



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 24 February 2016** commencing at **1.00 pm**.

Blair King
Chief Executive

Agenda

1. **Present**
2. **Council Prayer**
3. **Apologies** - Cr J E Crispin
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 meeting held on 27 January 2016 (as circulated) be confirmed as a true and accurate record of the meeting.

8.	Any Matters Arising from the Minutes not otherwise dealt with in the Agenda	
9.	Community Boards and Community Committees Reports	
9.1	Dannevirke Community Board	13
	Recommendation	
	<i>That the report of the Dannevirke Community Board meeting held on 1 February 2016 (as circulated) be received.</i>	
9.2	Eketahuna Community Board	19
	Recommendation	
	<i>That the report of the Eketahuna Community Board meeting held on 5 February 2016 (as circulated) be received.</i>	
9.3	Pahiatua On Track	27
	<i>That the report of the Pahiatua On Track meeting held on 3 February 2016 (as circulated) be received.</i>	
9.4	Woodville Districts' Vision	33
	<i>That the report of the Woodville Districts' Vision meeting held on 2 February 2016 (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	Local Civil Defence and Emergency Management Plan	37
10.2	Delegation of Authority to the Manager of the Combined Planning and Regulatory Teams and Council Officers	41
10.3	Planning Matters Determined Under Delegated Authority	67
10.4	Review of the Council's Governance Process	75
	Recommendation	
	<i>That the report from Local Government New Zealand dated February 2016 concerning the fit for purpose review of the Council's governance process (as circulated) be received and the recommendations made therein are adopted.</i>	
10.5	Staff Report	87
10.6	Half Yearly Financial Report for the 2015/16 Year	189

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 27 January 2016 commencing at 1.04 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
Mrs L Simpkin	- Economic Development and Communications Manager
Mr C Edsall	- Tararua Alliance Manager
Mr P Driver	- District Resilience Manager (from item 10.4)

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 Council's congratulations is conveyed to acknowledge the following achievements:

- Bill Bly on becoming a Member of the New Zealand Order of Merit in the New Year Honours List for services to the community.
- Linda Nelson on becoming a Member of the New Zealand Order of Merit in the New Year Honours List for services to agriculture and women.
- Richard Ellis on receiving a Paul Harris Rotary Award.

7. Confirmation of Minutes

7.1 *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.*

Crs Isaacson/Fenemor

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 8.1)

8.1.1 Woodville Districts' Vision has been asked to write to the Council setting out the details of their request for approval concerning the transfer of this funding.

8.2 **Tararua Alliance** (Item 9.5.2)

8.2.1 Work on the Saddle Road upgrade is progressing extremely well.

9. Community Boards and Community Committees Reports

9.1 **Dannevirke Community Board**

9.1.1 *That the report of the Dannevirke Community Board meeting held on 7 December 2015 (as circulated) be received.*

Crs Hull/Fenemor

Carried

9.2 **Eketahuna Community Board**

9.2.1 *That the report of the Eketahuna Community Board meeting held on 4 December 2015 (as circulated) be received.*

Crs Hull/Fenemor

Carried

9.2.2 Family Violence It's Not Ok Campaign

9.2.2.1 The launch of the family violence it's not ok campaign on the day of the Eketahuna Christmas Parade is commended.

9.2.3 Tiles Eketahuna Inn

9.2.3.1 It is noted that the income from the sale of the town painting tiles sold through the Eketahuna Inn would not be received in respect of this fundraising project.

9.2.4 Barrie and Joyce Anderson 70th Wedding Anniversary

9.2.4.1 The Mayor sent a card to Barrie and Joyce Anderson congratulating them on the occasion of celebrating their 70th wedding anniversary.

9.3 Pahiatua On Track

9.3.1 *That the report of the Pahiatua On Track meeting held on 2 December 2015 (as circulated) be received.*

Crs Hull/Fenemor

Carried

9.4 Woodville Districts' Vision

9.4.1 *That the report of the Woodville Districts' Vision meeting held on 1 December 2015 (as circulated) be received.*

Crs Hull/Fenemor

Carried

9.4.2 Town Christmas Decorations

9.4.2.1 The excellent job done by Joy Kopa in arranging and putting up the Christmas decorations at Woodville is acknowledged.

9.4.3 Artist in Residence

9.4.3.1 The arrival of Filip Trnka to Woodville as the successful artist in residence candidate will be a couple of weeks later than originally planned.

10. Reports

10.1 Application to the Community Recreation Fund

10.1.1 *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.

Crs Hull/Johns

Carried

10.2 Water Charge Write-off Request of the Eketahuna Golf Club

10.2.1 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 Council agrees to remit the sum of \$450.00 relating to the invoice representing the water charges incurred as the result of a leak in the golf club's pipelines that was difficult to detect, and

That the golf club be advised it is the last time that the Council will remit such charges as this is the third water write-off request received from them, and

That the Council emphasises to the golf club they are responsible for ensuring their supply lines remain intact, and must proactively implement steps to prevent and find leaks prior to discovering them following the billing cycle.

Crs Johns/Hull

Carried

10.2.2 Cr Fenemor requested that his dissenting vote be noted concerning this item of business.

10.3 Liquor Licensing Matters Determined Under Delegated Authority

10.3.1 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 is noted.

Crs Keltie/Collis

Carried

10.4 Staff Report

10.4.1 Infracon Liquidation Proposed Distribution

10.4.1.1 The basis of the Infracon liquidators proposed distribution to the Central Hawke's Bay District Council and the Tararua District Council is noted.

10.4.1.2 For Tararua, this means cash of \$671,850.99 and assets at the liquidators valuation of \$56,135.76. The cash will be deposited into the Council's account, and the intent is to allocate these funds against long-term debt.

10.4.1.3 A media release is to be prepared and circulated in respect of this matter.

10.4.2 **Health and Safety**

10.4.2.1 It is noted that staff are working towards ensuring compliance with the new Health and Safety at Work Act 2015 that comes into force on 4 April 2016.

10.4.2.2 Some internally resourced physical works may be transferred through a posting agreement to the Tararua Alliance given their proven systems for managing risks.

10.4.3 **Earthquake Prone Wall, Pahiatua**

10.4.3.1 The powers provided to councils chief executives in Section 129 of the Building Act to obtain immediate removal of such structures where an immediate danger to the safety of people remains has not yet been used in respect of this situation.

10.4.4 **Human Resources**

10.4.4.1 The Council's congratulations is conveyed to acknowledge the following and thank them for their service:

- Michelle Thompson who reached 20 years of Council service in November 2015.
- Anne Broughton who reached 40 years of Council service.

10.4.5 **Tararua Alliance**

10.4.5.1 The good work being done by the Alliance staff on the district's rural roads is acknowledged.

10.4.6 **Pahiatua Track**

10.4.6.1 The Chief Executive agreed to seek an indication from Fonterra Pahiatua to ascertain their intention for its high productivity motor vehicles to use the Pahiatua Track.

10.4.7 **Pahiatua Recycling Centre**

10.4.7.1 With the opening of the new Pahiatua Recycling Centre building an excellent facility is provided for the use of the community.

10.4.8 **Dannevirke Domain Public Toilets**

10.4.8.1 The new public toilets facility built at the Dannevirke Domain is commended.

10.4.9 **Akitio Beach Access Way**

10.4.9.1 The Akitio community appreciate the Council's support made available to develop the Akitio Beach access way.

10.4.9.2 Peter Greatbatch, as the contract principal for the design and build of this project, did an outstanding job that is acknowledged with gratitude.

10.4.9.3 Through providing this facility it has assisted to improve the situation, but when high tide occurs there is still a degree of danger where care is required in the interest of public safety.

10.4.10 **CCTV**

10.4.10.1 It is suggested that an item be included on the Council's Bush Telegraph page to publicise the use of the cameras to deter crime and assist the Police to identify the culprits.

10.4.10.2 The Dannevirke CCTV system provided supporting footage to the Police in relation to the recent aggravated robbery of the Hi-Way Dairy.

10.4.10.3 Both Akitio and Woodville progressed the installation of CCTV cameras, and presently there are fifty public CCTV cameras operational within the district and output to the Palmerston North Police Station.

10.4.11 **Development of Tararua Business Network Services**

10.4.11.1 The Tararua Business Network satellite office in Pahiatua will officially open through an event held on 28 January 2016 at 6.00 pm.

10.4.11.2 The event will also incorporate the launch of the Jackson Enterprises Southern Tararua Business Awards.

10.4.11.3 The Tararua Business Network is complimented for their work focused on events and promotions to attract visitors to the district.

10.4.12 **Accommodation and Travel Sales from the Tararua i-SITE**

10.4.12.1 It is requested that the details of the Tararua i-SITE accommodation and travel sales include from the next period a comparison of the tickets sold and amounts received compared to the same time last year.

10.4.13 **Resource Legislation Amendment Bill 2015**

10.4.13.1 The proposed removal of the financial contribution provisions from the Resource Management Act within five years will impact on councils with significant growth areas in terms of their loss of income derived through this revenue source.

10.4.14 **Illegal Dumping**

10.4.14.1 Emphasis continues to be placed on following up illegal dumping and penalising the culprits whenever they are identified.

10.4.14.2 Illegal dumping in the various state highway rest areas within the district is an ongoing issue requiring the attention of the New Zealand Transport Agency contractors responsible for maintaining these areas.

10.4.15 **Fire Season**

10.4.15.1 A restricted fire season is to be applied with effect from next Monday.

10.4.16 ***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.***

Crs Roberts/Fenemor

Carried

11. Portfolio Reports

11.1 **Community Relations**

11.1.1 Cr Isaacson reported on the New Zealand Pony Club Dressage Championships held at the Dannevirke A and P Showgrounds on 19 and 20 January 2016.

11.1.2 Rebecca Aplin of the Dannevirke Pony Club is congratulated on the many successes that she achieved at this event.

11.2 **Forestry**

11.2.1 Cr Fenemor reported that the small hauler may come back into the forestry block at a later date in the future.

11.3 **Events**

11.3.1 Cr Hull attended the Manawatu River Leaders Accord event held in late December.

11.3.2 Cr Hull reported on the interest and support for the Jackson Enterprises Southern Tararua Business Awards and the establishment of a community vehicle trust in Pahiatua.

12. Mayoral Matters

12.1 **New Zealand National Flag Referendum**

12.1.1 The New Zealand flag and the alternative in the final referendum (from 3 to 24 March 2016) will be flown on the flag poles at the Tararua i-SITE and the former Tararua Engineering Services building in Woodville.

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 2.12 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 1 February 2016 commencing at 3.00pm.

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 Project Tararua

3.1.1 Robin Winter spoke on progress with Project Tararua, and this included reference to the following matters:

- The community needs assessment published in 2015 identified five specific areas within the district as priorities that require attention.
- These areas of concern are healthy and affordable housing, access to education and employment, family violence, mental health (including alcohol and drugs addiction), and access to social services.
- There is a need in the district's communities of rural and urban Tararua for some collective and empowering community get-togethers to liaise across the sectors on these issues.
- Project Tararua has adequate resources to facilitate several gatherings across the district, with the meetings to be held during March and April this year.

- The Board is invited to assist with this project in planning and proposing the venues and invitation lists for these community gatherings.
- This will support the project through finding champions in each community to help build the social capital utilising their local knowledge to develop strategies and implement actions to address the various areas requiring attention.

3.1.2 The Board discussed the matters raised by Robin Winter, and it suggests that the arrangements for the community get-togethers within its area be proposed as follows:

- Two meetings in Dannevirke held at the Services and Citizens Club and the Hub.
- One meeting in Pongaroa, possibly held at the hotel.
- One meeting in Ormondville, possibly held at either the community hall or the hotel.

3.1.3 Robin Winter is to come back to the Board next month to confirm the dates for the community get-togethers.

3.1.4 In the meantime board members shall consider and prepare a list of names for the purpose of sending invitations to these meetings.

4. Personal Matters

4.1 Nil

5. Notification of Items Not on the Agenda

5.1 Nil

6. Confirmation of Minutes

6.1 *That the minutes of the Dannevirke Community Board meeting held on 7 December 2015 (as circulated) be confirmed as a true and accurate record of the meeting.*

Macdonald/Isaacson

Carried

7. Matters Arising from the Minutes

7.1 **Fencing at the Dannevirke Railway Station** (Item 7.1)

7.1.1 Further contact has been made with KiwiRail requesting them to rectify the poor condition of the Dannevirke Railway Station fencing.

7.2 **Bee Aware Month** (Item 7.2)

7.2.1 The wildflower seeds have germinated resulting in a blaze of colour to enhance the appearance of Riverdale Road.

7.2.2 It is suggested that consideration be given to extending the area planted on this road if this initiative is continued again in the future.

7.3 **Covered Bus Stop Shelters** (Item 9.6)

7.3.1 The Palmerston North City Council is to be contacted to seek an indication of the likely timescale when the two bus stop shelters will become available for delivery to Dannevirke.

8. Tararua District Council Report

8.1 *That the reports of the Tararua District Council meetings held on 9 December 2015 and 27 January 2016 (as circulated) be received.*

Macdonald/Delaney

Carried

9. Reports

9.1 **Dannevirke Community Board General Assistance Grants Scheme**

9.1.1 Board Members Christison and Delaney declared a conflict of interest regarding the payment of the grant for stage 2 of the Dannevirke community walkway, and they abstained from the discussion and voting on the motion concerning this item of business.

9.1.2 *That the grant payment of \$5,000.00 to the Dannevirke Rotary Club be confirmed as a contribution towards the costs of stage 2 of the Dannevirke community walkway project.*

Dresser/Isaacson

Carried

9.1.3 *That the report from the Governance Manager dated 26 January 2016 concerning the Dannevirke Community Board General Assistance Grants Scheme (as circulated) be received, and*

That applications now be called for funding from the Dannevirke Community Board's 2015/2016 General Assistance Grants Scheme, and

That the closing date for applications be Friday 4 March 2016 at 5.00pm.

Delaney/Macdonald

Carried

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

10.1 Dannevirke Information Centre

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

10.2 Dannevirke and Districts A and P Association

- 10.2.1 Board Member Delaney reported that the A and P Association management committee is getting ready for this year's show which builds on the success of previous events.

10.3 First World War Commemorations Committee

- 10.3.1 Board Member Delaney reported that a meeting is to be held with the Mayor to progress the proposed commemoration parade planned for later this year.

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

- 10.4.1 Board Member Christison reported that the cycle/walkway is now complete on the section from Cadman Road to Adelaide Road.
- 10.4.2 The project coordinating subcommittee is to meet and consider a section of the cycle/walkway on Smith Street where unfortunately an accident occurred causing injury to a person walking in that vicinity.
- 10.4.3 The Alliance is to be contacted to request the spraying of the cycle/walkway as agreed by its Surveillance and Liaison Manager and Planning Manager when they attended the Board's meeting held in June 2015.
- 10.4.4 The possibility of undertaking a similar project on Riverdale Road is noted to be investigated for future consideration.

11. Correspondence

11.1 *That the correspondence as listed be received.*

(a) Dannevirke and Districts A and P Association 15 December 2015
Re: Request for financial assistance towards the A and P Show

(b) Ruahine Ramblerz Leisure Marching Team 19 January 2016
Re: Request for financial assistance towards a display day

Delaney/Christison

Carried

11.2 Ruahine Ramblerz Leisure Marching Team

- 11.2.1 *That the Ruahine Ramblerz Leisure Marching Team be granted the sum of \$84.00 from the Board's discretionary funds as assistance to cover the cost of hiring the venue for their display day held on 3 December 2016 to raise funds to represent Dannevirke at national events in 2017.***

Christison/Macdonald

Carried

11.3 Dannevirke and Districts A and P Association

- 11.3.1 *That the Dannevirke and Districts A and P Association be granted the sum of \$1,500.00 from the Board's discretionary funds as assistance to offset the cost of the St John expenses associated with the arrangements for the annual A and P Show held on 5 to 7 February 2016.***

Macdonald/Isaacson

Carried

12. Chairman's Remarks

- 12.1 Nil**

13. Items not on the Agenda

- 13.1 Nil**

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 4.21 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 5 February 2016 commencing at 10.05am.

1. Present

Board Members C C Death (Chairperson), T J Hull (Deputy Chairperson), D F Eagle and Cr T H Collis (Council appointed Community Board member).

In Attendance

Mr R A Ellis - His Worship the Mayor
Mr R Taylor - Governance Manager

Others as detailed for specific items of business

2. Apologies

- 2.1 *That an apology be sustained from Board Member S E Shannon for non-attendance at the meeting.*

Hull/Collis

Carried

- 2.2 Board Member Eagle indicated she will be absent from the Board's meeting on 6 May 2016, and request her apology is noted.

3. Personal Matters

- 3.1 The Board acknowledge the achievement of Vincent Capes at the Commonwealth power lifting championships held in Vancouver, Canada as the winner of four medals, and breaking a New Zealand record for his class.
- 3.2 The Board note the passing of Samuel (Sam) Hirst (a former Eketahuna County Council, Pahiatua County Council and Tararua Roding staff member).

4. Notification of Items Not on the Agenda

- 4.1 The Chairperson advised that Robin Winter will address the Board on Project Tararua following the confirmation of minutes from the December meeting.
- 4.2 The Eketahuna skateboard park item of business included on the agenda shall be taken earlier in the meeting when Bridget Percy arrives to provide an update relating to this project.

5. Confirmation of Minutes

- 5.1 *That the minutes of the Eketahuna Community Board meeting held on 4 December 2015 (as circulated) be confirmed as a true and accurate record of the meeting.*

Hull/Eagle

Carried

6. Matters Arising from the Minutes

6.1 Eketahuna Public Conveniences Upgrade (Item 7.2)

- 6.1.1 The concerns regarding the lighting and ventilation of the new Eketahuna public conveniences facilities have been rectified.
- 6.1.2 An email received from a person in Lower Hutt acknowledges the lovely clean new public conveniences and baby changing facility provided in Eketahuna.

6.2 Old Fred West Building (Item 7.1)

- 6.2.1 The Council's Team Leader Building Services has not been able to get a response from the property owner to complete the repair of the verandah of this building.
- 6.2.2 As a result of this situation it is intended to initiate enforcement action to pursue the matter and achieve the required outcome.

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

- 6.3.1 Mark Dimock is willing to restore the cart in the town centre for possible future use when the upgrade is undertaken.

6.4 Eketahuna Swimming Pool (Item 9.3)

- 6.4.1 Between 50 to 100 people are using the Eketahuna Swimming Pool each day, and the swimming club is operating again with good support for the learn to swim activities they provide.

7. Project Tararua

- 7.1 Robin Winter spoke on progress with Project Tararua, and the need for some collective and empowering community get-togethers throughout the district to develop strategies and implement actions to address the issues identified in the community needs assessment and provide options to deliver what is wanted.
- 7.2 Project Tararua has adequate resources to facilitate the community gatherings, and the Board is invited to assist with this project in supporting the planning and arrangements to ensure the appropriate representatives attend the meeting.
- 7.3 It is proposed by the Board that the community get-together in Eketahuna be held on 8 May 2016, possibly at either the community centre or the club.
- 7.4 Robin Winter is to progress this matter in liaison with board members, and promote the event through the community newsletter.

8. Tararua District Council Report

- 8.1 ***That the reports of the Tararua District Council meetings held on 9 December 2015 and 27 January 2016 (as circulated) be received.***

Death/Hull

Carried

- 8.2 Cr Collis gave a verbal report to elaborate on various Council matters and items from its December and January meetings, with the following being the subject of some discussion.

8.3 Water Charge Write-off Request of the Eketahuna Golf Club

- 8.3.1 The Council's decision regarding this matter is noted, and the assistance that Cr Hull provided to the golf club is appreciated.

8.4 Development of Tararua Business Network Services

- 8.4.1 The Tararua Business Network satellite office in Pahiatua officially opened through an event held on 28 January 2016.
- 8.4.2 This occasion also incorporated the launch of the Jackson Enterprises Southern Tararua Business Awards, and nominations from Eketahuna are encouraged.

9. Eketahuna Skateboard Park (Brought forward on the agenda)

- 9.1 Bridget Percy indicated that fundraising for this project is progressing, and a further \$4,000 is needed to complete the first stage to install the fence and concrete pad.
- 9.2 An application for funding is made to the Eastern and Central Community Trust, and other avenues to generate financial assistance are being pursued.
- 9.3 On finishing the skateboard park it is intended that the Council will own the facility through gifting them the equipment, thereby providing the structure for its future management, depreciation and maintenance.
- 9.4 The Board note the proposed arrangement relating to this community facility when it is established, and support the concept that is consistent with the practice applied to other similar projects undertaken in the district.
- 9.5 Board members recommend that Bridget Percy contact local tradesmen to provide the opportunity to quote for the work associated with this project.

10. Reports

10.1 Eketahuna Community Board General Assistance Grants Scheme

- 10.1.1 *That the report from the Governance Manager dated 29 January 2016 concerning the Eketahuna Community Board General Assistance Grants Scheme (as circulated) be received, and*

That applications now be called for funding from the Eketahuna Community Board's 2015/2016 General Assistance Grants Scheme, and

That the closing date for applications be Friday 8 April 2016 at 4.30pm.

Eagle/Hull

Carried

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

11.1 Rongokokako Hall Funds

- 11.1.1 Board Member Eagle reported that the refurbishment of the Rongokokako honours board is complete, and this had been returned to its place in the Eketahuna War Memorial Hall.
- 11.1.2 The Eketahuna Community Charitable Trust is looking at options to accommodate the Eketahuna St John ambulance garage facility in their plan for business interests within the town centre, and there may be some funding provided to support and maintain this essential community service.

12. Correspondence

12.1 *That the correspondence as listed be received.*

(a) *Kerry and Loreen Cunningham*

Re: Eketahuna Camping Ground November and December reports

Death/Collis

Carried

13. Eketahuna Express

13.1 The Steam Incorporated Eketahuna Express excursion from Paekakariki and stations up the coast held on 3 January 2016 was very successful, with a large attendance in the town for this visit.

13.2 There were three bus loads of passengers transported from the railway station that travelled to Pukaha Mount Bruce and the Middleton Model Railway.

14. Parking in the Disabled Carpark on Main Street

14.1 There have been instances of people without disabilities parking in the disabled carpark on Main Street.

14.2 The Chairperson requests that board members note this concern, and raise awareness of the purpose for this designated parking if they encounter situations where the space is improperly used.

15. Eketahuna Super Rugby Pre-season Game Between the Hurricanes and the Blues

15.1 The Eketahuna Super Rugby pre-season game between the Hurricanes and the Blues will be held on 13 February 2016 at the Eketahuna Rugby Club grounds, and the arrangements are in place for another successful event.

15.2 Cr Collis obtained some Eketahuna tourist T-shirts signed by the retiring All Blacks Captain Richie McCaw, and they will be raffled or auctioned at this pre-season match.

16. Eketahuna Town Centre Upgrade

16.1 Cr Collis reported on the planning of the upgrade initiated through the project team to deliver the design based on the priorities identified by the community.

16.2 The project is scheduled to commence after the Eketahuna Super Rugby pre-season game, with a ceremony held on 14 February 2016 at which the Mayor will put the first spade in the ground to acknowledge the start of the upgrade.

- 16.3 At this time to achieve the overall design, based on costings from the Alliance, the project exceeds the available budget by \$200,000. Options are being considered to save on expenditure to minimise any overrun, with the project viewed for its long-term social and economic benefits to the Eketahuna community.
- 16.4 The concepts represent the future vision to upgrade the image and appearance of the town centre, and they are interlinked to provide a unique character that is iconic to Eketahuna.
- 16.5 The intention is to keep the Eketahuna community up to date with progress on the project, and various ways of communication shall be used for this purpose.
- 16.6 These include sending out fliers to residents, and creating a Facebook page for information and publicity about the project.
- 16.7 The Board agree to provide some funding to assist with covering the costs of implementing the project communication plan.
- 16.8 Cr Collis and Board Member Shannon are thanked for the many hours devoted to ensure the journey to the development of this project has a solid foundation recognising the community input in the design of the upgrade concepts plan.

17. Chairman's Remarks

17.1 Eketahuna Community Barbecue

- 17.1.1 The Eketahuna Health Centre is hosting an Eketahuna community barbecue on 5 March 2016 from 11.00am to 3.00pm to bring the rural community together for a celebration to acknowledge and value their contribution.

18. Items not on the Agenda

- 18.1 Refer to the item set out in section 7 of these minutes.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 11.20am.

Chairperson

19. Presentation to Linda (Lindy) Nelson

- 19.1 Following the closure of the meeting a presentation was made to Linda (Lindy) Nelson to congratulate her on becoming a Member of the New Zealand Order of Merit in the New Year Honours List for services to agriculture and women.
- 19.2 Mrs Nelson is the founder and executive director of the Agri-Women's Development Trust that provide programmes on leadership, business and governance competencies for women in New Zealand agriculture, and she is based at Alfredton.
- 19.3 Various representatives from the Eketahuna community joined the Board and the Mayor during this presentation, and they listened to Mrs Nelson outline her work and thank those gathered for the acknowledgement received and the morning tea arranged to celebrate this occasion.

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 3rd February 2016 commencing at 5.30 pm.

1. Present

- 1.1 Committee Members: Louise Powick (Chair), Michelle Rankin (Secretary), John Arends (Treasurer), Shirley Hull (Cr), Jared Brock, Gerry Parker

Members of the Public: Ann Marie Bengston, Jean Eddie, Robin Winter

2. Apologies

- 2.1 Brett MacDougall (Deputy Chair), Nigel Shaw, Z Keall

3. Notification of Items Not on the Agenda

Market day

Robin Winter from Project Tararua

Jean Eddie to speak about the Sedcole flagpole

- 3.1 Robin Winter spoke to the committee on holding a community meeting here in Pahiatua at the Bush Community Centre. The conversation will be around what the community want for Pahiatua, and she asked if the committee could refer twenty people each to attend. Louise is to book the venue and Robin would facilitate the meeting. The date is set for Sunday 1st May 2016.
- 3.2 Jean Eddie spoke to the committee about the Sedcole flagpole on the proposed plans for a replacement replica. She also has concerns about the plaques attached to the flagpole, and said that the museum are quite happy to have these stored there for safekeeping. John and Jared will remove the plaques from the flagpole and give them to Jean.

4. Personal Matters

- 4.1 Nil

5. Confirmation of Minutes

- 5.1 **That the minutes of the Pahiatua On Track meeting held on 2nd December 2015 (as circulated) be confirmed as a true and accurate record of the meeting.**

John/Louise

Carried

6. Matters Arising

- 6.1 Point 6.1: An article was published in the Bush Telegraph introducing the Pahiatua On Track committee along with an update on all portfolio reports. Pahiatua On Track will do a report every two months.

7. Tararua District Council Report

- 7.1 **That the minutes of the Council meeting held on 27th January 2016 (as circulated) be received.**

Gerry/Jared

Carried

8. Correspondence In

- Reimbursement letter from G McKnight for transporting the Polish photos
- TDC - Rates, notice of meeting dates, December and January Council meetings minutes
- Accounts to be paid from the Railcar Society, Mitre 10, Aon renewal policy
- Sponsorship received, \$100 from Angove for the wheel park

That the inwards correspondence be received.

Louise/ Jared

Carried

9. Financial Report

Report given by John.

- 9.1 Accounts to be passed for payment:

Meeting fees	\$2320.00	
Black Stump	\$100.00	Christmas catering
IRD	\$5194.54	GST
Cash	\$620.00	Float for golf fundraiser
Pah Railcar Society	\$1782.50	Christmas traffic management
Mitre 10	\$25.34	Repairs and maintenance
Siroccosurf	\$45,000	Final payment for Harvard plane
Tom Smithers	\$2300.00	Wheel park
Aon Insurance	\$1771.69	Commercial policy renewal

That the financial report be adopted.

John/Louise

Carried

10. Discretionary Grants

- 10.1 **That Pahiatua On Track approve the application made by the Pahiatua Toy Library, and that the sum of \$250.00 be granted.**

Louise/Gerry

Carried

11. Portfolio Reports

11.1 Bridge to the Brewery Walkway Gerry Parker

There is a new funding round for the Waireka Trust in mid-February. A meeting was held with Martin Beech to look at the six-year-old plantings on my section of the Mangatainoka River, and then the Tui Street section of the proposal.

Want to float the idea of not just an edible walkway/cycle track but also a wetland adjacent to the river (the figure is 95% of wetlands have disappeared over New Zealand, so this is essential to our rivers, insect, bird, fish and flora).

11.2 Skate Park Jared Brock

Currently awaiting funding from the Eastern and Central Community Trust as the last funding application was missed as they wanted a feasibility study prepared. This has been done by Erica and Raylene, and it is hoped to receive \$50,000 in the February funding to complete stage one. The project has been broken into three stages as per the request from the Council, thereby allowing fundraising in stages.

Fundraising Events

On Saturday a golf tournament was held in conjunction with Pahiatua Rotary. Even though the attendance was low compared to other years it still raised an estimated \$9,000 to \$10,000 including the meat freezer raffle due to be drawn at the end of February. The tournament is being reviewed and discussion on moving it to the autumn as January/February seems to be a busy time.

Sunday 20th March 2016 will be the return the keg to the brewery race. This year the race is broken into two categories, including a social grade to try to maximise the participation levels and the funds raised. Three more sponsors are attracted this year, which is great, meaning the bottom line will be more as it is intended to try to achieve raising \$4,000 to \$5,000.

11.3 Harvard Plane John Arends

This project is virtually complete except for a few concerns about the slide that is in the process of being rectified. The builder visited the plane ten days ago with ideas to address the situation, mainly about the surface of the slide itself, as well mounting some more handles inside and more steps/grips at the top of the steps, and some barriers to stop kids getting out on the wing. The sponsor name board and a sign/information board about the Harvard itself are yet to be completed and will be erected in the next few weeks.

11.4 Community Vehicle Trust (PCVT) John Arends

Louise, Shirley and I and Wayne Wallace from the Horizons Regional Council had a meeting with Nathan Crosse from the Department of Internal Affairs about establishing the trust and applying for funding from the Lotteries Grants Board.

An application for funding from Lotteries has been forwarded, with Louise and I being interviewed by the Lotteries Advisor James Etuale regarding the function and relationship of Pahiatua On Track and the vehicle trust. The meeting went well, and it is hoped that the \$10,000 applied for will be approved.

A memorandum of understanding between POT and PCVT has been drawn up stating that POT will set up the vehicle trust; however once the trust is up and running it then will be under its own banner.

The trust document is virtually complete, with the initial trustees being:

J Arends

L Powick

S Hull

E Smith - Probus

R Whiteman - Rotary

W Wallace - Horizons Regional Council

The trust document will be checked over by one of the local solicitors, but it is a virtual copy of the Dannevirke and South Island vehicle trust deeds.

The next step is to secure ongoing funding from local businesses, find some drivers and source a vehicle; targeting 1st July for it to kick-off.

11.5 Roothing Nigel Shaw

As below, the mowing on State Highway 2 outside my property has been done and it should be OK going forward.

Potholing on the Pahiatua Track near the top on the eastern side is being checked for repairs, as it is getting worse. Jack from the Tararua Alliance advises they are holding off on repairs to get a proper design and repair implemented, but he is sending an engineer to check the status. The work is expected to occur in the second half of February.

The next Tararua District Road Safety Group meeting is on 16th February 2016, which I should now be able to attend.

Shirley has enquired about extra "H" tankers coming to town, with the concern being the extra wear added to the Pahiatua Track. These won't be coming to Pahiatua, they are based in Whareroa and will be travelling between Longburn and Whareroa. With all the plant at Fonterra Pahiatua, all the milk from Hawke's Bay and Wairarapa will be going to Longburn and Whareroa so some increased volume of loaded trucks will be heading over the track and through the gorge.

Roly (the Mayor) advised me he has had some complaints that the road is not wide enough for cars to pass tankers turning into Pukemiku Road. I'll pass this on to the Alliance. I have also advised the Alliance that the road has become quite slippery in the same location since the hot weather and at the intersection of Bridge Road and State Highway 2 south of Pahiatua. Trucks are reported to be losing traction easily in both locations.

11.6 Civil Defence Nigel Shaw

I have had contact with Martyn Preece regarding the next meetings etc. He advises the plan is nearly complete, and another meeting will be held in the near future.

11.7 Main Street Zelda Keall

The Christmas lights are down. Powerco are currently going through the lights and assessing damaged and non-functioning lights and those that seem to have rust. Louise and I are going to check these lights and make a decision how to go about repairs or replacement on warranty. The two northern poles will have their new plugs put in when the Christmas lights go up again as time ran out this year.

Louise and I will make an appointment with Robin Whiteman and discuss the opinions put forward by the shopkeepers and public in general, and decide where to from here.

11.8 Business and Retail Brett MacDougall

The new business awards launch happened last night with good numbers attending (approximately 20). This along with the Tararua Business Network satellite office coming to town will certainly help available resources to the local business group with ongoing work from the Chamber. So going forward there are many avenues in which to get encouragement and advice.

11.9 Town Centre Upgrade Louise Powick

I had a discussion with Trudy following the December meeting to gauge her thoughts and feedback mine. At this stage the strategy is to be broken down into two areas, being Polish heritage and sporting events. Both of these are part of the short-term plan that will help sustain both heritage, instil pride and help the town and community.

12. Hanging Baskets

Further discussion is required on Rotary's future vision for the hanging baskets in Main Street.

13. Pahiatua Marketing Strategy

Louise will circulate the report from Trudy once she has received this.

14. Items Not on the Agenda

14.1 Market Day

Discussion is around putting a plan in place to look at combining the Christmas parade/market day and Christmas in the square. Louise will speak with Jason, Rotary and Kylie Angove to see if this is something that could be implemented for this December.

14.2 March Pahiatua On Track Meeting

It is agreed to hold this meeting on Wednesday 9th March 2016 at 5.30pm.

The meeting closed at 7.20pm.

Chairperson

Minutes of a meeting of Woodville Districts' Vision held in the Village Hall on Tuesday 2 February 2016 commencing at 7.00pm.

PRESENT

G Murray, M Souden, K McIntyre, Cr P Johns, Cr T Collis, J Kendrick, M Taylor, P McCool, E Graham, P Bilich, M M Oulaghan (Secretary), R Winter (Chair)

APOLOGIES

C Hutton, S McLeod, J Kopa

PREVIOUS MEETING

That the minutes of the Woodville Districts' Vision meeting held on 1 December 2015 be accepted as a true and accurate record of the meeting.

R Winter / K McIntyre

Carried

MATTERS ARISING

- Need to formally send a letter to the Council regarding the allocation of monies that the Pool Group is seeking to access.

CORRESPONDENCE

Inwards

- Email from Peter Wimsett re the installation of two cameras off the Yummy Mummy's building (confirmed by M Taylor that these are operational)
- Letter from NZ Police re the theft of the Christmas tree outside the ex Infracon building - the Police are unable to find who was responsible
- Letter from Rosie McMillan re Shrove Tuesday Pancake Race inviting WDV to enter a team
- Letter from the Woodville Pool Support and Development Group applying for funds - an incomplete funding application was received (they will send through quotes for the work/equipment as they are obtained)

Outwards

- Letter to TDC re the LED sign and cost of repairs instigated by a Council employee with no WDV approval
- Email to NZTA re Dan Tate being in Woodville and talking to local businesses about the mid-town pedestrian crossing - indications are that the crossing will remain and Woodville will lose a car park space- there was no communication with local police or WDV re this visit

That the correspondence be accepted.

M M Oulaghan / P Johns

Carried

REPORTS

Treasurer's Report

The report was tabled.

- Funds as at the end of January are \$29,745.14.
- The Christmas decorations spend was slightly under the agreed \$1,000. Looking to purchase a 10-foot living tree and plant it in the garden for next year.
- P McCool requested that a donation be given to the Museum for their contribution to running the Christmas parade.

That \$500 is provided for this purpose.

P Johns / M Souden

Carried

That the Treasurer's report be accepted.

P McCool / R Winter

Carried

TDC Report - Cr P Johns

- The effluent pond has been drained because of the whales. The lining will be replaced.
- The Business Network is established in Pahiatua. It offers support to small and medium businesses, links them to mentors and regional partners as well as offering workshops and training programmes.
- Business Awards nominations can be submitted to the box in the I-Site.
- Council has viewed the draft plans for the service centre. Approximate costings have been provided.

Events and Promotion

- Woodfest - M M Oulaghan reported as follows:
 - This is all going to plan for the WoodFest on Sunday 6 March to be held at Fountaine Square.
 - Will not be using the Community Hall as the road closure (required for safety reasons) is too expensive.
 - Market stalls will be set up and open for business by 10.00am.
 - The Tuatahi Axemen will return this year from 12noon to 4.00pm.
 - The Midnight Special rock band will also be returning to perform for the Community Picnic from 4.00pm to 8.00pm.
 - It will provide free attendance and children's entertainment.

That a Pub Charity grant be sought to fund the Tuatahi Axemen.

M M Oulaghan / R Winter

Carried

- **Lindauer** - K McIntyre reported as follows:

The report was tabled.

- Filip Trnka is on a flight to New Zealand. A house has been provided for use to serve as his accommodation, studio and it would be suitable as a small exhibition space.
- The studio has installed three of the six new display desks.
- The Lindauer website is again operational; it is a work in progress.

M Taylor left the meeting at 7.35pm.

- **Walkway** - K McIntyre reported as follows:

- TDC engineer has advised that the Matakana Bridge is acceptable.
- Waiting on communication from NZ Rail and Horizons before the project is progressed. A rail engineer has to walk the track re electrical compliance. Horizons are to confirm that the bridge will be acceptable from a flooding aspect.

FUNDING APPLICATIONS

Nil

GENERAL BUSINESS

- With the sale of the Village Hall a new venue needs to be sought for WDV meetings. Options include the Old Folks Hall or the Bowling Club. P McCool is to follow up this matter.
- A Finance Committee will be formed to discuss applications prior to the monthly meetings. This to comprise of four WDV executive members, being R Winter, P McCool, M M Oulaghan and S McLeod.
- Horizons grant of \$2k for water retention. It can be used for watering the rose gardens and potentially for the community garden. Quotes are received for 1 x 10,000 litre and 2 x 5,000 litre tanks. No pump is required if the tanks are elevated and gravity fed. M M Oulaghan offered to store the tanks at her property until they are installed.

That 2 x 5,000 litre tanks are purchased from Turfkeys for \$947.07 each in order to activate the funds from Horizons.

R Winter/ M M Oulaghan

Carried

- **Project Tararua:** R Winter stepped down from the chair and reported on Project Tararua. There is disconnect between various community groups and a wider community meeting is being arranged. People will be invited to talk to others about the community and people's wellbeing. WDV is requested to assist with an invite list and by inviting people to attend. It is open to all those interested from the community.

- Community Garden: E Graham and P Bilich spoke on wanting to give something back to the community by starting a community garden. Cr Johns is to check with Council on potential sites. A meeting is to be arranged to further discuss this matter, with the attendees being Cr Johns, R Winter, M M Oulaghan, E Graham and P Bilich.

There being no further business, the meeting closed at 8.20pm.

The next meeting is held on 1 March 2016, with the venue to be advised.

Report

Date : 15 February 2016

To : Mayor and Councillors
Tararua District Council

From : Paddy Driver
District Resilience Manager

Subject : **Local Civil Defence and Emergency Management Plan**

Item No : **10.1**

1. Reason for the Report

- 1.1 The Local Civil Defence and Emergency Management Plan are referred to the Council for its approval.

2. Background

- 2.1 At the Council's workshop briefing session held on 27 January 2016 the proposed Council Local Civil Defence and Emergency Management Plan was introduced.
- 2.2 This Plan drives the local Civil Defence work programme over the next two years and beyond, and it aligns with the National Civil Defence Emergency Management Plan and the Manawatu-Wanganui Civil Defence Emergency Management Group Plan.
- 2.3 The Plan reflects general Civil Defence Emergency Management policy, the current situation and how it is intended to improve the district's capability in the future.
- 2.4 The Plan is an important document for the Council in delivering the functions of Civil Defence and Emergency Management, and ensuring that its communities are resilient to a wide range of hazards (earthquakes, tsunami, pandemic, flooding and many others).
- 2.5 There is willingness by residents to be actively involved in Civil Defence within the district, and this is encouraged and supported by the Council.
- 2.6 That approach provides the foundation to building a resilient and safer district, with communities understanding and managing their hazards and risks.

3. Description of the Local Civil Defence and Emergency Management Plan

3.1 The Local Civil Defence and Emergency Management Plan consists of seven parts, namely:

- Part 1 - Introduction
- Part 2 - Risk Profile
- Part 3 - District Hazardscape
- Part 4 - Risk Reduction
- Part 5 - Readiness
- Part 6 - Response
- Part 7 - Recovery
- Part 8 - Monitoring and Evaluation
- Part 9 - Management and Governance
- Appendix 1 - Glossary of Terms
- Appendix 2 - Corrective Action Plan

3.2 These form the basis of the intended objectives, current status, methods and tools that apply within the district, acknowledging the concept of the four R's, Reduction, Readiness, Response and Recovery.

3.3 A copy of the Plan was previously circulated to the Council at the January workshop briefing session setting out in detail the matters covered above.

3.4 In completing this work, it takes into account the recent audit by the Ministry of Civil Defence and Emergency Management that identified the need for strengthened Civil Defence capability at both the regional and district level.

4. Significance Assessment

4.1 The matter of approving the Local Civil Defence and Emergency Management Plan is within the Council's discretion to determine, noting that the document forms the basis of its intentions for this activity.

4.2 As such, the recommendation made in this report is not significant with regard to the Council's policy on significance and engagement, and the Plan's approval is procedural in ratifying the proposed draft subject to any amendments.

5. Consultation

5.1 This Plan is the first initial footprint of the Civil Defence Emergency Management requirements for the district set out in the proposed document.

- 5.2 It has been compiled using information from the current Civil Defence Emergency Management Group Plan with best practice and knowledge from such experienced practitioners.
- 5.3 The Council is a member of the Manawatu-Wanganui Civil Defence and Emergency Management Group and its Joint Standing Committee, and the policy aspects align with the national and regional plans.
- 5.4 Consultation was also carried out with the Tararua Emergency Management Committee including the Community Civil Defence Emergency Management Response Groups, and the Council's senior leadership team reviewed the plan.

6. Conclusion

- 6.1 There is no legislative requirement to have a local Civil Defence and Emergency Management Plan, but there are benefits in producing such a document for approval by the Council.
- 6.2 Specifically, it provides the basis of good practice to deliver Civil Defence and Emergency Management within the district recognising the policies set and agreed to within the Group Plan.

Recommendation

That the report from the District Resilience Manager dated 15 February 2016 concerning the Local Civil Defence and Emergency Management Plan (as circulated) be received, and

That the Council approves the Local Civil Defence and Emergency Management Plan applicable to the district prepared on the timescale of the next two years.

Attachments

Nil.

Report

Date : 17 February 2016

To : Mayor and Councillors
Tararua District Council

From : Craig Lunn
Planning Manager

Subject : **Delegation of Authority to the Manager of the Combined Planning and Regulatory Teams and Council Officers**

Item No : **10.2**

1. Reason for the Report

- 1.1 To obtain the Council's approval of the updated delegations necessary to undertake the requirements of the regulatory services functions.

2. Background

- 2.1 The Council grants delegations with regard to enabling staff to deliver its statutory responsibilities under legislation such as the Building Act, Resource Management Act, Dog Control Act and Impounding Act.
- 2.2 From time to time, a review occurs as required to ensure they remain appropriate relative to the legislation that they relate, and the staff appointed to the associated responsibilities.
- 2.3 Attached to this report are revised schedules setting out the recommended delegations for approval resulting from combining the Planning and Regulatory Services teams.

3. Significance Assessment

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

4. Conclusion

- 4.1 The Council considers and grants the proposed delegations attached to this report.

5. Recommendation

- 5.1** *That the report from the Planning Manager dated 17 February 2016 concerning the Delegation of Authority to the Manager of the Combined Planning and Regulatory Teams and Council Officers (as circulated) be received, and*
- 5.2** *That the Council approves the delegations detailed in the schedule attached to this report.*

Attachments

1. Attachment 1: Resource Management Act Delegations
2. Attachment 2: Building Act Delegations
3. Attachment 3: Dog Control Act Delegations
4. Attachment 4: Impounding Act Delegations

REGISTER OF POWERS DELEGATED BY THE TARARUA DISTRICT COUNCIL UNDER THE RESOURCE MANAGEMENT ACT 1991 (RMA 1991)

17 February 2016

DELEGATIONS TO COMMITTEES

Tribunal and Hearings Committee

1. The Tribunal and Hearings Committee has delegated authority:
 - .1 To conduct, consider and determine any matter that requires a hearing or related decision under the Resource Management Act 1991.
 - .2 Excepted are those functions, powers and duties that the Act expressly prevents Council from delegating.

Notes: The above responsibilities under the Resource Management Act include District Plan reviews, plan changes and variations; requirements, designations and heritage orders; applications for resource consents; applications for review of conditions; objections to decisions and conditions.

This authority does not include the approval of the District Plan or any change to the District Plan. The power to approve the District Plan or any change to the District Plan refers to clause 17 of the First Schedule of the Resource Management Act 1991 and is the final step in the Plan preparation/change process, and does not prevent the Tribunal and Hearings Committee from making decisions on the hearing of submissions or further submissions.

DELEGATIONS TO COMMISSIONERS

Powers of Hearing Commissioner

2. Each member of the Tribunal and Hearings Committee that meets the accreditation requirements of the Resource Management Act 1991 are deemed to be hearing commissioners.
3. When appointed, independent (non-elected) persons that meet the accreditation requirements of the Resource Management Act 1991 are also hearing commissioners.
4. Hearing commissioners deemed or appointed by Council have delegated authority:

- .1 To conduct, consider and determine any matter that requires a hearing or related decision under the Resource Management Act 1991.
- .2 Excepted are those functions, powers and duties that the Act expressly prevents Council from delegating.
- .3 Subject to the condition that hearings are conducted (if one is required) in accordance with the "Making Good Decisions" Workbook, 4th edition including the "Chairs, Supplement" or its successor.

Assignment of Commissioners

5. The Tribunal and Hearings Committee Chair and Deputy Chair have delegated authority:
 - .1 To assign councillor hearing commissioners to conduct, consider and determine any matter that requires a hearing or related decision to be made by the Tararua District Council under the Resource Management Act 1991.

Notes: The Council shall determine the appointment of any independent hearing commissioner(s) to determine any matter that requires a hearing or related decision.

Composition of Commissioner Panels

6. The following requirements apply to the composition of commissioner hearing panels:
 - .1 Two or more councillor hearing commissioners may consider and determine any matter for which a hearing is not required.
 - .2 One or more independent hearing commissioners may consider and determine any matter for which a hearing is not required.
 - .3 Three or more councillor and/or independent hearing commissioners may conduct the hearing and consider and determine any matter for which a hearing is required.
 - .4 If one or more hearing commissioners are unable to continue (e.g. illness), the commissioner panel can continue to make a determination provided there is at least one hearing commissioner able to hear and/or consider the matter.

Notes: Delegated authority has also been assigned to the Chief Executive to consider and determine any matter for which a hearing is not required. In the event the Chief Executive elects not to use this delegation for any reason, the matter may be referred to the Tribunal and Hearings Committee for a determination.

Miscellaneous Matters

7. The delegation of authority is subject to the following requirement:

- .1 That decisions made under delegated authority shall be reported to the next meeting of the Council.

DELEGATIONS TO COUNCIL OFFICERS

Chief Executive

8. The Chief Executive has delegated authority:
- .1 To exercise all functions, duties and powers granted to any officer who reports, directly or indirectly, to the Chief Executive. The Chief Executive may also temporarily curtail any authority delegated to any such officer or apply any term of condition to its use.
 - .2 To exercise any powers granted to the Council in regard to the Resource Management Act 1991, and regulations made thereunder, and authorise prosecutions where appropriate, subject to the following limitations:

S/N	Reference	Description
1.	Part 6	(Resource Consents) Power to determine resource consents, may only be exercised when a hearing is not required.
2.	Part 8	(Designations and Heritage Orders) Power to determine a recommendation on requirements and alterations for designations and heritage orders, may only be exercised when a hearing is not required.
3.	Section 234	Power to determine variations and cancellation of esplanade strips, may only be exercised when a hearing is not required.

Planning and Regulatory Manager

9. The Planning and Regulatory Manager has delegated authority:
- .1 To exercise all functions, duties and powers granted to any officer who reports, directly or indirectly, to the Planning and Regulatory Manager. The Planning and Regulatory Manager may also temporarily curtail any authority delegated to any such officer or apply any term of condition to its use.
 - .2 To exercise the Council's functions, powers, and duties under the Resource Management Act 1991, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 10(2)	Existing use rights
2.	Sections 36(3),	Administrative charges

	36(5)	
3.	Section 37	Extension and waiver of time limits
4.	Section 38	Be appointed an Enforcement Officer
5.	Part 6	(Resource Consents) excepting the power to determine consents.
6.	Part 8	(Designations and Heritage Orders) excepting the power to determine requirements and alterations.
7.	Part 10	(Subdivision and Reclamations) excepting the power to vary or cancel esplanade strips; and excepting the power to agree to the creation of an esplanade strip under Section 235 on Council's behalf.
8.	Part 11	(Environment Court) excepting the power to agree to a mediated outcome on Council's behalf.
9.	Part 12	Enforcement
10.	Part 14	Miscellaneous Provisions
11.	Part 15	Transitional Provisions
12.	Part 16	Transitional Provisions

Manager Assets Group

10. The Manager Assets Group has delegated authority:

- .1 To exercise all functions, duties and powers granted to any officer who reports, directly or indirectly, to the Manager Assets Group. The Manager Assets Group may also temporarily curtail any authority delegated to any such officer or apply any term of condition to its use.
- .2 To exercise the Council's functions, powers, and duties under the Resource Management Act 1991, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 88(1)	Power to lodge a resource consent application on Council's behalf
2.	Section 120	Power to lodge an appeal on Council's behalf in the Environment Court
3.	Section 168A	Power to lodge a notice of requirement for a designation on Council's behalf
4.	Section 176	Power to give written consent in relation to land subject to Council's designation
5.	Section 181	Power to lodge a notice of requirement for an alteration to Council's designation
6.	Section 182	Power to lodge a notice to remove Council's designation

Planner

11. The Planner has delegated authority:

- .1 To exercise the Council's functions, powers, and duties under the Resource Management Act 1991, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 38	Be appointed an Enforcement Officer
2.	Section 88	Power to determine whether information provided in resource consent applications meet the requirements of the Act
3.	Sections 91A, 91C	Power to suspend resource consent applications and to return suspended applications.
4.	Sections 92, 92A	Power to request further information be provided and to commission a report
5.	Section 97	Power to adopt an early closing date for submissions
6.	Section 101	Power to decide when and where a hearing is to be held within the constraints of Section 37
7.	Section 169	Power to request further information in relation to a notice of requirement for a designation
8.	Section 190	Power to request further information in relation to a notice of requirement for a heritage order
9.	Section 222	Power to certify a completion certificate as an authorised officer
10.	Section 223	Power to certify a survey plan as an authorised officer.
11.	Section 274	Representation before the Environment Court
12.	Section 322	Power to issue abatement notices
13.	Section 325A	Power to cancel abatement notices where notice has been complied with
14.	Section 327	Issue of Excessive Noise Direction
15.	Section 328	Compliance with Excessive Noise Direction
16.	Section 338	To initiate, conduct, compromise and conclude any action in the District Court in respect of offences under the RMA 1991
17.	Section 343B	Power to issue infringement notices

Environmental Health Officer

12. The Environmental Health Officer has delegated authority:

- .1 To exercise the Council's functions, powers, and duties under the Resource Management Act 1991, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 38	Be appointed an Enforcement Officer
2.	Section 274	Representation before the Environment Court
3.	Section 322	Power to issue abatement notices
4.	Section 325A	Power to cancel abatement notices where notice has been complied with
5.	Section 327	Issue of Excessive Noise Direction
6.	Section 328	Compliance with Excessive Noise Direction
7.	Section 338	To initiate, conduct, compromise and conclude any action in the District Court in respect of offences under the RMA 1991
8.	Section 343B	Power to issue infringement notices

General Inspector

13. The General Inspector has delegated authority:

- .1 To exercise the Council's functions, powers, and duties under the Resource Management Act 1991, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 38	Be appointed an Enforcement Officer
2.	Section 274	Representation before the Environment Court
3.	Section 322	Power to issue abatement notices
4.	Section 325A	Power to cancel abatement notices where notice has been complied with
5.	Section 327	Issue of Excessive Noise Direction
6.	Section 328	Compliance with Excessive Noise Direction
7.	Section 338	To initiate, conduct, compromise and conclude any action in the District Court in respect of offences under the RMA 1991
8.	Section 343B	Power to issue infringement notices

Senior Animal Control Officer

14. The Senior Animal Control Officer has delegated authority:

- .1 To exercise the Council's functions, powers, and duties under the Resource Management Act 1991, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 38	Be appointed an Enforcement Officer
2.	Section 274	Representation before the Environment Court

3.	Section 322	Power to issue abatement notices
4.	Section 325A	Power to cancel abatement notices where notice has been complied with
5.	Section 327	Issue of Excessive Noise Direction
6.	Section 328	Compliance with Excessive Noise Direction
7.	Section 338	To initiate, conduct, compromise and conclude any action in the District Court in respect of offences under the RMA 1991
8.	Section 343B	Power to issue infringement notices

Animal Control Officer

15. The Animal Control Officer has delegated authority:

- .1 To exercise the Council's functions, powers, and duties under the Resource Management Act 1991, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 38	Be appointed an Enforcement Officer
2.	Section 274	Representation before the Environment Court
3.	Section 322	Power to issue abatement notices
4.	Section 325A	Power to cancel abatement notices where notice has been complied with
5.	Section 327	Issue of Excessive Noise Direction
6.	Section 328	Compliance with Excessive Noise Direction
7.	Section 338	To initiate, conduct, compromise and conclude any action in the District Court in respect of offences under the RMA 1991
8.	Section 343B	Power to issue infringement notices

Contracted Noise Control Officers

16. Contracted Noise Control Officers have delegated authority:

- .1 To exercise the Council's functions, powers, and duties under the Resource Management Act 1991, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 38	Be appointed an Enforcement Officer
2.	Section 327	Issue of Excessive Noise Direction
3.	Section 328	Compliance with Excessive Noise Direction

Enforcement Officers

17. Council's powers and functions of an enforcement officer under section 34A of the Resource Management Act 1991, and regulations made thereunder, are delegated to:

S/N	Position
1.	Chief Executive
2.	Planning and Regulatory Manager
3.	Planner
4.	Environmental Health Officer
5.	General Inspector
6.	Senior Animal Control Officer
7.	Animal Control Officer
8.	Contracted Noise Control Officers

**REGISTER OF POWERS DELEGATED BY THE TARARUA DISTRICT
COUNCIL UNDER THE BUILDING ACT 2004 (BA 2004)**

17 February 2016

DELEGATIONS TO COUNCIL OFFICERS

Chief Executive

1. The Chief Executive has delegated authority:
 - .1 To exercise all functions, duties and powers granted to any officer who reports, directly or indirectly, to the Chief Executive. The Chief Executive may also temporarily curtail any authority delegated to any such officer or apply any term of condition to its use.
 - .2 To exercise all functions, duties and powers granted to the Council as a Territorial Authority and Building Consent Authority in regard to the Building Act 2004, and regulations made thereunder, and authorise prosecutions where appropriate, subject to the following limitations:

S/N	Reference	Description
1.	Section 131, 132	Excepting the power to adopt, amend or replace the Council's policy on dangerous, earthquake prone and insanitary buildings
2.	Section 213	Excepting the power to make arrangements to transfer functions to another building authority
3.	Section 233, 234, 235, 236	Excepting the power to transfer functions, duties or powers of a territorial authority to another territorial authority
4.	Section 219	Excepting the power to set fees or charges

Planning and Regulatory Manager

2. The Planning and Regulatory Manager has delegated authority:
 - .1 To exercise all functions, duties and powers granted to any officer who reports, directly or indirectly, to the Planning and Regulatory Manager. The Planning and Regulatory Manager may also temporarily curtail any authority delegated to any such officer or apply any term of condition to its use.

