



Notice of Meeting

A meeting of the Tararua District Council will be held in the Council Chamber, 26 Gordon Street, Dannevirke on **Wednesday 29 November 2017** commencing at **1.00 pm**.

Blair King
Chief Executive

Agenda

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

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

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

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

5. Notification of Items Not on the Agenda

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

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

6.	Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business	
7.	Personal Matters	
8.	Confirmation of Minutes	5
	Recommendation	
	<i>That the minutes of the Council meeting held on 25 October 2017 (as circulated) be confirmed as a true and accurate record of the meeting.</i>	
9.	Any Matters Arising from the Minutes not otherwise dealt with in the Agenda	
10.	Community Boards and Community Committees Reports	
10.1	Dannevirke Community Board	21
	Recommendation	
	<i>That the report of the Dannevirke Community Board meeting held on 6 November 2017 (as circulated) be received.</i>	
10.2	Eketahuna Community Board	27
	Recommendation	
	<i>That the report of the Eketahuna Community Board meeting held on 3 November 2017 (as circulated) be received.</i>	
10.3	Pahiatua On Track	33
	Recommendation	
	<i>That the report of the Pahiatua On Track meeting held on 1 November 2017 (as circulated) be received.</i>	
10.4	Woodville Districts' Vision	37
	Recommendation	
	<i>That the report of the Woodville Districts' Vision meeting held on 7 November 2017 (as circulated) be received.</i>	

Note: Any of the Community Boards and Community Committees may send a representative to address the Council on any issues within the agenda or matters of interest to them.

11.	Reports	
11.1	Streetscape of Dannevirke Urban Streets (Victoria Avenue, King, Edward and Cole Streets)	41
11.2	Adoption of the 2016/2017 Summary Annual Report	47
11.3	Treasury Risk Management Policy	77
11.4	First Quarter Performance for the period ending 30 September 2017	101
12.	Draft Waste Management and Minimisation Plan 2017-2023	147
	Five submissions were received to the draft Waste Management and Minimisation Plan 2017-2023, and these are included in the agenda for the Council's reference.	
	Submitter 4 (Togia Lui) has requested to be heard, and this is scheduled at 2.00 pm with ten minutes provided for this purpose.	
	All of the submissions will be referred to the Council's next meeting on 13 December 2017 for determination and adoption of the Waste Management and Minimisation Plan.	
13.	Portfolio Reports	
	Councillors assigned the responsibility to undertake the portfolio for a specific activity can report back on any of these matters.	
14.	Mayoral Matters	
15.	Items not on the Agenda Accepted in Accordance with the Procedure Outlined as per Agenda Item 5	
16.	Public Excluded Item of Business	
	Recommendation	
	<i>That the public be excluded from the following parts of the proceedings of this meeting, namely:</i>	
	<i>Chief Executive's Performance Appraisal Committee report</i>	
	<i>The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.</i>	

<i>General subject matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48 (1) for the passing of this resolution</i>
<i>Chief Executive's Performance Appraisal Committee report</i>	<i>To protect the privacy of natural persons</i>	<i>Section (1)(a)(i)</i>

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

s7(2)(a) The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.

17. Closure



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 25 October 2017 commencing at 1.00 pm.

1. Present

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

In Attendance

Mr R Suppiah	- Acting Chief Executive and Chief Financial Officer
Mr R Taylor	- Governance Manager
Mr P Wimsett	- Manager Strategy and District Development
Mr C McKay	- Senior Financial Manager
Mr W Labuschagne	- Project/Management Accountant
Mr D Watson	- Manager Plant and Property
Mr C Chapman	- Alliance Network Manager
Mr M Maxwell	- Economic Development and Communications Manager
Mr J Whittall	- Audit New Zealand Associate Director (for item 11.2)

2. Council Prayer

2.1 The Mayor opened the meeting with the Council Prayer.

3. Apologies

3.1 *That the apologies be sustained from Crs E J Christison, C J Isaacson and Chief Executive - Mr B King for non-attendance at the meeting.*

Crs Thompson/Crispin

Carried

4. Public Forum

4.1 Nil

5. Notification of Items Not on the Agenda

5.1 The Mayor indicated the following additional items of business are to be dealt with in Mayoral Matters:

- Local Government Leaders Water Declaration
- Long term solution for the Manawatu Gorge route

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

6.1 Nil

7. Personal Matters

7.1 Nil

8. Confirmation of Minutes

8.1 *That the minutes of the Council meeting held on 27 September 2017 (as circulated) be confirmed as a true and accurate record of the meeting.*

Crs Johns/Crispin

Carried

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

9.1 **Streetscape of Dannevirke Urban Streets (Victoria Avenue, King, Edward and Cole Streets)** (Item 10.1.2)

9.1.1 Costs are presently being obtained to undertake work to streetscape Victoria Avenue and the other streets affected through the removal of London Plane trees in June 2013.

9.2 **Akitio Rock Wall Site Planting** (Item 11.5.2)

9.2.1 Tararua Alliance is commended on the protective fencing provided within the vicinity of the planted area at the River Road Akitio rock wall site.

9.3 **Parking at the Commemorative Cairn in Herbertville** (Item 12.7.1)

9.3.1 Tararua Alliance is intending to reinstate parking at the commemorative cairn in Herbertville to accommodate the number of tourists in buses visiting this area.

10. Community Boards and Community Committees Reports

10.1 **Dannevirke Community Board**

10.1.1 *That the report of the Dannevirke Community Board meeting held on 2 October 2017 (as circulated) be received.*

Crs Johns/Thompson

Carried

10.1.2 **Dannevirke Brass Band**

10.1.2.1 Council acknowledge the contribution made by Nick Hill to the Dannevirke Brass Band as their retiring President after giving eighteen years service in this role.

10.2 Eketahuna Community Board

- 10.2.1 *That the report of the Eketahuna Community Board meeting held on 6 October 2017 (as circulated) be received.*

Crs Johns/Thompson

Carried

10.2.2 Electric Car Charging Station in Eketahuna

- 10.2.2.1 The Mayor and Manager Strategy and District Development intend to meet with members of the Eketahuna Community Board to discuss viable options to site the electric car charging station in Eketahuna.

10.3 Pahiatua On Track

- 10.3.1 *That the reports of the Pahiatua On Track meetings held on 4 October 2017 (as circulated) be received.*

Crs Johns/Thompson

Carried

10.3.2 Executive Committee

- 10.3.2.1 Congratulations are conveyed to the people appointed to the executive committee, and its new member Fiona Stokes.

10.4 Woodville Districts' Vision

- 10.4.1 *That the report of the Woodville Districts' Vision meeting held on 3 October 2017 (as circulated) be received.*

Crs Johns/Thompson

Carried

10.4.2 Manawatu Gorge Closure

- 10.4.2.1 The Economic Development and Communications Manager is keeping details of what has been done by Council to support the Woodville community resulting from the impact of the Manawatu Gorge closure.

11. Reports

11.1 Audit and Risk Committee

- 11.1.1 *That the report of the Audit and Risk Committee meeting held on 16 October 2017 (as circulated) be received.*

Crs Hull/Benbow

Carried

11.2 **Adoption of the 2016 -2017 Annual Report**

11.2.1 The Mayor welcomed John Whittal (Audit New Zealand Associate Director) to the meeting, and invited him to address the Council.

11.2.2 John Whittal spoke on key issues from the audit, and this includes reference to the following matters:

- An unmodified audit opinion shall be issued in respect of the audit report.
- Details regarding the revaluation of assets were reviewed and verified they are reasonable and the optimisation of assets is appropriate.
- The focus on the revaluation of assets considered the application of unit costs and their impact on depreciation.
- The level of capital expenditure projects carry forward is reducing with 75% completion achieved. This still needs further emphasis to ensure work is undertaken as planned, rather than projects being funded and the budgets remain unspent due to the intended programme not being delivered.
- The level of independent reporting to Council on the activities of the Alliance and its control environment should be further strengthened through extending the scope of the external audit to add further emphasis on the performance framework and specific measures for roading, water and asset management.
- This will enable Council to assess performance of the Alliance across the different services delivered and value for money is being obtained.
- The procurement process for the Woodville reservoir project was reviewed regarding compliance around planning and conflict of interest management, and the need to ensure this is done in accordance with best practice.
- Council's Procurement Policy is due for review to ensure it remains fit for purpose, and it is noted this is occurring.
- There has been an improvement in Council's readiness for the audit, and the cooperation and assistance of staff is acknowledged.

11.2.3 The Acting Chief Executive and Chief Financial Officer thanked the Audit New Zealand Associate Director and his team for the good relationship with Council in carrying out their work to complete the audit.

11.2.4 The recommendations from the audit are noted and agreed in relation to extending and strengthening the scope of the framework to measure the performance of the Alliance, thereby providing confidence to ratepayers regarding their delivery of services. Very wet weather events had made it difficult to undertake some capital expenditure projects, and given these circumstances it is pleasing to see the improved completion rates for the majority of projects.

- 11.2.5 The Mayor thanked the Chief Financial Officer for his leadership in developing the financial team to manage the audit process and deliver the results achieved.
- 11.2.6 The Project/Management Accountant elaborated on the significant changes made to the pre-audit draft submitted in August 2017, and acknowledged the results achieved are a tribute to the performance of all Council staff.
- 11.2.7 John Whittal raised with Council the matter of ensuring as elected members the risk of fraud is adequately managed, and no subsequent significant events have occurred since balance date.
- 11.2.8 To provide the necessary verification that Council is satisfied it has complied with its statutory requirements and responsibilities the Mayor and Chief Executive will sign the letter of representation relating to the audit and Annual Report.
- 11.2.9 ***That the report from the Project/Management Accountant dated 18 October 2017 concerning the adoption of the 2016-2017 Annual Report (as circulated) be received, and***
- That in accordance with Section 98 of the Local Government Act 2002, the audited Annual Report for the year ended 30 June 2017 be adopted subject to the correction of any typographical errors.***

Crs Hull/Franklin

Carried

11.3 **Assignment of the Warehouse Building Carpark Licence**

- 11.3.1 ***That the report from the Community Assets and Property Manager dated 18 October 2017 concerning the assignment of the Warehouse building carpark licence (as circulated) be received, and***
- That the Council consents to the transfer of the current licence for the Holden Place carpark from the present holder of the Warehouse building to the new purchaser, and***
- That this assignment be subject to acknowledging and maintaining the existing terms, conditions and period of the licence, and any legal expenses regarding this matter are the responsibility of the new owners, and***
- That the Mayor and Chief Executive be authorised to execute under the Council's Common Seal the Deed of Assignment to formalise this agreement.***

Crs Johns/Crispin

Carried

11.4 Road Closures Requested Under the Tenth Schedule of the Local Government Act 1974

11.4.1 *That the report from the Alliance Network Manager dated 18 October 2017 concerning a road closures application under the Tenth Schedule of the Local Government Act 1974 (as circulated) be received, and*

That pursuant to Section 342 (1) (b) and the Tenth Schedule of the Local Government Act 1974, the Council closes the following roads for the purpose of allowing the Pahiatua Railcar Society to hold the Eketahuna Christmas Parade event.

Road name: Newman Road/ State Highway 2

Date of closure: Saturday 25 November 2017

Period of closure: 11.30 am to 1.30 pm

Road name: Haswell Street

Date of closure: Saturday 25 November 2017

Period of closure: 11.30 am to 1.30 pm

Road name Bengston and Bridge Streets

Date of closure: Saturday 25 November 2017

Period of closure: 11.30 am to 1.30 pm

Conditions Applied to the Granting of these Road Closures

- 1. That the Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the roads involved to determine their suitability for this purpose.***
- 2. That if the Tararua Alliance identify any road or roads as being in an unsuitable condition arising from this assessment then they have the discretion to request the organiser to withdraw such road from the route of this event.***
- 3. That shortly after the event has been held the Tararua Alliance shall carry out a drive over of the roads that were closed for this event to assess their condition.***

Advisory Note

That should the Council incur any additional maintenance costs as a consequence of the event then those expenses shall be recovered from the event organiser.

Crs Johns/Thompson

Carried

11.5 Road Closures Requested Under the Tenth Schedule of the Local Government Act 1974

11.5.1 *That the report from the Alliance Network Manager dated 16 October 2017 concerning a road closures application under the Tenth Schedule of the Local Government Act 1974 (as circulated) be received, and*

That pursuant to Section 342 (1) (b) and the Tenth Schedule of the Local Government Act 1974, the Council closes the following roads for the purpose of allowing the Pahiatua Railcar Society to hold the Woodville Christmas Parade event.

Road name: Vogel and McLean Streets

Date of closure: Saturday 9 December 2017

Period of closure: 11.00 am to 1.00 pm

Road name: Ormond and Grey Streets

Date of closure: Saturday 9 December 2017

Period of closure: 11.00 am to 1.00 pm

Road name: Fergusson Street

Date of closure: Saturday 9 December 2017

Period of closure: 11.00 am to 1.00 pm

Conditions Applied to the Granting of these Road Closures

- 1. That the Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the roads involved to determine their suitability for this purpose.***
- 2. That if the Tararua Alliance identify any road or roads as being in an unsuitable condition arising from this assessment then they have the discretion to request the organiser to withdraw such road from the route of this event.***
- 3. That shortly after the event has been held the Tararua Alliance shall carry out a drive over of the roads that were closed for this event to assess their condition.***

Advisory Note

That should the Council incur any additional maintenance costs as a consequence of the event then those expenses shall be recovered from the event organiser.

Crs Johns/Thompson

Carried

11.6 Road Closures Requested Under the Tenth Schedule of the Local Government Act 1974

11.6.1 *That the report from the Alliance Network Manager dated 18 October 2017 concerning a road closures application under the Tenth Schedule of the Local Government Act 1974 (as circulated) be received, and*

That pursuant to Section 342 (1) (b) and the Tenth Schedule of the Local Government Act 1974, the Council closes the following roads for the purpose of allowing the Pahiatua Railcar Society to hold the Pahiatua Christmas Parade event.

Road name: Main Street/ State Highway 2

Date of closure: Saturday 2 December 2017

Period of closure: 11.00 am to 1.00 pm

Road name: Centre, Wakeman, Princess, Kiwi and King Streets

Date of closure: Saturday 2 December 2017

Period of closure: 11.00 am to 1.00 pm

Road name: George, Duke, Huia, Mangahao, Tui and Tararua Streets

Date of closure: Saturday 2 December 2017

Period of closure: 11.00 am to 1.00 pm

Conditions Applied to the Granting of these Road Closures

- 1. That the Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the roads involved to determine their suitability for this purpose.***
- 2. That if the Tararua Alliance identify any road or roads as being in an unsuitable condition arising from this assessment then they have the discretion to request the organiser to withdraw such road from the route of this event.***
- 3. That shortly after the event has been held the Tararua Alliance shall carry out a drive over of the roads that were closed for this event to assess their condition.***

Advisory Note

That should the Council incur any additional maintenance costs as a consequence of the event then those expenses shall be recovered from the event organiser.

Crs Johns/Thompson

Carried

11.7 Road Closures Requested Under the Tenth Schedule of the Local Government Act 1974

11.7.1 *That the report from the Alliance Network Manager dated 18 October 2017 concerning a road closures application under the Tenth Schedule of the Local Government Act 1974 (as circulated) be received, and*

That pursuant to Section 342 (1) (b) and the Tenth Schedule of the Local Government Act 1974, the Council closes the following roads for the purpose of allowing the Pahiatua Railcar Society to hold the Pahiatua Christmas Festival event.

Road name: Main Street/ State Highway 2 - from Wakeman Street to Princess Street

Date of closure: Saturday 2 December 2017

Period of closure: 8.00 am to 3.00 pm

Road name: Main Street/ State Highway 2 - from Mangahao Road to Tui Street

Date of closure: Saturday 2 December 2017

Period of closure: 8.00 am to 3.00 pm

Conditions Applied to the Granting of these Road Closures

- 1. That the Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the roads involved to determine their suitability for this purpose.***
- 2. That if the Tararua Alliance identify any road or roads as being in an unsuitable condition arising from this assessment then they have the discretion to request the organiser to withdraw such road from the route of this event.***
- 3. That shortly after the event has been held the Tararua Alliance shall carry out a drive over of the roads that were closed for this event to assess their condition.***

Advisory Note

That should the Council incur any additional maintenance costs as a consequence of the event then those expenses shall be recovered from the event organiser.

Crs Johns/Thompson

Carried

11.8 Road Closures Requested Under the Tenth Schedule of the Local Government Act 1974

11.8.1 *That the report from the Alliance Network Manager dated 16 October 2017 concerning a road closures application under the Tenth Schedule of the Local Government Act 1974 (as circulated) be received, and*

That pursuant to Section 342 (1) (b) and the Tenth Schedule of the Local Government Act 1974, the Council closes the following roads for the purpose of allowing the Pahiatua Railcar Society to hold the Woodville Christmas Fountaine Square event.

Road name: Ross and Amelia Streets

Date of closure: Saturday 9 December 2017

Period of closure: 7.00 am to 2.00 pm

Road name: Ormond and Bowen Streets

Date of closure: Saturday 9 December 2017

Period of closure: 7.00 am to 2.00 pm

Road name: Pollen Street

Date of closure: Saturday 9 December 2017

Period of closure: 7.00 am to 2.00 pm

Conditions Applied to the Granting of these Road Closures

- 1. That the Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the roads involved to determine their suitability for this purpose.***
- 2. That if the Tararua Alliance identify any road or roads as being in an unsuitable condition arising from this assessment then they have the discretion to request the organiser to withdraw such road from the route of this event.***
- 3. That shortly after the event has been held the Tararua Alliance shall carry out a drive over of the roads that were closed for this event to assess their condition.***

Advisory Note

That should the Council incur any additional maintenance costs as a consequence of the event then those expenses shall be recovered from the event organiser.

Crs Johns/Thompson

Carried

- 11.8.2 It is noted the Pahiatua Railcar Society is considering its future involvement in providing traffic management support at such community events.
- 11.8.3 This is as a result of the work involved for the volunteers, particularly as they are covering all of the Christmas parades and festivals in Woodville, Pahiatua and Eketahuna.
- 11.8.4 The Alliance Network Manager offered to assist Pahiatua Railcar Society with the timely completion of future road closure applications for these events, acknowledging the need for independence to ensure health and safety and New Zealand Transport Agency requirements are fulfilled satisfactorily.

11.9 Delegated Authority to Council Officers for Regulatory Services Functions

- 11.9.1 *That the report from the Manager Regulatory Services dated 18 October 2017 concerning delegated authority to Council officers for Regulatory Services functions (as circulated) be received, and*

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

- *Building Act 2004*
- *Resource Management Act 1991*
- *Sale and Supply of Alcohol Act 2012*
- *Dog Control Act 1996*
- *Impounding Act 1955*

Crs Hull/Thompson

Carried

11.10 Liquor Licensing Matters Determined Under Delegated Authority

- 11.10.1 *That the report from the Licensing and Compliance Officer dated 18 October 2017 concerning Liquor Licensing matters determined under delegated authority (as circulated) be received and noted.*

Crs Thompson/Johns

Carried

11.11 Planning Matters Determined Under Delegated Authority

- 11.11.1 It is noted the need to continue promoting the district's identity as this is often linked incorrectly to other places.
- 11.11.2 The significant workload for planning staff in collaboratively assisting New Zealand Transport Agency with property information relating to Manawatu Gorge alternative routes is acknowledged.

- 11.11.3 *That the report from the Planner dated 13 October 2017 concerning Planning matters determined under delegated authority (as circulated) be received and the approvals granted are noted.*

Crs Crispin/Hull

Carried

11.12 **Staff Report**

11.12.1 **Route 52 Washout Site**

- 11.12.1.1 It is likely the completion of repairs at the Route 52 washout site between Tiraumea and Alfredton will be done next year.

- 11.12.1.2 This is as a result of the very wet weather events and design complexities to provide a long term solution.

- 11.12.1.3 The local community has appreciated the work completed to upgrade the temporary road to allow for truck and trailer units.

- 11.12.1.4 It is requested the Works Liaison Committee be informed of the amended timeframe for completing these repairs, and the local community is advised of progress to restore this section of road.

11.12.2 **Wastewater Network Maintenance**

- 11.12.2.1 There is a need for some community education to reduce the amount of fat being discharged to the wastewater network, noting the rat infestation and failure of the Station Street (Dannevirke) sewer main caused by accumulated excess fat.

11.12.3 **Drone Project**

- 11.12.3.1 The use of new drones technology is providing valuable video footage for analysis as a visual tool to manage Council's assets and infrastructure planning.

11.12.4 **Tararua i-SITE**

- 11.12.4.1 Congratulations to Carole Wilton (Tararua i-SITE Manager) on being presented with an i-SITE Contribution Award to recognise her twenty years dedicated service to the i-SITE network.

11.12.5 **Sport Manawatu**

- 11.12.5.1 It is noted the events and activities outlined in the Sport Manawatu report predominately relate to the North Tararua ward, with nothing appearing to be held in the southern part of the district.

- 11.12.6 *That the report from the Chief Executive dated 19 October 2017 concerning an update on key projects and items of interest to the Council (as circulated) be received.*

Crs Thompson/Johns

Carried

12. Portfolio Reports

12.1 District Plan Change

- 12.1.1 Cr Hull reported the hearing of submissions to the proposed District Plan change was held by the commissioners appointed for this purpose.

12.2 Community Relations

- 12.2.1 Cr Hull acknowledged the achievement of the Pongaroa community in opening their fuel stop facility.
- 12.2.2 Cr Hull reported the Pahiatua Community Services Trust is considering options to fund and deliver its social and support services.
- 12.2.3 Cr Hull is to attend the launch of the Sleep Health Foundation of New Zealand Charitable Trust at the international Sleep Down Under Conference held at Sky City Convention Centre in Auckland.
- 12.2.4 This is a project initiated in 2015 by Woodville Lions Club to stimulate positive change to sleep health, and Cr Hull is a board member of this trust.

12.3 Herbertville

- 12.3.1 Cr Crispin reported he is intending to arrange a community meeting at Herbertville to discuss roading issues within their area.

12.4 Connectivity

- 12.4.1 Cr Franklin reported on progress by Connect Tararua Governance Group to improve access to the telecommunications network within rural areas of the district.
- 12.4.2 They are forming an incorporated society for this purpose, and preparing a survey coordinated by school students to gather information to assist in developing their business case.
- 12.4.3 Community meetings are to be held to select champions for each area, and communication and information is being provided through the design of a website, Facebook page and newspaper reports.

12.5 Horizons Regional Council One Plan

- 12.5.1 The Deputy Mayor reported a meeting is to be held with Dairy New Zealand and Horizons Regional Council to update farmers on the current status of implementing the One Plan.
- 12.5.2 With the appointment of new Minister of Agriculture Damien O'Connor the possibility of initiating legislation to mitigate the financial impact of the One Plan through deferring its application is to be discussed (particularly the nutrient management provisions).

12.6 **New Zealand Transport Agency Working Group Business Case on a Long Term Solution for the Manawatu Gorge Route**

12.6.1 The Deputy Mayor reported the working group's next meeting will be held on 2 November 2017 to commence determining the final shortlist of project options (one or two) to develop the business case for a long term solution to the Manawatu Gorge route.

12.7 **Economic Development / Marketing**

12.7.1 The Deputy Mayor reported the economic development/marketing portfolio holders held a meeting, with the notes from these discussions to be circulated.

12.8 **Community Facilities**

12.8.1 The Deputy Mayor reported Dannevirke Multisport Complex Incorporated is progressing its proposal to develop the Dannevirke Sports Centre facility.

12.9 **Norsewood**

12.9.1 The Deputy Mayor reported a further meeting is to be held regarding a small community upgrade project for Norsewood.

13. Mayoral Matters

13.1 **Local Government Leaders Water Declaration**

13.1.1 *That the Council support the Local Government Leaders Water Declaration as released by Local Government New Zealand, and confirms the actions of the Mayor in signing this document on the Council's behalf.*

Crs Benbow/Franklin

Carried

13.2 **Long Term Solution for the Manawatu Gorge Route**

13.2.1 *That the Council make the following submission to the New Zealand Transport Agency to outline its preference and position to facilitate a long term resilient solution for the Manawatu Gorge route.*

Council thanks and is grateful to the New Zealand Transport Agency for its provision of resources and significant effort in managing the impact of the loss of the Manawatu Gorge and options for an east-west route.

Council remains a key partner to assist the New Zealand Transport Agency in its planning and physical works. It remains important that the views of both sides of the Manawatu Gorge communities are considered.

Council concur with the submission from Accelerate 25, dated 19 October 2017 to Ross l'Anson, New Zealand Transport Agency Manager of System Management, that option 4 appears at this preliminary stage to be the most optimal long term option.

Council understands it will be beneficial for both the Woodville and Pahiatua communities while providing a strategic position for the lowest cost option to road users.

Council does not support option 2 as the Saddle Road will remain a necessary east-west alternate route, and note it will also be difficult to construct whilst acting as the principal connecting road.

Crs Hull/Thompson

Carried

- 13.2.2 The Mayor is authorised to advocate on the Council and district's behalf as deemed appropriate to pursue this matter.

13.3 Council Appointed Eketahuna Community Board Member

- 13.3.1 *That Cr P A Johns be the Council's appointed representative on the Eketahuna Community Board, thereby replacing Cr A J Thompson as the member to fulfil this role.*

Crs Hull/Crispin

Carried

14. Items not on the Agenda

- 14.1 Refer to the items set out in sections 13.1 and 13.2 of these minutes dealt with in Mayoral Matters.

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 2.45 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 6 November 2017 commencing at 1.00 pm.

1. Present

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

In Attendance

Mrs T H Collis - Her Worship the Mayor (until item 11)
Mr R Taylor - Governance Manager

2. Apologies

2.1 Nil

3. Public Forum

3.1 Nil

4. Personal Matters

4.1 Nil

5. Notification of Items Not on the Agenda

5.1 Nil

6. Confirmation of Minutes

6.1 *That the minutes of the Dannevirke Community Board meeting held on 2 October 2017 (as circulated) be confirmed as a true and accurate record of the meeting.*

Hynes/Walshe

Carried

7. Matters Arising from the Minutes

7.1 Tararua Community Youth Services (Item 9.4)

- 7.1.1 The students involved with the Eastern Institute of Technology building and carpentry training programme are congratulated on their success and the results achieved.

8. Tararua District Council Report

- 8.1 *That the report of the Tararua District Council meeting held on 25 October 2017 (as circulated) be received.*

Walshe/Spooner

Carried

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

9.1 Tararua Community Youth Services

- 9.1.1 Board Member Hynes reported on the following support services and activities coordinated through Tararua Community Youth Services:

- Three new members joined the governance board.
- An open breakfast morning was held to acknowledge the achievements of the twelve students graduating from the Eastern Institute of Technology building and carpentry training programme.
- A level 2 introductory carpentry programme is planned for February 2018.
- An automotive training programme is planned next year.
- A home-based learning programme is being provided.
- The Hub is providing a hospitality training programme.

9.2 Dannevirke Chamber of Commerce

- 9.2.1 Board Member Hynes reported arrangements are progressing for the Mitre 10 Dannevirke Christmas Parade held on 2 December 2017.

- 9.2.2 Results from judging the floats entered in the five categories will be announced at a prizegiving presentation held in the Saigon Restaurant and Bar on 5 December 2017 at 5.15 pm.

- 9.2.3 A successful after five's meeting was held at Mitre 10 to promote local businesses.

