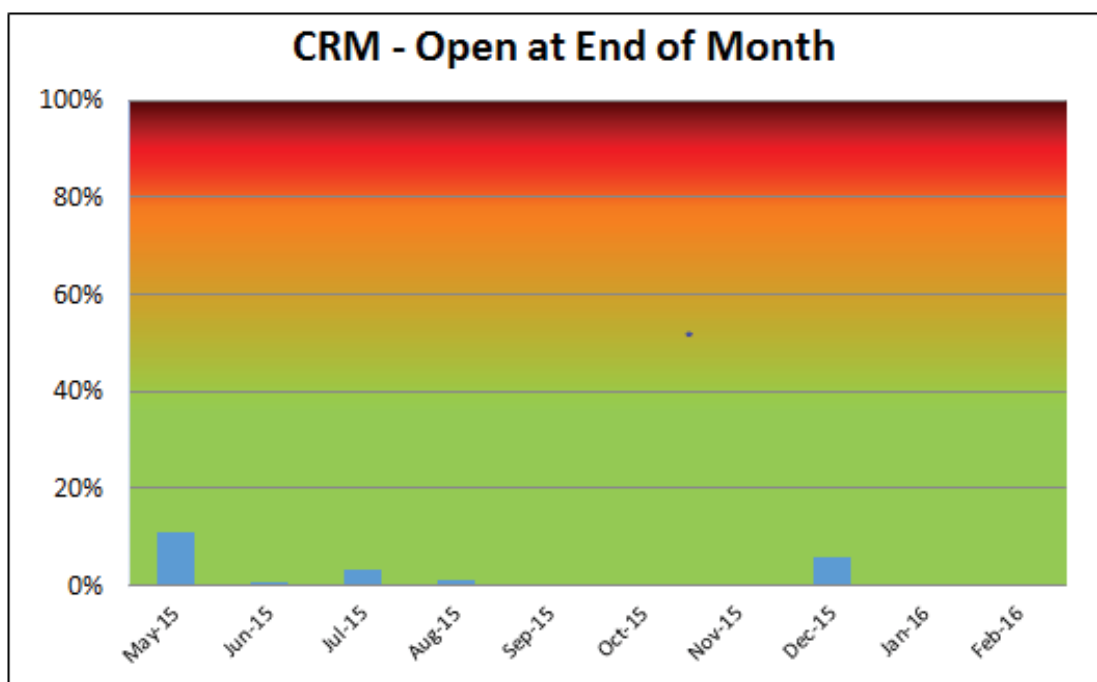


Tararua Alliance have completed 97% of the CRMs within the five days; out of the total 115 CRMs received, 113 were roading-related, with two being stormwater-related for the two month period.



CRMs completed to meet the target of five days is improving, with this being actively monitored.

CRM completion times are continually being monitored on a weekly basis to meet the KPI completion time of five days.



The Alliance is continually monitoring the open CRMs to meet the goal of having all CRMs closed by the end of each month. There were seven CRMs open at the end of December.

Assets Group

28. Executive Summary

The Dannevirke Domain toilets and the Pahiatua library upgrade projects are nearing completion. The Dannevirke water treatment upgrade project, the Pahiatua water storage and Woodville Camping Ground projects remain in the planning phase.

The waste water projects are all progressing. The Dannevirke number 1 pond is being formed and work on the wharves in the Woodville pond has commenced.

The new Pahiatua Recycling centre is operating well with a notable decrease in the sorting time for the recycling material and the incidence of illicit dumping left at the site. The new mobile recycling stations are now in place in all the smaller settlements. The incidence of overflowing recycling bin complaints has reduced, largely as a result of the bins being monitored by locally based contractors.

The very changeable weather continues to provide challenges for the parks and reserves. Despite this, Council has received very few complaints regarding these assets. The spring weed spraying has reduced the incidence of flower heads in the high profile lawn areas, and improved the aesthetics of the town centres and cemeteries overall. The contractors continue to work hard to keep on top of the mowing.

The Water and Wastewater Team handled the Christmas period without too many major faults in wastewater and water despite being two staff members down and there being an increased amount of burials throughout the district for this time of year. Our offer has been accepted by the new Water Treatment Officer, who will start with Council in February.

The University Students have been busy over the last month weed eating, spraying, thistle grubbing and installing shelving for the Records Department.

Staff will be inspecting all the pensioner units over the next two weeks to assess the condition of the units to establish any maintenance requirements. The information will be supplied to potential social housing providers, negating the need for them all to disrupt each tenant to inspect the interior of every flat.

Council has issued a request for proposals to the four local real estate firms, for the marketing and sale of the George Street house and section. Registrations close at the end of the month.

Solid Waste

The solid waste activity ran very smoothly over the past month, without the usual headaches and complaints about over-flowing recycling bins and missed bags.

29. Pahiatua Recycling Centre

The new building opened on the 4th of December. The operator, Solid Waste Services, has noted that there have been no complaints received since the centre opened. They have stated that the sorting time for the Pahiatua recycling material has decreased since the centre has opened. It is also pleasing to note that to date there has been very little illicit dumping left at the site.

The Operator is now in the process on educating the public on what is and what is not recyclable.

Peter Wimsett is currently working on getting a camera system installed on the site.

30. Mobile Recycling Containers

Mobile recycling containers have now been placed at both Weber and Herbertville. These are the same type of converted shipping container as in Woodville, Eketahuna, Herbertville and Akitio.

These larger recycling containers now located in all the smaller communities offer an improved level of service to the community for slightly less cost. A locally based contractor empties the fadges regularly, which is a great improvement on the old process of servicing the wheelie bin set-ups from Dannevirke.

Utilities

Water

31. District

District water levels are holding at present, and as a result, no water restrictions have been required to date. Staff will continue to keep a close eye on the situation.

Council received three complaints regarding odour and/or taste in December, and two in January. This is a much better result than prior years, and shows the benefits of the regular mains flushing programme now in place. Of the complaints, four were from Pahiatua. This reflects the ongoing use of the river as a top up supply to the town.

32. Dannevirke Treatment Plant

David Veale from Wai Waste is the project lead for the treatment plant operation decisions. Eric is assessing the Filtech design plans prior to a meeting with them next week to finalise the plant components. David Veale will then put together a project plan and indicative time lines. This will determine expected costs for civil works, electrical components and possible scheduling. Prior to tendering, Dave Watson will prepare a report for consideration by Council giving a forecast cost to complete, and options for either complying with the Drinking Water Standards, or staging the project to improve treatment, but defer full compliance if projected costs exceed budget.

33. Pahiatua

Staff are working on a report to Council regarding the use of the existing water supply at the Tui Brewery at Mangatainoka, as an option to supplement the existing Pahiatua bore. The report will compare this to the option of seven day storage.

The Pahiatua weir maintenance has been carried out to re-position rocks that have moved, ensuring that the river intake is functioning as designed.

34. Akitio

Work is planned to replace the plastic seep boxes in mid-February, at the spring on Moanaroa Station, for the community water scheme, weather permitting. This work will have to be completed by hand as there is no digger access.

35. Eketahuna

Maintenance work was undertaken at the intake weir as the river course had changed. The fish passage was reconstructed as per discussions with Horizons.

Wastewater

36. District

There has been an increased number of lateral blockages over the last month. Some of these have been caused by what is being flushed down the toilet i.e. nappies and sanitary products. This cost to the community can be avoided, and the team plans to increase education around this matter.

37. Eketahuna

Council is waiting for a confirmation date from Interflow for pipe lining of the last three lengths of reticulation. This will largely complete the mains renewal programme. There is a continuing issue with ground water infiltration in Eketahuna. This will require further investigation once the mains work is complete. It may be arising from damaged laterals on private property, and if this is the case, Council will need to consider its available options.

38. MfE Projects – Woodville

The discharge testing of the wastewater is back on a weekly regime for a couple of weeks then fortnightly, to give some good data on quality of the discharge.

The drainage has started for the whale problem in the pond. This will take approximately a week or so to complete then the relining team will come in and replace the liner.

39. MfE - Dannevirke

The construction of the tephra filter has been completed. The drainage pipe is due on site ready for installation. The work on removing the sludge and metal from the pond is continuing after the Christmas break. The work to fit the drum filters is continuing.



40. CCTV Camera

During the month of December, sewer mains in Upper Hospital Street and Smith Street Dannevirke were surveyed. Both showed that the mains are functioning but reaching the end of their life and will need to be programmed for relining and or replacement.

The following mains in Dannevirke are programmed for survey in January and February:

Maine Street	King Street
Alma Street (Denmark to Waterloo)	Allan Street
Ruahine Street	Princess Street
Barraud Street – by stream	Cadman Street
Guy Street	Hunter Street
Mathew Street	Thyra Street
Ries Street	Christian Street
Ransom Street	Burns Street
Ranfurly Street	Gertrude Street

Property

Housing for the Elderly

41. Occupancy

82 flats are presently occupied, there are currently 11 vacant flats, which are:

Ballarat Court, Dannevirke	3 flats vacant	52, 111, 198 days
Hovding Court, Dannevirke	5 flats vacant	42, 174, 198, 529, 666 days
Elsinore Court, Dannevirke	3 flats vacant	31, 440, 396 days (left vacant in case Hovding Court tenants needed to relocate)

The three modern flats at Hovding are all tenanted. The five vacant flats at Hovding Court are in the old complex. The settlement date for the sale of the older units is subject to receipt of certificate of title which is still pending.

42. Inspections

Staff will be inspecting all the pensioner units over the next two weeks to assess the condition of the units to establish any maintenance requirements. Each unit will also be formally condition graded on a 1-5 scale using the National Asset Management Support (NAMS) Group recognised grading standards. The results of the condition assessment are used to forecast future renewal requirements.

The information will be supplied to potential social housing providers, negating the need for them all to disrupt each tenant to inspect the interior of every flat.

Community Buildings

43. Pahiatua Library

Installation of new toilets accessible from the library, as requested by submitters to the Long Term Plan, is complete. The library alteration building work is nearing completion. A new automatic entrance door has been installed as well as the air conditioning units. There is some painting to complete at the town hall and a new front window needs installing.



Camping Grounds

44. Bookings

Bookings for the district camping grounds in November and December 2015 were:

	November	December
Dannevirke	429	607
Pahiatua	220	388
Woodville	162	110
Eketahuna	324	629

45. Dannevirke

The Request for Proposal to market and sell the old camping ground house and the section behind the house was sent to the four local real estate firms. The closing date for their proposals is 29th of January.

Parks and Reserves

46. Kaitawa Domain

The tender to graze the Kaitawa Domain has been advertised. The closing date is the 22nd of January.

47. Eketahuna Domain

The grounds are being mown regularly to ensure they are looking good for the Hurricanes pre-season game on 13 February. The rugby club will undertake some minor repairs on the grandstand and waterblast it.



Cemeteries

48. General

All the cemetery records have been centralised to the Dannevirke office to ensure that all the systems are standardised. The Asset Information Officer is in the process of checking all the cemetery records to ensure that they are all accurate and up to date. Systems have been put in place to ensure that problems encountered in the past, with inconsistencies between the database and paper systems, do not happen again. Over the Christmas/New Year period, there has been a high number of burials which kept staff very busy.

49. Mangatera, Dannevirke

The stillborn memorial has been completed. We are about to draw up concept plans as a starting point for the establishment of a stillborn area in the Mangatainoka Cemetery. Staff intend to install the same type of memorial but will seek feedback from the local community, through Pahiatua On Track, on where the stillborn memorial is located in the cemetery and the type of fencing etc.



Public Toilets

50. Dannevirke Domain

A delay in supply of the aluminium doors is preventing completion of the new toilets. The builders started back from their Christmas break on the 11th of January and are now progressing through this project.



51. Grounds Maintenance Contracts

The previous Christmas issue of untidy lawn areas in the parks and reserves was avoided this summer despite the inclement weather bringing on high grass growth. The spraying of the weeds in Spring has really paid off with little in the way of flower heads 'sticking up' in the high profile lawn areas. The contractors have been working hard to keep with their mowing regime.

Strategy and District Development

52. Infracon (In Liquidation)

Extensive negotiations (*see table below) have been completed with PriceWaterhouseCoopers as liquidator on cross claims between Council and Infracon (in Liquidation). With the evidence provided PWC has accepted Tararua District Council's claims totalling \$86,797.69 inc GST for payment in January 2016 and waived \$47,846.83 inc GST to claims to Council.