- .2 To exercise the functions, duties and powers granted to the Council as a Territorial Authority and Building Consent Authority in regard to the Building Act 2004, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 34	Power to issue a project information memorandum
2.	Section 37	Power to issue certificate if resource consent required
3.	Section 38, 39, 46	Power to advise network utility operators and Heritage New Zealand and give notice to NZ Fire Service Commission
4.	Section 48	Power to request further information and suspend processing until that information is received
5.	Section 48, 49, 50, 51	Power to process and determine applications for building consent
6.	Section 52	Power to extend the lapse date of a building consent
7.	Section 59	Power to pay building consent levy
8.	Section 62	Power to recover unpaid levies
9.	Section 67, 68	Power to grant waivers or modifications of the Building Code
10.	Section 71, 72, 73	Power in respect to building on land subject to natural hazards
11.	Section 74	Power to remove Section 73 Notices
12.	Section 75, 76, 77	Power in respect of buildings over boundaries
13.	Section 83	Power to remove entry under Section 78
14.	Section 90	Power to inspect building work
15.	Section 91, 92, 93, 94, 95, 95A	Power to process and determine code compliance certificates
16.	Section 96, 98, 99, 99AA, 99A	Power to process and determine certificates of acceptance
17.	Section 102, 104, 106, 107, 109, 111	Power in respect of compliance schedules
18.	Section 112, 113, 114, 115, 116, 116A	Power in respect to alterations to buildings and changes of use
19.	Section 121, 121A, 122, 123, 124	Power in relation to dangerous, affected, earthquake-prone or insanitary buildings
20.	Section 123	Power to determine that a building is insanitary
21.	Section 126	Power to apply for Order to carry out building work
22.	Section 129, 130	Power to take measures to avoid immediate danger or to fix insanitary conditions
23.	Section 164, 167	Power in relation to notices to fix building work

24.	Section 177, 180	Power to apply to apply for a determination
25.	Section 215	Power to apply for accreditation
26.	Section 219	Power to impose a fee or charge
27.	Section 220, 221	Power to seek a Court order to carry out building work on default and recover costs.
28.	Section 222	Power to carry out inspections
29.	Section 363A	Power to process and determine public use of premises certificates
30.	Section 371B	Be authorised as an enforcement officer
31.	Section 372	Power to issue infringement notices
32.	Section 377	Power to lay an information for prosecution
33.	Section 381	Power to apply for an injunction
34.	Schedule 1	Power to exempt building work from needing to obtain building consent

Team Leader Building Services

3. The Team Leader Building Services has delegated authority:
- .1 To exercise the functions, duties and powers granted to the Council as a Territorial Authority and Building Consent Authority in regard to the Building Act 2004, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 34	Power to issue a project information memorandum
2.	Section 37	Power to issue certificate if resource consent required
3.	Section 38, 39, 46	Power to advise network utility operators and Heritage New Zealand and give notice to NZ Fire Service Commission
4.	Section 48	Power to request further information and suspend processing until that information is received
5.	Section 48, 49, 50, 51	Power to process and determine applications for building consent
6.	Section 52	Power to extend the lapse date of a building consent
7.	Section 59	Power to pay building consent levy
8.	Section 62	Power to recover unpaid levies
9.	Section 67, 68	Power to grant waivers or modifications of the Building Code
10.	Section 71, 72, 73	Power in respect to building on land subject to natural hazards
11.	Section 74	Power to remove Section 73 Notices
12.	Section 75, 76, 77	Power in respect of buildings over boundaries

13.	Section 83	Power to remove entry under Section 78
14.	Section 90	Power to inspect building work
15.	Section 91, 92, 93, 94, 95, 95A	Power to process and determine code compliance certificates
16.	Section 96, 98, 99, 99AA, 99A	Power to process and determine certificates of acceptance
17.	Section 102, 104, 106, 107, 109, 111	Power in respect of compliance schedules
18.	Section 112, 113, 114, 115, 116, 116A	Power in respect to alterations to buildings and changes of use
19.	Section 121, 121A, 122, 123, 124	Power in relation to dangerous, affected, earthquake-prone or insanitary buildings
20.	Section 129, 130	Power to take measures to avoid immediate danger or to fix insanitary conditions
21.	Section 164, 167	Power in relation to notices to fix building work
22.	Section 177, 180	Power to apply to apply for a determination
23.	Section 215	Power to apply for accreditation
24.	Section 219	Power to impose a fee or charge
25.	Section 221	Power to recover costs when carrying out building work on default
26.	Section 222	Power to carry out inspections
27.	Section 363A	Power to process and determine public use of premises certificates
28.	Section 371B	Be authorised as an enforcement officer
29.	Section 372	Power to issue infringement notices
30.	Section 377	Power to lay an information for prosecution
31.	Section 381	Power to apply for an injunction
32.	Schedule 1	Power to exempt building work from needing to obtain building consent

Building Officer

4. The Building Officer has delegated authority:

- .1 To exercise the functions, duties and powers granted to the Council as a Territorial Authority and Building Consent Authority in regard to the Building Act 2004, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 34	Power to issue a project information memorandum
2.	Section 38, 39, 46	Power to advise network utility operators and Heritage

		New Zealand and give notice to NZ Fire Service Commission
3.	Section 48	Power to request further information and suspend processing until that information is received
4.	Section 48, 49, 50, 51	Power to process and determine applications for building consent
5.	Section 59	Power to pay building consent levy
6.	Section 62	Power to recover unpaid levies
7.	Section 67, 68	Power to grant waivers or modifications of the Building Code
8.	Section 71, 72, 73	Power in respect to building on land subject to natural hazards
9.	Section 74	Power to remove Section 73 Notices
10.	Section 75, 76, 77	Power in respect of buildings over boundaries
11.	Section 90	Power to inspect building work
12.	Section 91, 92, 93, 94, 95, 95A	Power to process and determine code compliance certificates
13.	Section 96, 98, 99, 99AA, 99A	Power to process and determine certificates of acceptance
14.	Section 102, 104, 106, 107, 109, 111	Power in respect of compliance schedules
15.	Section 112, 113, 114, 115, 116, 116A	Power in respect to alterations to buildings and changes of use
16.	Section 121, 121A, 122, 123, 124	Power in relation to dangerous, affected, earthquake-prone or insanitary buildings
17.	Section 129, 130	Power to take measures to avoid immediate danger or to fix insanitary conditions
18.	Section 164, 167	Power in relation to notices to fix building work
19.	Section 177, 180	Power to apply to apply for a determination
20.	Section 215	Power to apply for accreditation
21.	Section 219	Power to impose a fee or charge
22.	Section 222	Power to carry out inspections
23.	Section 363A	Power to process and determine public use of premises certificates
24.	Section 371B	Be authorised as an Enforcement Officer
25.	Section 372	Power to issue infringement notices
26.	Schedule 1	Power to exempt building work from needing to obtain building consent

Environmental Health Officer

5. The Environmental Health Officer has delegated authority:
- .1 To exercise the functions, duties and powers granted to the Council as a Territorial Authority and Building Consent Authority in regard to the Building Act 2004, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 102, 104, 106, 107, 109, 111	Power in respect of compliance schedules
2.	Section 123, 124	Power in relation to insanitary buildings
3.	Section 164	Power to issue a notice to fix building work
4.	Section 371B	Be authorised as an Enforcement Officer
5.	Section 372	Power to issue infringement notices
6.	Section 377	Power to lay an information for prosecution

Enforcement Officers

6. Council's functions, duties and powers of an enforcement officer under section 371B of the Building Act 2004, and regulations made thereunder, are delegated to:

S/N	Position
1.	Chief Executive
2.	Planning and Regulatory Manager
3.	Team Leader Building Services
4.	Building Officer
5.	Environmental Health Officer

REGISTER OF POWERS DELEGATED BY THE TARARUA DISTRICT COUNCIL UNDER THE DOG CONTROL ACT 1996

17 February 2016

DELEGATIONS TO COMMITTEES

Tribunal and Hearings Committee

1. The Tribunal and Hearings Committee has delegated authority:
 - .1 To conduct, consider and determine any matter that requires a hearing or related decision under the Dog Control Act 1996

Notes: The above responsibilities under the Dog Control Act include objections to probationary owner, dog owner disqualification, dangerous dogs, menacing dogs, and dog barking abatement notices.

DELEGATIONS TO COUNCIL OFFICERS

Chief Executive

2. The Chief Executive has delegated authority:
 - .1 To exercise all functions, duties and powers granted to any officer who reports, directly or indirectly, to the Chief Executive. The Chief Executive may also temporarily curtail any authority delegated to any such officer or apply any term of condition to its use.
 - .2 To exercise any powers granted to the Council in regard to the Dog Control Act 1996, and regulations made thereunder, and authorise prosecutions where appropriate, subject to the following limitations:

S/N	Reference	Description
1.	Section 14	Excepting the power of entry.
2.	Section 15	Excepting the power dog control officer to feed and shelter dogs.
3.	Section 22	Excepting the power to determine an objection to probationary owner classification.
4.	Section 26	Excepting the power to determine an objection to dog owner disqualification.
5.	Section 31	Excepting the power to determine an objection to a

		dangerous dog classification.
6.	Section 33B, 33D	Excepting the power to determine an objection to a menacing dog classification.
8.	Section 55	Excepting the power to determine an objection to a dog barking abatement notice.
9.	Section 70	Excepting the power to determine an application for the release of a dog seized under sections 15, 32 33E, 56.
10.	Section 71	Excepting the power to determine an application for the release of a dog seized under sections 57, 57A, 58.
11.	Section 71A	Excepting the power to perform the duties under this section.

Planning and Regulatory Manager

3. The Planning and Regulatory Manager has delegated authority:
 - .1 To exercise all functions, duties and powers granted to any officer who reports, directly or indirectly, to the Planning and Regulatory Manager. The Planning and Regulatory Manager may also temporarily curtail any authority delegated to any such officer or apply any term of condition to its use.
 - .2 To exercise the Council's functions, powers, and duties under the Dog Control Act 1996, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 6	Power to perform functions and duties and exercise powers imposed or conferred under this Act
2.	Section 10A	Power to give public notice of a report adopted under section 10A
3.	Section 12	Power to appoint Dog Rangers including a dog ranger in an honorary capacity.
4.	Section 16	Power to enter into a written agreement whereby the services of the Dog Control officers or Dog Rangers are made available to another authority.
5.	Section 19, 19A	Power to request information
6.	Section 21	Power to classify an owner as probationary and give written notice
7.	Section 22	Power to give written notice of the decision on a probationary owner objection
8.	Section 23A	Power to require a probationary owner to undertake a training programme at the owners expense
9.	Section 25	Power to disqualify a person from owning a dog, and specify the length of disqualification, and give written notice
10.	Section 26	Power to give written notice of the decision on a disqualified owner objection
11.	Section 27	Power to make submissions to Court on an appeal of

12.	Section 28	Council's decision to uphold an owner disqualification Power to extend the length of disqualification of a dog owner
13.	Section 30	Power to supply information pursuant to the levels defined in Section 30 of the Dog Control Act 1996.
14.	Section 31	Power to classify a dog as dangerous and give written notice
15.	Section 31	Power to give written notice of the decision on a dangerous dog objection
16.	Section 32	Power to give written consent to the owner of a dangerous dog to dispose of that dog to another person within the Tararua District Council.
17.	Section 32	Power to approve the release of a dog seized under section 32(5)(a)
18.	Section 33A, 33C	Power to classify a dog as menacing and give written notice
19.	Section 33B, 33D	Power to give written notice of the decision on a menacing dog objection
20.	Section 33E	Power to approve the release of a dog seized under section 33E(3)(a)
21.	Section 35	Power to comply with a lawful request for dog register information.
22.	Section 37	Power to publicly notify the registration fees fixed by resolution
23.	Section 39	Power to refund, remit, or reduce registration fees.
24.	Section 55	Power to give written notice of the decision on a barking dog abatement notice objection
25.	Section 66	Power to authorise a person to issue infringement notices
26.	Section 66	Power to waive infringement notices.
27.	Section 69	Power to give written notice to the owner of an impounded dog.
28.	Section 69	Power to, sell, destroy, or otherwise dispose of the dog
29.	Section 70	Power to approve the release of a dog seized under sections 15, 32, 33E, 56
30.	Section 70	Power to make submissions to Court on an appeal of Council's decision not to release a dog seized under sections 15, 32, 33E, 56
31.	Section 71	Power to give written notice of the decision retain a dog in custody
32.	Section 71	Power to approve the release of a dog seized under sections 57, 57A, 58
33.	Section 71	Power to make submissions to Court on an appeal of Council's decision not to release a dog seized under sections 57, 57A, 58

Senior Animal Control Officer

4. The Senior Animal Control Officer has delegated authority:
- .1 To exercise the Council's functions, powers, and duties under the Dog Control Act 1996, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 6	Power to perform functions and duties and exercise powers imposed or conferred under this Act
2.	Section 10A	Power to give public notice of a report adopted under section 10A
3.	Section 11	Power to carry out all or any of the functions and powers of a Dog Control Officer
4.	Section 14	Power of Entry
5.	Section 15	Power of dog control officer to feed and shelter dogs
6.	Section 19, 19A	Power to request information
7.	Section 25	Power to give written notice to a person being disqualified.
8.	Section 26	Power to give written notice of the decision on a disqualified owner objection
9.	Section 30	Power to supply information pursuant to the levels defined in Section 30 of the Dog Control Act 1996.
10.	Section 31	Power to classify a dog as dangerous and give written notice
11.	Section 31	Power to give written notice of the decision on a dangerous dog objection
12.	Section 32	Power to approve the release of a dog seized under section 32(5)(a)
13.	Section 33A, 33C	Power to classify a dog as menacing and give written notice
14.	Section 33B, 33D	Power to give written notice of the decision on a menacing dog objection
15.	Section 35	Power to comply with a lawful request for dog register information.
16.	Section 39	Power to refund, remit, or reduce registration fees.
17.	Section 55	Power to give written notice of the decision on a barking dog abatement notice objection
18.	Section 66	Power to authorise a person to issue infringement notices
19.	Section 66	Power to waive infringement notices
20.	Section 69	Power to give written notice to the owner of an impounded dog.
21.	Section 69	Power to, sell, destroy, or otherwise dispose of the dog
22.	Section 71	Power to give written notice of the decision retain a dog in custody
23.	Section 71	Power to approve the release of a dog seized under sections 57, 57A, 58

Animal Control Officer

5. The Animal Control Officer has delegated authority:
- .1 To exercise the Council's functions, powers, and duties under the Dog Control Act 1996, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 6	Power to perform functions and duties and exercise powers imposed or conferred under this Act
2.	Section 14	Power of Entry
3.	Section 15	Power of dog control officer to feed and shelter dogs
4.	Section 19, 19A	Power to request information
5.	Section 25	Power to give written notice to a person being disqualified.
6.	Section 26	Power to give written notice of the decision on a disqualified owner objection
7.	Section 33A, 33C	Power to give written notice of a dog classified as menacing
8.	Section 33B, 33D	Power to give written notice of the decision on a menacing dog objection
9.	Section 35	Power to comply with a lawful request for dog register information.
10.	Section 55	Power to give written notice of the decision on a barking dog abatement notice objection
11.	Section 69	Power to give written notice to the owner of an impounded dog.
12.	Section 69	Power to, sell, destroy, or otherwise dispose of the dog
13.	Section 71	Power to give written notice of the decision retain a dog in custody

Regulatory Support Officer

6. The Regulatory Support Officer has delegated authority:
- .1 To exercise the Council's functions, powers, and duties under the Dog Control Act 1996, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 6	Power to perform functions and duties and exercise powers imposed or conferred under this Act
2.	Section 25	Power to give written notice to a person being disqualified.
3.	Section 30	Power to supply information pursuant to the levels defined in Section 30 of the Dog Control Act 1996.
4.	Section 31	Power to give notice to the owner of a dog classified as dangerous.
5.	Section 33A, 33C	Power to give written notice of a dog classified as

- | | | |
|----|------------|---|
| 6. | Section 35 | menacing
Power to comply with a lawful request for dog register information. |
|----|------------|---|

Contracted Animal Control Officers

7. Contracted Animal Control Officers have delegated authority:
- .1 To exercise the Council's functions, powers, and duties under the Dog Control Act 1996, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 6	Power to perform functions and duties and exercise powers imposed or conferred under this Act
2.	Section 14	Power of Entry
3.	Section 15	Power of dog control officer to feed and shelter dogs
4.	Section 19, 19A	Power to request information

**REGISTER OF POWERS DELEGATED BY THE TARARUA DISTRICT
COUNCIL UNDER THE IMPOUNDING ACT 1955**

17 February 2016

DELEGATIONS TO COMMITTEES

Tribunal and Hearings Committee

1. The Tribunal and Hearings Committee has delegated authority:
 - .1 To conduct, consider and determine any matter that requires a hearing or related decision under the Impounding Act 1955

DELEGATIONS TO COUNCIL OFFICERS

Chief Executive

2. The Chief Executive has delegated authority:
 - .1 To exercise all functions, duties and powers granted to any officer who reports, directly or indirectly, to the Chief Executive. The Chief Executive may also temporarily curtail any authority delegated to any such officer or apply any term of condition to its use.
 - .2 To exercise any powers granted to the Council in regard to the Impounding Act 1955, and regulations made thereunder, and authorise prosecutions where appropriate, subject to the following limitations:

S/N	Reference	Description
1.	Section 14	Excepting the power to set pound fees.

Planning and Regulatory Manager

3. The Planning and Regulatory Manager has delegated authority:
 - .1 To exercise all functions, duties and powers granted to any officer who reports, directly or indirectly, to the Planning and Regulatory Manager. The Planning and Regulatory Manager may also temporarily curtail any authority delegated to any such officer or apply any term of condition to its use.
 - .2 To exercise the Council's functions, powers and duties in regard to the Impounding Act 1955, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 8, 10	Power to appoint, remove or suspend Pound-keeper

Senior Animal Control Officer

4. The Senior Animal Control Officer has delegated authority:
- .1 To exercise the Council's functions, powers and duties in regard to the Impounding Act 1955, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	General	Power to perform the duties of a Pound-keeper
2.	Section 13	Power to keep records required to be kept by a local authority

Animal Control Officer

5. The Animal Control Officer has delegated authority:
- .1 To exercise the Council's functions, powers and duties in regard to the Impounding Act 1955, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	General	Power to perform the duties of a Pound-keeper
2.	Section 13	Power to keep records required to be kept by a local authority

Regulatory Support Officer

6. The Regulatory Support Officer has delegated authority:
- .1 To exercise the Council's functions, powers and duties in regard to the Impounding Act 1955, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	Section 13	Power to keep records required to be kept by a local authority

Contracted Animal Control Officers

7. Contracted Animal Control Officers have delegated authority:
- .1 To exercise the Council's functions, powers and duties in regard to the Impounding Act 1955, and regulations made thereunder, in relation to:

S/N	Reference	Description
1.	General	Power to perform the duties of a Pound-keeper
2.	Section 13	Power to keep records required to be kept by a local authority



Report

Date : 18 February 2016
To : Mayor and Councillors
Tararua District Council
From : Craig Lunn
Planning Manager
Subject : **Planning Matters Determined Under Delegated Authority**
Item No : **10.3**

1. Resource Management

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

2. Subdivision Applications

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

2.1 **201.2015.49.1 T. Kent – 405 Rakaiatai Road, Makotuku**

Consent to subdivide Section 8 SO 21619 (CFR HBM4/1116), into one allotment

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

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

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

1. That the proposed subdivision shall proceed in general accordance with the application received by the Council on 25 November 2015, including the subdivision plan drawn by C G Bone – Land Surveyor dated “November 2015” and held on Council file 201-2015-49-1, except as required by the following conditions.
2. That this consent will lapse if not given effect to within 5 years from the date of commencement, under Section 125 of the Resource Management Act 1991.

Advice Notes:

- a. Pursuant to Section 357 of the Resource Management Act 1991, if you disagree with this decision or any of the conditions of consent, you may lodge an objection in writing to the Tararua District Council. The objection must be received within 15 working days of the receipt of this written decision.
- b. Prior to any building works or activities within the indicate flood zone area or near the Manawatu River please contact the Manawatu Wanganui Regional Council (Horizons) on 0508 800 800 for any requirements and for information regarding the proposal.

2.2

201.2015.51

B. McNeil – 262 Condoit Road, Papatawa

Consent to subdivide Lot 2 DP 1616 (CFR HBE4/1234) and Lot 1 DP 444195 (CFR 556967), into two allotments

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

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

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

1. That the proposed subdivision shall proceed in general accordance with the application received by the Council on 10 December 2015, including the subdivision plan drawn by C G Bone dated “December 2015” and held on Council file 201-2015-51-1, except as required by the following conditions.
2. That this consent will lapse if not given effect to within 5 years from the date of commencement, under Section 125 of the Resource Management Act 1991.

Advice Notes:

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

3. Subdivision Plans Approval

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

- | | | |
|-----|----------------------|--|
| 3.1 | 201.2013.2.1 | Three Dogs Limited – Intersection of Rock & Mangaramarama Roads, Mangatainoka |
| 3.2 | 201.2014.22.1 | C. & B. Anderson – 83 Ball Road, Papatawa |
| 3.3 | 201.2015.29.1 | Hunt, Henry & Martin – 491 Waitahora Road, Dannevirke |

4. Land Use Applications

Pursuant to Sections 104, 104A and 104B of the Resource Management Act 1991, the following land use consents have been granted:

- | | | |
|-----|----------------------|---|
| 4.1 | 202.2015.47.1 | T. Jackson – 193 Main Street, Pahiatua |
|-----|----------------------|---|

Consent to replace an existing tyre workshop and office: The proposal involves demolishing an existing building and constructing a new 409m² building. This will contain a new 326m² workshop and 83m² office. Construction of new building foundations will require excavation of up to 30m³ of material. Two on-site car parks will be provided, with overflow vehicle parking on King Street. Dish channelling will be installed to provide separation between the footpath and site. No changes are proposed to vehicle movements or hours of operation.

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

- Subject to the imposition of conditions, the activity will have minor actual or potential adverse effects on the environment.
- The proposal is not contrary to any relevant objectives or policies.
- The proposal is consistent with Part II of the Resource Management Act 1991.

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

1. The development shall proceed in general accordance with the plans and information submitted with the application on 5 November 2015 and further information received on 23 November 2015 and 2 December 2015, except where another condition of this consent must be complied with. This information is held on Council file 202.2015.47.1.
2. The consent holder shall be responsible for all operations related to the exercise of this resource consent, and must ensure employees and contractors are made aware of the conditions of this resource consent and ensure compliance with those conditions.
3. The consent holder shall ensure that noise from activities authorised by this consent does not exceed the following noise limits:
 - 7.00 am - 7.00 pm daily 55 dBLAeq(15 min)
 - 7.00 pm - 7.00 am daily 45 dBLAeq(15 min) and 75 dBLAFmax

All noise shall be measured in accordance with NZ6801:2008 and assessed in accordance with NZS6802:2008.

4. The consent holder shall ensure that any dust generated through the exercise of this consent does not cause nuisance beyond the boundary of the site.
5. Prior to the commencement of activities authorised by this consent, written notice shall be submitted to the Planning Manager for certification that the dish channelling has been formed in accordance with the application.
6. The consent holder shall not commence activities authorised by this consent until the Tararua District Council has certified in writing that the dish channelling fulfils the requirements of condition (5).
7. That if the dish channelling specified in condition (5) fails or is destroyed, it shall be subsequently replaced by the consent holder to meet the conditions of this consent, on an ongoing basis for the duration of the activity.
8. If any archaeological site, taonga or koiwi is discovered during the works authorised by this consent, the consent holder shall immediately cease work at the affected site. The consent holder shall notify Ngati Kahungunu Iwi Incorporated and Rangitane O Tamaki Nui a Rua, Heritage New Zealand, the Tararua District Council Planning Manager, and in the case of koiwi, the Police, and shall not recommence works in the area of the discovery until the relevant Heritage New Zealand, Kahungunu Iwi Incorporated and Rangitane O Tamaki Nui a Rua approvals to damage, destroy or modify such sites have been obtained, and the Tararua District Council Planning Manager has given authorisation to recommence the activities. Please refer to advice note d. for additional comments.

9. If this consent is not given effect to within a period of 5 years from the date of its commencement it shall lapse under Section 125 of the Resource Management Act 1991.
10. That information on the name and location of the proposed disposal facility, approval of the disposal facility operator to accept any excavated material, and evidence that the disposal facility is lawfully authorised to accept the excavated material, be submitted to the Tararua District Council; attention: Planning Manager and that any transport of excavated material off-site shall not start until the Council has determined in writing to the consent holder, or it is deemed under condition (11), that the proposed method of disposal is lawful.
11. If the Tararua District Council does not respond in writing within 10 working days of receipt of all of the submitted information regarding the proposed disposal facility, and approval of the disposal facility operator, and evidence of lawful authority to accept the excavated material, the proposed method of disposal shall be deemed lawful.
12. Controls to minimise human contact with contaminants must be implemented before the activity begins and remain in place throughout the duration of the activity until the site is reinstated to an erosion-resistant state.
13. Any excavated contaminated soil stored on site, or other contaminated materials, must be stored on an impervious surface and covered for the duration of the storage. Any run-off must be contained within the site.
14. The consent holder shall ensure that any dust generated through exercising the consent does not cause a nuisance beyond the boundaries of the site or causes a visibility hazard for road users.
15. The consent holder shall ensure that the activity does not cause an odour that, having regard to the frequency, intensity, duration and offensiveness of the odour, is objectionable or creates a nuisance beyond the boundaries of the site.

Advice Notes:

- a. Pursuant to Section 357 of the Resource Management Act 1991, if you disagree with this decision or any of the conditions of consent, you may lodge an objection in writing to the Tararua District Council. The objection must be received within 15 working days of the receipt of this written decision.
- b. The Historic Places Act 1993 (HPA) provides for the identification, protection, preservation and conservation of the historic and cultural heritage of New Zealand. Under Section 2 of the HPA, an archaeological site is defined as a place associated with pre-1900 human activity where there

4.2 202.2015.48.1 PGG Wrightson – Cnr Mangatainoka Street
West and State Highway 2, Mangatainoka

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

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

- Meeting of Tararua District Council – 24 February 2016

3. The consent holder shall ensure that noise from activities authorised by this consent does not exceed the following noise limits:

- 7.00 am - 7.00 pm daily 55 dBLAeq(15 min)
- 7.00 pm - 7.00 am daily 45 dBLAeq(15 min) and 75 dBLAFmax

All noise shall be measured in accordance with NZ6801:2008 and assessed in accordance with NZS6802:2008

4. If this consent is not given effect to within a period of 5 years from the date of its commencement it shall lapse under Section 125 of the Resource Management Act 1991.

Advice Notes:

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

5. Recommendation

- 5.1 ***That the report from the Planning Manager dated 18 February 2016 concerning Planning Matters Determined Under Delegated Authority (as circulated) be received and the Council note the approvals granted.***

Attachments

Nil.

Tararua District Council

FIT FOR PURPOSE: A REVIEW OF TARARUA DISTRICT COUNCIL'S GOVERNANCE PROCESS

February 2016

Contents

Introduction	3
LGNZ's approach	3
Good governance.....	3
Our assessment.....	5
Building a team, setting goals and clarifying expectations.....	5
Keeping on track – maintaining focus on the strategic vision	6
Conduct and behaviour – facilitating good relationships	7
Clarity of roles – respecting the relative roles of governance and administration	8
Accountability and transparency – building confidence in the governance process	9
Recommendations	10

Introduction

The role of an elected member involves addressing difficult and complex questions and confronting often widely held assumptions. It is a challenging role which can result in conflict and disagreement. While this is the nature of politics it is also important that councils have appropriate processes in place to manage tension in a constructive and professional manner. This is essential if elected members are to properly exercise their governance and representative responsibilities.

Following the resignation of Cr Davidson LGNZ was asked to assess the degree to which the governance policies and processes employed by the Tararua District Council are sufficient for dealing with tensions that might arise as a result of robust debate over significant local matters. Our review did not focus on whether or not the reasons Cr. Davidson gave for his resignation were accurate or not. Indeed, in the absence of video and voice recordings of events such a review simply devolves to documenting different peoples' perspectives and recollection of events – an inherently subjective and backward looking exercise. At the end of the day politics exists to provide a forum for the expression of diverse and strongly held views and opinions and in the end their will be policy winners and losers. Consequently, our review has focussed on whether council governance procedures are such as to allow for differences of view and disagreements to be resolved constructively and fairly within a political context, particularly if an elected member believes he/she may have been treated unfairly. Resignation should be the option of last resort.

Our review found that the governance processes in place at Tararua District Council are both fit for purpose and consistent with the practice of well-performing rural councils. We have also made recommendations for lifting performance in some areas, improvements that represent in our view excellence in governance practice.

LGNZ's approach

Good governance is a framework that provides an environment in which councillors are able to fulfil their obligations as community representatives and stewards while encouraging teamwork and mutual respect.

The question that LGNZ has been asked to consider is whether or not the policies and processes adopted by the Tararua District Council facilitate good governance and high standards of conduct and behaviour. In particular does the framework:

1. Provide an appropriate level of support and information to enable the full participation of elected members and reduce conflict and dysfunction; and
2. Enable disagreements between elected members, or between elected members and management, to be resolved in a constructive manner.

In preparing this report we have reviewed copies of the council's primary governance documents, such as the Code of Conduct and the Governance Statement, met with councillors and senior staff and met with Cr. Davidson.

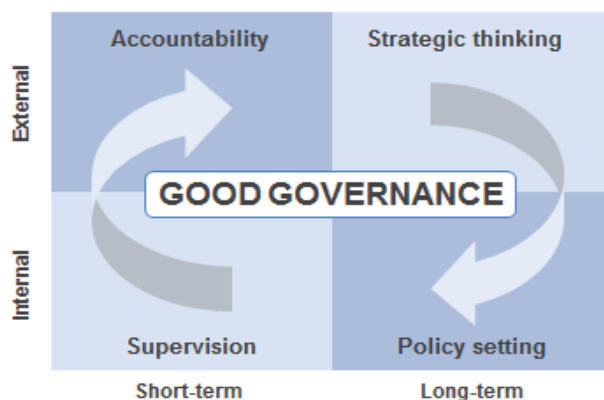
Good governance

Communities deserve good local governance as it is essential for a strong sense of strategic direction, a commitment to achieving priorities and a culture of self-improvement. Elected members put themselves forward for public office in order to make their communities better places in which to live, often at some cost to themselves and their families. Consequently it is incumbent on councils to provide a governing environment that enables elected members to work towards the achievement of the aspirations on which they stood and were elected, respecting the oath they declare, namely:

I, [name], declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the [region or district], the powers, authorities, and duties vested in, or imposed upon, me as [mayor or chairperson or member] of the [local authority] by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

The oath reinforces the responsibility of elected members to govern in the interests of their district, city or region, not just a part. This requires a framework that is open, transparent and allows for public deliberation on matters of local concern. Councillors need to be able to speak freely, ask essential questions, and be given time to assess the advice or responses provided. Good governance also requires that any differences and disagreements, which are to be expected in a political environment, can be resolved in a fair and constructive manner.

Good governance involves having in place frameworks that promote accountability, encourage strategic thinking and facilitate meaningful policy development. It operates within the organisation and within the community and it addresses both short term and long term challenges. Each element works together and is mutually reinforcing, as the following diagram shows.



Councils that achieve good governance:

1. Focus on the purpose of the local authority, outcomes for the community and implementing a vision for their area;

2. Support members and officers working together to achieve a common purpose with clearly defined functions and roles;
3. Promote their values and demonstrate the importance of good governance through high standards of conduct and behaviour;
4. Take informed and transparent decisions which are subject to effective scrutiny and understanding of risk;
5. Develop the capacity and capability of members and officers to be effective; and
6. Engage with local people and other stakeholders to ensure robust public accountability.

The above principles provide a basis for assessing the degree to which a council's governing arrangements encourage an inclusive culture, not only between elected members but also between elected members and staff.

Elected members need a professional framework within which to exercise their governance roles, whether asking questions, monitoring performance or making decisions. As the good governance principles highlight, this means being able to collectively demonstrate leadership, act transparently, have clarity of their roles and those of management, and operate as a team committed to fulfilling the council's vision. As part of this, elected members and staff must act courteously and constructively with their fellow elected members and management.

Our assessment

As noted above, our governance systems need to be designed to meet two complementary objectives. In the first place they need to create an environment that enables elected members to understand and deliver on their role in the decision-making and accountability processes required of their councils. The second is to build an inclusive and focused governance body.

Achieving both objectives can be challenging. This is more so for the second objective, where members who may feel marginalised and believe they are excluded from being able to play a meaningful role in the governance of the council or community board. In this context we need to ensure that members have access to advice and that we have processes in place for dealing with their concerns in a constructive manner.

We examined the governance framework, as it applies to elected members, under five headings:

1. Building a team, setting goals and clarifying expectations;
2. Keeping on track – maintaining focus on the strategic vision;
3. Conduct and behaviour – facilitating good relationships;
4. Clarity of roles – respecting the relative roles of governance and administration; and
5. Accountability and transparency – confidence in the governance process.

Our focus is two-fold. First, to ensure there are processes in place to reduce the likelihood of individual elected members feeling marginalised within a governing body and second, to ensure there are processes for dealing with disagreements in a constructive manner.

Building a team, setting goals and clarifying expectations

Successful governing bodies are united through a vision or commitment to a big picture. They also have a clear understanding of what they can expect from each other and how they will work as a team. Where this is lacking trust may be lost as a result and elected members left feeling marginalised.

Elections are mechanisms through which citizens choose representatives to govern their towns and cities. They will not always produce a group of people with common policies and purposes or a similar understanding of how they will work together. One of the first challenges of a council following the triennial election is the task of facilitating agreement on both a common sense of purpose and an agreed way of working together.

It is important, as soon after an election as possible, that an off site workshop is held to provide an opportunity for elected members to get to know each other, their goals and objectives and their interest. The agenda might include such matters as:

- Discussion and agreement on how elected members will work together and relate to officials;
- A briefing on the major issues facing the district;
- The priorities as set out in the council's LTP;
- An introduction to the council and its services; and
- An overview of the council as an organisation, its finances and the state of its assets.

What we found

Tararua District Council holds an induction workshop shortly after each general election. We examined the presentations made to both the 2010 and 2013 induction workshops and were impressed by the detail and depth of the material.

What we did not see was much time devoted to the question of how councillors will work together, what they sought to achieve by standing for the council and agreed success factors - in short, the process for building a team.

Some councillors commented that an opportunity such as described above would have made their journey into the world of local government that much easier. Where induction processes are not done well there is a very good likelihood that future governance problems will arise – situations that LGNZ has had to deal with on a number of occasions.

Keeping on track – maintaining focus on the strategic vision

Well performing governing bodies not only have a clear understanding of the “big picture” they also have mechanisms for reviewing their progress towards the achievement of that vision and for changing direction if necessary. Institutionalising such practice provides an opportunity for councillors to ask questions, seek clarification and, if they choose, articulate matters of concern. Such opportunities contribute to a general sense of ownership and inclusiveness.

Where a sense of direction is missing councillors can lose confidence in the leadership of their council. A strong vision is part of a strong organisation and team. There are a number of mechanisms that councils can use in order to monitor progress towards the achievement of their goals and objectives:

- Ensuring the council's vision, goals and objectives are written and presented in a clear, concise and accessible form;
- Scheduling a regular (possibly mid-term) review which enables elected members to express their views on their performance as a governing body, in relation to the goals and objectives set at the start of their term; and
- Having a committee, such as a strategy committee, charged with responsibility for what the Office of the Auditor General refers to as the "keeper of the long view".

The challenge for elected members in local authorities, as in most organisations, is to ensure that their focus on achieving the organisation's strategic vision is not overtaken by the urgent and persistent. Formal meetings focused on operational decision-making, such as council meetings, are often not well suited for the blue skies business of overseeing strategy and direction.

Agreeing a long term vision and the path towards its achievement and monitoring progress in a collective way should help build inclusiveness, buy-in and meet the expectations of elected members.

What we found

Tararua District Council Councillors receive advice, briefing workshops and formal monthly reports from staff so elected members and the public can collectively review progress towards the agreed goals and objectives.

We were impressed by the fact that Councillors have the freedom and support to approach members of the senior leadership team separately to obtain updates on current and forthcoming issues. We believe this approach should increase confidence about the quality and defendability of advice provided to elected members and it is an approach that we will be recommending to other councils.

Conduct and behaviour – facilitating good relationships

Good governance requires trust; trust between elected members, between elected members, management, and between the councils and its citizens. Building a trust based and responsive culture must be led from the top with elected members acting in the way they would expect their organisation also to act towards them and outside stakeholder and organisations.

A number of statutes, such as the Local Authority Members' Interest Act 1968, apply to the conduct and behaviour of elected members. The key parts of these statutes have been brought together in the Code of Conduct which must be adopted by each council and agreed to by elected members (community boards have some discretion). In addition to the Code, which is a statutory requirement, it is good practice that councils periodically review, in a meaningful and robust manner, the quality of their conduct and behaviours.

The purpose of the Code of Conduct is to set out the understanding and expectations adopted by the local authority about the manner in which members may conduct themselves while acting in their capacity as elected members.

An effective Code of Conduct should ensure that elected members are able to ask challenging questions, accommodate robust debate and accept differences, as long as they occur within accepted standards of behaviour. Where boundaries are broken individuals can make complaints and there is a provision for both considering complaints and imposing penalties if the Code is breached. This is the role of the Code Review Committee.

However, elected members will be reluctant to make use of the Code of Conduct process if they believe it will not be undertaken in a fair and objective way. Critical factors concern the membership of the Review Committee and the process for hearing and ruling on complaints. In recent years a number of councillors throughout New Zealand have raised questions about the fairness of Code of Conduct hearings' process - including complaints to the Ombudsman.

If an elected member feels unable to make use of the Code of Conduct process where does he/she turn to have their concerns addressed? Council employees have access to a range of services to which they can turn if faced with difficult issues or stress related to their employment, including counsellors and the Employment Dispute Tribunal. There is no equivalent service for elected members. Further, elected members are often not aware of the existing options for advice and assistance, should they face difficulties.

LGNZ will be reviewing the current Code of Conduct template in 2016 with the goal of having a new version available for councils to consider following next year's elections. The new template will address the issues identified above.

In addition to the Code there is value in regularly reviewing the manner in which councils work. Preferred behaviours should be set out in a council's Code of Conduct so processes for checking the degree to which members are living up to those standards, such as regular self-assessments, can have value. Particular techniques, such as self assessment surveys and others, can reveal the degree to which members feel "part of a team" and whether or not issues are such that action needs to be taken.

What we found

The Tararua District Council's Code of Conduct follows the standard template closely, although one variation to the template is the membership of the Conduct Review Committee. The template is relatively non-prescriptive about the membership of the Review Committee, and in Tararua District it consists of the Mayor, deputy mayor and chief executive.

Given that the Review Committee has the authority to determine whether or not a complaint should proceed to the council for consideration, a councillor may be reluctant to make a complaint if it involved one or more of members of that committee. Similarly, if the complaint is to be considered by councillors who may also have an interest in the matter then a complainant is unlikely to have confidence in the process and again choose not to make use of the process. Where a complaint may involve one of the members of that Committee, another member can be co-opted to take the place of the officer or elected member at the Mayors discretion.

The council does not use a formal process to review conduct and behaviours or assess the decision-making culture of the governing body.

Clarity of roles – respecting the relative roles of governance and administration

Good governance requires clarity about the respective roles of elected members and officers and the nature of their interaction. Where roles are unclear confusion may arise and this can undermine the boundary between politics and administration.

From LGNZ's experience an effective framework for ensuring clarity of roles should involve a:

- Properly established chief executive performance committee and inclusive process for assessing the CEO's performance; and
- Clear statement of roles in the council's Code of Conduct

Public confidence, and the confidence of elected members, is likely to be strengthened if these processes are transparent and have a level of formality and certainty. A properly established CE performance committee with well-designed terms of reference and delegations will strengthen the relationship between the chief executive and councillors through the shared understanding that processes exist through which matters can be raised. Given that much of the business of this committee is conducted as "public excluded", it is important that sufficient minutes are recorded to accurately describe agreements reached.

Clarity of roles also depends upon elected members' knowledge and understanding of governance and the difference between politics and administration. It is important that elected members have access to appropriate training or professional development in order to fully understand the basic principles and the nuances of the relationship. Understanding respective roles should reduce the likelihood of tension or conflict and build confidence.

What we found

Tararua District Council has a Chief Executive's Performance and Appraisal Committee consisting of three councillors and is chaired by the Mayor. It also has a mechanism for allowing the Committee to seek, if required, independent legal or HR advice without going through the chief executive. A senior officer has delegated authority to commission specialist advice. This is good practice.

The Council's Code of Conduct provides a brief description of roles of elected members and management, however in our discussions with the council a question was asked about the role of a portfolio holder. Generally portfolio holders will lead policy development on a particular policy portfolio and build a close relationship with a senior manager with similar portfolio responsibilities.

For those councils which use portfolio systems it is important that all councillors are aware of the matters that are discussed between portfolio holders and staff to diminish any risk of an elected member feeling marginalised or excluded from an activity or policy debate and to ensure that the governance management roles are not compromised.

There may be value in developing portfolio-holder guidelines and including these in the council's Code of Conduct. This would be particularly helpful for any new councillors given a portfolio responsibility.

Accountability and transparency – building confidence in the governance process

Good governance is underpinned by frameworks that promote accountability and transparency. Strong

accountability and transparency contributes to higher levels of trust in the quality of decision-making and council performance by both elected members and the public.

Transparency requires that policy questions should be discussed and debated in public so that elected members views and opinions can be understood and properly scrutinized. Open government and mechanisms like Audit and Risk Committees reduce the risk of a member feeling excluded from critical information and acting a way that undermines confidence in the council's decision-making process.

Audit and Risk committees (A&R) are an important element in good governance as their oversight of risk and financial matters gives elected members additional confidence in the efficacy of their decision-making processes. An effective A&R committee not only contributes to greater elected member confidence in a council's decision-making processes but also promotes community confidence in the council's fiscal stewardship. LGNZ recommends that A&R committees should contain an external and independent appointee with relevant knowledge and experience.

Conflict can also arise where elected members feel excluded or unable to influence a council's policy agenda. This is often a result of members simply not understanding the correct process or being unfamiliar with standing orders. There is an assumption that elected members will generally know the process raising issues and ensuring any concerns that they might have receive consideration by their colleagues or staff, however LGNZ receives many calls from councillors who find the process far from clear or easy.

We will be including advice in our post election guidance for new and returning elected members on how these 'pathways' should work with suggestions that guidance is provided at a council's induction workshop and detailed in members' information packs and the council's governance statement.

What we found

Tararua District Council does not currently have an active Audit and Risk Committee although the district council is in the process of re-establishing the Committee. We believe that re-establishing the committee would not only be prudent but assist with addressing the issues identified in the report. For Committees to be effective however they need well qualified external members. The LGNZ/ EquiP best practice guide for Audit and Risk Committees has been prepared to assist.

Recommendations

1. That Tararua District Council establishes a process to enable elected members to review their operating style as the governing body, and culture and include the results of any assessment on the agenda of mid-term or more frequent council facilitated workshops; and
2. That Tararua District Council investigates providing elected members with access to a counselling service for use in situations where they may be experiencing significant stress related to their position. Such a service would be similar to the services that are frequently provided to staff; and

3. That the Tararua District Council review its Code of Conduct to incorporate recent best practice;¹ and
4. That Tararua District Council continues, as a priority, to enable all elected members to have the opportunity to participate in a full induction programme as soon as practicable after each election, and that the induction programme include specific times for members to debate and agree the following:
 - a. their collective vision, including goals and objectives and expectations in a form that is capable of regular review;
 - b. the manner in which they will work together, including matters such as collective responsibility and operating style; and
5. That councillors elected at a by-election are provided with the opportunity to undertake an induction process; and
6. That Tararua District Council provides elected members with a “members’ charter” containing key information for councillors, for example:
 - a. A succinct description of the council’s vision, goals and objectives;
 - b. A copy of any agreements made about the manner in which the governing body will operate; and
 - c. Information on services that councillors can use should they need personal advice or assistance (see recommendation 1); and
7. That Tararua District Council re-establishes its Audit and Risk Committee in a manner consistent with sector best practice.

¹ LGNZ will be publishing and a new Code of Conduct template which addresses many of the issues raised above. This will be available for the council’s consideration prior to the 2016 elections.

Report

Date : 16 February 2016
To : Mayor and Councillors
Tararua District Council
From : Blair King
Chief Executive
Subject : **Staff Report - February 2016**
Item No : **10.5**

1. Reason for the Report

This report is to update Councillors on key projects and items of interest for the period from 21 January 2016 to 17 February 2016.

Key Points

2. Changes to operational services delivery in Assets Group

Following the briefing to Councillors on 27 January with respect to the new Workplace Safety legislation, we are progressing with posting specific staff into the Tararua Alliance given their proven systems for ensuring safe work practices. This review has also resulted in some work the Tararua Alliance is currently doing, such as roading land negotiations and sales, to be better placed within the Assets team reflecting workloads and skillsets. Given we treat the Alliance as another arm of Council, this does not trigger a Section 17A review process, instead the decisions have been around who is best placed to provide the services required back to the Community.

3. Infracon settlement

The liquidators have advised that Council will receive their distribution of \$679,942 on 19 February 2016

4. Earthquake Prone Wall, Pahiatua

The wall in question is being removed by a specialist contractor in late February, rather than using Section 129 of the Building Act. Whilst this means we are incurring part of the cost up front, the forecasted legal fees for use of Section 129 exceeded the quoted cost of the wall removal, and continued the risk to public whilst we went through the process. We will follow up with civil action on the other owner to recover our portion of the costs.

5. Audit and Risk Committee

At the March workshop, Bruce Robertson will update Councillors on the recommended processes and functions for Council's renewed Audit and Risk Committee. One of the risks this Committee will be required to review reports on, will be the "due diligence" responsibilities for workplace Health and Safety, noting Councillors and the Chief Executive have "officer" status. It is also intended to amend Council's report template to include reference to "what is the Health and Safety impact of this decision".

Based on New Plymouth District Council's approved terms of reference, the proposed functions of the Committee will be:

The Audit and Risk Committee will have responsibility to receive the external audit report(s) and monitor the implementation of recommended actions to be taken by management on significant issues and audit recommendations raised in relation to:

a. Internal Control Framework

- i. Maintaining an effective internal control framework that is sound and effective.*
- ii. Embedding a culture that is committed to probity.*
- iii. The appropriateness of systems, processes and controls in place to prevent, detect and effectively investigate the risk of fraud.*

b. Internal Reporting

- i. The processes for ensuring the completeness and quality of financial and operational information being provided to the Council.*

c. External Reporting and Accountability

- i. The appropriateness of the Council's existing accounting policies and principles.*

The Audit and Risk Committee will provide oversight of the Council's approach to risk and compliance:

d. Risk Management

- i. Review the risk management policy, framework and associated procedures for effective identification and management of the Council's significant risks and matters of compliance.*

Human Resources

6. General

January has been a relatively quiet month presenting an opportunity to declutter and ascertain what needs to be updated from an HR perspective.

We are currently going through the recruitment process for two Financial Accountants to sit within the Finance and Revenue teams. Applications close 19 February 2016, we have received five applications to date and expect to receive more during the last week, an update on this will be provided next month. One of the vacancies is the additional resource recommended by our Auditors to improve the timing of the Annual Plan and Annual Report deliverables. The second is to backfill one of the Accountants who has moved into a management role supporting both Assets and the Alliance with our capital programme progress and reporting.

The Water Treatment Team Leader vacancy has been filled by Derek Mckinon. Derek has a wealth of knowledge and experience in this area and recently joined the Assets team after a period abroad. We welcome Derek to the TDC Family.

Activity Reports

Tararua Alliance

7. Executive Summary

January was a relatively short month for the Alliance with the majority of the staff returning to work on 11 January. The focus has been on continuing work on this season's rehabilitation projects, and planning for the Eketahuna Main Street upgrade.

Physical work continued on Weber Road, Ormondville Te Uri and Tourere Roads in preparation for stabilising in late February. The design team is also working on the pavement design for the last rehabilitation project on the Pahiatua Track.

The maintenance teams are undertaking pre-reseal repairs for the 2016/2017 reseal sites. This includes drainage work and pavement repairs. The team expects to have 100% of the pre-reseal repairs completed for next season's reseals by April 2016. This will enable an early start to next year's reseal programme.

The sealing teams completed the original reseal programme in December last year and the Planning Team has identified an additional 12km of reseals that will be completed this financial year. These sites were identified for the 2016/2017 season, however they will be brought forward under the existing budget. This will equate to a total of 7% of the network sealed this financial year.

The Saddle Road project is progressing well and site 3 was sealed in January. Work continues on site 5, as well as other miscellaneous activities throughout the remainder of the project. Survey and design work will begin on the remainder of the sites for stage 2 of the project over the next few months, and the teams are on track to complete the original stage 1 of the project by June 2016.

The majority of the design work for the Eketahuna Main Street Upgrade is now complete, and the project is due to start on 15 February 2016. The first stage of the project is preparing for the new signs at the Northern and Southern ends of the district. Physical works will then commence on the new site for the Kiwi, outside the Chorus building, followed by the Four Square site. The final site will be the War Memorial site. Particular focus will be placed on keeping this project within the original budget. The project team is Dan Gerrard, Grant Stevenson, Abdul Sheraaz, Sharon Shannon and Tracey Collis.