- 9.2.4 A Christmas after five's meeting and launch of the Keep Calm promotion to shop locally will be held in the Mangatera Hotel on 10 November 2017 at 5.15 pm.

9.3 **Dannevirke and Districts A and P Association**

- 9.3.1 Board Member Spooner reported Dannevirke and Districts A and P Association is renovating its shearing shed in readiness for next February's annual show.

9.4 **Dannevirke Brass Band**

- 9.4.1 Board Member Spooner reported Dannevirke Brass Band performed at Totara College garden and craft expo held on 4 November 2017.
- 9.4.2 Board Member Spooner arranged a presentation to convey the Board's appreciation to Nick Hill to acknowledge his contribution to Dannevirke Brass Band as he retires from being their President after giving eighteen years of service in this role.

9.5 **Tararua District Road Safety Group**

- 9.5.1 The Deputy Chairperson received some correspondence from residents in Ruahine Street expressing concern about vehicles speeding along Ruahine Street travelling towards Umutaoroa Road and coming into town.
- 9.5.2 The Deputy Chairperson will table that correspondence for discussion at tomorrow's Tararua District Road Safety Group meeting.

9.6 **Dannevirke Information Centre Management Committee**

- 9.6.1 The Chairperson reported the Dannevirke Information Centre Manager has been requested to consider options to upgrade and refurbish the appearance of this facility.

9.7 **First World War Commemorations Committee**

- 9.7.1 The Chairperson reported the Battle of Passchendaele commemoration remembrance centennial evening held in the Fountain Theatre was very successful, with around forty people attending the outstanding presentation from guest speaker Charlotte Descamps.
- 9.7.2 The First World War Commemorations Committee is intending to enter a float in this year's Dannevirke Christmas Parade.

10. Correspondence

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

(a) Dannevirke CACTUS Committee

4 September 2017

***Re: Ongoing support for Dannevirke CACTUS programme
students after their course***

(b) Hosanna Dannevirke Baptist Church **28 September 2017**
Re: Purchase of sound equipment for community events

(c) Mayors Taskforce for Jobs **3 October 2017**
Re: 2018 Outward Bound scholarships

(d) Dannevirke Floral Art Group **20 October 2017**
Re: Acknowledgement of support for Happy Days floral theatre production

Spooner/Hynes **Carried**

10.2 Dannevirke CACTUS Committee

10.2.1 The Board note the response from the Dannevirke CACTUS Committee regarding initiating ongoing support for the students as a way of adding further benefit to enhance their experience gained through participating in this programme.

10.2.2 It will continue to monitor this matter when the Board considers future requests for funding towards the costs of this youth development initiative.

10.3 Hosanna Dannevirke Baptist Church

10.3.1 ***That Hosanna Dannevirke Baptist Church be granted the sum of \$1,056 from the Board's discretionary funds to purchase sound equipment for use at community events, and***

That this equipment be made available to recognise and support the voluntary work of Thomas Kamua and Peter Tairea at such events, and is not to be used by the church for its own purposes.

Spooner/Hynes **Carried**

10.4 Mayors Taskforce for Jobs

10.4.1 Applications for the Mayors Taskforce for Jobs 2018 Outward Bound scholarships are to be sent to Mayor Tracey Collis by the closing date of 30 November 2017.

11. Draft Waste Management and Minimisation Plan 2017-2023

11.1 The Board considered the draft Waste Management and Minimisation Plan 2017-2023, and note the intended approach to reducing and managing waste within the district.

11.2 Cr Isaacson abstained from the discussion regarding this item of business.

12. Combined Churches Christmas in the Park Community Event

- 12.1 *That the Board provide the sum of \$450 from its discretionary funds to offset the costs of the Combined Churches Christmas in the Park community event held in the Dannevirke Upper Domain on 2 December 2017 commencing at 1.30 pm.*

Macdonald/Walshe

Carried

13. Chairman's Remarks

- 13.1 Nil

14. Items not on the Agenda

14.1 Dannevirke Gallery of History Promotional Signage

- 14.1.1 Dannevirke Gallery of History has been granted resource consent to erect promotional signage at the southern and northern approaches to town.

- 14.1.2 The assistance given by the Economic Development and Communications Manager in helping with this process is appreciated, and the signs will be installed by Christmas.

14.2 Riverdale Road

- 14.2.1 It is requested an update is provided to inform residents when work will be completed to repair the multiple dropout sites on Riverdale Road.

14.3 Electric Car Charging Station

- 14.3.1 Scanpower is installing an electric car charging station for Charge Net New Zealand in the vicinity of the service alleyway off Gordon Street nearby the grass area, and it is anticipated this work will be completed prior to Christmas.

14.4 High Street Parking

- 14.4.1 It is noted that vehicles from local businesses are parking in High Street, thereby removing the availability of these spaces for customers to use.

- 14.4.2 This is an issue for Dannevirke Chamber of Commerce to pursue as the Council generally does not have time limits for parking in the district's towns.

14.5 Dannevirke Floral Art Group

- 14.5.1 The Dannevirke Floral Art Group Happy Days floral theatre production was well supported, with \$1,500 being donated from the proceeds to the local Cancer Society support services.

14.6 **Totara College Garden and Craft Expo**

14.6.1 There was a good attendance at the Totara College garden and craft expo held on 4 November 2017.

14.7 **Dannevirke Camping Ground**

14.7.1 The Deputy Chairperson acknowledged the very good facilities and number of visitors staying at the Dannevirke Camping Ground.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 2.00 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 3 November 2017 commencing at 10.05 am.

1. Present

Board Members C C Death (Chairperson), S E Shannon (Deputy Chairperson), D F Eagle, P Wilson and Cr P A Johns (Council appointed Community Board member).

In Attendance

Mr R Taylor - Governance Manager

2. Apologies

2.1 Nil

3. Personal Matters

3.1 The Chairperson has thanked Nick Beamsly for his nine years of service as Eketahuna School principal, and wished him well for the future as he stepped down from this role.

4. Notification of Items Not on the Agenda

4.1 Nil

5. Declaration Required of Council Appointed Community Board Member

5.1 Council appointed Community Board member Cr P A Johns made and attested his board member's declaration pursuant to Schedule 7 Clause 14 of the Local Government Act 2002. The Chairperson witnessed the making and attesting of the declaration.

6. Confirmation of Minutes

6.1 *That the minutes of the Eketahuna Community Board meeting held on 6 October 2017 (as circulated) be confirmed as a true and accurate record of the meeting.*

Death/Wilson

Carried

7. Matters Arising from the Minutes

7.1 Nireaha Reserve Board (Item 6.2)

7.1.1 Work is nearing completion to update the toilet facilities at Nireaha Reserve.

7.2 Electric Car Charging Station in Eketahuna (Item 6.1)

7.2.1 The Chairperson held an on-site meeting with the Mayor and Manager Strategy and District Development to discuss the Board's views regarding the location of the electric car charging station in Eketahuna.

7.2.2 Three sites were looked at to position this facility, with the areas being as follows:

- Behind the Service Centre/Library building
- A piece of land owned by Tararua Autos
- On the road in the vicinity of the petrol station by the phone box

7.2.3 The Board remains of the opinion the preferred site behind the Service Centre/Library building is not suitable for this purpose, and believes the electric car charging station is best located on a visible area in Main Street.

7.2.4 Charge Net New Zealand is in the process of finalising the plan for the electric car charging station, and the Manager Strategy and District Development will contact the Chairperson to provide these details when they are determined.

7.3 What Do Visitors Want Survey (Item 6.3)

7.3.1 The Board agreed to include an item in its February 2018 meeting agenda to consider the ideas noted from the survey of visitors staying at the Eketahuna Camping Ground.

7.4 London Plane Trees in Alfredton Road (Item 14.1)

7.4.1 Work has still not proceeded to prune these trees, and this is rather disappointing given the previous indications it would be programmed shortly.

7.4.2 The use of the CRM system on multiple occasions has been unsatisfactory with regard to commitments not followed through, and Cr Johns will raise this matter at the next Works Liaison Committee meeting.

7.4.3 It has now been left too long to do the pruning, and this should be deferred until next season other than doing some maintenance to the tree bases.

7.4.4 The Governance Manager will request an update from the Alliance Road Delivery Manager to ascertain when it is likely Treesmart is intending to undertake this work.

8. Tararua District Council Report

- 8.1 *That the report of the Tararua District Council meeting held on 25 October 2017 (as circulated) be received.*

Wilson/Johns

Carried

8.2 Eketahuna Christmas Parade

- 8.2.1 Road closures have been approved for the Eketahuna Christmas Parade held on 25 November 2017.

8.3 Route 52 Washout Site

- 8.3.1 It is noted the completion of repairs at the Route 52 washout site between Tiraumea and Alfredton will now be done next year.

- 8.3.2 This is as a result of very wet weather events and design complexities to provide a long term solution.

- 8.3.3 The local community has appreciated the work completed to upgrade the temporary road to allow for truck and trailer units, and will be advised of progress to permanently reinstate the road.

8.4 Sport Manawatu

- 8.4.1 The concern of Cr Johns is noted regarding the events and activities delivered by Sport Manawatu predominately relating to the North Tararua ward, with nothing appearing to be held in the southern part of the district.

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

- 9.1 Nil

10. Correspondence

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

- (a) *Kerry and Loreen Cunningham*
Re: Eketahuna Camping Ground September report
- (b) *Eketahuna Our Town Incorporated*
Re: 12 October 2017 committee meeting minutes

Eagle/Death

Carried

11. Eketahuna Swimming Baths Upgrade 2017-2018

- 11.1 Board Member Eagle reported members of the Eketahuna Swimming Baths Committee visited other pools to get some ideas for the upgrade.

12. Chorus Building Project

- 12.1 Board Member Eagle reported stage one is fully funded, and work is progressing to complete the 3D art design using UV light.
- 12.2 Tararua and Districts Lions Club has given \$500 to assist with funding stage two of the project.
- 12.3 Quotes have been received for stage three to make the carving, and options are being considered to undertake this work next year.
- 12.4 A progress report will be provided to the next Eketahuna Our Town Committee meeting to update them on this project.

13. Eketahuna Town Centre Upgrade Project

- 13.1 The Deputy Chairperson reported the Eketahuna town centre upgrade project is nearing completion, and it is intended to arrange a debrief at the conclusion once everything is finished.
- 13.2 A seat and rubbish bin has been installed by the Service Centre/Library building, and other rubbish bins in town will be replaced.
- 13.3 The directional signage post has been completed after originally being installed incorrectly.
- 13.4 Public conveniences signage will be finished in conjunction with painting the exterior of the building.

14. Draft Waste Management and Minimisation Plan 2017-2023

- 14.1 The Board discussed the draft Waste Management and Minimisation Plan 2017-2023, and note the intended approach to reducing and managing waste within the district.
- 14.2 In terms of the proposed initiatives the Board's comments are as follows:

Glass Recycling

The proposal to sort glass and supply to a local business for re-use is supported. This is a good approach to recycle such waste with a potential economic benefit for the district.

Community Education

The emphasis on expanding community education programmes and the involvement of schools is commended to encourage recycling and promote waste minimisation.

E-waste Amnesty

The proposal for an e-waste amnesty drop-off day each year is applauded. This provides an opportunity to recycle and safely dispose of such items, including televisions, rather than them being dumped with the potential to harm the environment.

- 14.3 Cr Johns abstained from the discussion to determine the Board's comments regarding this item of business.

15. Tararua College Senior Prizegiving

- 15.1 The Chairperson will attend the Tararua College senior prizegiving presentation held on 6 November 2017 at 7.00 pm.

16. Armistice Day

- 16.1 Armistice Day ceremony will be held at the Eketahuna War Memorial Hall on 11 November 2017 at 11.00 am, and board members are encouraged to attend this event.

17. Chairman's Remarks

17.1 Board Christmas Lunch

- 17.1.1 Board members will have Christmas lunch at the Lazy Graze Café at 12 noon following the conclusion of their December meeting.
- 17.1.2 The Chairperson will invite Donna Oliver (Eketahuna Police), Max Mayer (Eketahuna Fire Brigade) and Debbie Paterson (Eketahuna St John Ambulance Service) to join board members for lunch, and to thank them for their service to the community.

18. Items not on the Agenda

- 18.1 Nil

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

Chairperson

PAHIATUA ON TRACK INCORPORATED

Minutes of the Pahiatua On Track Incorporated meeting held in the Pahiatua Service Centre Chamber, 136 Main Street, Pahiatua on Wednesday 1st November 2017 commencing at 5.30pm.

1. Present

Committee Members: L Powick (Chair), Michelle Rankin (Secretary), Gerry Parker (Treasurer), John Arends, Rhys Punler, Nigel Shaw and Fiona Stokes

Members of the Public

Cr Shirley Hull and Owen Garton

2. Apologies

- 2.1 Brett MacDougall (Deputy Chair), Jared Brock, Cr Alison Franklin and Ann Marie Bengston

3. Notification of Items Not on the Agenda

- 3.1 Owen Garton addressed the committee about New Zealand's most beautiful town competition and implementing this in Pahiatua. The idea of using Keep New Zealand Beautiful most beautiful town as a framework for the upgrade and associated projects is a great initiative, and Pahiatua On Track looks forward to working with Owen in the future.

4. Personal Matters

- 4.1 Nil

5. Confirmation of Minutes

- 5.1 **That the minutes of the Pahiatua On Track meeting held on 4th October 2017 (as circulated) be confirmed as a true and accurate record of the meeting.**

Nigel/Rhys

Carried

6. Matters Arising

- 6.1 Pahiatua Information Centre has been given a new computer. Pahiatua On Track thanks Peter Wimsett for organising this promptly, and Cr Alison Franklin for following up this matter.
- 6.2 Colin Veale has asked Cr Alison Franklin to apologise for the delay regarding a new water fountain at Harvard Park. Colin has spent time sourcing a suitable fountain, and this has now been ordered. Once it arrives Mike James will install it against the wall of the toilet block.

7. Tararua District Council Report

- 7.1 **That the report of the Tararua District Council meeting held on 25th October 2017 (as circulated) be received.**

Nigel/Gerry

Carried

- 7.2 Cr Alison Franklin made special reference to the following:

Mangahao Road Speed Restriction

Tararua Alliance has carried out a speed test on Mangahao Road with particular emphasis on traffic coming off the bridge heading east. Due to complexities around applying to the New Zealand Transport Agency for a variable speed limit of 40km/hr for Pahiatua School, Tararua Alliance has recommended a digital sign that displays the speed of the approaching vehicle. **Pahiatua On Track has a preference for due process to be undertaken to apply for a 40km/hr speed limit for the Pahiatua School zone. It feels lowering the speed limit will be more effective at slowing traffic and increasing the safety of students.**

Halls Road Speed Restriction

On advice from Tararua Alliance it is unlikely the New Zealand Transport Agency would approve a change of speed limit. Once the sections are all sold in the subdivision and houses are built it may be timely to revisit the issue. Tararua Alliance will continue to monitor the situation.

Proposed Swimming Pool

The deadline to include a new swimming pool in the Draft Long Term Plan is the end of the year. Pahiatua On Track is required to advise Council if this timeframe cannot be met. The project will then be carried over to the following year.

8. Correspondence Inwards

- Laskey's - account
- Paper Plus - account
- New World - account
- Council - rates assessment
- Council - October meeting minutes
- Council - Draft Waste Management and Minimisation Plan 2017-2023
- New Zealand Transport Agency - community vehicle
- Companies Office - file 2016 annual financial statement

- 8.1 **That the inwards correspondence be received.**

Louise/Gerry

Carried

9. Financial Report John Arends

9.1 Accounts to be passed for payment.

John/Michelle

Carried

10. Portfolio Reports

10.1 Skate Park

Jared Brock

A successful working bee was held two weeks ago with the stones removed before Wolland's came in to spread the remaining top soil around. The wheel park will be opened on 17th December.

10.2 Town Centre Upgrade/Main Street

Louise Powick

The video for community consultation has been completed, and this process will start next week. The video will play in the Information Centre for those who cannot access the internet or Facebook. Feedback will be on line or paper forms. Following this the designer will draw concept plans which will go back to the community for consultation early next year.

10.3 Christmas Lights

Jared and Nigel are organising putting up the Christmas lights this year, which Louise is very grateful for. There will still be a reasonable cost involved, but control of this project ourselves will be a big benefit.

10.4 Roading

Nigel Shaw

The family violence sign was moved over Labour Day weekend. This tedious process has been worth the effort, with a good result in the end.

Traffic Management New Zealand has been engaged to create the traffic management plan and supply the safety traffic management system service for the Christmas lights installation as Pahiatua Railcar Society is a bit overworked currently according to Don Selby. It may be worthwhile getting a couple of Pahiatua On Track members trained to a level 1 traffic controller (the first level) to reduce the cost for roadside labour in future activities.

As long as the safety traffic management system stated on the traffic management plan is less than an hour away a traffic controller can go about setting up and taking down the signs required for a traffic management plan on their own. This is where the majority of the cost comes from. Dependant on the availability of signs to borrow from the Pahiatua Railcar Society, (if they shared), buying signs may be an extension of this further down the track.

10.5 Swimming Pool

Brett MacDougall

The next meeting regarding this matter will be held on 8th November.

10.6 Bridge to the Brewery Walking Track Gerry Parker

Mark Maxwell is keen to be involved with the planning around a district cycle plan. Gerry is to make contact with Mark to discuss this matter.

10.7 Business and Retail Report Rhys Punler

Rhys attended the Chamber of Commerce meeting hosted by Tracey Collis. The economic survey conducted by the New Zealand Institute of Economic Research on behalf of Council, with the results to be out soon, will contain information on the impact of the Manawatu Gorge closure and associated issues. Community consultation has closed over the long term solution for the Manawatu Gorge route. There was a buzz in the room with the announcement of the \$1billion fund for regional development being made available by the newly installed Labour led coalition government.

Town seems to be relatively busy. Hopefully businesses can take advantage in the lead up to Christmas. Most of the shops will be open for the Christmas Parade, Market Day and Christmas in the Park concert.

10.8 Youth Fiona Stokes

Fiona has been working hard to facilitate a community project working with Tira Matthews and students from the alternative education class of Tararua College. These students are currently designing a mural to be painted along the walkway fence between Wilson and Edward Streets. Council are going to clean the walkway before they can start painting. Resene Paints has kindly donated test pots, and Pahiatua On Track will pay for the cost of a barbecue.

Fiona also wanted some information around the community garden as there are a group who have shown interest in getting this up and running again.

11. Items Not on the Agenda

11.1 Polish Reunion Celebration

The 73rd Polish Reunion celebration is on Friday 3rd November. All are welcome to attend the unveiling of a plaque in Main Street.

The meeting closed at 7.10pm.

Chairperson - Louise Powick

Woodville Districts' Vision

Minutes of a meeting of Woodville Districts' Vision held in the Woodville Sports Stadium Supper Room on Tuesday 7 November 2017 commencing at 7.00 pm.

PRESENT

S McLeod, A Devonshire, P McCool, K McIntyre, B Hutton, M Taylor, D Pretty, T Brackenbury, M Stuart, C Archer, R Karena (apologies for lateness), R Winter (Chair) and M M Oulaghan (Secretary)

APOLOGIES

Cr P Johns, D Speer and C Wilton

PREVIOUS MEETING

That the minutes of the Woodville Districts' Vision meeting held on 3 October 2017 be accepted as a true and accurate record.

M M Oulaghan/K McIntyre

Carried

MATTERS ARISING

- It is noted that Woodville Business Enterprise Group operating under Woodville Districts' Vision umbrella does not have many business people involved. Neither have there been any new business members join Woodville Districts' Vision.

CORRESPONDENCE

Inwards

- Council minutes

Outwards

- Tindall Foundation accountability report
- Letter from the Chair to Tararua Community Youth Services (Jeanne O'Brien) inviting them to a Woodville Districts' Vision meeting

That the correspondence be accepted.

M M Oulaghan/B Hutton

Carried

REPORTS

Treasurer's Report (Tabled)

Appreciation is conveyed to P McCool for the successful application to Meridian Energy for funding of \$17k associated with the swimming pool.

That the financials be accepted.

P McCool/S McLeod

Carried

Council Report

Cr P Johns

With Cr Johns having just been discharged from hospital he is not in attendance at the meeting, so there is no report tabled.

Events and Promotions

Mad Hatters Day

This event is on track for 19 November. The train is full. \$1.5k of the \$2k has been allocated. The purpose of this day is a 'pick me up' fun day.

Business Group

- The lack of business owners/retailers on the business group and/or committed to Woodville Districts' Vision remains a concern.
- A long term plan for Woodville's future is required.
- The Chair is seeking sponsors for the final prize for the Win in Woodville (WiW) competition. The prize of a trip to Rotorua is nearly finalised.

That Woodville Districts' Vision becomes a sponsor for the Win in Woodville prize to the value of \$300, and that this money is taken from the unused portion of the funding for the Mad Hatters Day.

R Winter/M Taylor

Carried

Armistice Day

- Woodville Districts' Vision is again running this day for its community.
- M Taylor will lower the flag, and this is possibly his last official engagement in Woodville before he transfers to Northland.
- The community kitchen will be providing morning tea.
- Next year is the 100th anniversary, and it is to be explored what can be done to recognise this event. It is suggested to paint the 'ode' on the pavements.
- A meeting with the RSA is being arranged regarding Anzac Day.

Christmas Parade

- Higgins has objected to the closure of the road due to the diagonal at the west end of town that the floats enter the parade on.
- Need to make trucking firms aware of the road closure.
- There is disappointment in the seemingly lack of Council support for the Christmas parade in Woodville as they do not assist with the road closure process and/or the ever increasing associated road closure costs.
- Will there be a Christmas parade through town in the future? This question needs asking.

Lindauer Exhibition

Communication and negotiation with the gallery in Lower Hutt has continued, with the result that fourteen local artists from the Lindauer exhibition will be shown at the Lower Hutt exhibition on 22 January 2018. The Tararua District Mayor along with the Hutt Mayor will open the exhibition. This is the first time that artists from the area have been invited. Congratulations to the Lindauer Exhibition Committee for enabling this to occur.

Lindauer Studio

A door is being installed. The studio opened over Labour Day weekend and received good media coverage.

Artist in Residence

The artist in residence is on track. The committee has been communicating with the successful candidate, and air tickets will be forwarded this week. The visa is taking longer than expected. Mayor Tracey Collis will be formally inviting the Czech Consular to visit Woodville. K McIntyre is to follow up whether the invite has been sent.

Walkway

Chris Bone has been contracted by Council to do surveying and produce plans on the altered walkway. Yet again it is reported this work has not progressed. The Walkway Committee is eager and willing. However there is a high level of frustration continuing at the lack of advancement. The alteration of State Highway 2 from Woodlands Road is a good opportunity to continue the development of the walkway.

That a letter is sent to Council requesting urgency be given to undertaking the surveying, producing the plans and supporting the progression of the walkway.

R Winter/C Archer

Carried

APPLICATIONS

An application is pending from the Marae.

GENERAL BUSINESS

- T Brackenbury and the Chair attended a governance education day, and they will provide feedback at an appropriate time. (M Taylor left the meeting at 7.54 pm).
- Discussion occurred on a potential pedestrian/cycle/horse riding track around Woodville. Many people had a circular route for walking their dogs etc. which included Pinfold and Oxford Roads. With the increase in traffic this is now not as safe as it used to be. The verges are relatively extensive on these roads with enough space to lay a limed track similar to what is along Vogel Street and on to Range Road, or at the west end of town going passed the old factory. M M Oulaghan is to develop a plan.

- Another topic to come out of this path discussion is Woodville's street lighting which is limited in some areas. R Karena is to provide M M Oulaghan with areas where lighting may be required.
- Hot Rod Show: Doug Bell has advised he would like to base a series of television programmes of Woodville on Sky 083 (Face TV). He would like to stay in Woodville and meet the locals etc. along with his film crew. It is suggested to start filming on Mad Hatters Day (19 November). Concern is raised from Woodville Districts' Vision regarding security following any exposure.
- Concern is raised about the challenges of accessing money from charities/funders. The walkway will require a significant amount of funding, and has the potential to bring money into the district. The Events Centre will also be seeking a significant amount of financial assistance. The Chair along with M Stuart and T Brackenbury will meet with the Events Centre Committee to discuss priorities.
- T Brackenbury reported on matters from the Tararua District Road Safety Group meeting. The Automobile Association is advocating for option 4 (southern route) to be supported as the optimal long term solution for the Manawatu Gorge route. The National Driving Training Centre will be at Manfield for a day event on 21 November.

As there is no further business the meeting closed at 8.25 pm.

The next meeting will be held on Tuesday 5 December 2017.

Report

Date : 21 November 2017

To : Mayor and Councillors
Tararua District Council

From : Colin Veale
Community Assets and Property Manager

Subject : **Streetscape of Dannevirke Urban Streets (Victoria Avenue, King, Edward and Cole Streets)**

Item No : **11.1**

1. Reason for the Report

- 1.1 An estimate has been obtained to consider the costs to undertake streetscape in Dannevirke urban streets (Victoria Avenue, King, Edward and Cole Streets) following the removal of London Plane trees in June 2013.

2. Background

- 2.1 At the Council meeting held on 27 September 2017 Dannevirke Community Board Chairperson Ross Macdonald expressed concern at the time it is taking to resolve this matter.
- 2.2 His comments to Council supported the Board's request seeking a commitment to progress an outcome to this long-standing issue, and followed approaches from residents urging the programming of streetscape in the above areas.
- 2.3 The Council at that meeting resolved as follows:

"That the background information presented by the Board regarding streetscape of Dannevirke urban streets following the removal of London Plane trees in June 2013 be noted by the Council, and

That to restore the character and ambience of Victoria Avenue (and the other streets affected through removing the London Plane trees, being King, Edward and Cole Streets), the Council request a report is presented by staff to provide an estimate of the cost to undertake such work, including an indication of the ongoing maintenance costs involved."

3. Scope of Work

- 3.1 In response to the Council's request for further information on cost estimates for streetscape the following details are provided.
- 3.2 No plan had been completed to identify the number and location of the trees to be planted.
- 3.3 Based on this approach the estimate is assessed on a per tree basis.

4. Estimate to Replant Per Tree

- 4.1 The estimate is based on purchasing two metre high deciduous trees. The idea of purchasing the two metre high trees is to limit vandalism and wind damage.
- 4.2 The trees are to be planted in plastic planter boxes to reduce root damage to roads or footpath surfaces. The trees will be supported by wooden stakes.
- 4.3 The installation price is to dig up either the road berm/footpath/grass area to install the plastic planter boxes and to repair the surrounding area plus fill the planter box with topsoil.

- 4.4 Cost estimate per tree:

Cost of tree	\$200
Planting/staking	\$150
Plastic planters	\$300
<u>Installation of planters (average)</u>	<u>\$350</u>
Total	\$1,000 per tree

- 4.5 If Council is looking to replant 50 trees the cost is estimated to be \$50,000.

5. Matters for Consideration

- 5.1 No allowance has been made for locating services under the road or footpath.
- 5.2 The annual tree maintenance for the High Street trees is roughly \$150 per tree.
- 5.3 Future maintenance of the new trees has been estimated on the same basis as the High Street trees which will be \$150 per tree.
- 5.4 The trees may cause a health and safety issue for visibility. The High Street trees are regularly trimmed for visibility and some may have to be removed.
- 5.5 In future the roots may cause problems with the sewer pipes.

6. Significance Assessment

- 6.1 This matter is not considered to be significant with regard to the Council's policy on significance and engagement.
- 6.2 The decision recommended is within the Council's discretion to determine, and responds to an issue previously raised by residents and the Dannevirke Community Board.