This now paves the way for full distribution of the remaining assets (cash and other assets) of Infracon. Cash distribution is estimated for shareholders respectively for Tararua District Council of \$671,850.99 and Central Hawke's Bay of \$299,142.48, with "in specie" distributions on top of this.

Matters Subject to Negotiation and Evidence:

Payments to Council approved after considering evidence	GST Inc	GST Exc
Woodville Depot Exiting Tenant to re-connect power following building removal	3,838.59	3,337.90
Pavement Rehabilitation - Route 52 (failure)	30,043.16	26,124.49
Sewer Main Barraud Street additional amount to fix	1,363.05	1,185.26
Tahoraiti Clean-up & National Environment Standard Testing for HAIL Site	51,507.89	44,789.47
	86,752.69	75,437.12
Payment sought from Council but declined on evidence		
Retention - Pavement Rehabilitation - Route 52 (failure)	34,500.00	30,000.00
Invoice for Sewer Main Barraud Street	13,346.83	11,605.94
	47,846.83	41,605.94
Total	134,599.52	117,043.06
Items Not Pursued due to evidence and timing		
NES HAIL Site Review (Woodville and Dannevirke)	18,649.56	16,217.01
Power Earth for NES Testing in Woodville	2,449.50	2,130.00
Large Tyre Removal (Invoice received after claim cut-off date)	4,858.98	4,225.20
	25,958.04	22,572.21
In Specie Distribution of inventory (Assets allocated directly to Council)		
Pipe Stocks (at Infracon Cost)	13,065.79	11,361.56
Metal Stocks (at Valuation)	19,626.31	17,066.36
	32,692.10	28,427.92

53. Akitio Beach Access Way

The Akitio Beach Access way was operational a week before Christmas and the final tidying up work is underway and will be completed by the end of January 2016. This was a job that was done under urgency with great support from the contractors, both Iwi, and Horizons Regional Council as the consenting agency. Peter Greatbatch as the contract principal for the Design and Build 3916 contract has been outstanding and is to be congratulated for all the work done.

54. Records Team Activity

- Taking custody of the Infracon Records has meant the Records Team were diverted from normal activities during the last six months of 2015. The work involved the appraisal of approximately four rooms of physical records for disposal/destruction or application of retention policies. This has now been completed and the remaining Infracon records have been absorbed into the TDC Retention and Disposal process. The remaining physical records have now been transferred to Archives Central. A register of all Infracon employees has been created, which will enable the disposal of the physical personnel files. The company records, such as minutes and agendas have been archived, and the financial records are in storage and will be disposed of according to the TDC schedule.
- The Back Scan Project is once again underway with the student workforce of six people for about eight weeks being highly productive. This last student intake also included three very short-term contracts of just four weeks to determine the suitability of some new students, as many of our original group are ready to move on to their new careers and will not be returning. The students have helped catch-up on work deferred following the extensive work completed on Infracon records.
- Projects/Tasks undertaken during this last round of students include:
 1. Approximately 4 linear metres of Building packets have been prepared ready to be entered into the register – (this is work required before scanning can commence in January/February).
 2. Eight boxes of historic Resource Consents have been reviewed. This process includes a quality check and finalisation of the digital image, error correction as required, and linking each consent so the information is available through to GIS/ IntraMaps. Once complete these hardcopy files are then able to be moved to Archives Central.
 3. Creation of a draft pamphlet outlining all repositories of historic information within the Tararua region that are accessible to ratepayers.

4. Digital remedial work on approximately 3,000 building permits to bring them in line with the standards of the back-scanning project.
 5. Completion of a spreadsheet database outlining details of each culvert under the maintenance regime of TDC.
 6. Preparation work on all historic Notices of Sale from 2002 to 2008 to enable digitisation – (once scanned these files will also be able to be moved to Archives Central).
 7. Disposal of 2007/08 financial records – (both from TDC and Infracon).
 8. Preliminary work on a spreadsheet database of all LIM reports provided by TDC since 1995.
 9. Data-cleansing of records held in our old digital repository – (Alchemy).
- A major release upgrade to Hewlett Packard's HP TRIM is being planned over the next three months. TRIM has been rebranded as HP RM (HP Records Management). We have direct contact from David Gould, World Wide Director, HP Software, Information Governance Solutions. This represents outstanding customer support as we sought to clarify our upgrade for a system that can manage 1 million new documents per day and provides significant support to the US Armed Forces.

55. Lease of Pahiatua Service Centre Room

A joint project between Inspire Net and Council to create a data room for back-up systems is continuing and equipment from both entities are being deployed on-site. Council will have a 10 gigabit connection over the Council fibre optic connection. We note that the 1 gigabit connection (sic giga town) that we have had since 2009 is still not available as a Telco service in the District and the original project has now passed its 2015 payback 7-year period for the estimated 40 year life asset.

The formal lease to Inspire Net is now being finalised with broad terms already negotiated. While the annual cost of the lease for the size and fit-out is not significant, at less than \$2,500 p.a. however, their significant investment into the site needs to have a five plus five year tenure.

To date we have spent \$16,206 on secure room fit-out with the final major cost to Council being a replacement switchboard, prices currently being sought. This will enable the building to have a generator supplied by Inspire Net attached for the entire building, including emergency operations. This in itself will mean that Council will have at least one building with a generator in each major town, along with a Scanpower supplied generator at Oringi. The power changes will take place over the next one to three months as the elements of the project are brought together.

56. Tararua Aquatic Community Trust

John Robertson stepped down as Chairperson of Tararua Aquatic Community Trust at the AGM of the Trust on 8 December 2015 after an estimated “over 12 years” in the role. At the same time, Ian McKenzie stepped down as Treasurer. Both remain on the Board as Trustees and we thank both of them for the huge effort and contribution they have made to the pool facility over some many years. The new Chairman is Brian Beale and new Treasurer is Peter Wimsett. On 15 December 2015 the Trust received a request for early withdrawal of the Management Contract by Kelly Weber. Mr Weber has been in the role for seven years and is pursuing other business interests. The next contract right of renewal date was from 1 July 2016 for three years. On 21 December 2015 the Trust agreed to allow Mr Weber to be released from his contract effective 31 March 2016 (three months early). The Trust has determined to employ a Manager for the Pool and staff rather than contract out the service. This will ensure full implementation of Pool Safe standards and greater control over the pool operations and reporting. Affected existing staff have been informed of the process the Trust is going through and a Manager’s position is to be advertised shortly.

57. CCTV

The Dannevirke CCTV system is now being actively used daily by Dannevirke Police. The recent aggravated robbery of the Hi-Way Dairy had supporting Public System CCTV footage. Prior to Christmas the Akitio Community installed two CCTV cameras at the beach settlement, while in Woodville the first two CCTV cameras of the WDV system were installed. At present there are 50 Tararua public CCTV cameras operational and output to the Palmerston North Police station.

58. Forestry Activity

A new Management contract was completed prior to Christmas with Forestry Owners Marketing Services with a completion date of 30 June 2018. This contract was subject to legal advice from both parties, in particular reviewing the document for appropriate treatment of new health and safety requirements.

The latest forestry report advises that the hauler has been pulled out and there are now only remnant areas to complete with a land-based crew moving in and out likely over the next five months.

59. Communication Network Meeting

Paul Stein, Communication Manager, Manawatu District Council has established a regional communication network - 'Manawatu Communications Network' - with the aim to facilitate networking, with a mix of professional development. Kimberley and Lianne attended the first meeting of the Manawatu Communication Network held at BCC in Palmerston North on Thursday, 26 November 2015. There was a good attendance across several industries and the opportunity to hear from a diverse range of speakers from the communication industry.

60. Emergency Management Social Media Workshop

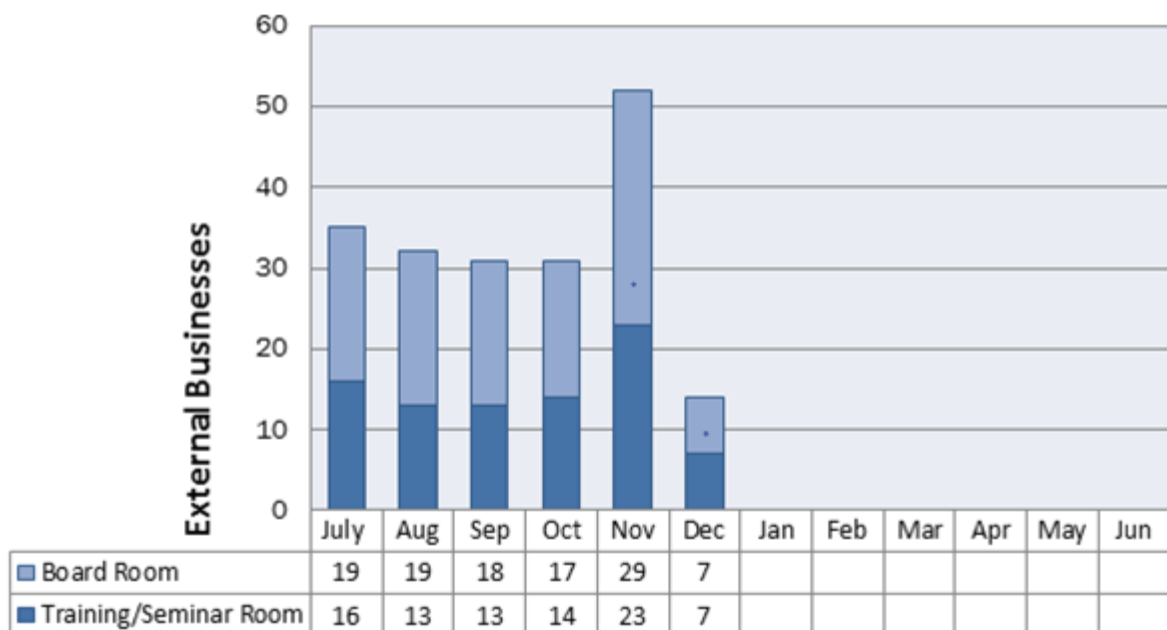
Kimberley and Lianne attended the social media workshop held at Caccia Birch House, Palmerston North on 4 December 2015. Horizons Regional Council hosted this meeting to enable the region to link to important information regarding the importance of social media in a civil defence event. We will follow up recommendations for additional tools in the social media platforms.