The other main internal project for the Alliance is the implementation of our new Project Management and Asset platform, FUSE. Work is underway on transferring all of our data from RAMM into the new software. This will provide the Alliance with a powerful visual asset management tool, which will also be the front end interface to manage our CRM process. Once implemented the team will be able to visually track and manage all work, including CRMs, Forward Works Programmes and Asset Registers, as well as updating asset registers and asset history.

All Alliance staff, including managers, undertook a full day Safety Induction on 26 January. This full day session was designed to transition staff from holiday to work mode and the feedback from all participants was excellent. The focus was on critical risks and encouraging all of the Alliance staff to step up as safety leaders.

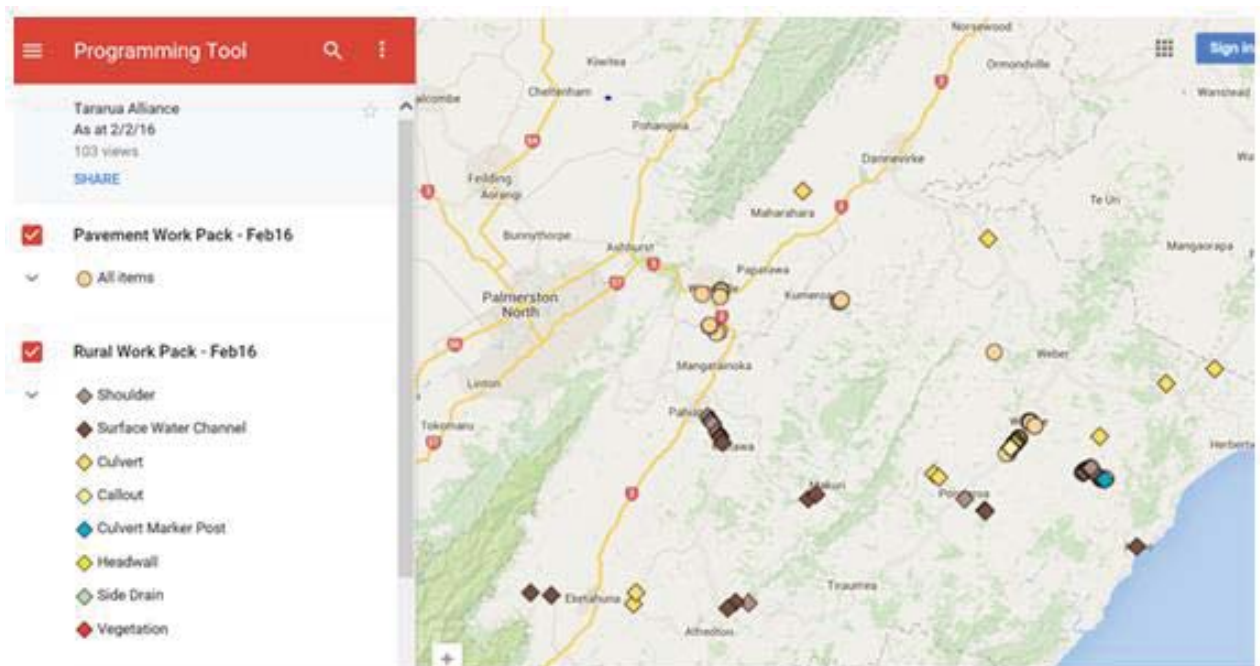
8. Planning

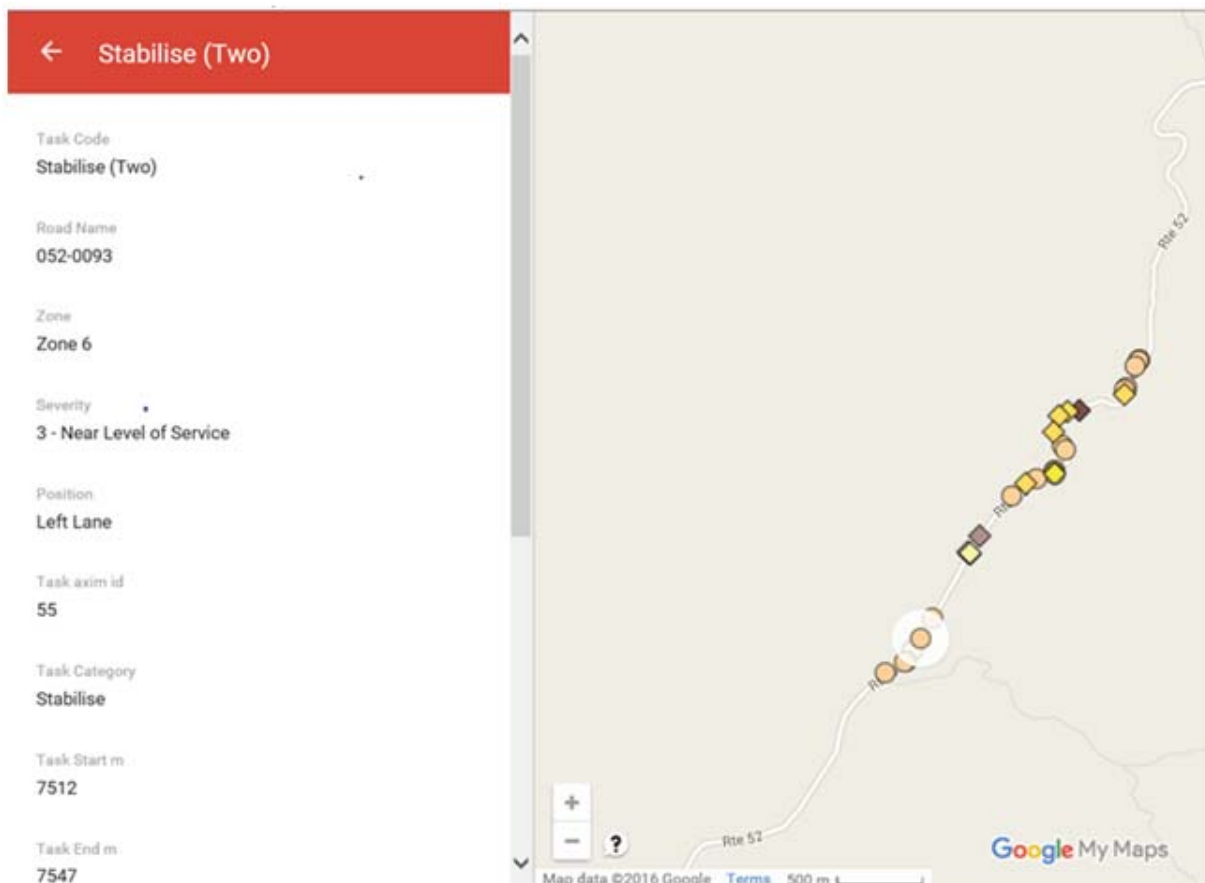
Work prior to and following the Christmas break has continued, with Pavement Rehabilitation design and handovers for Weber Road, as well as continued work finalising Pavement Design for the Pahiatua Track section.

Construction has continued with work on Saddle Road, with sections of Pavement Rehabilitation being completed on the Manawatu District Council sections, as well as completion of passing lanes just past the Meridian entrance.

Additionally, design work has been continued with the Eketahuna CBD Upgrade to determine costings for each of the identified areas. Once the schedules and designs have been completed, as well as being agreed by the Eketahuna Project Team, work will commence on projects within the allocated budget for the upgrade.

During the short January month, the asset management team focused on operational aspects such as continued work with FUSE to ensure accurate capture of quantities, quality assurance of reseal as-built data and importing of the retaining wall data. This month we are trialling the new Work Pack feature in FUSE and have exported the grouping functionality into a Google Map format for our team to visualise their upcoming month. Among the many benefits of having this map in a Google environment is the ability to use a cell phone to navigate to any of the sites using the Google Maps application and to tap on any site for detailed information.





9. 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	70%
Pahiatua – Pongaroa Rd	36864 - 37782	70%
Tourere Rd	2633 - 2853	70%
Weber Road	28173 - 28500	30%
Pahiatua Track	2265 - 2534	Design phase

We are now working on the Weber Road realignment, with earthworks 50% completed.

Earthworks and drainage are complete on Ormondville Te Uri and Tourere Roads. These sites will remain open until the end of February, when the stabilising machine is due to arrive.

Pavement design has been proposed for the Pahiatua Track. Tests completed on the existing seal (60mm average thickness) have concluded that the surface is highly unstable, due to there being a very high bitumen to stone ratio, which rules out any type of resealing treatment.

The proposed treatment is to overlay corners with 40mm thick asphalt, and to remove the existing seal layers from the remaining sections and replace with basecourse. The design is awaiting review and should be confirmed in the next week.

Ormondville - Te Uri Road



Figure 1: Ormondville - Te Uri Road pre-construction



Figure 2: Ormondville - Te Uri Rd - Gabion Wall

The gabion wall was constructed above the headwall of the existing culvert, firstly to provide adequate shoulder support for the pavement, and secondly to create extra width for road users.

Tourere Road



Figure 3: Tourere Road - Culvert Extension

Two culverts have been extended to allow for widening from 4.5m to 5.3m, as well as improving the horizontal alignment.



Figure 4: Tourere Road Widening

Weber Road



Figure 5: Weber Road Widening

We are currently in the process of removing an estimated 3,500m³ of material so we are able to improve the approach on to the bridge, as well as shifting the road away from a large crib wall that is showing signs of failure.



Figure 6: Weber Road Widening

10. Eketahuna CBD Upgrade

A meeting was held at the end of January to discuss the various projects. Estimated costs were presented for each site including:

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

With the budgets available there may only be scope to complete areas 1 to 3, and any surplus can be used for the remaining areas.

There have been minor alterations to the Chorus Building area as requested by Chorus prior to any agreement being given to commence work.

11. Saddle Road Upgrade – January 2016

Works continued on site 3 and overlay No.2 in January, with both sites being practically complete by the end of the month. Towards the end of the month, work began on site 5, with traffic partially relocated on to the new alignment.

Site 3 works included;

- Completion of the remaining drainage works
- Top soiling and seeding of fill areas
- Preparing of the surface for sealing
- Sealing
- Installation of road signage
- Fencing and tidy-up

A site inspection was undertaken with the Horizons Compliance Officer, with no issues identified. Site 3 is now practically complete.

Overlay No.2 works included;

- Placing of AP40
- Sealing
- Installation of road signage

Site 5 works included;

- Construction of temporary ramps
- Completion of bulk cut to fill

A site inspection was undertaken with the Horizons Compliance Officer with no issues identified.

Planned works for February include:

- Trimming to subgrade on site 5
- Placing of AP65 on site 5
- Drainage works on site 5
- Cut to waste on site 5
- Site 5 retaining wall
- Cut to waste from Overlay No.1

Site Issues

During January the following issues were encountered;

- Final fencing arrangement with site 3 landowner
- Stolen batteries from plant
- Site presentation over long weekends

Identified risks for February 2016;

- Site 5 retaining wall founding conditions
- Dust
- Bleeding of road on hot days
- Site 5 subgrade

Environmental Issues

No environmental issues in January. Earthworks will be occurring on site 5 during February so erosion and sediment controls will need to be implemented.

Health and Safety Issues

No health and safety issues in January.



Photo 1: Site 3 Completed



Photo 2: Site 3 Completed



Photo 3: Beginning of Site 5 Works



Photo 4: Overlay No.2 Pre-seal Slurry

Delivery

12. General Maintenance

21 signs and poles have been upgraded, repaired or replaced, and 200 roadside marker pegs have been installed across the network. This is part of our general ongoing maintenance programme; site rails are also being repaired and replaced.

Potholes are being attended to as and when required on the sealed pavement; there has been a minor increase in unsealed potholes due to recent rain. These are also being attended to as and when required.

13. Sealed Pavement Maintenance

The 2015/16 pre-reseal repairs have all been completed, drainage work on the 2016/17 pre-reseal repairs have commenced, and our pavement crew have commenced work on the 2016/17 pre-reseal.

14. Unsealed Pavement Maintenance

Work has continued with grading and maintenance metalling with crews throughout the district.

Effort has been applied when grading to put some positive shape back into the unsealed roads, and this will help reduce grading frequencies. Some of the roads completed in January included the following:

- Knight Road
- Birch Road North
- Dittmer Road
- Tautane Road
- Baker Road
- Hamilton Road
- Cowper Side Road
- Wright Road

15. Rural Mowing

Our subcontractor has been busy in January. We have had two mowers operating to control the rapid grass growth.

The high vegetation mower has started his programme and will be concentrating on the main arterial routes and high profile unsealed roads. Progress will be monitored and adjustments to the programme will be made, dictated by customer response. With the severity of the dry weather now upon us, this will also be monitored on a daily basis.

16. 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 work is being identified and programmed.

The majority of the operations work done throughout the last month has been repairing flood damage sites.

Work is currently underway on two flood damage sites on Route 52, 121 section, with work scheduled to be complete on these by 19 February 2016. We still have two large sites to complete on River Road and Route 52, 93 section. These sites are scheduled to start in early April. Work is going on in the background with Horizons approvals, as both of these sites are in streams and we are sourcing 5000T of rock for stream protection.

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 Pongaroa Road
- Route 52, 93 section
- Ormondville – Te Uri Road
- Tuturewa Road
- River Road

17. Pavement Rehabilitations

Physical work - earthworks, drainage and pavement - has commenced on the 2015/16 rehabilitation sites; all work has been scheduled and programmed, the first three sites have been completed, and work has started on the remaining sites.

The remaining sites are in full swing, with earthworks proceeding on Weber Road. We have pavement work to complete on Ormondville - Te Uri Road, Tourere Road, Weber Road and Pahiatua Pongaroa Road, ready for the stabilising mill at the end of February.

All remaining sites are programmed to be completed by the end of March.



Pahiatua Pongaroa Road Bench and Fill

18. 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 is currently looking into further sites to reseal with the remaining budget we have available.

Utilities

19. Wastewater

Woodville Manhole Relining Programme

We have installed two manholes on private property between the State Highway and Grant Street, leaving one manhole in Gladstone Street to finish this programme. The owners of the Gladstone Street property have standing hay to cut and bale before we can complete. Hopefully we will be able to complete this install within the next couple of weeks.



Manhole between SH – Grant St Woodville

Dannevirke – Dublin Street

We have laid a new 100mm watermain along Dublin Street, including laterals. This is now ready for pressure testing and disinfection. Once tested, and the results are back from the laboratory, we will programme the shutdown and liven the main up sometime in February.



Dublin Street Watermain Install

Pahiatua Watermain, Tyndall Street

We have completed the main lay and laterals, and have programmed to liven the section between Huxley and Tyndall Streets early in February. The decision has been made not to liven up Tyndall Street until we have sufficient water reserves to flush the network. If completed now during the dry period, we may be chasing demand to recharge the reservoir.

Work Completed In Conjunction with the TDC Utilities Team

- | | |
|-----------------------|------------------------------|
| • Sewer blockage | 1 Anderson Street, Eketahuna |
| • Watermain burst | Albert Street, Pahiatua |
| • Water lateral burst | Davidson Street, Pahiatua |

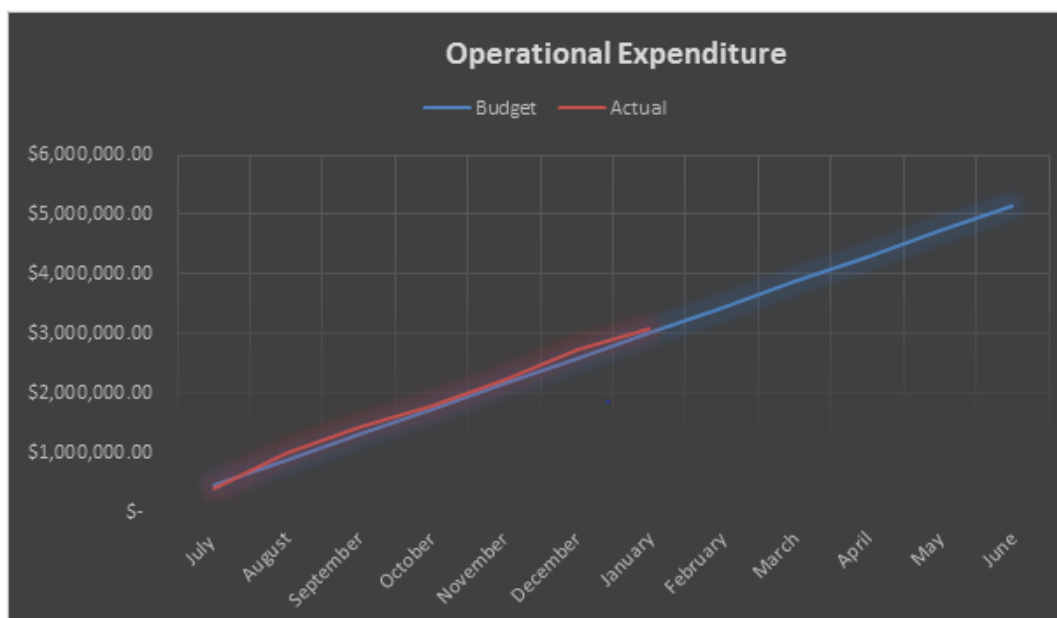
Future Work

- Carlson St watermain replacement, 150mm x 500m

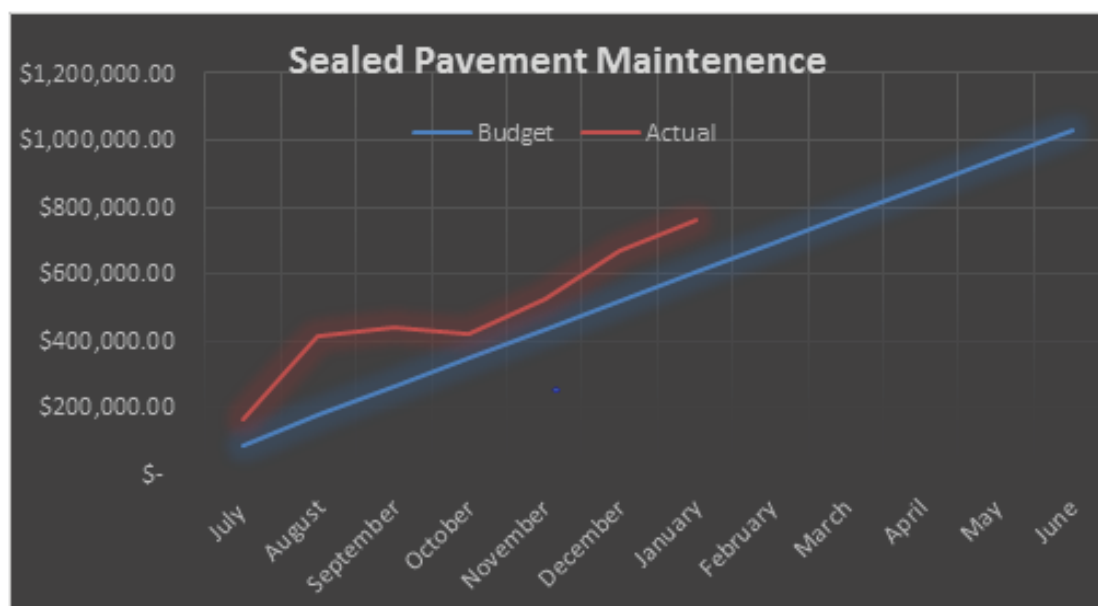
Performance

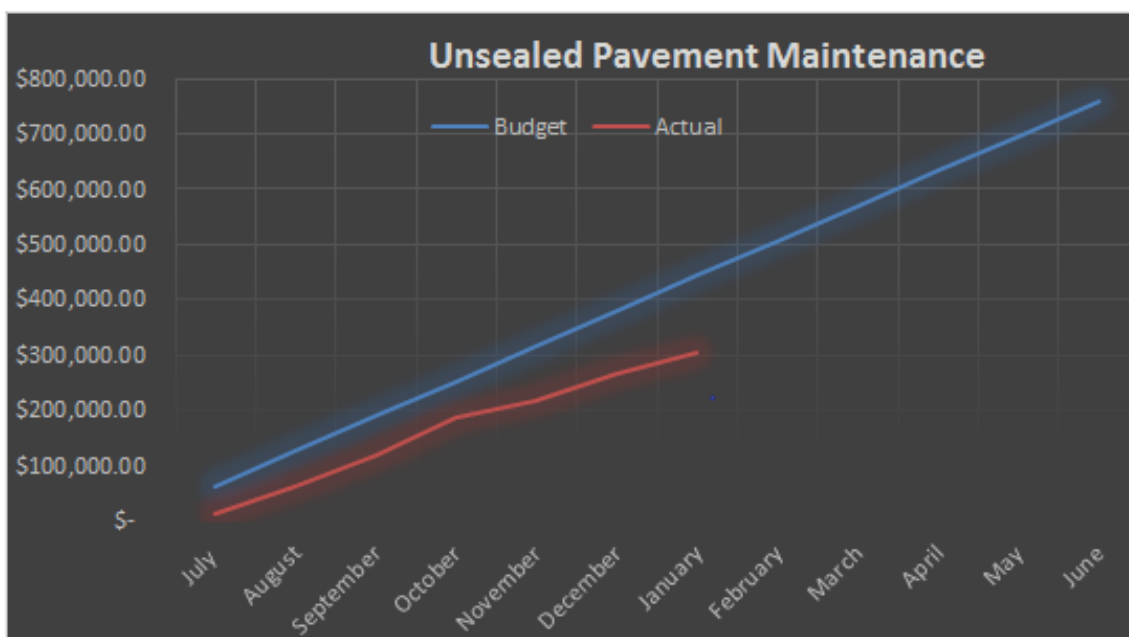
20. Financial Performance

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. Expected to level out by end of financial year.





21. Traffic Management Plans and Carriageway Access Requests

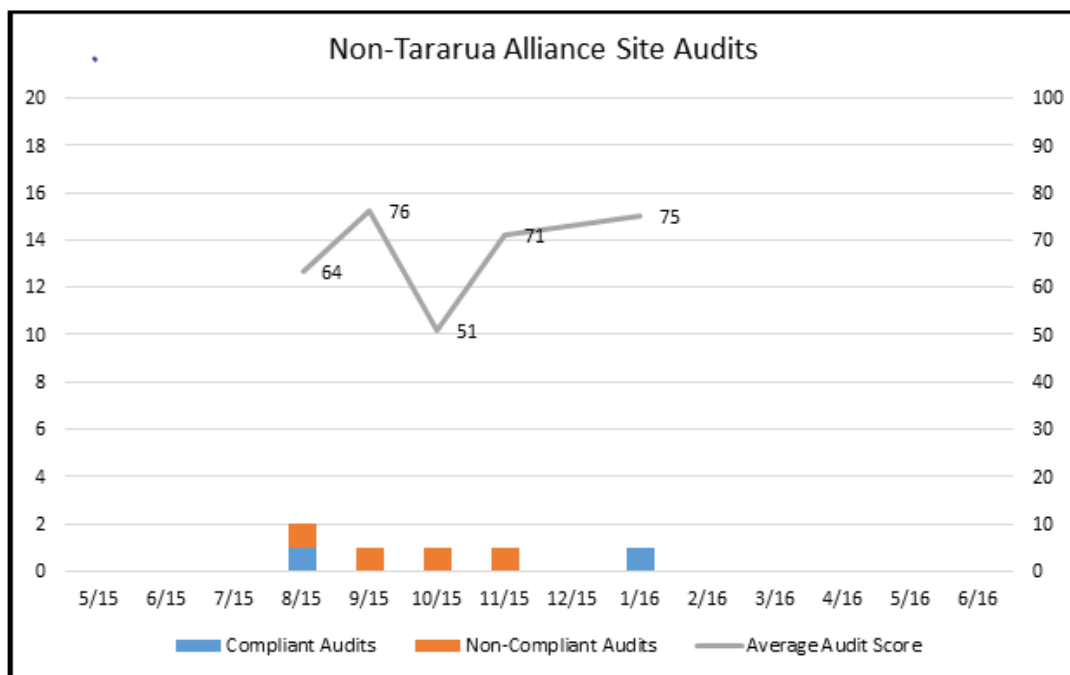
During January, four Tararua Alliance work sites were audited; all sites were compliant. A further one site of another contractor was audited, and the level of compliance was acceptable.

During the month of January, four traffic management plan applications were received and approved.

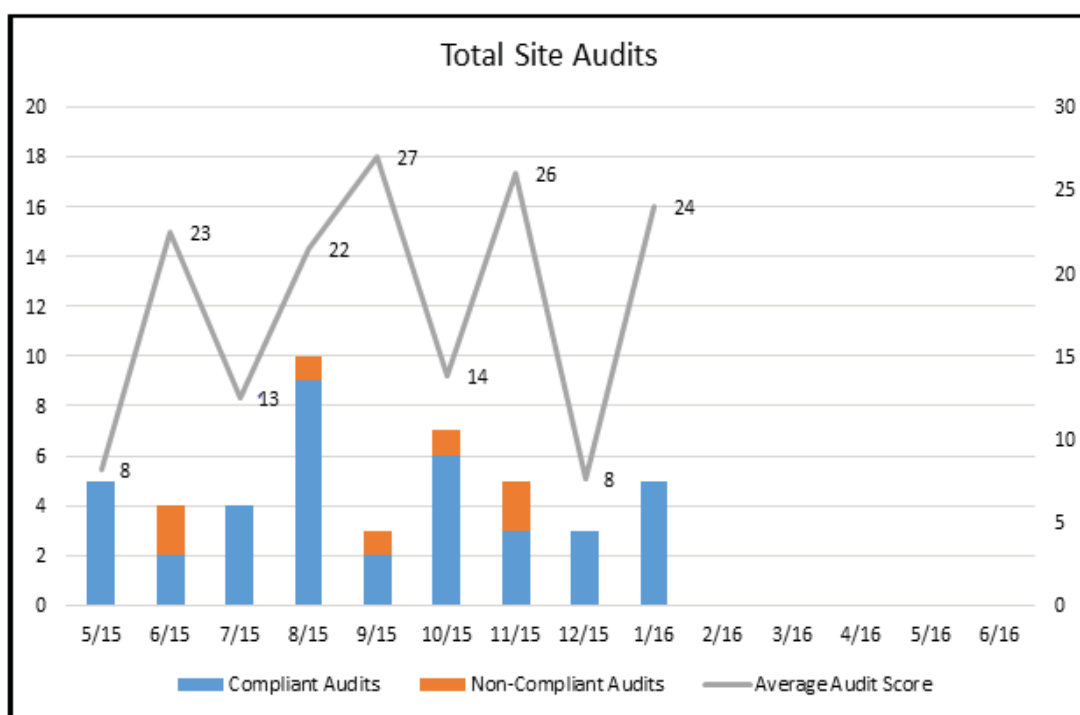
Fourteen carriageway access request applications were received and approved during the month of January.

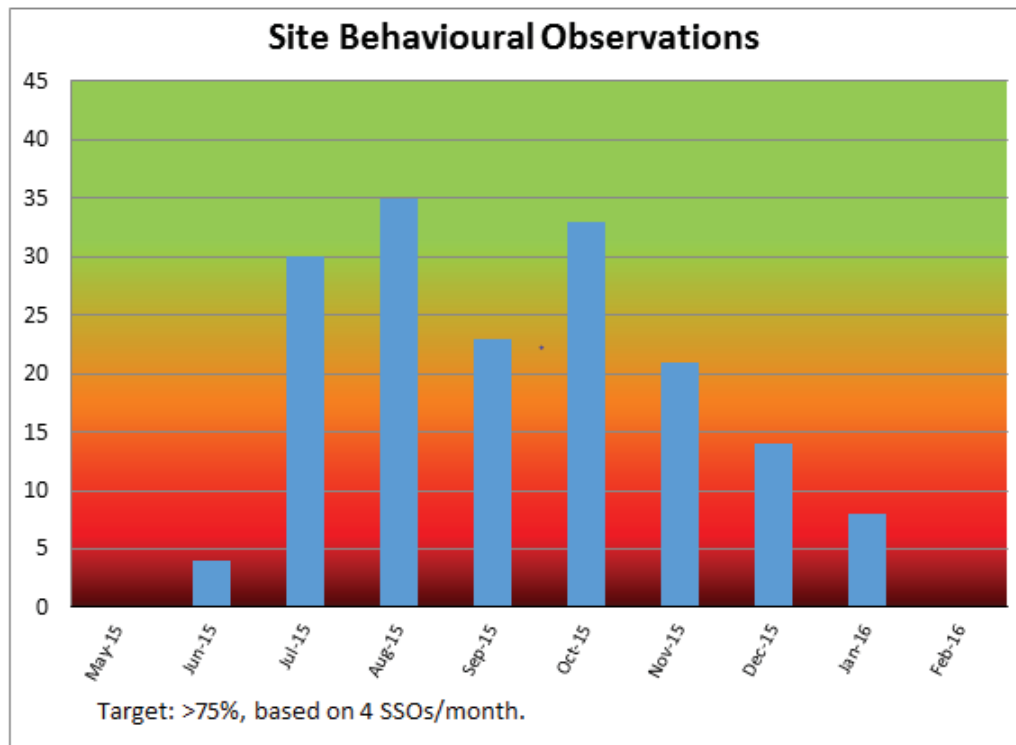
Focus over the next few months will be looking at contractors that are undertaking work with no CAR or TMPs in place.

The Corridor Manager has had notification from Tararua District Council that they are in the process of signing up to the Before-U-Dig system; this will allow all contractors that are applying for TMPs and CARs to be able to submit these applications through one system. Contractors are to use Before-U-Dig to get utilities located, this system is used throughout the county.

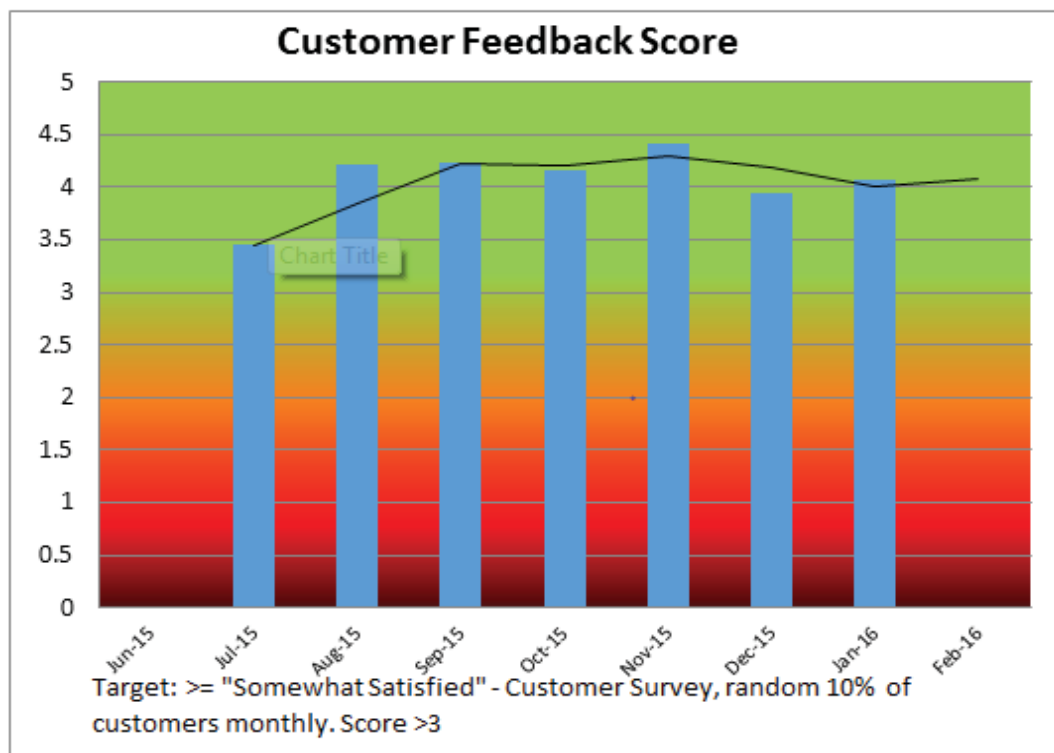


Formal traffic management audits are being undertaken to measure the standard of traffic management within the Tararua District. With January being a slow month, contractors will be back in full swing by the beginning of February.



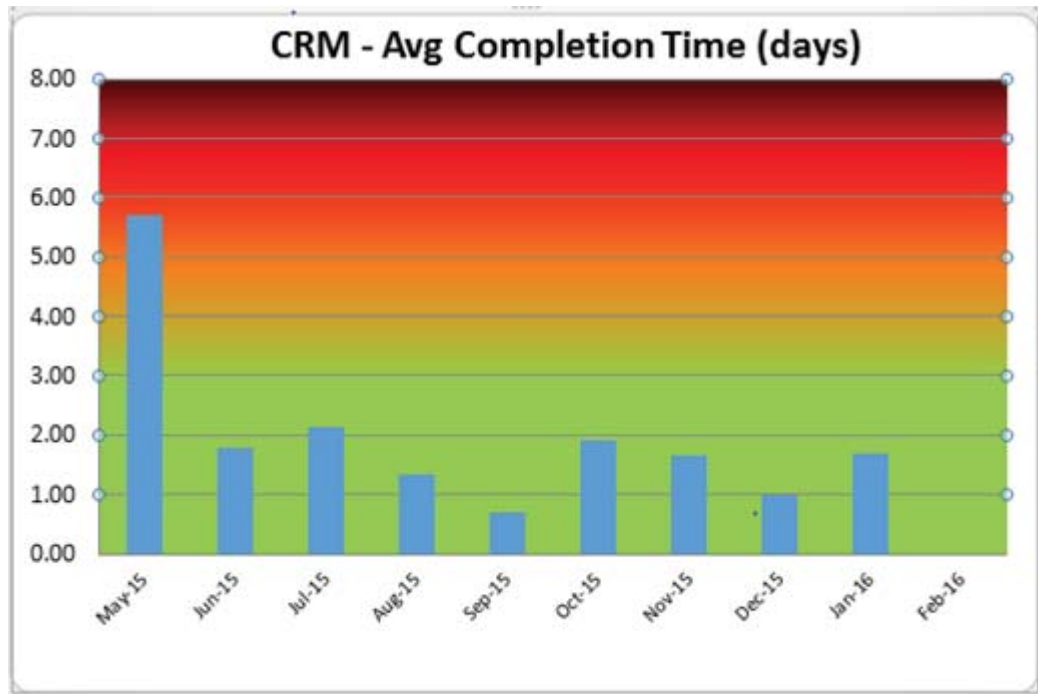


Safety Behaviour Observations are carried out throughout the Tararua District on Alliance works sites. Audits will continue throughout the district, the focus will be to ensure now that staff are back from their holiday break that they are focused on the job at hand, and do not forget their obligations to fellow workers and the members of the public.

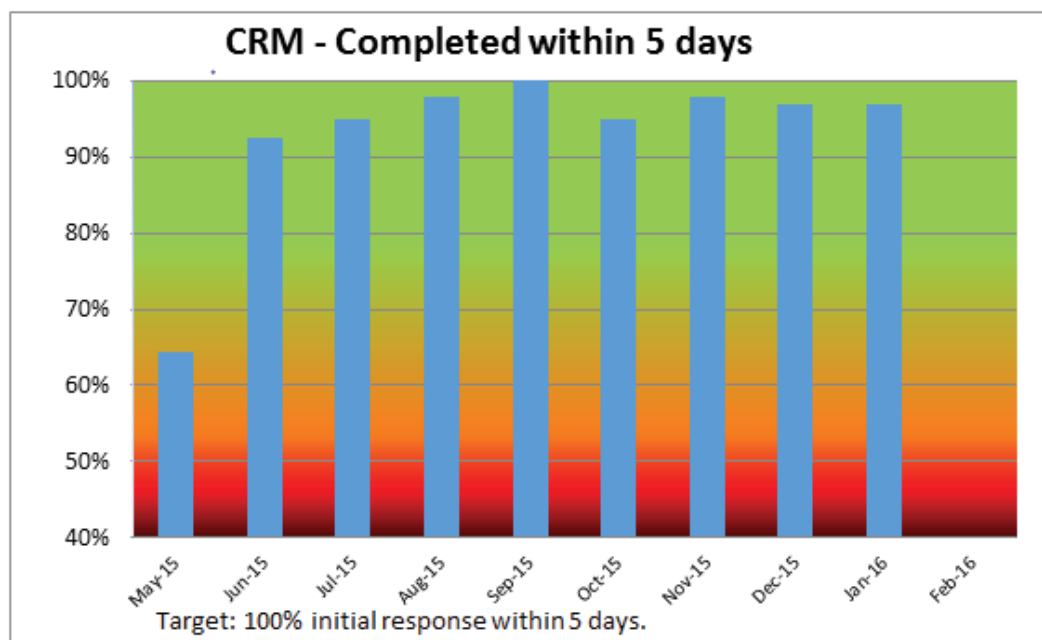


22. Customer Survey

During January the Alliance has undertaken a 10% customer survey. The results from this show that the Alliance communications to CRM's is improving and other areas need improvement.

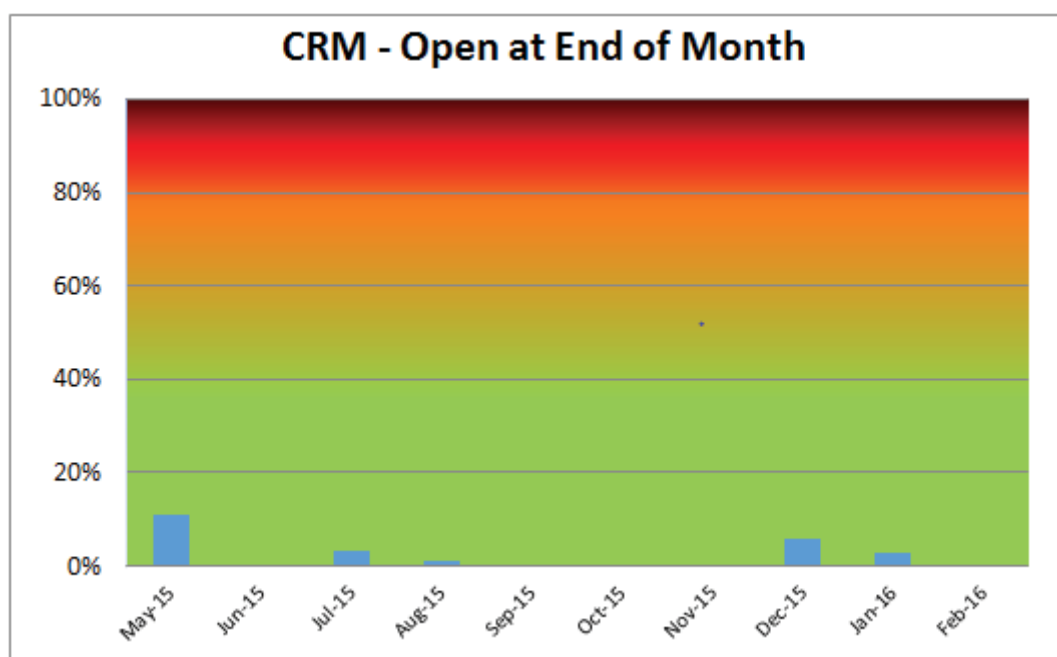


Tararua Alliance have completed 97% of the CRMs within the five days; out of the total 109 CRM's received 107 were roading related with two being storm water related for the two month period.



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's 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 three CRMs open at the end of January, and the focus during February will be to have all CRMs closed off before the end of month cut off.

Assets Group

23. Executive Summary

The Assets Group continues to manage a very large capital works programme. A number of the projects have been delayed by changes to scope and/or the need to consider other options. This is putting considerable pressure on delivering the projects within the original timelines. In order to ensure that the team are efficient in the delivery of the projects, whilst still enabling Council to deliver business as usual, the Tararua Alliance and the Assets Group have reviewed the allocation of accountabilities between the two groups. It is intended that the Assets Group will take a greater role as Asset owner across all asset types, and the Alliance a greater role in tactical and operational planning and delivery. Council has also sought registrations of interest from individuals with project management and planning skills to become preferred providers of these services to the Council, on a job-by-job basis.

The new water treatment team leader, Derek McKinon started with Council on Tuesday 9 February. He has been busy visiting the plants and getting up to speed with their operation. The pressure is coming on to the water supplies as the river levels drop. Without significant rainfall in the next week, we will enter the next phase of water restrictions. The inclusion of river water in the Pahiatua drinking water supply has resulted in an increase in the number of water quality complaints, due to algae in the river. There is a need to continue to mix river water with the bore supply as the demand in the town remains too high for the bore alone. Officers are currently preparing information on the Tui Brewery water as an alternative to the proposed second bore in Pahiatua.

During the month, the Dannevirke Domain toilets have been completed and have opened for use. The Dannevirke water treatment upgrade project, the Pahiatua water storage and Woodville Camping Ground projects remain in the planning phase. The MfE funded waste water projects are all progressing. The Dannevirke number 1 pond is still in the desludging and formation phase. The tephra bed irrigation and drainage work is being completed, prior to the tephra being installed. Work on the whales in the Woodville pond is ongoing.

The dry weather has allowed the parks and reserves contractors to catch up with the spring growth and the grass is now dying back. A watching eye is being kept on the new plantings, with watering occurring within the provisions of the Council restrictions.

Inspections of the majority of the pensioner units have been completed. The units were found to be in generally very good condition.

The number of visitors to the camping grounds remain high, particularly in Dannevirke, which has seen an increase in numbers of 81% on January last year. The two hired cabins are proving to be very popular.

Solid Waste

24. Eketahuna Refuse Labels

To ensure a gradual transition of Council exiting kerbside refuse collection, Council stopped selling refuse labels to the Eketahuna retailers for re-sale from the end of January 2016. This includes the Eketahuna Service Centre. The contractor will continue to pick up Council stickered bags for some time yet, as some residents may still have stickers to use or may purchase stickers from Pahiatua. So far the transition is going smoothly.

25. Pahiatua Recycling Centre

Peter Wimsett is in the progress of installing security cameras on this building. Hopefully this will deter any tagging and illicit dumping on the site.

Utilities

Water

26. District

District river levels are dropping due to the very hot weather pattern. Water restrictions are in place in Eketahuna, Pahiatua, Woodville and Norsewood (alternate days). There is rain expected through the area from Wednesday, approximately 25mm - hopefully this will give some relief. Total outdoor watering restrictions will be inevitable if the rain does not eventuate.

Council have received nine complaints regarding clarity, odour and/or taste to date this month. With the high demand for water, 20% of the water supply to Pahiatua is being drawn from the river at present. Unfortunately with the low river flow, there is an algae bloom present in the river and this is what is causing these issues.

27. Dannevirke Treatment Plant

The final design of the plant has been completed and at present, David Veale and Filtec are repositioning the plant on our piece of property to give us the best protection from the prevailing wind and a better turning circle for any trucks entering the property.

28. Pahiatua

Council staff are continuing to pursue the feasibility of using the existing Tui Brewery water supply as an alternate to a second bore. A valuer from AON is due on site at the Tui Brewery on Tuesday the 16th of February to value all of the existing water treatment assets. Council officers will be in attendance to gain an overview of the treatment process and any anomalies that may hinder the proposal.

The Tararua Alliance are checking the route of the proposed pipe line from the Brewery to ensure that there is no impediments caused by the culverts on the stretch of road to Pahiatua township. Staff are also looking at the feasibility of installing a rising sewer main from the Brewery to the treatment plant as part of the total project. This would present Tui with an option for Council to treat their wastewater rather than maintaining their own onsite treatment and river discharge.

29. Akitio

We will be extending the overflow pipe from the seep boxes to below our treatment plant to allow Moanaroa Station to connect to a tank and collect all the excess water after the settlement water tanks are full. Further work is to be programmed around the seep boxes refurbishment. It is proposed to delay any further upgrades to the scheme until 2016/2017, to allow time to review the treatment capacity of the scheme and amount of water storage needed, to offset peak demands. This may include a requirement for properties in the township to increase their onsite storage.

30. Eketahuna

Council has received an above average number of CRM's relating to water leaks over the past month. There does not seem to be any particular reason for these occurrences.

Wastewater

31. Eketahuna

Work is continuing on the relining of waste water pipes in the reticulation network. This should be completed by the end of the month. There is one length that needs to be excavated and this is being programmed at present.

32. Woodville – reticulation

The relining programme in McLean, Gladstone, Grant, Fergusson Streets will commence once the contractor has finished in Eketahuna.

33. MfE Projects – Woodville

All the drainage pipe and manholes are on site ready to be installed. We are just waiting for Viking to cut the plastic liner ready for the contractor to excavate and lay pipework.

34. MfE - Dannevirke

The drainage pipe and stone is being installed at present in the Tephra filter bed. The drum screen pipework is also being installed.



The removal of sludge from the pond to the sludge cells is continuing. The sludge has dried out very well and is a lot denser compared to the other three ponds, which is making the cartage of it a lot easier.



35. CCTV Camera

During the month of January we had a major blockage caused by fat deposits and rags close to Guy/James/Ries Streets pipework in Dannevirke. There will need to be a public campaign launched about rag material not being a suitable material to flush. If offending properties are identified, Council officers will issue the property with an infringement notice.

The following mains in Dannevirke are programmed for CCTV 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

The following mains were completed this month

Alma Street	Ries Street
Maine Street	Ruahine Street
Guy to Ries Street	Mathew Street
Ries to Mathew Street	Barraud Street (under creek)

Property

Housing for the Elderly

36. Occupancy

78 flats are presently occupied, and there are currently 14 vacant flats, which are:

Aften Court, Dannevirke	1 flat vacant	31 days
Ballarat Court, Dannevirke	3 flats vacant	83, 142, 221 days (one to be tenanted 01.03.16)
Hovding Court, Dannevirke	6 flats vacant	28, 73, 205, 221, 560, 697 days
Elsinore Court, Dannevirke	3 flats vacant	62, 471, 427 days (one tenanted 09.02.16, one waiting to be tenanted)
Gordon Street, Dannevirke	1 flat vacant	31 days

The three modern flats at Hovding are all tenanted. The six vacant flats at Hovding Court are in the old complex. The Hovding Court sale was settled on 16 February 2016. All tenants received notification of the sale and were provided with details of their new landlord. The tenancy agreements transferred to the new owner as part of the sale.

37. Inspections

75 out of the 82 house inspections were completed over the past month. The seven that still need to be completed will be done by 4 March 2016.

Overall the structure and condition of the flats was very good in most cases. The minor maintenance required will be programmed for March.

The Tenant Satisfaction Surveys, that are sent out every two years to the tenants, were sent out on Friday 13 February with a return date of 15 March 2016.

38. Commercial Property

Council has entered into a contract for the sale of the Thyra Street Depot. The sale is conditional on the purchaser obtaining land use consent for the property.

Camping Grounds

39. Bookings

Bookings for the district camping grounds in January 2016 were:

	January 2016	January 2015	% Change
Dannevirke	780	430	81% increase
Pahiatua	492	546	10% drop
Woodville	120	Data not available	N/A
Eketahuna	689	620	11% increase

40. Dannevirke

There has been a large increase in the number of campers in 2016, when compared to last year. The two hired cabins at the camping ground are proving very popular with bookings most nights. The Camp Manager believes that there is an ongoing need for additional cabins. Consideration is being given to including the provision of two new cabins at the Dannevirke Camping Ground as an unbudgeted item, as part of the 2016/2017 Annual Plan.

Parks and Reserves

41. Kaitawa Domain

Two tenders to graze the Kaitawa Domain have been received. A recommendation is being sought from the Domain Board on which tender to accept.

Cemeteries

42. General

So far this month has been quiet in regards to burials and ashes interments compared to January where we had 23 in the district. So far this month we have had five.

The Community Assets and Property Manager and Asset Information Officer will be attending the Cemeteries and Crematoria Conference in Nelson from the 14-16 March 2016. This conference examines the technical, interpersonal, health and management skills sets that are required to work in this essential and fast changing industry. It provides an opportunity for those working in this sector to share valuable knowledge and improve their networks across the country.

43. Pinfold Road Cemetery, Woodville

The trees at the front have been trimmed. The dead hedge along the driveway has been removed and will be replanted in the autumn.

44. Old Gorge Cemetery, Woodville

A large tree fell across the top track during the high winds in January and this has been removed. Luckily no headstones were damaged.

45. Pongaroa Cemetery

Quotes have been received to remove the macrocarpa trees on the western side of the cemetery. The quotes will be finalised by the end of February. Removal of the trees is being discussed with Pongaroa the Way to Go.

46. Grave Shoring Equipment

Council recently purchased grave shoring equipment to enable unstable graves to be shored whilst being dug. This equipment also came with a grave surround and lid. Unstable graves occur when graves have to be dug alongside a fresh grave. This equipment can also be used when staff are working in trenches on the road. The shoring equipment was an unbudgeted item, but one which was necessary to ensure the health and safety of staff and the public.



Public Toilets

47. Dannevirke Domain

The toilets have now been completed and were opened for the first time on Saturday 13 February. These facilities will be opened each morning and locked at night. When closed, signage will direct patrons to the 24 hour toilets in the High Street.



48. Dannevirke Lower Domain River Walkway

As part of the walkway extension project, access to the river-side from the Lower Domain is being pursued. Two possible sites have been identified, which would provide access with relatively minimal work. The first of these will be linked to the existing walkway network before the end of autumn.

49. Woodville Swimming Pool

The Woodville swimming pool was closed for a number of days in early February due to the water quality. A new pool filter was ordered prior to the start of the season, but was not in stock in time for installation prior to the start of the season. The water treatment team have improved the treatment processes with the existing filter and the pool has reopened. Water treatment staff will monitor the treatment processes daily and will continue to nurse the old filter along until the end of the season, ensuring the public of Woodville have access to a pool.

Strategy and District Development

50. **Infracon (In-Liquidation) Limited**

PriceWaterhouseCoopers (PWC) as liquidator of Infracon is making a distribution to Council of \$679,942 on 19 February 2016.

A final small distribution will follow once taxation matters are completed dependent on IRD (e.g. refund of GST).

PWC will then file their final report with the Registrar of Companies. At the same time PWC will advertise the end of the liquidation.

The filing of the final report starts a process whereby, provided nobody objects to the Registrar of Companies, the Company will be automatically struck off after three months.

51. **Sea Wall by 50/100 km/h sign into Akitio on River Road**

Horizons have identified some additional work required to complete the seawall to meet the final consent conditions. The main work planned to adjust the “rip rap”: to the following specifications:

- Angular sound rock with a minimum density of 2.5 tonnes per cubic metre, median diameter of 0.8 metres with the rock evenly graded between 0.6 metres and 1.0 metres; and
- The rock shall be constructed at a maximum batter slope of 1 (Vertical) to 1.5 (Horizontal); and
- The rock shall be constructed to form an interlocking layer of minimum layer thickness of 1.6 metres and a minimum embedded into the river bed of 1.0 metre.

Certification will be required from an appropriately qualified engineer with regard to the design of the structure.

The overall effects of the adjustments required are considered to be no more than minor under the consent.

52. **Tararua Aquatic Community Trust**

The Trust has advertised the role of Aquatics Manager and is in the process of advertising the other pool roles for the new start date of 1 April 2016.

Pool systems and processes are being reviewed to meet new health and safety legislation requirements by 4 April 2016.

The Trust has received a \$10,000 grant from Eastern & Central Community Trust towards the cost of replacement ceiling lighting with LED lights. The specifications of the lights are being reviewed.

53. Local Government Risk Management Advisory Group

Council can expect consultation from the Government on the 40% Council : 60% Government split for emergency subsidy for underground services to commence from late April 2016. The Government is looking to shift responsibility (all or some) to councils. There will of course be funding considerations for councils should this take place. A major subject will be the degree and extent to which liability may be transferred to others, such as through the insurance markets or through self insurance.

Consideration of the business case for a local government risk management agency is continuing. MW LASS arranged a meeting in Wellington with Lloyd's of London, our broker AoN, treasury and others.

Economic Development and Communications

54. Accelerate 25 (Manawatu-Whanganui)

The Manawatū-Whanganui Regional Growth Study is an independent report commissioned by the Ministry of Business, Innovation and Employment (MBIE) and the Ministry for Primary Industries (MPI), in conjunction with the region.



The Study was released in July 2015. It is one of a series of regional growth studies. The Manawatu-Whanganui report identifies eight opportunities and three key enablers to help realise the Region's economic potential. The implementation programme for this study will be known as Accelerate25.

You can find out more and read the full report on the Ministry for Economic Development website.

55. 2015 December Prospects Assessment Report:

We have received the December report – the Manuka section is of particular interest as Manuka commercial operations are growing in the Tararua and international links are currently being explored. It is promising to see the work that has already been undertaken included in the report (see below).

- *Related projects or actions*
 - MPI MH standard setting and regulatory / compliance work.
 - PGP MH research consortium.
 - BNZ state of industry report.
 - Tararua Mānuka Honey Growers Guide.

If you would like a copy of the December 2015 report, contact Lianne Simpkin.