7. Consultation

- 7.1 Any proposed project intended to be programmed will be included in the Long Term Plan, and as such is open to consultation through that process.

8. Conclusion

- 8.1 The Council is provided with an indication of the costs for streetscape in Victoria Avenue, King, Edward and Cole Streets following the removal of London Plane trees.
- 8.2 If such work is to proceed the Council needs to provide a budget within the Long Term Plan for this purpose.

9. Recommendation

- 9.1 *That the report from the Community Assets and Property Manager dated 21 November 2017 concerning Streetscape of Dannevirke Urban Streets (Victoria Avenue, King, Edward and Cole Streets) (as circulated) be received, and*
- 9.2 *That to restore the character and ambience of Victoria Avenue and the other streets affected through the removal of London Plane trees the Council provide a budget of \$50,000 in year one of the 2018/2028 Long Term Plan for this purpose, and \$7,500 annually thereafter for subsequent maintenance, and*
- 9.3 *That prior to proceeding with this project the Dannevirke Community Board be consulted on the basis of the intended plan for implementation to programme this work.*

Attachments

- 1. Extract from Dannevirke Community Board minutes 4 September 2017 and Council minutes 27 September 2017.

Meeting of the Dannevirke Community Board – 4 September 2017

11. Streetscape of Victoria Avenue

- 11.1 In December 2013 board members delivered a letter and survey to residents and ratepayers of Victoria Avenue, King, Edward and Cole Streets to consult on options for streetscapes to replace the trees removed from these areas.
- 11.2 Following undertaking that consultation the Board considered the responses received, and developed a submission forwarded to the Council's 2014/2015 Draft Annual Plan process.
- 11.3 Within that submission it sets out the Board's recommendations for the future planning of streetscapes in these areas.
- 11.4 Council resolved to note the proposal for the replacement of London Plane trees removed from Dannevirke urban streets, and the direction outlined in the submission be referred to the Manager Assets Group to consider an indicative programme to undertake this work for consultation with the community through the forthcoming Long Term Plan. Residents responding to the Board's survey were advised of this intention.
- 11.5 With regard to implementing that decision priority was directed to addressing safety issues relating to parking in the vicinity of Dannevirke High School (November 2016), and no further budget was provided for landscaping in these streets.
- 11.6 The intention was for the Tararua Alliance to consider planning from a long term perspective the berms, kerb and channel, carriageways and footpaths relating to the areas where the trees were removed.
- 11.7 Their focus needs to take into account reseals and underground infrastructure programmes of the Council and that of others.
- 11.8 At the Board's meeting of 3 April 2017 in its public forum Debbie Webster spoke on the subject of Victoria Avenue landscaping, along with three other residents.
- 11.9 They were concerned no progress had been made to landscape the street to recreate its character and ambience when the trees were in full health.
- 11.10 In response to the concern raised through the public forum the Board at its meeting of 6 June 2017 resolved to consider options for landscaping in Victoria Avenue through consultation with residents of this street.

- 11.11 As Debbie Webster had already canvassed residents on this subject the Board invited her to provide thoughts and suggestions on this matter. This further information in addition to the previous survey would assist the Board to consider the approach to take in identifying preferred options to develop a possible plan to landscape these streets.
- 11.12 The Board also signalled to the Council through the Draft Annual Plan 2017/2018 it is considering the landscaping of Victoria Avenue following the removal of London Plane trees in June 2013, and requests a streetscape budget in the 2018/2028 Draft Long Term Plan to undertake such work.
- 11.13 Through the Council's Draft Annual Plan feedback process the Board's request was supported through written comments/suggestions from six individuals seeking streetscape in Victoria Avenue, and including three requests for this to also occur in King and Edward Streets. These were noted by the Council for consideration in developing the Draft Long Term Plan.
- 11.14 At the Board's meeting of 7 August 2017 in its public forum Debbie Webster outlined the outcome of consultation with residents in Victoria Avenue regarding their views on streetscape and replanting trees in that area.
- 11.15 The Board notes the background to this matter, and considers there is a need to progress an outcome to this long-standing issue so that residents are aware of the direction intended to be taken to resolve this unsatisfactory situation.
- 11.16 *That the background information presented to the Board regarding streetscape of Dannevirke urban streets following the removal of London Plane trees in June 2013 be referred to the Council for its consideration, and*

That to restore the character and ambience of Victoria Avenue (and the other streets affected through removing the London Plane trees, being King, Edward and Cole Streets), the Board recommend the Council provide a budget in the 2018/2028 Draft Long Term Plan to undertake such work.

Hynes/Spooner *Carried*
- 11.17 Cr Isaacson abstained from the discussion concerning this item of business and voting on the motion regarding that matter.

Meeting of Tararua District Council – 27 September 2017

10.1.2 Streetscape of Dannevirke Urban Streets (Victoria Avenue, King, Edward and Cole Streets)

10.1.2.1 The Dannevirke Community Board Chairperson expressed concern this issue has not been resolved by Council since the trees were removed in June 2013, and it has still to respond to the recommendations from the residents survey previously presented for consideration.

10.1.2.2 Cr Isaacson spoke on the door-to-door survey she had undertaken of what residents would like in the way of trees within Victoria Avenue, and the outcome of this consultation is as follows:

- 28 properties would like a simple evergreen tree that is not too big, does not make a mess, is easy care and spaced well apart
- 10 properties do not want anything
- 17 properties there was nobody at home

10.1.2.3 The Governance Manager explained the background to this matter, and the need for Council to consider the approach to take which provides an outcome that fulfils the majority of residents expectations.

10.1.2.4 ***That the background information presented by the Board regarding streetscape of Dannevirke urban streets following the removal of London Plane trees in June 2013 be noted by the Council, and***

That to restore the character and ambience of Victoria Avenue (and the other streets affected through removing the London Plane trees, being King, Edward and Cole Streets), the Council request a report is presented by staff to provide an estimate of the cost to undertake such work, including an indication of the ongoing maintenance costs involved.

Crs Johns/Benbow

Carried



Report

Date : 22 November 2017
To : Mayor and Councillors
Tararua District Council
From : Wiehan Labuschagne
Project/Management Accountant
Subject : **2016/2017 Summary Annual Report**
Item No : **11.2**

1. Reason for the Report

- 1.1 The reason for this report is to present to the Council the 2016/17 Summary Annual Report for adoption in accordance with Section 98 of the Local Government Act 2002.

2. Background

- 2.1 The Annual Report aims to achieve the following:
- To compare the actual activities and the actual performance of the local authority in the year with the intended activities and the intended level of performance as set out in respect of the year in the long term plan and the annual plan; and
 - To promote the local authority's accountability to the community for the decisions made throughout the year by the local authority.
- 2.2 The Summary Annual Report must represent, fairly and consistently, the information regarding the major matters dealt with in the Annual Report.
- 2.3 A Summary Annual Report must be made publicly available within one month after the date the full Annual Report has been adopted.
- 2.4 The information contained in the Summary Annual Report must include an auditor's report on the matters required by Section 99 of the Local Government Act 2002.

3. Significance Assessment

- 3.1 The decision recommended in this report is not considered significant in terms of the Council's policy on significance and engagement.
- 3.2 This is a procedural matter required to be undertaken in accordance with statutory requirements.

4. Conclusion

- 4.1 The auditors have completed the audit and given Council audit clearance. They will issue the Audit Opinion (Unmodified) prior to 29 November 2017; being the adoption date.
- 4.2 It is recommended that the Council adopt the audited Summary Annual Report for the year ended 30 June 2017.

5. Recommendation

- 5.1 *That the report from the Project/Management Accountant dated 22 November 2017 concerning the 2016/17 Summary Annual Report (as circulated) be received, and*
- 5.2 *That the audited Summary Annual Report for the year ended 30 June 2017 be adopted by Council.*

Attachments

- 1. Audited Summary Annual Report 2016/17

ABOUT THIS ANNUAL REPORT SUMMARY

This Annual Report Summary is the year end snapshot of the Council's activities, finances, and performance results for the financial year ended 30 June 2017.

The information this Summary contains is taken from the Annual Report 2016/17 itself, which was adopted by Council on 31 October 2017. The Annual Report 2016/17 provides detailed information on the Council's service and financial performance at year end.

This summary report cannot be expected to provide as complete an understanding as provided by the Annual Report of the full financial statements and service performance of the Council. Both this summary and the full Annual Report can be viewed on the Council's website: www.tararua.govt.nz

This summary has been audited by the Council's independent auditors to ensure consistency with the full Annual Report for 2016/17. The Council received an "unmodified" opinion on the 2015/16 full Annual Report and Summary.

FROM YOUR MAYOR

This report sets out our performance for year two of our 2015–2025 Long Term Plan. The challenges have been many but our overall results are positive.

Our focus continues to be on improving core infrastructure and increasing efforts in economic development within a prudent financial management framework. This has been a consistent strategic focus since 2012.

Engaging and supporting our community

Council has been engaging with Rangitane o Tamaki nui-a-Rua, "Rangitane" and Ngati Kahungunu ki Tamaki nui-a-Rua, "Kahungunu", on a number of matters including Resource Management Act consenting issues and projects. We are pleased to note that we are working positively and constructively on matters of common interest with both Iwi.

We also introduced a public forum at the commencement of each Council monthly meeting to directly hear any concerns the community wanted to raise with the Councillors.

This year we completed the community survey but used a different service provider. Two surveys were completed – September/October 2016 and June/July 2017. Total residents surveyed for the first survey was 450 and the second was 277. The reason for doing the survey at different times in the year is to see trends and seasonal impacts on resident satisfaction.

We achieved 13 out of the 22 community satisfaction measures. A change from the 2014 survey is that we have chosen (after advice from the new survey company) that a score of 5 out of 10 is treated as "somewhat dissatisfied" instead of "somewhat satisfied". This has meant some of the survey results show a decline in customer satisfaction when compared to the 2014 survey results.

What the results show is that the residents are generally satisfied with the various services, infrastructure and facilities that are provided and maintained by Council. Satisfaction is highest in relation to parks and reserves, community facilities and waste management. However, residents are less satisfied with aspects of the water management and roading infrastructure. The unusual number of storm weather events we had this year was a contributing factor.

We also took the opportunity to seek feedback on other aspects of Council. What was encouraging to note was that 74% of the respondents were satisfied with the Vision and leadership, 79% overall were satisfied with the Councillors performance and 90% were satisfied with the overall performance of Council staff. This is

a significant improvement from the 2014 survey and shows we have lifted our performance.

Rates affordability

Affordability is at the heart of our Long Term Plan. Council must balance the intergenerational equity issues with current rates affordability – in essence how much should current ratepayers pay compared to future generations.

Against a backdrop of slow but steady economic growth, our rating base has increased slightly, yet the issue of affordability continues to remain critical. External challenges such as the closure of the Manawatu Gorge and the One Plan impacts on farm sustainability are resulting in additional concerns for Council.

Delivery of water and wastewater activities to meet ever increasing standards and renewing piped networks were the main drivers for this year's rate increase. The need to significantly improve the quality of the wastewater and water networks driven by community expectations and higher standards set through renewing discharge resource consents, is resulting in major new investments in new infrastructure. Funding both the operating and capital requirements is presenting particular challenges for us to maintain affordability. Council must also set aside funding for the eventual replacement of these new assets.

Within these challenges, Council kept the rate increase to 1.71%, with a rural sector rate increase of 0.96%. The urban and industrial/commercial sector rates increases were higher due to the continued investment in our urban infrastructure to meet community expectations and required standards/legislation.

Economic development and growth

A growing population is critical to rural communities in order to provide affordable services and infrastructure that meet increasing standards. We continue to see the positive change to migration trends, with families coming to live in Tararua from Australia and elsewhere. This is a welcome sign and gives us confidence in the future of Tararua.

We continue to invest in our economic development team to have a strong business support focus and sufficient resources to support

local events, businesses and the wider community. For the last two years the team continues to exceed our targets.

As part of the Manawatu River Leaders Accord, the first whare (information kiosk) was installed in the Te Apiti Reserve and a further seven will be erected at culturally significant sites along both sides of the Manawatu River over the next two years.

Each whare will contain historical narratives, together with scientific facts that connect community to the stories, history and culture of the Manawatu River.

Plans for more work in the Te Apiti Reserve include new information boards and the ongoing planting of native trees. We were also successful in our bid for the Regional Mid-sized Tourism Facilities Grant Fund and received \$105,800 to help replace single pan Permalooos with larger toilet blocks at both ends of the Te Apiti – Manawatu Gorge, a very popular visitor destination.

Infrastructure and partnerships

This year we took great strides toward delivering a transport network that will keep us moving. The Tararua Alliance is delivering better information on our roading network and focusing our limited resources to gain maximum benefits from our investment. The frequent rain and storm events over the year resulted in a challenging year to maintain service levels. Council funds these services in partnership with the NZ Transport Agency (nzta) who provided 63% of the maintenance costs of our network. Council was pleased to learn that this funding rate will increase by 1% in each year and eventually set at 66%.

The closure of the Manawatu Gorge is a major concern for the district, with particular impacts on Woodville. This is a State Highway regional link so is the responsibility of the NZ Transport Agency. Council is working hard with the NZ Transport Agency to ensure our local communities have a reliable and efficient long term roading link between Hawkes Bay and Manawatu-Whanganui Regions in the shortest time possible.

We are nearing completion of our goal to meet the urban water supplies compliance, quality and supply issues in our district. Our progress has been hampered by weather events and resources being diverted to deal with other pressing issues. We have made progress this year but it is next year when we will have a major push to complete the Woodville, Pahiatua and Pongaroa water upgrade projects.

We also made significant progress towards achieving the new higher standards for urban wastewater treatment. The majority of approved wastewater upgrades are complete and almost all of the water upgrades are either complete or underway. We still have a few major wastewater network upgrades to go with the focus now on Eketahuna and Pahiatua. This will be a focus for the next year.

Worth noting are Council's continued partnerships with Horizons Regional Council (or "Horizons"), Ministry of Health and the Ministry for the Environment, who support the planning and funding of these upgrade projects. Without their support and subsidies, the negative impact on the affordability of rates would have been significant.

In the 2015–2025 Long Term Plan, Council based the decision to sell its pensioner housing portfolio to a reputable social housing provider on a series of assumptions that were current in 2014/15.

Since then a number of these funding assumptions are no longer relevant, while the rental market in Tararua (and across New Zealand) has experienced very strong demand. The availability of housing in general, and affordable community housing in particular, is now a key national issue. Hence, it is likely that a higher proportion of the community would now favour retaining ownership of the pensioner units.

As a result, Council considered future options for pensioner housing as part of this 2017/18 planning process. Council resolved to defer selling the pensioner housing units and signal further consultation on this matter in the 2018–2028 Long Term Plan. Council's preferred option is to continue to retain the flats as a self-funding activity.

In addition, Council also decided to invest in improving the standard of units through the installation of heat pumps and minor upgrades. Council has also approved a part time staff resource to administer the housing units and ensure that our tenants are supported.

The challenges

The year had not been short of challenges – from two significant weather events, closure of the Manawatu Gorge, to the Havelock North drinking water safety issues and the impact of the environment court decision on the One Plan.

We all know what it's like to have plans inconveniently changed. It can stir up different emotions for different people. Difficult situations inspire ingenious solutions, so I believe we need to look at the whole Manawatu Gorge closure as an absolute inconvenience. This is not to negate the impact it is having on our communities. It is about striving for innovation – as the proverb goes, "necessity is the mother of invention".

The announcement of a new eastern-western link (the alternate route for the Manawatu Gorge) by NZ Transport Agency and the Government's decision to list it as a Road of National Significance, brings recognition that priority for consenting and funding is required.

We will continue to work closely with NZ Transport Agency and the other Councils in the region to arrive at a long term solution that benefits the regions affected.

Looking ahead

I believe with continued sound planning and prudent financial management, and a Council of committed and passionate people, we will continue to make significant progress towards achieving our vision and goals we have agreed with the community.

We will continue our investment to maintain the \$0.9 billion of assets we own and strengthen partnerships with Iwi, our communities, and stakeholders. We will continue to seek efficiencies to keep rates as affordable as possible, and will ensure our district's interests are represented at both a regional and national level.

Looking forward, our focus now turns to delivering on our promises for year three of our 2015–2025 Long Term Plan and, together with the community and stakeholders, develop the 2018–2028 Long Term Plan.

But most importantly, we will continue to ensure "Living Well in Tararua – it's more than just a promise".

FROM YOUR CHIEF EXECUTIVE

This year, the Council continued to improve its operational capability and efficiency from process and structural changes.

The focus continues to be on delivering services in the most affordable and efficient way, considering both the replacement of assets in the future and current operational costs.

Our performance

We have performed well, with a favourable net operating result of \$1.02 million compared to a budget of \$220,000.

Completing \$16.9 million of capital programmes against a total capital budget of \$21.8 million has delivered further improvements in water, wastewater, roading, and properties. Although the 2016/17 annual plan budget was \$13.9 million for projects, as a result of carry forward budgets from previous years and additional budget variations, the target programme grew to \$21.8 million. This means we achieved a completion rate of 78%, which is similar to the 2015/16 year when we completed \$16.8 million of capital investment with similar resourcing.

Despite these large investments in infrastructure, Council is in a very strong financial position overall, with low debt and low rate increases. External debt is at a low level of \$11.6 million while Council holds \$5.6 million of cash investments.

Operationally we performed well overall achieving 76% of our service performance measures, consistent with last year. It should be noted that 22 measures were not applicable last year as we did not carry out a community survey. We are now conducting community surveys every year so we can monitor our performance on a continual basis.

In the survey results, it was pleasing to note that the community had confidence in the staff in delivering the outcomes in our Long Term Plan.

All of this has been possible on the back of the lowest rates increase to-date of 1.71%.

Infrastructure investments

Our capital programme was largely geared towards legislative compliance and, where we could, we worked in partnership with our communities and stakeholders to prioritise and co-fund the projects we carried out.

The \$16.9 million of capital investment included 82 projects that have been completed, 20 that are in commissioning phase and 32 still under construction. We received \$9.4 million of subsidies this year from the NZ Transport Agency and \$885,000 relates to the two major storm events in April 2017.

A full footpath condition survey was completed during February 2017, with a view to better understand Council footpath deterioration and to focus maintenance and renewals expenditure where most needed. The survey confirmed 99.7% of footpaths meet the required level of service.

“
*Despite these large
investments in infrastructure,
Council is in a very strong
financial position overall...*
”

We have developed a plan to address the problem of stormwater draining into our urban wastewater systems from private homes, which has a significant impact on our wastewater treatment systems and discharges into rivers during heavy rain events.

Our partnership with Downer NZ in the Tararua Alliance continues to pay dividends. The Tararua Alliance is now approaching three years since implementation and there is still a large focus on continuous improvement and Best for Network decisions. Improved asset inventory and condition information is enabling better decision-making with regards to investment. An ongoing priority is to improve this information to enable more accurate long term replacement plans and budget forecasting.

The NZ Transport Agency completed their Audit of the Tararua Alliance and noted that Council has strong contract management processes in place through its role in the Tararua Alliance, and representation on the strategic governance group of the Tararua Alliance. The detailed information provided to the auditor confirmed they were happy Council was receiving value for money from the NZ Transport Agency Land Transport co-investment.

Focus for the roading activity continued to be on completing the Manawatu/Hawkes Bay alternate route (Saddle Road), safety improvements, including rehabilitation and resealing. This year, due to the two weather events in April 2017, we incurred \$1.4 million in emergency reinstatement.

For wastewater capital investment, we spent \$7.5 million over the last two years and spent another \$2.3 million this year. We have

budgeted to spend another \$2.1 million next year. For water capital investment, we spent \$1.9 million over the last two years and spent another \$3.4 million this year. We have budgeted to spend another \$4.3 million next year. This will bring our eight urban water schemes up to a storage and treatment level compliant with the mandatory drinking water standards set by government.

During 2016/17, Council restructured the Assets Team with more maintenance work being placed into the Tararua Alliance and additional project management resource brought in.

We have not just been focused on renewing core infrastructure. We have continued to make good progress in upgrading our community assets namely:

- Community buildings and facilities (92% satisfaction in our community survey),
- Playgrounds, sports fields, parks and reserves (93% satisfaction in our community survey),
- Camping grounds with visitor numbers up a further 5% after a 17% increase last year,
- Installed heat pumps in 65 pensioner flats to provide a more efficient heating option to tenants.

Challenges

The ongoing closure of the Manawatu Gorge is presenting challenges, with completion of the \$8 million Saddle Road project made difficult due to the increased traffic volumes. We are aware that the road is under immense pressure and are working with the NZ Transport Agency to progress options for a new east-west inter-region transport link.

“
*Improved asset inventory
and condition information is
enabling better decision-making
with regards to investment.*
”

The wet 2016/17 year has highlighted the importance of good drainage. The storms in April 2017 highlighted that we have improved water tables on our roads, but snow and tree fall damage has undone some of that work. For 2017/18, we will double the water tabling maintenance budget and also do more localised upgrades for the urban stormwater networks.

Water and especially water treatment were the highest risks for Council based on presentations to the Rural and Provincial meeting in Wellington. Similar to Worksafe responsibilities, Council must ensure we have suitable controls and risk management systems in place continuously from intake source through to final point of supply for all supplies. Staff are implementing multiple recommendations from the Havelock North inquiry, such as increasing and documenting the technical skills of staff, reviewing the Water Safety Plans, and developing agreed response plans.

A similar high profile risk relates to the renewal of wastewater consents. Public expectations are preferring land based disposal, yet the viability of that due to high land costs, and uncertain long term impacts, mean greater central government support is needed to implement this option and keep costs affordable.

Looking ahead

Council continues to face significant challenges over the next few years. Proposed new legislation could change how roading and the three waters are delivered and governed. The drive to share services across Councils and further reduce costs could also impact on operations and staff. We will continue to provide advice to elected Councillors on how to deliver services in a manner that provides optimal benefits to residents.

I would like to acknowledge the efforts made by Council staff in implementing the plans and actions on the Council's behalf. They are tremendous ambassadors for our district and work hard to ensure we all remain proud to call the Tararua district home.

Blair King
Chief Executive

OUR YEAR AT A GLANCE

This is a quick summary of what we have been doing for the year, and how we have performed against what we said we would do.

What We Said We Would Do



ACHIEVED

- **Progress against our Vision and Strategy**
Refer to page 8 – 'Our Progress Towards the Strategies in the Long Term Plan' – for details of our achievements.
- **Rates increases affordable**
Rates increases have gradually decreased from 4.04% in 2012/13 to 1.71% this year.
- **Improve relationships and collaborate with other organisations**
Relationships with Iwi, NZ Transport Agency, Horizons and Ministry of the Health continue to remain strong.
- **Operating expenses do not exceed budget**
Total operating expenditure was \$1.4 million under budget.



ALMOST ACHIEVED

- **Continue to address the water compliance, supply and quality issues**
Significant progress was made, however we could not complete all projects. At year end, all of our seven schemes did not comply with the Drinking Water Standards.



NOT ACHIEVED

- **Continued investment in our core infrastructure**
We completed \$16.9 million of capital work, but had to carry over \$5.9 million to be completed in the next year.
- **Reduce environmental impact from our waste management practices**
Three of our seven schemes are operating under temporary consents (current consents have expired).
- **Delivery of service level performance targets**
We achieved 76% of service level measures. We achieved 34 out of 40 of the mandatory measures legislated by Parliament.

Financial Overview

Financial Results Compared Against Budgets

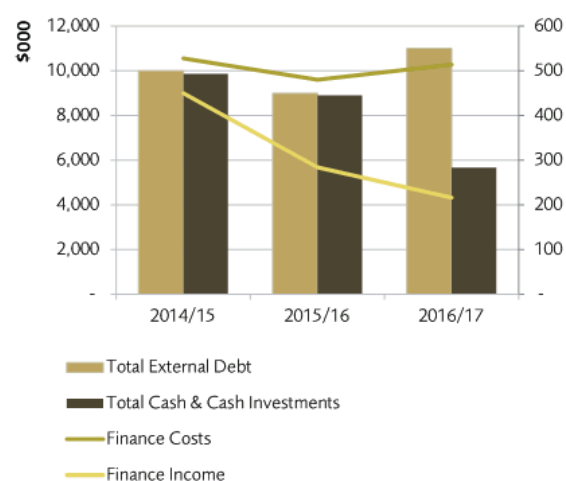
	This year	Compared to last year
Overall Operating Result \$800,000 – favourable	✓	↓
Operating Revenue \$1.1 million – unfavourable	✗	↓
Operating cost \$1.4 million – favourable	✓	↑
Total External Debt \$230,000 – favourable	✓	↓
Capital Expenditure \$4.9 million – unfavourable	✗	↑
Net Debt (borrowings less cash and other financial assets) \$6.3 million – unfavourable	✗	↓
Net Interest (excluding derivative valuation) \$46,000 – unfavourable	✗	↓

Service Performance

	Council	Survey	Mandatory
2016/17 measures			
Achieved	36	13	34
Not achieved	12	9	5
Not applicable	-	-	1
	48	22	40
2015/16 measures			
Achieved	37	-	32
Not achieved	12	-	6
Not applicable	21	-	-
	71	-	39

Treasury Management

DEBT AND CASH INVESTMENT POSITION (\$'000s)



STRATEGIC FOCUS

Council first adopted its Vision and the underlying three limbs of strategy in the 2012–2022 Long Term Plan – Core Network Infrastructure, Economic Development and Financial Prudence. In the three years that followed, Council made significant progress on these strategies.

The 2015–2025 Long Term Plan maintained the same three overall strategies through consultation with the community, with some changes in priorities and focus that reflected new challenges and achievements.

The following summarises our progress towards the Council's Strategies in the 2015–2025 Long Term Plan.

Strategy 1: core infrastructure

Continued investment in core infrastructure

Legend: ● On Track ● Need to catch up ● Needs more effort

Strategy	Progress 2014/15	Progress 2015/16	Progress 2016/17	Comments
To build resilience in water, wastewater, stormwater, and roading networks.	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> We continue with our investment strategy and invested \$14.1 million this year in our core infrastructure to ensure we continue to have the capability to deliver the agreed service levels. However, we had to defer and carry forward 58 capital projects totalling \$5.86 million to 2017/18. The Tararua Alliance has formed a strong relationship with our funding provider, NZ Transport Agency. This is a critical relationship as we are reliant on funding to maintain the agreed level of service on our local roads. This resulted in securing an additional 1%, bringing total NZ Transport Agency funding to 66% from 2018/19 onwards. Our roading network was severely impacted by recent weather events, which resulted in over \$2 million of additional work. Whilst we have been successful in funding applications that resulted in a 19% increase in Financial Assistance rate, this additional work created challenges with resourcing. Post-event reviews have highlighted opportunities to improve around communications and making slip sites safe. A major area of focus for the Tararua Alliance has been on improving the asset inventory data, and condition assessing the entire network to ensure we achieve the most benefit for our investment. Six of our seven water schemes now have a current Water Safety Plan, although ongoing work is required to address a number of safety risks identified. The Pahiatua and Woodville treatment and storage upgrades were delayed and will be completed in the 2017/18 year. The stormwater capital development projects have been deferred so Council can complete stormwater modelling. This will allow Council to model the anticipated outcome of the stormwater infrastructure concepts and designs to ensure we are making the right decisions that produce the most benefit for the community and provide value for money solutions.