61. Tararua Business Network

The Tararua Business Network facilities in Dannevirke continue to be utilised by the following:

- Dannevirke Community Board
- PGG Wrightson – Training
- Community Meetings and Projects
- Health and Safety Webinars
- Healthcare NZ
- Road Safety Action Plan Group
- IRD - Business Training
- Business Mentors
- 'thebusinesscoach' Consultations
- 'Boost your Christmas sales' Workshop provided by 'thinkright'
- Business Networking Evenings
- Dannevirke Chamber of Commerce – After 5 Meeting & Committee Meeting
- Alistair Scott MP – Community Meetings
- Manawatu-Wanganui Regional Fire Committee
- Ministry of Justice
- Civil Defence
- Vocational Pathways Workshop with the Ministry of Education

62. Use of Facilities (2015/2016)



63. New Business Support

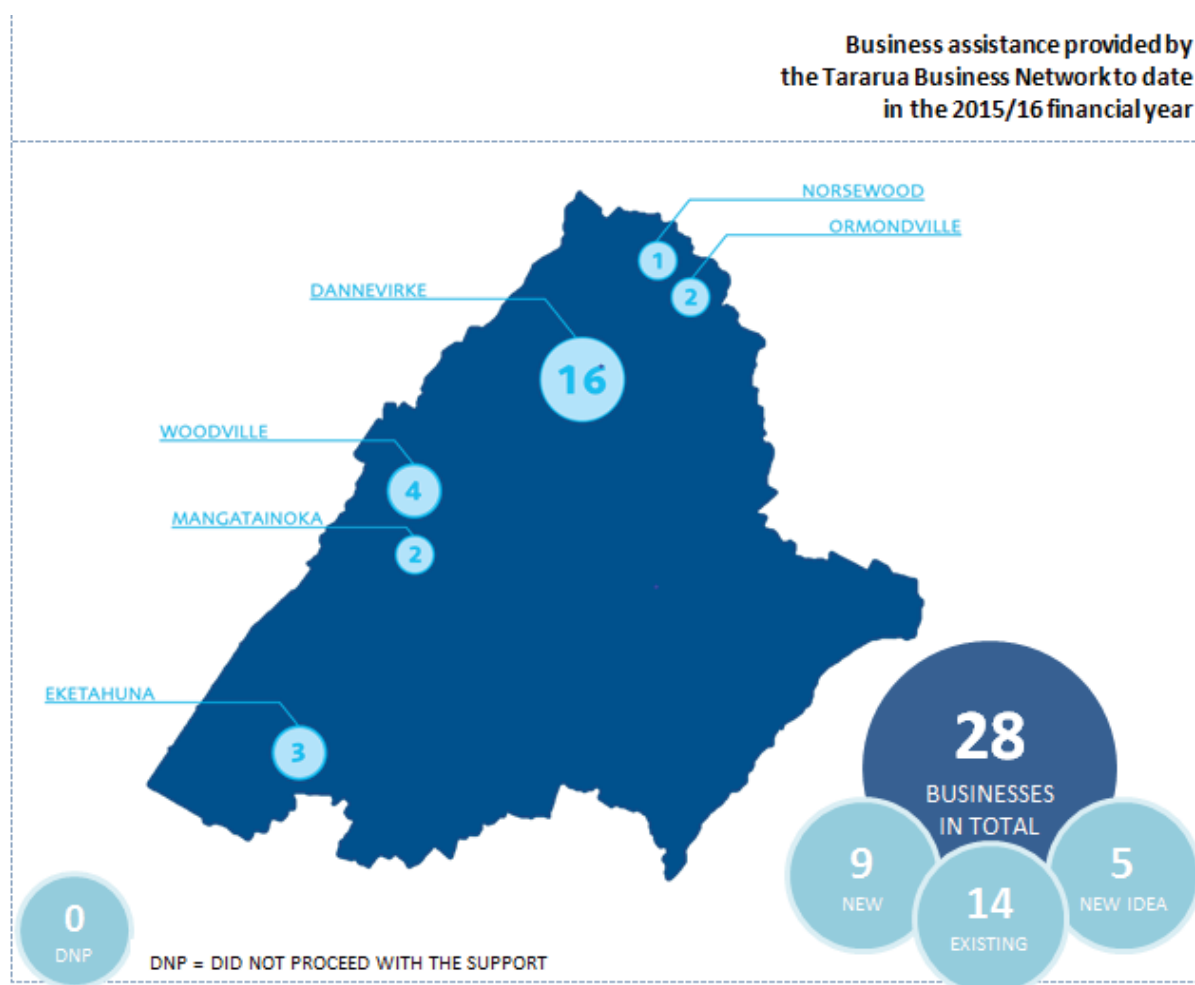
A range of people from across the district have approached us for business support this month. We continue to work in a number of areas with a new restaurant in Dannevirke, which includes regulatory requirements, marketing and community liaison. We are also working with another business with opportunities arising from the GO! Project.

64. Growing Existing Business Potential

We have had a client return to us for more support and assistance with Council Regulatory Services, with the aim of increasing their processing capability within the district. Also we have had a business requiring support to develop their sales and market opportunities.

Ongoing assistance is being provided to a broker for the sale of a business, which is being marketed nationally and internationally.

65. Geographic Statistics (July 2015 - Current



66. Development of Services

Following the success of the Tararua Business Network in Dannevirke, a satellite office is being opened at the Pahiatua Service Centre. This new office will operate in exactly the same way as Dannevirke, with the objective being “to be more accessible to residents in the southern ward”.

The Tararua Business Network satellite office in Pahiatua will officially open at an event being held on 28 January 2016 at 6:00pm.

This event will also incorporate the launch of the ‘Jackson Enterprises Southern Tararua Business Awards’ - an initiative being run by Cr Shirley Hull and Mr Lance Shearman of Monarch Funeral Homes in Pahiatua, in conjunction with the Pahiatua Chamber of Commerce.

ATTENTION!

Calling all members of the
Tararua business community...

Please join us...

to celebrate the opening of the Tararua Business Network in conjunction with the official launch of the Jackson Enterprises Southern Tararua Business Awards.

WHEN?
THURSDAY, 28 JANUARY 2016
FROM 6:00PM TO 7:30PM

WHERE?
TARARUA DISTRICT COUNCIL SERVICE CENTRE
136 MAIN STREET, PAHIATUA

PLEASE RSVP TO ANGELA RANDALL
angela.randall@tararua.govt.nz
06 376 0110

TARARUA BUSINESS NETWORK OPENING IN PAHIATUA

The Tararua Business Network service will be operating from the Tararua District Council Service Centre in Pahiatua on a fortnightly basis (by appointment) from Wednesday, 3 February 2016.

"Enabling, facilitating and linking small to medium business to grow successful, sustainable local business in Tararua."

FOR ENQUIRIES ABOUT THIS SERVICE, PLEASE CALL 06 376 0110 AND ASK TO SPEAK TO THE TARARUA BUSINESS NETWORK.

JACKSON ENTERPRISES SOUTHERN TARARUA BUSINESS AWARDS OFFICIAL LAUNCH

Nominations for the Southern Tararua Business Awards will officially open on this day.

These awards are designed to celebrate achievement in business and to recognise excellence, great service and best practise - as well as to provide local business with the opportunity to benchmark their success against other business.

"Step back and take a critical look at what makes your business tick."

The Tararua Business Network satellite office will be open for appointments on a fortnightly basis, beginning Wednesday, 3 February 2016. A review will be carried out in May to ascertain whether the opening hours are appropriate for the demand.

The satellite office will offer support to small and medium businesses, link them to mentors and regional business partners, as well as offering workshops and training programmes to the business community.

67. Training Opportunities

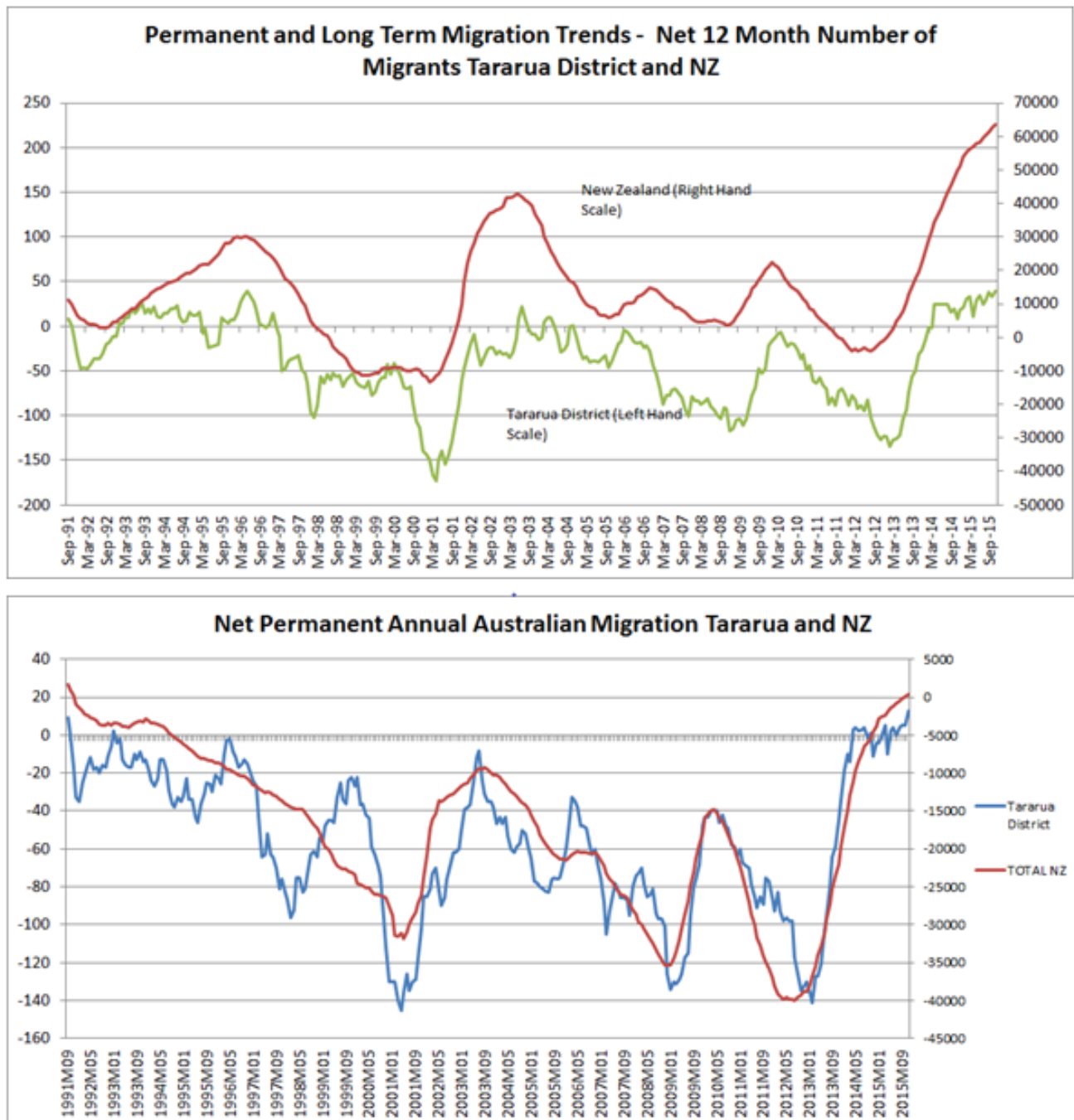
We are in the process of developing our programme for training and business support for the coming year, which will be rolled out at both of our Tararua Business Network offices.

NB The training programme delivered by the IRD, and the consultations with BCC at the Dannevirke & Pahiatua offices have been confirmed.

Economic Development

68. Statistics New Zealand

Latest statistics received for migration, report immigration at plus ten – this equates to plus 39 gain for the year to November. There was a net gain of four from Australia for the month of November.



69. Immigration New Zealand Meeting

Lianne attended a meeting in Masterton with the Settlement Attraction team from Immigration New Zealand on Tuesday, 8 December 2015. This included ASEAN and Europe Managers who are based in London and Kuala Lumpur. This team is responsible for assisting migrants who have money to invest in New Zealand.

The purpose of the first visit was to establish contact and start building relationships, which we can create a pipeline from investment opportunities to investor migrants. They informed us on how they operate and the current investor landscape.

70. Regional Collaboration Meeting

Lianne attended the regional meeting held at Vision Manawatu on Wednesday 9 December. Alan Cockrell updated the meeting that Vision Manawatu was in discussion with Immigration NZ to form a Regional Partnership Agreement to facilitate Foreign Direct Investment and skills improvement. He agreed to ask Philip Hastings of Immigration NZ to attend the next meeting. Craig Nash, Spearhead updated the group on plans around the Central Districts Field Days, 17-19 March 2016. The Regional Growth Study and Central NZ Agribusiness Strategy update session will be held at the CD Field Days.

71. Sprout Meeting

Sprout is a new business accelerator programme designed to fund the next generation of agritech start-ups in New Zealand.

Every year, Sprout will identify the best 8-10 agritech start-ups in New Zealand. Over 20 weeks, the start-ups and entrepreneurs will receive funding, alongside mentorship and training from leaders in technology, research and business growth. Companies will receive unparalleled access to the New Zealand and global farming networks to validate and grow their businesses.

At the end of the programme, startups will pitch to a hand picked group of investors, corporate partners and potential customers to support the continuation of the rapid progress achieved through the Sprout programme.

Sprout has one goal in mind: help entrepreneurs grow global agritech businesses from New Zealand. Sprout is a 20-week programme for entrepreneurs with the features designed based on studying the journeys of successful agritech start-up companies. By taking the key learnings from inventors, entrepreneurs, investors and employees in these startups, Sprout has designed a world-leading accelerator in the Agritech sector.

Louise and Lianne attended the Sprout Meeting held at BCC on Friday, 27 November 2015. They were able to meet the first selection of start-ups in New Zealand and had the opportunity to learn about the programme and understand the types of opportunities that could be of benefit to start-ups in our district.