56. Latest Migration Statistics

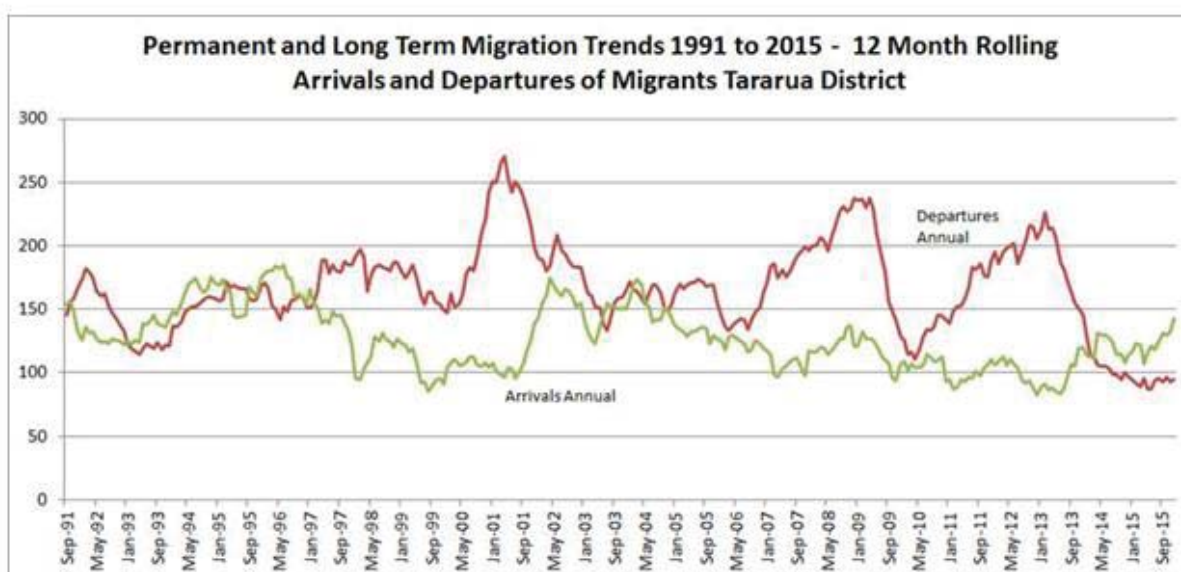
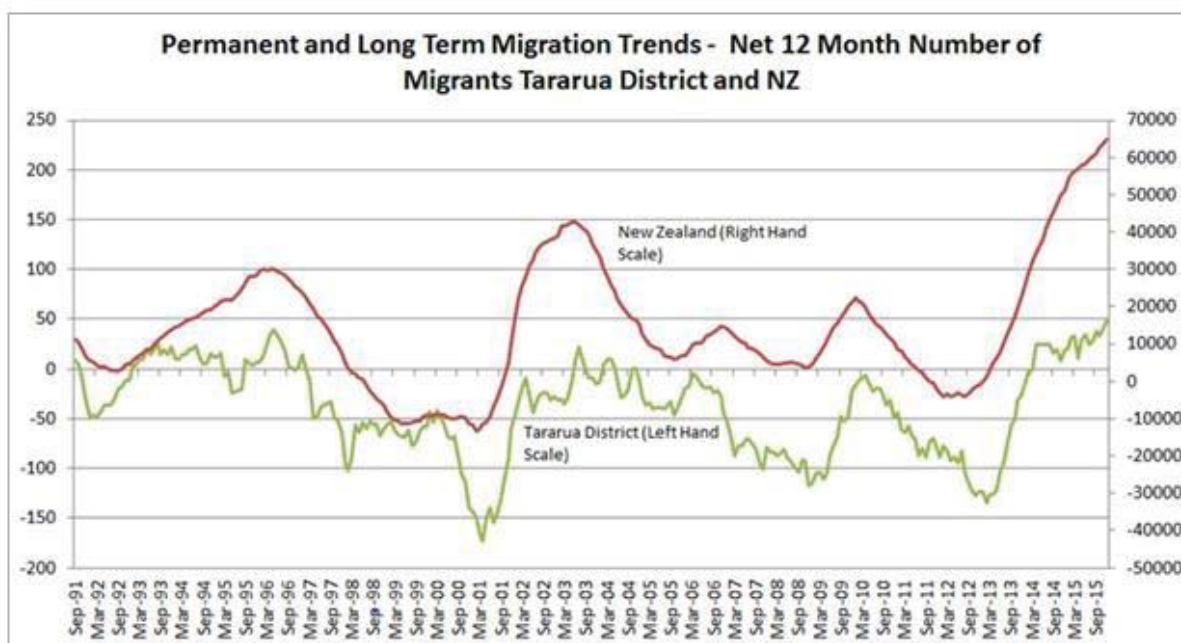
The statistics below are a component of the latest annual overseas migration data for the year ended December 2015 - published by Statistics New Zealand.

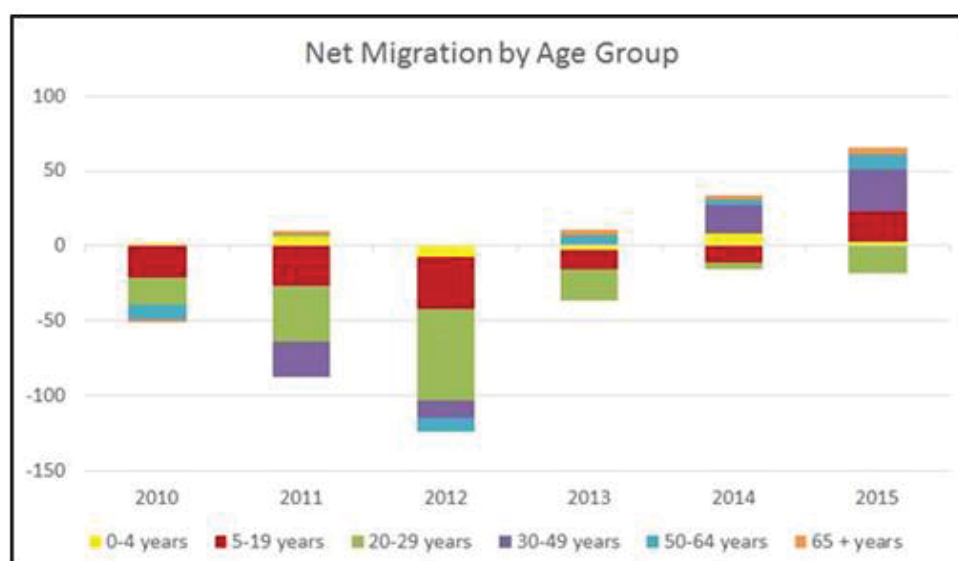
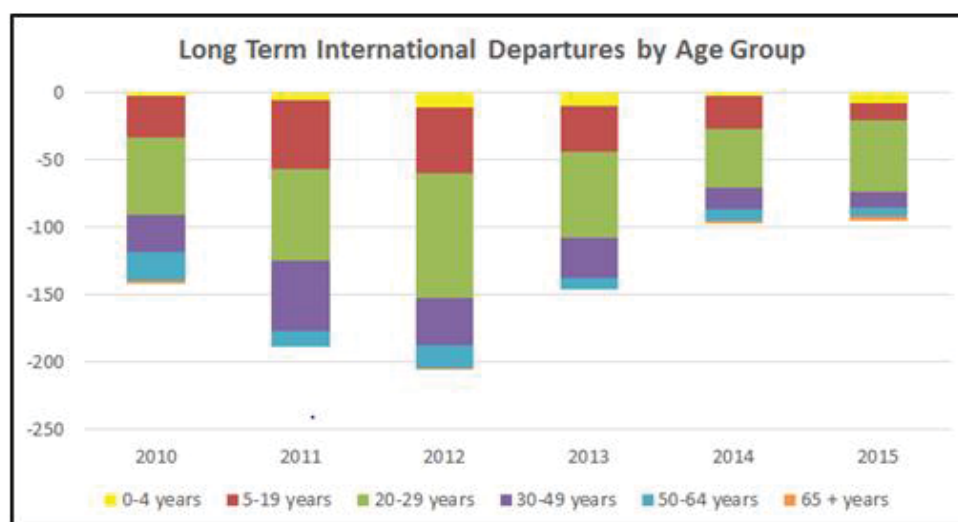
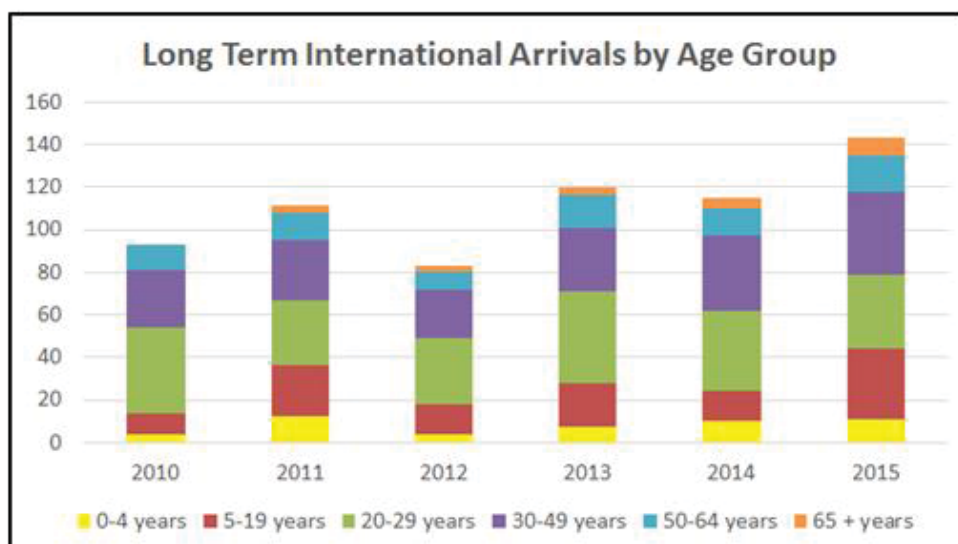
There was a net gain of 900 people in the region, a new record gain for the region in the 25-year time series. Whanganui, Palmerston North, Tararua and Horowhenua experienced gains in net migration in the year to December 2015 while Ruapehu, Rangitikei and Manawatu experienced weaker migration.

More people returning from Australia and less people leaving for Australia were the main contributors to the improvement in net migration for New Zealand.

Net international migration for the year to December 2015 was an all-time record (well back to 1991 anyway) of +48 - +15 net Australia.

December month was very strong net gain of 19 people. Not the biggest ever month but almost – it was the second and best since 20 years ago. Arrivals for the year are increasing; departures are low and steady (all Tararua).

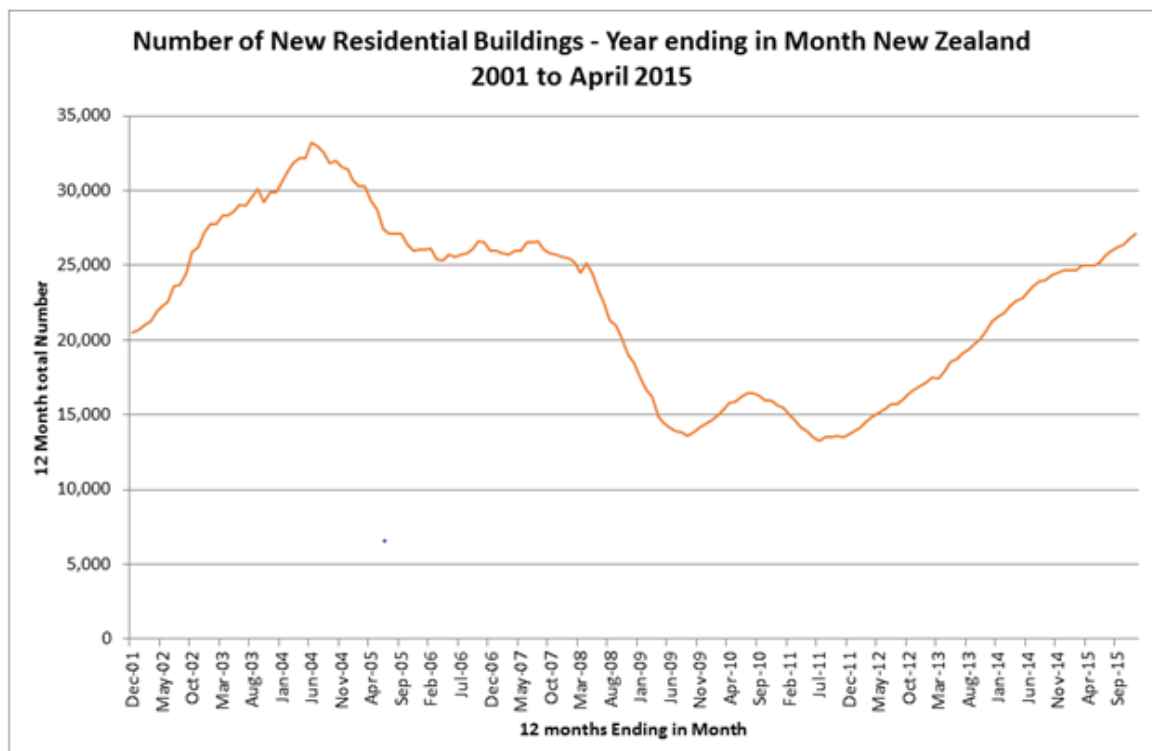
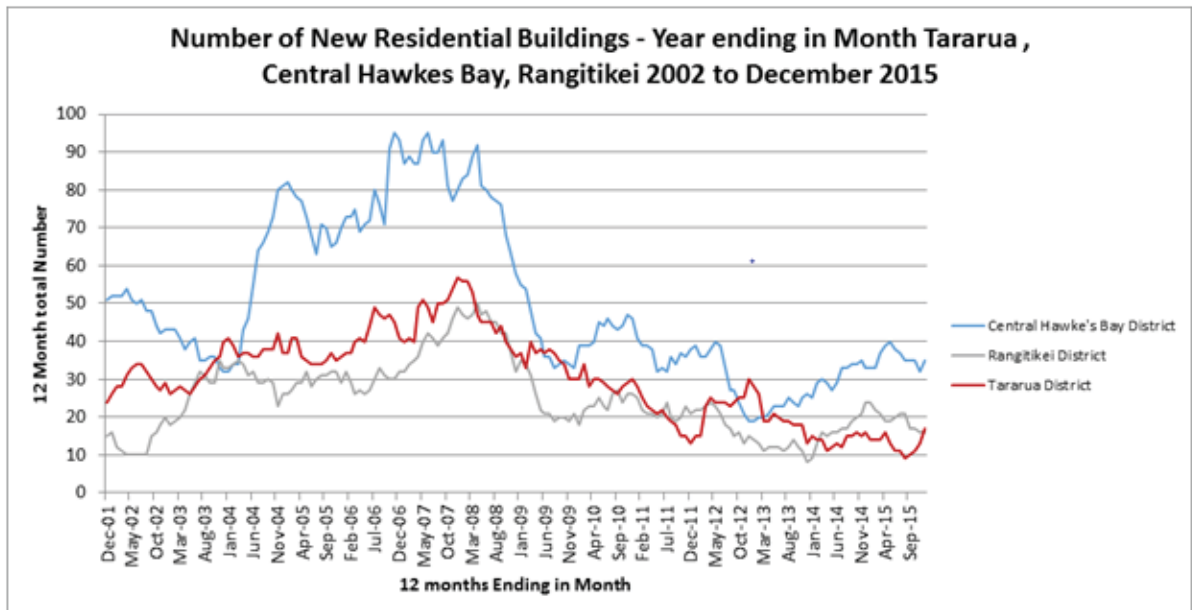




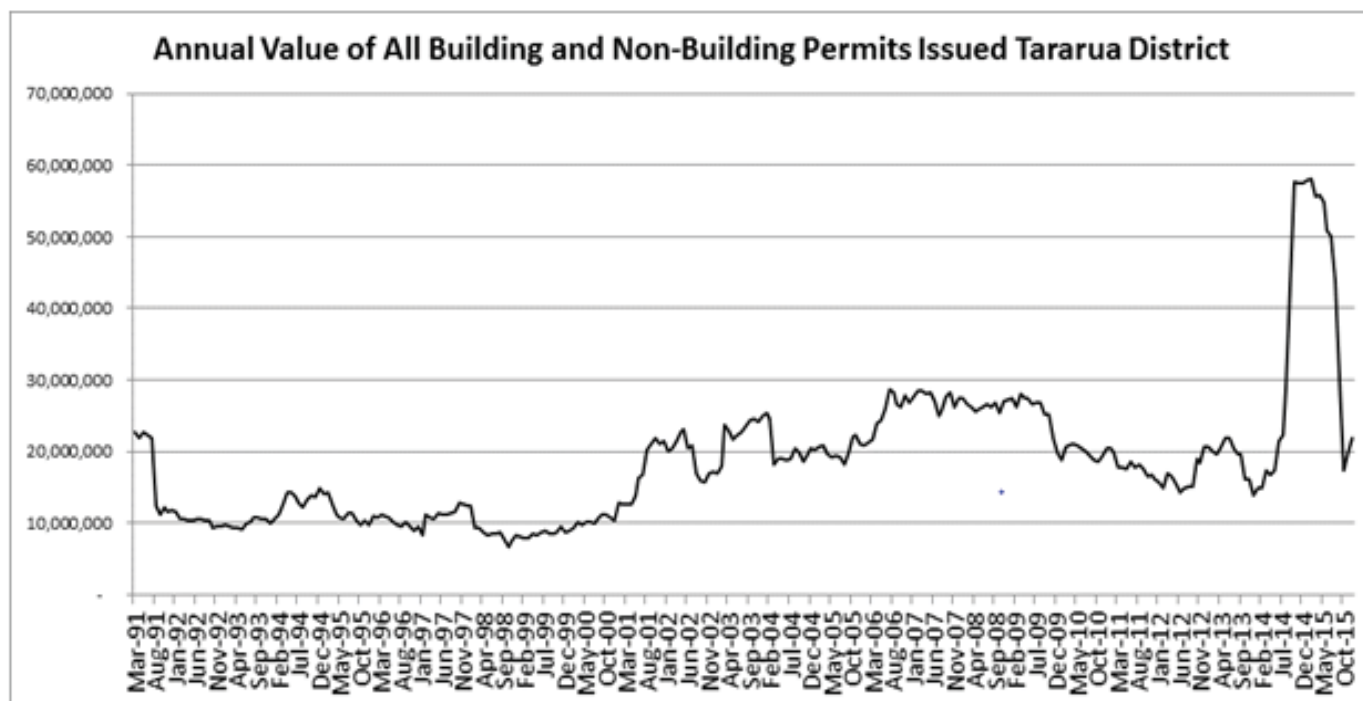
57. Latest Building Statistics

Great data just released for December - five new houses consented in Tararua. Given that we were at 13 for the year to November that is a significant number. 12 houses in the last four months. A long way back to long-term average levels but hopefully a reflection of a new trend that reflects population turnaround.

This is in the context of steady and large increases in the NZ total for new dwellings, now back to 2004 boom levels.



New commercial construction is at a good level. With Fonterra numbers dropping out – new commercial construction is at a reasonable level.



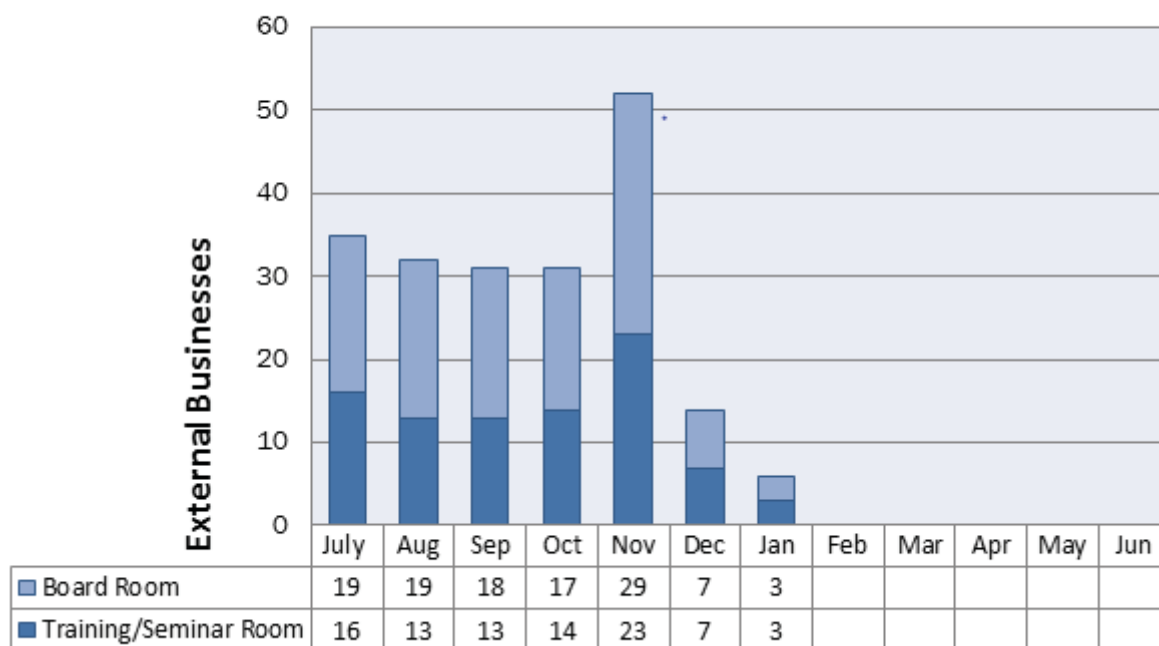
58. Community Event/Project Assistance

We are continuing to work with community projects including, but not limited to WoodFest, Danne-Vegas to Herby 4 x 4 trek, Kumeroa Dog Trials, Eketahuna town centre upgrade, Pahiatua Shears, Southern Taranaki Business Awards, Exotic Sheep Day, Rafting the Gorge, Wheels with Attitude, Country Carnival Markets, Horizons Pest Management Road Show, Go by Bike Day and A Must for Men.

<i>Independent, Community Group or Organisation</i>	<i>Event</i>	<i>Assistance Provided</i>
Dannevirke Wheels Club	Wheels with Attitude	Assistance with marketing materials – posters, newspaper adverts etc
Woodville Districts' Vision	<u>WoodFest</u>	Print 1000 posters for <u>WoodFest</u>

59. Tararua Business Network

Use of Facilities (2015/16)



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

- Dannevirke Community Board
- BCC Consultations
- Cancer Society
- IT Training
- 'thebusinesscoach' Consultations

60. Tararua Business Network - Training/Consultancy

Consultations with 'Building Clever Companies (BCC)' have commenced in Dannevirke, and continue to be available by appointment.

The next IRD 'Introduction to Business' workshop will take place at the end of February. The IRD have confirmed their programme for the Dannevirke office and dates for the Pahiatua office will be confirmed shortly.

61. Tararua Business Network – Satellite Office in Pahiatua

The official opening of the satellite office took place on 28 January. It was great to see it so well attended, with over 50 people from the Pahiatua/Woodville/Eketahuna Business Community. As well as being welcomed by Mayor Roly Ellis, Louise Cooper gave an overview of the services that will be available and Councillor Shirley Hull launched the Southern Tararua Business Awards. These awards are proudly sponsored by Jackson Enterprises and promoted by the Pahiatua Chamber of Commerce.

We were delighted to be supported on the evening by Dave Craig from the BCC, Steve van der Splinter 'thebusinesscoach' and Geoff Wood from the IRD, who currently provide training and consultancy services at our Dannevirke office and have offered these services in Pahiatua.



The offices at the front and rear of the Service Centre building have been painted and smartened up, and signage has been put up on the outside of the building. The offices will be used for individual appointments with businesses and the Council Chamber will be used for training workshops and seminars. The schedule of dates for appointments with the Business Administrator has been confirmed:

Wednesday	3 February
Wednesday	17 February
Wednesday	9 March
Wednesday	23 March
Wednesday	13 April
Wednesday	27 April
Wednesday	11 May
Wednesday	25 May



The dates will be advertised in the Bush Telegraph and on-line. They will be reviewed to ensure they are appropriate for demand and our resource capability.

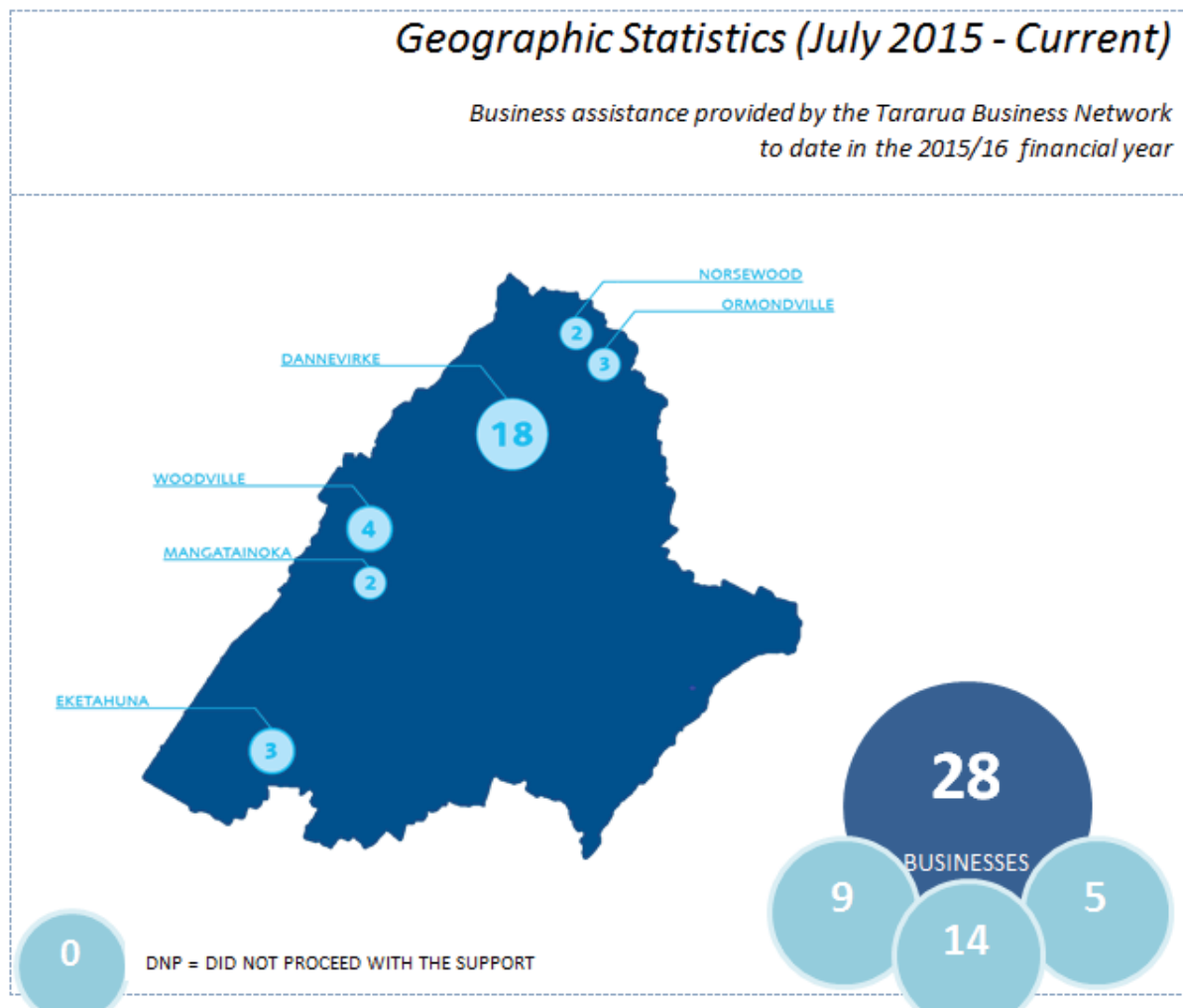
62. New Business Support

We have been approached by two potential new ventures this month, an online software company for business and an agency looking for suitable premises on the High Street in Dannevirke.

Ongoing support is being provided for a new venture in Norsewood, bringing together all Council Teams who have provided a clear plan for the development of the site for the Business Owner.

63. Growing Existing Business Potential

An established business approached us for marketing and business development support and linked to our network of expertise.



64. Facebook Key Statistics



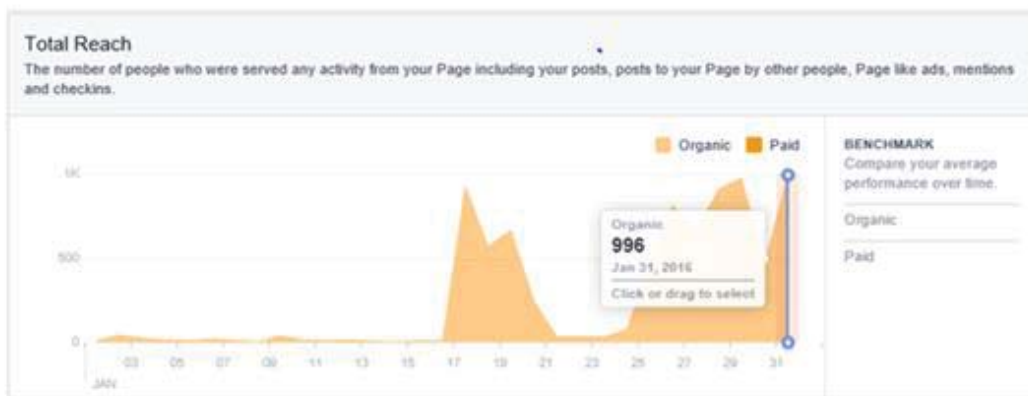
What does this mean?

1,162

people 'Like' our page
as at 31 January 2016

18

people have 'Liked' our page
between 1 Jan – 31 Jan 2015



What does this mean?

996

Highest total organic reach in one day (within the month of January)

4

Lowest total organic reach in one day (within the month of January)

264

Average total organic reach for the month of January

324

Average total organic reach for the month of December 2015

*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)

65. Talking Tararua – Digital Newsletter

Our department is excited to announce that the first edition of our Council's new digital newsletter – Talking Tararua – is due to launch in late-February/early-March.

This new and stimulating communication is a platform to share Council stories and community news – also to promote business opportunities and local events. Talking Tararua also provides capability beyond a local newspaper, including but not limited to: the insertion of videos, the ability to hold polls, and the option for subscribers to interact and submit content.

Council staff are invited to subscribe or submit content. To book space in the new digital newsletter, the contact is Lianne or Kimberley. To subscribe to the newsletter, head to our website and click 'Find out more'.



66. Events

A & P Show

Tararua District Council featured at the Dannevirke A & P Show in February. Unfortunately, numbers were down significantly. This can be attributed to the long weekend and locals away on holiday as well as competing events. The Wheels with Attitude being held the weekend prior (instead of coinciding) meant that visitors to this event were not able to take advantage of both events.



Wheels with Attitude

We supported the Wheels with Attitude event in Dannevirke. We increased advertising and marketing for this event. The event was very successful with large attendance – estimates are that it was up by 50%.



Woodville Motocross 2016

We supported the Woodville Motocross which brings approximately 6,000 visitors to our district. We set out Tararua Country banners strategically and had one of our team promote Tararua Country to the visitors alongside our Mayor.



Rafting the Manawatu Gorge

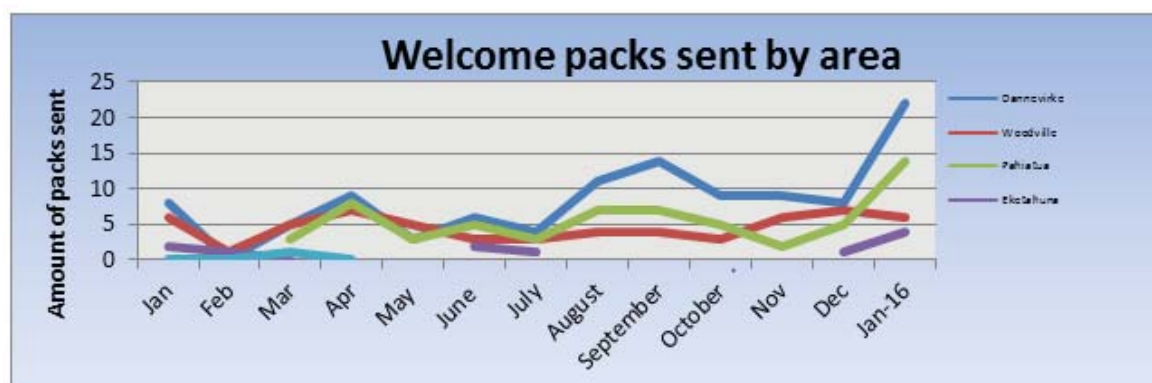
As part of our role in the Te Apiti Manawatu Gorge Project we assisted with the management of this event. The weather and conditions were optimal for a great attendance with 370 rafters attending.



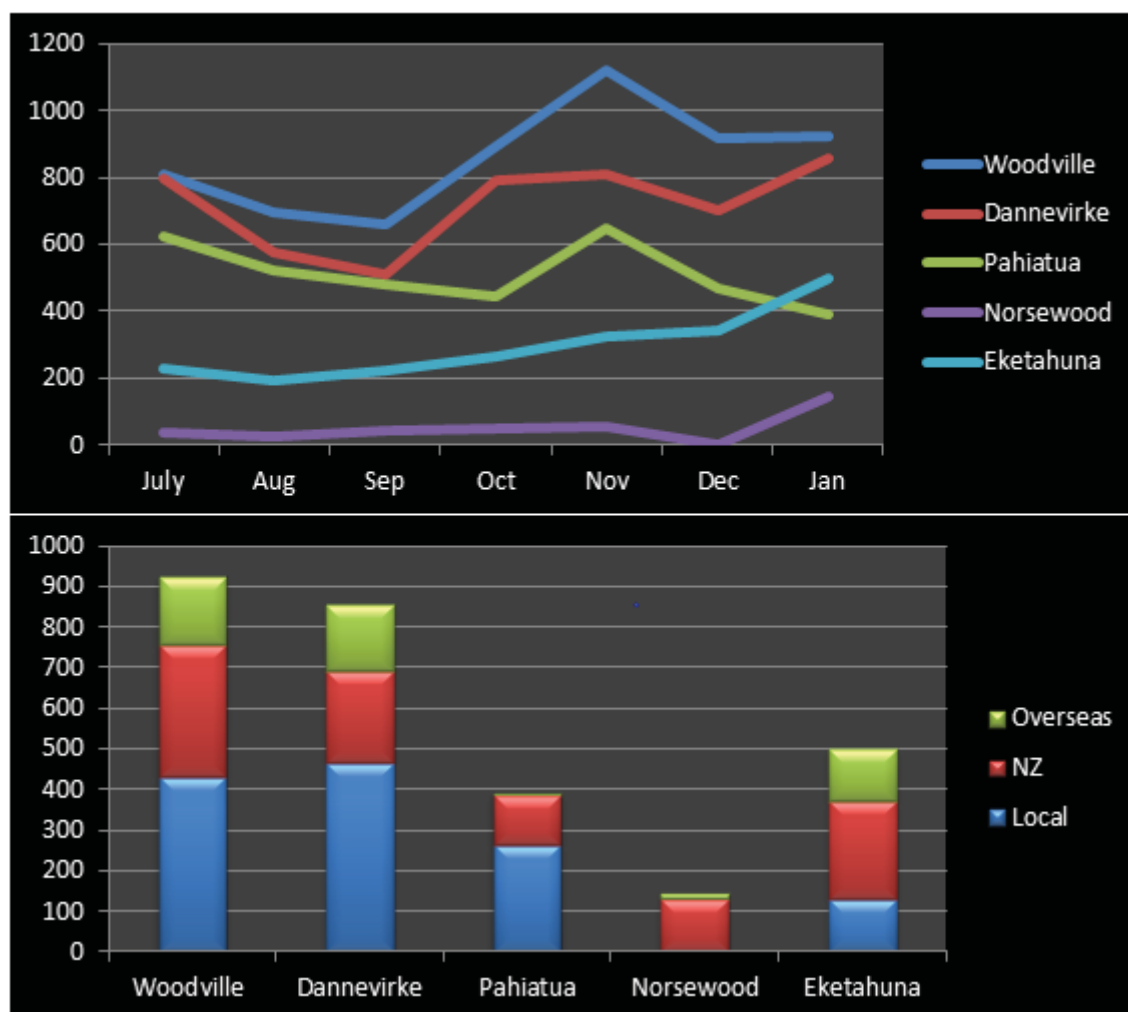
Tararua i-SITE

67. Welcome Packs

A total of 46 Welcome packs were sent in January, ten of these were sent outside of the district.



68. Tararua Information Centres (enquiries)



69. Creative Communities NZ

The March funding round will be advertised on 22 February 2016. Application forms will also be sent out to all known existing eligible groups.

70. Staff Training

The i-SITE team have had training in Seamless CMS and have started to update the new website.

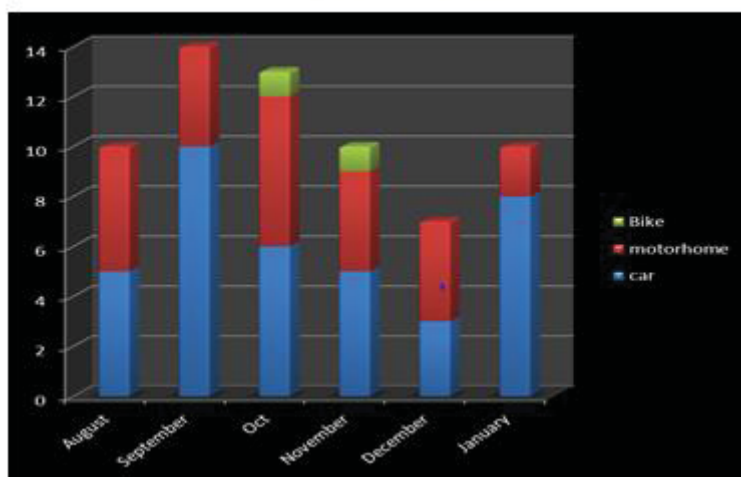
Sam and Joanne have completed 20 credits in their i-SITE training ahead of time.

71. Rack Cards

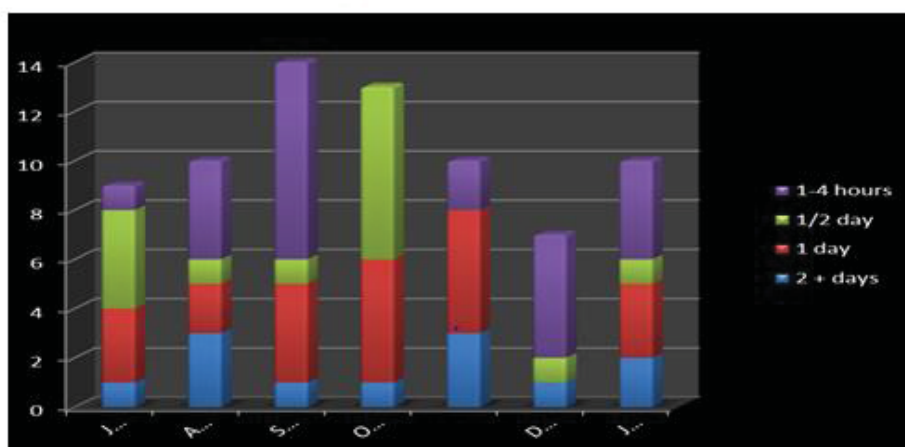
Six rack cards have been organised for tourism operators, with one reasonably new business acquiring their first card – Mile Cross B & B.

72. Customer Surveys

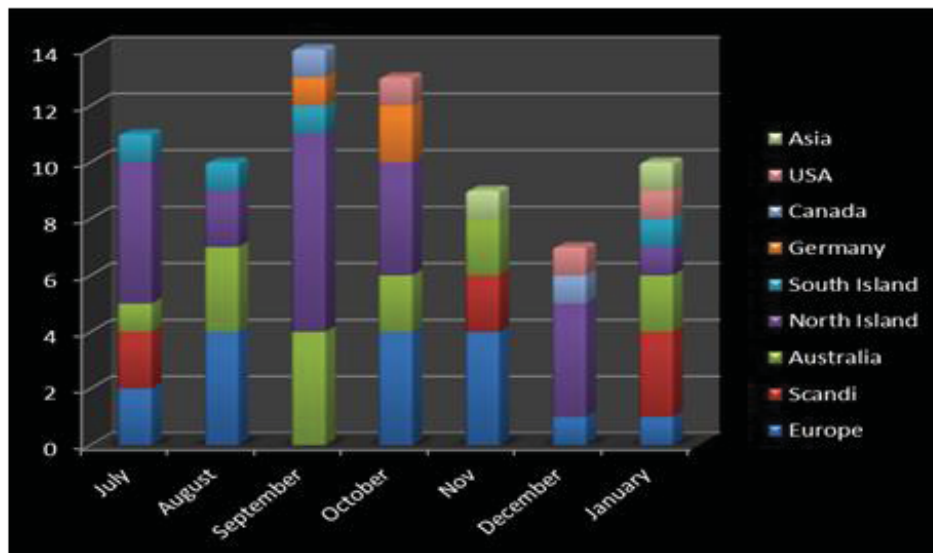
Method of Travel



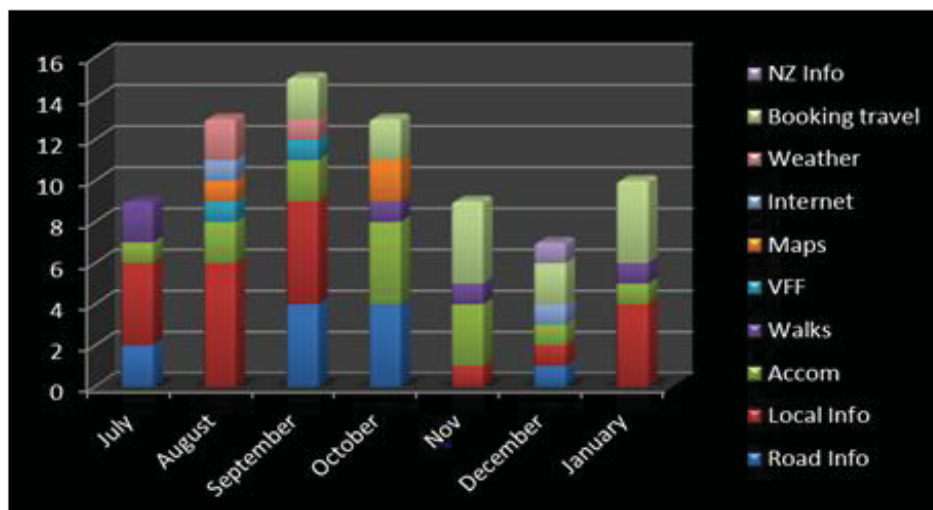
Length of stay in Taranaki



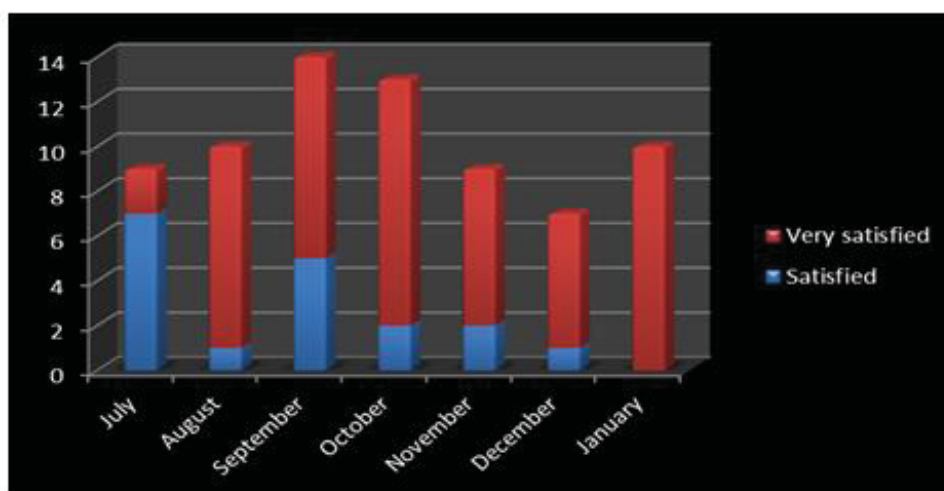
Origin



Type of Enquiry



Visitor Satisfaction



73. Accommodation and Travel Sales January 2016 – Tararua i-SITE

Start date: Thursday, 1 January 2015

Note: All amounts in this report include GST

End date: Saturday, 31 January 2015

Selected by: Sale date

Company	Tickets	Pax	Ticket value	Comm.	% Comm.	Comm per sale	Operator	Sale
Sale type: Agent all								
Interislander	17	17	\$3566.00	\$356.60	10.0%	\$20.98	3,209.40	\$3566.0
Bookit Online Accommodat	7	7	\$1330.00	\$133.00	10.0%	\$19.00	1,197.00	\$1330.0
Intercity Coachlines	26	26	\$753.00	\$75.30	10.0%	\$2.90	677.70	\$753.0
Blue Bridge	3	3	\$666.00	\$66.60	10.0%	\$22.20	599.40	\$666.0
Naked Bus	16	16	\$638.00	\$63.80	10.0%	\$3.99	574.20	\$638.0
Marlborough Tour Compan	1	2	\$250.00	\$25.00	10.0%	\$25.00	225.00	\$250.0
Dolphin Encounter	1	2	\$180.00	\$18.00	10.0%	\$18.00	162.00	\$180.0
Digbys Of Woodville	1	1	\$100.00	\$10.00	10.0%	\$10.00	90.00	\$100.0
Gannet Safaris Overland	1	1	\$75.00	\$7.50	10.0%	\$7.50	67.50	\$75.0
Tranzit Coachlines	5	5	\$70.00	\$7.00	10.0%	\$1.40	63.00	\$70.0
Mountain Shuttle	1	2	\$60.00	\$6.00	10.0%	\$6.00	54.00	\$60.0
Subtotal	79	82	\$7688.00	\$768.80	10.0%	9.73	\$6919.20	\$7688.0

Start date: Friday, 1 January 2016

Note: All amounts in this report include GST

End date: Sunday, 31 January 2016

Selected by: Sale date

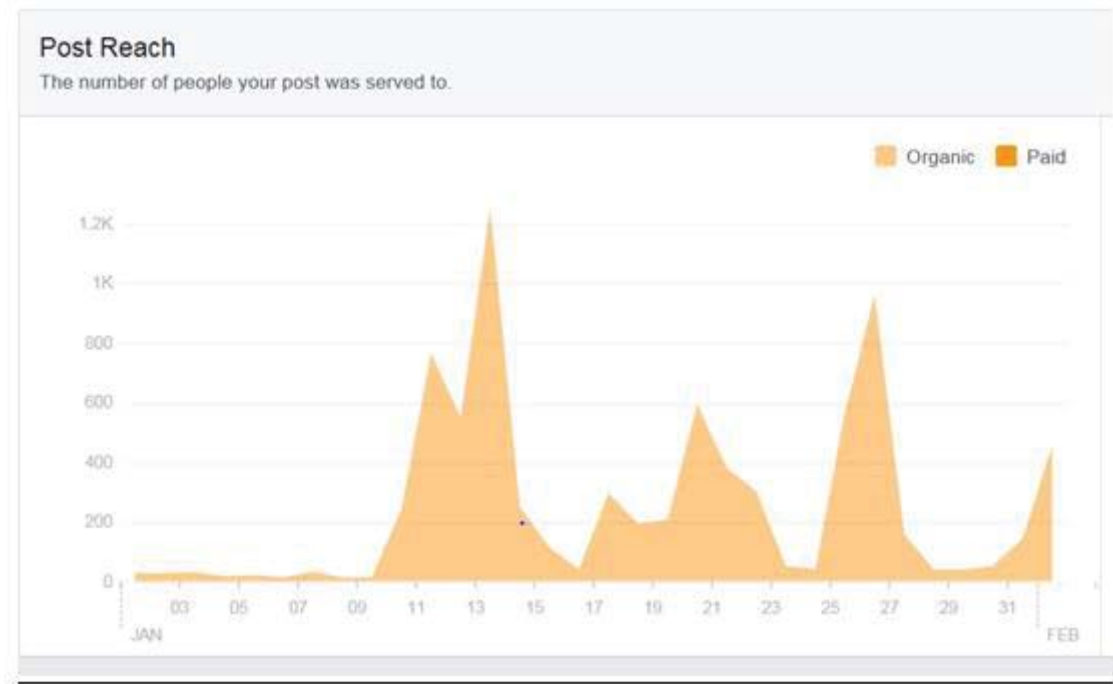
Company	Tickets	Pax	Ticket value	Comm.	% Comm.	Comm per sale	Operator	Sale
Sale type: Agent all								
Interislander	8	8	\$2826.00	\$282.60	10.0%	\$35.33	2,543.40	\$2826.0
Blue Bridge	5	5	\$1572.00	\$157.20	10.0%	\$31.44	1,414.80	\$1572.0
Bookit Online Accommodat	10	10	\$1174.00	\$140.88	12.0%	\$14.09	1,033.12	\$1174.0
Intercity Coachlines	24	24	\$1088.00	\$108.80	10.0%	\$4.53	979.20	\$1088.0
Bridge to Nowhere	1	2	\$310.00	\$31.00	10.0%	\$31.00	279.00	\$310.0
Whale Watch Kaikoura	1	2	\$290.00	\$29.00	10.0%	\$29.00	261.00	\$290.0
Te Puia	1	2	\$232.00	\$23.20	10.0%	\$23.20	208.80	\$232.0
Naked Bus	8	8	\$205.97	\$20.60	10.0%	\$2.58	185.37	\$205.9
Tranzit Coachlines	4	6	\$84.00	\$8.40	10.0%	\$2.10	75.60	\$84.0
Gannet Beach Adventure	1	1	\$44.00	\$4.40	10.0%	\$4.40	39.60	\$44.0
Subtotal	63	68	\$7825.97	\$806.08	10.3%	12.79	\$7019.89	\$7825.9
Total	63	68	\$7825.97	\$806.08	10.3%	12.79	7,019.89	\$7825.9

An increase of travel sales from the same period in 2015. The main increases have been in accommodation, Intercity and Bluebridge sales (these sales do not include souvenirs, photocopying/fax, fishing licences, Hut tickets and other miscellaneous sales).

Social Media

74. Facebook

A ‘Summer in Tararua’ photo competition has been launched on Facebook with a draw to win a Tararua Country picnic blanket at the end of February and at the end of March. We want to encourage residents and visitors to share their photos of their experiences in Tararua over the summer period. The photographs must be taken in Tararua with the location given.



75. Trip Advisor

Two recent reviews have been received on Trip Advisor for Tararua i-SITE...

“Very helpful”

★★★★★ Reviewed 1 week ago

This proved to be the perfect place to stop and get information as I wasn't sure which way I was going. I also used the free wifi.

Helpful?

👍 Thank Seniortraveler65



Respond

🚩 Report

“Good for Information”

★★★★☆ Reviewed 5 November 2015

If you are unsure what is happening when your coming through the Tararua District then this is the place to come. I just wanted to know the museum times as I originally come from the district & know my way around well (there is much to see). Wherever you want to go come here as they are very informative (This is a great district to visit that is forgotten by most people as they don't know what is on offer, come & see..... you won't be disappointed)

Visited October 2015

Less ▲

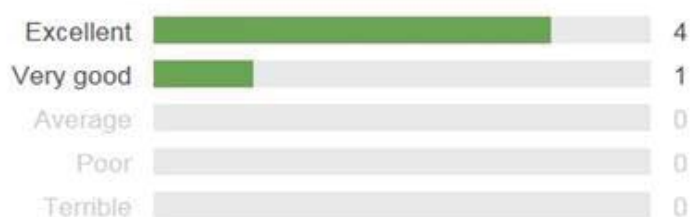
Helpful?

👍 Thank hanrightoz

🚩 Report

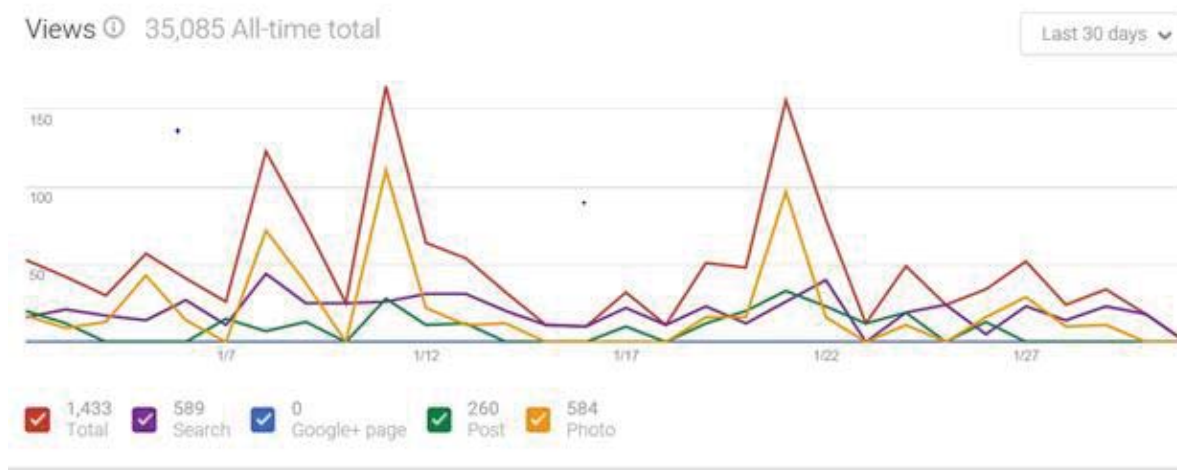
TripAdvisor Reviewer Highlights

Visitor rating



76. Google my Business

An increase of 1140 views from December 2015



Regulatory

Alcohol Licensing

77. General Matters

Carterton District Council has approached us to provide a resource for Alcohol Licensing cover for four weeks starting 15 February 2016. Services provided will be reporting on applications as well as interviews with applicants for Managers Certificates. The majority of work would be online, however for site inspections we would wait for a few to accumulate for the Inspector to perform site visit (if necessary) all together rather than a number of trips. The Inspector will work out a suitable time to visit rather than have a routine visit on a dedicated day.