Legend: ● On Track ● Need to catch up ● Needs more effort

Strategy	Progress 2014/15	Progress 2015/16	Progress 2016/17	Comments
				<p>Previous Years</p> <ul style="list-style-type: none"> In 2014/15, we invested \$14.4 million in our core infrastructure to ensure we continue to maintain and, in some areas, increase our service levels. Council has decided to bring forward the Woodville impounded supply upgrade project by one year into 2016/17 to address the current summer water quality and quantity issues. The dam size will be increased to 75,000m³ and a floating cover will be installed. This project will double the capacity of the existing dam and stop algae growth in the dam. Project to install more water storage in the Pahiatua township has commenced. This is to supply all water for the town from the existing bore source and eliminate the need for any further take from the Mangatainoka river. The project has been delayed due to unsuitability of soil structure. Completed the project to lift the height of the water level in the Dannevirke impounded supply water by one metre increasing the capacity of the dam by five days.
To improve our environment and meet our commitments to the Manawatu River Accord.	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> The Ministry for Environment funded treatment plant upgrade at Eketahuna has been deferred to 2017/18, as we are waiting on obtaining the new resource consent (conditions regards to treatment) to determine the design of the treatment plant. The terms and conditions of new consents will be more rigorous than previous consents due to increased environmental standards under the provisions of the new regional 'One Plan'. The lining of the Dannevirke Treatment plant was delayed due to poor weather conditions. The relining was completed in July 2017. <p>Previous Years</p> <ul style="list-style-type: none"> We have received \$389,000 of the remaining funding for the Ministry for the Environment funded projects, bringing the total subsidy received to \$2.08 million. Three oxidation ponds in Dannevirke are relined and fully operational. Completion of Dannevirke No.1 and Woodville oxidation ponds was delayed. These projects will be completed next year.
To increase public safety in Council roads, footpaths, recreation facilities and public buildings.	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> No fatal accidents on roads due to road factors. The overall condition of our footpath network is close to the best we can get – only a small number of defects noted. The results show that of the 301,638m² of footpaths in the database for the district, only 760m² (0.3%) have a defect severity grading of 4 or 5 (5 being the highest). We continue to maintain our parks, reserves, playground equipment and sports facilities to relevant safety standards. 58 safety audits on work sites were completed. The Alliance had no lost time injuries or medically treated injuries for the year. Three contractors' sites were reported as dangerous when audited, and were required to either close down or rectify immediately. Council invested \$222,000 in minor safety projects during 2016/17, compared to \$630,000 invested in 2015/16 where a significant portion was on converting streetlights to LED. Council also invested another \$1.3 million in the Saddle Road to mainly improve safety. This brings Council's portion to \$5 million to date. Council gained tertiary accreditation under the Health and Safety Act. <p>Previous Years</p> <ul style="list-style-type: none"> No fatal accidents on roads due to road factors. Parks, reserves, playground equipment and sports facilities continue to be maintained to relevant safety standards. Appointed a Safety Officer, established a safety committee, implemented a regime of conducting safety audits on work sites and working towards being accredited at tertiary level in accordance with the Health and Safety Act.

Strategic Focus

Legend: ● On Track ● Need to catch up ● Needs more effort

Strategy	Progress 2014/15	Progress 2015/16	Progress 2016/17	Comments
To meet legally required performance standards.	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> Wastewater consent application hearings for Eketahuna and Pahiatua have been adjourned and delayed due to the commissioners requiring Council to include land/over land based discharge options in the application. Three of our seven schemes are operating under temporary consents (current consents have expired). We are currently renewing our Pahiatua and Eketahuna wastewater consents. We have submitted to Horizons the renewal for the Woodville wastewater consent. We continue to meet all resource consents for urban water supplies. <p>Previous Years</p> <ul style="list-style-type: none"> A new resource consent for the Norsewood wastewater pond and discharge was received. Consent renewal applications for Eketahuna and Pahiatua wastewater discharges were completed and lodged. We continued to meet all existing resource consents for urban water supplies.

Strategy 2: economic development

Promoting and facilitating economic development

Legend: ● On Track ● Need to catch up ● Needs more effort

Strategy	Progress 2014/15	Progress 2015/16	Progress 2016/17	Comments
Supporting and facilitating growth in local business.	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> Visitors to the camping grounds in the district continue to show an increase – 12,246 in 2014/15; 14,322 in 2015/16; 15,046 in 2016/17. Two businesses have been incubated at the Tararua Business Network and have established in the district. The Tararua Business Network has worked alongside 47 businesses, providing support and enabling growth, and hosted 133 events in the Training/Seminar Room. A total of 47 businesses who contacted the Business Network for assistance received support and training, and were also presented with opportunities that varied according to the requirements of their business. Of these, 14 were existing small-medium enterprises (SMEs), 13 were new start-ups, and 20 were new ideas. Tararua Business Network hosted 26 workshops, 133 events in the Training/Seminar Room and the Board Room was utilised for business meetings on 164 occasions. Training covered a range of topics including marketing and social media, legal and financial, employment relationships, customer service, health and safety, strategic business planning, and more. A website for the GO! Project has been developed and was launched on 19 December 2016. As a result of our new digital presence, profiling at national events and continued maximisation of land-utilisation opportunities, the GO! Project is now receiving support, enquiries and interest from all over New Zealand. <p>Previous Years</p> <ul style="list-style-type: none"> As a result of previous years' upgrades, visitors to the Dannevirke Camping Ground increased by 60% from 2,821, in 2014/15, to 4,484 in 2015/16. Eketahuna Camping Ground visitors rose by 30% from 3,898, in 2014/15, to 5,054 in 2015/16. Numbers in Woodville were also higher than the year before, up until the camping ground closed for renovation in May 2016.
Provide business friendly and welcoming support for new residents.	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> 432 welcome packs were sent to new residents. <p>Previous Years</p> <ul style="list-style-type: none"> Welcome packs sent out to 363 new residents.

Strategic Focus

Legend: ● On Track ● Need to catch up ● Needs more effort

Strategy	Progress 2014/15	Progress 2015/16	Progress 2016/17	Comments
<i>Build district identity; promote the district by telling our story.</i>	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> Over 10,000 people came to the district to attend major events, such as the Woodville Motocross, Wheels with Attitude, and Dannevirke A & P Show. A major outcome for the year was the successful application to the Regional Mid-sized Tourism Facilities Grant Fund, which is administered by the Ministry for Business, Innovation and Employment. The region was able to successfully secure \$105,880 of funding for works to construct toilet facilities in the Te Apiti-Manawatu Gorge to increase capacity for growing numbers of visitors attracted to the popular walking area. Council continued to participate in national trade shows that provided the platform necessary to promote our district for those considering visiting or relocating here for lifestyle, business and/or investment. Over 123,000 people attended these trade shows. Based on Paymark and BNZ MarketView, the total value of spending in the district has increased by 4.3% compared to last year. The Tararua Business Network was also heavily involved in assisting the Ormondville Rail Preservation Group (ORPG) to organise and co-ordinate the Ormondville Five Viaducts Tour and Street Festival. The team worked closely with ORPG and local community volunteers to develop an event of national appeal. The new tourism website for the Tararua district launched in December 2016 (www.tararua.com). The new site has been designed to be a user-friendly and interactive tool for visitors and locals. <p>Previous Years</p> <ul style="list-style-type: none"> Over 10,000 people came to the district to attend major events, such as Woodville Motocross, Wheels with Attitude, and Dannevirke A & P Show. Council participated in national trade shows that provided the platform necessary to promote our district for those considering visiting or relocating here for lifestyle, business and/or investment. Over 241,000 people attended these trade shows. Tararua is recognised as embracing motorhome friendly opportunities and we have achieved accreditation to Pahiatua as "Motorhome Friendly".

Strategy 3: financial viability

Continued financial viability through sustainable growth and investment

Legend: ● On Track ● Need to catch up ● Needs more effort

Strategy	Progress 2014/15	Progress 2015/16	Progress 2016/17	Comments
<i>Cost control</i>	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> Operating expenditure excluding depreciation and fair value movement of derivatives was \$21.8 million (\$23 million last year). This shows that Council has through efficiencies, better cost management and changes to delivery of services been able to contain cost increases. <p>Previous Years</p> <ul style="list-style-type: none"> Operating expenditure, excluding depreciation and fair value movement of derivatives, was \$23 million which is similar to last year. This shows that Council, through efficiencies, better cost management and changes to delivery of services, has been able to offset other cost increases.
<i>Affordability</i>	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> Rates increases have declined from 4.04% in Year 2012/13 to 1.71% in 2016/17. The rates struck for the 2017/18 year is 2.23%. <p>Previous Years</p> <ul style="list-style-type: none"> Rates increases have reduced from 4.26% in 2011/12 to 1.71% in 2016/17.
<i>Reducing financial and business risk</i>	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> Council continues to have capacity to more than double its current borrowings of \$11 million. Forestry operations has accumulated net cash returns of \$888,000 from this activity. Adequate insurance policies are in place to mitigate risk of unplanned asset replacements due to natural disasters. <p>Previous Years</p> <ul style="list-style-type: none"> Council continues to have capacity to more than double its current external borrowing of \$9 million. Brought in-house the management of the forestry operations and has accumulated net cash returns from this activity.
<i>Financial sustainability (long-term financial health).</i>	●	●	●	<p>This Year</p> <ul style="list-style-type: none"> Total debt levels (external and internal) continue to be within the limits in the Long Term Plan. Core external debt is \$11 million. Depreciation reserves for future asset replacements are \$22 million, increased by \$3.8 million in the last three years. <p>Previous Years</p> <ul style="list-style-type: none"> Total debt levels (external and internal) continue to be within the limits in the Long Term Plan. Depreciation reserves for future asset replacements are \$20.8 million, increased by \$7 million in the last three years.

TARARUA DISTRICT COUNCIL SUMMARY OF THE ANNUAL REPORT 2016/2017

INNOVATION AND FRESH APPROACH

Data driven, better decision-making

The Tararua Alliance is now approaching three years since implementation and there continues to be a large focus on continuous improvement and Best for Network decisions.

Council has commenced the work to improve the asset inventory database (especially with regards to drainage assets improving), our ability to inspect, maintain, value and plan for these assets, and the wastewater networks improving the connectivity and delineation of assets between manholes within the network. This is to improve our confidence in our data for our 2018–2028 Long Term Plan.

Improved asset inventory and condition information is enabling better decision-making with regards to investment. An ongoing priority is to enhance this information, to enable more robust long term condition and budget forecasting.

Stormwater

In 2016, the Tararua Alliance started a project to create a digital stormwater model of the network, allowing Council to model the anticipated effects of infrastructure concepts and designs taking into consideration changing weather patterns.

This will help ensure we make the right decisions that produce the most benefit for the community and provide value for money solutions. The findings from this project will help Council prioritise our capital and renewal spending, ensuring we address the highest risk areas throughout the district.

New asset management tool

To further assist programme delivery and asset management, Council is working with the Tararua Alliance to implement a new asset management tool for the water, wastewater, and stormwater networks.

The new software, by applying advanced analytics to dynamic life-cycle and maintenance data, enables visualisation of strategy and service level scenarios to manage and maintain assets. This will enable Council to improve service levels, and optimise capital investment with an aim to reduce maintenance spending.

Deterioration modelling

The Tararua Alliance carried out the pavement deterioration modelling (dTIMS) to inform the pavement and surfacing renewals forward works programme, the Transportation Activity Management Plan, and budgets for the Long Term Plan.

The model uses all of the available asset information and level of services targets to recommend a maintenance or renewal strategy for every section of road (called a treatment length), whilst minimising the overall network maintenance costs in delivery of the level of service.

The resurfacing and pavement rehabilitation work will be carried out where it will generate the most cost savings, by reducing the quantity of maintenance required on the network, enabling investment in other areas. This lets us forecast long term network condition and budget needs, and improves our decision-making, resulting in more effective and efficient maintenance and renewals strategies.

LED lighting

Council is continuing with upgrading the district's street lighting assets with new LED lighting is. A major push is next year, where we have budgeted \$405,000 to complete the LED upgrade project.

The purpose of the upgrade is to increase the operating life of the street lights, while reducing energy use.

Pavement rehabilitation designs

Under the Tararua Alliance, pavement designs are completed for each site, ensuring the new pavement has the strength required to accommodate predicted vehicle movements, and there is a shift to reuse or recycle existing materials where possible through stabilisation. This was not done before the Tararua Alliance and can result in reduced costs and improved environmental sustainability through a reduction in aggregate being applied.

As part of the pavement rehabilitation, opportunities to improve width, sight distances and alignment (through minor improvements), and drainage (through drainage renewals) are assessed and taken where beneficial. Combining the activities results in significant efficiencies and cost savings, meaning we can complete more work for the same budget.

SADDLE ROAD RECONSTRUCTION

Tararua District Council has continued to manage the Saddle Road upgrade on behalf of the NZ Transport Agency.

This project is a joint initiative between Palmerston North City Council, Manawatu District Council, and Tararua District Council. The Tararua Alliance has been working in collaboration with all stakeholders to give regional resilience, and an alternative route to the Manawatu Gorge.

Whilst the project was put on hold in April 2017 due to an ongoing closure of the Manawatu Gorge, delaying completion of the project, significant upgrade works were completed totalling \$1.3 million. These resulted in improved motorist safety and travel times when the gorge was closed, through the provision of passing opportunities and the smoothing of curves.

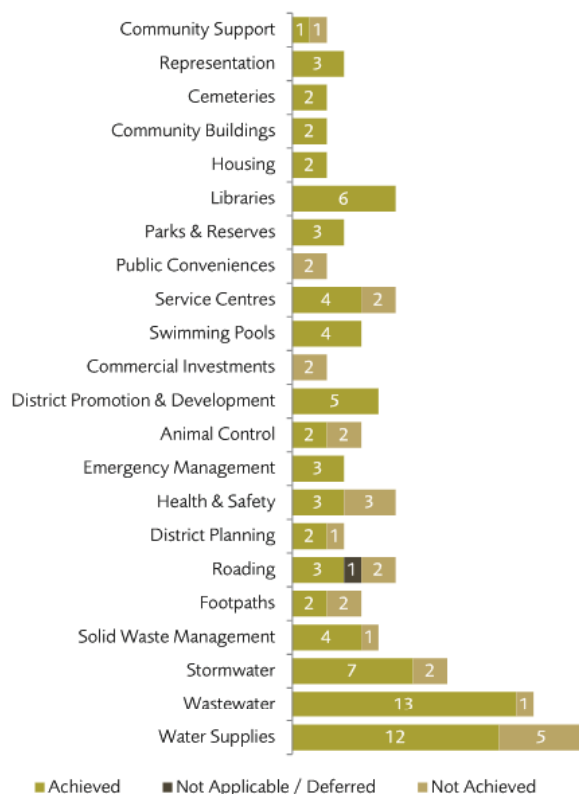
Feedback from motorists and stakeholders has been very positive towards the improvements that have been completed to date. There are ongoing concerns regarding the maintenance standard of the route, due to significant deterioration caused by increased traffic volumes during the gorge closure, which is being managed by the NZ Transport Agency for the duration of the gorge closure, minimising additional costs to Tararua ratepayers.

SERVICE PERFORMANCE

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

The following graph summarises the service performance results for the year by Council Activities. For details on Council performance for the service performance measures, refer to the 'Activities and Service Performance' section of this report.

SERVICE PERFORMANCE RESULTS FOR THE YEAR BY COUNCIL ACTIVITIES



Achievements

- The community's satisfaction with the Councillors and Community Boards exceeded our target and are the highest to-date.

- We met 23 out of the 27 measures for the Community and Recreation facilities Group of Activity.
- The total number of hours community and recreational facilities were booked increased another 35% this year.
- We exceeded all targets for the District Promotion and Development activity.
- The response times for wastewater and water faults continue to be well within our targets.
- 99% of Council's footpath met the required conditions standards.

Areas for Improvements

- Due to high level of vandalism to our public toilets we did not meet the targets for public satisfaction and number of customer service request.
- The targets for occupancy and net operating surplus for our commercial investments were not met. This is mainly due to the inability to find suitable tenants and significant log harvesting for the forestry activity was delayed due to poor weather conditions.
- The Regulatory department did not achieve 6 out of 16 targets, mainly due to staff resources and an increase in customer service request/applications.
- Four out of the seven wastewater schemes do have renewed consents. Two of the schemes are currently in the consent hearing process.
- All of the six water schemes did not comply with the drinking water standards as the required number of samples were not collected and tested.
- 37% and 36% residents indicated through the community survey that they were not satisfied with footpath and roads respectively in the district.
- We did not meet our targets for water loss. We achieved 29% compared to a target of less than 7%.
- Due to the severe weather events we exceeded our targets for the number of customer request for issues with our stormwater water network and water clarity issues with our water network.
- The weather events also impacted our ability to make roads passable within 24 hours. We achieved 97% compared to our target of 99%.

COMMUNITY SURVEY

This year we completed the community survey but used a different service provider. Two surveys were completed – September/October 2016 and June/July 2017.

Total residents surveyed for the first survey was 450 and the second was 277. The reason for doing the survey at different times in the year is to see trends and seasonal impact on resident satisfaction. Council intends to complete the survey quarterly but sample 113 residents for each survey making it a total of 452 residents for the year.

What the results aim to show is the ratepayers' general satisfaction with the various services, infrastructure, and facilities that are provided and maintained by Council.

COMMUNITY SURVEY RESULTS

2014

21 questions



2017

22 questions



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

The results of the surveys are included in the service performance measures detailed in the 'Activities and Service Performance' section of this report. We also took the opportunity to seek feedback on other aspects of Council. The notable results are (by percentage satisfied):

- 1 Vision and leadership – 74%
- 2 Overall Council performance – 75%
- 3 Satisfied with staff – 90%
- 4 Availability of water – 89%
- 5 Financial management – 65%
- 6 Ability to protect property from flooding – 74%

- 7 Quality of water – 72%
- 8 Feel safe from dogs – 77%
- 9 Satisfied with Council recreational facilities – 91%
- 10 Satisfied with Council community facilities – 93%
- 11 Percentage that have used Council recreational facilities in the last year – 80%
- 12 Library opening hours and range of books/other materials – 93%
- 13 Managing and issuing building consents – 86%
- 14 Provision of dedicated walkways/cycleways – 36%
- 15 Satisfied with rural roads – 55%

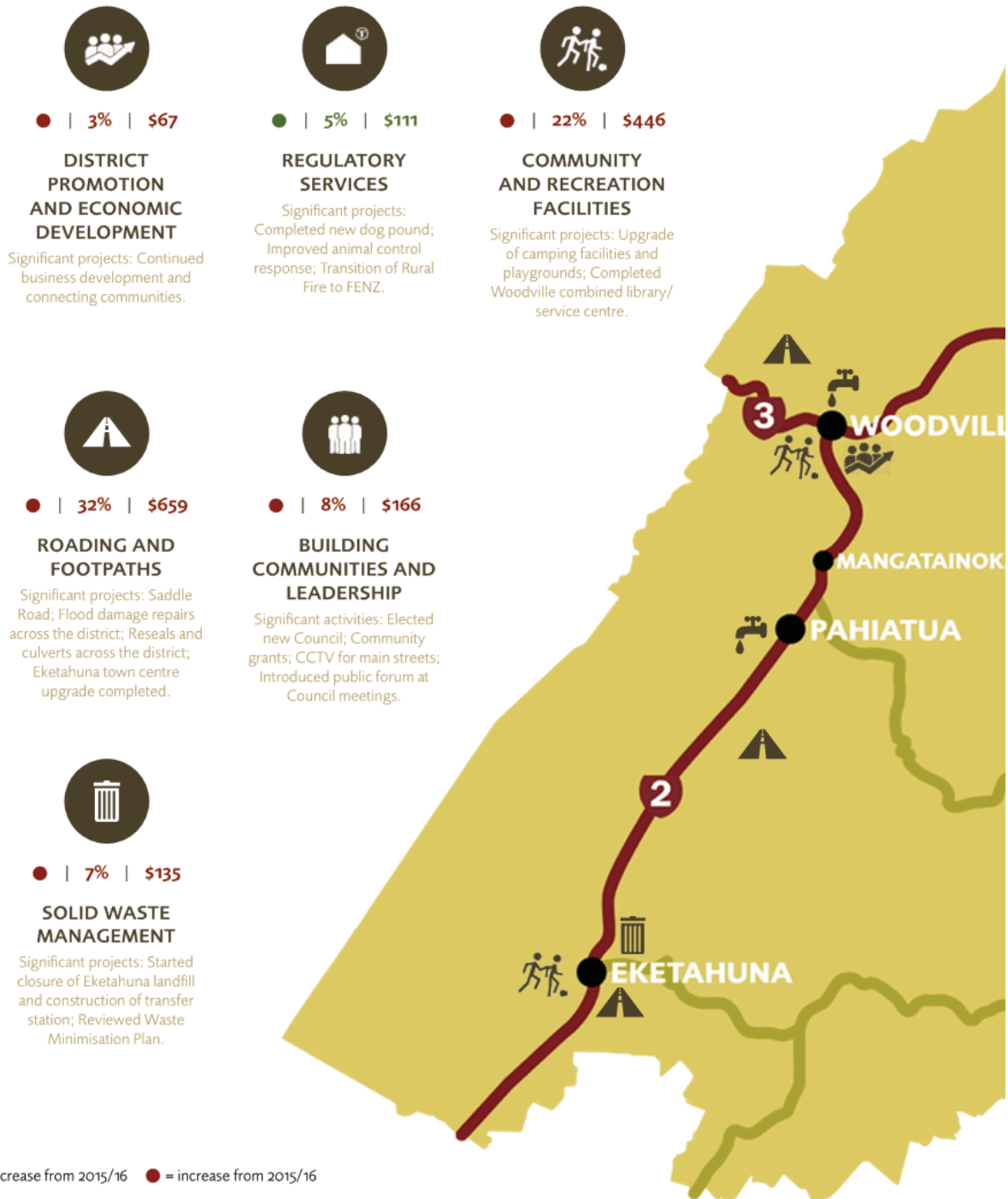


We will incorporate the feedback from the results of the survey into our long term planning to ensure we continue to address and/or manage the community expectations.

HOW WE SPENT YOUR RATES

We provide a variety of services to the district ranging from animal control, building consenting authority, libraries, service centres, public conveniences, sports and recreation facilities, emergency management, and maintaining our infrastructure like roading, footpaths, water and stormwater.

This page presents the significant projects we delivered to our community this year, and the amount spent providing Council services to the community, based on average yearly rates for a ratepayer in the district.





TARARUA DISTRICT COUNCIL SUMMARY OF THE ANNUAL REPORT 2016/2017

FINANCIAL OVERVIEW AND MAJOR VARIANCES

Explanations for major variances from Council's budget figures in the 2016/17 Long Term Plan are detailed below.

Statement of Comprehensive Revenue and Expense

Revenue

- Fees and Charges are under budget by \$639,000. This is due to the reclassification of rates penalties (\$290,000) and metered water charges (\$512,000) to Rates.
- Subsidies are under budget by \$174,000. Subsidies we have received from the NZ Transport Agency are higher than budget by \$175,000. This is due to receiving a higher subsidy rate of 83% for emergency works compared to the normal rate of 63%. Offsetting this is a delay in the Pongaroa water upgrade, resulting in subsidy of \$400,000 from the Ministry of Health not yet received. We expect this to be completed in 2017/18.
- Other revenue is lower than budget due to inclusion of budgeted forestry revenue - see below. This is offset by receipt of \$37,000 for recovery of retention income resulting from the in specie distribution of receivable assets from the liquidation of Infracon and higher domain board revenue of \$30,000 more than budgeted.
- Forestry revenue has been budgeted under the Other Revenue. Due to unfavourably wet weather, harvesting of forestry at Kaiparoro was unable to commence as planned, resulting in lower forestry revenue than budget of \$356,000.
- Interest received was lower than budgeted by \$75,000. This is due to lower average deposit rates than expected of 3.16% compared to a budgeted 3.60%.

Expenses

- Finance Costs are under budget by \$373,000. Lower interest expense on loans of \$29,000 is due to lower interest expense during the year mainly due to lower external debt than planned. A significant favourable variance of \$335,000 is as a result of an unbudgeted non-cash adjustment of fair value of derivatives (swaps) which has increased in value.
- Personnel Costs are showing higher than budget mainly due to reclassifying \$273,000 of staff seconded to the Alliance budgeted as operating expenditure to personnel costs.
- Other expenses are under budget by \$1.2 million. The significant variances are explained in the following table:

Add back reclassified items	
Rates debits	410
Rates internal	330
Alliance salary reclassification	273
Add favourable budget variance	
Lower harvesting expenses as explained under revenue	208
Budget Variance	1,221

Other Gains/(Losses)

- The main reason for the favourable variance is due to the unbudgeted increase in the forestry valuation of \$519,000.

Gain/(loss) on Asset Revaluations

- Council had an Infrastructure revaluation completed as at 1 July 2016. The result of the valuation was a increase of \$25,000 whereas an increase of \$14 million had been budgeted. Valuation adjustments are non-cash.

Statement of Financial Position

Assets

- Cash and cash equivalents is lower than budget due to utilising cash to keep external borrowings minimised.
- Other Financial assets (current) are lower than budgeted due to holding less term deposits as cash has been utilised to keep external debt minimised.
- Debtors and other receivables are higher than budget due to two reasons. Firstly, NZ Transport Agency debtors of \$1.8 million for the May and June claim received in July, and secondly due to higher rates debtors than planned. In relation to the rates debtors, a significant portion relates to abandoned land properties, for which Council is instigating action to resolve.
- Property, plant and equipment is lower than budget mainly due to the infrastructure revaluation resulting in a decrease, rather than the budgeted increase.

Liabilities

- Trade and other payables are lower than budget by \$100,000 due to timing of payments at year end.
- Tenant contributions are lower than budget by \$195,000. As tenant contribution flats are vacated, new tenancies will be on a similar terms to the non-tenant contribution flats as Council moves away from offering tenant contribution tenancies.

Equity

- Asset revaluation Reserves are lower than budget due to the budgeted infrastructure valuation increase of \$14 million, actually resulted in being a \$25,000 increase.
- Accumulated funds are lower than budgeted due to the budgeted opening balance being lower than expected.
- Special Funded Reserves are \$3 million above budget due to a higher opening balance than budgeted.

Statement of Cash Flows

Overall net increase in cash balances held were lower than budget by \$2.5 million.

Significant variances are:

Operating Activities

Cash flow from operating activities are below budget by \$480,000. This is mainly as a result of the following:

- Net cash from forestry harvesting activities lower than budget due to the Kaiparoro harvest being delayed.
- \$400,000 capital subsidy for the Pongaroa water supply project was not received due to a delay in the project. We expect to receive this in 2017/18.

Investing Activities

Cash outflow from investing activities was higher than budgeted due to a larger capital expenditure programme resulting from previous year project carry forwards and budget variations during the financial year.

Financing Activity

No significant variance was noted in cash flow from financing activities.