72. Business Birthday Party

On Wednesday, 2 December 2015, we hosted an event to mark the first anniversary (“or birthday”) of the Tararua Business Network.

Feedback from attendee:

I just wanted to thank you for the birthday bash last night. It was enjoyable and very inspiring (and not just because of Samuel Gibson!). You have a great team and community over there and if there is any help that you need from me ...”

73. Proposed Walkway Te Apiti

Lianne and the Project Group have met with Meridian. There is still a lot to confirm regarding access, with Walking Access NZ also involved.

74. Events and Promotions

We have been focused on securing sites at the events we wish to participate in during 2016.

The events that have been confirmed are:

- The A & P Show Dannevirke (February)
- Auckland Motorhome Show (March) – 20,000 visitors expected
- Central Districts Field Days (March) - 30,000 visitors expected
- Mystery Creek Field Days (June) - 126,000 visitors expected
- The Auckland Home Show (September) - 61,000 visitors expected

We are now designing our sites for each show and organising the logistics around them.

75. Auckland Motorhome Show (Covi Supershow) 11-13 March 2016

The Covi Supershow is New Zealand's biggest Motorhome and Caravan expo. It annually attracts up to 20,000 visitors who are keen to find out about the latest products and innovations, meet with industry experts, and see the new products being launched at this Show.

We have secured a site right beside the New Zealand Motor Caravan Association - one of the most important exhibitors at the Show. Tararua District Council will be the only Council with a presence at this Show and one of only three sites dedicated to tourism in the North Island. We plan to showcase our great outdoors, excellent shopping and tourist attractions. Angela Randall and Carole Wilton (herself an enthusiastic motor home owner) will be travelling to Auckland and running the site over the three days of the Show.

76. Facebook Key Statistics





What does this mean?

 **1,938**

Highest total organic reach in one day (for the month of December)

 **5**

Lowest total organic reach in one day (for the month of December)

 **324**

Average total organic reach (for the month of December)

 **303**

Average total organic reach (for the month of November)

*total means any activity on our page

*organic means we have not paid anything to 'Boost' the reach

*reach is the number of people who have/may have seen this (this does not indicate 'Engagement' levels)

77. Marketing

<i>Independent, Community Group or Organisation</i>	<i>Event</i>	<i>Assistance Provided</i>
Tony Groome Forestry Ltd.	Company Hosted Tour	Provided 20x Gift Bags
Riding For The Disabled	Wheelbarrow Raffle	Provided Several Gift Items
Charlesfort Antiques	Handout For Customers	Provided 50x Antiques Brochures
Tararua REAP	Amazing Race	provided 3x Spot Prizes
Woodville Coast to Coast	Woodville Christmas Parade	Yes, water bottles

78. Wellington Regional News

In December, we featured in the 2015 edition of the Regional News, a free lifestyle and regional events news publication that is delivered to 60,000 households across Wellington and is free to pick up at railway stations, cafes, restaurants and shops around the region.

DECEMBER 1 TO DECEMBER 15, 2015

Lifestyle and Leisure 11

Tararua



– the Perfect Place to Unwind

Just two hours from Wellington is another world. A world that lets you break free from the stress of traffic jams, pushy commuters and signs flashing 'full' on the closest parking building to work when you're already ten minutes late. A world where you can leave this frantic city life far behind and take big, deep healing breaths again. Tararua. Well, it's a district actually.

Come to Tararua when those internal splatters of yours need a refresh. What kind of weekend do you want? Just you and your wonderful other-half blissfully cocooned in an intimate weekend for two?... or three cars full of the whole family and assorted mates rocking up for a high-energy blow out? Tararua can take care of all of you!

There are gorgeous little towns full of brilliantly quirky shops, world class antiques emporiums and high fashion stores (including Cherno and Augustline). There's lots of warm smiling country pubs and delicious cafes. And there's masses of outdoor opportunities – fishing in five different rivers, cycling along empty country roads, bush walks, hard core tramping and hunting for deer. Or you don't have to do anything – simply sit outside on the veranda and enjoy the serenity, listening to the cows mooing, the sheep baa-ing and the coffee brewing...

Tararua does life the way it should be done. There's time for chat, that second cuppa and more dessert. There is fresh air and adventure, treasure to be discovered and memories to be made. Tararua – it's more than just a promise!

DANNEVIKKE FANTASY CAVE

Adults \$5 Children \$2

80 High Street, Dannevirke

One Day - 12th March 10am to 4pm, Saturday 10am to 4pm
Closed Christmas Day and New Year's Day
2015 - 2016 open every day 10am to 4pm

SCHOOL HOLIDAY HOURS
Week, Thursday and Saturday 10am to 4pm
From every full term after 10am to 12.30pm

Ph: 06 374 1955 • Email: 06 374 8794 or 06 374 9013
www.fantasycave.net

VIKING LODGE MOTEL

100 High Street, Dannevirke | Ph: 06 374 8649
FREEPHONE 0800 379 371 | E: info@vikinglodgehotel.co.nz
www.vikinglodgehotel.co.nz

Friendly Dannevirke accommodation situated in the heart of Dannevirke township. In the Tararua District at the foot of the Raukumara Ranges. Our Tararua accommodation is just a short stroll to the Dannevirke shops, restaurants, cricket and bowling clubs. Short drive to Dannevirke Golf Club, and 15 mins drive to Harewood and Hawarua Industries. 11 serviced ground-floor units with car parking. Queen/super king beds available. Breakfast & much more by arrangement.

LEAVE THIS
FRANTIC CITY LIFE
FAR BEHIND
& TAKE BIG DEEP
HEALING BREATHS AGAIN

CALL 0800 TARARUA

TARARUA COUNTRY



79. 'A Slice of Hawke's Bay Summer' Magazine

Tararua District placed a quarter page advertisement in the Hawke's Bay 'A Slice of Hawke's Bay Summer' magazine, an annual publication which promotes the events happening in the Hawke's Bay region over the summer.

It is available free from i-SITES, hotels and motels, cafes and tourist sites and is a valuable resource for both Hawke's Bay residents and visitors to the region.



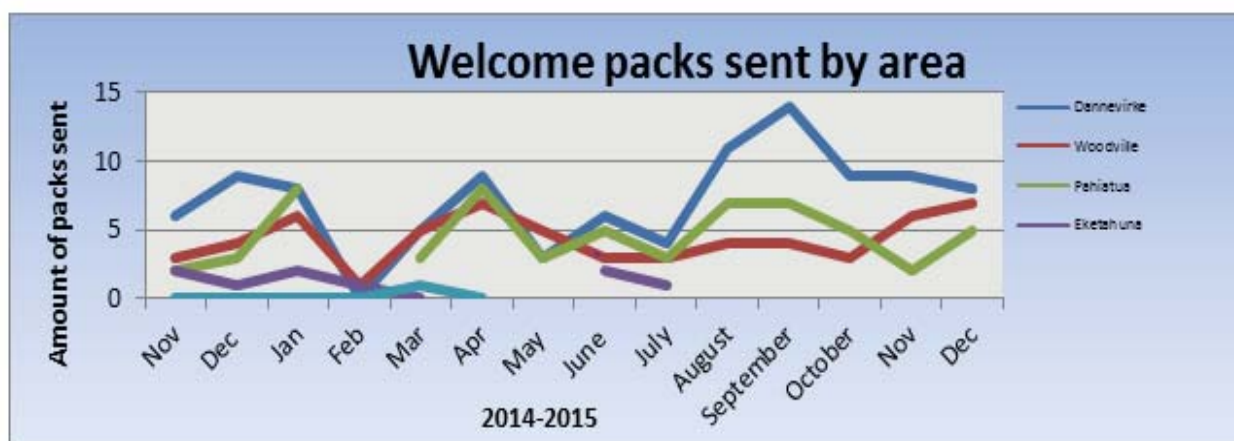
80. Palmerston North Airport Meeting

Lianne attended the Palmy Airports and Regions Meeting at Palmerston North Airport held on Wednesday, 9 December 2015 to discuss the marketing and development of a promotional plan for the launch of Jetstar service into the region.

Tararua i-SITE

81. Welcome Packs

A total of 38 Welcome packs were sent over November and December, five of these were sent outside of the district.



82. New Staff

Both Joanne and Sam have commenced their rostered shifts and have started their i-SITE Tourism Certificate modules. They are both doing extremely well.

83. Rack Cards

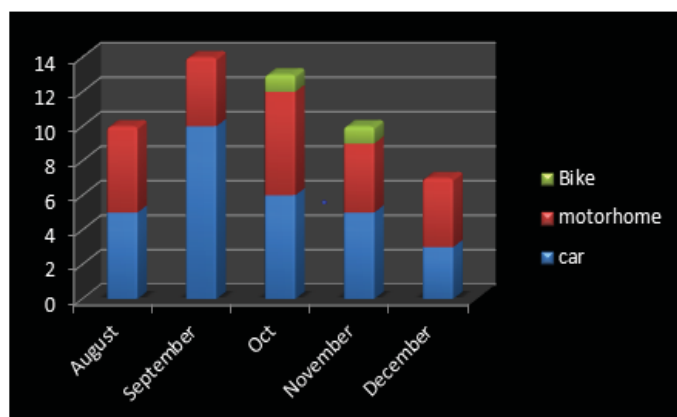
Six rack cards were organised for tourism businesses, including two new businesses that needed assistance with the design of their cards. These should be ready in January.

84. Woodville Xmas Parade

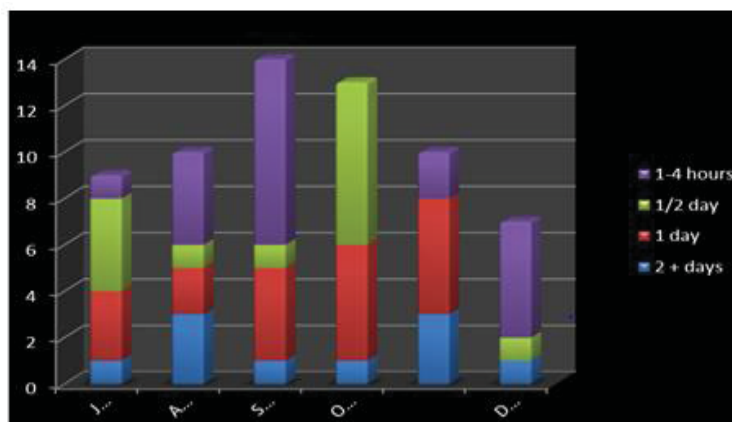
The i-SITE handled all stall bookings for the parade, there were record numbers there this year as all stalls were free. The i-SITE also had a stall there promoting the district and selling souvenirs.