78. District Licensing Committee Activity

Application Type	Applications Received	Applications Granted	Applications Refused
On Licence - New			
On Licence - Renewal		1	
Off Licence - New			
Off Licence - Renewal			
Club Licence - New			
Club Licence - Renewal		2	
Manager Certificate - New			
Manager Certificate - Renewal	1		
Special Licence	3	2	
Temporary Authority - On			
Temporary Authority - Off			
TOTAL	4	5	

79. 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

80. General Matters

There seems to have been an increase in roaming dogs and barking complaints, which could be associated with the hot period of weather we have been having. The new dog traps are being used with great success, helping tidy up some of the habitual roamers.

An Animal Control vehicle was damaged during an altercation in Woodville where an irate dog owner, whose dog was in the pound, reversed into a Council vehicle. Police have charged the other driver regarding this incident.

We are working with Rangitikei District Council to have an Animal Control Officer in our area, to assist to tidy up the remainder of the unregistered dogs.

Staff have been successful in rehoming some of the nicer dogs, the local SPCA and the Waipukurau branch have also been a great help in this.

One morning on arrival at the pound staff were greeted by a happy mum and 6 puppies that had been born over night. One was deceased but the others were all healthy. The SPCA took all of these including mum for rehoming.

81. Monthly Dog Pound Statistics

Reason for Impounding	Number of Dogs	Year to Date
Roaming	7	92
Unregistered	2	21
Roaming and known to be unregistered	4	36
Rushing	0	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	2	7
Attacking – Stock	0	4
Attacking - Domestic Animal	1	3
Attacking - Protected Wildlife	0	0
Released to Council	0	3
Welfare	0	3
TOTAL	16	171

Resolution of Impounding	Number of Dogs	Year to Date
Returned to Owner	4	77
New Owner/Rehomed	5	19
Destroyed	10	71
TOTAL	19	167

82. Registration Statistics

Classification	Registered	Unregistered	Total
Dangerous Dog	3	2	5
Preferred Dog Status	345	0	345
Rural Domestic Dog	1803	71	1874
Urban Domestic Dog	892	122	1014
Working Dog	3433	137	3570
TOTAL	6476	332	6808

83. CRMs

	Ind/Com Nth Ward	Ind/Com Sth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Not Known	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Aggressive Dog								1	1	20
Barking Dog - First Call - Record Only				1		6	1	5	13	158
Barking Dog - SECOND CALL / ATTENDANCE REQUIRED						3		3	6	77
Dead Dog									0	4
Dog Attack								2	2	32
Dog Bylaw Breach									0	11
Dog Other				2	1	10	2	4	19	45
Dog Welfare Concern									0	4
Roaming/ Uncontrolled/ Secured Dog		1	1	2		20	4	5	33	320
Roaming Stock				1	1	10			12	103
Rushing Dog							1		1	8
TOTAL		1	1	6	2	49	8	20	87	782

84. Comments on CRMS

Aggressive dogs –statements taken but the complainant failed to return the signed affidavit. File closed without further action.

Barking dogs –Education and collars supplied where necessary.

Dog attacks – A dog attack happened at 51 Tyndall Street Pahiatua. The dog owner was very intimidating towards the witness, the file is proceeding with meetings still being arranged with the dog owner.

One dog has been classified as Dangerous and the other as Menacing by Deed.

Rushing dog - This dog from 11 Wilson Street Pahiatua was already classified as Dangerous but was still inside the one month period for compliance i.e. fencing requirements and neutering. A cat was attacked allegedly by this dog but was not witnessed.

85. Non Financial Performance Measures Year to Date

Performance Measures – Animal Control					
Major Aspect	Level of Service	Performance Measure	2013/14 Results	2015 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Public Safety	Animal Control complaints and issues are resolved in a timely manner	Percentage of residents rate Dog Control as “Fairly Satisfactory” or “Very Satisfactory” in the Community Survey to be conducted in 2017, 2010 and 2023	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%	67.7% Needs Improvement NOTE 1
	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	2 NOTE 2 Nil NOTE 3

Note 1: This is due to the availability of ACOs. On most days, we only have one officer available, 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 were responded to.

Note 2: The new Senior ACO will work on publishing the educational articles.

Note 3: We have discussed and finalised a programme for schools in May/June this year. In March we will develop the publicity and contact the schools.

The programme will be based on the “DogSmart” Educational program for schools, in conjunction with the “ZeroBites Dog Training” developed by Christchurch City Council.

86. Non Financial Performance Measures for Month

CATEGORY	TOTAL	Responded to within 2 hours
Dog Attack	2	50%

Building

87. General Matters

There is still a large amount of LIM's and Building Packet volumes also remaining high.

16 Building Consents were issued for the month of January, 78 inspections carried out with 70% passing inspections.

Since October 2015 we have had five new dwellings in Pahiatua at a total value of \$1,950,000, one new dwelling in Eketahuna \$269,500 and four in Dannevirke total being \$830,000 value.

13 Code Compliance Certificates were also issued for the month of January.

88. Short Course, Workshop or Conference Attendance

Chris attended the BOINZ conference advising us there is a big push for Building Warrant of Fitness ensuring they are up to date and relevant work has been signed off by competent Independent Qualified Personnel.

Key Learnings

Chris, Trev, Russell, Sharon and Hilary attended Trapeze training together with Barb and Ray from IT. This will help us when we get to the stage of doing on-line consenting which we are looking at coming into effect in March/April this year.

89. Legislation Changes or Legislation Comments

Nil

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

Nil

91. Monthly Building Consents Statistics

Consent Processing Time Frames	Month	Year to Date
Total days	147	1916
Average of Days Taken (/31)	4.74	8.91
Consent Breakdown		
10 days or Less	11	67
11 - 15 Days	4	60
16 - 17 Days	0	13
18 – 19 Days	1	16
20 Days	0	10
>20 Days	0	0
TOTAL	16	166
Percentage processed within 20 day limit	100%	100%
Consent Values		
Total Value	\$775,744.00	\$12,059,623.00
Average Value	\$48,484.00	\$72,648.33

Inspection Results Report	Month	Year to date
No of passed inspections	70	713
No of failed inspection	8	101
TOTAL	78	814

92. Non Financial Performance Measures Year to Date

Performance Measures – Building					
Major Aspect	Level of Service	Performance Measure	2013/14 Results	2015 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Public Safety	Ensure that the district's built environment is safe and healthy	All swimming pool and/or spa fencing inspected once every 5 years	New Measure	100%	On Target
Customer Services	Building safe communities through cost effective and streamlined processes	Consents issued within statutory timeframes	Not Achieved 98% Target 100%	100%	On Target

93. 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

94. 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	0.240	41.94
February		
March		
April		
May		
June		
Year to Date	4.63	644.08

95. CRMs

	Ind/Com Nth Ward	Ind/Com Sth Ward	Non Rateable	Rural Nth Ward	Rural Sth Ward	Not known	Urban Nth Ward	Urban Sth Ward	Monthly Total	Year to Date
Abandoned Vehicle	3					2			2	16
Fire Hazards	9						3	3	7	14
Illicit Dumping	9			1		10			11	84
Noise - Stereo/ Drums/ Party - First Call - Record Only				1	1	19	19	6	46	156
Noise - Stereo/ Drums/ Party - SECOND CALL / ATTENDANCE REQUIRED				1	1	13	21	7	43	153
Noise Other - First Call - Record Only							1	1	2	8
Noise Other - SECOND CALL / ATTENDANCE REQUIRED									0	3
Overhanging Trees or Projections from Private Property	19						3	1	4	10
Stock Crossings	3					2			2	4
TOTAL	1			3	2	46	47	18	117	440

96. Non Financial Performance Measures Year to Date

Performance Measures – General Inspection					
Major Aspect	Level of Service	Performance Measure	2013/14 Results	2015 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • 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%	95.9% On Target
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

97. Non Financial Performance Measures for Month

CATEGORY	TOTAL	Responded to within 1 hour
Noise - Stereo/ Drums/ Party - SECOND CALL / ATTENDANCE REQUIRED	43	86%

Health

98. General Matters

The main focus for January was to remind business operators of the Food Act changes and ensure that they have the most up to date information.

Food safety monitoring was undertaken at the country carnival market and the Woodville Motocross, with food storage and hand hygiene the main focus of the visits.

Time was allocated to working with the concessionaires ahead of the Hurricanes pre season rugby match to ensure that they were well prepared ahead of the event. This was done in conjunction with Runsheet, the event organisers.

Have been in contact with Schools and Industry Trainers to gauge interest in attending a NZQA course for monitoring pool water quality. The aim is to remove the barriers that some schools face in travel to main centres to attend these courses and reduce the costs. The invitation was extended to the community pool operators.

99. Legislation Changes or Legislation Comments

The Ministry for Primary Industries has provided Food Act 2014 application templates for Territorial Authorities to use to register businesses on the 01 March 2016, all new business will be required to register a food control plan before they are given permission to operate.

IT have been helpful in creating a new register in Authority to capture all the new information that TA's will be required to report on to MPI.

100. CRMs

	Ind/Com- Nth- Ward	Ind/Com- Nth- Ward	Non- Rateable	Rural- Nth- Ward	Rural- Sth- Ward	Unknown	Urban- Nth- Ward	Urban- Sth- Ward	Monthly- Total	Year-to- Date
Dead-Animal/s--Private- Property	0	0	0	0	0	2	1	1	4	5
Hazards-Environmental- Spill	0	0	0	0	0	0	0	0	0	1
Health-Complaint- Miscellaneous	0	0	0	0	0	1	0	0	1	14
Industrial-Noise- Complaint	0	0	0	0	0	0	0	0	0	5
Offensive-Odour	0	0	0	0	0	0	0	1	1	2
Poultry-Noise	0	0	0	0	0	1	0	0	1	2
Rodent-Infestation	0	0	0	0	0	0	0	0	0	7
Smoke-Nuisance	0	1	0	0	0	3	2	4	10	29
Total	0	1	0	0	0	7	3	6	17	65

101. Non Financial Performance Measures

Performance Measures – Health					
Major Aspect	Level of Service	Performance Measure	2013/14 Results	2015 Target	Current Result
Community Outcome(s): Prosperous Economy • Collaborative Council • Great Lifestyle					
Public Safety	Protect public health by regulating the sale of food, funeral parlours, offensive trades, hairdressing salons and camping grounds	Percentage of registered premises inspected for compliance	New Measure	90%	83% On Target

	Month	Year to Date
High Risk Food Inspections	No change	76
Low Risk Food Inspections	11	16
Food Control Plan Audits	No change	6
New Business Enquiry	1	13
New Food Business Registered	No Change	5
Business Closed	No Change	3

Emergency Management

Rural Fire

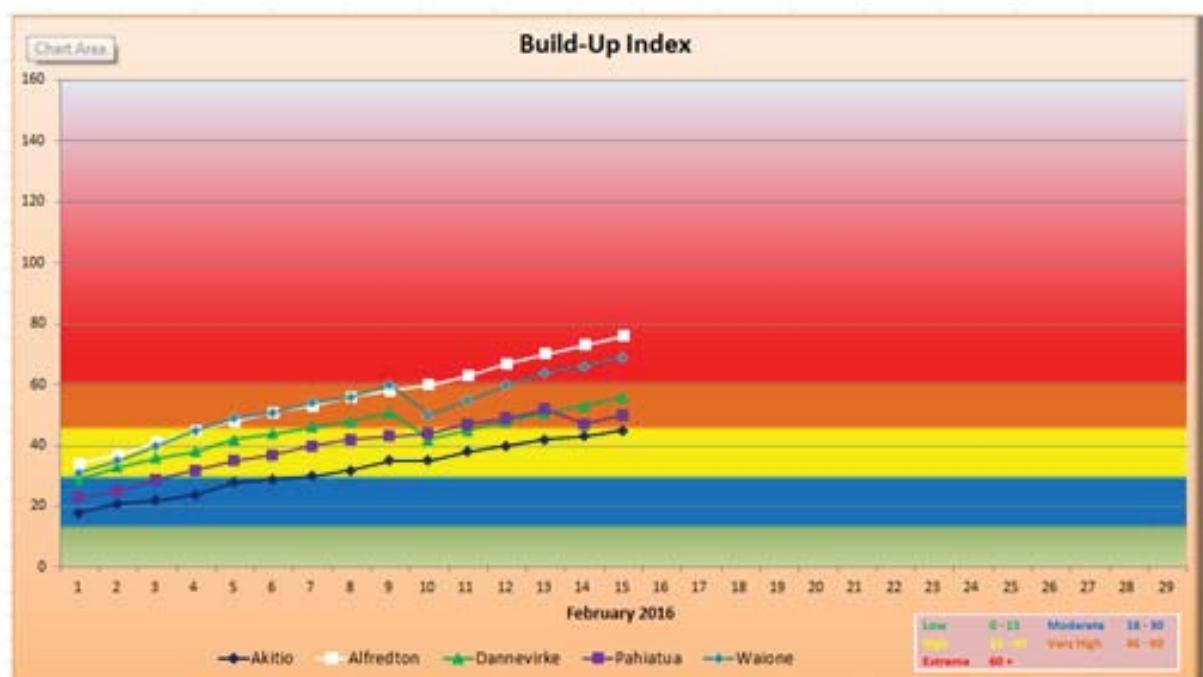


102. Fire Season

Very dry weather lately has resulted in a steady rise in the fire danger level. On average we are at “Very High” however it is particularly dry in the Waione and Alfredton areas with a reading of “Extreme”. The index shows that if we don’t get significant rainfall soon we will declare a Prohibited Fire Season (Total Fire Ban) within the next two weeks. Permits are not being issued to known extreme danger areas however there are still many areas that are still very green.

A total of 58 fire permits have been issued over the last three weeks and this has put a lot of pressure on staff. Most permits were for small farm rubbish fires and in all cases permits were issued on the same day that they were requested.

A total of 44 Restricted fire signs were erected throughout the District and 8 half grapefruit signs changed to signify the start of the Restricted Fire Season.



103. Incident Reports

<i>NRFA Classification Type</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Total</i>
Power Lines	1	0	0	0	0	0	0						1
Vehicle - Car, Truck etc.	0	0	0	1	1	3	0						5
Farm/Forest Machinery	0	0	0	0	0	0	0						0
Camp fires/bonfires/rubbish fires	1	1	0	2	0	3	1						8
Smokers	0	0	0	1	0	3	0						4
Land clearing escaped - Open Fire Season	0	0	0	2	0	3	1						6
Land clearing escaped - Restricted/ Prohibited Fire Season (no Fire Permit)	0	0	0	0	0	0	2						2
Structural - House/Shed	4	0	3	2	3	2	1						15
Pyrotechnics Fireworks	0	0	0	0	0	0	0						0
False Alarm	4	6	2	2	6	2	1						23
Medical Assist	1	0	0	0	1	2	0						4
Motor Vehicle Accident	0	1	0	0	0	1	3						5
Miscellaneous	0	0	1	1	0	0	1						3
Total	11	8	6	11	11	19	10						76

Civil Defence

104. Civil Defence Plan

The Plan is being re-formatted by Michelle Thomson. We have been requested to give a small presentation at the next CEG Meeting in Waiohuru on 17 Feb 2016 about our plan. It is considered to be best practice and a first within the CDEM Group. The Director, MCDEM will be in attendance and this is seen as a great opportunity to promote the Districts CDEM.



105. Dannevirke A & P Show

A Civil Defence and Rural Fire Display was present at the Dannevirke A & P Show on 5/6 February 2016. The stall was operated by Rural Fire Volunteers Noel and Lola Percy along with the Te Uri appliance. Staff members Robyn Winter and Annette Finlay along with volunteer Ngaroma Driver represented the Civil Defence side of things. Although Friday was fairly quiet, the stand was very busy on the Saturday and a lot of information given. A survey was run with two \$100 vouchers from Survival NZ up for grabs. This survey provided some useful information for future planning.

106. EMC

The District Emergency Management Committee met in the Council Chamber on 11 February 2016. Paddy gave a presentation on the new CD Plan. Ian Lowe from the Manawatu-Wanganui also presented the new Group Plan which is going out for consultation. Various agencies presented agency updates.

Library

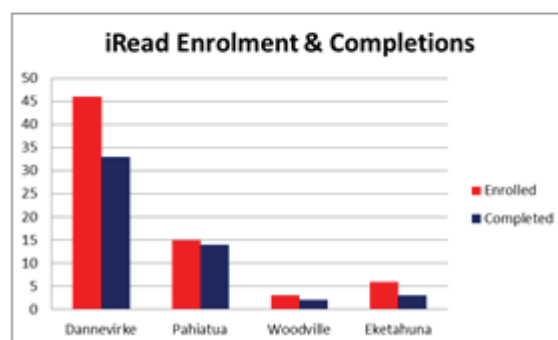
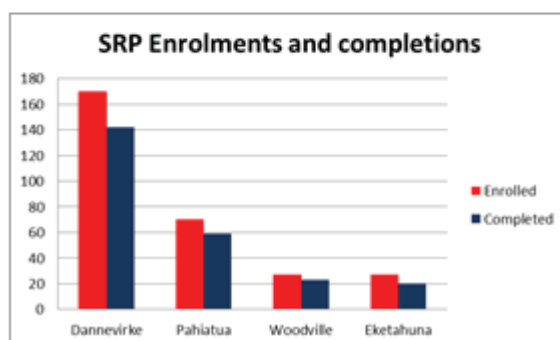
107. Children's Reading Programmes

The Eastern and Central Trust funded ECREADN Summer Reading Programme was a great success at the library over the summer months. Due to the Library taking the Winter Warmers programme out to the schools, we have seen an increase in first time participants in the Summer programme.

Ruahine, Weber, Eketahuna and St Anthony's schools all had over 20% of children from their schools enrolled in the programme. Over the entire District, there were only three schools that did not have children on the programme. We will endeavour to foster relations with these schools to improve this over the coming year.

Over the seven weeks of the programme staff listened to 1,144 verbal book reviews from children. The tightening of the funding for the programme this year meant there were only two entertainers sent to the libraries; 347 children attended these events. The finale parties to celebrate the success of the children who completed the programme saw 240 children attend across the District.

Enrolments and Completions of First Time Participants				
Branch	Enrolled 1st time	%	Complete 1st time	%
Dannevirke	85	50	60	71
Pahiatua	27	39	20	74
Woodville	4	15	4	100
Eketahuna	10	37	9	90
Total	126	43	93	74



The programme for the first term of our preschool programme Little Ears has been finalised and promotional material sent to Dannevirke, Woodville and Pahiatua Libraries.

We are investigating the possibility of a Teen Book Club and will be rolling out the template for the Primary School Book Club being run at Dannevirke Library to the other branches for them to introduce.

Planning is underway for our inaugural Digital Literacy programme that will be run during the Term One holidays.

108. Pahiatua Library – Alterations

The refit and reorganisation of the Pahiatua Library is almost complete. January saw the installation of the air conditioning in the adult section of the library and the new shelving installed. The new window is not yet installed and the carpet is still waiting repair or replacement. There is some other minor works to complete to finish this project.

109. Woodville Library / i-SITE redevelopment

The concept plans and costings have been received from BECA this month. Library and i-SITE staff have been studying the plans to see if it meets the needs of the services both now and in the future.

110. Replacement Library Management System

After the initial project meeting with the Kotui Project manager, John Truesdale, programming is well underway. The first data extraction is set for 16 February. After the data is tested a clearer picture of what work may need to be achieved prior to GoLive on the 9th May will be clarified.

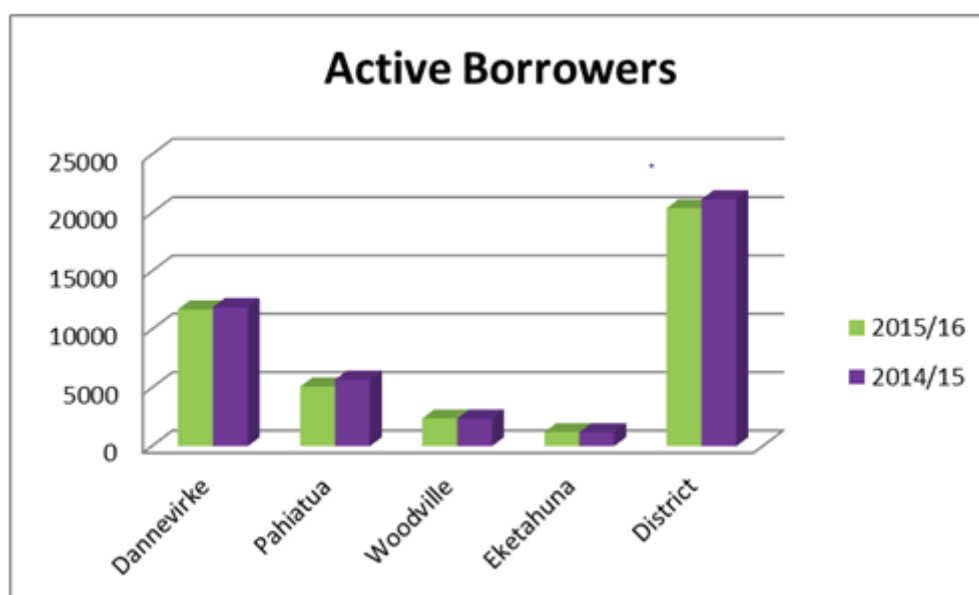
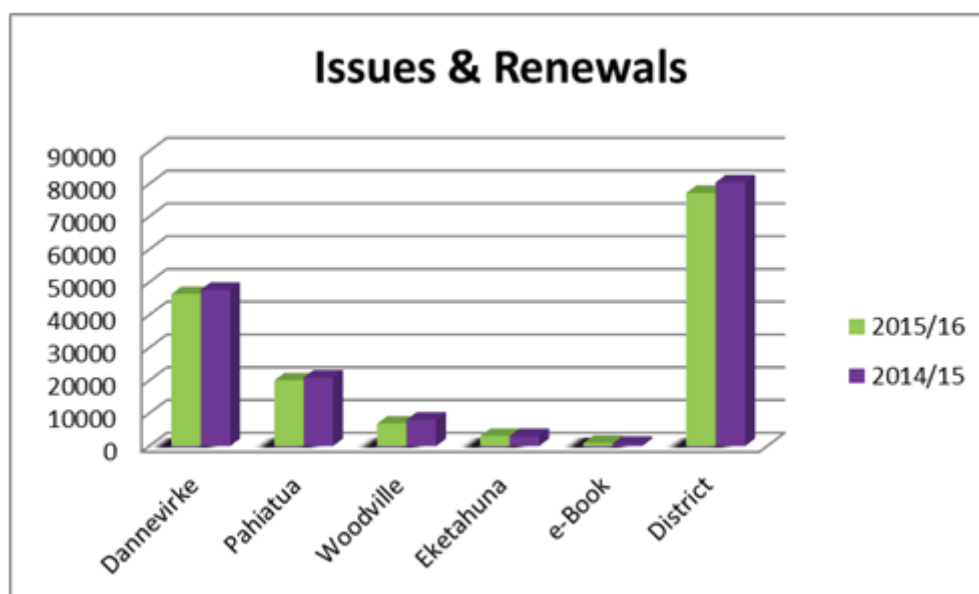
111. Stepping Up Computer Classes

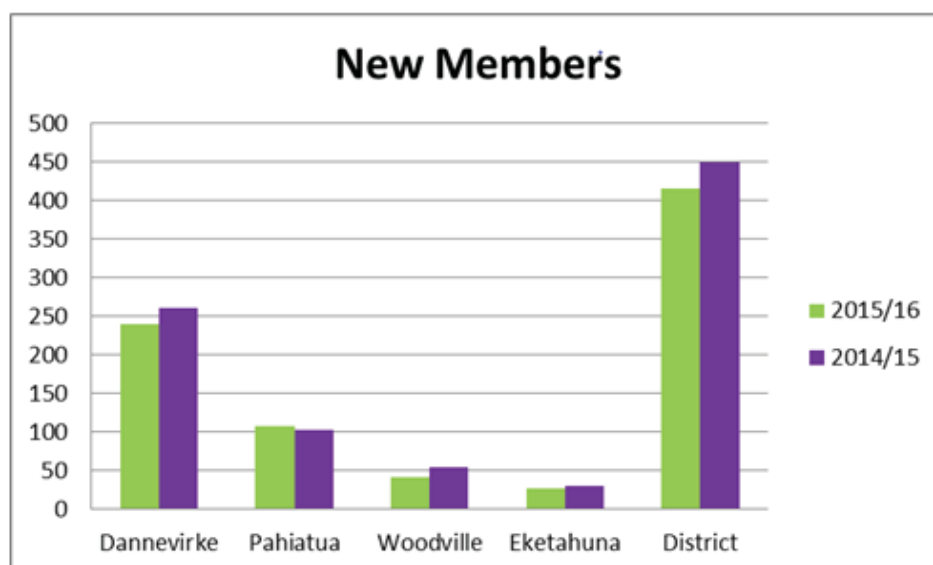
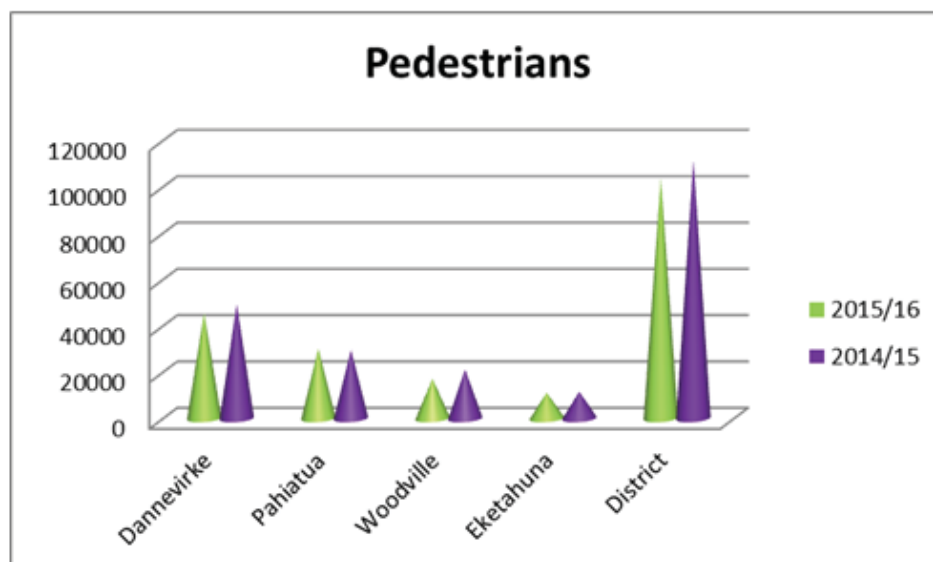
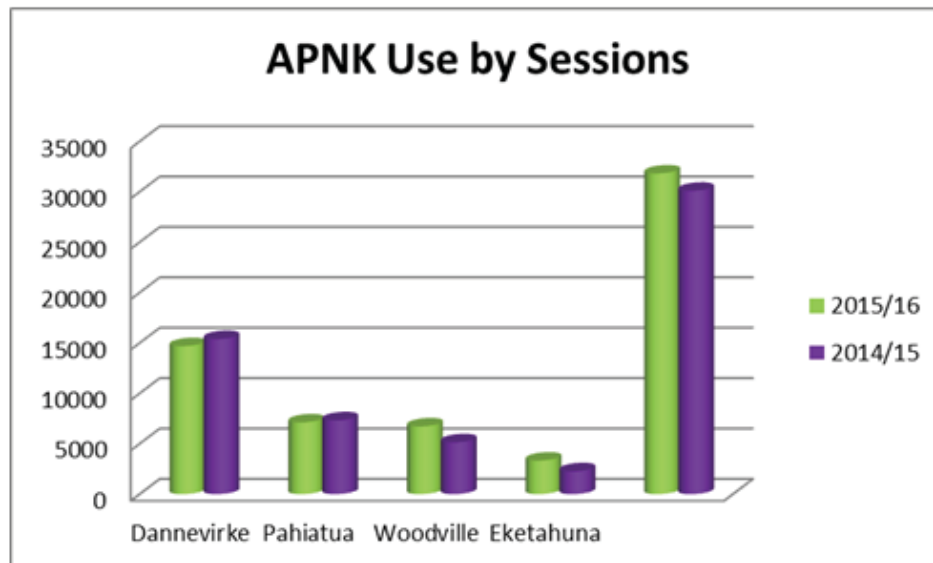
In partnership with Wairarapa REAP, the Pahiatua and Eketahuna Libraries will be hosting the Stepping Up programme. Pahiatua Library's course will run on Tuesdays from 9.30– 2 pm weekly. A full complement of six students has enrolled. Modules being run are Computer Basics, Internet Safety, Google and the Internet, Introduction to Tablets, Digital Photos and Using Trademe.

Eketahuna Library's programme is being run on Tuesdays, from 6.30–9 p.m. Modules available there are Computer Basics, Introduction to Tablets, Word Processing (1 & 2), Introduction to Spreadsheets and Emails.

Once tutors are acquired through Tararua REAP, these programmes will be available also at Dannevirke and Woodville libraries.

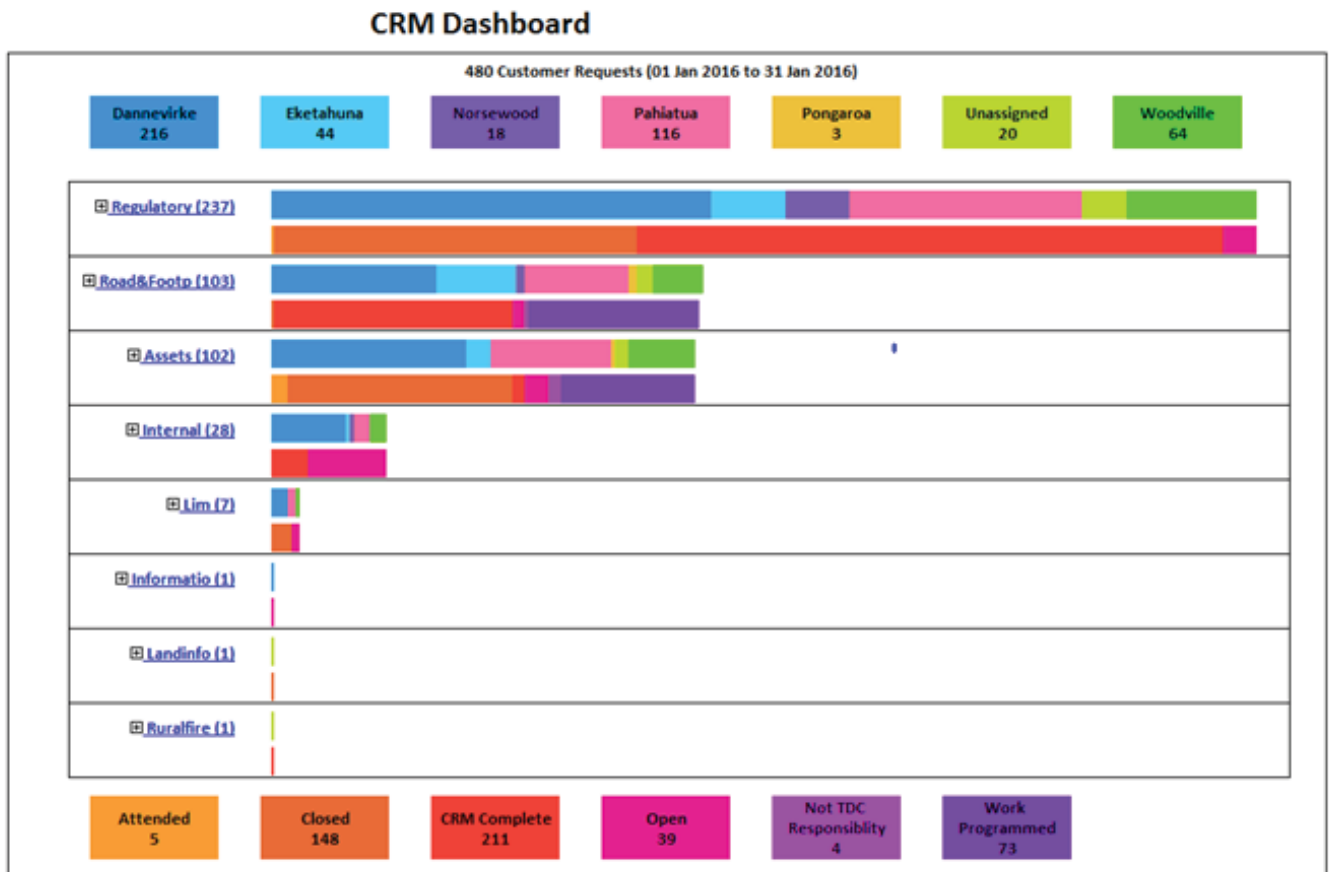
112. Statistics – as at 31 January 2016





Customer Services

113. Customer Requests – 1 January 2016 – 31 January 2016



Recreation and Sports Report



114. Six-Monthly Reports

Attached are the six monthly reports from Sport Manawatu, including a report from Bush Multisport.

115. Tararua District

- A **video case study** is currently being developed for **Dannevirke Athletics** based on the capability work that has been undertaken with the club. The case study will be complete by the end of January and will outline the KiwiSport programme that was undertaken, as well as the sustainability work that is now in place.
- **Dannevirke Football** undertook a **Club Warrant of Fitness (WoF)**. The club will now be supported by the Capability Advisor in planning which priorities are the most significant and creating a strategic plan in the process.
- The **Secondary School Sports Coordinator Induction Manual** has been updated for the 2016 school year. The manual ensures that new Sports Coordinators are well supported.
- The **Hurricanes Regional Secondary School Sport Director Annual Meeting** was held at Sport Manawatu. Key discussion points were learnings from 2015, sharing ideas, and discussion around Central Netball affiliation fees.
- Secondary School Sports Advisor has completed the **Secondary School census profiling**. Schools in the region have increased their male participation by 1.71% and female participation has risen by 2.05%. Results also show that all other areas of sport (volunteers, coaches, staff involvement) had increased in numbers over 2015.
- On Thursday 21 January 2016, Sport Manawatu and Rangitane o Tamaki nui a Rua launched the **Sport Manawatu Whanau Triathlon** 10 week training programme. The programme aims to educate and provide participants with the resources to complete a triathlon event. The programme in Dannevirke is being facilitated from the Dannevirke Sports Centre with over 190 regional participants actively engaged on the programme.

Activate Gym owner, Erana Peeti-Webber has returned to coach the key aspects of the programme, including swimming, running, and transition. The Sport Manawatu Active Transport Advisor and Tararua Recreation Advisor will deliver the cycle lessons.

Collaboration with local Iwi Rangitane enables provision of a service that best meets the needs of Tararua participants, and supports the growth of the Whanau Triathlon and Rangitane Tryathlon events.

The Maori Community Sports Advisor met with the Tararua Tri coach involved with training the participants on the **Whānau Tri Training** programme to discuss how the programme will be conducted and what their role will be.

- Applications are now open for the **Sport New Zealand Tararua Rural Travel Fund** and close on 31 March 2016. Application forms are on the Tararua District Council website and available from Council Service Centres.
- The Tararua Recreation Advisor continues to provide logistic and administrative support to the **Dannevirke Multisport Complex Incorporated**. Monthly meetings are held at the Tararua Business Network building. The committee recently achieved a milestone by securing \$30,000 of funding to go towards a feasibility study to determine the future development of a multisport complex in Dannevirke.

The committee now intends to meet individually with as many key stakeholders as possible to gain a better understanding of their needs and to ensure the community is aware of the committee's objectives.

- In December 2015, the Active Transport Advisor along with the Tararua Recreation Advisor delivered **Grade One Cycle Skills** to 80 students from Huia Range School in Dannevirke and 28 students at Norsewood School. In addition 49 students at Norsewood School took to the road as part of their Grade Two Cycle Skills Course.
- In December 2015, the Active Transport Advisor delivered a **1 day cycle skills** refresher course to 46 students at Pongaroa School.
- The **Grade Two Cycle Skills** programme was delivered to 30 Whanau Tri participants in Dannevirke.
- The Active Families Advisor and Maori Community Sport Advisor met with the HoD of PE and Sports Coordinator of Dannevirke High School, to promote our programmes and go over the **Active Teens programme** for 2016.
- 110 participants graduated from our initial 10 week **Green Prescription (GRx)** programme around the regions in term four (October - December). These participants have demonstrated an improvement in their health and physical activity levels and most importantly have identified appropriate/sustainable exercise options to continue with.

116. **KiwiSport Regional Partnership Fund**

- Secondary School Sports Advisor ran a **KiwiSport Funding workshop** for sports coordinators to inform them of changes for 2016. There was a pool of \$60,000 ring fenced for secondary school projects (Approximately \$178,000 was applied for over 11 schools with 13 applications).

- **Tararua Community Youth Services** received \$468 for their **Project Activ8 (Boys) programme** attracting 40 boys. This project aims to use sport to build confidence and self-esteem as well as the importance of physical activity through sport. A second project- **Activ8 (Girls)** was awarded \$523 with the aim to attract 30 girls and develop their Netball skills.
- **New Large Fund Application Form** has been designed with accompanying guidelines to help make it an easier process for organisations to apply for the funding.
- Secondary Schools Advisor created **school specific KiwiSport Applications** to assist schools in the next funding round.

117. Rural Travel Fund Eligibility

- Applications for the rural travel fund are open to rural sports clubs and rural school teams with young people aged between 5 and 19 years who require subsidies to assist with transport expenses to attend local sporting competitions. The rural travel fund is managed by the territorial authority and funding is not provided for the purpose of travel to regional or national events.

Assessment Criteria

The following criteria shall be applied when considering applications for funding. School club teams and sport club teams are defined as:

“a school club team participating in regular local sport competition out of school time, that excludes inter school and intra school competitions played during school time”

and/or; “a sports club team participating in organised, regular sport competition through club membership outside of school time”.

118. Upcoming events (that we deliver or directly impact on)

- Bike Wise Month in February is a national campaign aimed at encouraging people to use cycling as a means of transport to and from their destination. Sport Manawatu is coordinating Tararua Schools Go by Bike Day on Wednesday 25 February targeting Early Childcare Centres and Schools. Due to the success of the 2015 event, we have introduced Tararua Workplaces Go by Bike Day. The event took place on Wednesday 10 February.
- Wero a Marae is an annual inter-marae sports tournament coordinated by Rangitane o Tamaki nui a Rua. The event encourages local hapu members to reconnect to their marae and Whānau through the medium of sport. The Tararua Recreation Advisor has assisted the organising committee since its inception in 2010. This year's event is taking place on Saturday 27 February at Huia Range School. Over 200 people are expected to be involved on the day.

- The Sport Manawatu 33 Days of Cycling is scheduled to commence 30 March concluding 1 May 2016. The event aims to engage local communities to complete 333km in 33 days.
- The MidCentral Fit Whānau Tri Event will be held on Sunday 20 March 2016 at Ongley Park.
- The NZ Secondary School Volleyball Nationals will be held 3-8 April 2016 at Arena Manawatu.

Recommendation

That the report from the Chief Executive dated 17 February 2016 concerning an update on key projects and items of interest to the Council (as circulated) be received.

Attachments

1. Sport Manawatu - Tararua Six Monthly Report
2. Sport Manawatu - Bush Multisport Six Monthly Report

EVERYONE ACTIVE EVERYDAY



TARARUA DISTRICT COUNCIL

6 MONTHLY REPORT

INTRODUCTION

This report presents progress through the six month period 1 July – 31 December 2015, against Sport Manawatu's contracted Key Result Areas in the Tararua District, with specific details supporting the service agreement in place with Tararua District Council.

The Sport Manawatu team has been making a significant impact in a number of areas over the last six months, through recognising our regions elite sportspeople and volunteers, providing capability support to Dannevirke Athletics Club and building physical literacy in local schools.

HIGHLIGHTS



169
TARARUA
PRIMARY SCHOOL
CHILDREN
RECEIVED
CYCLE
INSTRUCTION
FROM SPORT MANAWATU
IN COLLABORATION WITH
LOCAL POLICE



213
GUESTS
CELEBRATED THE
ACHIEVEMENTS
OF
44
ELITE SPORTSPEOPLE
AT THE 2015
TARARUA ALLIANCE
SPORT AWARDS



16
TEAMS
COMPETED
IN THE
SECOND ANNUAL
PAHIATUA
FOOTBALL
COMPETITION





PROVISION OF SERVICES TO SUPPORT TARARUA DISTRICT SPORTS GROUPS

REGULAR LIAISON WITH CLUBS AND SCHOOLS; PROVIDING ADVICE, GUIDANCE AND MENTORING TO KEY VOLUNTEERS

The Tararua Recreation Advisor has continued to develop key stakeholder relationships, meeting with over 30 representatives from local sports clubs, associations and schools. The Territory liaison process continues to strengthen relationships and enhance the capability of key volunteers that “make sport happen” in our community. It also helps to reinforce Sport Manawatu’s place as the knowledge hub for sport and active recreation in the region. On average, the Recreation Advisor makes contact with at least one sport provider every week and attempts to maintain contact even with those who do not require ongoing assistance or advice.

TERRITORY LIAISON

The Territory Liaison project provides the Tararua Recreation Advisor an opportunity to meet with key stakeholders to determine community needs and link them with the appropriate support channels.

One example of meeting these community needs is the BAMS Boxing and Fitness Community Group. Their group goal was to become a registered club, and after a conversation with Sport Manawatu, became a registered club under the Manawatu Boxing Association.

Sport Manawatu hosted two Sports Club Information Evenings, from this we determined several clubs specific needs - from access, to funding, to development of job descriptions, and health and safety policies. These clubs are now working with Sport Manawatu to ensure the established needs are met, with ongoing support given.





DANNEVIRKE MULTISPORT COMPLEX INCORPORATED

The Tararua Recreation Advisor continues to provide logistic and administrative support to the committee. Monthly meetings are held at the Tararua Business Network building. The committee recently achieved a key milestone by securing \$30,000 of funding towards a feasibility study to determine the future development of a multisport complex in Dannevirke.

CAPABILITY WORK WITH CLUBS AND SPORT PROVIDERS

Advice and guidance is regularly offered to sports clubs in the region. Sport Manawatu encourages clubs to undertake a Club Warrant of Fitness (WoF) that enables them to assess organisation strengths and weaknesses. The Regional Capability Development Manager then provides recommendations for the club to improve operational effectiveness, and guide the club through implementing recommended changes.

Sport Manawatu staff supported the Dannevirke Athletics club through capability development work to ensure on-going sustainability. A Club WoF (Sport NZ development tool) was undertaken and a successful participation initiative implemented creating recruitment opportunities. Job descriptions for committee members have been created, including suggested amendments to the clubs constitution. In addition, an annual plan has been created, and a proposal has been produced in order to encourage people to join the committee. The proposal, along with the clubs volunteer recruitment plan was used to link with Dannevirke Athletics and Dannevirke High School. The school will provide volunteers to assist on club nights while the club will provide the school children opportunities to develop coaching skills and club administration.





KIWI SPORT ASSISTANCE

Sport Manawatu continues to administer the KiwiSport Regional Partnership Fund, assisting regional sport organisations to provide opportunities for thousands of school-aged children.

The KiwiSport Fast Fund administered by Sport Manawatu is available for junior based programmes (of up to six to eight weeks duration) up to a total of \$3,000. One new project in the Tararua that has been completed with the help of KiwiSport Fast funding was the BAMS Boxing and Fitness Club, aimed at engaging 38 participants with 40% of these being female.

Five new KiwiSport projects received \$47,882 from the Large Projects Fund. These projects are/will be reaching 5,047 participants.

In addition, twenty smaller projects have been funded \$32,037 through the Small Projects Fund. These projects involved 5543 individual participants.

- **BAMS Boxing and Fitness Club Kids Boxing** – 60 participants.
- **Tararua Community Youth Services Project Activ8** (Boys) – 40 participants.
- **Tararua Community Youth Services Project Activ8** (Girls)- 30 participants.

The 2016 Secondary School Ring-Fenced Funding was also allocated \$73,354 was distributed for 12 projects reaching 2,868 students.

- **Dannevirke High School Travel Assistance** – 243 participants
- **Tararua College Participation Project** – 188 participants

GREEN PRESCRIPTION: WORKING WITH THOSE MOST IN NEED OF PHYSICAL ACTIVITY

The Green Prescription programme (GRx) is about engaging those most in need into sustainable physical activity, giving them the skills and education to make healthy nutrition and lifestyle choices.

Impact of GRx in the Tararua:

- 40 participants were referred to the GRx programme over the past six months.
- 14 participants living in the Tararua District participated in GRx programmes in the past six months.
- Tararua District participants continue to benefit from health education and nutritional guidance via GRx Phone-support and fortnightly visits across the district.
- Sport Manawatu continues to collaborate with the Central Public Health Organisation (PHO) to deliver the GRx programme.

Over the past six months, we have worked collaboratively, by sharing information, resources, and utilised local facilities, with Te Kete Hauora o Rangitane, Central PHO, Activate Gym, Wai Splash Pool and Bush Multisport Trust. Promotion of local sports clubs, local parks and reserves including walking, tramping and cycle tracks in the Tararua catchment is a continued focus.





RECOGNITION OF SUCCESS

TARARUA ALLIANCE SPORT AWARDS

On Friday 16 October 2015, the Tararua Alliance Sport Awards successfully recognised and celebrated the achievements of local athletes, teams, coaches, officials and volunteers. A total of 44 nominations (an increase from 30 nominations in 2014) were received for the awards, and along with the evening's guest speaker, New Zealand heavyweight boxer Joseph Parker, contributed to a record attendance of 213 guests.

2015 Winners were:

- Tararua Alliance Supreme Sport Award Winner: Rachel Stephenson (Touch).
- Senior Sportsperson of the Year: Rachel Stephenson (Touch).
- Junior Female Sportsperson of the Year: Lara Pritchard (Canoe Polo).
- Junior Female Sportsperson Merit Award: Georgia Massie (Orienteering/Showjumping).
- Junior Male Sportsperson of the Year: Luke Jones (Squash).
- Junior Male Sportsperson Merit Award: Chris Arbuthnott (Para-swimming).
- Team of the Year: Dannevirke High School Girls Swim Team.
- Coach of the Year: Paul Cleghorn (Football).
- Administrator/Volunteer of the Year: Dennis Dougherty (Rugby).
- Official of the Year: Philip Morrison (Shearing).
- Personality of the Year: Ivan Bodley (Athletics).





The guest speaker on most occasions has been a major highlight of the evening. This year's speaker was exceptional, overwhelming guests and sponsors alike. New Zealand heavyweight boxing champion, Joseph Parker's humble yet outgoing personality won over the audience with some regular attendees saying the awards evening was the best they had attended.



Members of the Sport Manawatu team with Tararua Alliance Sport Awards Guest Speaker and NZ Heavyweight Boxer, Joseph Parker





SPORT MANAWATU GRASSROOTS SPORTS AWARDS

The 2015 Sport Manawatu Grassroots Sports Awards were held at the Manawatu Golf Club on 18 September 2015. The event recognises the dedication of our hard working sport volunteers, and sport organisations throughout the region. Sport Manawatu received 38 sport organisation nominations (an increase from 26 nominations in 2014), 266 volunteer nominations (a decrease from 370 in 2014), and sent approximately 1,500 volunteer thank you cards.

The evening saw 171 attendees and the following people from the Tararua District recognised:

- Pahiatua Football - Participation Initiative of the Year (finalist).
- Finest Batch Bakery - Sports Partner of the Year (winner).
- Front Line Award (Hockey) - Hannah Bailey (finalist).
- Tally Jackson (Football) – Tally Jackson (finalist).



*Secondary School Award Recipient
Pip Ireland*

SPORT MANAWATU SMOKEFREE SECONDARY SCHOOL SPORTS AWARDS

The Smokefree Secondary School Sports Awards took place on October 28 2015. Sport Manawatu received over 140 student athlete nominations. A total of 100 New Zealand representatives from nine Schools covering 49 sports in the Manawatu, Tararua and Horowhenua regions were also recognised.

Pip Ireland won the Endurance Equestrian Award, while Ethan Tuhua was a finalist in the Official of the Year category. Both students attend Tararua College.





ASSIST WITH DEVELOPMENT OF COMMUNITY EVENTS

WORKPLACE CHALLENGE: ENGAGING ADULTS INTO SPORT EACH NOVEMBER

The Sport Manawatu Workplace Challenge took place during the month of November, and attracted over 322 participants comprising of 69 teams across the region. Five teams took part in the Tararua.

COMMUNITY SPORT AND RECREATION

Sport Manawatu provided event support to several community events, including the Huia Range School and Dannevirke Inter-School Athletic Days of which over 250 children participated in.

The Tararua Young Cyclist of the Year, held at Woodville School on Tuesday 10 November 2015 saw 16 students from eight Tararua Primary Schools participate. Participants displayed their cycle skills through theory and practical tests to become eligible to compete at the Manawatu Regional Young Cyclist of the Year on Thursday 26 November 2015 in Palmerston North.

Sport Manawatu provided administrative support during the Tamaki nui a Rua Primary Schools Ki o Rahi tournament. Hosted by Rangitane o Tamaki nui Rua at Huia Range School, the tournament was held on Tuesday 24 November 2015 involving over 80 students from five Tararua primary schools.





FURTHER DEVELOPMENT OF PARTICIPATION AND CAPABILITY INITIATIVES

PAHIATUA INDOOR FOOTBALL COMPETITION

The second annual Pahiatua Indoor Football competition, introduced by Sport Manawatu, finished on 18 September 2015. 16 teams competed over 11 weeks in a four-a-side social football competition with competitors between 15 years of age and 65 years.

WATER SAFETY: 309 STUDENTS TAKING PART

Sport Manawatu administers the Water Safety NZ Sealord Swim for Life programme, allocating \$11,760 to three schools in the Tararua District. Norsewood School, Dannevirke South School and Huia Range School received funding to pay for swim instruction fees for 309 children at Wai Splash Community Pool, including subsidised transport costs to and from the facility.

Sport Manawatu oversee the delivery of this programme in the Tararua District and collect the data for Water Safety NZ.





PRIMARY SCHOOL DEVELOPMENT: DIRECT ENGAGEMENT WITH PRIMARY SCHOOL TEACHERS AND CHILDREN

SportStart programme delivery at Norsewood and Districts School, St Joseph's School, Weber School and Huia Range School continues to be a major focus in the primary school sector. The physical literacy development of teachers continues to be a great success with evidence of improvement by both the teachers with delivery and skill, and capability level of the students.

Ballance School has signed up as Sport Manawatu Partner School and planning has started for the introduction of SportStart and Cycle Safety lessons.

Key objectives of the Sport Manawatu Partner Schools initiative:

- Integrate sport and active recreation into school life.
- Increase the level of fundamental and basic sport skills in kids under the age of 12 years.
- Get more kids participating in sport and active recreation through school, clubs and organised events.
- Support and guide providers of sport and active recreation.

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

Sport Manawatu's Tararua Recreation Advisor and Active Transport Advisor continue to successfully partner with local Police Community Officer to deliver Cycle Safety and Learn to Ride lessons in local schools.

In the last six months, 169 Tararua primary school children received cycle safety instruction, including helmet fitting, cycling skills, the cycle road code theory and practical safety training when riding on the road. Schools engaged include Norsewood School, Huia Range School and Kumeroa-Hopelands School.





SECONDARY SCHOOLS

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

- Sport Manawatu staff met with the Principal and HOD of Sport at Dannevirke High School to establish an Active Teens programme at the school in Term 1, 2016.
- The Active Teens programme focuses on young people aged between 13 and 17 years. The programme educates and supports the participants to maintain a healthy and physically active lifestyle through goal setting, education on nutrition, and fitness sessions.
- Tararua College and Dannevirke High School each applied for the Secondary School KiwiSport Funding during this period. Approximately \$178,000 was applied for from over 11 schools with 13 applications seeking funding.
- Tararua College applied for funding to assist with increasing school based participation in local sports while Dannevirke High School applied for travel assistance to compete in competitions held in Palmerston North. Both school's Sports Coordinators attended the KiwiSport Workshop and were both successful with their funding applications.