SUMMARY FINANCIAL STATEMENTS

Summary statement of comprehensive revenue and expense

	2015/16 Council Actual \$000's	2016/17 Council Actual \$000's	2016/17 Council Plan \$000's
Operating Revenue			
Rates	20,622	21,005	21,022
Grants and subsidies	10,778	9,438	9,612
Finance revenue	284	216	291
Other revenue	5,549	2,874	3,721
Total operating revenue	37,233	33,533	34,646
Expenditure			
Other operating expenses	17,538	16,175	17,387
Depreciation and amortisation	11,368	11,610	11,797
Employee benefit costs	4,891	5,112	4,775
Finance cost	935	171	544
Total operating expenditure	34,732	33,068	34,503
Other asset gains/(losses)	640	557	77
Surplus/(deficit) before tax	3,141	1,022	220
Taxation expense	-	-	-
Net surplus/(deficit)	3,141	1,022	220
Other Comprehensive Revenue and Expense			
Gains on Infrastructure assets revaluation	(7,631)	25	14,054
Fair value through equity	-	-	-
Tax on Equity Items	-	-	-
Total Comprehensive Revenue and Expense	(4,490)	1,047	14,274

Summary statement of financial position

	2015/16 Council Actual \$000's	2016/17 Council Actual \$000's	2016/17 Council Plan \$000's
Current assets	13,427	10,424	16,080
Non-current assets	878,679	884,374	900,306
Total assets	892,106	894,798	916,386
Current liabilities	4,618	7,765	4,673
Non-current liabilities	11,067	9,567	13,210
Total liabilities	15,685	17,332	17,883
Equity	876,419	877,466	898,504
Total equity	876,419	877,466	898,504
Total liabilities and equity	892,106	894,798	916,386

Summary statement of changes in equity

	2015/16 Council Actual \$000's	2016/17 Council Actual \$000's	2016/17 Council Plan \$000's
Balance at 1 July	880,910	876,419	884,230
Total comprehensive revenue and expense previously reported	(4,490)	1,047	14,274
Total Balance at 30 June	876,419	877,466	898,504
Comprising of:			
Accumulated Funds	350,302	348,461	352,366
Asset Revaluation Reserves	497,343	497,368	518,950
Special Funded Reserves	28,730	31,595	27,138
Trust Funds	44	42	50
Total Equity	876,419	877,466	898,504

Summary Financial Statements

Summary Statement of Cash Flows

	2015/16 Council Actual \$000's	2016/17 Council Actual \$000's	2016/17 Council Plan \$000's
Net cash flow from operating activities	16,185	11,460	11,940
Net cash flow from investing activities	(16,565)	(15,948)	(14,065)
Net cash flow from financing activities	(1,198)	2,003	2,126
Net increase/(decrease) in cash held	(1,578)	(2,485)	1
Opening balance	4,341	2,762	3,518
Total cash resources at 30 June	2,763	277	3,519

ACCOUNTING DISCLOSURES

These summary financial statements are a summary of the 2016/17 Annual Report and cover the period from 1 July 2016 to 30 June 2017. These summary financial statements do not provide as complete an understanding as provided by the full 2016/17 Annual Report. A full copy is available on the Council website at www.tararua.govt.nz. The information included in this report has been prepared in accordance with PBE FRS 43; Summary Financial Statements.

The Summary reports were authorised for issue on xx November 2017.

Reporting Entity

Tararua District Council is a New Zealand territorial local authority governed by the Local Government Act 2002 and is domiciled in New Zealand.

Council provides local infrastructure, local public services, and performs regulatory functions to the community. The Council does not operate to make a financial return. Accordingly, Council has designated itself as a public benefit entity for financial reporting purposes.

Tararua District Council has an associate, Manawatu-Wanganui LASS Limited, a 14% owned associate – public benefit entity. They are domiciled and incorporated in New Zealand.

The financial statements of Council are for the year ended 30 June 2017. The financial statements were adopted by Council on 31 October 2017.

Basis of Preparation

Statement of Compliance

The financial statements of Tararua District Council in the full Annual Report have been prepared in accordance with the requirements of the Local Government Act 2002, which includes the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP). These financial statements in the full Annual Report have been prepared in accordance with NZ GAAP. They comply with NZ Public Benefit Entity International Public Sector Accounting Standards, and are prepared in accordance with Tier 1 PBE Standards.

Measurement Base

The financial statements have been prepared on an historical cost basis, modified by the revaluation of land and buildings, certain infrastructural assets, investment property, forestry assets, financial instruments (including derivative instruments), and carbon credits.

Functional and Presentation Currency

The financial statements are presented in the functional currency, which is New Zealand dollars, and all values are rounded to the nearest thousand dollars (\$'000).

Commitments

Council's commitments on projects where contracts have been entered into but goods or services have not been received are:

	2015/16 Council	2016/17 Council
	\$000's	\$000's
Capital Commitments	3,724	2,514
Operating Leases as Lessor	76	60
Operating Leases as Lessee	1,035	927

Contingent Liabilities

Council has the following significant contingent liabilities:

- Council has one claim, for a potential cost of \$125,000, relating to weathertightness under the Funding Assistance Package. Under this programme, Council agrees to fund 25% of the cost to remedy the weathertightness defect.

As Council is not able to reliably quantify the potential liability given the complexity of the claims, a contingent liability has been recognised for the value of \$50,000 to also account for any further increases in cost.

Related Party Disclosure

Council has not entered into any related party transactions during the year that falls outside a normal supplier or client/recipient relationship on terms and condition no more or less favourable than those that it is reasonable to expect the Council would have adopted in dealing with the party at arm's length in the same circumstances.

Events After Balance Date

There are no post balance date events.

INDEPENDENT AUDITOR'S REPORT

AUDIT NEW ZEALAND
Mana Arotake Aotearoa

TARARUA DISTRICT COUNCIL SUMMARY OF THE ANNUAL REPORT 2016/2017

OUR DISTRICT



Resident population (2015)	17,350
Number of rateable properties	10,590
Area (ha)	427,000
Net capital value (\$m)	\$4,570
Total roading network (km)	1,957
Elected representatives (Council and Community Boards)	17

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Report

Date : 23 November 2017

To : Mayor and Councillors
Tararua District Council

From : Cameron McKay
Finance Manager

Subject : **Treasury Risk Management Policy**

Item No : **11.3**

1. Reason for the Report

- 1.1 To present the updated Treasury Risk Management Policy - Including Liability Management and Investment Policies, for Council's consideration for adoption as recommended by the Audit and Risk Committee on 16 October 2017.

2. Background

- 2.1 The purpose of the Treasury Risk Management Policy is to outline the approved policies and objectives in respect of all treasury activity to be undertaken by Council.
- 2.2 The Treasury Policy is reviewed periodically to ensure that the policy enables Council to achieve its strategic objectives in the Long Term Plan (LTP) and to ensure treasury risks within Council continue to be well managed.
- 2.3 The financial prudence benchmark debt limits contained within the Financial Strategy are the borrowing limits that are set in section 4.2 of the Treasury Risk Management Policy. Borrowing limits are an important aspect of managing risk and maintaining flexibility in relation to Council's external debt liabilities. Council is able to set its own debt limits up to the LGFA (Local Government Funding Agency) covenant limits.

3. Borrowing Limits

- 3.1 Table 1 below highlights Council's current borrowing limits against what is proposed in the updated Treasury Policy. The LGFA covenants are also shown as a comparison.

S/N	Item	Current Council Borrowing Limit	Proposed Council Borrowing Limit	LGFA Covenants
1.	Net external debt as a percentage of total revenue	<50%	<100%	<175%
2.	Net Interest on external debt as a percentage of total revenue	<7%	<7%	<20%
3.	Net Interest on external debt as a percentage of annual rates income (debt secured under debenture)	<10%	<10%	<30%
4.	Liquidity (External, term debt + committed loan facilities + cash and cash equivalents to existing external debt)	>110%	>110%	>110%

Table 1: Council Borrowing Limits

- 3.2 A limit change is proposed, increasing "net external debt as a percentage of total revenue" limit from 50% to 100%. Council reduced the limit from 100% to 50% in the previous LTP as a result of the projected declining external debt.
- 3.3 However, this LTP sees the introduction of a number of significant capital projects as a result of increasing compliance and improving service levels. Changing the above measure ensures sufficient borrowing headroom is available to deliver on the proposed capital programme in the LTP. The limit of <100% is consistent with other similar sized councils.
- 3.4 Limits 2 and 3 in table 1 above are related to the cost of servicing external debt. These measures have a direct impact on affordability of debt, therefore no change is proposed. Council will continue to manage its cost of debt and liquidity requirements prudently.

4. Other Changes to the Policy

- 4.1 The debt repayment policy statement (section 4.5 of the Treasury Management Policy) has been reworded as a result of Council having no subsidiaries.

- 4.1.1 The previous policy statement read as follows:

"Council should retain tax deductible debt ahead of non-tax deductible debt provided the benefits of doing so continue to exceed the risks."

As Council does not have taxable subsidiaries, Council cannot utilise the benefits of tax deductible debt.

- 4.1.2 The policy statement now reads:

“Debt will be repaid as it falls due in accordance with the applicable loan agreement”

- 4.2 The requirement to spread debt across a range of financial institutions as a risk management tool has been removed to ensure Council benefits from favourable interest rates with the LGFA.
- 4.3 Operational procedures and processes (that give effect to the policy statements) have been removed from the policy by creating a separate management procedures document.

5. Conclusion

- 5.1 The Treasury Policy has been reviewed and updated to ensure it aligns to the strategic objectives of the 2018-2028 Long Term Plan.
- 5.2 As a result, it is proposed to increase the debt limit in s/n 1 of Table 1 from 50% to 100%, ensuring that Council has sufficient borrowing capacity to deliver on the proposed capital programme.

6. Recommendation

- 6.1 *That the report from the Finance Manager dated 23 November 2017 concerning the Treasury Risk Management Policy (as circulated) be received, and*
- 6.2 *That the key changes to update and align the policy to the strategic objectives of the 2018-2028 Long Term Plan as outlined in sections 3 and 4 of this report be noted, and*
- 6.3 *That the Council adopts the Treasury Risk Management Policy attached to this report as recommended by the Audit and Risk Committee.*

Attachments

1. Treasury Risk Management Policy

TARARUA DISTRICT COUNCIL

Treasury Risk Management Policy

Including Liability Management and Investment Policies

Effective: 29 November 2017

Approved by : Chief Executive

Next review date : November 2020

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1.0 INTRODUCTION

1.1. Policy purpose

The purpose of the Treasury Risk Management Policy ("Policy") is to outline approved policies and procedures in respect of all treasury activity to be undertaken by Tararua District Council ("Council"). The formalisation of such policies and procedures will enable Council's treasury risks to be prudently managed.

As circumstances change, the policies and procedures outlined in this Policy will be modified to ensure that treasury risks within Council continue to be well managed. In addition, regular reviews will be conducted to test the existing Policy against the following criteria:

- Industry "best practices" for a similar sized Council.
- The risk bearing ability and tolerance levels of the underlying revenue and cost drivers.
- The effectiveness and efficiency of the Policy and treasury management function to recognise, measure, control, manage and report on Council's financial exposure to market interest rate risks, funding risk, liquidity, investment risks, counterparty credit risks and other associated risks.
- The operations of a pro-active treasury function in an environment of control and compliance.
- The robustness of the Policy's risk control limits and risk spreading mechanisms against normal and abnormal interest rate market movements and conditions.
- Enable Council to achieve its strategic objectives in the LTP.

It is intended that the Policy be distributed to all personnel involved in any aspect of the Council's financial management. In this respect, all staff must be completely familiar with their responsibilities under the Policy at all times.

2.0 SCOPE AND OBJECTIVES

2.1. Scope

- This document identifies the policy and objectives of Council in respect of treasury management activities.
- The Policy has not been prepared to cover other aspects of Council's operations, particularly transactional banking management, systems of internal control and financial management. Other policies and procedures of Council cover these matters.

2.2. Treasury management objectives

The objective of this Policy is to control and manage costs and investment returns that can influence operational budgets, public equity and set debt levels.

All external borrowing, investments, incidental financial arrangements (e.g. use of interest rate hedging financial instruments) and treasury management will meet requirements of:

- Local Government Act 2002, in particular Part 6 including sections 101,102,104, 105 and 112.
- Local Government (Financial Reporting and Prudence) Regulations 2014, in particular Schedule 4.
- Trustee Act 1956. Details of relevant sections can be found in the Trustee Act 1956 Part II Investments.
- The Liability Management Policy and the Investment Policy as outlined within this document.

2.3. General Policy Objectives

Objective	Applicable Policy Statements
To prudently manage Council's Treasury liability and /investment policies , and all identified treasury risks within policy limits and parameters	4.0/5.0/6.0
Minimise costs and risks in the management of Council's borrowing through flexibility and spread of debt maturities	6.2
Maintain appropriate liquidity levels and manage cash flows within Council to meet known and reasonable unforeseen funding requirements	6.2/8.0
Develop and maintain relationships with financial institutions, the LGFA, brokers and investors	4.0/5.0
Ensure adequate internal controls exist to protect Councils financial assets, mitigate against financial loss, opportunity cost and other inefficiencies	3.0/6.5
Ensure compliance with all risk control limits, financial ratios, and external lender requirements	4.2/6.0/6.6
Monitor and report on treasury performance, financial ratios, covenants, and security arrangements within the Policy	7.0/9.0

3.0 GOVERNANCE AND MANAGEMENT RESPONSIBILITIES

3.1. Overview of management structure

Policy statements

Council will ensure effective controls over treasury management and segregation of duties controls are in place.

Council may, by way of a resolution, depart from the Treasury policy where it considers that the departure would advance the broader well-being of the district or other policy objectives.

Detailed management positional responsibilities are outlined within the treasury procedures manual.

All management delegated limits are authorised by the CEO.

4.0 LIABILITY MANAGEMENT POLICY

4.1. Introduction

Council's liabilities comprise of borrowings and various other liabilities. Council maintains borrowings in order to:

- Raise specific debt associated with projects and capital expenditures.
- Raise finance leases for fixed asset purchases.
- Fund assets whose useful lives extend over several generations of ratepayers.

4.2. Borrowing Limits

Policy statement

Council will manage its debt in accordance to Council's borrowing limits and external lender covenants.

Debt will be managed within the following limits:

Item	Council Borrowing Limit	LGFA Covenants
Net external debt as a percentage of total revenue	<100%	<175%
Net Interest on external debt as a percentage of total revenue	<7%	<20%
Net Interest on external debt as a percentage of annual rates income (debt secured under debenture)	<10%	<30%
Liquidity (External, term debt + committed loan facilities + cash and cash equivalents to existing external debt)	>110%	>110%

- Total Revenue is defined as cash earnings from rates, government capital grants and subsidies, user charges, interest, dividends, financial and other revenue and excludes non-government capital contributions (e.g. developer contributions and vested assets).
- Net external debt is defined as total external debt less cash investments.
- Liquidity is defined as external term debt plus committed bank facilities plus cash and cash equivalent investments divided by current external debt. The liquidity ratio excludes encumbered cash investments, such as cash held within trust funds. Cash/cash equivalents are defined as being:
 - Overnight bank cash deposits
 - Wholesale/retail bank term deposits no greater than 12 months
 - Bank issued RCD's less than 181 days

- Wholesale/ retail bank term deposits linked to pre funding of maturing term debt amounts
- Net interest on external debt is defined as the amount equal to all interest and financing costs (on external debt) less interest income for the relevant period.
- Annual Rates Income is defined as the amount equal to the total revenue from any funding mechanism authorised by the Local Government (Rating) Act 2002 (including volumetric water charges levied) together with any revenue received from other local authorities for services provided (and for which the other local authorities rate).
- Financial covenants are measured on Council only not consolidated group. Council borrows from creditworthy banks that have a long-term credit rating by S&P (or equivalent) of A or better.
- Disaster recovery requirements are to be met through the liquidity ratio.

In approving new external debt, Council considers the impact on its borrowing limits as well as the economic life of the asset that is being funded and its overall consistency with Council's LTP and Financial Strategy.

4.3. Borrowing mechanisms

Policy statement

New external borrowings and refinancing existing external debt should be evaluated for cost effectiveness and compliance with policies.

Council is able to externally borrow through a variety of market mechanisms including issuing stock/bonds, commercial paper (CP) and debentures, direct bank borrowing, the LGFA, accessing the short and long-term wholesale/retail debt capital markets directly or internal borrowing of reserve and special funds.

Alternative funding mechanisms such as leasing should be evaluated with financial analysis in conjunction with traditional on-balance sheet funding. The evaluation should take into consideration, ownership, redemption value and effective cost of funds.

Council's ability to readily attract cost effective borrowing is largely driven by its ability to rate, maintain a strong financial standing and manage its relationships with its investors, LGFA, and financial institutions/brokers.

4.4. Security

Policy statement

Council offers a Debenture Trust Deed on the security arrangement for its external borrowing and investment activities.

Council assets may be pledged as security where it is advantageous and cost effective to do so.

Council's external borrowings and interest-rate risk management instruments will generally be secured by way of a charge over rates and rates revenue offered through a Debenture Trust Deed. Under a Debenture Trust Deed, Council's borrowing is secured by a floating charge over all Council rates levied under the Rating Act. The security offered by Council ranks equally or pari passu with other lenders.

From time to time, and with Council approval, security may be offered by providing a charge over one or more of Council's assets.

Physical assets will be charged only where:

- There is a direct relationship between the debt and the purchase or construction of the asset, which it funds (e.g. an operating lease, or project finance).
- Council considers a charge over physical assets to be appropriate.
- Any pledging of physical assets must comply with the terms and conditions contained within the Deed of Charge.

4.5. Debt repayment

Policy statement

Debt will be repaid as it falls due in accordance with the applicable loan agreement.

Subject to the debt limits in section 4.2, a loan may be rolled over or re-negotiated as and when appropriate.

Council will manage debt on a net portfolio basis and will only externally borrow when it is commercially prudent to do so.

4.6 Guarantees/contingent liabilities and other financial arrangements

Policy statement

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 is not allowed to guarantee loans to Council Controlled Trading Organisations under Section 62 of the Local Government Act.

Council will ensure that sufficient funds or lines of credit exist to meet amounts guaranteed. Guarantees given will not exceed NZ\$1 million in aggregate.

Guarantees provided will have to be approved by Council and reported on quarterly.

4.7. Internal borrowing of special and general reserve funds

Policy statement

Council may authorise use of special funds to reduce the requirement for external debt where there is financial benefit to borrow internally.

Council may authorise the funding of capital expenditure with existing special and general reserve funds. Accordingly Council will maintain its funds in short term maturities emphasising counterparty credit worthiness and liquidity. Any internal borrowing of special funds used must be reimbursed for interest revenue lost. Interest on internally-funded loans is charged annually in arrears, on year-end loan balances.

4.8. Capital works funding and debt period

Policy statement

Capital works will be funded 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.

Capital works will be funded through raising new debt or by utilising depreciation reserves where such exist for the classes of assets.

Term debt greater than one year will not be used to fund annual operational expenditure.

4.9. New Zealand Local Government Funding Agency Limited

Despite anything earlier in the Liability Management Policy, the Council may borrow from the New Zealand Local Government Funding Agency Limited (LGFA) and, in connection with that borrowing, may enter into the following related transactions to the extent it considers necessary or desirable:

- (a) Contribute a portion of its borrowing back to the LGFA as an equity contribution to the LGFA in the form of Borrower Notes;
- (b) Provide guarantees of the indebtedness of other local authorities to the LGFA and of the indebtedness of the LGFA itself;
- (c) Commit to contribution additional equity (or subordinated debt) to the LGFA if required;
- (d) Subscribe for shares and uncalled capital in the LGFA; and
- (e) Secure its borrowing from the LGFA, and the performance of the other obligations to the LGFA or its creditors with a charge over the Council's rates and rates revenue.

4.10. Departures from Policy

The Council may, in its discretion, depart from the Liability Management Policy where it considers that the departure would advance its broader social or other policy objectives. Any resolution

authorising an external debt instrument under this provision shall note that it departs from the Council's ordinary policy and the reasons justifying that departure.

5.0 INVESTMENT POLICY AND LIMITS

Policy statements

The Council may hold financial, property, forestry, and equity investments if there are strategic, economic or other valid reasons.

The Council will keep under review its approach to all major investments and the credit rating of approved financial institutions.

5.1. Introduction

Council generally holds investments for strategic reasons where there is some community, social, physical or economic benefit accruing from the investment activity. Generating a commercial return on strategic investments is considered a secondary objective. Investments and associated risks are monitored and managed, and regularly reported to Council.

Specific purposes for maintaining investments include:

- For strategic purposes consistent with Council's Long Term Plan and Annual Plans;
- To reduce the current ratepayer burden;
- The retention of vested land;
- Holding short term investments for working capital requirements;
- Provide ready cash in the event of a natural disaster. Invest amounts allocated to accumulated surplus, Council created restricted reserves and general reserves;
- Invest proceeds from the sale of assets.

5.2. Objectives

In its financial investment activity, Council's primary objective when investing is the protection of its investment capital and that a prudent approach to risk/ return is always applied within the confines of this Policy. Accordingly, only approved credit worthy counterparties are acceptable. The Council will act effectively and appropriately to:

- Protect the Council's investments and ensure they are risk averse and secure.
- Ensure the investments benefit the Council's ratepayers.
- Maintain a prudent level of liquidity and flexibility to meet both planned and unforeseen cash requirements.

5.3. Acquisition of new investments

With the exception of financial investments, new investments are acquired if an opportunity arises and approval is given by Council, based on advice and recommendations from Council officers.

Before approving any new investments, Council gives due consideration to the contribution the investment will make in fulfilling Council's strategic objectives, and the financial risks of owning the investment.

The authority to acquire financial investments is delegated to the CFO.

5.4. Investment mix

Council maintains the following mix of investments:-

5.4.1 Equity investments

Equity investments, includes investments held in CCO/CCTO and other shareholdings.

Council's equity investments fulfil various strategic, economic development and financial objectives as outlined in the LTP.

Council seeks to achieve an acceptable rate of return on all its equity investments consistent with the nature of the investment.

Any purchase or disposition of equity investments requires Council approval.

Unless otherwise directed by Council, the proceeds from the disposition of equity investments will be used firstly to repay any debt relating to the investment.

Council recognises that there are risks associated with holding equity investments and to minimise these risks, Council monitors the performance of its equity investments on a twice yearly basis to ensure that the stated objectives are being achieved. Council seeks professional advice regarding its equity investments when it considers this appropriate.

5.4.1.1 New Zealand Local Government Funding Agency Limited

Despite anything earlier in this Investment Policy, the Council may invest in shares and other financial instruments of the LGFA, and may borrow to fund that investment.

The Council's objective in making any such investment will be to:

- (a) Obtain a return on the investment; and
- (b) Ensure that the LGFA has sufficient capital to remain viable, meaning that it continues as a source of debt funding for Council.

Because of this dual objective, the Council may invest in LGFA shares in circumstances in which the return on that investment is potentially lower than the return it could achieve with alternative investments.

If required in connection with the investment, the Council may also subscribe for uncalled capital in the LGFA.

5.4.2 Property investments

Property investments includes all land and buildings.

Council's overall objective is to only own property that is necessary to achieve its strategic objectives. As a general rule, Council will not maintain a property investment where it is not

essential to the delivery of relevant services, and property is only retained where it relates to a primary output of Council.

Council reviews the performance of its property investments on a regular basis. Properties for sale are to be marketed in accordance with statutory requirement.

5.4.3 Forestry investments

Forestry assets are held as long term investments on the basis of net positive discounted cashflows, factoring in projected market prices and annual maintenance and cutting costs.

Any disposition of these investments requires Council approval. The proceeds from forestry disposition are used firstly to repay related borrowings and then included in the relevant reserves.

5.4.4 Financial investments

Objectives

Council may invest in approved financial instruments as set out in section 6.1.2. These investments are aligned with Council's objective of investing in high credit quality (as covered in section 6.3) and highly liquid assets.

Council's investment portfolio will be arranged to provide sufficient funds for planned expenditures and allow for the payment of obligations as they fall due.

Special funds and reserve funds

Council holds special and reserve funds for specific Council objectives. Liquid cash investments are required to be held against special funds and reserve funds unless otherwise approved by Council for internal borrowing.

Trust funds

Where Council hold funds as a trustee, or manages funds for a Trust then such funds must be invested on the terms provided within the trust, therefore these funds are excluded from Council's liquidity ratio. If the Trusts investment policy is not specified then this policy should apply.

5.5 Loan Advances

Council may provide advances to CCOs, CCTOs, charitable trusts and community organisations for strategic purposes only. New loan advances are by Council resolution only. Council does not lend money, or provide any other financial accommodation, to a CCO or CCTO on terms and conditions that are more favourable to the CCO or CCTO than those that would apply if Council were borrowing the money or obtaining the financial accommodation.

Council will assess risk, and reviews performance of its loan advances on a regular basis to ensure strategic and economic objectives are being achieved.

5.6. Investment management and reporting procedures

To maintain liquidity, Council's short and long-term investment maturities are matched with Council's known cash flow requirements.

The performance of Council investments is regularly reviewed to ensure Council's strategic objectives are being met. Both performance and policy compliance are reviewed.

5.7. Departures from Policy

The Council may, in its discretion, depart from the Investment Policy where it considers that the departure would advance its broader social or other policy objectives. Any resolution authorising an investment under this provision shall note that it departs from the Council's policy and the reasons justifying that departure.

6.0 RISK RECOGNITION/IDENTIFICATION/MANAGEMENT

Policy statements

Total amount of debt should be spread across a range of maturity dates.

Variable debt compared to fixed rate debt should be no greater than 45% of the total external 12 month core debt amount.

Hedging instruments can be used in the management of wholesale market interest rate exposure, but should not increase Council's overall risk.

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.

The risk of default in respect to any individual investment will be minimised by the selection of creditworthy investments.

The definition and recognition of liquidity, funding, investment, interest rate, counterparty credit, operational and legal risk of Council is detailed below and applies to both the Liability Management Policy and Investment Policy.

6.1. Interest rate risk

6.1.1 Risk recognition

Interest rate risk on borrowing, is the risk that funding costs (due to adverse movements in market wholesale interest rates) will materially exceed projections included in the LTP and Annual Plan so as to adversely impact cost control and capital investment decisions/returns/feasibilities.

The primary objective of interest rate risk management is to reduce uncertainty relating to interest rate movements through fixing/hedging of funding costs. Certainty around funding costs is to be achieved through the active management of underlying interest rate exposures.

6.1.2 Approved financial instruments

Approved financial instruments are as follows:

Category	Instrument
Cash management and borrowing	<p>Bank overdraft</p> <p>Committed cash advance and bank accepted bill facilities (short term and long term loan facilities)</p> <p>Uncommitted money market facilities</p> <p>Retail and Wholesale Bond and Floating Rate Note (FRN) issuance</p> <p>Commercial paper (CP)/Promissory notes</p> <p>Bank term deposits linked to pre funding maturing debt up to 12 months</p>
Investments	<p>Call and short term bank deposits</p> <p>Bank registered certificates of deposit (RCDs)</p> <p>LGFA borrower notes / CP / bills</p>
Interest rate risk management	<p>Forward rate agreements ("FRAs") on:</p> <ul style="list-style-type: none"> ▪ Bank bills <p>Interest rate swaps/collars including:</p> <ul style="list-style-type: none"> ▪ Forward start swaps/collars (start date <24 months, unless linked to existing maturing swaps/collars) ▪ Swap extensions and shortenings <p>Interest rate options on:</p> <ul style="list-style-type: none"> ▪ Bank bills (purchased caps and one for one collars) ▪ Interest rate swaptions (purchased swaptions and one for one collars only)
Foreign exchange management	<ul style="list-style-type: none"> ▪ Spot foreign exchange ▪ Forward exchange contracts

Any other financial instrument must be specifically approved by the Council on a case-by-case basis.

The following investment securities are expressly excluded;

- Structured debt where issuing entities are not a primary borrower/ issuer
- Subordinated debt (other than Borrower Notes subscribed from the LGFA), junior debt, perpetual notes and debt/equity hybrid notes such as convertibles.