85. Customer Surveys

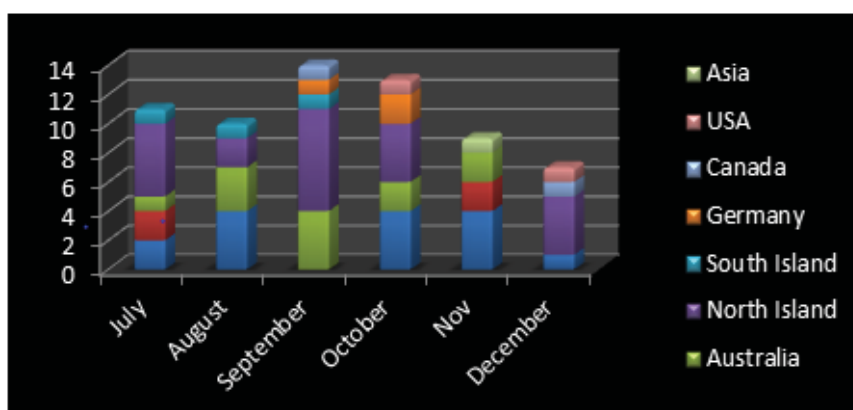
Method of Travel



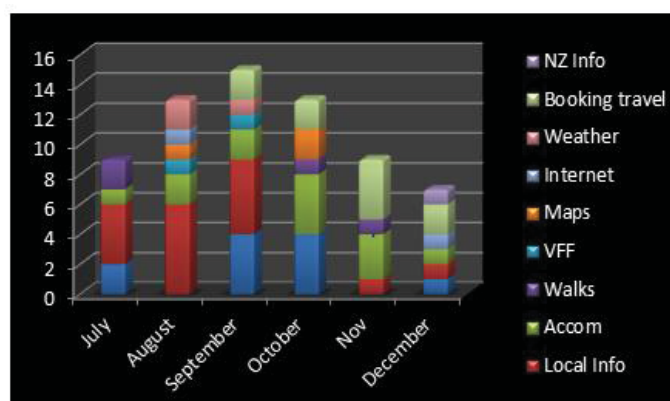
Length of Stay in Taranaki



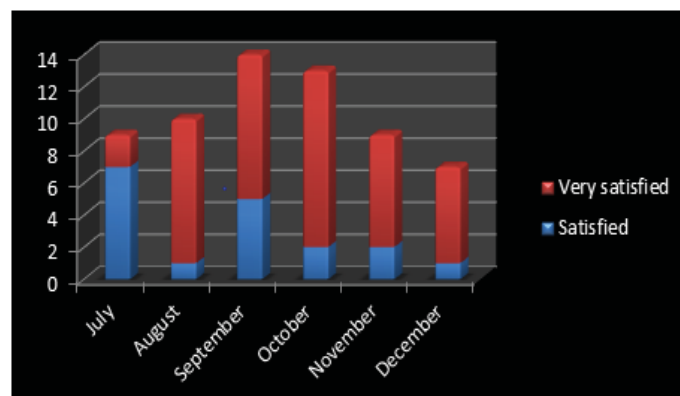
Origin



Type of Enquiry



Visitor Satisfaction



86. Accommodation and Travel Sales - November & December 2015 - Tararua i-SITE

Company sales

Start date: Sunday, 1 November 2015

Note: All amounts in this report include GST

End date: Thursday, 31 December 2015

Selected by: Sale date

Company	Tickets	Pax	Ticket value	Comm.	% Comm.	Comm per sale	Operator	Sale
Sale type: Agent all								
Interislander	11	11	\$2873.00	\$287.30	10.0%	\$26.12	2,585.70	\$2873.00
Blue Bridge	14	14	\$2492.10	\$249.21	10.0%	\$17.80	2,242.89	\$2492.10
Intercity Coachlines	54	54	\$1688.00	\$168.80	10.0%	\$3.13	1,519.20	\$1688.00
Bookit Online Accommodat	14	14	\$1368.00	\$157.41	11.5%	\$11.24	1,210.59	\$1368.00
Naked Bus	11	12	\$450.99	\$45.10	10.0%	\$4.10	405.89	\$450.99
Bay Plaza Hotel	1	1	\$240.00	\$24.00	10.0%	\$24.00	216.00	\$240.00
Tranzit Coachlines	12	16	\$221.00	\$22.10	10.0%	\$1.84	198.90	\$221.00
Tranzscenic	1	1	\$213.00	\$21.30	10.0%	\$21.30	191.70	\$213.00
Wellington Waterfront Moto	1	1	\$50.00	\$5.00	10.0%	\$5.00	45.00	\$50.00
Subtotal	119	124	\$9596.09	\$980.22	10.2%	8.24	\$8615.87	\$9596.09

87. Social Media

Facebook

Total Page likes as of today: 571



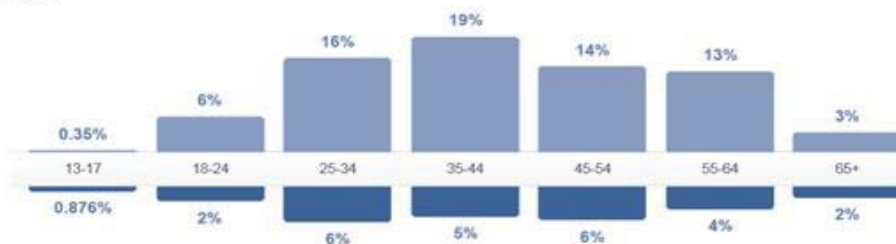
The people who like your Page

Women

73%
Your Fans

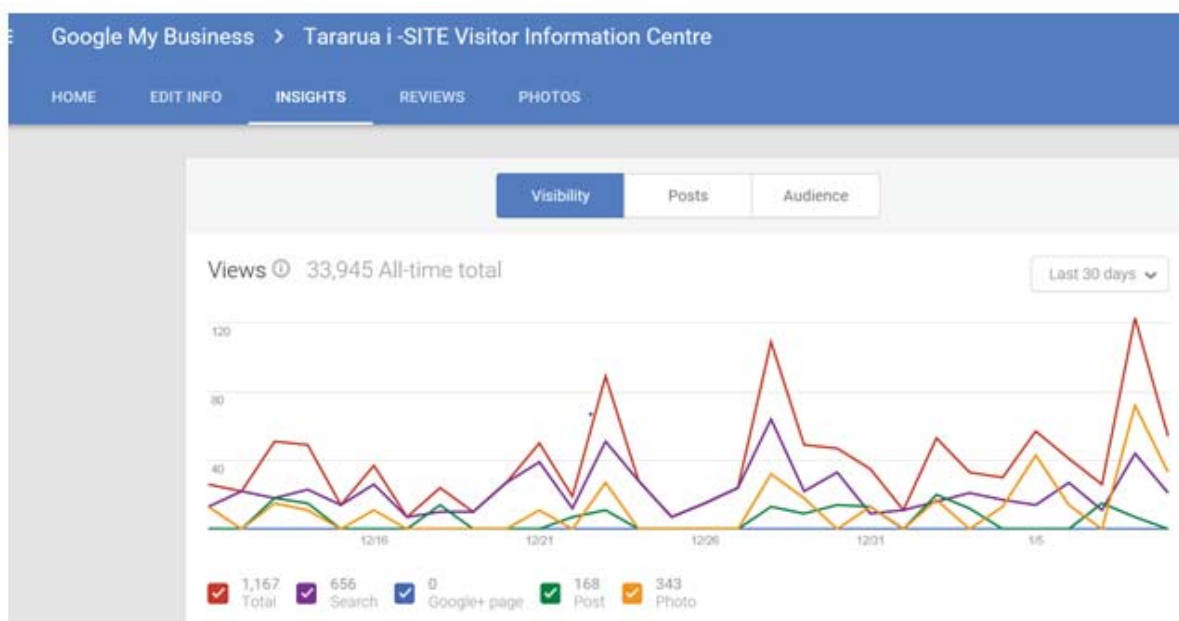
Men

26%
Your Fans



Country	Your Fans	City	Your Fans	Language	Your Fans
New Zealand	489	Palmerston North, Man...	136	English (US)	355
Australia	45	Dennevirke, Manawatu...	73	English (UK)	206
United States of America	12	Auckland, Auckland Re...	39	Spanish	2
Malaysia	3	Mangatainoka, Manaw...	17	Dutch	2
United Kingdom	3	Wellington, Wellington...	17	French (France)	1
India	2	Ballance, Manawatu-W...	13	Portuguese (Brazil)	1
France	1	Linwood, Canterbury	12	Italian	1
Italy	1	Masterton, Wellington...	10	Spanish (Spain)	1
Singapore	1	Napier, Hawke's Bay	8	Thai	1
Spain	1	Alfredton, Manawatu-...	8	Albanian	1

Google my Business



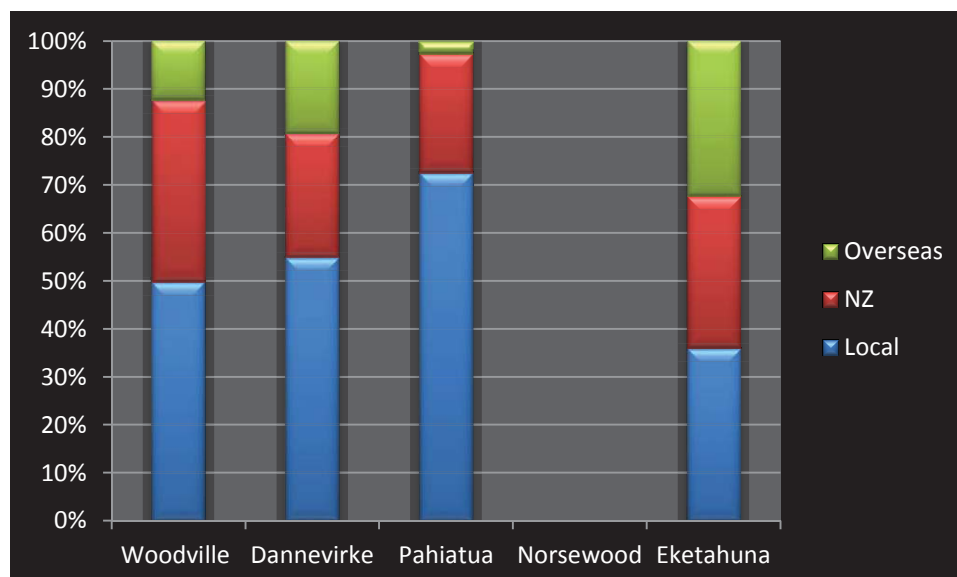
88. Tararua Information Centres Statistics

No stats from Norsewood Info Centre as they were closed during December

	Nov & Dec 2015	Nov & Dec 2014
Local	2,918	2,897
NZ	1,657	1,878
Overseas	746	1,060

An increase in local visitors from the same period in 2014

December



Planning

89. Resource Legislation Amendment Bill 2015

The government has recently introduced the Resource Legislation Amendment Bill 2015. The purpose of the Bill is to improve national direction, create a responsive planning process, simplify the resource consenting system, acknowledge the importance of affordable housing, create better alignment with our legislation, and various administrative changes.

The key changes being proposed include:

- Local authorities must invite iwi to enter into an 'iwi participation arrangement'.
- Require councils to follow a national planning template that prescribes the structure, format and content of plans.
- Provide two new options for how plans are made – 'streamlined' and 'collaborative'.
- Require that 'simple' resource consent applications are processed within 10 working days.
- Enable councils to waive resource consent for minimal or temporary non-compliance (where effects are minimal).
- Reverse the presumption that land may not be subdivided unless provided for in plans.
- Remove duplication and enable alignment with consent processes in other Acts.
- Require the management of significant risks from natural hazards as a matter of national importance.
- Require councils to be responsible for ensuring sufficient long-term residential and business development capacity.
- Delete councils' responsibility for managing hazardous substances.
- Remove financial contribution provisions from the RMA (within 5 years).

The Bill has been referred to the Local Government and Environment Select Committee for consideration. The deadline for making a submission to the select committee is 14 March 2016.

Council staff will undertake an analysis of the Bill to provide Council with advice on making a submission.

Regulatory

Alcohol Licensing

90. Legislation Changes or Legislation Comments

Two bills were introduced in Parliament in December:

Sale and Supply of Alcohol (Exemption for RNZRSA Clubs from Special Licencing Requirements for Anzac Day) Amendment Bill

This bill resolves an anomaly and reduces unnecessary compliance costs on Royal New Zealand Returned and Services Association clubs, which serve liquor on Anzac Day in a way that does not contribute to significant alcohol-related harm.

Sale and Supply of Alcohol (Display of Low-alcohol Beverages and Other Remedial Matters) Amendment Bill

This bill provides for the mechanisms to correct certain minor and technical issues that have emerged with the Sale and Supply of Alcohol Act 2012. The bill does not affect the original policy intent or amend any substantive issues. This will allow the display and sale of “zero percent” alcohol in the designated area of grocery stores and supermarkets. Currently the grocery chains do not stock these products, as they believe it is not right to display these branded products next to the likes of fizzy drinks where the strong brand association would be normalised. Being at 0.0%, there would be nothing wrong with minors purchasing the product. Foodstuffs in particular want to stock the zero percent range as they believe it enhances the object of the Act, but are loathed to place these products out with main order grocery items.

91. Non-Compliance Issues and or Breaches of the Act

On Thursday 11 December 2015 the Police, a Mid Central Health Compliance Officer and the DLC Inspector conducted a Controlled Purchase Operation in the district. We visited 17 premises, concentrating on Off Licences. All the Off licences passed. Four On licences were visited at random.

MCH engaged the services of two volunteers, both female aged 17. Three of the On licences tested sold alcohol to the minors.