INTERNATIONAL REPRESENTATIVES FUND: SUPPORTING TARARUA'S FINEST ATHLETES.

On behalf of Council, Sport Manawatu administers the International Representatives Fund. Over the past six months, we have had five successful applicants. From July through to December 2015, a total of \$2,550 was allocated to the following athletes:

- Mohammed Hussain represented New Zealand at the IFMA Royal World Muay Thai Kickboxing Competition held in Bangkok, Thailand from 12 - 22 August 2015. Mohammed received \$500 towards his costs.
- Luke Jones represented New Zealand in squash at the Youth Commonwealth Games in Apia, Samoa from 5 to 12 September 2015. Luke received \$500 towards his costs.
- Geoff Bendall represented New Zealand as a triathlete at the Standard Duathlon ITU World Championships held in Adelaide, Australia from 17 - 18 October 2015. Geoff received \$250 towards his costs.
- Rachel Cannon represented New Zealand at the International Mounted Games U17 World Team Championships in Ocala, Florida USA from 23 - 29 November 2015. Rachel received \$800 towards her costs.
- Rebecca Aplin represented New Zealand at the Australasian Showing Championships in Werribee, Australia from 4-5 December 2015. Rebecca received \$500 towards her costs.

ADMINISTRATOR FOR THE CREATIVE COMMUNITIES FUNDING SCHEME

Through the Creative Communities New Zealand Fund, the Tararua Arts Council awarded a total of \$6,410 to three community art projects. The aim of this scheme is to increase participation in the arts at a local level and increase the range and diversity of arts available to our community. This money was used to fund a wide variety of arts activities, listed below:

- Pahiatua Repertory Society Incorporated received \$4,500 towards the Disney's Peter Pan Theatre Production.
- Tararua Learning Incorporated received \$1,059 towards a Raranga Photographic Exhibition.
- Dannevirke and Districts A&P Association received \$850 towards the 2016 105th Annual Show.

Sport Manawatu's Tararua Recreation Advisor was a point of contact on information for the funding round. Carole Wilton will now lead future administration of the fund under the Economic Development and Communications department.





MEDIA AND PROMOTION

Sport Manawatu continues with the fortnightly slot on the Central FM Radio Sport Show that focuses on sport and recreation relating to the Tararua. This has proved a successful avenue to update the public on the many local sporting and active recreation opportunities available in the region. The Sport Manawatu Get Active Column features monthly in the Tararua District Council page of the Bush Telegraph.

LIAISON WITH COUNCIL ASSET MANAGERS AND DISTRICT MARKETER

The placement of the Tararua Recreation Advisor alongside the Economic Development and Communications team in the Tararua Business Network continues to increase collaboration and networking between both parties.





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Feilding 4702

TARARUA OFFICE

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PO Box 115, Dannevirke 4930



EVERYONE ACTIVE EVERYDAY



BUSH MULTISPORT TRUST (BMST)

6 MONTHLY REPORT

TARARUA DISTRICT COUNCIL 1 JULY 2015 TO 31 DECEMBER 2015

MAJOR HIGHLIGHTS DURING THIS PERIOD

- During this reporting period, a new format of football was developed to meet the needs of local community. The summer 5 A-side Football competition comprised a traditional social grade, and a new family grade with the objective of encouraging families to recreate together.
- In December, the Trust received funding from Central Energy Trust totalling \$25,237 for upgrading Stadium Pahiatua with new energy efficient LED lighting.
- The Pahiatua Cancer Support group have become a new user of the Turf Pavilion facility during reporting period.
- In August, local Pahiatua business Finest Batch Bakery won the Sports Partner category award at the 2015 Sport Manawatu Grassroots Sports Awards held at Manawatu Golf Club.





FACILITY UTILISATION

MAJOR EVENTS TABLE

BUSH MULTISPORT TRUST - MAJOR EVENT STATISTICS				
Year	Month	Event	BMST Facility	Est. attendance
2015	August	Bush Schools Volleyball Tournament	Stadium	150+
	September	Bush Cluster Dance Senior Dance Night	Stadium	150+
	November	Tararua Town & Country Markets	Stadium (60 plus stall holders)	300 - 400
		St Anthony's Athletics Day	Grounds	130
		Pahiatua School Athletics Day	Grounds	370+
		Bush Schools Cluster Athletics Champs	Grounds	200+

FACILITY UTILISATION NOTES OF INTEREST CORPORATE

- Local business, Worksmart who facilitate Work & Income courses returned to utilising the turf pavilion in October.
- Taratahi Ag ITO, Tararua Vet Services, Dairy Women's Network, and Fonterra facilitated training courses/ held meetings at the facility during this reporting period.
- Corporate hire of the turf pavilion totalled 22.5 hours.
- Corporate hire of the stadium lounge totalled 198 hours.
- The stadium still remains the location of choice for corporate functions, due to its established set up, suitability for training, and access to modern technology - that includes Wi Fi and roller-shade blinds. The Trust is looking to establish a similar set-up in the turf pavilion.



CLUBS OR GROUPS

The inaugural Tararua Town & Country Market was held in on 1 November. This new community event initiated and facilitated by Kylie Angove, was created to showcase interesting products from throughout the district and beyond. It was timed as a pre-Christmas sales opportunity, with more than 60 stall holders involved. The BMST Administrator worked with Kylie to prepare the venue for use, and manned the EFTPOS on the day via the main office. The event was extremely successful, and it is hoped that it will become an annual fixture on the events calendar. Lots of positive comments came to the BMS Office, and were communicated to Kylie who had a large workload to establish the Market.



The Tararua Community Duathlon returned to the park for its third year. Tararua College encouraged their students to officiate and compete in this event, and approached the local primary schools to encourage student participation. Although the day turned out very windy conditions, the College reported a slight increase in participant numbers up four to 75 in the previous year. It is expected that favourable weather conditions will increase the number of late entries in the event next year.



School children taking part in the Tararua Community Duathlon



PARTICIPANT STATISTICS

JUNIOR PARTICIPATION

BUSH MULTISPORT TRUST					
Junior Activity Participation	2011	2012	2013	2014	2015
Badminton					9
Bush Basketball	134	145	121	135	156
Bush Cricket	25	72	66	20	48
Grass Roots Gym				110	100
Guides		30	30	38	31
Bush Harriers	12	12	12	21	15
Bush Hockey	29	32	31	31	46
Dannevirke High Hockey	30	29	16	37	42
Tararua College Hockey	24	26	30	29	31
Friday Night Bush Hockey	267	272	245	285	303
Bush Summer Hockey		130	198	276	287
Tararua College Netball	9	17	10	8	18
Bush Primary Netball	186	186	190	231	202
Bush Junior Rugby	118	107	125	110	86
Pahiatua Football (Soccer)	45	46	54	50	83
Pahiatua Summer 5 A-side Football					45
Pahiatua Junior Tennis	0	16	34	12	12
Pahiatua Junior Touch	288	272	220	267	289
Bush Junior Softball	0	163	212	0	168
Totals	1167	1555	1594	1660	1962



JUNIOR PARTICIPATION NOTES OF INTEREST

Ben Harris (a year 6 student at Pahiatua School), created a local cricket tournament to recruit a team to compete in the Manawatu Junior Hard Ball competition. With the help from his Mum, his tournament to recruit a team made TVNZ One News, and he in turn met members of the Black Caps. He managed to form a team for the current season, and this helped cater for the older primary school aged juniors who wished to compete. Bush Cricket was catering for Have-a-go cricket sessions in conjunction with Manawatu Cricket, however a number of parents were not available last season to help run the club teams. Bush Junior Cricket is appreciative that Manawatu Cricket continues to support our district with these skills sessions. Stadium Pahiatua is a great wet weather venue for cricket trainings, providing staff from Manawatu Cricket with the knowledge that sessions are always on regardless of the weather.

Catering for family by way of a family grade and a senior social grade, the summer 5 A-side Football competition kicked off in October. The family grade (comprising 2 adults and 3 children participating at any one time with unlimited substitutions) was enjoyable for all, which was pleasing as it was a new format. 13 family teams (1 from Woodville) and 6 social teams (2 from Tararua College) participated in the competition. It was great to have teams from Tararua College entered in the competition, and Pahiatua Football Club is hoping to develop a strong working relationship with the college in future. The summer 5 A-side and Indoor Football competitions have become so popular that they have led to the expansion of the Pahiatua Football Club. An outdoor senior side will be added to the club in early 2016, while in addition, the Pahiatua Football Club will look to continue the competition in the coming year.

Junior summer hockey increased participant numbers in its third year of competition. Summer Hockey has been innovative in utilising every inch of the turf surface, with bungee cords and nova flow piping separating the various games. The competition requires a number of referees for its multiple age grades (U7 to U13 years), with the younger grades utilising U13 grade referees. It is terrific to see the development of the U13's, while they also give back to the sport by volunteering their time officiating. Several Dannevirke teams travel from out of the area to compete in this competition.





Junior Summer Hockey on the Bush Turf



SENIOR PARTICIPATION

BUSH MULTISPORT TRUST					
Junior Activity Participation	2011	2012	2013	2014	2015
Badminton	8	12	28	10	5
Basketball - Sunday Social			170	99	100
Cricket - Twilight	175	150	169	210	165
Harriers	45	51	58	46	36
Hockey - Social	92	0	96	80	50
Netball - Bush Netball Club	37	24	27	28	28
Netball - Friday Social	98	121	120	118	105
Pahiatua Football - Social Indoor				70	90
Pahiatua Summer Social Football					54
Rugby - Bush Sport Club	57	65	65	25	50
Touch - Friday Social				96	120
Volleyball - Thursday Social			90	77	72
Totals	512	423	823	859	875

SENIOR PARTICIPATION NOTES OF INTEREST

- Thursday night Pahiatua Indoor Football kicked off on 25 June. The competition comprising 14 teams completed three rounds, with 2 teams having a bye each week. This has been a popular competition, and the interest that was generated helped to develop the summer 5 a-side football competition.
- The Twilight Cricket competition held three nights a week continues to be a popular activity for local community with 11 teams entered this season.





FUNDING

PROJECT FUNDING

BUSH MULTISPORT FUNDING & DONATIONS							
Year	Month	Project	Funder	Date	Amount	Response	Outcome
2015							
	August	Stadium Lounge Carpet and hallway lino.	Waireka Community Trust	6/08/2015	10,000	25/09/2015	Partial approval
	Nov	LED lighting for Stadium Pahiatua	Central Energy Trust	27/10/2015	25,236	15/12/2015	Approved

SPONSORSHIP

Income received during reporting period from advertisers at the turf totalled \$4,100.

FUNDRAISING

The Annual Quiz Night was entertaining, and was well supported by the community. \$1200 was raised and donated to the Pahiatua Wheel Park sub-committee. The Wheel Park sub-committee is a good collaboration between BMST and Pahiatua on Track.

FACILITY DEVELOPMENT

GROUNDS

The grounds area behind the stadium (currently used for junior football) has been left to rest as aerating carried out in early October produced all manner of rocks and old stumps. One of our caretakers spent a considerable amount of time and energy de-rocking the grounds. Summer Football was moved to the main rugby pitch area due to aerating, and rolling of the pitch was required following some concerns from the players after the first game. The level of the ground has settled following the decent rainfall in November.

The Trust will look to talk with Colin Veale regarding a plan to improve the ground conditions behind the stadium, as this is an area that has not had as much attention after the removal of the old Guide Hall building some years ago. The overall ground drainage appears to have improved with the work completed on the main middle drain in March 2015.

The main stadium car park has some large pot holes developing and the BMS Administrator has already had a meeting with Tararua Alliance about the necessary maintenance required. The entire surface needs suctioning to remove the excess stones preventing further deterioration to the carpark.



BUILDINGS

In August, MacDougalls fitted a new switchboard in Stadium Pahiatua. This is a second switchboard outside the stadium downstairs kitchen area and was replaced by Council Assets as it was deemed a potential fire hazard.

In August, Tony Lozell from Dial-a-Do-It investigated and secured the stadium roof on the south side of the facility. It was found to have lifted gradually due to some strong winds.

In October, the Turf Pavilion lift pump was replaced when fluid began leaking causing it to break down. After this was resolved both facilities passed Building Warrant of Fitness inspection apart from some minor emergency light bulb replacements.

In October, steps were added to Stadium Pahiatua (circular ramp entrance way at right). This was to provide safer access to the stadium toilets for when children are playing summer sport. This has significantly decreased the chances of an accident occurring, as previously children had to walk through what was a confined and very busy car-park area to access the stadium entrance.

In November, the old cricket grandstand underwent an internal overhaul by the caretaker team. It was decided to turn the old kitchen area into a chemical storage area for all the spray equipment used around the stadium grounds. This was deemed a more suitable storage area as the chemicals were previously housed within the stadium cleaning cupboard. The internal seating was removed to create storage space for the equipment and positioned on the outside of the building to provide more general seating for ground users.

In December after prior recommendation from a Lite Club review (earlier in the year) the Trust decided to change the stadium bar to a bottle bar. The beer lines and taps will be removed in January. This will decrease overheads, including reduced bar costs and will become more energy efficient as the lined beer had a lower turnover.





STAGE FOUR – DEVELOPMENT OF SALE-YARDS SITE

An MOU organised for the pending Pahiatua Wheel Park project was developed in December. The sub-committee is continuing to work through the various stages of development within the Wheel Park project. The Trust is maintaining the site to a tidier level, and working with Council to move forward with necessary planning requirements such as on street parking and the proposed green-field surface.

The image on the following page is the latest site plan without an area for a community pool (based on the findings of the Community Pool Feasibility study).



SPORT MANAWATU 2015 GRASSROOTS SPORT AWARDS

The Bush nominations for the Sport Manawatu 2015 Grassroots Sports Awards were:

Hannah Bailey - Bush Hockey Coach (Frontline Volunteer)

Tally Jackson – Pahiatua Football Club/Bush Junior Cricket (All Rounder Volunteer) and Pahiatua Football Club (Participation Initiative Category).

Sports Partner Category winner was Pahiatua's Finest Batch Bakery, with its support of the Pahiatua Football Club and including other Bush area clubs they support. It was a pleasure to compile these success stories for our dedicated (and often humble) volunteers within our affiliated clubs.

FURTHER NOTES

In November, the BMST Administrator completed three years employment, and during her employment; many new social sport formats have been established. It is a relief to now have a colleague in the office to support these fantastic community activities. BMS Park is a hidden gem that continues to punch above its weight while also amaze out of town visitors.





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Report

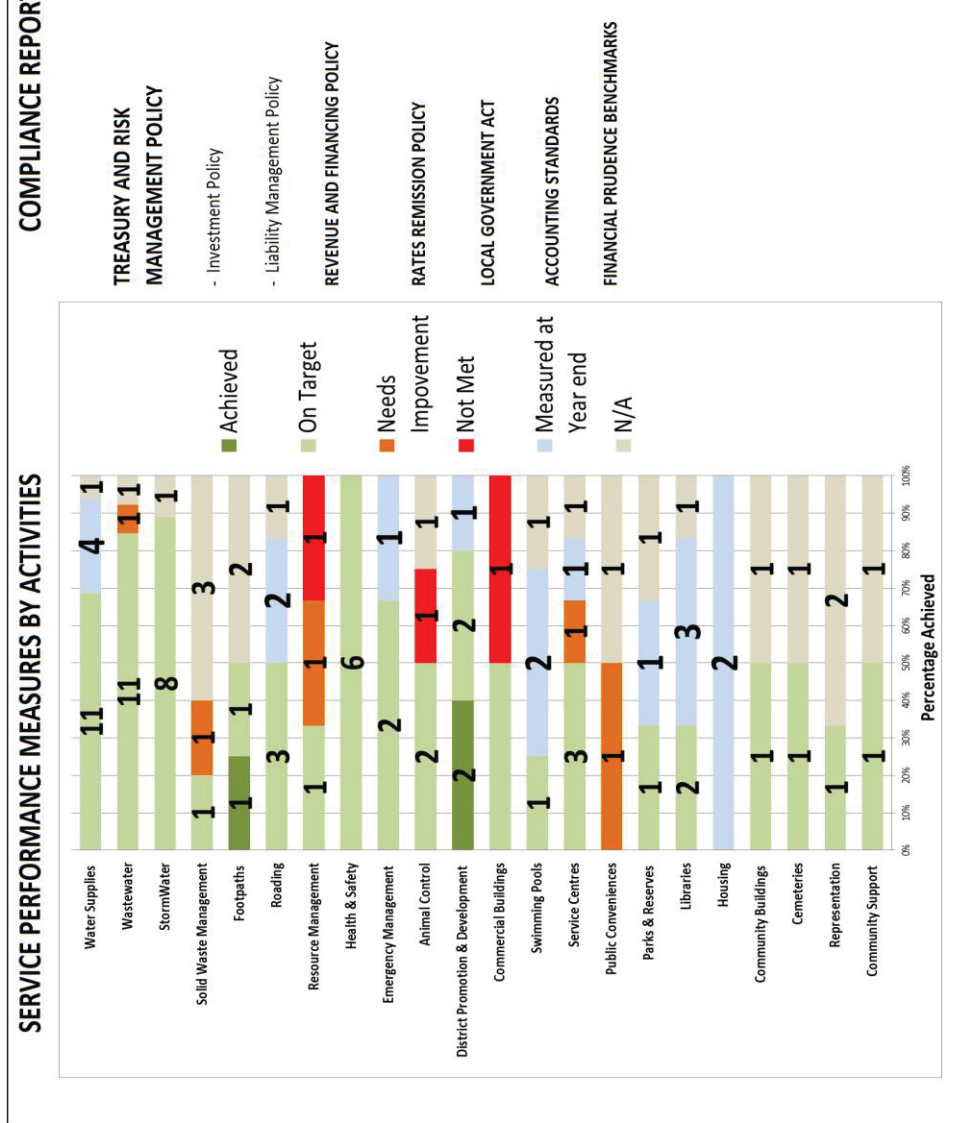
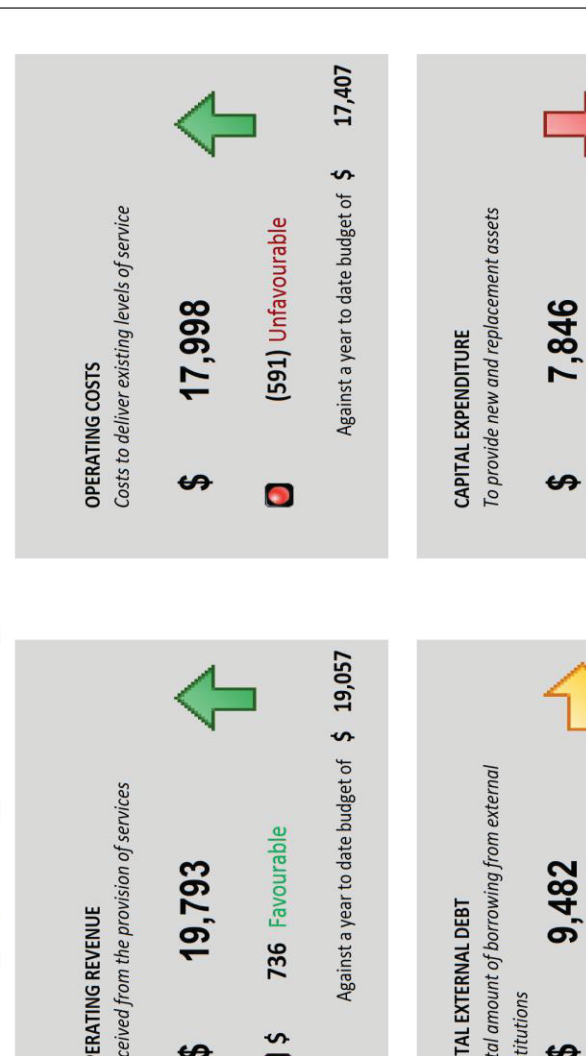
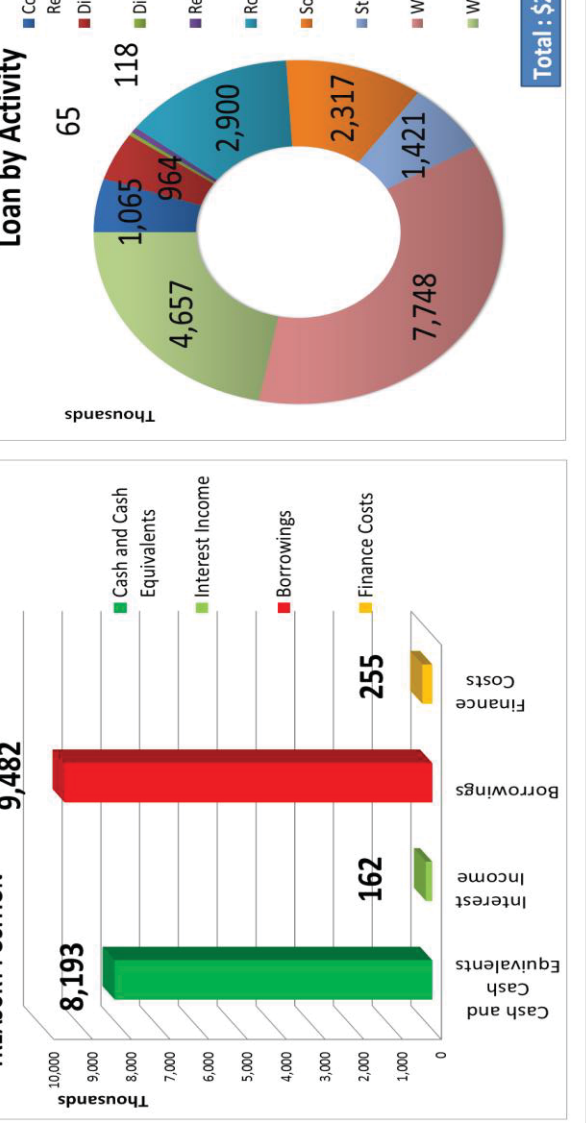
Date : 18 February 2016
To : Mayor and Councillors
Tararua District Council
From : Raj Suppiah
Chief Financial Officer
Subject : **Half Yearly Financial Report for the 2015/16 Year**
Item No : **10.6**

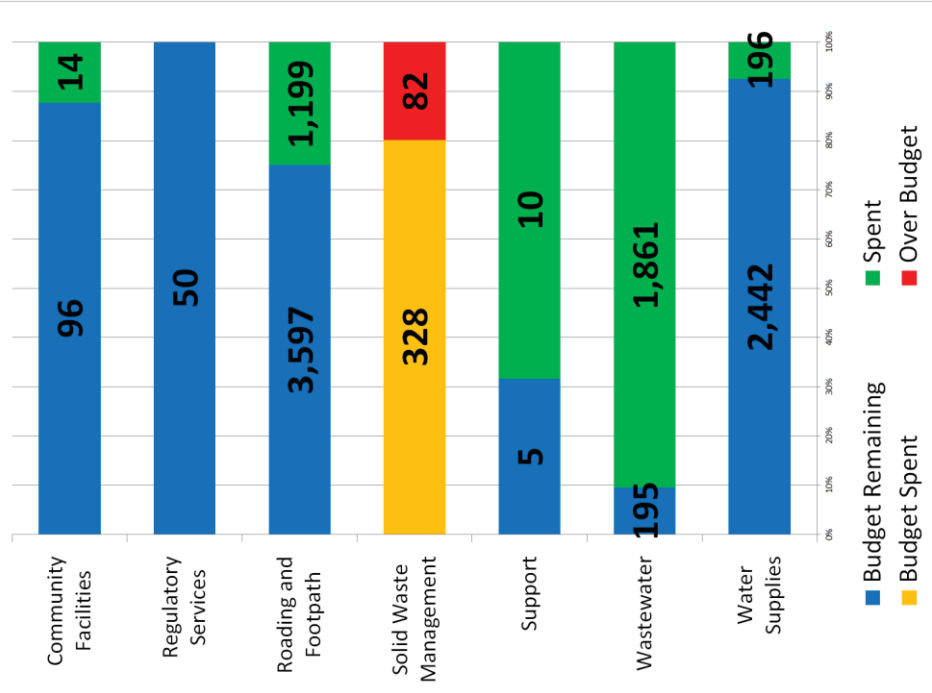
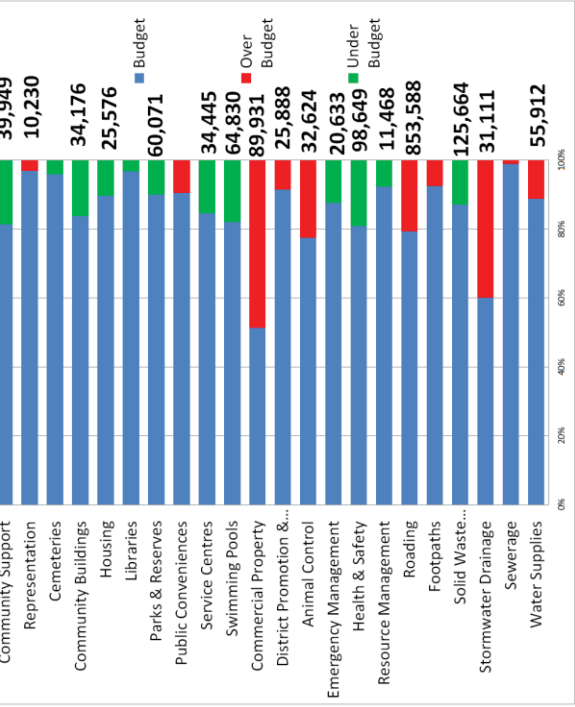
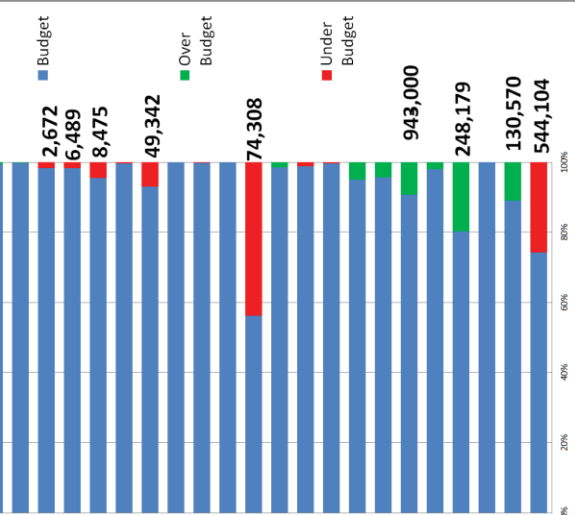
Contents

1. Dashboard
2. Executive Summary
3. Summary of Activity Financial Results and Variances
4. Summary of Service Performance Results
5. Capital Expenditure Report
6. Treasury Report
7. Tax Review
8. Compliance Report

Appendices

- Appendix 1 : Service Performance Measures
Appendix 2 : Capital Expenditure Report
Appendix 3 : Council Financial Statements

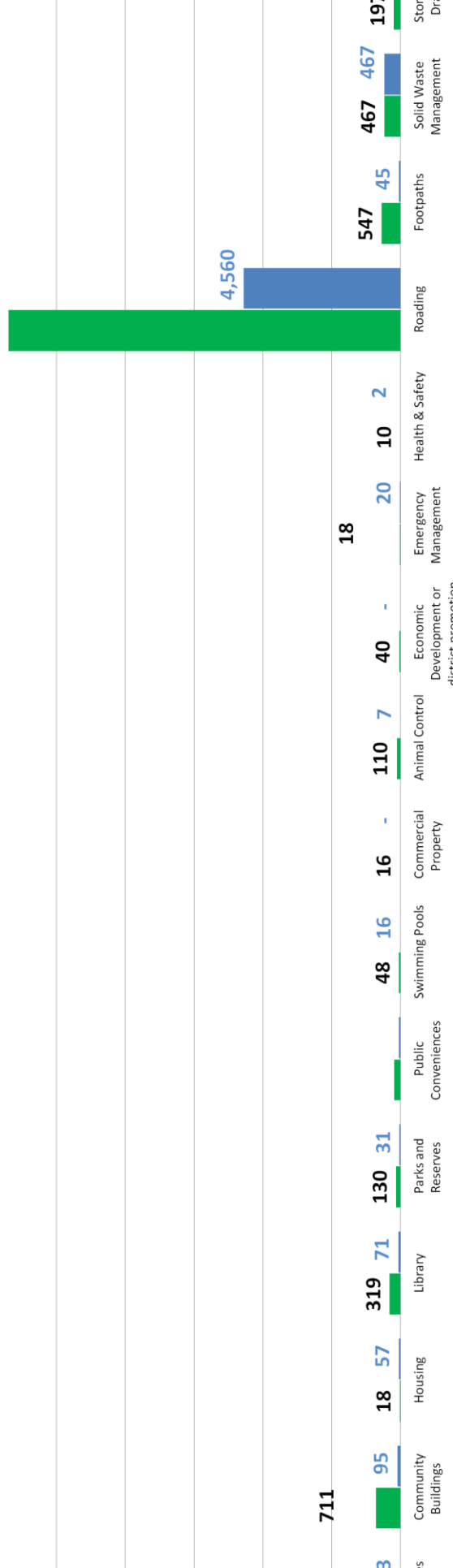




Communities and Recreational Facilities
Pahiataua pool future options – recommendations to
Upgrade Woodville Camping Ground
Regulatory Services
Dog Pound
Roads and Footpath
Elketahuna Main Street Upgrade
Pahiataua Main Street Upgrade
Saddle Road Construction Project
Solid Waste Management
Pahiataua Recycling centre rebuild
Support
Assetic – Asset Management Project
Wastewater
District wide waste water upgrades, non MfC funded
MfC waste water upgrades
Renewal of Waste Water Consents
Water and waste water pipe renewal programme in
Water Supplies
Akito Water
Bulk water meter installation, water loss and usage
Dannevirke Impounded Supply – raise level by up to
Dannevirke water treatment upgrade
Pongoroa Water scheme upgrade
Water and waste water pipe renewal programme in

Capital expenditure (000's)

11,396



2. Executive Summary

	2014/15 Actual 000's	2nd Quarter Actual 000's	2015/16 Budget 000's	Variance to Budget 000's
Revenue	15,987	19,792	19,057	735
Operating Expenditure	16,663	17,992	17,408	(589)
Operating Surplus/(Deficit)	(676)	1,795	1,649	146

Table 1 : Summary Income Statement

2.1. Operating Revenue

For variance at an activity level, refer to section 3.1 of this report. Major budget variations are noted in the following activities:

Subsidies received from NZTA are higher than budget by \$0.94 million. This is due to higher subsidies from flood damage and the Saddle Road carried forward from last financial year.

We have yet to commence the Pahiatua new bore and treatment project, therefore we have not received any of the \$530,000 budgeted subsidy. The scope and timelines has significantly changed as the second bore option was not viable. Refer to Section 5 and Appendix 2 of this report for the details.

For Commercial Investments, the majority of variance relates to timing of Forestry Revenue received. We have since received a further \$140,000 in January for sale of logs.

2.2. Operating Expenditure

For variance at an activity level, refer to section 3.2 of this report. Major budget variations are noted in the following activities:

Commercial Property has incurred significantly higher expenditure of \$58,000 due to contamination costs. Forestry has incurred higher costs due to timing of planting of tree seedlings in Forestry. These activities are self-funding.

For Health and Safety, it is a positive variance: Lower staff costs of \$60,000, and in Building we are still in the process of resolving the potential weather-tightness claim.

Roading has incurred an additional \$853,000 of expense compared to budget to date in relation to emergency works.

Stormwater and Water Support activities are over budget by \$31,000 and \$55,000 respectively due to higher maintenance cost.

2.3. Debt Financing Cost

Interest expense is lower than budget due to lower than budgeted financing costs and external debt being lower than budget. Our effective interest rate was 4.53% compared to a budgeted rate of 5.3%.

2.4. Cash Flow

Council's cash position compared to budget is favourable mainly due to receipt of subsidies from the Saddle Road and flood damages from NZTA. These receipts have been used for the repayment of the \$1 million external loan.

2.5. External Debt

The core debt as at 31 December is \$9 million all with the Local Government Funding Agency (LGFA). We had budgeted for \$13 million core debt this financial year. However, Council's intention is to reduce debt with proceeds received from the liquidation of Infracon, and expected proceeds for the sale of Hovding Court. Therefore our debt position will be lower than budget at year end. With significant capital projects (especially in Water and Wastewater activities) planned this year, we anticipate our core debt to increase to \$11 million.

LGFA debt is at varying terms ranging from 2-7 years.

2.6. Operating Results

We are in an favourable position and this is mainly due to additional subsidies from NZTA (flood damage and Saddle Road) and Ministry of Environment (MfE funded wastewater projects).

2.7. Treasury Position

Council's average investment interest rate of 3.42% is lower than our budgeted investment rate of 4.0%.

This is due to the Reserve Bank of New Zealand lowering the Official Cash Rate (OCR) from 3.25% in June to the current level of 2.5%. The outlook for the rest of the year is the OCR will remain at historically low levels. This in turn has a direct effect on investment rates offered by the bank.

However, due to active cash management by putting more funds into short-term deposits we have been able to achieve favourable interest income compared to budget by \$86,000.

2.8. Capital Expenditure

We are under budget. However, we are in a better position as compared to last year. We are starting to see results from the processes we have put in place. We will continue to place more emphasis and refine/improve process where required.

2.9. Service Performance Measures

Overall results and forecast show that we are tracking to improve from last year's results, as we now have improved systems and processes in place. Notable improvements are in Health & Safety, Customer services, Roding, Water and wastewater.

3. Activity Financial Results and Significant Variances

The following table summarises the financials at the activity level. Refer to Appendix 1 for details.





	Actual 31 December 2015	Budget 31 December 2015	Variance in Dollar
Activity revenue	19,630,269	18,958,072	672,192
Activity Expenditure	12,046,706	11,342,957	(478,749)
Total	7,583,563	7,615,115	193,448

Table 2 : Summary Activity Financial Results and Significant Variances

Note: The revenue excludes finance income, depreciation and finance charges, but includes support activities' overhead allocations.

In the detailed activity income and expenditure we have also included the "End of Year Forecast Variance".

The legend to explain the traffic lights are :

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

3.1 Revenue

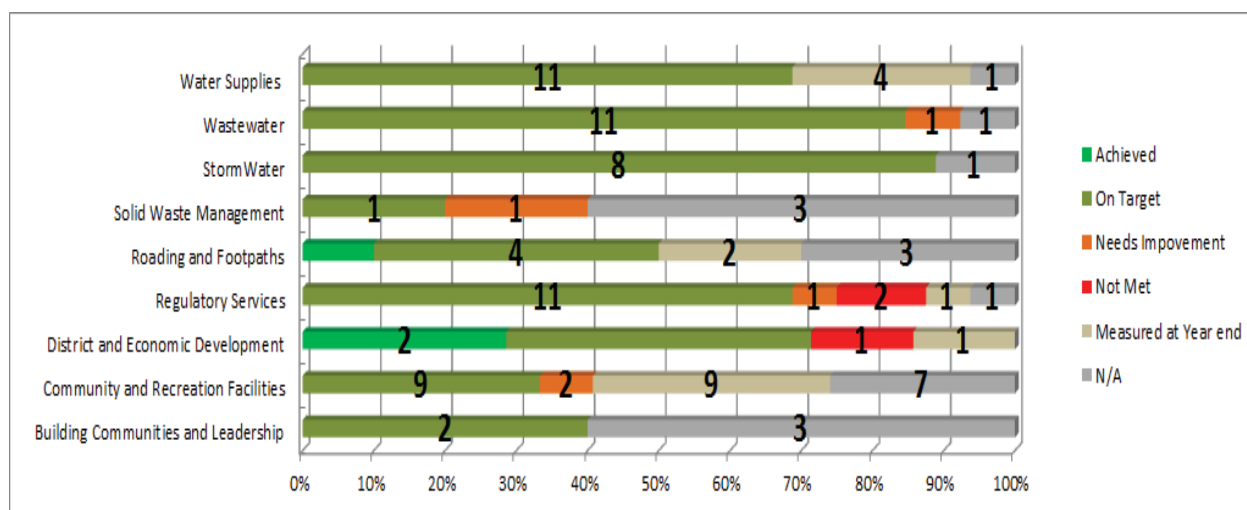
	Budget	Actuals	Variance	End of Year Forecast Variance	Explanation
Building Communities & Leadership					
Community Support	192,912	193,989	1,077	●	
Representation	506,875	507,075	200	●	
Community & Recreation Facilities					
Cemeteries	158,370	155,698	-2,672	●	
Community Buildings	383,120	376,630	-6,489	●	
Housing	185,862	177,387	-8,475	●	Lower rental income due to a number of flats in Dannevirke being held empty in case of needing to relocate Hovding Court residents due to the sale of these flats
Libraries	553,964	552,585	-1,379	●	
Parks and Reserves	665,381	616,039	-49,342	●	Variance is timing, yet to receive Domain Boards 6 monthly accounts for processing.
Public Conveniences	126,060	126,060	0	●	
Service Centres	296,904	296,693	-211	●	
Swimming Pools	258,860	258,860	0	●	
District Promotions and Development					
Commercial Investments	200,384	45,030	-155,354	●	Majority of variance relates to timing of Forestry Revenue received. We have since received a further \$140,000 in January for sale of logs. \$18,000 relates to lower commercial rent due to old Infracon sites untenanted, these sites are unlikely to be tenanted in this financial year
District Promotions and Development	359,435	364,823	5,388	●	
Regulatory Services					
Animal Control	246,927	244,370	-2,556	●	Dog registration fees were under budget by \$13,000 in the first Quarter report. This has improved to \$4,000 under budget with impounding fees being \$3,000 higher than budget.
Emergency Management	207,398	206,691	-707	●	
Health & Safety	506,754	532,972	26,218	●	Higher revenue received due to higher food licenses to date (\$18,000) with the remaining from fines issued for litter and noise.
Resource Management	157,859	164,985	7,126	●	Higher LIM requests to date
Roading and Footpath					
Roading	9,326,631	10,269,630	943,000	●	Variance is due to timing of physical works and subsidy received for emergency works and Saddle Road to date
Footpaths	408,978	416,779	7,802	●	
Solid Waste Management	1,012,300	1,260,478	248,179	●	Favourable variance is due to receiving \$280,000 from insurance claims to rebuild the Pahiatua Recycling Centre. However, dumping fees are currently below budget by \$27,000
Stormwater Drainage	328,543	328,604	61	●	
Waste Water	1,064,813	1,195,382	130,570	●	Variance is due to receiving unbudgeted MfE Subsidy for projects carried forward.
Water Supplies	1,570,477	1,026,373	-544,104	●	Variance is due to subsidy not yet received from Ministry of Health for the Pahiatua Water project as the project has not yet commenced due to change in scope
Support Activities	239,270	313,135	73,866	●	Variance is due to collecting higher rates penalty revenue.
Total Year to Date	18,958,072	19,630,269	672,197		

3.2 Expenditure

	Budget	Actuals	Variance	End of Year Forecast Variance	Explanation
Building Communities & Leadership					
Community Support	175,536	135,587	39,949	●	Favourable variance due to timing of payment for the Sport Manawatu contract, and due to unspent main street funding
Representation	322,791	333,021	-10,230	●	Cost overrun expected for the year due to the Councillor bi-election
Community & Recreation Facilities					
Cemeteries	125,865	120,633	5,232	●	
Community Buildings	175,477	141,301	34,176	●	Favourable variance mainly due to minimal spend on minor capital to date and due to timing of Bush Multisport management fee payment
Housing	223,733	198,157	25,576	●	Favourable variance due to lower insurance premiums (\$11,000) and unspent legal fees of \$5,000
Libraries	312,360	301,806	10,554	●	Variance due to lower staff costs to date
Parks and Reserves	538,173	478,102	60,071	●	\$50,000 relates to Domain Boards not yet processed (see revenue variance). Parks & Reserves are under budget by \$20,000 due to updating of the reserve management plans being placed on hold. Camping Grounds are over budget by \$10,000 due to staff costs.
Public Conveniences	92,509	102,259	-9,750	●	Higher cleaning costs
Service Centres	188,350	153,905	34,445	●	Variance is mainly due to lower staff costs to date, due to a staff resignation
Swimming Pools	296,789	231,959	64,830	●	Variance due to timing of payment of management fee to TACT
District Promotions and Development					
Commercial Investments	94,723	184,654	-89,931	●	Commercial Property has incurred significantly higher expenditure of \$58,000 due to contamination costs. Forestry has incurred higher costs to date due to timing of planting of tree seedlings in Forestry.
District Promotions and Development	280,211	306,099	-25,888	●	Variance is due to consultant costs
Regulatory Services			0		
Animal Control	112,056	144,680	-32,624	●	Additional costs have been incurred due to requiring external support to deliver the service after staff resignations.
Emergency Management	147,326	126,693	20,633	●	
Health & Safety	416,067	317,418	98,649	●	Lower staff costs to date of \$60,000, and lower expenditure in Building in relation to a potential weather tightness claim (\$25,000 variance)
Resource Management	140,441	128,973	11,468	●	
Roading and Footpath					
Roading	3,293,944	4,147,532	-853,588	●	Variance relates mainly to Emergency Works
Footpaths	33,000	35,667	-2,667	●	
Solid Waste Management	853,503	727,839	125,664	●	Lower costs to date mainly relate to lower refuse tonnage, resulting in lower disposal and transport costs of \$95,000. We will revisit the 2016/17 forecasts for tonnage and adjust the budget accordingly. Also lower costs due to the current closure of the Pahiatua Recycling Centre (\$21,000).
Stormwater Drainage	46,994	78,105	-31,111	●	Higher Maintenance cost
Waste Water	441,386	445,886	-4,500	●	
Water Supplies	441,615	497,527	-55,912	●	Higher variance due to higher maintenance costs incurred to date
Support Activities	2,815,108	2,708,903	106,205	●	Favourable variance due to savings in staff and operations costs in Finance and Chief Executive Office budget. Unbudgeted expenditure of \$45,000 for bad debts written off at the beginning of the year
Total Year to Date	11,567,957	12,046,706	-478,749		

4. Summary Cost of Service Performance

The details for the service performance results are attached in Appendix 1. The summary of the results by activity is shown in the graph and table below:



Graph 1: Service performance results

Category	2014/15 Annual Report	1 st Quarter	2 nd Quarter
Achieved/On Target	42	57	63
Needs improvements	N/A	4	5
Measured at Year end	N/A	25	17
Not achieved	16	2	3
Not Applicable	29	20	20
Total	87	108	108

Table 3: Service performance results

The service performance measures that are “Not Achieved” and “Needs Improvement” are:

S/N	Activity	Performance Measure	Last Year's Results	Target 2015/16	Results to 31 Dec 2015	Comments
1.	Commercial Investments	Occupancy of commercial buildings each year	Not Achieved	100%	Not Achieved	The ex- <u>Infracon</u> yards in <u>Thyra Street</u> , <u>Dannevirke</u> and <u>Vogel Street</u> , <u>Woodville</u> are currently not occupied. This is as a result of the liquidation of <u>Infracon</u> . The <u>Thyra street</u> property is on the market for lease or sale. The other properties in <u>Woodville</u> are waiting on the decision for Service Centre/Library/i-Site projects.
2.	District Planning	Percentage of resource consents processed within the statutory time frame. <ul style="list-style-type: none"> Non-notified 20 working days Notified 70 working days Notified and Limited Notified not requiring a hearing -50 working days 	Achieved 100%	100%	93% Not Achieved	14 resource consent applications processed to a decision <u>were decided</u> within the statutory timeframe. 1 resource consent application took an additional 16 working days. Statistics for applications by notification type as follows: Non-notified – 15 Limited notified – 0 Publicly notified - 0
3.	Animal Control	Percentage of dog attacks responded to within 2 hours	Not Achieved 83%	100%	69% Not Achieved	This was due to the availability of an ACO during the July/August period. During those months, we only had one Officer available hence, response times have exceeded.
4.	District Planning	Survey of customer rate advice was helpful	New Measure	85% agree	83% agree Needs Improvement	6 telephone interviews undertaken with applicants who had pre-application meetings.
5.	Public Conveniences	The number of complaints received per annum about the condition of public toilets	Not Achieved 67	<50	38 Needs Improvement	The majority of the complaints during the six months relate to maintenance items (e.g. blockages) as opposed to cleanliness. This highlights the importance of continuing to upgrade public toilets.

S/N	Activity	Performance Measure	Last Year's Results	Target 2015/16	Results to 31 Dec 2015	Comments														
						<table><tr><th>Year</th><th>No of service request</th></tr><tr><td>2015/16</td><td>38</td></tr><tr><td>2014/15</td><td>67</td></tr><tr><td>2013/14</td><td>47</td></tr><tr><td>2012/13</td><td>44</td></tr><tr><td>2011/12</td><td>40</td></tr><tr><td>2010/11</td><td>24</td></tr></table>	Year	No of service request	2015/16	38	2014/15	67	2013/14	47	2012/13	44	2011/12	40	2010/11	24
Year	No of service request																			
2015/16	38																			
2014/15	67																			
2013/14	47																			
2012/13	44																			
2011/12	40																			
2010/11	24																			
6.	Service Centre	Average wait time for incoming calls.	New Measure	20 seconds	21 seconds (26 seconds in 1 st Qtr) Need Improvements	July 2015 – 25 seconds August 2015 – 25 seconds September 2015 – 27 seconds October 2015 – 17 seconds November 2015 – 14 seconds December 2015 – 18 seconds The Customer Services Team have been short staffed, we have at times only had 1 – 2 staff answering phones. Also appears to be a trend where calls are averaging 3,000 per month, an increase of approx. 300-500 calls. Service levels have improved significantly in the second quarter with staff resources in place.														
7.	Solid Waste	All Horizons resource consent conditions are met	Achieved 100%	100%	50% Needs Improvement	The volume of one of the cells at Eketahuna exceeds the allowances provided within the resource consent. We are working with horizons to resolve this issue, through a variation to the consent conditions. This is the only condition which has not been met at Eketahuna landfill. The Pongaroa landfill is fully compliant.														

S/N	Activity	Performance Measure	Last Year's Results	Target 2015/16	Results to 31 Dec 2015	Comments
8.	Wastewater	Number of schemes that are current	Achieved	5	4 Needs Improvement	<p>4 out of the 7 schemes do not have renewed consents. They do however meet the conditions of the expired consents.</p> <p>The consent for Norsewood is expected to be issued. Council has lodged new consent application for Woodville, however this is on hold due to the issues with the pond liner. Applications for Eketahuna and Pahiatua have been lodged and are awaiting public notification by horizons.</p>

Table 4: Service performance where results were "Not Achieved"

5. Capital expenditure

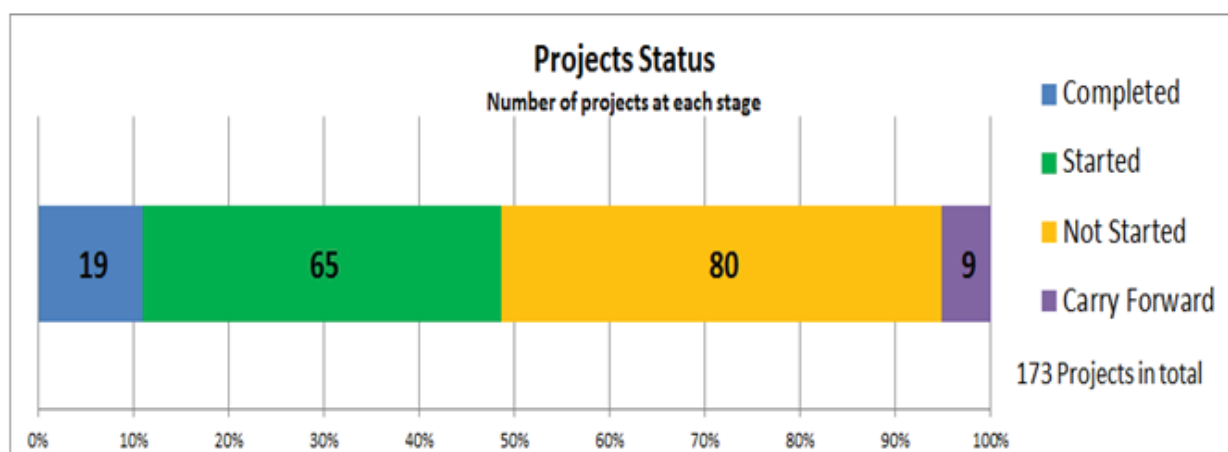
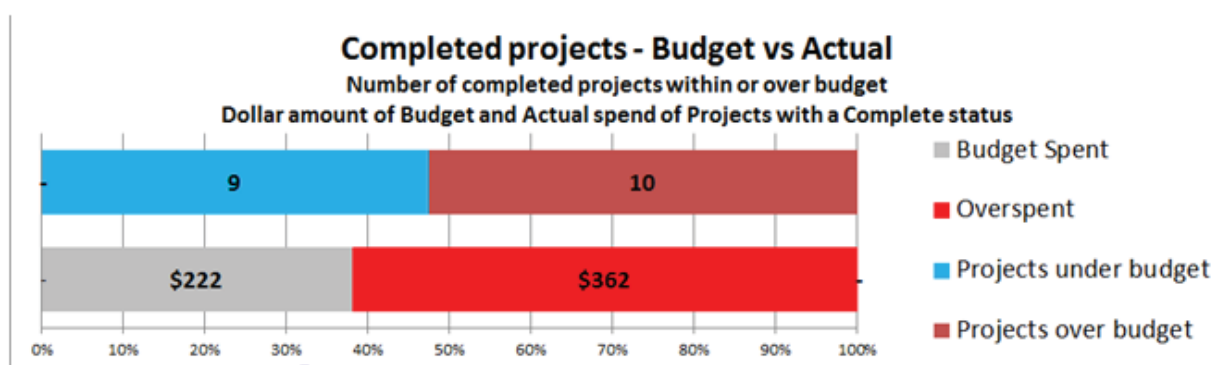
Total capital expenditure completed for the 2nd quarter was \$5.56 million compared to a budget of \$23.93 million which is 36% (23% last year).

The table and graph below summarises the capital expenditure report.

Note: dollar amounts are in \$'000

	Carry forward Budget to June 2015	Budget 2015/16	Authorised Revision	Total Annual Budget	Year to June 2016	Subsidy in Total budget	Total Budget Remaining	%
Growth	7	23		30	10	-	20	
Level of Service	1,045	5,635	3,425	10,105	2,630	6,268	7,475	26%
Renewals	3,059	8,327	317	11,703	5,215	4,312	6,488	45%
Grand Total	4,111	13,985	3,742	21,838	7,855	10,580	13,983	36%

Table 5: Summary of Capital Expenditure



We are expecting significant capital work to be completed/started in the third quarter. Refer to Appendix 2 for the full Capital Expenditure Report.

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

	Carry forward Budget to June 2015	Budget 2015/16	Authorised Revision	Total Annual Budget	Year to June 2016	Total Budget Remaining / (Overspent)
Communities and Recreational Facilities	28	1,426	30	1,484	338	1,146
District Promotion and Economic Development	16	40	-	56	-	56
Regulatory Services	-	138	-	138	30	108
<u>Roading</u> and Footpath	1,489	7,059	3,395	11,943	4,606	7,337
Solid Waste Management	110	70	287	467	468	(1)
<u>Stormwater</u> Drainage	96	101	-	197	-	197
Wastewater	894	1,598	-	2,492	1,871	621
Water Supplies	823	2,771	-	3,594	415	3,179
Support	655	782	30	1,467	121	1,346
Grand Total	4,111	13,985	3,742	21,838	7,849	13,989

5.1 Projects with Significant variances

Wastewater Ministry of Environment funded projects

This programme has gone through several changes due to changes in scope, design, future proofing, challenges and MfE and Hoizons requirements. The following tables details the changes and the proposed variations to the budgets to reflect the current status and work required to complete.

As per the Capital Expenditure report for the 3 <u>MfE</u> projects			
	Budget to date	Spent	Remaining / (overspent)
Woodville	1,412	1,221	191
Dannevirke	2,888	4,613	(1,725)
Pahiatua	1,650	952	698
	5,950	6,786	(836)
The total project budget has been adjusted, using the following:			
Final version of the <u>MfE</u> contribution (increased over the original <u>MfE</u> Contribution)			
Original Council Contribution			
	Revised <u>MfE</u> Contribution	Council Contribution	Adjusted budget
Woodville	375	505	880
Dannevirke	1,200	3,240	4,440
Pahiatua	587	613	1,200
	2,162	4,358	6,520

Adjust Capital Expenditure budget to reflect adjusted budgets calculated above			
	Current <u>CapEx</u>	Adjusted budget	<u>CapEx</u> adjustment
Woodville	1,412	880	(532)
Dannevirke	2,888	4,440	1,552
Pahiatua	1,650	1,200	(450)
	5,950	6,520	570

Note : 450k for Dannevirke Disposal to Land (50% MfE funded) is budgeted in 2017/18

Outcome					
As at 31/12/2015					
	Original budget - per <u>CapEx</u>	Variation - Proposed adjustment	Total Adjusted budget	Actual to date	Budget Remaining / (Overspent)
Woodville	1,412	(532)	880	1,221	(341)
Dannevirke	2,888	1,552	4,440	4,613	(173)
Pahiatua	1,650	(450)	1,200	952	248
	5,950	570	6,520	6,786	(266)

Pahiatua Second Bore

The option to have a second bore fell through when the investigation to locate another aquifer was not successful. Management has considered other options and will explore them with Council.