6.1.3 Interest rate risk control limits

Exposure to interest rate risk is managed and mitigated through the risk control limits below.

Council's external core gross debt should be within the following fixed/floating interest rate risk control limits.

Master Fixed / Floating Risk Control Limits	
Minimum Fixed Rate	Maximum Fixed Rate
55%	90%

"Fixed Rate" is defined as an interest rate repricing date beyond 12 months forward on a continuous rolling basis.

"Floating Rate" is defined as an interest rate repricing within 12 months.

The fixed rate amount at any point in time should be within the following maturity bands:

Fixed Rate Maturity Profile Limit		
Period	Minimum hedge %	Maximum hedge %
1 to 3 years	15%	60%
3 to 5 years	15%	60%
5 years plus	10%	60%

- A fixed rate maturity profile that is outside the above limits, but self corrects within 90-days is not in breach of this Policy. However, maintaining a maturity profile beyond 90-days requires specific approval by Council.
- Any fixed rate hedge with a maturity beyond 10 years must be approved by Council. The only approved exception to this will be if Council raises LGFA funding as fixed rate or as a swapped floating rate and this maturity is beyond 10 years. The forward start period on swap/collar strategies to be no more than 24 months, unless the forward start swap/collar starts on the expiry date of an existing swap/collar and has a notional amount which is no more than that of the existing swap/collar.

6.1.4 Financial investment risk

Council manages short-term cash investment risk ensuring availability and access to financial investments held.

6.2. Liquidity risk/funding risk

6.2.1 Risk recognition

Liquidity risk management focuses on the ability to access committed funding at that future time to fund the gaps. Funding risk management centres on the ability to re-finance or raise new debt at a future time at acceptable pricing (fees and borrowing margins) and maturity terms of existing loans and facilities.

6.2.2 Liquidity/funding risk control limits

- External term loans and committed debt facilities together with available cash and cash equivalents must be maintained at an amount of 110% over existing external debt.
- Council has the ability to pre-fund up to 12 months forecast debt requirements including re-financings. Re-financings that have been pre-funded, will remain included within the funding maturity profile until their maturity date
- The maturity profile of the total committed funding in respect to all external debt / loans and committed debt facilities, is to be controlled by the following system.

Period	Minimum	Maximum
0 to 3 years	15%	60%
3 to 5 years	15%	60%
5 years plus	10%	60%

- A funding maturity profile that is outside the above limits, but self corrects with 90-days is not in breach of this Policy. However, maintaining a maturity profile beyond 90-days requires specific approval from Council.
- To minimise concentration risk the LGFA require that no more than the greater of NZD 100 million or 33% of a councils borrowings will mature in a 12 month period.

6.3. Counterparty credit risk

Counterparty credit risk is the risk of losses (realised or unrealised) arising from a counterparty defaulting on a financial instrument where the Council is a party. The credit risk to the Council in a default event will be weighted differently depending on the type of instrument entered into.

Credit risk will be regularly reviewed by the Council. Treasury related transactions would only be entered into with organisations specifically approved by the Council.

Counterparties and limits can only be approved on the basis of long-term Standard & Poor's, (S&P) credit ratings (or equivalent Fitch or Moody's rating) being A and above and/or short term rating of A-1 or above.

The following matrix guide will determine limits for financial instruments:

Counterparty/Issuer	Minimum S&P long term / short term credit rating	Investments maximum per counterparty (\$m)	Interest rate risk management instrument maximum per counterparty (\$m)	Total maximum per counterparty (\$m)
NZ Government	N/A	Unlimited	none	Unlimited
Local Government Funding Agency (LGFA)	AA-/A-1	10.0	none	10.0
NZ Registered Bank	A/ A-1	10.0	10.0	20.0

Risk management

To avoid undue concentration of exposures, financial instruments should be used with as wide a range of approved counterparties as possible. Maturities should be well spread. The approval process must take into account the liquidity of the market and prevailing market conditions the instrument is traded in and repriced from.

6.4. Foreign currency

Council has minor foreign exchange exposure through the occasional purchase of foreign exchange denominated services, plant and equipment.

Generally, all individual amounts of NZD100,000 or greater for foreign exchange are hedged using foreign exchange contracts, once expenditure is approved and the currency amount, and timing are known. Both spot and forward foreign exchange contracts can be used by Council.

Council will not hold investments denominated in foreign currency.

6.5. Operational risk

Operational risk is the risk of loss as a result of human error (or fraud), system failures and inadequate procedures and controls. Operational risk is very relevant when dealing with financial instruments given that:

- Financial instruments may not be fully understood.
- Too much reliance is often placed on the specialised skills of one or two people.
- Most treasury instruments are executed over the phone.
- Operational risk is minimised through the adoption of all requirements of this Policy.

Council's systems of internal controls over treasury activity include adequate segregation of duties among the core treasury functions of deal execution, confirmation, settling and accounting/reporting.

There are a small number of people involved in treasury activity. Accordingly strict segregation of duties is not always achievable.

Detailed operational processes are outlined within the treasury procedures manual.

6.6. Legal risk

Legal and regulatory risks relate to the unenforceability of a transaction due to an organisation not having the legal capacity or power to enter into the transaction usually because of prohibitions contained in legislation. While legal risks are more relevant for banks, Council may be exposed to such risks.

Council will seek to minimise this risk by adopting policy regarding:

- The use of standing dealing and settlement instructions (including bank accounts, authorised persons, standard deal confirmations, contacts for disputed transactions) to be sent to counterparties.
- The matching of third party confirmations and the immediate follow-up of anomalies.
- The use of expert advice.

6.6.1 Agreements

Financial instruments can only be entered into with banks that have in place an executed ISDA Master Agreement with Council.

Council's legal counsel must sign off on all documentation for new loan borrowings, re-financings and investments.

6.6.2 Financial covenants and other obligations

Council must not enter into any transactions where it would cause a breach of financial covenants under existing contractual arrangements.

Council must comply with all obligations and reporting requirements under existing funding facilities and legislative requirements.

7.0 MEASURING TREASURY PERFORMANCE

In order to determine the success of Council's treasury management function, the following benchmarks and performance measures have been prescribed.

Those performance measures that provide a direct measure of the performance of treasury staff (operational performance and management of debt and interest rate risk) are to be reported to Council or an appropriate sub-committee of Council on a quarterly basis

Management	Performance
Operational performance	<ul style="list-style-type: none">• All policy limits must be complied with, including (but not limited to) counterparty credit limits, control limits and exposure limits.• All treasury deadlines are to be met, including reporting deadlines.
Management of debt and interest rate risk (borrowing costs)	<ul style="list-style-type: none">• The actual borrowing cost (taking into consideration any costs/benefits of entering into interest rate management transactions) should be below the budgeted YTD/annual borrowing cost amount.• Actual wholesale interest costs must be benchmarked to market interest rates. The applicable market interest rate is determined by finding the mid-point policy benchmark rate.

8.0 CASH MANAGEMENT

Cash management is the process used for managing cash effectively and efficiently, using Council's short term cash and liquidity resources to sustain its ongoing activities, mobilise funds and optimise liquidity. The most important elements are:-

- The systematic planning, monitoring, and management of Council's cash receipts, payments and bank accounts.
- The gathering and management of information to use available funds effectively and identify funding gaps.
- Optimal usage of transactional banking services to streamline efficiencies of cash payments and receipts.

9.0 REPORTING

Council and management reporting on treasury activities is based on comprehensive and regular communication of the following areas to ensure high standards of governance and control:-

- Policy compliance
- Risk/exposure position
- Performance

Council ensures reporting of the Liability and Investment Management Policies is consistent with the requirements of the LGA 2002.

10.0 POLICY REVIEW

The Policy is to be formally reviewed on a triennial basis, and annually for internal purposes.

The CFO has the responsibility to prepare the annual review report that is presented to the Council.

The report will include:

- Recommendation as to changes, deletions and additions to the Policy.
- Overview of the treasury function in achieving the stated treasury objectives and performance benchmarks.
- Summary of breaches of Policy and one-off approvals outside Policy.

The Council receives the report, approves Policy changes and/or rejects recommendations for Policy changes.

Policy Owner :	Chief Financial Officer
Original date :	30 June 2012
Approved by :	Chief Executive
Effective date :	30 June 2012
Next Revision date :	30 June 2018
Last revision date :	20 January 2014



Report

Date : 23 November 2017

To : Mayor and Councillors
Tararua District Council

From : Cameron McKay
Finance Manager

Subject : **First Quarter Performance for the period ending 30 September 2017**

Item No : **11.4**

Contents

Executive Summary

1. Dashboard
2. Our Challenges and Responses

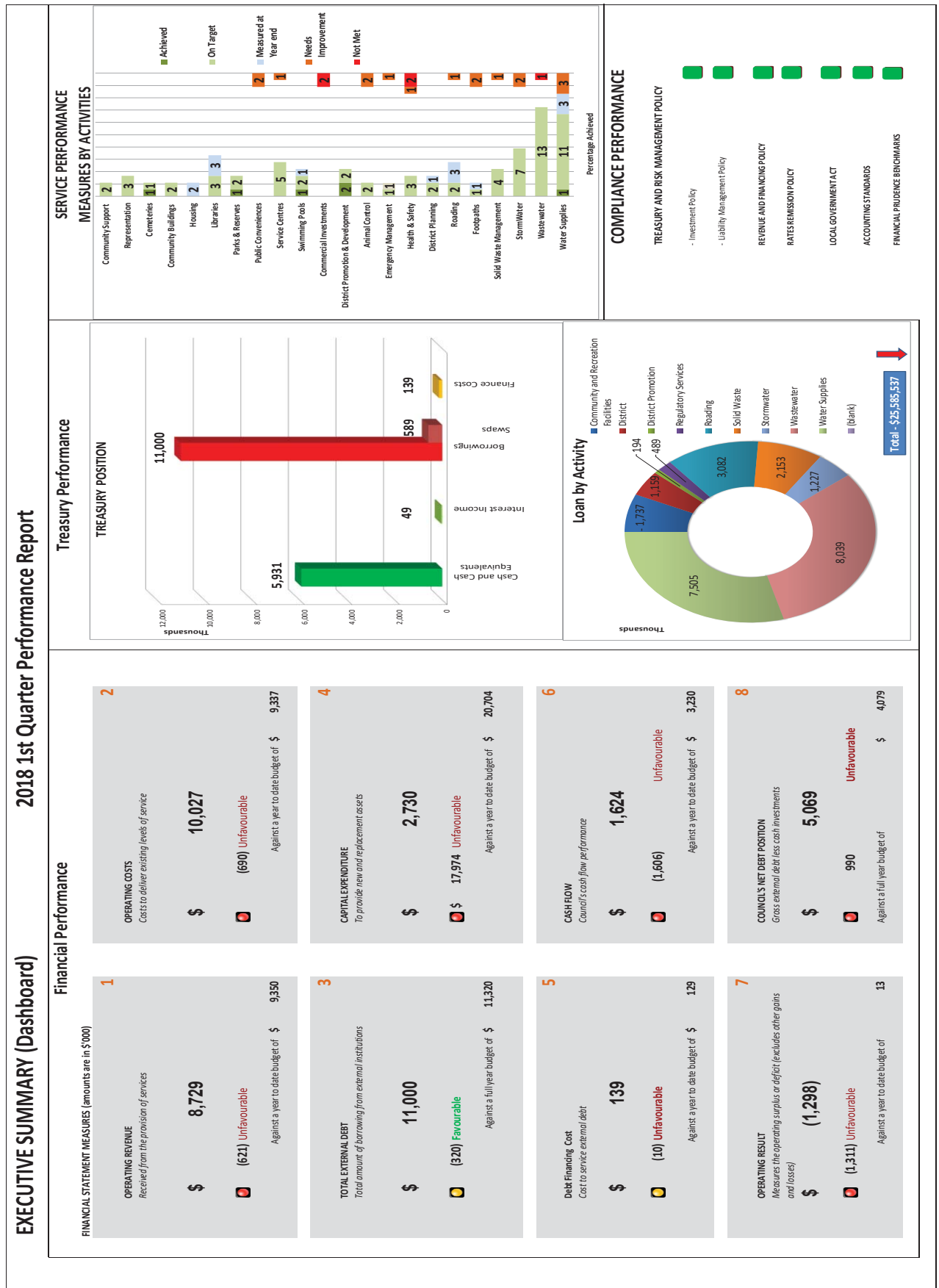
Detailed Report

3. Operating Results and Variances
4. Summary of Service Performance Results
5. Capital Expenditure Report
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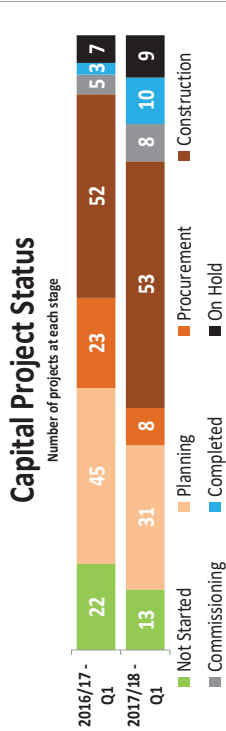
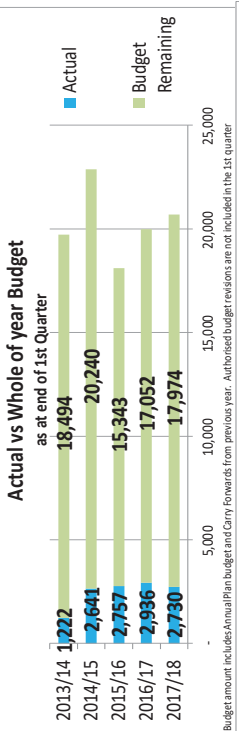
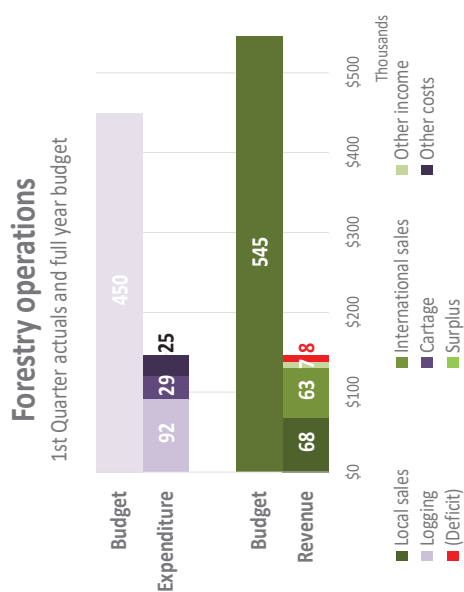
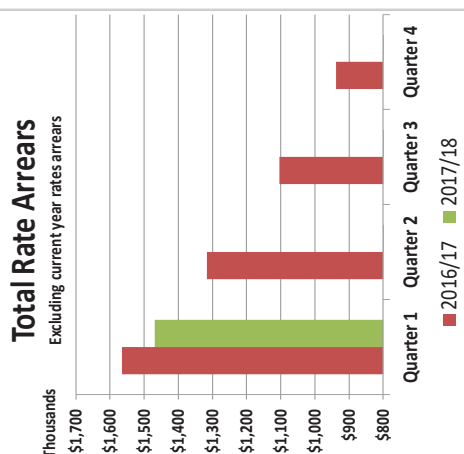
Appendices

- a. Appendix 1: Capital Expenditure Report Quarter 1 2017/18
- b. Appendix 2: Service Performance Results: Quarter 1 2017/18

1. Dashboard

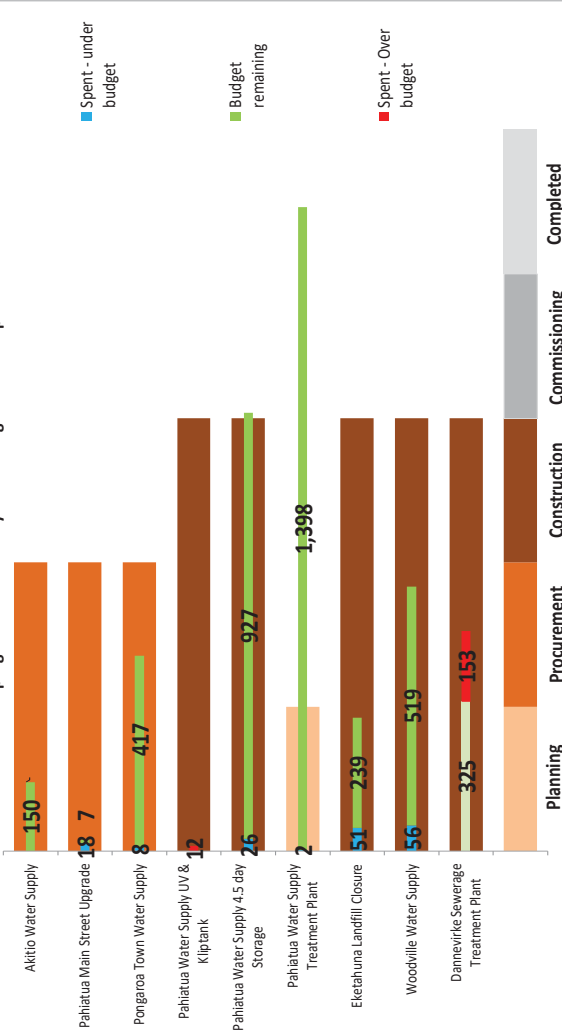


EXECUTIVE SUMMARY (Dashboard)



Key Capital Programmes progress

Phase programme is currently in and budget vs actual spent

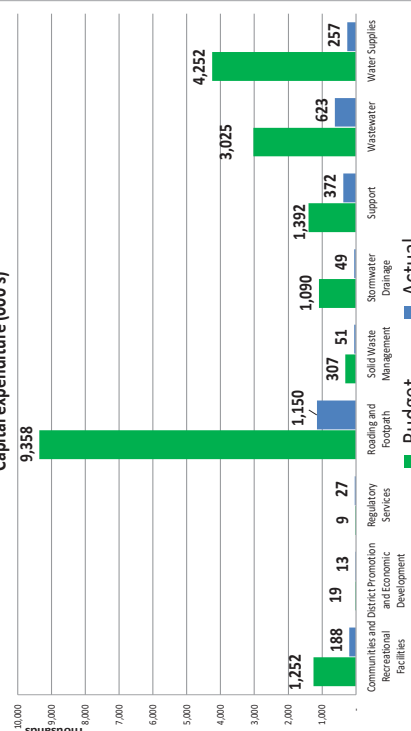


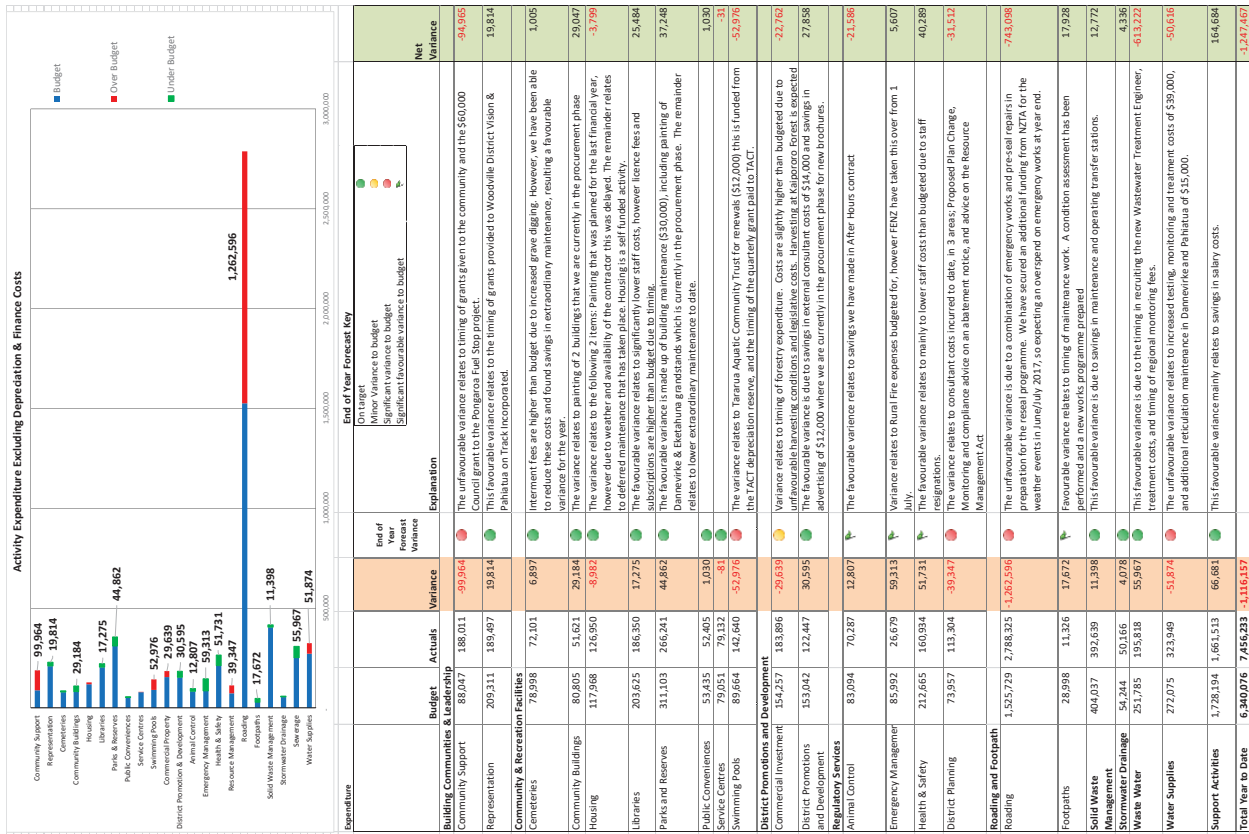
Started projects - Budget vs Actual

Whole of year Budget and Actual of started projects



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





2. Our Challenges and our response

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

3. Operating Results and Variances

	2016/17 Actual 000's	2017/18 Actual 000's	2017/18 Budget 000's	Variance to Budget 000's
Revenue	8,312	8,729	9,350	(621)
Operating Expenditure	9,710	10,027	9,337	(690)
Operating Surplus/(Deficit)	(1,372)	1,298	13	(1,311)
Other Gains/(Losses)	-	-	-	-
Total Comprehensive Revenue & Expense	(1,372)	1,298	13	(1,311)

Table 1: Summary income statement

3.1 Overall Results

Council has achieved an unfavourable operating variance for the year of \$1,311,000. We had budgeted for a net surplus of \$13,000, but currently reporting a deficit of \$1,298,000. The main drivers are discussed below.

3.2 Operating Revenue

Total operating revenue is lower than budget by \$621,000.

The following table highlights significant favourable variance explanations in Roothing and Support:

Activity	Current Favourable Variance	Reason
Roothing	\$519,000	After the severe weather events in June & July 2017 Council has received additional emergency works subsidy at an enhanced rate of 83%. An increase in expenditure for Roothing has also occurred.
Support	\$98,000	Rates penalties are higher than budget by \$82,000, as outstanding rates debt is managed. \$10,000 also relates to insurance proceeds received on a trailer that was stolen from the Woodville Depot.

Table 2: Favourable operating revenue variances

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

Activity	Current Unfavourable Variance	Reason
Animal Control	\$34,000	Although our dog registrations are ahead of where we were at last year, \$32,000 of the unfavourable variance relates to timing of when we are receiving late registrations. \$3,000 relates to impoundment revenue being less than budgeted.
Wastewater	\$669,000	This relates to a budgeted subsidy for the Eketahuna Treatment Plant Upgrade. This will not be received as Council was not able to obtain this subsidy.
Health & Safety	\$11,000	The volume of building consents has increased by 20% on this time last year. However, the value of the building work is lower resulting in less revenue received than budgeted.

Table 3: Unfavourable operating revenue variances

Refer to page 3 of the Dashboard for variance analysis at an activity level.

3.3 Operating Expenditure

The unfavourable variance for operating expenditure is \$690,000. The major variations are explained below.

The table below explains the significant unfavourable variances to budget:

Activity	Current Unfavourable Variance	Reason
Community Support	\$100,000	This variance relates to the timing in which Council has given grants to the community and the additional one-off grant of \$60,000 for the Pongaroa Fuel Stop project
Swimming Pools	\$53,000	\$12,000 of the variance relates to renewals for Tararua Aquatic Community Trust which is funded from the TACT depreciation reserve. \$62,000 relates to the timing in which the quarterly grant was paid to Tararua Aquatic Community Trust. These costs have been offset with a savings in extraordinary maintenance.
Commercial Investments	\$30,000	This relates to timing of forestry expenditure, harvesting at Kaiparoro Forest is expected to continue in February.

Activity	Current Unfavourable Variance	Reason
District Planning	\$39,000	<p>The variance relates to an increase in consulting fees incurred on top of what was budgeted.</p> <p>There has been a significant increase in the number of building consents, subdivision consents, and resource management advice requested from customers. This has meant that we have had to outsource more work than we anticipated to our consultant in order to meet these demands.</p> <p>In addition to the proposed plan change, we have also had to seek advice on the implementation of statutory changes, and consultation and review of abatement notice as this is a rare activity of Council, Manawatu Gorge Closure Responses.</p> <p>This has been offset somewhat in the activity by higher LIM revenue and subdivision consents of \$8,000.</p>
Roading	\$1,263,000	<p>This variance relates to the emergency works incurred after the weather events in June/July 2017 which we have secured additional funding from NZTA for. Also the pre-seal repairs in preparation for the reseal programme.</p>
Water Supplies	\$52,000	<p>The variance relates to increased costs in testing, monitoring and treatment (\$39,000).</p> <p>If the Dannevirke testing is successful it will eliminate the need for a costly treatment plant upgrade.</p> <p>We have also conducted additional reticulation maintenance in Dannevirke and Pahiatua of \$15,000.</p>

Table 4: Unfavourable operating expenses variances

The following activities have significant favourable variances:

Activity	Current Favourable Variance	Reason
Animal Control	\$13,000	<p>The favourable variance relates to savings we have made in the after hours contract, with the new pound fully operational we are no longer incurring cleaning costs of the previous pound.</p>
Community Buildings	\$29,000	<p>The variance relates to painting of 2 buildings that we are currently in the procurement phase.</p>
District Promotions and Development	\$31,000	<p>The favourable variance is due to savings in external consultant costs of \$14,000 and savings in advertising of \$12,000 where we are currently in the procurement phase for new brochures.</p>

Activity	Current Favourable Variance	Reason
Health & Safety	\$52,000	The favourable variance relates mainly to lower staff costs than budgeted due to staff resignations and timing of recruitment.
Waste Water	\$56,000	This favourable variance is due to the timing in recruiting the new Wastewater Treatment Engineer, treatment costs, and timing of regional monitoring fees.
Support	\$67,000	This variance relates to lower staff costs due to time taken to hire new staff to replace staff resignations during the year and audit costs budgeted but not yet incurred.

Table 5: Favourable operating expenses variances

Refer to page 3 of the Dashboard for variance analysis at an activity level.

4. Summary of Service Performance results

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

Overall, we are performing well, with 78% of our performance measures achieved, or on target, consistent with last year.

Community Survey

In the 2016/17 financial year we completed the community survey with two surveys completed – September/October 2016 and June/July 2017. The reason for doing the survey at different times in the year is to see trends and seasonal input on resident satisfaction.

Council is undertaking the survey quarterly, with a sample 113 residents for each survey making it total of 452 residents for the year. Traditionally we only did the survey every three years; therefore no targets are recorded in the 2017/18 Annual Plan. As we are undertaking the survey quarterly we will report the 2017/18 results against the 2016/17 targets to measure our performance.