While most of the licensees appreciate the test, a few take exception to the apparent under handed nature of the operation and feel that it is a set up orchestrated by the agencies. These few licensees always become quite aggressive and often pursue the volunteers out of the premises. The agency representatives are on hand to intercept and discuss any issues with the licensee. The operation is carried out under Police national guidelines and is run by the Police who have a requirement to carry out at least two operations a year.

Action Taken

Two premises will have a 24 hour suspension negotiated with the Police and DLC Inspector. The suspension will be sent to ARLA for a decision and a suspension date.

One premises will be referred directly to ARLA, as it is the second offence in a year. This penalty could start at a seven days suspension.

The Duty Managers will be referred to ARLA for determination.

92. District Licensing Committee Activity

Application Type - November	Applications Received	Applications Granted	Applications Refused
Manager Certificate - New	2	2	
Manager Certificate - Renewal		3	
On Licence - New	1	2	
On Licence - Renewal	1	1	
Off Licence - New		2	
Off Licence - Renewal	1	1	
Club Licence - New			
Club Licence - Renewal		1	
Special Licence	3	3	
Temporary Authority - On			
Temporary Authority - Off			
TOTAL	8	15	0

Application Type - December	Applications Received	Applications Granted	Applications Refused
Manager Certificate - New	4	6	
Manager Certificate - Renewal	1	2	
On Licence - New		1	
On Licence - Renewal	1	1	
Off Licence - New			
Off Licence - Renewal	1	1	
Club Licence - New			
Club Licence - Renewal			
Special Licence	6	6	
Temporary Authority - On			
Temporary Authority - Off			
TOTAL	14	17	0

An application for an On Licence by Black Dog 2015 attracted two public objections and Police opposition. It was decided at the December DLC meeting to hold a Public Hearing to determine the application. The hearing will be held on Thursday 4 February 2016 at 10am in the Council Chamber.

93. Non Financial Performance Measures

Performance Measures - Alcohol Licensing					
Major aspect	Level of service	Performance measure	2013/14 Results	2015 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	Achieved 100% Target 100%	95%	78% On Target

Animal Control

94. General Matters

Dog aggression is still on the increase, this includes attacks on people, pets, stock, wildlife and rushing incidents. Speaking with other Dog Control Officers in the country, it appears that there is nationwide increase with these types of incidents. The current weather pattern may be a contributing factor, where people are out and about more and there is a greater chance of interaction with dogs.

We have had some new dog traps made locally. These are used where there is an issue with a dog wandering and causing a nuisance on private property, usually at night. There are times where we are unable to locate or catch the dog and a trap is deployed to assist. The traps have helped to remove these problem dogs from the area.



Manawatu District Council will have an Officer working with us two days a week to assist with completing the unregistered dog list. We currently have 95% of known dogs registered for this year. There has been some good work done by our administration team who have assisted in locating owners who appear to be out of district or moved within the district. This has helped to reduce the unregistered dog numbers.

We had a dog owner dispute our classification of her dog as menacing by deed. The Tribunal and Hearings Committee will meeting be on Monday 15 February 2016 in the Council Chamber at 1.00pm to consider the objection and staff report.

There was also an incident where one of the ACO's vehicle was damaged by an owner of the dog whose dog was impounded for roaming. The police have been informed and are investigating the matter.

We have identified the need for some areas that can be used as a safe off leash dog only exercise area in Dannevirke. The current area is on the northern boundary of Dannevirke, which according to feedback from dog owners makes it difficult to access, particularly those who live at the southern end of town. Owners has expressed that is just too far to walk their dog and when they get there they have to be wary of other users and keep their dogs on leash which they feel defeats the purpose of an off leash dog area. Any area that is developed needs to be for the exclusive use of dogs, suitably equipped for dog stimulation and properly fenced so dogs cannot escape. Pahiatua and Woodville would similarly benefit from the same kind of asset.

The ACO team will work with other departments to explore options and brief Council when appropriate.

95. Monthly Dog Pound Statistics

Reason for Impounding - November	Number of Dogs	Year to Date
Roaming	15	76
Unregistered	0	12
Roaming and known to be unregistered	6	22
Rushing	2	2
Barking	0	0
Failure to comply with classification - Menacing	0	0
Failure to comply with classification -Dangerous	0	0
Failure to comply with Bylaw	0	0
Attacking - Person	1	4
Attacking – Stock	1	4
Attacking - Domestic Animal	0	0
Attacking - Protected Wildlife	0	0
Released to Council	1	2
Welfare	1	2
Total	27	124

Resolution of Impounding - November	Number of Dogs	Year to Date
Returned to Owner	15	55
New Owner/Rehomed	6	11
Destroyed	15	58
Total	36	124

Reason for Impounding - December	Number of Dogs	Year to Date
Roaming	9	85
Unregistered	7	19
Roaming and known to be unregistered	10	32
Rushing		2
Barking		0
Failure to comply with classification - Menacing		0
Failure to comply with classification - Dangerous		0
Failure to comply with Bylaw		0
Attacking – Person	1	5
Attacking – Stock		4
Attacking - Domestic Animal	2	2
Attacking - Protected Wildlife		0
Released to Council	1	3
Welfare	1	3
Total	31	155

Resolution of Impounding - December	Number of Dogs	Year to Date
Returned to Owner	18	73
New Owner/Rehomed	3	14
Destroyed	3	61
Total	24	148

96. Registration Statistics

Classification	Registered	Unregistered	Total
Dangerous Dog	4	2	6
Rural Domestic Dog	1804	76	1880
Preferred Dog Status	346	0	346
Urban Domestic Dog	870	126	996
Working Dog	3424	146	3570
Total	6648	350	6798

97. CRMs

November	Ind/Com Nth Ward	Ind/Co m Sth Ward	Non Rateabl e	Rural Nth Ward	Rural Sth Ward	Unknown	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Aggressive Dog		1			1	3			5	18
Barking Dog - First Call - Record Only	1	1		1		8	4	5	20	116
Barking Dog - SECOND CALL / ATTENDANCE REQUIRED	1			1		6	3	2	13	52
Dead Dog				1		1		1	3	4
Dog Attack						1	1	1	3	28
Dog Bylaw Breach						1			1	11
Dog Other						2	1	1	4	21
Dog Welfare Concern									0	4
Roaming/ Uncontrolled/ Secured Dog		1	1	1	2	32	13	6	55	251
Roaming Stock				2		12	1		15	76
Rushing Dog									1	7
Total	2	2	0	5	1	34	10	10	120	588

December	Ind/Com Nth Ward	Ind/Co m Sth Ward	Non Rateabl e	Rural Nth Ward	Rural Sth Ward	Unknown	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Aggressive Dog						1			1	19
Barking Dog - First Call - Record Only				5		8	7	9	29	145
Barking Dog - SECOND CALL / ATTENDANCE REQUIRED				2		2	6	9	19	71
Dead Dog									0	4
Dog Attack							1	1	2	30
Dog Bylaw Breach									0	11
Dog Other		1		2				2	5	26
Dog Welfare Concern										4
Roaming/ Uncontrolled/ Secured Dog	1	1		1	3	16	11	3	36	287
Roaming Stock						13	1	1	15	91
Rushing Dog									0	7
Total	1	2		10	3	40	26	25	107	695

98. Non Financial Performance Measures

Performance Measures - Animal Control					
Major aspect	Level of service	Performance measure	2013/14 Results	2015 Target	Current result
Community Outcome(s): 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.	Achieved 76% Target 70%	Not measured	N/A
		Percentage of calls that involve dog attacks responded to within 2 hours	Achieved 100% Target 100%	100%	88% Needs Improvement <u>Note 1</u>
	Promoting responsible animal ownership through public education	Educational publications and programmes are available to the community	New measure	Minimum of 6 articles per year Minimum of 4 educational presentations per year	Nil <u>Note 2</u> Nil <u>Note 3</u>

Note 1:

This is mainly due to the availability of ACO. On most days we only have 1 hence response times have exceeded. Total number of calls received for dog attacks was nine and seven were responded to within 2 hours. All calls relating to dog attacks have been responded to.

Note 2:

The New Senior ACO will work on publishing the educational articles

Note 3:

We will be working with Elayne Hand who is a dog trainer and behaviourist to implement the “DogSmart Educational program for schools, in conjunction with the “ZeroBites Dog Training” developed by Christchurch City Council.

Building

99. General Matters

November and December were very busy months with a high intake of consents. LIM's and Building Packet volumes also remained high.

The Building Department passed the Accreditation with only 2 Corrective Actions (CARs) and 18 strong recommendations. The CARs are required to be cleared by the end of February 2016.

Tui Brewery Tower strengthening consent was issued, a building consent was also received for the new boutique brewery at the Mangatainoka site.

After a recent house fire at Pongaroa a Notice to Fix was issued in regards to securing loose and dangerous building materials, including unstable walls still standing. Council undertook this work under urgency with a digger, after receiving advice the owner did not have the resources to comply. Staff are working on a resolution to try to get the local community to clean up the site, discussions are ongoing.

100. Short Course, Workshop or Conference Attendance

Nil

101. Legislation Changes or Legislation Comments

We are still awaiting the final outcomes of the Earthquake Strengthening bill and the Fencing of Swimming Pool Act.

102. Non-Compliance Issues and or Breaches of the Act

The issue regarding the earthquake prone wall between two buildings on the main street of Pahiatua is still ongoing. Council is in discussions with lawyers of both building owners. The main issue of contention is over the ownership of the wall. The wall remains standing.

Action Taken

Discussion between the two owners and Council remain ongoing.

Resolution

No resolution to date.

103. Monthly Building Consents Statistics

Consent Processing Time Frames - November	Month	Year to date
Total days	232	*
Average of Days Taken (/30)	7.73	*
10 days or Less	12	*
11 - 15 Days	9	*
16 - 17 Days	2	*
18 – 19 Days	0	*
20 Days	0	*
>20 Days	0	*
TOTAL	23	
Percentage processed within 20 day limit	100%	
Consent Values		
Total Value	\$3,109,907.00	\$9,501,799.00
Average Value	\$135,213.35	\$76,014.39

Consent Processing Time Frames - December	Month	Year to date
Total days	318	*
Average of Days Taken (/23 – factoring in shut-down period)	13.83	*
Consent Breakdown		
10 days or Less	9	*
11 - 15 Days	13	*
16 - 17 Days	2	*
18 – 19 Days	2	*
20 Days	1	*
>20 Days	0	*
TOTAL	27	*
Percentage processed within 20 day limit	100%	
Consent Values		
Total Value	\$2,472,468.00	\$11,974,267.00
Average Value	\$91,572.89	\$78,778.07

*- There are discrepancies in the report that is generated from Authority and the report that is generated from the GoGet system. Accurate data is unable to be provided this month.

Inspection Results Report – November	Month	Year to date
No of passed inspections	85 (83.3%)	571 (88.0%)
No of failed inspection	17 (16.7%)	78 (12.0%)
TOTAL	102	649

Inspection Results Report - December	Month	Year to date
No of passed inspections	72 (82.8%)	643 (87.4%)
No of failed inspection	15 (17.2%)	93 (12.6)
TOTAL	87	736

104. Non Financial Performance Measures

Performance Measures - Building					
Major aspect	Level of service	Performance measure	2013/14 Results	2015 target	Current result
Community Outcome(s): <i>Prosperous economy • Collaborative Council</i>					
Public safety	<i>Ensure that the district's built environment is safe and healthy</i>	<i>All swimming pool and/or spa fencing inspected once every 5 years</i>	New Measure	100%	100% On Target
Customer Service	<i>Building safe communities through cost effective and streamlined processes</i>	<i>Consents issued within statutory timeframes</i>	Not achieved 98% Target 100%	100%	100% On Target

105. Swimming Pool Inspections

	Inspected	Passed	Failed	Removed*
July	42	36	2	4
August	29	10	4	15
September	42	22	8	12
October	31	15	4	12
November	6	4	0	2
December	1	1	0	0
January				
February				
March				
April				
May				
June				
TOTAL /269	151	88	18	45

**-on inspections the pools are not there ie have been removed by owners*

The owners of the Pools that have failed have been sent a letter asking that repairs and or modifications be made.

General Inspection

106. General Matters

Following an article in the Manawatu Standard regarding the placement of cameras in Poplar reserve, the cameras were stolen.

Police are still trying to locate the person who was captured on camera lighting a fire at Marima Domain.