Delays in project scoping means that the project may not be completed in 2015/2016. A separate report from the Assets group will be provided when details of the options are available.

5.2. Projects under Insurance Claims

Eketahuna wastewater pipes renewals

Capital Value of District	\$ 4,570,567,150	
Threshold	0.0075%	
Eligible Cost (Agreed loss)	\$ 2,150,077.68	(95% of Eketehuna Wastewater reticulation network)
	Central Government	
Threshold (Excess)	\$ 342,792.54	
Subtotal	\$ 1,807,285.15	
Contribution %	60.00%	
Contribution Value	\$ 1,084,371.09	
Cost as of January	\$1,240,205	
Claim submitted to Central Government	\$538,447	
Insurance payout	\$760,031	Paid by Aon
Council Share	-\$58,274	
	\$1,240,205	
Balance of expenditure	\$909,873	
Central Government Share	\$545,924	
Council share	\$363,949	Funded from Depreciation Reserves
	\$909,873	
Council's Potential maximum cost	\$305,676	Funded from Depreciation Reserves
Percentage of agreed loss	12%	

Pahiatua Recycling Centre

	Paid	Insurance	Comments
Design and inspection Costs	34,808		Kevin O'Conner costs
Building	279,745	269,019	Insurance portion includes \$10k deduction for excess
Approved Variation - Carpark	40,481	40,481	Agreed on in original tender
Variation - Removal, carting and dumping material	19,895		Includes Greatbatch carting and CHB dumping fee
Variation - Brace & Strengthen fertiliser building	1,909		
Variation - Extra excavation and rubbish dumping	22,722		Building platform further dug due to poor/wet ground
Variation - Extra lighting	638		Extra lighting
Utilities Connections - Water & Wastewater	16,059		Water and wastewater connection on site
Utilities Connections - Power	5,495		Power connection to site
Building consent	2,983		
Signage and Fencing	1,958	1,615	
Site clearance		6,000	Demolish and clear site in preparation of build
Sundry costs recovered		1,369	Making site safe, etc. costs recovered
Total	426,692	318,484	
Council's share	108,208		

Table 6: Variation to Capital projects

Council's share is funded from depreciation reserve and loan. Loan portion mainly relates to additional expenditure and "betterment" of the recycling centre. We are in discussions with the Insurers regarding the cover for the Design and Inspection cost.

5.3. Variation to Budgets

There are projects that we have identified that will be carried forward to the 2016/17 year or require a variation to the current budgets.

As such, we seek Council's approval for the following variations to the capital project budgets:

Projects	Total Budget	Variation		Revised budget	Comments
		To original Budget *	Additional Budget #		
Waste Water MFE funded projects – Dannevirke	2,888,000	1,552,000	1,982,000	6,422,000	See Note 1 below
Waste Water MFE funded projects – Woodville	1,421,000	(532,000)	669,000	1,558,000	See Note 1 below
Waste Water MFE funded projects – Pahiatua	1,650,000	(450,000)	(240,000)	960,000	See Note 1 below
TOTAL	5,950,000	570,000	2,411,000	8,940,000	

Table 7: Variation to MfE funded Wastewater capital projects

*- this adjustment is to align our budgets to the revisions made by MfE to the budgets

#- additional budget required to fund the remaining work to complete the projects

Note 1

The increase in budgets for the projects are for expenses due to changes to original scope, addressing issues/challenges and future proofing the projects. The significant changes (additional cost not in budgets) are:

1. Woodville

- Clarifier - \$130,000
- Pond desludging and rehabilitation of pond - \$130,000
- Installation of Tephra Treatment – \$106,000
- New wastewater discharge pipe from plant to stream (future proofing) - \$70,000
- Floc Tanks and Concrete base - \$57,000
- Repair wheels in pond - \$50,000
- Install new XLPE power cable - \$21,000
- Additional Aerator – \$21,000
- Hazsure tanks/Mixtec mixer - \$22,000

2. Pahiatua

This project has come under budget mainly due to not having the similar issues and challenges in the other two towns. Savings has been in the purchase and installation of the Clarifier, Disc Filter, UV and Telemetry.

3. Dannevirke

- Deepening ponds (to reduce discharge during low stream flow) and desludging– \$550,000
- Additional liners and installation (ponds, tephra beds and sludge cells) – \$670,000
- Sludge cell construction - \$284,000
- No 1 and No 3 Ponds bypass - \$205,000
- Tephra Filter - \$142,000
- Additional baffles and drum filters- \$112,000
- Miscellaneous expenses (fencing, signage, safety walkway, landscaping) – \$67,000

4. Funding

Currently all cost are funding via loan as these projects were development projects and for increases in service levels. However, there are elements of these projects that are renewals.

Looking at the installations/construction dates, lives and depreciation cost, we have estimated that there is \$770,000 in the depreciation reserves. These assets have on average 37 years of lives remaining – meaning they were meant to be replaced in the year 2050.

In the next month, we will identify the components of the MfE funded projects that are renewals, to be funded via the depreciation reserves. We will then review the depreciation reserves funds modelling to determine the additional funding required, and the period of funding to rebuild the reserves for the assets that were renewed before their expected renewals dates.

Projects	Total Budget	Variation	Revised budget	Comments
Levels of Service				
Pahiatua Recycling Centre	328,000	99,000	427,000	Additional expenditure incurred as detail above
Manawatu Alternate Route – Saddle Road project	4,330,000	(3,395,000)	935,000	To reverse the variation made in 1 st quarter as this project was to commence and be completed in the next financial year
Dog Pound	120,000	154,000	274,000	The construction for this project was meant to start in June this year and completion expected in August 2016 (next financial year). Construction over winter months is not ideal hence project is brought forward to have construction completed by May 2016.
Pahiatua Service Centre Earthquake Work	84,000	(84,000)	-	Project postponed to later year, following on Earthquake standards review - awaiting BECA report
Woodville Service Centre Earthquake Work	200,000	(200,000)	-	Project postponed to later year, following on Earthquake standards review - awaiting BECA report
Te Apiti Walkway Development	25,000	(25,000)	-	Awaiting response from Meridian - Considering starting work on Carpark before that. Project is not expected to be complete by year end - Carry forward
Telephone Replacement	80,000	(80,000)	-	Project on hold - Not expected to be completed by year end, due to prioritisation
Akitio sewer option report	15,000	(15,000)	-	Assets not owned by Council, seeking guidance if project should be continued. Carry over to 2016/17
Akitio upgrade	150,000	(150,000)	-	Not expected to be completed due to workload. Pushed out to 2016/17. Portion may be spent this year
Eketahuna Treatment Plant	810,000	(810,000)	-	Not expected to be commenced due to workload - Pushed out to 2016/17
Renewals				
Eketahuna Wastewater pipes renewals	760,000	700,000	1,460,000	Additional expenditure for the year to ensure the repair/reinstatements works can progress
Computer hardware	5,000	(5,000)	-	Planned touch-screen kiosk at i-Site - On hold due to prioritisation
Meter Reading devices renewals	8,000	(8,000)	-	Investigating available devices and applications - Project on hold due to prioritisation
TOTAL :	6,915,000	(3,819,000)	3,096,000	

Table 8: Variation to Capital projects

6. Treasury Report

6.1. Compliance with Investment Policy

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

S/N	Policy Statements	Results	Comments						
1	Council may hold financial, property, forestry, and equity investments if there are strategic, economic or other valid reasons.	✓	Council does not have any equity holdings for subsidiaries.						
2	Council will not be involved in investments for purely income earning purposes, except for short-term investment of surplus funds.	✓	Council's equity investments (Civic Assurance) and in subsidiaries are mainly for strategic reasons as disclosed in the LTP.						
3	Council will keep under review its approach to all major investments and the credit rating of approved financial institutions.	✓	<div>Council banks with the following banks:</div> <table><tr><th>Bank</th><th>Standard & Poor's</th></tr><tr><td>Bank of New Zealand</td><td>AA-</td></tr><tr><td>Westpac New Zealand Limited</td><td>AA-</td></tr></table> <div>The two banks Council uses for the majority of its treasury management functions are BNZ and Westpac.</div>	Bank	Standard & Poor's	Bank of New Zealand	AA-	Westpac New Zealand Limited	AA-
Bank	Standard & Poor's								
Bank of New Zealand	AA-								
Westpac New Zealand Limited	AA-								
4	Council will review its policies on holding investments at least once every three years.	✓	Review <u>was completed</u> as part of the 2015-2025 LTP.						

Table 9: Compliance with Investment Policy

6.2. Compliance with Liability Management Policy

The following is the report detailing the specific requirements of the Liability Management Policy.

|

6.2.1. Debt Ratios

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

Item	Borrowing Limit	Actual
Net external debt as a percentage of total revenue	<50%	0.15%
Net Interest on external debt as a percentage of total revenue	<7%	1.29%
Net Interest on external debt as a percentage of annual rates income (debt secured under debenture)	<10%	2.47%
Liquidity (External term debt+ committed loan facilities +cash and cash equivalents TO existing external debt)	>110%	239%

Table 10: Compliance with Debt ratios

6.2.2. Policy Statements

S/N	Policy Statements	Results	Comments
1	Council will manage its debt in accordance to limits set.	✓	Council has complied with all limits above.
2	New borrowings and refinancing existing debt <u>should be evaluated</u> for cost effectiveness and compliance with policies.	✓	Debt levels have remained consistent with last year.
3	Council assets may be pledged as security where it is advantageous and cost effective to do so	✓	Council has not pledged any assets as security. As part of its banking agreements (for borrowing) Council has in place a Deed of Charge over rates with the BNZ and Westpac.
4	Council should retain tax-deductible debt ahead of non-tax deductible debt provided the benefits of doing so continue to exceed the risks.	✓	This <u>will be reviewed</u> in line with Council's review of the group structure.
5	Council may act as guarantor to financial institutions on loans or enter into incidental arrangements for organisations, clubs, trusts, or business units, when the purposes of the loan are in line with Council's strategic objectives.	✓	Council has not acted as guarantor to any institutions or organisation.
6	Council may authorise use of special funds to reduce the requirement for external debt where there is financial benefit to borrow internally.	✓	Council continues to use special funds (depreciation funds only) for internal borrowings for capital expenditure where it is beneficial to do so.
7	Capital works <u>will be funded</u> through raising new debt or by utilising depreciation reserves when such reserves exist for the classes of assets. The use of long-term loan funds will be restricted to capital items only.	✓ ✓	As above <u>Loans (internal and external) are only used for capital expenditure.</u>

Table 11: Compliance with Liability Management Policy

6.2.3. Risk Management Compliance with Liability Management Policy

S/N	Policy Statements	Results	Comments															
1	Total amount of debt should be spread across the range of financial institutions and maturity dates	✓	Council term debts are with LGFA, with maturity dates ranging from 2 – 7 years. Council has a credit line of \$5 million with Westpac.															
2	Variable debt compared to fixed debt should be no greater than 45% of total external 12 month core debt amount.	✓	Council's current fixed to floating debt is 77% fixed to 37% floating.															
3	Hedging instruments can be used but they should not increase Council's overall risk.	✓	As all of Council's term debt are hedged using the swaps, the overall all-up fixed rate cost of borrowing is approximately the weighted average Swap rate of 4.53%															
4	Council's portfolio shall be arranged to provide, at all times, sufficient funds for planned expenditure and to allow for payment of its obligations as they fall due	✓	Council has placed investment in deposits of varying maturities with none greater than 6 months providing sufficient funds for planned and unplanned expenditure.															
5	The risk of default in respect to any individual investment will be minimised by the selection of quality investments spread across different entities.	✓	Council's investment spread is as follows: <table><tr><th>Institution</th><th>Amount (\$m)</th><th>%</th></tr><tr><td>BNZ</td><td>5.96</td><td>73</td></tr><tr><td>Westpac</td><td>1.84</td><td>22</td></tr><tr><td>Domain Boards</td><td>0.39</td><td>5</td></tr><tr><td>TOTAL</td><td>8.19</td><td></td></tr></table> Domain Board investments are either with Westpac or BNZ.	Institution	Amount (\$m)	%	BNZ	5.96	73	Westpac	1.84	22	Domain Boards	0.39	5	TOTAL	8.19	
Institution	Amount (\$m)	%																
BNZ	5.96	73																
Westpac	1.84	22																
Domain Boards	0.39	5																
TOTAL	8.19																	
6	Council may invest in equity instruments where they meet Council's strategic goals.	✓	No new equity investment.															

Table 12: Compliance with Risk Management Policy

7. Financial Prudence benchmarks and indicators

As part of the Local Government reforms, a set of financial prudence measures and indicators were introduced and Council is required to report against these in the 2015/16 Annual Report.

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

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

The following table details the measures and Council's results:



S/N	Elements	Benchmark Name	Measure	Results		Comments
				Annual Plan	2 nd Qtr results	
1.	Affordability Benchmarks	Rates Benchmark	Rates income complies with the limits set in the Financial Strategy	✓	✓	3.9% was the limit set with the planned rates increase being at 2.92%
2.		Debt Benchmark	Debt complies with the limits set in the Council's Financial Strategy	✓	✓	Refer to Table 7: Compliance with Debt ratios of this report
3.	Sustainability Benchmarks	Balanced Budget Benchmark	Revenue equals or exceeds operation	✓	✓	Revenue is currently higher than Expenditure. This is due to timing of receipt of subsidy.
4.		Essential Services Benchmark	Capital expenditure on five core network infrastructure equals or exceeds depreciation on those five services	✓	X	Timing of capital works has resulted in the 2 nd quarter mark not being met.
5.		Debt Servicing Benchmark	Borrowing cost less than 10% of operating revenue	✓ 1.7%	✓ 1.4%	
6.	Predictability Benchmarks	Operations Control Benchmark	Net cashflows from operations equals or exceeds budget	N/A	✓	
7.		Debt Control Benchmark	Net debt is less than or equal to net debt in LTP	N/A	✓	In the LTP net debt was \$9.5M but actual in 2 nd quarter was \$2M net investment.

Table 13: Financial Prudence benchmarks and indicators

8. Tax Review

Management engaged Council's tax consultant to complete a tax review with the objective of providing an assessment of Council's tax compliance with regard to GST in conjunction with a high-level risk assessment of FBT and PAYE/WHT compliance.

The last tax review was in 2011 and it is timely that another review was carried out.

The review was completed late last year and a draft report outlining the findings and recommended actions issued in late January 2016. Management and Finance team are reviewing the draft report, working through the recommendations and developing action plans.

9. Compliance Exception Report

9.1 Investment Policy

No non compliance noted.

9.2 Liability Management Policy

No non compliance noted.

9.3 Accounting Standards

No non-compliance noted.

9.4 Rating Remissions Policy

All remissions provided were compliant with policy.

9.5 Specific Policy on Giving of Securities

Council may act as guarantor to financial institutions on loans or enter into incidental arrangements for organisations, clubs, trusts or business units, when the purposes of the loans are in line with Council's strategic objectives. Council has not provided any guarantees as of 31 December 2015.

9.6 Local Government Act (LGA)

The 2016/17 Annual Plan is progressing well. Council will consult/engage/inform the community in April 2016 and adopt the final Plan on 29 June 2016 prior to the statutory deadline of 30 June 2016.

The Pre-election report is also due this year, being an election year. Management aims to have the Pre-election report, compliant with the requirements of the Act, available to the public from 1 July 2016.

Recommendation

That the report from the Chief Financial Officer dated 18 February 2016 concerning the Half Yearly Financial Report for the 2015/16 Year (as circulated) be received and the contents noted, and

That the Council notes and approves the variations in Paragraph in 5.3 to the capital project budgets as outlined in this report.

Attachments

1. Appendix 1: Service Performance Measures
2. Appendix 2: Capital Expenditure Report
3. Appendix 3: Council Financial Statements

Appendix 1

Group – Building Communities and Leadership
Community Support

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results For 6 months	Comments																		
1	Council funds and supports key community organisations in order to build district community capability	Percentage of residents rating Council's involvement in community support as "fairly satisfactory" or "very satisfactory" in the community survey.	N/A	N/A	N/A	N/A	Survey results: <table><tr><td>Category</td><td>2011</td><td>2014</td></tr><tr><td>Very/Fairly Satisfied</td><td>67%</td><td>65%</td></tr><tr><td>Not very satisfied</td><td>4%</td><td>4%</td></tr><tr><td>Don't know/ Unable to say @</td><td>30%</td><td>32%</td></tr><tr><td>Percentage satisfied</td><td>67%</td><td>65%</td></tr><tr><td>Percentage satisfied excluding @</td><td>94%</td><td>94%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	67%	65%	Not very satisfied	4%	4%	Don't know/ Unable to say @	30%	32%	Percentage satisfied	67%	65%	Percentage satisfied excluding @	94%	94%
Category	2011	2014																							
Very/Fairly Satisfied	67%	65%																							
Not very satisfied	4%	4%																							
Don't know/ Unable to say @	30%	32%																							
Percentage satisfied	67%	65%																							
Percentage satisfied excluding @	94%	94%																							
2		All organisations receiving grants meet accountability requirements of Council	Achieved	100%	100% On Target	100% On Target	No issues identified with grants and their use for the purpose intended																		

Appendix 1 : Six Month Financial Report : Service Performance Measures

Representation

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																					
1	Providing leadership to contribute towards maintaining and improving their social, cultural, economic and environmental wellbeing	Percentage of residents rating the overall performance of the Mayor and Councillors as "fairly satisfactory" or "very satisfactory" in the community survey	N/A	N/A	N/A	N/A	<div>Survey results</div> <table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>55</td><td>66</td></tr><tr><td>Just acceptable</td><td>28</td><td>20</td></tr><tr><td>Not very satisfied</td><td>5</td><td>5</td></tr><tr><td>Don't know/ Unable to say @</td><td>12</td><td>9</td></tr><tr><td>Percentage satisfied</td><td>55%</td><td>66%</td></tr><tr><td>Percentage satisfied excluding @</td><td>63%</td><td>73%</td></tr></table> <p>The increase in percentage satisfied was a result of Council's continued efforts in engaging with key stakeholders and the wider community in the district through consultation on planning documents and communicating on our results in the Annual Report and Council publications (via Bush Telegraph, website, flyers/brochures).</p> <p>This year the consultation for the Long Term Plan included the Road Show, Stakeholder meetings, videos of staff and Stakeholder presentations, on-line polls and use of FaceBook. The feedback we for from the community was positive.</p>	Category	2011	2014	Very/Fairly Satisfied	55	66	Just acceptable	28	20	Not very satisfied	5	5	Don't know/ Unable to say @	12	9	Percentage satisfied	55%	66%	Percentage satisfied excluding @	63%	73%
Category	2011	2014																										
Very/Fairly Satisfied	55	66																										
Just acceptable	28	20																										
Not very satisfied	5	5																										
Don't know/ Unable to say @	12	9																										
Percentage satisfied	55%	66%																										
Percentage satisfied excluding @	63%	73%																										

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
2		Percentage of residents rating the overall performance of the Community Boards and Community Committees as “fairly satisfactory” or “very satisfactory” in the community survey	N/A	N/A	N/A	N/A	<table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>N/A</td><td>54</td></tr><tr><td>Not very satisfied</td><td>N/A</td><td>13</td></tr><tr><td>Don't know/ Unable to say @</td><td>N/A</td><td>4</td></tr><tr><td>Percentage satisfied</td><td>N/A</td><td>54</td></tr><tr><td>Percentage satisfied excluding @</td><td>N/A</td><td>75%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	N/A	54	Not very satisfied	N/A	13	Don't know/ Unable to say @	N/A	4	Percentage satisfied	N/A	54	Percentage satisfied excluding @	N/A	75%
Category	2011	2014																							
Very/Fairly Satisfied	N/A	54																							
Not very satisfied	N/A	13																							
Don't know/ Unable to say @	N/A	4																							
Percentage satisfied	N/A	54																							
Percentage satisfied excluding @	N/A	75%																							
3	Provide processes and local community boards / committees through which the community can have its views heard	Percentage of Council committee meetings that meet the requirements the Local Government Official Information and Meetings Act	Achieved 100%	100%	100% On Target	100% On Target	Meetings were publicly notified by newspaper, generally through the Bush Telegraph.																		

Group - Community and Recreation Facilities

Cemeteries

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	The cemetery grounds are presented to a high standard.	Percentage residents satisfied with cemeteries in the community surveys	N/A	N/A	N/A	N/A	<div>Survey results</div> <table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>77</td><td>77</td></tr><tr><td>Not very satisfied</td><td>1</td><td>3</td></tr><tr><td>Don't know/ Unable to say @</td><td>22</td><td>20</td></tr><tr><td>Percentage satisfied</td><td>77%</td><td>77%</td></tr><tr><td>Percentage satisfied excluding @</td><td>99%</td><td>96%</td></tr></table> <div>Council continues to commit a small budget in each Annual Plan to progressively upgrade the cemeteries in the District. This ensures that service levels expectation will continue to be met. Installation of a still birth memorial at Mangatera Cemetery during the quarter</div>	Category	2011	2014	Very/Fairly Satisfied	77	77	Not very satisfied	1	3	Don't know/ Unable to say @	22	20	Percentage satisfied	77%	77%	Percentage satisfied excluding @	99%	96%
Category	2011	2014																							
Very/Fairly Satisfied	77	77																							
Not very satisfied	1	3																							
Don't know/ Unable to say @	22	20																							
Percentage satisfied	77%	77%																							
Percentage satisfied excluding @	99%	96%																							
2	Plots are available in all local cemeteries	Percentage of cemeteries in District with plots available for next 12 months- based on historical burial data.	Achieved 100%	100%	100% On Target	100% On Target	All cemeteries have more than adequate number of plots available.																		

Appendix 1 : Six Month Financial Report : Service Performance Measures

Community Buildings

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	Council provides community buildings which are fit for purpose	Percentage residents satisfied with community buildings in the community survey.	N/A	N/A	N/A	N/A	<div>Survey results</div> <table><thead><tr><th>Category</th><th>2011</th><th>2014</th></tr></thead><tbody><tr><td>Very/Fairly Satisfied</td><td>93</td><td>91</td></tr><tr><td>Not very satisfied</td><td>2</td><td>4</td></tr><tr><td>Don't know/ Unable to say @</td><td>5</td><td>5</td></tr><tr><td>Percentage satisfied</td><td>93%</td><td>91%</td></tr><tr><td>Percentage satisfied excluding @</td><td>98%</td><td>96%</td></tr></tbody></table> <p>Council has committed a limited budget in each Annual Plan to progressively upgrade the Halls and sport facilities in the district. This ensures that Community facilities are being maintained to current requirements, hence ensuring service levels expectation are being met. Upgrade of toilets and heating at Pahiatua Town Hall occurred during quarter</p>	Category	2011	2014	Very/Fairly Satisfied	93	91	Not very satisfied	2	4	Don't know/ Unable to say @	5	5	Percentage satisfied	93%	91%	Percentage satisfied excluding @	98%	96%
Category	2011	2014																							
Very/Fairly Satisfied	93	91																							
Not very satisfied	2	4																							
Don't know/ Unable to say @	5	5																							
Percentage satisfied	93%	91%																							
Percentage satisfied excluding @	98%	96%																							
2	Facilities are well-utilised	The total number of hours per annum facilities are booked through Council	3,465 hours Achieved	>3100 hrs	999 On Target	1758 On Target	<p>Consistent with last year where we had 1,728 hrs booked.</p> <p>Bookings are expected to remain high over summer months (functions) and over April to June 2016 for indoor sports. Results are on target.</p>																		

Appendix 1 : Six Month Financial Report : Service Performance Measures

Housing

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results For 6 Months	Comments
1	Housing units are maintained to a suitable standard.	Percentage of housing units which, when inspected, are found to have maintenance issues which are more than minor	New Measure	<10%	Measured at Year end	Measured at Year end	Year 1 (2015/16) results will be used as a baseline for future years showing a decrease in maintenance issues. Inspection of all flats occurring in January 2016
2	Council acts as a good caring landlord.	Tenants' satisfaction with the landlord service received from Council	N/A	90%	Measured at Year end	Measured at Year end	Customer satisfaction for the last 2 years have been at 99% and 100%. The customer satisfaction survey for all Housing tenants will be undertaken in February 2016. Current service levels are being maintained.

Appendix 1 : Six Month Financial Report : Service Performance Measures

Libraries

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results For 6 months	Comments
1	Access to information	Library facilities are clean, welcoming and open at times suited to the community based on annual survey carried out internally by the library	New Measure	90%	Measured at Year end	Measured at Year end	Results will be compiled from the Annual Survey in May / June
2	Access to information	Percentage of residents rating libraries as "fairly satisfactory" or "very satisfactory" in the community survey.	N/A	N/A	N/A	N/A	
3	Provide residents of the district access to a wide range of information and lifelong learning opportunities	<p>Library collections are current based on weighted average of:</p> <ul style="list-style-type: none"> The number of new items added to the collection (60% weighting with zero for 2 items per 1,000 of population and 10% for each 0.1 items above that up to 60% for 2.5 per 1,000 of population) and Percentage of time of time that online information (e-resources – eBooks, online database) is available to the public (40% weighting with zero for 90% of the time up to 40% for 	New Measure	85%	100% On Target 1644 books	100% On Target 2426 books	Online info – no downtime to date Online info – 280 minutes (120 all 4 branches – 120 Wdv only and 40 – Pah only

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results For 6 months	Comments
		100% of the time)					
4	Supporting literacy in all it's forms	Number of programmes run annually	New Measure	>5	2 On Target	4 On Target	Have run Winter Warmers (Literacy) and Maths is Fun (Numeracy) at all four branches during the first two school holidays. Over the Dec/Jan holiday period, ran the EC Reading Summer Reading programme and the iRead programme.
5	Improve literacy and knowledge among the district's children	Percentage of customers satisfied with children's programmes (Annual survey)	Achieved 93%	90%	Measured at Year end	Measured at Year end	Results will be compiled from the Annual Survey in May / June
6	Staff are knowledgeable, helpful and friendly	Percentage of customers satisfied with staff service (Annual survey)	96%	90%	Measured at Year end	Measured at Year end	Results will be compiled from the Annual Survey in May / June

Appendix 1 : Six Month Financial Report : Service Performance Measures

Parks and Reserves

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	Our parks, and park facilities are well presented.	Percentage of residents rating parks and reserves as "fairly satisfactory" or "very satisfactory" in the community survey.	N/A	N/A	N/A	N/A	<div>Survey results :</div> <table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>91</td><td>92</td></tr><tr><td>Not very satisfied</td><td>4</td><td>4</td></tr><tr><td>Don't know/ Unable to say @</td><td>5</td><td>5</td></tr><tr><td>Percentage satisfied</td><td>91%</td><td>92%</td></tr><tr><td>Percentage satisfied excluding @</td><td>96%</td><td>96%</td></tr></table> <p>We continue to progressively upgrade our playgrounds and camping grounds, and have programmed tree maintenance and garden renewals</p>	Category	2011	2014	Very/Fairly Satisfied	91	92	Not very satisfied	4	4	Don't know/ Unable to say @	5	5	Percentage satisfied	91%	92%	Percentage satisfied excluding @	96%	96%
Category	2011	2014																							
Very/Fairly Satisfied	91	92																							
Not very satisfied	4	4																							
Don't know/ Unable to say @	5	5																							
Percentage satisfied	91%	92%																							
Percentage satisfied excluding @	96%	96%																							
2	Playing fields and associated facilities are fit for purpose.	Number of reported incidences of sports facilities not being suitable for their intended use	Achieved Nil	<5	0 On Target	0 On Target	We did not receive any requests or complaints from residents/users throughout the year with respect to sports facilities not being suitable for their intended use.																		
3	Playground equipment is safe to use and fit for purpose.	Percentage of playgrounds in the District with all equipment meeting the AUS/NZ playground safety standards	Achieved 85%	85%	Measured at Year end	Measured at Year end	<p>We continue to progressively upgrade/repair/replace pieces of equipment that did not meet the Australia/New Zealand playground safety standards as part of our yearly capital and maintenance programme.</p> <p>Focus in 2015/2016 are the Fountaine Square and Eketahuna playgrounds</p>																		

Appendix 1 : Six Month Financial Report : Service Performance Measures

Public Conveniences

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	Public conveniences provided are fit for purpose	Percentage of residents rating public conveniences as "fairly satisfactory" or "very satisfactory" in the community survey	N/A	N/A	N/A	N/A	<div>Survey results :</div> <table><thead><tr><th>Category</th><th>2011</th><th>2014</th></tr></thead><tbody><tr><td>Very/Fairly Satisfied</td><td>76</td><td>71</td></tr><tr><td>Not very satisfied</td><td>6</td><td>9</td></tr><tr><td>Don't know/ Unable to say @</td><td>18</td><td>20</td></tr><tr><td>Percentage satisfied</td><td>76%</td><td>71%</td></tr><tr><td>Percentage satisfied excluding @</td><td>93%</td><td>89%</td></tr></tbody></table> <div>The maintenance of the public toilets is an ongoing issue. We will continue with the upgrade and maintenance programme as budgeted in the 2015-2025 Long Term Plan, and install CCTV where possible to deter vandalism.</div>	Category	2011	2014	Very/Fairly Satisfied	76	71	Not very satisfied	6	9	Don't know/ Unable to say @	18	20	Percentage satisfied	76%	71%	Percentage satisfied excluding @	93%	89%
Category	2011	2014																							
Very/Fairly Satisfied	76	71																							
Not very satisfied	6	9																							
Don't know/ Unable to say @	18	20																							
Percentage satisfied	76%	71%																							
Percentage satisfied excluding @	93%	89%																							
2		The number of complaints received per annum about the condition of public toilets	<div>Not Achieved</div> 67	<50	0 <div>On Target</div>	38 <div>(cleanliness – 6)</div> <div>(maintenance – 32)</div> <div>Needs improvement</div>	<div>The number of customer requests received relating to public toilets:</div> <table><thead><tr><th>Year</th><th>No of service request</th></tr></thead><tbody><tr><td>2015/16</td><td>38</td></tr><tr><td>2014/15</td><td>67*</td></tr><tr><td>2013/14</td><td>47</td></tr><tr><td>2012/13</td><td>44</td></tr><tr><td>2011/12</td><td>40</td></tr><tr><td>2010/11</td><td>24</td></tr></tbody></table> <div>* 45 service request Complaints for Cleanliness/Maintenance; 22 service request for Graffiti/Vandalism)</div>	Year	No of service request	2015/16	38	2014/15	67*	2013/14	47	2012/13	44	2011/12	40	2010/11	24				
Year	No of service request																								
2015/16	38																								
2014/15	67*																								
2013/14	47																								
2012/13	44																								
2011/12	40																								
2010/11	24																								

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
							The majority of the complaints during the six months relate to maintenance items (e.g. blockages) as opposed to cleanliness. This highlights the importance of continuing to upgrade public toilets.

Service Centres

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	The Council provides friendly, professional and knowledgeable service to customers.	Percentage of customers who lodge faults/request are satisfied with service provided.	N/A	92%	N/A	N/A	Survey Results : <table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>N/A</td><td>94%</td></tr><tr><td>Not very satisfied</td><td>N/A</td><td>6%</td></tr><tr><td>Don't know/ Unable to say @</td><td>N/A</td><td>-</td></tr><tr><td>Percentage satisfied</td><td>N/A</td><td>94%</td></tr><tr><td>Percentage satisfied excluding @</td><td>N/A</td><td>94%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	N/A	94%	Not very satisfied	N/A	6%	Don't know/ Unable to say @	N/A	-	Percentage satisfied	N/A	94%	Percentage satisfied excluding @	N/A	94%
Category	2011	2014																							
Very/Fairly Satisfied	N/A	94%																							
Not very satisfied	N/A	6%																							
Don't know/ Unable to say @	N/A	-																							
Percentage satisfied	N/A	94%																							
Percentage satisfied excluding @	N/A	94%																							
2	Customer requests are handled effectively and accurately.	Average wait time for incoming calls.	New Measure	20 seconds	26 seconds Need Improvements	21 seconds Need Improvements	July 2015 – 25 seconds August 2015 – 25 seconds September 2015 - 27 seconds October 2015 – 17 seconds November 2015 – 14 seconds December 2015 – 18 seconds																		
3	Customer requests are handled effectively and accurately.	Percentage of abandoned calls.	New Measure	<10%	5.97% On Target	4.5% On Target	July – 6.09% (3,071 calls received) August – 5.13% (3039 calls received) September – 6.7% (3238 calls received) October – 3.04% (2700 calls received) November – 2.6% (2732 calls received) December – 3.47% (2103 calls received)																		
4	Responsive 24/7 phone service.	Percentage of customers who lodge faults/requests are satisfied with the after hours service received.	N/A	90%	Measured at Year end	Measured at Year end																			
5	Responsive 24/7 phone service.	Percentage of abandoned calls by the after hours service	New Measure	<10%	2.67% On Target	4.5% On Target	July – 2% (288 calls received) August – 5% (443 calls received) September – 3% (264 calls received) October – 6% (288 calls received) November – 8% (340 calls received) December – 3% (434 calls received)																		
6	Responsive 24/7 phone service.	Average wait time for incoming calls.	New Measure	20 seconds	13 seconds On Target	14.8 seconds On Target	July 2015 – 13 seconds August 2015 – 11 seconds September 2015 – 14 seconds October 2015 – 18 seconds November 2015 – 16 seconds December 2015 – 17 seconds																		

Appendix 1 : Six Month Financial Report : Service Performance Measures

Swimming Pools

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	Public swimming pools provide a quality visitor experience	Percentage of residents rating swimming pools as “fairly satisfactory” or “very satisfactory” in the community survey	N/A	N/A	N/A	N/A	Survey results : <table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>66</td><td>59</td></tr><tr><td>Not very satisfied</td><td>10</td><td>15</td></tr><tr><td>Don't know/ Unable to say @</td><td>24</td><td>26</td></tr><tr><td>Percentage satisfied</td><td>66%</td><td>59%</td></tr><tr><td>Percentage satisfied excluding @</td><td>87%</td><td>80%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	66	59	Not very satisfied	10	15	Don't know/ Unable to say @	24	26	Percentage satisfied	66%	59%	Percentage satisfied excluding @	87%	80%
Category	2011	2014																							
Very/Fairly Satisfied	66	59																							
Not very satisfied	10	15																							
Don't know/ Unable to say @	24	26																							
Percentage satisfied	66%	59%																							
Percentage satisfied excluding @	87%	80%																							
2	Public swimming pools open during summer months	The number of weeks each year Wai Splash is open for public use	Achieved	52 Weeks	On Target	On Target	The Wai Splash pool has remained open since 1 July 2015																		
3		The number of weeks each year outdoor pools is open for public use	Achieved	>10 weeks	Measured at Year end	Measured at Year end	All three Pools opened in Mid to late December as planned																		
4	Public swimming pools are financially sustainable in the long term.	Percentage of rates spent funding public swimming pools (base-average household rate)	Achieved 2%	<4%	Measured at Year end	Measured at Year end																			

Appendix 1 : Six Month Financial Report : Service Performance Measures

Group – District and Economic Development

Commercial Investments

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
1	Properties maximise returns to Council	Occupancy of commercial buildings each year	Not Achieved 65%	100%	Not Achieved	Not Achieved	The old Infracon yards in Thyra Street, Dannevirke and Vogel Street, Woodville are currently not occupied. This is as a result of the liquidation of Infracon. Both properties are on the market for lease or sale.
2		Net operating surplus each year	Achieved 59%	>5%	Measured at Year end	22% On Target	Total profit (excluding depreciation and contribution to rates) was \$22%. This is due to the forestry revenue now included in this activity.

Appendix 1 : Six Month Financial Report : Service Performance Measures

District Promotion and Development

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 Months	Comments
1	Assist businesses to apply for Government subsidies and grants	Referrals of Business Applications to Ministry of Science and Innovation Subsidy (while scheme is available)	Achieved 5	Minimum 5 per annum	6 Achieved	9 Achieved	We are set to exceed KPI's Have opened Satellite office in Pahiatua which will assist the reach to southern businesses.
2	Promote the Tararua at large events in and outside the District	Major Events that 'Tararua' is directly involved	Achieved 7 events	Minimum 5 per annum	2 On Target	4 On Target	We are set to exceed KPI's Innovate 2015-2016 Woodville Motocross A & P Show Wheels with Attitude Booked in: Auckland Home Show - Sept Motorhome Show (Auckland) - March Central Districts Field Days - March Mystery Creek -
3	Community Supported Events in Tararua	Community Event that is actively supported	New Measure	Minimum 10 per annum	17 Achieved	26 Achieved	Will exceed targets
4	Provide professional customer service at the Tararua i-SITE	Percentage of customer surveyed are satisfied with the services received	New Measure	80%	100% to date N/Satisfied 0 Satisfied 13 V/Satisfied 20 On Target	73 customer surveys N/Satisfied 0 Satisfied 18 V/Satisfied 55 On Target	100% to date

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 Months	Comments
5	Council page in Bush Telegraph and website is engaging and informative	Percentage of survey respondents that consider the Bush Telegraph Council page and website content useful or very useful	New Measure	60%	Measured at Year end	Measured at Year end	Not surveyed yet – will use Public Voice for survey

Appendix 1 : Six Month Financial Report : Service Performance Measures

Group – Regulatory Services

Animal Control

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 Months	Comments																		
1	Animal control complaints and issues are resolved in a timely manner	Percentage of residents rate dog control as "quite satisfactory" or "very satisfactory" in community survey.	N/A	N/A	N/A	N/A	<div>Survey results :</div> <table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>80</td><td>68</td></tr><tr><td>Not very satisfied</td><td>13</td><td>22</td></tr><tr><td>Don't know/ Unable to say @</td><td>8</td><td>10</td></tr><tr><td>Percentage satisfied</td><td>80%</td><td>68%</td></tr><tr><td>Percentage satisfied excluding @</td><td>86%</td><td>76%</td></tr></table> <p>We made the following changes to improve resident satisfaction:</p> <ol style="list-style-type: none">1. Increased the Animal Control fees and charges to enable Council to commit more resources to this activity2. Budgeted to built a new dog pound to increase Council' capacity to impound dogs3. Looking at staffing levels whether Council should deliver this service in house, out sourced or a combination of the two. <p>More proactive approach to managing risk associated with dangerous, roaming and unregistered dogs.</p> <p>This was due to the availability of an ACO during the July/August period. On most days, we only had one Officer available hence, response times have exceeded.</p>	Category	2011	2014	Very/Fairly Satisfied	80	68	Not very satisfied	13	22	Don't know/ Unable to say @	8	10	Percentage satisfied	80%	68%	Percentage satisfied excluding @	86%	76%
Category	2011	2014																							
Very/Fairly Satisfied	80	68																							
Not very satisfied	13	22																							
Don't know/ Unable to say @	8	10																							
Percentage satisfied	80%	68%																							
Percentage satisfied excluding @	86%	76%																							
2	Animal control complaints and issues are resolved in a timely manner	Percentage of dog attacks responded to within 2 hours	Not Achieved 83%	100%	74% Needs Improvement	69% Not Achieved																			

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 Months	Comments
3	Promoting responsible animal ownership through public education	Educational publications and programmes are available to the community	New Measure	Minimum of 6 articles per year	1 On Target	2 On Target	
4	Promoting responsible animal ownership through public education	Educational publications and programmes are available to the community	New Measure	Minimum of 4 educational presentations per year	On Target	0 On Target	We have discussed and finalised a programme for schools in May/June this year. In March we will develop the publicity and contact the schools. The programme will be based on the "DogSmart" Educational program for schools, in conjunction with the "ZeroBites Dog Training" developed by Christchurch City Council.

Appendix 1 : Six Month Financial Report : Service Performance Measures

Emergency Management

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
1	Facilitate Community Civil Defence Response Groups in all of our larger community's	Community's are organised and have a current Community Civil Defence Response Group Plan	New Measure	4 Plans completed: Akitio Pahiatua, Woodville Dannevirke	3plans underway On Target	All plans underway On Target	Akitio, Pahiatua, Woodville and Dannevirke completed. - Pahiatua Community CD Group formed and plan underway. - Woodville Community CD Group formed and plan underway. - Totara College and the Tararua Business Network CD Centres formed and training has been planned. - Akitio group formed and plan almost complete
2	Improve our ability to manage and coordinate emergency services during civil defence emergencies	Assessment of residents readiness and capability to respond to a civil defence emergency	New Measure	80%	Measured at year end	Measured at year end	Awaiting results of Manawatu-Wanganui CDEM Group Survey
3	Improve our ability to prevent and to respond promptly to uncontrolled fires in the rural area	Volunteer Rural Fire Forces respond to all fires within the rural area in accordance with 'NRFA Standard – Achieving timely responses to fires'	New Measure	100%	100% On Target	100% On Target	All fires attended to within time frames as per the NRFA Standards when crews were available

Appendix 1 : Six Month Financial Report : Service Performance Measures

Health and Safety

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
1	Ensure that the district's built environment is safe and healthy	All swimming pool and/or spa fencing inspected every 5 years	New Measure	100%	54% On Target	100% On Target	Of the 269 pools/Spas on our register, we have inspected a total of 151 pools which was 100% of all pools/Spas due for inspection.
2	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%	40% On Target	59% On Target	
3	Responsive and accurate building control service provided	Percentage of building consents issued within the statutory time frame (20 working days)	Not Achieved 99%	100%	100% On Target	100% On Target	
4	Protect public health by regulating the sale of liquor	Percentage of on and off licence liquor outlets inspected annually	Achieved 100%	95%	37% On Target	78% On Target	
5	Excessive noise complaints will be attended to by council to minimise disturbance to others	Percentage of noise complaints responded to within 1 hour	New Measure	95%	86% Needs Improvement	95.9% On Target	
6	Control excessive rubbish dumping, overhanging vegetation and fire hazards through monitoring and enforcement	Percentage of complaints responded to within 48 hours	New Measure	90%	97% On Target	100% On Target	

Appendix 1 : Six Month Financial Report : Service Performance Measures

Resource Management

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 Months	Comments
1	Advice to customer is of good quality (fit for purpose)	Survey of customer rate advice was helpful	New Measure	85% agree	Measured at second quarter	83% agree Needs Improvement	6 telephone interviews undertaken with applicants who had pre-application meetings.
2	Resource consents are administered effectively and efficiently	Percentage of resource consents processed within the statutory time frame. <ul style="list-style-type: none"> Non-notified 20 working days Notified 70 working days Notified and Limited Notified not requiring a hearing -50 working days 	Achieved 100%	100%	93% Not Achieved	96.3% Not Achieved	26 resource consent applications processed to a decision were decided within the statutory timeframe. 1 resource consent application took an additional 16 working days. Statistics for applications by notification type as follows: Non-notified – 27 Limited notified – 0 Publicly notified – 0
3	Council responds effectively to complaints about non-compliances	Non-compliances are resolved within 3 months of customer complaint.	Achieved 100%	95%	100% On Target	100% On Target	89 complaints received and resolved.

Appendix 1 : Six Month Financial Report : Service Performance Measures

Group – Roading and Footpaths

Footpaths

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	Council maintains footpath to an acceptable level to customers	Percentage of residents rate footpaths as "fairly satisfactory" or "very satisfactory" in the community survey.	N/A	N/A	N/A	N/A	<p>Survey results:</p> <table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>77</td><td>76</td></tr><tr><td>Not very satisfied</td><td>18</td><td>18</td></tr><tr><td>Don't know/ Unable to say @</td><td>5</td><td>6</td></tr><tr><td>Percentage satisfied</td><td>77%</td><td>76%</td></tr><tr><td>Percentage satisfied excluding @</td><td>81%</td><td>81%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	77	76	Not very satisfied	18	18	Don't know/ Unable to say @	5	6	Percentage satisfied	77%	76%	Percentage satisfied excluding @	81%	81%
Category	2011	2014																							
Very/Fairly Satisfied	77	76																							
Not very satisfied	18	18																							
Don't know/ Unable to say @	5	6																							
Percentage satisfied	77%	76%																							
Percentage satisfied excluding @	81%	81%																							
2		The percentage of footpaths within the district fall within the footpath condition set out in the Asset Management Plan	N/A	90%	99% On Target	99% On Target	<p>Footpath condition survey was undertaken September 2015.</p> <p>Condition Survey Rankings</p> <ol style="list-style-type: none">1. Acceptable2. Acceptable-Monitor3. Defect-Medium4. Poor-Intervention5. Very Poor-Safety <p>The Footpath Fault Severity Index for 2015/16 is 2.086.</p> <p>The values of this index will range from 2 to 5 similar to our fault severity / priority classification. At 2.086 it shows that the overall condition is quite close to the best we can get – only a small number of defects limiting a perfect 2.</p> <p>Total Estimated Defects being \$ 1,133,258.83 with only \$ 10,136.44 being classed as 4-5 giving overall condition rating of 99%.</p>																		

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments												
3		Complaints regarding unsafe footpaths are rectified within 5 days	New Measure	85%	100% On Target	100% On Target	2 Complaints received from 28 CRMs received in relation to Footpaths. 1 received due to poor condition of reinstatement. All complaints completed and responded to within 5 Days.												
4		Percentage of resident and non-resident ratepayers rate Urban CBD upgrades as “fairly satisfactory” or “very satisfactory” in the community surveys to be conducted in 2014, 2017 and 2020.	N/A	N/A	N/A	N/A	<table><tr><th>Category</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>77</td></tr><tr><td>Not very satisfied</td><td>8</td></tr><tr><td>Don't know/ Unable to say @</td><td>15</td></tr><tr><td>Percentage Satisfied</td><td>77%</td></tr><tr><td>Percentage satisfied excluding @</td><td>91%</td></tr></table> <p>This is a new measure and the results show that the community is satisfied with Council town centre programme. Highest satisfaction was in Woodville (89%) and the lowest was in Eketahuna (41%). The next town planned for the town centre upgrade is Eketahuna and the upgrade is planned to begin in 2014/15.</p>	Category	2014	Very/Fairly Satisfied	77	Not very satisfied	8	Don't know/ Unable to say @	15	Percentage Satisfied	77%	Percentage satisfied excluding @	91%
Category	2014																		
Very/Fairly Satisfied	77																		
Not very satisfied	8																		
Don't know/ Unable to say @	15																		
Percentage Satisfied	77%																		
Percentage satisfied excluding @	91%																		

Appendix 1 : Six Month Financial Report : Service Performance Measures

Roading

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																																				
1	Council ensures roads are safe for all road users	Number of fatal accidents due to road factors	Achieved	0 over a 3 year average	0 On Target	0 On Target	No fatal accidents due to road factors.																																				
2	Requests from the public are responded to in a timely manner	Customer requests relating to roads are responded to within 5 working days	Not Achieved 80%	85%	99% On Target	99% On Target	581 road surface issues were reported to date with 5 recorded complete outside of the required timeframes. The Alliance now has a robust All Faults system in place for addressing road surface faults through identifying faults, prioritising, programming repairs and undertaking physical works.																																				
3		Percentage of Residents rating Urban and Rural roading as “quite satisfactory” or “very satisfactory” in community survey.	N/A	N/A	N/A	N/A	Sealed roads <table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>80</td><td>75</td></tr><tr><td>Not very satisfied</td><td>19</td><td>18</td></tr><tr><td>Don't know/ Unable to say @</td><td>1</td><td>6</td></tr><tr><td>Percentage satisfied</td><td>80%</td><td>75%</td></tr><tr><td>Percentage satisfied excluding @</td><td>80%</td><td>80%</td></tr></table> Unsealed roads <table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>58</td><td>57</td></tr><tr><td>Not very satisfied</td><td>18</td><td>16</td></tr><tr><td>Don't know/ Unable to say @</td><td>25</td><td>27</td></tr><tr><td>Percentage satisfied</td><td>58%</td><td>57%</td></tr><tr><td>Percentage satisfied excluding @</td><td>76%</td><td>78%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	80	75	Not very satisfied	19	18	Don't know/ Unable to say @	1	6	Percentage satisfied	80%	75%	Percentage satisfied excluding @	80%	80%	Category	2011	2014	Very/Fairly Satisfied	58	57	Not very satisfied	18	16	Don't know/ Unable to say @	25	27	Percentage satisfied	58%	57%	Percentage satisfied excluding @	76%	78%
Category	2011	2014																																									
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Very/Fairly Satisfied	58	57																																									
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Percentage satisfied	58%	57%																																									
Percentage satisfied excluding @	76%	78%																																									

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
4	Council ensures that all roads remain available to users	Initial response to impassable roads to be undertaken within 24 hours	Achieved 100%	99%	100% On Target	100% On Target	For the flood event of 23 September, Alliance staff responded to 65 CRMs within 2 hours of receiving the information, with crews working throughout the district. All CRMs were completed within the 5 day target. Results from the latest roughness summary: On the rural roads 92% have an average NAASRA less than 120 and in the urban 83% have a NAASRA less than 220. Survey was undertaken in January 2015 during construction season while some sites were open and does not include pavement smoothing projects such as Route 52. This combined with the Eketahuna earthquake damage has affected the STE results. Improved STE is expected once the survey is completed in 2015/2016.
5	Council ensures quality of roads and safety of users	Percentage of sealed roads providing a smooth and comfortable ride as measured by RAMM Roughness Surveys for NAASRA counts lower than 220 for urban and 120 for rural	Not Achieved Rural : 92% Urban : 83%	95%	Measured at Year end	Measured at Year end	
6		The percentage of road network that is resurfaced	New Measure	>5%	Measured at Year end	Measured at Year end	

Appendix 1 : Six Month Financial Report : Service Performance Measures

Group - Solid Waste Management

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	Refuse and recycling services meet user needs	Percentage of residents rating rubbish collection service as "fairly satisfactory" or "very satisfactory" in the community survey.	N/A	N/A	N/A	N/A	<table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>58</td><td>54</td></tr><tr><td>Not very satisfied</td><td>10</td><td>7</td></tr><tr><td>Don't know/ Unable to say @</td><td>32</td><td>40</td></tr><tr><td>Percentage satisfied</td><td>58%</td><td>54%</td></tr><tr><td>Percentage satisfied excluding @</td><td>85%</td><td>89%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	58	54	Not very satisfied	10	7	Don't know/ Unable to say @	32	40	Percentage satisfied	58%	54%	Percentage satisfied excluding @	85%	89%
Category	2011	2014																							
Very/Fairly Satisfied	58	54																							
Not very satisfied	10	7																							
Don't know/ Unable to say @	32	40																							
Percentage satisfied	58%	54%																							
Percentage satisfied excluding @	85%	89%																							
2		Percentage of residents rating recycling as "fairly satisfactory" or "very satisfactory" in the community survey.	N/A	N/A	N/A	N/A	<table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>73</td><td>70</td></tr><tr><td>Not very satisfied</td><td>18</td><td>15</td></tr><tr><td>Don't know/ Unable to say @</td><td>9</td><td>15</td></tr><tr><td>Percentage satisfied</td><td>73%</td><td>70%</td></tr><tr><td>Percentage satisfied excluding @</td><td>80%</td><td>82%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	73	70	Not very satisfied	18	15	Don't know/ Unable to say @	9	15	Percentage satisfied	73%	70%	Percentage satisfied excluding @	80%	82%
Category	2011	2014																							
Very/Fairly Satisfied	73	70																							
Not very satisfied	18	15																							
Don't know/ Unable to say @	9	15																							
Percentage satisfied	73%	70%																							
Percentage satisfied excluding @	80%	82%																							
3		Percentage of residents rating landfills/ transfer station management as "fairly satisfactory" or "very satisfactory" in the community survey.	N/A	N/A	N/A	N/A	<table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>47</td><td>62</td></tr><tr><td>Not very satisfied</td><td>22</td><td>10</td></tr><tr><td>Don't know/ Unable to say @</td><td>32</td><td>29</td></tr><tr><td>Percentage satisfied</td><td>47%</td><td>62%</td></tr><tr><td>Percentage satisfied excluding @</td><td>68%</td><td>86%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	47	62	Not very satisfied	22	10	Don't know/ Unable to say @	32	29	Percentage satisfied	47%	62%	Percentage satisfied excluding @	68%	86%
Category	2011	2014																							
Very/Fairly Satisfied	47	62																							
Not very satisfied	22	10																							
Don't know/ Unable to say @	32	29																							
Percentage satisfied	47%	62%																							
Percentage satisfied excluding @	68%	86%																							