The objectives of the survey are:

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

Service Performance Measures by Category

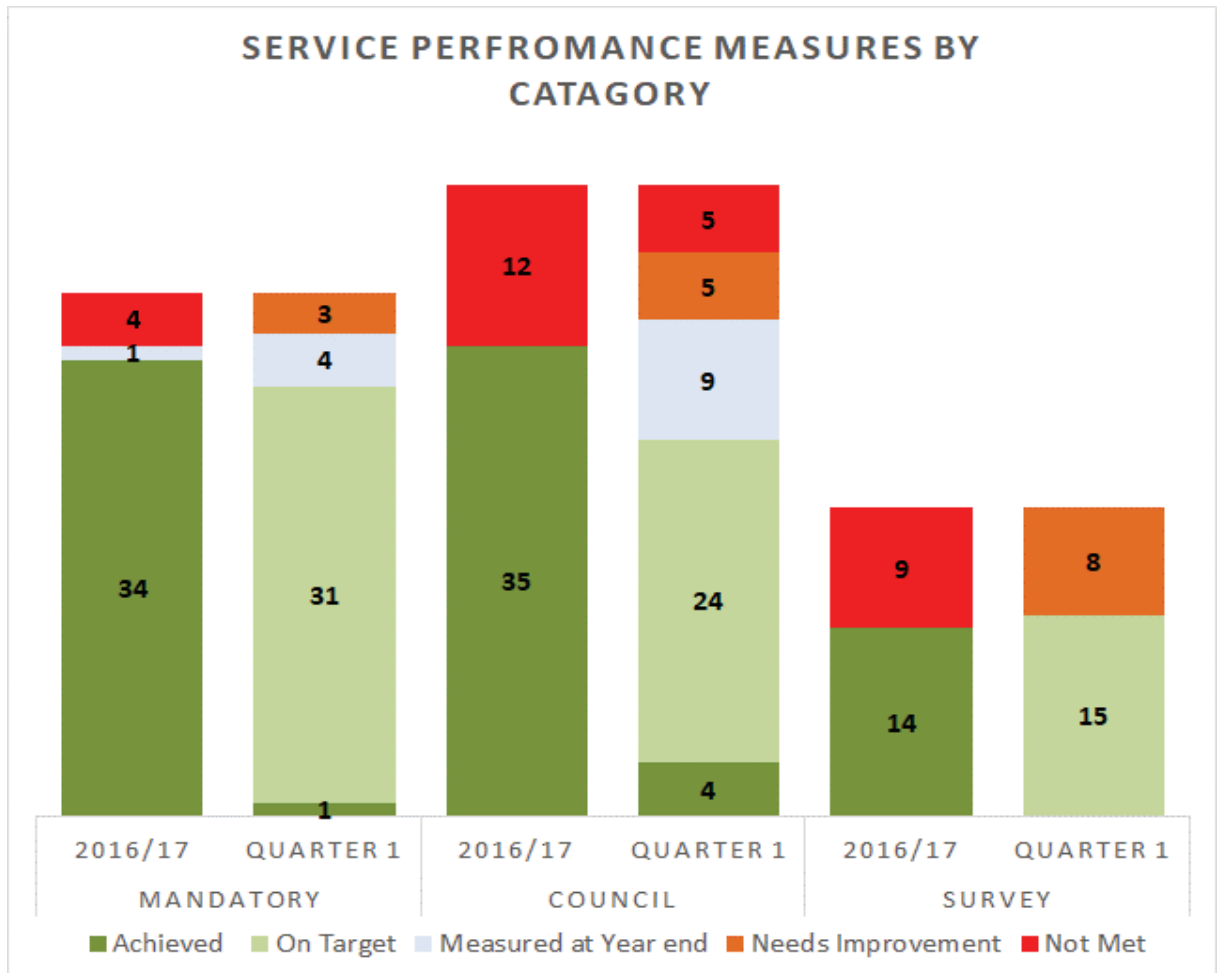
Graph 1 below shows Council's service performance progress by category, comparing the 1st quarter results to the final 2016/17 results.

Of the 5 measures that are not met in quarter 1:

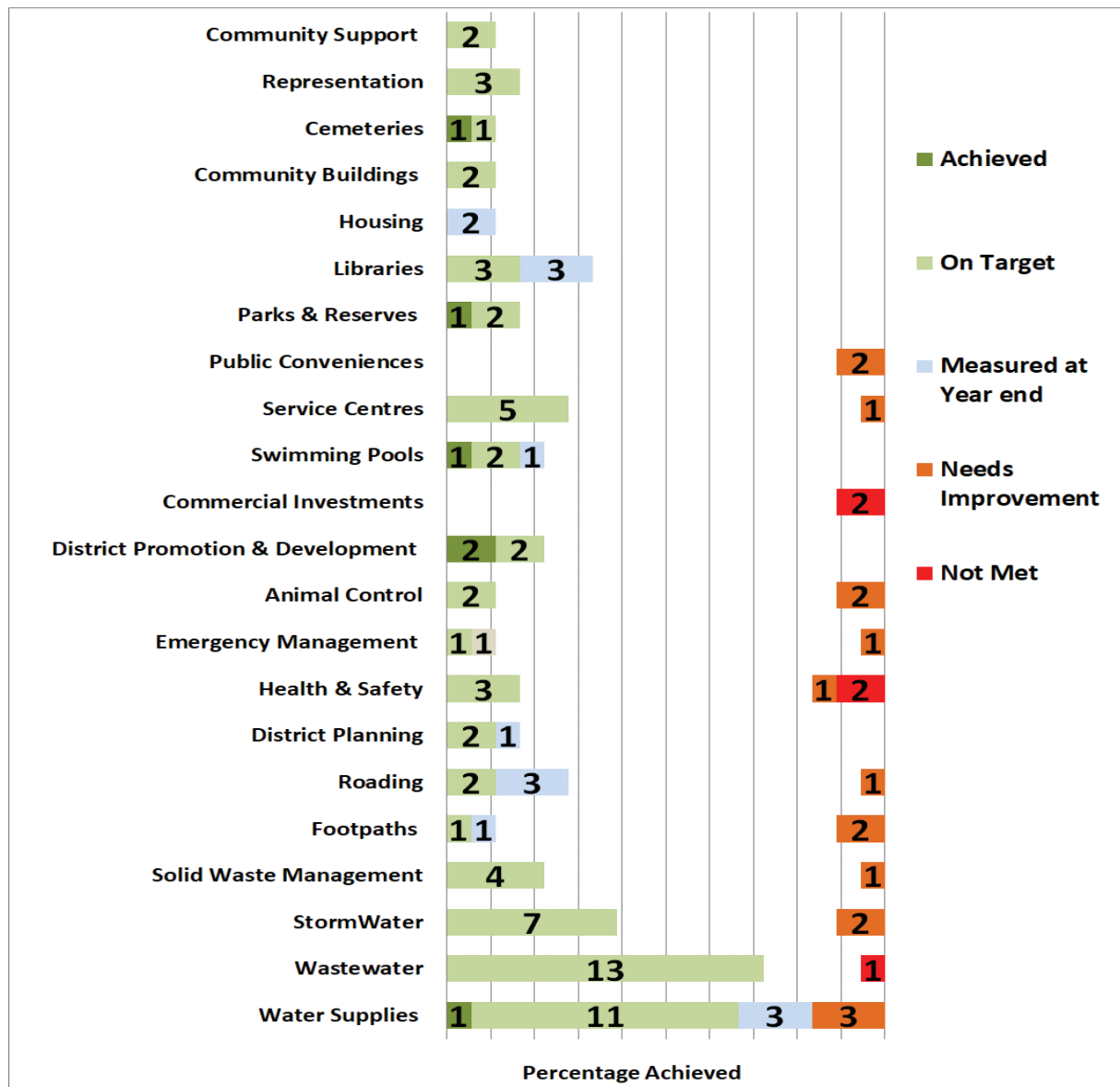
- Two relate to the Commercial Investments activity being revisited as part of the LTP.
- One relates to Wastewater due to 3 schemes requiring resource consent renewals. Council is progressing with the consent renewal process with capital investments included in the Draft 2018/28 Long Term Plan.
- Two in Health and Safety activity:
 - A building consent exceeded the 20 day timeframe by 1 day. The volume of consents is 20% higher than last year.

- One complaint out of 65 in the general inspection area was responded to outside the timeframe. This target was increased from 95% to 100%.

For detailed results, including explanations please see Appendix 2: Service Performance Results: Quarter 1 2017/18



Graph 1: Service performance results by Category



Graph 2: Service Performance Measures by Council Activities

5. Capital Expenditure Report

We have spent \$2.73 million of \$20.7 million annual budget. This is slightly less than at the end of first quarter 2016/17, however the proportion of projects underway and completed are significantly more. 52% of projects are under construction, near completion or completed, compared to 38% in 2016/17. The number of projects still in the planning and procurement phase has dropped from 43% in 2016/17 to 32% this quarter. These two measures reflect progress on actions taken to improve project management and delivery within Council.

Out of 132 projects at the end of the first quarter:

- 10 are completed. They relate to projects near completion at the 2016/17 year end that have been completed, and minor projects completed early. Significant projects include phase 2 of the Eketahuna town centre upgrade, installation of heat pumps in all pensioner housing units, power boxes in Dannevirke camping ground and renewal of civil defence and animal control equipment.
- 8 are being commissioned or near completion. Significant projects include:
 - Eketahuna Transfer station. Work on the capping and closure of the landfill site is still underway.
 - New cabins at the Eketahuna camping ground.
 - Renewal of pensioner housing, including reinstatement of a water damaged unit.
- 53 are under construction. Significant projects currently underway include:
 - The roading renewal programme, namely seal resurfacing, pavement rehabilitation, unsealed metalling, and drainage renewals.
 - Woodville water storage.
 - Dannevirke wastewater treatment plant, including the membrane cassette plant improvements.
 - Water and wastewater reticulation network renewals are proceeding as planned.

Multi-year projects currently underway include:

- Saddle Road upgrade. Work has recommenced in conjunction with NZTA support. Significant further investment into the Saddle Road has been signalled by NZTA.
- Roothing emergency reinstatements from weather events in April – July 2017. The majority of sites are complete; however the remaining sites are large and require significant planning and design to remedy.
- 39 are being planned or procured. Examples include:
 - Pahiatua water supply treatment plant is under design review.
 - Pongaroa water supply plant is finalising the procurement of site and plant.
 - Pahiatua and Eketahuna swimming pools, where initial design work is underway for construction in 2017/18 to 2018/19

- 13 projects have not been started. All relate to minor renewals that are spent as required.
- 9 projects are on hold. These include:
 - Eketahuna Wastewater Treatment plant while in discussion with Ministry for Environment for funding.
 - Pahiatua Service Centre developments while confirming earthquake-prone buildings standards requirements
 - Wetland design for wastewater treatment plants, while waiting on consent conditions.

The table below summarises the capital expenditure report.

Note: dollar amounts are in \$'000

	Carry forward Budget to 2017/18	Budget 2017/18	Total Annual Budget	Year to September 2017	Total Budget Remaining	%
Growth	25	28	53	-	53	0%
Level of Service	4,622	5,395	10,017	1,069	8,948	11%
Renewals	1,124	9,420	10,634	1,661	12,295	16%
Grand Total	5,861	14,843	20,704	2,730	17,974	13%

Table 6: Summary of capital expenditure

	Carry forward Budget to 2017/18	Budget 2017/18	Total Annual Budget	Year to September 2017	Total Budget Remaining / (Overspent)
Communities and Recreational Facilities	177	1,075	1,252	188	1,064
District Promotion and Economic Development	4	15	19	13	6
Regulatory Services	6	3	9	27	(18)
Roading and Footpath	1,710	7,648	9,358	1,150	8,208
Solid Waste Management	44	263	307	51	256
Stormwater Drainage	15	1,075	1,090	49	1,041
Wastewater	950	2,075	3,025	623	2,402
Water Supplies	2,384	1,868	4,252	257	3,995
Support	571	821	1,392	372	1,020
Grand Total	5,861	14,843	20,704	2,730	17,974

Table 7: Capital expenditure by group of activity

6. Forestry Report

6.1 Summary of Results from 2016/17:

Forestry achieved a net operating deficit of \$8,000 for the first quarter. This is driven from harvesting operations in Kaiparoro forest, including replanting. There is also further pruning operations in the recently harvested Birch North site.

	Actual to September 2017	Budget to September 2017	Favourable / (Unfavourable) variance	Total budget - 2017/18
Net Operating Revenue	\$137,896	\$136,250	\$1,646	\$545,000
Net Operational Expenditure	\$146,122	\$112,500	(\$33,622)	\$450,000
Other Cash Transactions	\$0	\$0	\$0	\$0
Net Operating Surplus / (Deficit)	(\$8,226)	\$23,750	(\$31,976)	\$95,000

Table 8: Summary forestry financial performance

6.2 Operating Result:

Total revenue was \$138,000 from log and honey sales, with the associated harvesting and replanting costs of \$146,000. Expenditure is higher than budget, driven from condition at the Kaiparoro site, as well as finding and retaining crews to harvest such a challenging forest.

An additional \$3,000 has been spent on development of access roads and skid sites at the Kaiparoro site to ease harvesting. This is treated as capital expenditure.

The current cash reserve balance is \$880,000. Harvesting operations in Kaiparoro during the 2017/18 summer period are expected to increase this.

7. Debtors Report

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

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

Arrears Debtors

The following tables and graph summarise the rates debtor arrears as at 30 September 2017. While the total arrears was \$937,993 owing at 30 June 2017 there were also current rates and penalties owing bringing the brought forward balance to \$1,763,740 owed by 1,637 debtors at 1 July 2017. We have collected \$295,091 of the arrears to 30 September 2017.

Of the remaining 432 rating units with arrears, 41 owe \$865,000 being 60% of the total remaining arrears owing. This is made up of mainly the abandoned land and legal process rating units discussed below.

The opening debt at 1 July 2017 was slightly lower than the debt owed at 1 July 2016 with rate arrears of \$1,822,820.

Abandoned Land

rating units with 13 owners of abandoned land were put with DMC and have been advertised for the owners or relatives to come forward. We have not received any response from the advertisements. We are progressing to the District Court for approval to sell the rating units under the abandoned land process prescribed in the Local Government (Rating) Act 2002.

There are 9 rating units of abandoned land that will be put forward to DMC later this year. There are a further 5 rating units outstanding as follows:-

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

Legal Process

We have commenced legal action on 6 rating units which may result in rating sales. This was indicated to Council in the 2016/17 3rd Quarter Report in May 2017.

A summons was served on these rating units advising we are proceeding with a rating sale if payment is not received to clear the rates. As we have had no responses, we will be applying for registration of a charging order for judgement for these rates.

At Risk Debtors

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

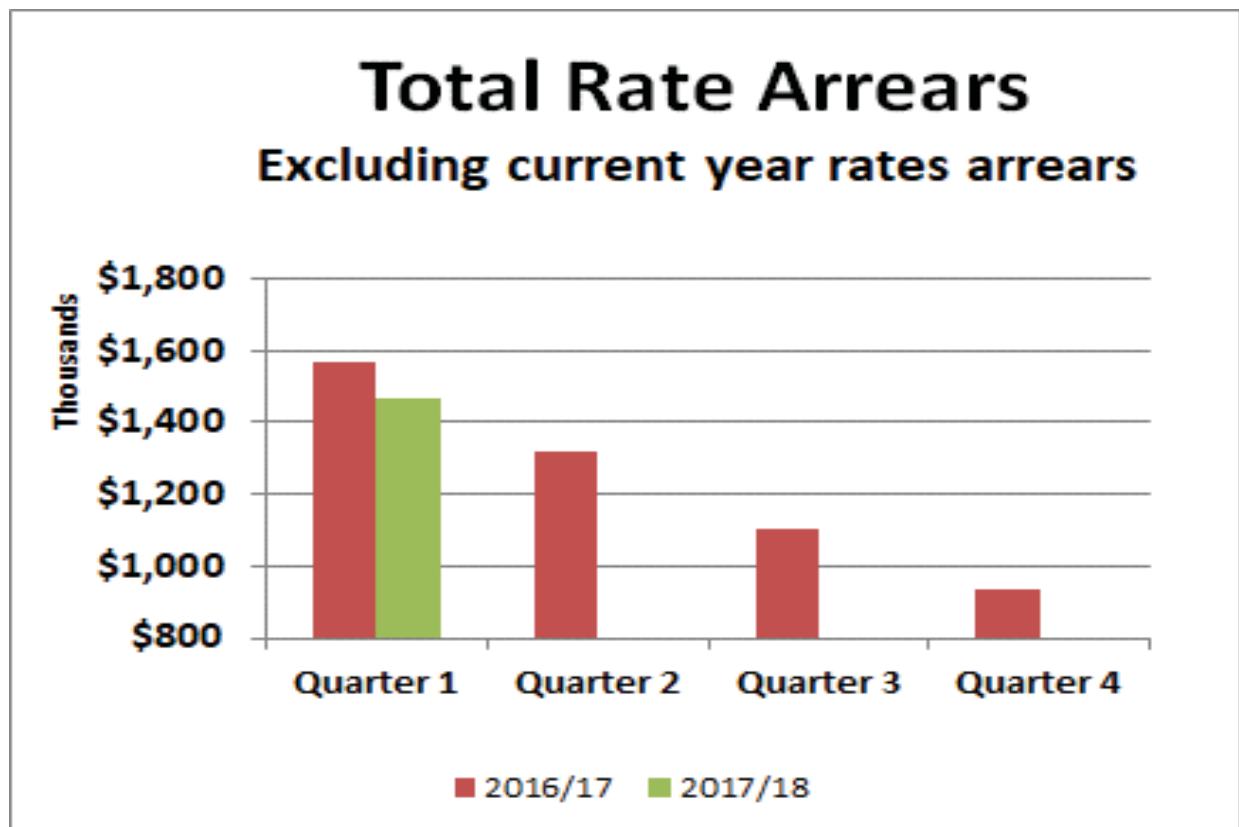
Debt status	Number of debtors	Total Owing 01/07/2017	Total Rate Arrears & Penalty Owing 30/09/2017	Current Year Rates Owing	Total Owing 30/06/2017	Number of debtors
Arrears cleared	706	311,709	-	-	-	
Direct Debit	3	14,426	20,101	16,355	36,456	27
Automatic or Regular payment	-	-	2,296	2,078	4,374	3
Arrears with Payments received	6	112,779	156,977	44,407	199,384	51
Arrears Agreement	38	193,259	188,045	64,707	252,751	86
Formal demand on balance	-	-	-	-	-	-
MWLASS DMC Advice Issued	44	229,049	212,685	41,881	254,566	47
No payments received to date	-	-	161,049	89,173	250,221	159
No payments received to date*	9	24,576	24,576	11,023	35,599	9
Left the District*	1	4,100	-	-	-	
MWLASS Advice Agreement	10	66,586	59,895	14,289	74,183	14
Legal action commenced	6	90,307	85,852	10,796	96,648	6
Abandoned Land	31	590,276	559,174	33,413	592,587	30
Current Year Rates Owing	783	126,499	-	164,099	164,099	1,163
TOTAL	1,637	1,763,565	1,468,649	560,141	1,960,870	1,595

* At risk debtors

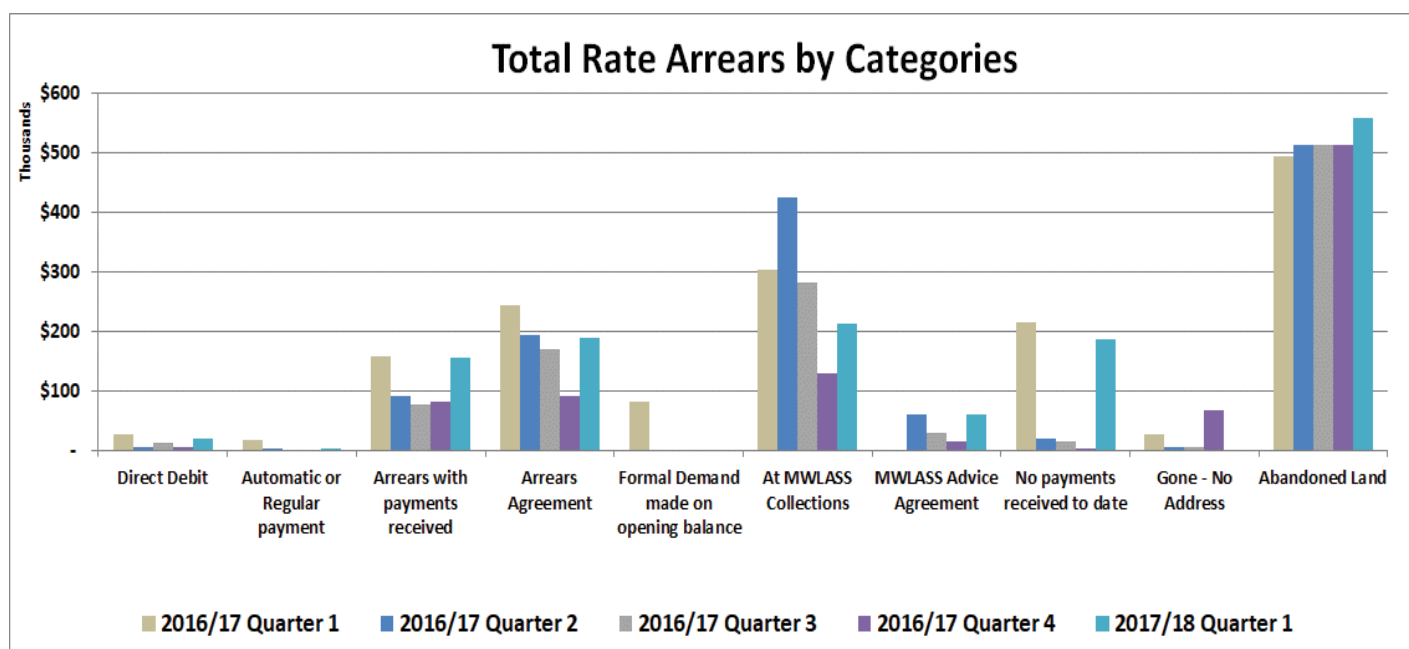
Table 9: Categories of rates owing

Debt status	Total owing as at 30/06/2017		Total owing as at 30/09/2017	
	Total number of assessments	Total owing	Total number of assessments	Total owing
Managed	1,590	\$ 1,054,306	2,554	\$ 1,236,036
At Risk	10	\$ 28,676	168	\$ 35,599
Abandoned Land	31	\$ 590,276	30	\$ 592,587
Legal Process	6	\$ 90,307	6	\$ 96,648
Total	1,666	\$ 1,822,820	2,758	\$ 1,960,870

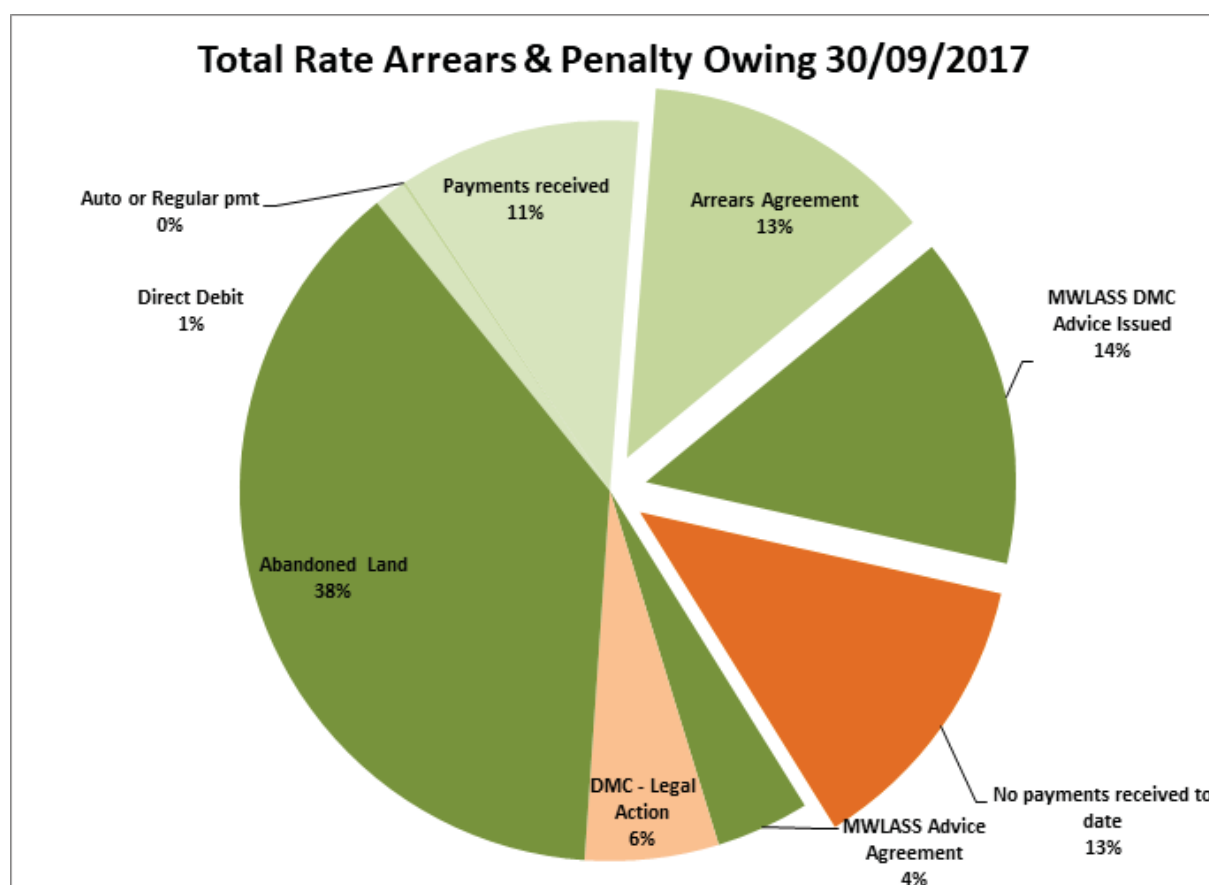
Table 10: Status of rates owing



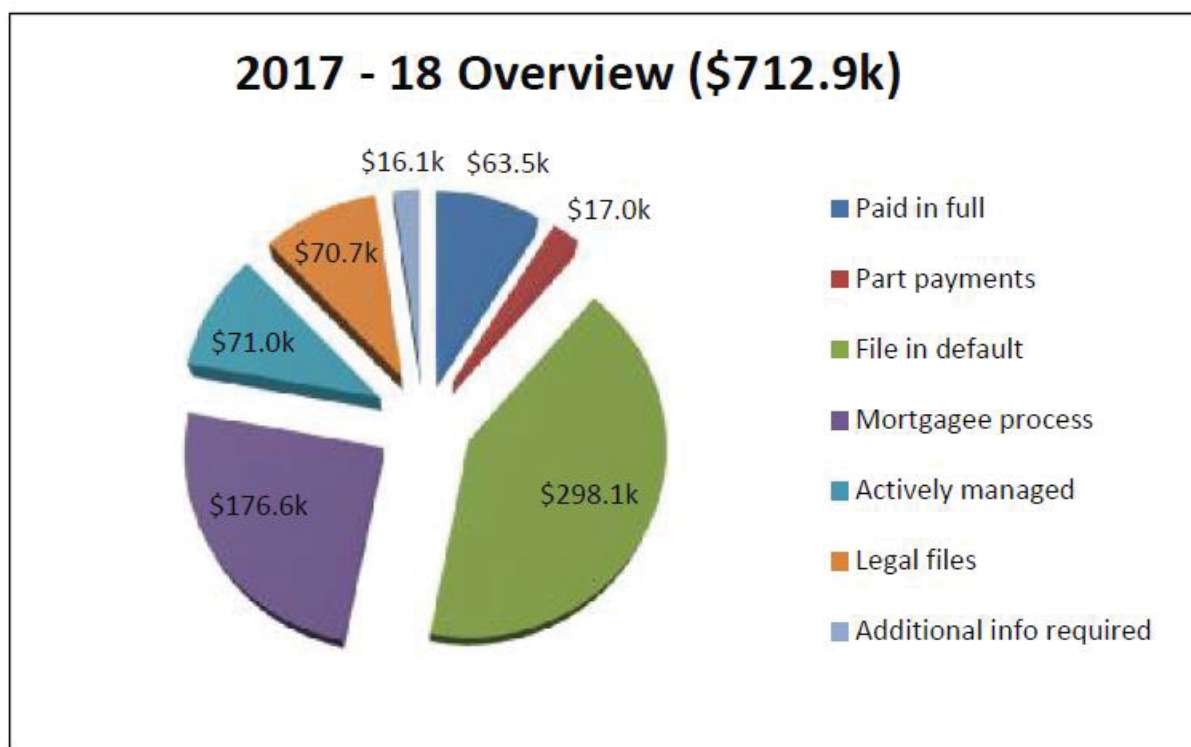
Graph 3: Total rates arrears



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



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



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

8. Treasury Position

8.1 Compliance with Treasury Risk Management Policy

Council complies with the Treasury Risk Management Policy, with no non-compliance noted.