107. Illegal Dumping Collection

	Tonnage	Transfer Station Cost (\$)
July	1.300	155.05
August	0.870	173.14
September	0.980	107.56
October	0.390	57.03
November	0.920	124.60
December	0.170	26.70
January		
February		
March		
April		
May		
June		
Year to Date	4.630	644.08

108. CRMs

November	Ind/Com Nth Ward	Ind/Com Sth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Unknown	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Abandoned Vehicle		1			1	3			5	12
Illicit Dumping				2		13	1		16	73
Noise - Stereo/ Drums/ Party - First Call - Record Only						6	7	12	25	110
Noise - Stereo/ Drums/ Party - SECOND CALL / ATTENDANCE REQUIRED						9	10	11	30	110
Noise Other - First Call - Record Only							2	2	4	6
Noise Other - SECOND CALL / ATTENDANCE REQUIRED									0	3
Overhanging Trees or Projections from Private Property									0	6
Stock Crossings									0	2
Total	0	1	0	2	1	31	20	25	80	323

December	Ind/Com Nth Ward	Ind/Com Sth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Unknown	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Abandoned Vehicle			1			1		1	3	15
Illicit Dumping						7	1		8	81
Noise - Stereo/ Drums/ Party - First Call - Record Only						14	12	13	39	149
Noise - Stereo/ Drums/ Party - SECOND CALL / ATTENDANCE REQUIRED						10	10	12	32	142
Noise Other - First Call - Record Only						3	2		5	11
Noise Other - SECOND CALL / ATTENDANCE REQUIRED						1			1	4
Overhanging Trees or Projections from Private Property									0	6
Stock Crossings						1			1	3
Total	0	0	1	0	0	37	25	26	89	412

Comments on CRMS

Nil

109. Non Financial Performance Measures

Performance Measures – General Inspection					
Major aspect	Level of service	Performance measure	2013/14 Results	2015 target	Current result
Community Outcome(s): Collaborative Council • Sustainable environment • Great lifestyle					
Liveable communities	Excessive noise complaints will be attended to by council to minimise disturbance to others	Percentage of noise complaints responded to within an hour	New Measure	95%	83.9% Not Achieved
Attractive Communities	Control excessive rubbish dumping, overhanging vegetation and fire hazards through monitoring and enforcement	Percentage of complaints responded to within 48 hours	New Measure	90%	100% On Target

Health

110. General Matters

The event organisers for the Hurricanes Rugby match in Eketahuna have been in contact, a meeting was held to ensure that food concessionaires are aware of the requirements. Food handler guidance will be given to all concessionaires ahead of the event to ensure that they are well prepared for the day.

A number of applications for Food Stalls at the district Christmas Parades were received and processed. Applicants were contacted on a case-by-case basis to provide food handler guidance and food storage.

The Food, Health and Liquor page on the Tararua District Council website has been updated to reflect the changes in the Food Act legislation. The aim is to provide customers with more information when they are looking to set up as a new food business, fundraising and food stalls, and for existing businesses wanting to know more about the changes.

111. Short Course, Workshop or Conference Attendance

The New Zealand Institute of Environmental Health held a seminar for members and their managers. The seminar was held in Palmerston North and was attended by members from the Lower, Central and Eastern areas. The focus of the seminar was on the implementation of the Food Act 2014, presenters included the Ministry for Primary Industries (MPI) and Auckland Council.

Key learnings included;

- Food Act verifier competencies, and the requirement to ensure that regular training needs are identified;
- Implementation of fees under s198 of the Food Act 2014;
- MPI fees for application as a Recognised Agency and Food Safety Officer appointment;
- Food business grading bylaws.

112. Legislation Changes or Legislation Comments

The Food Regulations 2015 were formally announced on the 18 December 2015, and provide valuable information on the implementation and verification of the Food Control plan templates and the requirements for business that will operate under a National Programme.

MPI have made available a number of tools for the Food Act 2014 implementation. The “Where do I Fit” tool for food business and transition schedule are on the website, businesses with an on licence for liquor will be one of the first groups to transition. All food business in the District have been contacted to inform them of the Food Regulations 2015 announcement and the tools that have been made available.

A number of tools have also been released for regulators and verification agencies, in addition to this MPI sends a regular newsletter called Food News to local councils with information and developments about the Food Act 2014. These are also available on the website .

113. CRMs

November	Ind/Com Nth Ward	Ind/Com Nth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Unknow n	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Dead Animal/s - Private Property										
Hazards Environmental Spill										1
Health Complaint Miscellaneous										6
Industrial Noise Complaint						3			3	3
Offensive Odour							1			1
Poultry Noise										
Rodent Infestation					1				1	1
Smoke Nuisance						1		2	3	3
Total					1	4		2	7	15

December	Ind/Com Nth Ward	Ind/Com Nth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Unknow n	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Dead Animal/s - Private Property							1		1	1
Hazards Environmental Spill									0	1
Health Complaint Miscellaneous					1	1	3		5	11
Industrial Noise Complaint									0	3
Offensive Odour									0	1
Poultry Noise									0	
Rodent Infestation									0	1
Smoke Nuisance						1	3	4	8	11
Total					1	2	7	4	14	29

114. Non Financial Performance Measures

Performance Measures – Environmental Health					
Major aspect	Level of service	Performance measure	2013/14 Results	2015 target	Current result
Community Outcome(s): Prosperous economy • Collaborative Council					
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	New Measure	90%	On Target

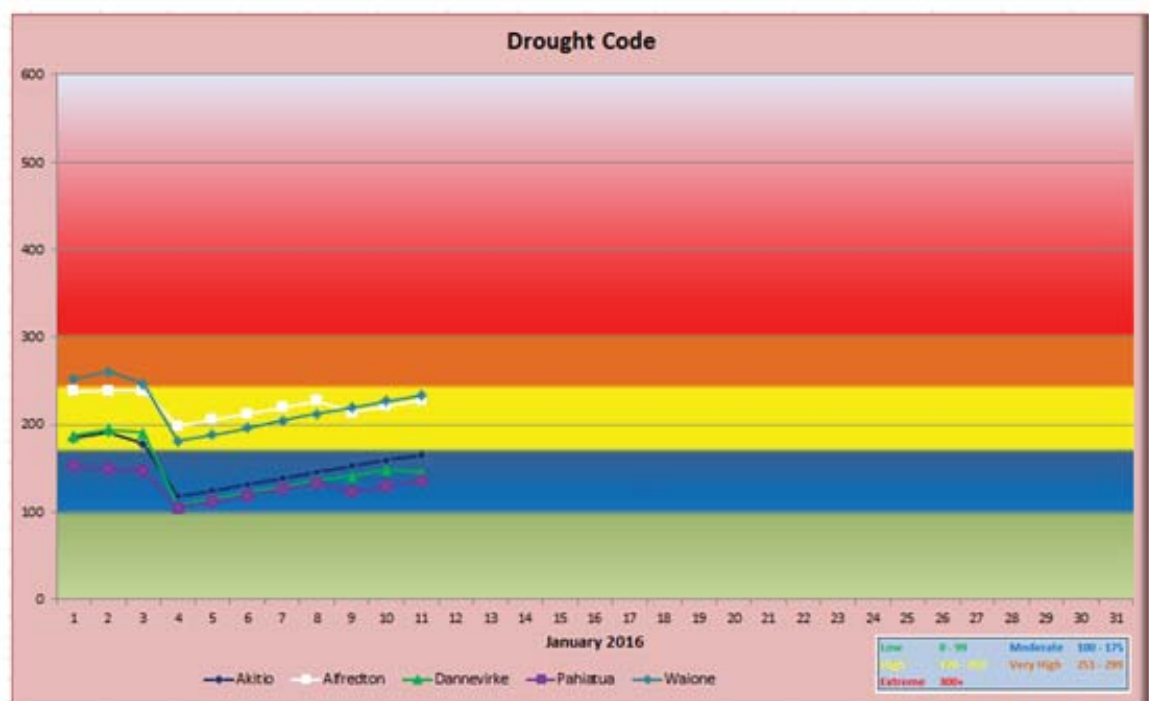
	November/December	Year to Date
High Risk Food Inspections	22	76
Low Risk Food Inspections	0	6
Food Control Plan Audits	4	6
New Business Enquiry	6	12
New Food Business Registered	1	5
Business Closed	*	3

Emergency Management



115. Fire Season

El Nino is still with us and we are experiencing unusually cold wet weather spells for this time of the year. The biggest risk to us at the moment is the long grass on the side of our roads. We had three grass fires during December, which appear to have been started by cigarettes being thrown out of passing cars. There is more rain forecast and I expect that it may be another two to three weeks before we go into a restricted fire season. Landowners are being overly optimistic on whether the fire they light will remain contained to the area lit. As an example, an account for \$5,300 was sent to one farmer in the New Year to cover fire fighting costs for a fire on his property, which was unattended and drifted over 400m away in strong winds.



116. Rural Fire Training

The Basic Rural Fire Fighter/Pump operator course was held at Herbertville VRFF Station on 4-5 December 2015. We now have 10 new volunteer Rural Fire Fighter/pump operators on board. I was impressed by the quality of the students who passed the course.

117. Incident Reports

NRFA Classification Type	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Power Lines	1	0	0	0	0	0							1
Vehicle - Car, Truck etc.	0	0	0	1	1	3							5
Farm/Forest Machinery	0	0	0	0	0	0							0
Camp fires/bonfires/rubbish fires	1	1	0	2	0	3							7
Smokers	0	0	0	1	0	3							4
Land clearing escaped - Open Fire Season	0	0	0	2	0	3							5
Land clearing escaped - Restricted/ Prohibited Fire Season (no Fire Permit)	0	0	0	0	0	0							0
Structural - House/Shed	4	0	3	2	3	2							14
Pyrotechnics Fireworks	0	0	0	0	0	0							0
False Alarm	4	6	2	2	6	2							22
Medical Assist	1	0	0	0	1	2							4
Motor Vehicle Accident	0	1	0	0	0	1							2
Miscellaneous	0	0	1	1	0	0							2
Total	11	8	6	11	11	19							66

Civil Defence



118. Civil Defence Plan

The Plan, apart from some formatting, is completed. It now needs to be passed by Senior Management prior to going to Council, and will be presented to the February Council meeting for approval.

Library

119. Children's Reading Programmes

January will see the continuation of the Summer Reading programmes being run at each branch over the holidays. Each branch will have entertainers Zappo and Mary Kippenberger performing. The programmes run until 22 January, with children reporting in on their books read either verbally or with a written review, depending on which programme they are enrolled in. On 27 January, each branch will run their finale party for the children who have completed the programme. The finale parties consist of an entertainer, and then the presentation of the completion certificates, medallions and free book for each child.

Staff will be busy over the next few weeks, organising the events and continuing with the report in's for both programmes.

120. Pahiatua Library – Alterations

The refit and reorganisation of the Pahiatua Library is almost complete. January will see the installation of the air conditioning in the adult section of the library, the front window replaced and the new shelving installed. Already staff have had complimentary comments made regarding the changes and the access to toilets.

121. Woodville Library / i-SITE Redevelopment

The concept plans and costings are expected from BECA this month. The replacement microfilm reader was installed in the library in late December. This machine allows for print and digital copies to be made from the microfilm, and also takes up a lot less space and does not require a darkened area to be effective. This machine will also allow staff to answer email enquiries much more efficiently.