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																								
4	Council will promote and encourage recycling and reuse	Tonnage of waste sent to landfills by the District per annum	Achieved 4,262	<4400	1138.77 On Target	2346 On Target	<table><thead><tr><th></th><th colspan="3">Tonnes</th></tr><tr><th></th><th>2013/14</th><th>2014/15</th><th>2015/16</th></tr></thead><tbody><tr><td>Eketahuna Landfill</td><td>1,777</td><td>689</td><td>317</td></tr><tr><td>Pongaroa Landfill - 36.92 tonnes</td><td>37</td><td>39</td><td>18</td></tr><tr><td>Waipukurau Landfill</td><td>2,427</td><td>3,534</td><td>2011</td></tr><tr><td>Total</td><td>4,241</td><td>4,262</td><td>2,346</td></tr></tbody></table> <p>The tonnage is on target for a similar result to last year</p>		Tonnes				2013/14	2014/15	2015/16	Eketahuna Landfill	1,777	689	317	Pongaroa Landfill - 36.92 tonnes	37	39	18	Waipukurau Landfill	2,427	3,534	2011	Total	4,241	4,262	2,346
	Tonnes																														
	2013/14	2014/15	2015/16																												
Eketahuna Landfill	1,777	689	317																												
Pongaroa Landfill - 36.92 tonnes	37	39	18																												
Waipukurau Landfill	2,427	3,534	2011																												
Total	4,241	4,262	2,346																												
5	Council open and closed landfills are well managed	All Horizons resource consent conditions are met	Achieved 100%	100%	100% On Target	50% Needs Improvement	<p>The volume of one of the cells at Eketahuna exceeds the allowances provided within the resource consent. We are working with horizons to resolve this issue, through a variation to the consent conditions. This is the only condition which has not been met at Eketahuna landfill. The Pongaroa landfill is fully compliant.</p>																								

Appendix 1 : Six Month Financial Report : Service Performance Measures

Group - Stormwater Drainage

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	An effective stormwater system that protects people and properties from flooding	The number of flooding events	New Measure	<40	Measured at next quarter	11																			
2		For each flooding event, the number of habitable floors affected, expressed per 1,000 properties connected to the stormwater system	New Measure	<5	Measured at next quarter	0.2																			
3	A reliable stormwater network	Percentage of residents rating stormwater management as "fairly satisfactory" or "very satisfactory" in the community survey.	N/A	N/A	N/A	N/A	<table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>61</td><td>60</td></tr><tr><td>Not very satisfied</td><td>25</td><td>19</td></tr><tr><td>Don't know/ Unable to say @</td><td>14</td><td>20</td></tr><tr><td>Percentage satisfied</td><td>61%</td><td>60%</td></tr><tr><td>Percentage satisfied excluding @</td><td>71%</td><td>76%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	61	60	Not very satisfied	25	19	Don't know/ Unable to say @	14	20	Percentage satisfied	61%	60%	Percentage satisfied excluding @	71%	76%
Category	2011	2014																							
Very/Fairly Satisfied	61	60																							
Not very satisfied	25	19																							
Don't know/ Unable to say @	14	20																							
Percentage satisfied	61%	60%																							
Percentage satisfied excluding @	71%	76%																							
4		Number of complaints received by Council about the performance of its stormwater system, expressed per 1,000 properties connected to the stormwater system	New Measure	<10	Measured at next quarter	2.2																			
5	A reliable stormwater network	Number of enforcement actions against Council for not meeting resource consent conditions for discharge from the stormwater system relating to: Abatement Notices	New Measure	0	0 On Target	0 On Target																			

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
6		Infringement notices	New Measure	0	0 On Target	0 On Target	
7		Enforcement orders	New Measure	0	0 On Target	0 On Target	
8		Convictions	New Measure	0	0 On Target	0 On Target	
9	Council ensures quality and efficiency of the stormwater network	Median time (hours) to attend a flooding event, measured from the time that Council receives a notification that service personnel reach the site	New Measure	2 hours	Measured at next quarter	1 Hr 6 mins	

Appendix 1 : Six Month Financial Report : Service Performance Measures

Group - Wastewater

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	A reliable waste water service	The number of dry weather sewerage overflows from the wastewater system per 1,000 connections	New Measure	<5	0 On Target	2.67 On Target	A total of 13 sewerage overflows occurred in the District during dry weather, during the past six months																		
2		Percentage of residents rating wastewater management as "fairly satisfactory" or "very satisfactory" in the community survey.	N/A	N/A	N/A	N/A	<table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>61</td><td>57</td></tr><tr><td>Not very satisfied</td><td>2</td><td>2</td></tr><tr><td>Don't know/ Unable to say @</td><td>37</td><td>41</td></tr><tr><td>Percentage satisfied</td><td>61%</td><td>57%</td></tr><tr><td>Percentage satisfied excluding @</td><td>97%</td><td>97%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	61	57	Not very satisfied	2	2	Don't know/ Unable to say @	37	41	Percentage satisfied	61%	57%	Percentage satisfied excluding @	97%	97%
Category	2011	2014																							
Very/Fairly Satisfied	61	57																							
Not very satisfied	2	2																							
Don't know/ Unable to say @	37	41																							
Percentage satisfied	61%	57%																							
Percentage satisfied excluding @	97%	97%																							
3	Risks to public health and our natural environment are minimised	Number of schemes that are current	Achieved	5	4 Needs Improvement	4 Needs improvement	4 out of the 7 schemes do not have renewed consents. They do however meet the conditions of the expired consents. The consent for Norsewood is expected to be issued. Council has lodged new consent application for Woodville, however this is on hold due to the issues with the pond liner. Applications for Eketahuna and Pahiatua have been lodged and are awaiting public notification by horizons.																		
4		Number of enforcement actions against Council for not meeting resource consent conditions for sewerage schemes relating to:	New Measure	0	0 On Target	0 On Target	No conditions breached																		

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
		Abatement Notices					
5		Infringement notices	New Measure	0	0 On Target	0 On Target	
6		Enforcement orders	New Measure	0	0 On Target	0 On Target	
7		Convictions	New Measure	0	0 On Target	0 On Target	
8	Council responds quickly when things go wrong	Median response time to attend a sewage fault, measured from the time Council receives notification to the time that service personnel reach the site	New Measure	1 hour	28 minutes On Target	31 minutes On Target	Council is providing a rapid response time through the in-house waters team
9		Median response time to resolve a sewage fault, measured from the time Council receives notification to the time that service personnel confirm resolution of the fault	New Measure	8 hours	3 hours On Target	3 hours On Target	Most sewage faults can be resolved by our waters team
10	Council services meet customer expectations	Number of complaint received about wastewater per 1,000 connections for: sewerage odour	New Measure	<5	0 On Target	0 On Target	No odour issues have arisen during the six month period
11		Sewerage system faults	New Measure	<5	1.64 On Target	3.5 On Target	There were a total of 17 complaints received during the period

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
12		Sewerage system blockages	New Measure	<7	1 On Target	1.44 On Target	There were 7 complaints received during the period
13		Councils response to the above issues	New Measure	<10	0.2 On Target	0.2 On Target	Council only received one complaint regarding its waste water response service

Appendix 1 : Six Month Financial Report : Service Performance Measures

Group - Water

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments																		
1	Council provides a reliable water supply	Percentage of customers rating availability of water as “fairly satisfactory” or “very satisfactory” in the community survey.	N/A	N/A	N/A	N/A	<table><tr><th>Category</th><th>2011</th><th>2014</th></tr><tr><td>Very/Fairly Satisfied</td><td>51</td><td>49</td></tr><tr><td>Not very satisfied</td><td>25</td><td>14</td></tr><tr><td>Don't know/ Unable to say @</td><td>25</td><td>38</td></tr><tr><td>Percentage satisfied</td><td>51%</td><td>49%</td></tr><tr><td>Percentage satisfied excluding @</td><td>67%</td><td>78%</td></tr></table>	Category	2011	2014	Very/Fairly Satisfied	51	49	Not very satisfied	25	14	Don't know/ Unable to say @	25	38	Percentage satisfied	51%	49%	Percentage satisfied excluding @	67%	78%
Category	2011	2014																							
Very/Fairly Satisfied	51	49																							
Not very satisfied	25	14																							
Don't know/ Unable to say @	25	38																							
Percentage satisfied	51%	49%																							
Percentage satisfied excluding @	67%	78%																							
2	Council provides water at a consistent volume	Number of complaints over 1,000 connections to Council's networked reticulation system for: drinking water pressure or flow	New Measure	<5	0 On Target	0.2 On Target	There were 2 complaints received during the period																		
3	Water looks and tastes good	Drinking water taste	New Measure	<5	0 On Target	1.22 On Target	There were 6 complaints received during the period																		
4		Drinking water clarity	New Measure	<5	1.2 On Target	1.2 On Target	There were no complaints received during the period																		
5		Drinking water odour	New Measure	<5	0 On Target	0 On Target	There were no complaints received during the period																		
6	Interruptions to supply are minimised	Continuity of supply	New Measure	<5	0.6 On Target	1.42 On Target	There were 7 supply disruptions during the period																		
7	Council is responsive to issues relating to water supply	Council's response to the issues above	New Measure	<5	0 On Target	0 On Target	There were no complaints during the period about Council's response																		

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
8	Water provided is safe to drink	Number of schemes with a Public Health Management Plan in place	8	7	8 On Target	8 On Target	The Public Health Management Plans have to be update to the Water Safety Plan.
9		Number of schemes that comply with Part 4 (bacteria compliance criteria) of the NZ Drinking Water standards	New Measure	5	Year end measure	Year end measure	
10		Number of schemes that comply with Part 5 (protozoal compliance criteria) of the NZ Drinking Water standards	New Measure	5	Year end measure	Year end measure	
11	Council is responsive to issues relating to water supplies	Median response time to attend an urgent call out, measured from the time Council receives notification to the time that service personnel reach the site	New Measure	1 hour	46 minutes On Target	54 minutes On Target	Council provides response through the in-house waters team. The median time to respond is longer due to team reduced to 2 prior to Christmas
12		Median time to resolve an urgent callout, measured from the time Council receives notification to the time that service personnel confirm he resolution of the fault	New Measure	8 hours	2 hours 41 minutes On Target	3 hours 13 minutes On Target	Most water faults can be resolved by our waters team. As above, the median time to respond is longer due to team reduced to 2 prior to Christmas
13		Median response time to attend a non-urgent call out, measured from the time Council receives notification to the time that service personnel reach the site	New Measure	24 hours	66 minutes On Target	1 hour 16 minutes On Target	Most water faults can be resolved by our waters team
14		Median time to resolve a non-urgent callout, measured from the time Council receives notification to the time that service personnel confirm he resolution of the fault	New Measure	72 hours	3 hours 10 minutes On Target	3 hours 57 minutes On Target	Most water faults can be resolved by our waters team

Appendix 1 : Six Month Financial Report : Service Performance Measures

S/N	Level of Service	Performance Measure	Last Year Results	Target 2015/16	Results for 1st Qtr	Results for 6 months	Comments
15	Wastage of water is minimised	The percentage of real water loss from the Council's networked reticulation schemes based on the minimum night flow (MNF) analysis	New Measure	<7%	Year end measure	Year end measure	Testing of the measurement methodology is occurring in Dannevirke during February. Actual measurement occurs in wet weather
16		Average consumption of drinking water per day per resident connected to a Council scheme	New Measure	300 litres	Year end measure	Year end measure	

	Carry forward Budget to June 2015	Budget 2015/16	Authorised Revision	Total Annual Budget	Year to December 2015	Total Budget Remaining / (Overspent)	Notes
Water							
Waiatua New Berns	7	20		27	10	17	Shoring gear purchased for grave digging - Ground work proceeding in 3rd quarter
Waiatua New Berns	-	3		3	-	3	Programmed for 4th quarter
Water Total	7	23		30	10	20	
Relief of Service							
Waiatua Stillborn Area	3	-	-	3	2	1	Completed
Waiatua Stillborn Area	2	-	-	2	-	2	Completed - Costs to come next month
Waiatua Stillborn Area	-	10	-	10	-	10	Tied with Pahiataua Stillborn - In Planning phase
Waiatua Stillborn Area	-	15	-	15	-	15	Tied with Pahiataua carpark sealing - In Planning phase
Waiatua Stillborn Area	-	6	-	6	-	6	Completed last year, funds required at Pahiataua
Relief of Service Total	5	31	-	36	2	34	
Water Total	12	54	-	66	12	54	
Community Buildings							
Relief of Service							
Waiatua Service Centre Earthquake Work	(16)	100	-	84	-	84	Project postponed to later year, following on Earthquake standards review - awaiting BECA report
Waiatua Service Centre Earthquake Work	(11)	-	-	(11)	-	(11)	Project postponed to later year, following on Earthquake standards review - awaiting BECA report
Waiatua Service Centre Earthquake Work	-	200	-	200	-	200	Completed
Waiatua Service Centre Earthquake Work	-	30	30	30	30	-	Completed
Relief of Service Total	(17)	300	30	313	30	283	
Water							
Waiatua Medical Centre	19	5	-	24	5	19	Nearing completion
Waiatua Medical Centre	1	-	-	1	3	(2)	Meter boards, etc - As below
Waiatua Medical Centre	101	2	-	103	56	47	Meter boards, etc - Nearly complete
Waiatua Medical Centre	-	-	-	-	1	(1)	Completed
Waiatua Medical Centre	6	23	-	29	-	29	Toilet upgrades commencing once community events are complete
Waiatua Medical Centre	10	11	-	21	-	21	Programmed for last quarter - Improvement of safety
Waiatua Medical Centre	-	42	-	42	-	42	Refurbishment of toilets - Commencing in March
Waiatua Medical Centre	-	150	-	150	-	150	Underway with Alliance
Waiatua Medical Centre	8	4	-	12	-	12	Refurbishment of toilets - Part of above. Commencing in March
Waiatua Medical Centre	3	3	-	6	-	6	Programmed for last quarter - for Pahiataua Library
Waiatua Medical Centre	10	-	-	10	-	10	Pahiataua Town Hall project - Completed as part of Carpark Resealing, funds to be transferred to Pahiataua Library
Water Total	158	240	-	398	65	333	
Community Buildings Total	141	540	30	711	95	616	
Using							
Waiatua Service	-	-	-	-	3	(3)	Will incur further expense if there is requests from tenants
Waiatua Service	-	-	-	-	3	(3)	

10.6 Half Yearly Financial Report for the 2015/16 Year Attachment 1 Appendix 1: Service Performance Measures Report

	Carry forward Budget to June 2015	Budget 2015/16	Authorised Revision	Total Annual Budget	Year to December 2015	Total Budget Remaining / (Overspent)	Notes
newals							
n Court refurbishment	4	-	-	4	-	4	On hold due to sale
arat Court - New Roof	47	-	-	47	49	(2)	Completed
rikt Wide Window Replacement	(56)	-	-	(56)	-	(56)	May need to do a few - Minor number
ahuna refurbishment	1	-	-	1	-	1	
ding Court 6 units rebuilt	-	-	-	-	1	(1)	Depreciation Reserve Housing
latua refurbishment	11	-	-	11	-	11	Depreciation Reserve Housing
adville refurbishment - Drainage	11	-	-	11	-	11	Depreciation Reserve Housing
of Hovding Court stock	-	-	-	-	4	(4)	Sales proceeds
ewals Total	18	-	-	18	54	(36)	
sing Total	18	-	-	18	57	(39)	
rary							
ewals							
ks	15	100	-	115	50	65	Depreciation Reserve
oks	(19)	-	-	-	-	-	Depreciation Reserve
iture & Fittings	15	70	-	51	-	51	Depreciation Reserve
latua Library refurbishment	-	118	-	118	-	118	Depreciation Reserve
any Management System	-	20	-	20	20	-	Depreciation Reserve
rofilm reader	11	308	-	319	70	249	
ewals Total	11	308	-	319	70	249	
any Total	11	308	-	319	70	249	
ks and Reserves							
iel of Service							
nevirke Camping Ground House and Land	(3)	-	-	(3)	5	(8)	Loan
nevirke camping ground new house	(263)	-	-	(263)	15	(278)	Loan
rikt Wide Walkway Development	15	10	-	25	-	25	Loan
sewood Waterwheel Park - Play equipment & flying fox	31	-	-	31	4	27	Loan
nevirke camping ground - Install Wifi	-	12	-	12	-	12	Loan
rikt-wide Drainage	6	5	-	11	-	11	Loan
adville Camping Ground upgrade	-	105	-	105	-	105	Loan
adville play equipment	-	60	-	60	-	60	Loan
nevirke camping ground - Footpath & Security gate	-	12	-	12	-	12	Loan
iel of Service Total	(214)	204	-	(10)	24	(34)	
newals							
nevirke Domain Playground	7	-	-	7	-	7	Depreciation Reserve
nevirke Domain Shed	2	-	-	2	-	2	Depreciation Reserve
ahuna Camping Ground	4	2	-	6	4	2	Depreciation Reserve
latua New Flagpole	-	25	-	25	4	21	Depreciation Reserve
adville Camping Ground Renewals	-	5	-	5	-	5	Depreciation Reserve
ahuna Domain	7	7	-	14	-	14	Depreciation Reserve
ahuna Playground Matting	-	10	-	10	-	10	Depreciation Reserve
nevirke Camping Ground - General	-	2	-	2	-	2	Depreciation Reserve
nevirke Domain - Footpath repairs	-	15	-	15	-	15	Depreciation Reserve
nevirke Domain grandstand	-	7	-	7	-	7	Depreciation Reserve
adville Fountaine Square - Furniture replacement	-	20	-	20	-	20	Depreciation Reserve
latua Camping ground renewal	5	22	-	27	-	27	Depreciation Reserve
ewals Total	25	115	-	140	8	132	
is and Reserves Total	(189)	319	-	130	32	98	

	Carry forward Budget to June 2015	Budget 2015/16	Authorised Revision	Total Annual Budget	Year to December 2015	Total Budget Remaining / (Overspent)	Notes
Public Conveniences							
Rel of Service							
Dannevirke Domain playground - New toilets	-	40	-	40	19	21	Nearly complete - Waiting on doors
Dannevirke New toilets	-	100	-	100	-	100	Tied with Woodville Service Centre and Library
Rel of Service Total	-	140	-	140	19	121	
newalls							
Dannevirke Main Toilets	9	2	-	11	-	11	Programmed for last quarter
Surface Toilet Floors - Woodville	4	-	-	4	-	4	Completed
Dannevirke Public Toilets	24	-	-	24	28	(4)	Completed
Dannevirke Wide general renewals	3	10	-	13	9	4	Largely complete
newalls Total	40	12	-	52	37	15	
Public Conveniences Total	40	152	-	192	56	136	
Swimming Pools							
Rel of Service							
Dannevirke Outdoor Pool	(10)	6	-	(4)	-	(4)	Loan
Dannevirke Shade sails	-	10	-	10	-	10	Loan
Dannevirke Outdoor Pool Development	-	-	-	-	5	(5)	Loan
Rel of Service Total	(10)	16	-	6	5	1	
newalls							
Dannevirke Outdoor Pool Renewal	-	2	-	2	2	-	Depreciation Reserve
Dannevirke Pool Filtration unit renewals	2	-	-	2	-	2	Depreciation Reserve
Dannevirke Pool Renewal	3	2	-	5	9	(4)	Depreciation Reserve
Dannevirke Pool - New filter	-	30	-	30	-	30	Depreciation Reserve
Dannevirke Pool Renewal	-	3	-	3	-	3	Depreciation Reserve
newalls Total	5	37	-	42	11	31	
Swimming Pools Total	(5)	53	-	48	16	32	
Commercial Property							
Rel of Service							
Dannevirke 49 Vogel St Depot - Drainage from Building to Stormwater	16	-	-	16	-	16	Sales proceeds
Rel of Service Total	16	-	-	16	-	16	
Commercial Property Total	16	-	-	16	-	16	
District Promotion and Economic Development							
Rel of Service							
Dannevirke Wide Fibre Project	3	10	-	13	-	13	Loan
Dannevirke Queue Tent	(3)	-	-	(3)	-	(3)	Loan
Dannevirke Computer hardware	-	5	-	5	-	5	Loan
Dannevirke Apiti Walkway Development	-	25	-	25	-	25	Loan
Rel of Service Total	-	40	-	40	-	40	
District Promotion and Economic Development Total	-	40	-	40	-	40	

Appendix

	Carry forward Budget to June 2015	Budget 2015/16	Authorised Revision	Total Annual Budget	Year to December 2015	Total Budget Remaining / (Overspent)	Notes
Initial Control							
rel of Service	-	50	-	50	-	50	Project is in tender phase. Expected completion in May 2016
newirke Pound	-	50	-	50	-	50	
sl of Service Total							
newals							
newirke Pound Upgrade/ Renewal	(10)	70	-	60	6	54	Project is in tender phase. Expected completion in May 2016
arms Renewal	-	-	-	-	2	(2)	Completed - Unbudgeted item, replaced on safety grounds
ewals Total	(10)	70	-	60	8	52	
nal Control Total	(10)	120	-	110	8	102	
ergency Management							
rel of Service							
lacement vehicle - Rural fire utility	-	15	-	15	-	15	Transferred to Pool Vehicles Replacement - Part of Pool vehicles
sl of Service Total	-	15	-	15	-	15	
newals							
Defence - Radio Renewals	-	3	-	3	4	(1)	Completed
io Network Upgrade	-	-	-	-	16	(16)	Completed - Unbudgeted variation, unit broke down and required replacement
ewals Total	-	3	-	3	20	(17)	
ergency Management Total	-	18	-	18	20	(2)	
alth & Safety							
newals							
nd Level Meter	7	-	-	7	-	7	Depreciation Reserve
mming Pool Kit	3	-	-	3	2	1	Depreciation Reserve
ewals Total	10	-	-	10	2	8	
lth & Safety Total	10	-	-	10	2	8	
tpaths							
rel of Service							
riect Wide Footpath Development	51	30	-	81	-	81	Loan
iahuna Business centre upgrade	24	442	-	466	21	445	Loan
sl of Service Total	75	472	-	547	21	526	
newals							
tpath Construction	-	-	-	-	24	(24)	Depreciation Reserve
ewals Total	-	-	-	-	24	(24)	
tpaths Total	75	472	-	547	45	502	
ading							
rel of Service							
awatu/Hawkes Bay Alternate Route	327	608	3,395	4,330	1,178	3,152	Subsidy
or Improvements	23	601	-	624	419	205	Loan/Subsidies
sl of Service Total	350	1,209	3,395	4,954	1,597	3,357	

Variation of \$3.395M for Saddle road. This variation should be included in 2016/17. See section on variation to the budgets in the main report.

	Carry forward Budget to June 2015	Budget 2015/16	Authorised Revision	Total Annual Budget	Year to December 2015	Total Budget Remaining / (Overspent)	Notes
newalls							
dge Renewals	129	-	-	129	-	129	Depreciation Reserve
image Renewals	-	506	-	506	333	173	Subsidy/Reserves
ement Rehabilitation	-	1,704	-	1,704	1,016	688	Subsidy/Reserves
illed Road Resurfacing	738	2,375	-	3,113	1,403	1,710	Subsidy/Reserves
ictures Component Replacement	-	95	-	95	89	25	Subsidy/Reserves
ffic Services Renewal	-	93	-	93	89	4	Subsidy/Reserves
sealed Road Metalling	197	575	-	772	50	722	Subsidy/Reserves
park Renewals	-	30	-	30	3	27	Depreciation Reserve
newalls Total	1,064	5,378	-	6,442	2,964	3,478	
iding Total	1,414	6,587	3,395	11,396	4,561	6,835	
lid Waste Management							
vel of Service							
istrict Wide Recycling - Bulk Bin setup	17	-	-	17	3	14	Loan
itahuna Capping	42	20	-	62	-	62	Loan
igarooa Capping	10	10	-	20	-	20	Loan
el of Service Total	69	30	-	99	3	96	
newalls							
iatua Recycling Center Fire Replacement	41	-	287	328	410	(82)	Insurance/Depreciation Reserve
nnevirkee Transfer Station - Road improvements	-	30	-	30	55	(25)	Depreciation Reserve
ycling centres - Minor capital	-	10	-	10	-	10	Depreciation Reserve
newalls Total	41	40	287	368	465	(97)	
id Waste Management Total	110	70	287	467	468	(1)	
ormwater Drainage							
vel of Service							
atment to Outlets Report	15	-	-	15	-	15	Loan
iodville Stormwater Development	81	-	-	81	-	81	Loan
nnevirkee Mangapapupuru diversion	-	35	-	35	-	35	Loan
iatua diversion prior to town system	-	25	-	25	-	25	Loan
el of Service Total	96	60	-	156	-	156	
newalls							
istrict Wide Mains Replacement - Stormwater	-	41	-	41	-	41	Depreciation Reserve
newalls Total	-	41	-	41	-	41	
rmwater Drainage Total	96	101	-	197	-	197	

Project will be completed this year - awaiting contractor to start work, currently finalising works for Dave W.

Investigating spend & variances
Portion spent on Recapping as required at road edge - prior capping was not fit for purpose. Split into Road Construction (Depn reserve) and Capping (loan)
Continuous

Work scheduled to start in 3rd quarter
Work scheduled to start in 3rd quarter
Work scheduled to start in 3rd quarter

Work scheduled to start in 3rd quarter

	Carry forward Budget to June 2015	Budget 2015/16	Authorised Revision	Total Annual Budget	Year to December 2015	Total Budget Remaining / (Overspent)	Notes
Water							
Water of Service							
V Drain Camera	-	810	-	810	2	(2)	Loan
tahuna Treatment Plant	-	-	-	-	-	810	Loan/MFE Funding
Whole Rehabilitation	4	-	-	-	4	4	Loan
Project - DVK pond leakage investigation	(1,173)	-	-	(1,173)	552	(1,725)	Loan/MFE Funding
Project - Pahiatua Sewerage Treatment Plant	744	-	-	744	46	698	Loan/MFE Funding
Project - Woodville Sewerage Treatment Plant	241	-	-	241	51	190	Loan/MFE Funding
sewood treatment Plant	6	-	-	6	35	(29)	Loan/MFE Funding
goroa Treatment Plant	69	90	-	159	-	159	Loan
io sewer option report	-	15	-	15	-	15	Loan
V Heavy Mains cleaning	-	20	-	20	-	20	Loan
tic tank treatment/dewatering	-	200	-	200	-	200	Loan
metry Sewerage renewals	-	10	-	10	-	10	Loan
el of Service Total	(109)	1,145	-	1,036	686	350	
newals							
ators renewal	37	-	-	37	-	37	Depreciation Reserve
nevirke STP plant renewals	13	80	-	93	4	89	Depreciation Reserve
ric Wide Consent Upgrades	-	-	-	-	2	(2)	Depreciation Reserve
ric Wide Mains Replacements	76	280	-	356	169	187	Depreciation Reserve
ric Wide Manhole Replacements	23	10	-	33	33	33	Depreciation Reserve
ric Wide Preventative Maintenance	73	50	-	123	18	105	Depreciation Reserve
ric Wide Pump Replacements	-	3	-	3	3	-	Depreciation Reserve
tahuna EQ Sewer replacements	760	-	-	760	989	(229)	Insurance/Depreciation Reserve
tration Renewals - Pahiatua & Eketahuna	21	-	-	21	-	21	Depreciation Reserve
tahuna consent upgrade	-	30	-	30	-	30	Depreciation Reserve
ewals Total	1,003	453	-	1,456	1,185	271	
Water Total	894	1,598	-	2,492	1,871	621	
Water Supplies							
Water of Service							
nevirke Soda Ash Conversion	-	30	-	30	-	30	Loan
nevirke Treatment Plant	482	-	-	482	24	458	Loan
nevirke Water Storage	-	-	-	-	1	(1)	Loan
and Management & Zone Metering	-	20	-	20	-	20	Loan
ie Users, Metering and Management	10	-	-	10	-	10	Loan
k Detection - Pahiatua & Norsewood	40	25	-	65	12	53	Loan
sewood Treatment Plant Upgrade	5	-	-	5	2	3	Loan
iatua New Bore and Treatment	(17)	1,423	-	1,406	1	1,405	Loan/Subsidies
ier and Sanitary Services Team	80	-	-	80	46	34	Loan
tahuna Water Storage	-	75	-	75	144	(69)	Loan
io upgrade	-	150	-	150	-	150	Loan
ric Wide Generators	-	150	-	150	-	150	Loan
odville water storage	-	50	-	50	7	43	Loan
goroa Town Water Supply	-	-	-	-	2	(2)	Loan/Subsidies
el of Service Total	600	1,923	-	2,523	239	2,284	

	Carry forward Budget to June 2015	Budget 2015/16	Authorised Revision	Total Annual Budget	Year to December 2015	Total Budget Remaining / (Overspent)	Notes
newals							
rinator Replacement - Dannevirke No1 pond	22	-	-	22	-	22	Part of Dannevirke Treatment Plant - Water Supplies renewal
inevirke Treatment Plant - Water Supplies	(11)	482	-	-	-	-	Expect significant overspend for filtration - MOH requires significant more treatment before approval
istrict Wide Mains Replacement - Water Supplies	-	305	-	471	-	471	Extra not yet Costed by Dave
istrict Wide Treatment Plant Upgrades	128	-	-	305	148	157	Underway - Renewals done based on poorest condition pipes
ventative Renewals	70	50	-	120	2	118	Part of Dannevirke Treatment Plant - Water Supplies renewal
metry Renewal	10	-	-	10	-	10	Spent on ad-hoc basis as poor assets are found - Will be spent
ter Pump Replacement	4	-	-	-	-	-	Part of Dannevirke Treatment Plant - Water Supplies renewal
ie pump	-	3	-	3	3	-	Spent on George St - awaiting invoice
ter Reading devices renewals	-	8	-	8	-	-	Completed
iewals Total	223	848	-	1,071	176	895	Investigating available devices and applications - Project on hold due to prioritisation
ter Supplies Total	823	2,771	-	3,594	415	3,179	
pport							
el of Service							
rmation Services Developments Hardware	184	-	-	184	1	183	Expected to be underspent - Development portion of various large items such as server firewall (part of MWLASS shared service), power backup and fit out at Pahiatua server room
el of Service Total	184	-	-	184	1	183	
newals							
iness Continuity - Generator and UPS	-	8	-	8	4	4	Will continue in Pahiatua
et Management System	(15)	-	30	15	10	5	Developer adding required functionality
inevirke Admin buildings	89	-	-	89	-	89	Will be spent on office renovation and construction of customer meeting rooms
inevirke Civic Centre	-	7	-	7	-	7	Provisional - Spent as required
inevirke Library Refurbishment	13	5	-	18	-	18	Portion spent on completed Stack room - balance earmarked for PAH Refurb
istrict Administration Equipment Renewals	112	-	-	112	34	78	\$8k spent on Office Assessment and equipment
ineering Services kitchen & bathroom	20	-	-	20	-	20	On hold due to sale
rmation Services Hardware Renewals	100	284	-	384	7	377	Expected to be underspent - Renewal portion of various large items such as server firewall (part of MWLASS shared service), power backup and fit out at Pahiatua server room
rmation Services Software Renewals	52	134	-	186	18	168	Ongoing - Software renewal spent on Records Management system and various smaller projects
ellaneous Renewals	20	5	-	25	12	13	
liatua Service Centre	-	1	-	1	-	-	
itocopier Replacement	8	49	-	57	-	57	
iphone Replacement	15	65	-	80	-	80	
idle Renewals	57	155	-	212	71	141	
idle Renewals - Sales	-	-	-	-	(36)	36	Project on hold - Not expected to be completed by year end, due to prioritisation
odville Library Renewal	11	47	-	58	-	58	New Vehicles purchased - Further vehicles programmed to buy
tahuna Library refurbishment	(11)	3	-	(8)	-	(8)	Sales proceeds from vehicles sold - Used to offset new vehicle expenditure
odville Service Centre	-	16	-	16	-	16	Tied with Woodville Library/Service Centre/i-Site
ie cabling renewals	-	3	-	3	-	3	
iewals Total	471	782	30	1,283	120	1,163	Tied with Woodville Library/Service Centre/i-Site
port Total	655	782	30	1,467	121	1,346	
nd Total	4,111	13,985	3,742	21,838	7,849	13,989	

10-1 Council Services Budget - December 2015

SIX MONTH FINANCIAL REPORTS
PERIOD ENDING 31 DECEMBER 2015

 **TARARUA DISTRICT COUNCIL**



Statement of Comprehensive Revenue and Expense

For the Period Ending 31 December 2015

	2014/15 Council Actual Year to Date \$000s	2015/16 Council Actual Year to Date \$000s	2015/16 Council Plan Year to Date \$000s
Revenue			
Rates*	10,035	10,335	10,317
Grants and Subsidies	4,063	7,350	6,791
Fees and Charges	1,551	1,607	1,620
Finance Revenue	206	162	76
Dividends and Subvention	-	-	-
Other Revenue	89	320	91
Forestry Sales	42	18	162
Development and Financial Contribution	-	-	-
Total operating revenue	15,986	19,792	19,057
Expenditure			
Other Operating Expenses	8,262	9,794	9,032
Depreciation and amortisation	5,724	5,696	5,546
Personnel Costs	2,455	2,252	2,536
Finance Costs	222	255	294
Total operating expenditure before asset gains/losses	16,663	17,997	17,408
Operating surplus/(deficit) before asset gains/losses	(677)	1,795	1,649
Other asset gains/(losses)	(3)	3	-
Operating surplus/(deficit) before tax	(680)	1,798	1,649
Less Taxation Expense/Plus Refund	-	-	-
Surplus/(deficit) after tax	(680)	1,798	1,649
Surplus/(deficit) attributable to:			
Parent Interest (Taranaki District Council)	(680)	1,798	1,649
Non-controlling Interest	-	-	-
Surplus/(deficit) for the period	(680)	1,798	1,649
Other Comprehensive Revenue and Expense			
Gains/(losses) on assets revaluation	73	-	6,459
Financial assets at fair value through other comprehensive revenue & expense	-	-	-
Tax on Equity Items	-	-	-
Other Comprehensive Revenue and Expense Subtotal	73	-	6,459
Total Comprehensive Revenue and Expense	(607)	1,798	8,108

* Rates revenue excludes targeted water rates.



Statement of Financial Position

For the Period Ending 31 December 2015

	2014/15 Council Actual Year to Date \$000s	2015/16 Council Actual Year to Date \$000s	2015/16 Council Plan Year to Date \$000s
Assets			
Current Assets			
Cash and cash equivalent	13,167	8,193	4,341
Debtors and other receivables	2,588	5,018	5,213
Other financial assets	-	-	5,523
Non-current assets held for sale	-	-	-
Inventories	119	307	272
Total Current Assets	15,874	13,518	15,349
Non-Current Assets			
Other financial assets	315	270	276
Investment held in New Zealand Local Government Insurance Corporation Ltd	-	-	-
Debtors and other receivables	-	-	-
Investment Property	3,325	1,737	1,737
Forestry assets	-	1,414	1,414
Intangible assets	696	791	875
Property, plant & equipment – operational	34,427	33,289	38,030
Property, plant & equipment – infrastructure	837,007	843,936	849,076
Property, plant & equipment – restricted	4,716	4,770	4,770
Total Non-Current Assets	880,486	886,207	896,178
Total Assets	896,360	899,725	911,527
Liabilities			
Current Liabilities			
Payables and deferred revenues	3,505	5,830	4,287
Borrowings – current	-	-	1,000
Employee entitlements	411	367	407
Total Current Liabilities	3,916	6,197	5,694
Non-Current Liabilities			
Borrowings – non-current	11,087	9,482	9,482
Employee entitlements	-	-	29
Tenant contributions	675	636	675
Provision for landfill aftercare	686	692	692
Total Non-Current Liabilities	12,448	10,810	10,878
Total Liabilities	16,364	17,007	16,572



	2014/15 Council Actual Year to Date \$000s	2015/16 Council Actual Year to Date \$000s	2015/16 Council Plan Year to Date \$000s
Equity			
Accumulated Funds	345,083	346,252	345,725
Asset Revaluation Reserves	504,994	504,974	505,067
Special Funded Reserves	29,874	31,445	30,070
Trust Funds	45	47	49
Total Equity	879,996	882,718	880,911
Total Liabilities and Equity			



Whole of Council Funding Impact Statement

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
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Sources of Operating Funding

General rates, uniform annual general charges, rates penalties	2,980	3,309	3,299
Targeted rates (other than a targeted rate for water supply)	7,055	7,026	7,018
Subsidies and grants for operating purposes	1,637	3,000	4,377
Fees, charges, and targeted rates for water supply	1,551	1,607	1,620
Interest and dividends from investments	206	162	76
Local authorities fuel tax, fines, infringement fees, and other receipts	131	338	230
Total Operating Funding	13,560	15,442	16,620

Applications of Operating Funding

Payment to staff and suppliers	10,717	12,047	11,568
Finance costs	222	255	294
Other operating funding applications	-	-	-
Total Applications of Operating Funding	10,939	12,302	11,862
Surplus/(Deficit) of Operating Funding	2,621	3,140	4,758

Sources of Capital Funding

Subsidies and grants for capital expenditure	2,426	4,350	2,414
Development and financial contributions	-	-	-
Increase (decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	2,426	4,350	2,414

Applications of Capital Funding

Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	3,681	2,654	5,439
- to replace existing assets	1,883	5,192	7,772
Increase (decrease) in reserves	(516)	(355)	(6,038)
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	5,048	7,531	7,173
Surplus/(Deficit) of Capital Funding	(2,622)	(3,181)	(4,759)
Funding Balance	(1)	-	(1)



Group Level Funding Impact Statement – Building Communities and Leadership

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	827	811	801
Targeted rates (other than a targeted rate for water supply)	-	-	-
Grants and subsidies for operating purposes	-	8	-
Fees, charges, and targeted rates for water supply	0	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	1	12
Internal charges and overheads recovered	-	-	-
Total Operating Funding	828	821	814
Applications of Operating Funding			
Payment to staff and suppliers	528	579	611
Finance costs	-	-	0
Internal charges and overheads applied	236	160	494
Other operating funding applications	-	-	-
Total Applications of Operating Funding	765	739	1,105
Surplus/(Deficit) of Operating Funding	63	81	(291)
Sources of Capital Funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	10
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	-	-	10
Applications of Capital Funding			
Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	10
- to replace existing assets	-	-	-
Increase (decrease) in reserves	64	81	(291)
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	64	81	(281)
Surplus/(Deficit) of Capital Funding	(64)	(81)	291
Funding Balance	(1)	-	-



Group Level Funding Impact Statement – Community and Recreation Facilities

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	1,395	1,496	1,496
Targeted rates (other than a targeted rate for water supply)	693	790	790
Grants and subsidies for operating purposes	5	5	5
Fees, charges, and targeted rates for water supply	274	268	286
Local authorities fuel tax, fines, infringement fees, and other receipts	1	1	177
Internal charges and overheads recovered	-	-	-
Total Operating Funding	2,369	2,560	2,754
Applications of Operating Funding			
Payment to staff and suppliers	1,709	1,728	1,953
Finance costs	-	-	28
Internal charges and overheads applied	513	584	1,183
Other operating funding applications	-	-	-
Total Applications of Operating Funding	2,222	2,312	3,165
Surplus/(Deficit) of Operating Funding	147	248	(411)
Sources of Capital Funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	181	181	674
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	181	181	674
Applications of Capital Funding			
Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	217	93	674
- to replace existing assets	170	245	734
Increase (decrease) in reserves	(59)	90	(1,145)
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	329	429	263
Surplus/(Deficit) of Capital Funding	(148)	(248)	411
Funding Balance	(1)	-	-



Group Level Funding Impact Statement – District Promotion and Economic Development

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
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Sources of Operating Funding

General rates, uniform annual general charges, rates penalties	85	133	133
Targeted rates (other than a targeted rate for water supply)	144	213	213
Grants and subsidies for operating purposes	-	-	-
Fees, charges, and targeted rates for water supply	44	33	52
Local authorities fuel tax, fines, infringement fees, and other receipts	51	31	181
Internal charges and overheads recovered	-	-	-
Total Operating Funding	324	410	579

Applications of Operating Funding

Payment to staff and suppliers	319	491	375
Finance costs	-	-	1
Internal charges and overheads applied	55	103	165
Other operating funding applications	-	-	-
Total Applications of Operating Funding	374	593	541
Surplus/(Deficit) of Operating Funding	(51)	(183)	38

Sources of Capital Funding

Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	2	2	29
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	2	2	29

Applications of Capital Funding

Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	61	-	29
- to replace existing assets	-	-	-
Increase (decrease) in reserves	(108)	(181)	38
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	(48)	(181)	67
Surplus/(Deficit) of Capital Funding	50	183	(38)
Funding Balance	(1)	-	-



Group Level Funding Impact Statement – Regulatory Services

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
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Sources of Operating Funding

General rates, uniform annual general charges, rates penalties	449	503	503
Targeted rates (other than a targeted rate for water supply)	151	110	110
Grants and subsidies for operating purposes	8	8	9
Fees, charges, and targeted rates for water supply	428	523	492
Local authorities fuel tax, fines, infringement fees, and other receipts	7	4	13
Internal charges and overheads recovered	-	-	-
Total Operating Funding	1,042	1,149	1,127

Applications of Operating Funding

Payment to staff and suppliers	695	718	816
Finance costs	-	-	3
Internal charges and overheads applied	209	193	423
Other operating funding applications	-	-	-
Total Applications of Operating Funding	903	911	1,242
Surplus/(Deficit) of Operating Funding	139	238	(115)

Sources of Capital Funding

Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	20	20	65
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	20	20	65

Applications of Capital Funding

Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	65
- to replace existing assets	1	29	90
Increase (decrease) in reserves	159	229	(205)
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	160	258	(50)
Surplus/(Deficit) of Capital Funding	(140)	(238)	115
Funding Balance	(1)	-	-



Group Level Funding Impact Statement – Roading & Footpaths

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
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Sources of Operating Funding

General rates, uniform annual general charges, rates penalties	52	47	47
Targeted rates (other than a targeted rate for water supply)	3,539	3,397	3,388
Grants and subsidies for operating purposes	1,593	2,948	4,072
Fees, charges, and targeted rates for water supply	76	77	80
Local authorities fuel tax, fines, infringement fees, and other receipts	3	6	145
Internal charges and overheads recovered	-	-	-
Total Operating Funding	5,263	6,475	7,732

Applications of Operating Funding

Payment to staff and suppliers	3,186	4,183	3,327
Finance costs	-	-	58
Internal charges and overheads applied	869	656	1,655
Other operating funding applications	-	-	-
Total Applications of Operating Funding	4,055	4,839	5,040
Surplus/(Deficit) of Operating Funding	1,208	1,636	2,692

Sources of Capital Funding

Subsidies and grants for capital expenditure	2,124	4,212	2,148
Development and financial contributions	-	-	-
Increase (decrease) in debt	(252)	(252)	700
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	1,872	3,961	2,848

Applications of Capital Funding

Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	1,428	1,618	1,681
- to replace existing assets	921	2,987	5,378
Increase (decrease) in reserves	732	991	(1,518)
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	3,081	5,596	5,540
Surplus/(Deficit) of Capital Funding	(1,209)	(1,636)	(2,692)
Funding Balance	(1)	-	-



Group Level Funding Impact Statement – Solid Waste Management

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	219	272	272
Targeted rates (other than a targeted rate for water supply)	367	432	432
Grants and subsidies for operating purposes	31	31	25
Fees, charges, and targeted rates for water supply	230	245	283
Local authorities fuel tax, fines, infringement fees, and other receipts	60	281	15
Internal charges and overheads recovered	-	-	-
Total Operating Funding	907	1,260	1,027
Applications of Operating Funding			
Payment to staff and suppliers	717	728	854
Finance costs	-	-	49
Internal charges and overheads applied	48	72	138
Other operating funding applications	-	-	-
Total Applications of Operating Funding	764	800	1,040
Surplus/(Deficit) of Operating Funding	142	460	(13)
Sources of Capital Funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	(9)	(9)	30
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	(9)	(9)	30
Applications of Capital Funding			
Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	66	3	30
- to replace existing assets	2	465	40
Increase (decrease) in reserves	67	(16)	(53)
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	134	451	17
Surplus/(Deficit) of Capital Funding	(143)	(460)	13
Funding Balance	(1)	-	-



Group Level Funding Impact Statement – Stormwater

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
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Sources of Operating Funding

General rates, uniform annual general charges, rates penalties	-	-	-
Targeted rates (other than a targeted rate for water supply)	377	329	329
Grants and subsidies for operating purposes	-	-	-
Fees, charges, and targeted rates for water supply	0	0	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	8
Internal charges and overheads recovered	-	-	-
Total Operating Funding	378	329	337

Applications of Operating Funding

Payment to staff and suppliers	43	78	47
Finance costs	-	-	32
Internal charges and overheads applied	132	138	313
Other operating funding applications	-	-	-
Total Applications of Operating Funding	175	216	391
Surplus/(Deficit) of Operating Funding	203	113	(55)

Sources of Capital Funding

Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	(15)	(15)	60
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	(15)	(15)	60

Applications of Capital Funding

Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	60
- to replace existing assets	1	-	41
Increase (decrease) in reserves	188	98	(96)
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	189	98	5
Surplus/(Deficit) of Capital Funding	(204)	(113)	55
Funding Balance	(1)	-	-



Group Level Funding Impact Statement – Wastewater

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
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Sources of Operating Funding

General rates, uniform annual general charges, rates penalties	-	53	53
Targeted rates (other than a targeted rate for water supply)	1,023	971	971
Grants and subsidies for operating purposes	-	-	-
Fees, charges, and targeted rates for water supply	41	26	40
Local authorities fuel tax, fines, infringement fees, and other receipts	6	8	36
Internal charges and overheads recovered	-	-	-
Total Operating Funding	1,070	1,058	1,101

Applications of Operating Funding

Payment to staff and suppliers	409	446	441
Finance costs	-	-	157
Internal charges and overheads applied	137	155	337
Other operating funding applications	-	-	-
Total Applications of Operating Funding	545	601	935
Surplus/(Deficit) of Operating Funding	525	458	166

Sources of Capital Funding

Subsidies and grants for capital expenditure	303	137	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	589	589	335
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	892	726	335

Applications of Capital Funding

Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	1,796	686	335
- to replace existing assets	220	1,185	453
Increase (decrease) in reserves	(599)	(687)	(287)
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	1,417	1,184	501
Surplus/(Deficit) of Capital Funding	(526)	(458)	(166)
Funding Balance	(1)	-	-



Group Level Funding Impact Statement – Water Supplies

For the Period Ending 31 December 2015

	2014/15 Actual Year to Date \$000s	2015/16 Actual Year to Date \$000s	2015/16 Budget Year to Date \$000s
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Sources of Operating Funding

General rates, uniform annual general charges, rates penalties	-	-	-
Targeted rates (other than a targeted rate for water supply)	761	785	785
Grants and subsidies for operating purposes	-	-	266
Fees, charges, and targeted rates for water supply	232	234	253
Local authorities fuel tax, fines, infringement fees, and other receipts	2	7	49
Internal charges and overheads recovered	-	-	-
Total Operating Funding	995	1,026	1,353

Applications of Operating Funding

Payment to staff and suppliers	432	498	442
Finance costs	-	-	134
Internal charges and overheads applied	105	137	279
Other operating funding applications	-	-	-
Total Applications of Operating Funding	537	634	855
Surplus/(Deficit) of Operating Funding	458	392	499

Sources of Capital Funding

Subsidies and grants for capital expenditure	-	-	266
Development and financial contributions	-	-	-
Increase (decrease) in debt	(181)	(181)	1,881
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total Sources of Capital Funding	(181)	(181)	2,147

Applications of Capital Funding

Capital Expenditure:			
- to meet additional demand	-	-	-
- to improve the level of service	7	237	2,413
- to replace existing assets	80	178	358
Increase (decrease) in reserves	192	(204)	(125)
Increase (decrease) of investments	-	-	-
Total Applications of Capital Funding	279	211	2,646
Surplus/(Deficit) of Capital Funding	(459)	(392)	(499)
Funding Balance	(1)	-	-

ApeosPort-V C6680 T2

Activity Report (Automatically generated report)

G3-ID 64 6 3744137
 Local Name Tararua Dist Council
 Company Logo Tararua District Council

Date & Time : 17/02/2016 22:19
 Page : 1(Continue on Next Page)

Send

#	Job	Remote Station	Start Date & Time	Duration	Pages	Protocol	Contents	Status
1	1628	MBIE	12-22; 13:02	43 Secs	1/1	ECM		Completed
2	1800	TARARUA FUNERAL SE	1- 5; 10:33	24 Secs	1/1	ECM		Completed
3	1891	TARARUA FUNERAL SE	1- 6; 12:30	24 Secs	1/1	ECM		Completed
4	1980	TARARUA FUNERAL SE	1- 7; 11:58	24 Secs	1/1	ECM		Completed
5	1993	TARARUA FUNERAL SE	13:34	24 Secs	1/1	ECM		Completed
6	2002	TARARUA FUNERAL SE	14:51	23 Secs	1/1	ECM		Completed
7	2034	John Preston	1- 8; 9:44	2:17	3/3	G3		Completed
8	2211	TARARUA FUNERAL SE	1-11; 16:27	24 Secs	1/1	ECM		Completed
9	2299	MBIE	1-12; 16:11	42 Secs	1/1	ECM		Completed
10	2532	64 6 3777496	1-15; 14:41	29 Secs	1/1	ECM		Completed
11	2598	TARARUA FUNERAL SE	1-18; 10:57	24 Secs	1/1	ECM		Completed
12	2660	TARARUA FUNERAL SE	1-19; 8:38	24 Secs	1/1	ECM		Completed
13	2714	TARARUA FUNERAL SE	13:46	23 Secs	1/1	ECM		Completed
14	2721	TARARUA FUNERAL SE	14:33	24 Secs	1/1	ECM		Completed
15	3286	TARARUA FUNERAL SE	1-28; 11:46	24 Secs	1/1	ECM		Completed
16	4284	TARARUA FUNERAL SE	2-11; 8:33	24 Secs	1/1	ECM		Completed
17	4467	TARARUA FUNERAL SE	2-15; 11:12	24 Secs	1/1	ECM		Completed
18	4481	TARARUA FUNERAL SE	12:00	24 Secs	1/1	ECM		Completed

Total Number of Pages: 20

Receive

#	Job	Remote Station	Start Date & Time	Duration	Pages	Protocol	Contents	Status
1	1672	063758181	12-22; 17:05	32 Secs	1	ECM	Fax Line - Folder 001	Completed
2	1729	0282547727	12-23; 13:32	43 Secs	1	Super G3	Fax Line - Folder 001	Completed
3	1740	0064 6 7527562	14:51	1:09	1	ECM	Fax Line - Folder 001	Completed
4	1837	Super G3	1- 5; 14:54	34 Secs	1	Super G3	Fax Line - Folder 001	Completed
5	1877	G3	1- 6; 9:56	50 Secs	1	G3	Fax Line - Folder 001	Receive Again
6	1921	063758181	16:20	19 Secs	1	Super G3	Fax Line - Folder 001	Completed
7	1924	6463745454	16:36	1:45	2	ECM	Fax Line - Folder 001	Completed
8	1932	G3	20:52	1:02	1	G3	Fax Line - Folder 001	Completed
9	1939	G3	1- 7; 9:00	1:47	2	G3	Fax Line - Folder 001	Receive Again
10	1973	G3	10:36	1:34	2	G3	Fax Line - Folder 001	Receive Again
11	1975	G3	10:39	1:57	2	G3	Fax Line - Folder 001	Completed
12	1987	6463745454	12:31	1:03	1	ECM	Fax Line - Folder 001	Completed
13	2026	G3	20:47	2:22	2	G3	Fax Line - Folder 001	Receive Again
14	2028	G3	21:07	1:31	2	G3	Fax Line - Folder 001	Receive Again
15	2030	G3	1- 8; 8:58	1:44	2	G3	Fax Line - Folder 001	Completed
16	2037	G3	9:48	1:59	2	G3	Fax Line - Folder 001	Completed
17	2110	G3	19:48	1:15	1	G3	Fax Line - Folder 001	Receive Again
18	2112	G3	20:14	57 Secs	1	G3	Fax Line - Folder 001	Receive Again

Note: ECM = Error Correction Mode

ApeosPort-V C6680 T2

Activity Report (Automatically generated report)

G3-ID 64 6 3744137
 Local Name Tararua Dist Council
 Company Logo Tararua District Council

Date & Time : 17/02/2016 22:19
 Page : 3(Last Page)

Receive

#	Job #	Remote Station	Start Date & Time	Duration	Pages	Protocol	Contents	Status
75	4556	063746465	2-16; 4:02	1:09	2	ECM	Fax Line - Folder 001	Completed
76	4563	063746468	9:53	1:30	1	ECM	Fax Line - Folder 001	Completed
77	4702	G3	21:29	1:27	2	G3	Fax Line - Folder 001	Receive Again
78	4706	063746465	2-17; 3:54	1:02	1	ECM	Fax Line - Folder 001	Completed
79	4739	G3	10:54	1:37	2	G3	Fax Line - Folder 001	Receive Again
80	4802	G3	21:23	2:15	3	G3	Fax Line - Folder 001	Completed
81	4804	G3	22:03	1:35	2	G3	Fax Line - Folder 001	Receive Again
82	4806	G3	22:17	1:35	2	G3	Fax Line - Folder 001	Receive Again

Total Number of Pages: 107

Note: ECM = Error Correction Mode