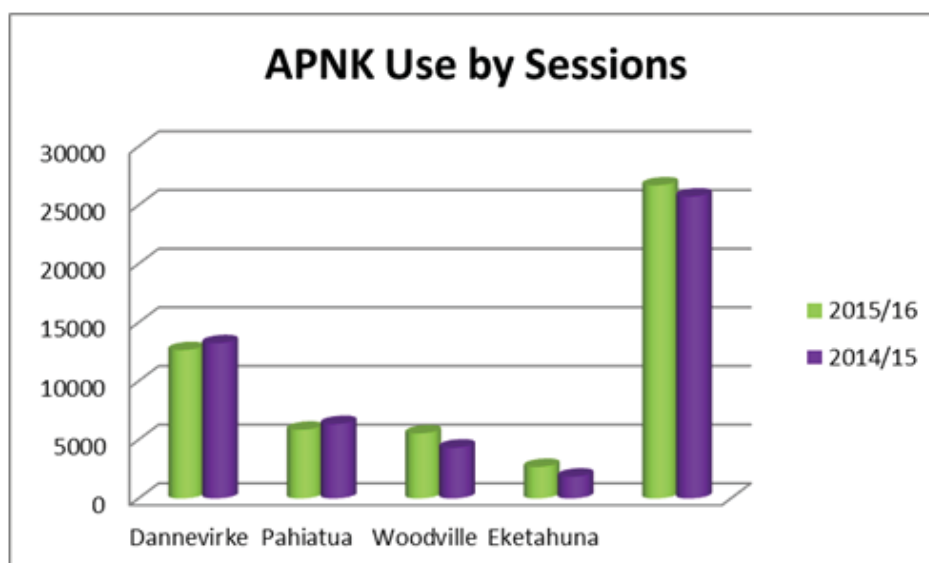
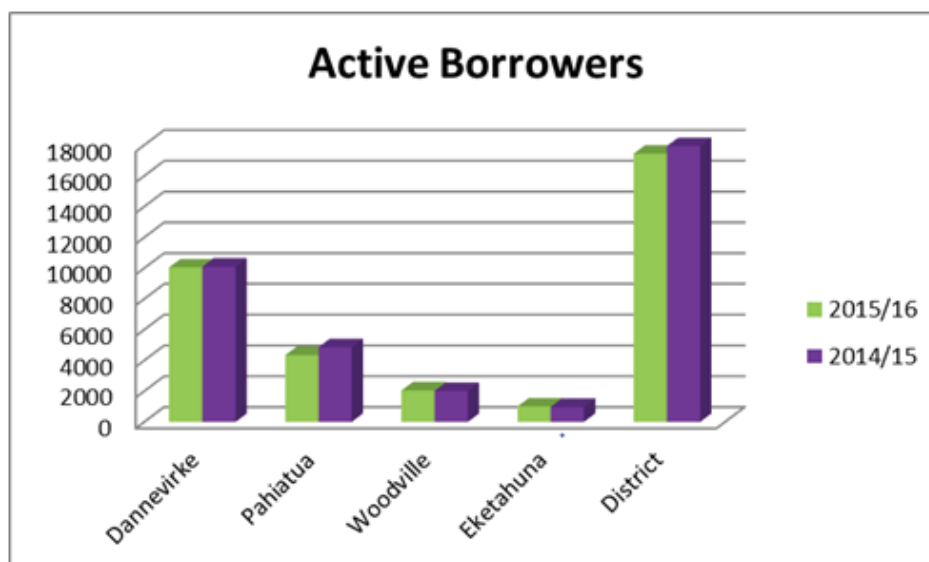
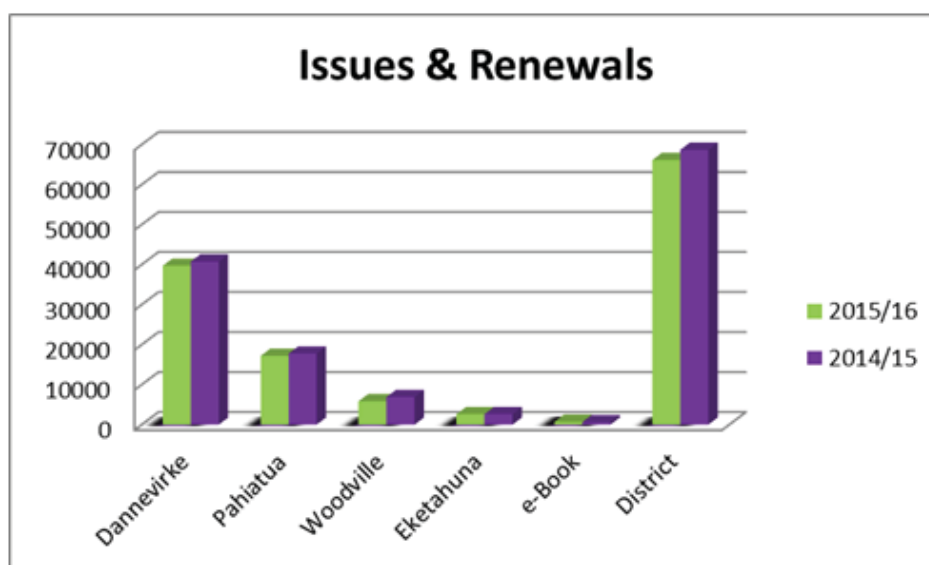
122. Replacement Library Management System

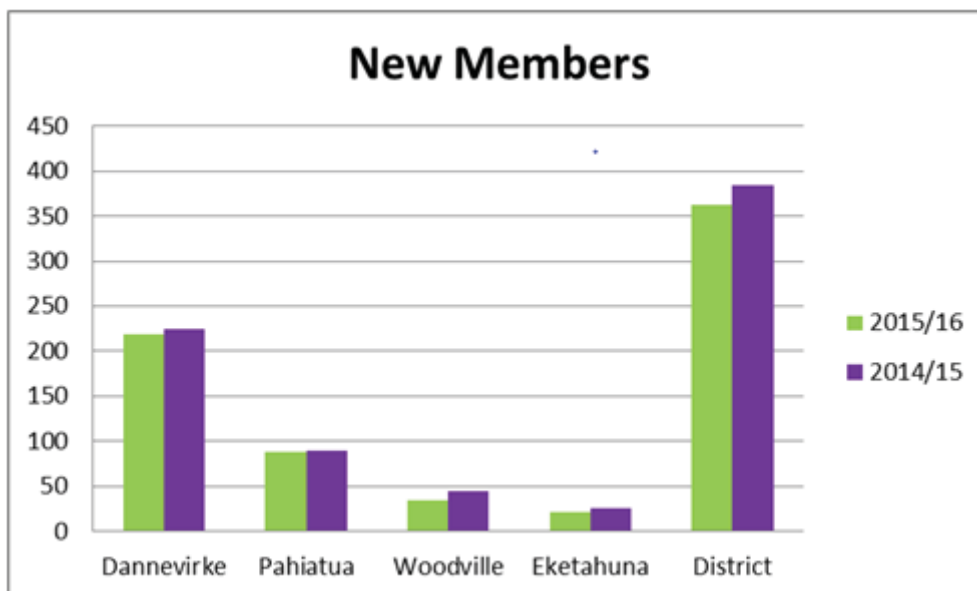
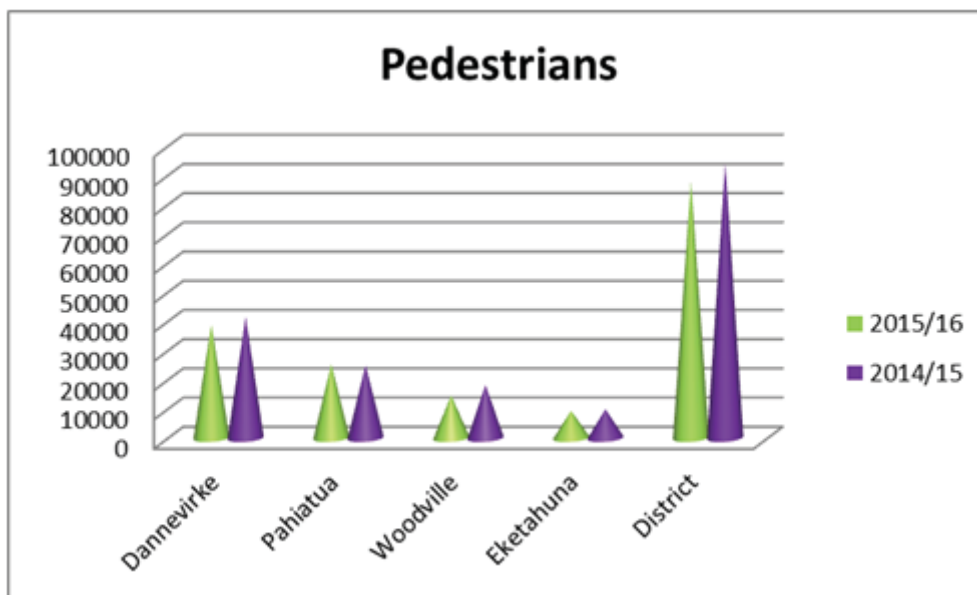
Chris Whiley and Heather Taylor have met with John Truesdale, Project Manager (National Library) for the Kotui system. The replacement system will be ready to go live in early May. There will be three data extractions from the Liberty system to be organised for this conversion over the next three months. Heather, Natalie Raynel, Peter Wimsett and IT will make up the Project Team from Tararua. Our first face-to-face meeting with John is set for the end of this month. The checking of the MARC records prior to conversion is continuing with just 53% of the records completed.

123. Dual training for Customer Services and Library Staff

In order to maximise our resources, it is planned to dual train selected Library and Customer Services staff to be able to perform both frontline roles. Planning is underway with Steph Te Huki to setting up a training plan that will be implemented in February. This will give both teams more flexibility to cover all offices during staff absences.

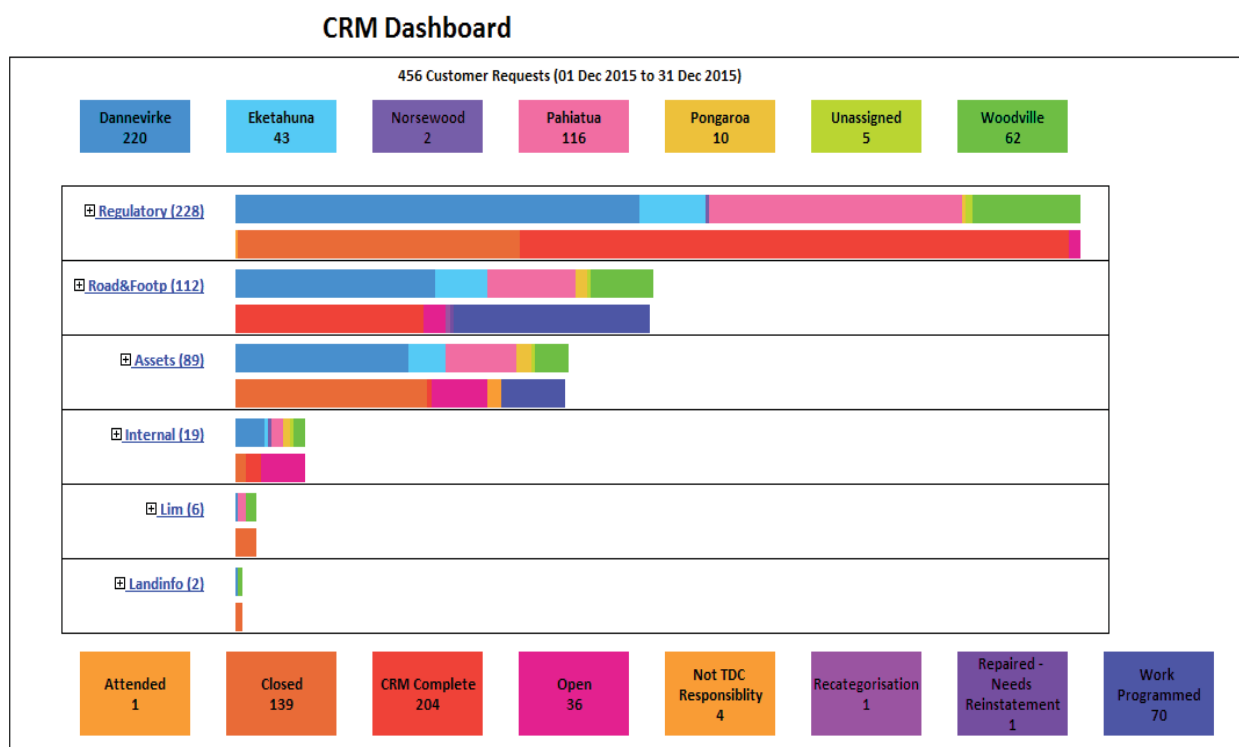
124. Statistics – as at 31 December 2015





Customer Services

125. Customer Service Requests – 1–31 December 2015



Recommendation

That the report from the Chief Executive dated 21 January 2016 concerning an update on key projects and items of interest to the Council (as circulated) be received.

Attachments

Nil.