8.2 Cash and Cash Investments

Cash and cash investments are currently \$5.9 million, being below budget by \$1.3 million. This is due to the following:

- \$1.5 million of NZTA subsidy was not received until November

Council's average investment interest rate of 3.43% is higher than our budgeted investment rate of 3.2%. Despite the Reserve Bank of New Zealand keeping the Official Cash Rate (OCR) at 1.75%, Council has been able to receive favourable interest rates in the 3-8month term investment maturities.

8.3 Cash Flow and Liquidity Management

Council's cash position compared to budget is lower than budget due to subsidy revenue from NZTA for September being received in November.

8.4 External Debt

Council has core debt as at 30 September of \$10 million, and short-term borrowing of \$1 million. This is all with the Local Government Funding Agency (LGFA).

The short-term borrowing of \$1million commercial paper from LGFA is on a 6 month term at a very favourable rate of 2.21%. This has enabled Council to maintain its term deposit investments that are at more favourable interest rates. This was rolled over in October for a further 6 months at a rate of 2.18%

Council has borrowed an additional \$1 million of core external debt as of October to provide funding for the capital programme.

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

8.5 Debt Financing Cost

Interest expense is close to budget, being \$10,000 over budget. Our effective interest rate was 5.0% compared to a budgeted rate of 4.9%.

8.6 Debt Limits

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%	16.6%
Net interest on external debt as a percentage of total revenue	<7%	1.28%
Net interest on external debt as a percentage of annual rates income (debt secured under debenture)	<10%	2.02%
Liquidity (External term debt+ committed loan facilities +cash and cash equivalents to existing external debt)	>110%	177%

Table11 : Compliance with Debt ratios

9. Compliance Exception Report

9.1 Financial Prudence Benchmarks

Of Council's 11 financial prudence measures, Council does not comply with one:

Benchmark Name	Measure	Results		Comments
		Annual Plan	1 st Quarter Results	
Debt Control Benchmark	Net debt is less than or equal to net debt in LTP	N/A	✗	This is due to holding less cash than planned in the LTP.

Table 12: Compliance with financial prudence benchmarks

9.2 Investment Policy

No non-compliance noted.

9.3 Liability Management Policy

No non-compliance noted.

9.4 Accounting Standards

No non-compliance noted.

9.5 Rating Remissions Policy

All remissions provided were compliant with policy.

9.6 Giving of Securities

Council has not provided any guarantees as of 30 June 2017.

9.7 Local Government Act (LGA)

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

The Summary Annual Report will be made publicly available before 30 November, before the statutory deadline of one month after the adoption of the Annual Report.

The Long Term Plan is progressing well; we are on track to adopt the Consultation Document by April next year.

10. Recommendation

- 10.1** *That the report from the Finance Manager dated 23 November 2017 concerning First Quarter Performance for the period ending 30 September 2017 (as circulated) be received and the contents are noted.*

Attachments

1. Appendix 1: Capital Expenditure Report: Quarter 1 2017/18
2. Appendix 2: Service Performance Results: Quarter 1 2017/18

11.4 First Quarter Performance for the period ending 30 September 2017
Attachment 1 Appendix 1: Capital Expenditure Report: Quarter 1 2017/18

Annual Report 2017/18 - Quarter 1 Capital Expenditure report

	Annual Plan	Carry Forwards	Total				
	Budget	Budget	Budget	Actual			
Meteries Development	28	35	63				
Mangatera New Berms	3	21	24	-	Loan	Planning	Construction starting soon.
Mangatera New Area	21	-	21	-	Loan	Planning	Construction starting soon.
Pahiatua Stillborn Area	-	10	10	-	Loan	Commissioning	Near completion.
Woodville New Berms	4	-	4	-	Loan	On hold	On hold due to lack of demand.
Pahiatua New Berms	-	4	4	-	Loan	Procurement	Minor drainage to be completed.
Upgrade Earthquake Prone Buildings	90	-	90	-			
Pahiatua Service Centre Earthquake Work	30	-	30	-	Loan	Planning	Planning underway - BECA delayed to Feb 2018.
Woodville Service Centre Earthquake Work	30	-	30	-	Loan	Planning	Planning underway - BECA delayed to Feb 2018.
Upgrade Earthquake Prone Buildings	30	-	30	-	Loan	Planning	Planning underway - BECA delayed to Feb 2018.
Community Buildings upgrade	5	20	25	3			
Woodville Sport Stadium - Install heating	-	20	20	3	Loan	Construction	Underway. Revisiting procurement in light of first quote.
Pahiatua Town Hall Verandah	5	-	5	-	Loan	On hold	On hold while revising scope from EQ strengthening work.
Community Buildings Renewal	108	64	172	32			
Woodville Sports Hall	62	29	91	-	Depreciation Reserve	Planning	Planning underway for new toilets.
Pongaroa Community Hall - general	5	18	23	-	Depreciation Reserve	Planning	Spent as required.
Eketaahuna Medical Centre	-	17	17	4	Depreciation Reserve	Construction	Minor renewals underway.
Pahiatua Town hall	12	-	12	16	Depreciation Reserve	Commissioning	Near completion.
Town Hall Windows	10	-	10	-	Depreciation Reserve	Procurement	Waiting on construction to start.
Pahiatua Stadium	10	-	10	3	Depreciation Reserve	Construction	Minor renewals underway.
Dannevirke Sports Centre - general	4	-	4	-	Depreciation Reserve	Not Started	Spent as required.
District Renewals - Seating	3	-	3	-	Depreciation Reserve	Planning	Underway with planning.
Dannevirke Town Hall Renewal - general	2	-	2	-	Depreciation Reserve	Not Started	Spent as required.
Woodville Library/Service Centre fit out	-	-	-	9	Loan	Completed	Minor items finishing off
Park Renewals	154	92	246	8			
District off-road carpark sealing	154	92	246	8	Depreciation Reserve	Construction	Underway with planning, construction to start soon. Expect underspend as not all sites identified require renewal.
Economic Development & Promotion	5	4	9	-			
Computer hardware	5	4	9	-	Loan	Planning	Planning underway.
Fibre Development	10	-	10	10			
District Wide Fibre Project	10	-	10	10	Loan	Completed	Completed.
Forestry Development				3			
Forestry Improvements	-	-	-	3	Forestry Reserves	Construction	Underway with minor improvements as harvesting proceeds.
Civil Defence Equipment Renewal	3	-	3	3			
Civil Defence - Radio Renewals	3	-	3	3	Depreciation Reserve	Completed	Completed.
Dannevirke Pound	-	-	-	13			
Dannevirke Pound fit out	-	-	-	13	Loan	Completed	Minor fit out completed.
Health & Safety Equipment Renewal	-	6	6	11			
Sound Level Meter	-	6	6	-	Depreciation Reserve	Completed	Will be used to offset unbudgeted safety equipment. Completed. Unbudgeted safety items for Animal Control Officers.
Animal Control Equipment	-	-	-	11	Loan	Completed	
Footpath Development	31	111	142	78			
District Wide Footpath Development	31	111	142	78	Loan	Construction	Underway.
Eketaahuna Main Street Upgrade	-	15	15	18			
Eketaahuna Business centre upgrade - Phase 2 Brief	-	15	15	18	Loan	Completed	Completed.
Pahiatua Main Street Upgrade	51	(26)	25	18			
Pahiatua Footpath renewal - kerb & channel	51	(26)	25	18	Loan	Procurement	Underway with procurement. Expect overspend as 2018/19 budget is consumed ahead of schedule. Project total cost will remain within budget.
Footpath Renewal	100	83	183	26			
Footpath renewals	100	83	183	26	Depreciation Reserve	Construction	Underway.
Housing Development	60	-	60	-			
Reconfigure 2 units	60	-	60	-	Housing Reserves/Lo	Planning	Planning underway.
Housing Renewals	150	(104)	46	80			
Install Heatpumps	150	(104)	46	16	Housing reserves	Completed	Completed. Underway. Includes renewal of flood damaged flat, funded from insurance proceeds.
Housing Renewals	-	-	-	64	Housing reserves	Commissioning	
Library RFID system				4			
RFID System	-	-	-	4	Loan	Completed	Completed.

11.4 First Quarter Performance for the period ending 30 September 2017
Attachment 1 Appendix 1: Capital Expenditure Report: Quarter 1 2017/18

Annual Report 2017/18 - Quarter 1 Capital Expenditure report

	Annual Plan	Carry Forwards	Total				
	Budget	Budget	Budget	Actual			
Library Collection Renewal	103	23	126	26			
Books	103	23	126	26	Depreciation Reserve	Construction	Underway as planned.
Woodville Library / Service Centre	21	-	21	-			
Business Continuity - Generator and UPS	8	-	8	-	Depreciation Reserve	Planning	Underway with planning.
Woodville Library Renewal	8	-	8	-	Depreciation Reserve	Not Started	Spent as required.
Woodville Service Centre	5	-	5	-	Depreciation Reserve	Not Started	Spent as required.
Campground Upgrades	85	17	102	9			
Dannevirke Camping Grounds - 2 new cabins	60	-	60	-	Loan	Procurement	Order completed, waiting on delivery.
Woodville Camping Ground Upgrade	-	25	25	-	Loan	Planning	Planning underway for new toilets.
District Wide Walkway Development	10	3	13	-	Loan	Planning	Planning underway.
Dannevirke Campground - New power boxes	15	(11)	4	9	Loan	Completed	Completed.
Parks Upgrades	5	51	56	1			
Woodville Play Equipment	-	37	37	-	Loan	Procurement	Order completed, waiting on delivery.
Norsewood Waterwheel Park	-	14	14	1	Loan	Commissioning	Near completion.
District-wide Drainage	5	-	5	-	Loan	Planning	Planning underway.
Eketaahuna Camping Ground upgrade	84	(25)	59	-			
Eketaahuna Camping Grounds - 2 new cabins	84	(25)	59	-	Loan	Commissioning	Near completion.
Campground Renewal	23	-	23	1			
Dannevirke Campground Hardstand	10	-	10	-	Depreciation Reserve	Planning	Planning underway.
Dannevirke Camping Ground - General	8	-	8	1	Depreciation Reserve	Construction	Underway. Spent as required.
Pahiataua Camping ground renewal	3	-	3	-	Depreciation Reserve	Not Started	Spent as required.
Eketaahuna Camping Ground	2	-	2	-	Depreciation Reserve	Not Started	Spent as required.
Parks Renewal	53	4	57	-			
Eketaahuna Domain	51	-	51	-	Depreciation Reserve	Procurement	In discussion with Tennis club committee regarding procurement.
Eketaahuna Playground Matting	-	4	4	-	Depreciation Reserve	Planning	Planning underway.
Dannevirke Domain	2	-	2	-	Depreciation Reserve	Not Started	Spent as required.
Public Conveniences Renewal	10	-	10	5			
District Wide general renewals	10	-	10	5	Depreciation Reserve	Construction	Underway. Spent as required.
Road Development	1,030	-	1,030	190			
Minor improvements	1,030	-	1,030	190	Loan/Subsidies	Construction	Underway as planned.
Middle Road Development	-	1,527	1,527	31			
Saddle Road	-	1,527	1,527	31	Subsidy	Construction	Construction recommencing in conjunction with NZTA.
Road Renewals	6,436	-	6,436	788			
Sealed Road Resurfacing	2,428	-	2,428	58	Subsidy/Reserves	Construction	Underway as planned.
Pavement Rehabilitation	1,741	-	1,741	161	Subsidy/Reserves	Construction	Underway as planned.
Unsealed Road Metalling	587	-	587	19	Subsidy/Reserves	Construction	Underway as planned.
Emergency Reinstatements	550	-	550	467	Subsidy/Reserves	Construction	Underway as planned.
Drainage Renewals	528	-	528	55	Subsidy/Reserves	Construction	Underway as planned.
LED Streetlighting	405	-	405	-	Subsidy/Reserves	Construction	Underway as planned.
Structures Component Replacement	97	-	97	(7)	Subsidy/Reserves	Planning	Planning underway.
Traffic Services Renewal	95	-	95	29	Subsidy/Reserves	Construction	Underway as planned.
Carpark Renewals	5	-	5	6	Depreciation Reserve	Construction	Underway.
Eketaahuna Landfill Closure	246	44	290	51			
Eketaahuna Landfill Closure	123	(6)	117	-	Depreciation Reserve	Construction	Underway - spent as needed.
Eketaahuna New Transfer Station	123	(21)	102	43	Loan	Commissioning	Near completion.
Eketaahuna Capping	-	71	71	7	Loan	Construction	Underway - spent as needed.
Waste Renewals	17	-	17	-			
Recycling centres - Minor capital	10	-	10	-	Depreciation Reserve	Procurement	Construction commencing soon.
District Wide Recycling - Bulk Bins	7	-	7	-	Depreciation Reserve	Not Started	Spent as required.
Stormwater Management	1,030	-	1,030	43			
District Stormwater Management	1,030	-	1,030	43	Loan	Planning	Underway as planned. Expect underspend as stormwater modelling is ongoing and has not yet identified optimal solutions.
Stormwater Renewals	45	15	60	7			
District Wide Mains Replacement - Stormwater	45	15	60	7	Depreciation Reserve	Construction	Underway as planned.
Asset Management Information	-	12	12	38			
Asset Data Quality Improvement	-	12	12	9	Depreciation Reserve	Construction	Underway as planned.
Asset Management System	-	-	-	30	Depreciation Reserve	Construction	Underway as planned.
District Building Renewals	15	64	79	10			
Dannevirke Admin Building	-	64	64	1	Depreciation Reserve	Construction	Underway.
Dannevirke Civic Centre	10	-	10	9	Depreciation Reserve	Construction	Underway.
Miscellaneous Renewals	5	-	5	-	Depreciation Reserve	Not Started	Spent as required.

11.4 First Quarter Performance for the period ending 30 September 2017 Attachment 1 Appendix 1: Capital Expenditure Report: Quarter 1 2017/18

Annual Report 2017/18 - Quarter 1 Capital Expenditure report

	Annual Plan	Carry Forwards	Total				
	Budget	Budget	Budget	Actual			
Information Services Renewals	433	469	902	286			
Information Services Hardware Renewals	228	257	485	156	Depreciation Reserve	Construction	Underway. Expect underspend as replacement equipment is cheaper than budgeted.
Information Services Software Renewals	157	33	190	21	Depreciation Reserve	Construction	Underway. Expect underspend as major software project has been postponed due to lack of demand.
Telephone Replacement	20	84	104	3	Depreciation Reserve	Construction	Underway, expect significant underspend as existing system still meets level of service.
District Admin Information Services Renewals	-	53	53	7	Depreciation Reserve	Construction	Work underway.
Photocopier Replacement	18	13	31	2	Depreciation Reserve	Construction	Underway.
Information Services Hardware Development	-	29	29	97	Loan	Construction	Underway.
Hardware Renewals	10	-	10	-	Depreciation Reserve	Not Started	Spent as required.
Library Renewals	23	26	49	-			
Eketahuna Library refurbishment	13	26	39	-	Depreciation Reserve	Planning	Planning underway.
Furniture & Fittings	10	-	10	-	Depreciation Reserve	Not Started	Spent as required.
Fibre Renewals	77	-	77	-			
Fibre cabling renewals	77	-	77	-	Depreciation Reserve	Planning	Planning underway.
Service Centres Renewals	51	-	51	-			
Pahiatua Service Centre	51	-	51	-	Depreciation Reserve	On hold	On hold with EQ strengthening requirements.
Vehicle Renewals	211	-	211	38			
Vehicle Renewals	211	-	211	38	Depreciation Reserve	Construction	Underway with renewal programme.
Swimming Pool Development	-	-	-	3			
Eketahuna Outdoor Pool Development	-	-	-	3	Loan	Planning	In planning phase with pool committee.
Swimming Pool Renewal	107	-	107	16			
Woodville Pool Renewal	103	-	103	14	Depreciation Reserve	Construction	Underway. Installing telemetry to remotely monitor water quality.
Eketahuna Outdoor Pool Renewal	2	-	2	3	Depreciation Reserve	Construction	Underway. Spent as required.
Pahiatua Pool Renewal	2	-	2	-	Depreciation Reserve	Planning	In planning phase with pool committee.
Wastewater Development	21	35	56	-			
Heavy Mains cleaning	21	-	21	-	Loan	Planning	Planning underway.
Wairoa sewer option report	-	15	15	-	Loan	On hold	On hold due to prioritisation.
Telemetry Sewerage Development	-	10	10	-	Loan	Planning	Spent as plants are completed.
Dannevirke Adelaide Rd Investigation	-	10	10	-	Loan	On hold	On hold due to prioritisation.
District Wide Generators	-	274	274	9			
District Wide Water Generator	-	144	144	-	Loan	Construction	Spent as plants are completed.
District Wide Wastewater Generator	-	130	130	9	Loan	Construction	Spent as plants are completed.
Eketahuna Sewerage Treatment Plant	1,300	-	1,300	-			
Eketahuna Treatment Plant	1,300	-	1,300	-	Loan/Subsidies	On hold	On hold while seeking consent.
Woodville Sewerage Treatment Plant	-	34	34	-			
WFE Project - Woodville Sewerage Treatment Plant	-	34	34	-	Loan/Subsidies	Commissioning	Near completion.
Worsewood Sewerage Treatment Plant	25	11	36	-			
Worsewood treatment Plant	25	11	36	-	Loan	On hold	On hold due to prioritisation.
Dannevirke Sewerage Treatment Plant	-	325	325	478			
Sewerage Membrane Cassette	-	245	245	320	Loan	Construction	Underway. Commissioning planned for early 2018.
Dannevirke Sewerage Treatment Plant Renewals	-	43	43	159	Depreciation Reserve	Construction	Underway.
Generators renewal	-	37	37	-	Depreciation Reserve	Construction	Underway.
Wastewater Wetlands	40	-	40	-			
Wetland Development - Design	40	-	40	-	Loan	On hold	On hold while seeking consent.
Wastewater Consent Renewal	300	-	300	79			
District Wide Consent Upgrades	300	-	300	79	Depreciation Reserve	Construction	Underway.
Wastewater Renewals	389	21	410	57			
District Wide Mains Replacements	321	-	321	51	Depreciation Reserve	Construction	Underway as planned.
Unplanned Renewals - Wastewater Treatment Plant	30	-	30	2	Depreciation Reserve	Construction	Spent as required.
Unplanned Renewals - Wastewater Reticulation	25	-	25	-	Depreciation Reserve	Not Started	Spent as required.
Infiltration Renewals - Pahiatua & Eketahuna	-	21	21	-	Depreciation Reserve	On hold	On hold due to prioritisation.
District Wide Manhole Replacements	10	-	10	4	Depreciation Reserve	Construction	Underway as planned.
District Wide Pump Replacements	3	-	3	-	Depreciation Reserve	Planning	Underway with planning.
Eketahuna Wastewater Reticulation Renewal	-	394	394	-			
Eketahuna EQ Sewer main renewal	-	394	394	-	Depreciation Reserve	Planning	Planning underway.
Wairoa Water Supply	-	150	150	-			
Wairoa Upgrade	-	150	150	-	Loan	Construction	Order placed, expect delivery before Christmas
Dannevirke Water Supply	-	30	30	28			
Dannevirke Soda Ash Conversion	-	30	30	28	Loan	Construction	Underway.

11.4 First Quarter Performance for the period ending 30 September 2017
Attachment 1 Appendix 1: Capital Expenditure Report: Quarter 1 2017/18







Annual Report 2017/18 - Quarter 1 Capital Expenditure report








	Annual Plan	Carry Forwards	Total				
	Budget	Budget	Budget	Actual			
Water Supply Development	-	107	107	15			
Leak Detection - Pahiatua & Norsewood	-	57	57	-	Loan	Planning	Planning underway.
Water and Wastewater Operator Equipment	-	30	30	15	Loan	Construction	Underway.
Demand Management & Zone Metering	-	10	10	-	Loan	Planning	Underway with planning.
Large Users, Metering and Management	-	10	10	-	Loan	Planning	Planning underway.
Pahiatua Water Supply	1,400	953	2,353	40			
Pahiatua Water Supply Treatment Plant	1,400	-	1,400	2	Loan/Subsidies	Planning	Design underway.
Pahiatua Water Supply 4.5 day Storage	-	953	953	26	Loan	Construction	Construction recommencing in November.
Pahiatua Water Supply UV & Kiptank	-	-	-	12	Loan	Construction	Underway.
Pongaroa Town Water Supply	-	425	425	8			
Pongaroa Town Water Supply	-	425	425	8	Loan/Subsidies	Procurement	Procurement complete, construction starting January.
Woodville Water Supply	-	575	575	56			
Woodville Water Storage	-	575	575	56	Loan	Construction	Construction underway.
Water Renewals	468	-	468	110			
District Wide Mains Replacement - Water Supply	407	-	407	107	Depreciation Reserve	Construction	Underway.
Unplanned Renewals - Water Treatment Plants	30	-	30	1	Depreciation Reserve	Construction	Spent as required
Unplanned Renewals - Water Reticulation	25	-	25	-	Depreciation Reserve	Not Started	Spent as required
District Wide Pumps	6	-	6	-	Depreciation Reserve	Planning	Planning underway.
Meter Reading Devices	-	-	-	2	Loan	Commissioning	Near completion.
	14,843	5,861	20,704	2,730			

Annual report 2017/18 - Quarter 1 Summary Capital Expenditure report









	Annual Plan	Carry Forwards	Total		% spent
	Budget	Budget	Budget	Actual	
Growth	28	25	53		0%
Level of Service	5,395	4,622	10,017	1,069	11%
Renewals	9,420	1,214	10,634	1,661	16%
	14,843	5,861	20,704	2,730	13%

	Annual Plan	Carry Forwards	Total		% spent
	Budget	Budget	Budget	Actual	
Animal Control	-	-	-	24	
Cemeteries	28	35	63		0%
Community Buildings	357	176	533	43	8%
Economic Development or district promotion	15	4	19	13	68%
Emergency Management	3	-	3	3	107%
Footpaths	182	183	365	140	38%
Health & Safety	-	6	6	-	0%
Housing	210	(104)	106	80	75%
Library	113	23	136	30	22%
Parks and Reserves	250	47	297	10	4%
Public Conveniences	10	-	10	5	47%
Roading	7,466	1,527	8,993	1,010	11%
Solid Waste Management	263	44	307	51	16%
Stormwater Drainage	1,075	15	1,090	49	5%
Support	821	571	1,392	372	27%
Swimming Pools	107	-	107	19	18%
Wastewater	2,075	950	3,025	623	21%
Water Supplies	1,868	2,384	4,252	257	6%
	14,843	5,861	20,704	2,730	13%









S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments			
				Last Year Results	Met/ Not Met		Results	1st Quarter				
										Performance		
Group – Building Communities and Leadership												
1	Community Support	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.		74%	75%	90%		The first quarter result shows a large improvement in resident satisfaction. During this period Council issued a number of grants including a grant for Pongaroa Fuel Stop			
										Score	Jun-17	Sep-17
										Score 9-10	13%	10%
										Score 7-8	47%	57%
										Score 6	14%	23%
Score 5	15%	7%										
Score 1-4	11%	3%										
2	Community Support	Council funds and supports key community organisations in order to build district community capability	All organisations receiving grants meet accountability requirements of Council		100%	100%	100%		No issues identified with grants and their use for the purpose intended			
1	Representation	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		79%	75%	87%					
										Score	Jun-17	Sep-17
										Mayor		
										Score 9-10	39%	32%
										Score 7-8	42%	47%
										Score 6	5%	12%
										Score 5	8%	9%
										Score 1-4	4%	1%
										Councillors		
										Score 9-10	19%	12%
										Score 7-8	46%	61%
										Score 6	11%	11%
										Score 5	13%	11%
										Score 1-4	12%	5%
										Mayor and Councillor		
Score 9-10	12%	22%										
Score 7-8	46%	54%										
Score 6	15%	11%										
Score 5	13%	10%										
Score 1-4	14%	3%										









S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																	
				Last Year Results	Met/ Not Met		Results	Perform ance																		
2	Representation	Providing leadership to contribute towards maintaining and improving their social, cultural, economic and environmental wellbeing	Percentage of residents rating the overall performance of the Community Boards and Community Committees as "fairly satisfactory" or "very satisfactory" in the community survey	83%		75%	86%	<table><tr><td>Score</td><td>Jun-17</td><td>Sep-17</td></tr><tr><td>Score 9-10</td><td>21%</td><td>22%</td></tr><tr><td>Score 7-8</td><td>52%</td><td>59%</td></tr><tr><td>Score 6</td><td>10%</td><td>5%</td></tr><tr><td>Score 5</td><td>10%</td><td>10%</td></tr><tr><td>Score 1-4</td><td>7%</td><td>4%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	21%	22%	Score 7-8	52%	59%	Score 6	10%	5%	Score 5	10%	10%	Score 1-4	7%	4%
Score	Jun-17	Sep-17																								
Score 9-10	21%	22%																								
Score 7-8	52%	59%																								
Score 6	10%	5%																								
Score 5	10%	10%																								
Score 1-4	7%	4%																								
3	Representation	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	100%		100%	100%	Meetings were publicly notified by newspaper, generally through the Bush Telegraph.																		
Group - Community and Recreation Facilities																										
1	Cemeteries	The cemetery grounds are presented to a high standard.	Percentage residents satisfied with cemeteries in the community surveys	93%		75%	95%	<table><tr><td>Score</td><td>Jun-17</td><td>Sep-17</td></tr><tr><td>Score 9-10</td><td>42%</td><td>55%</td></tr><tr><td>Score 7-8</td><td>44%</td><td>39%</td></tr><tr><td>Score 6</td><td>7%</td><td>1%</td></tr><tr><td>Score 5</td><td>4%</td><td>3%</td></tr><tr><td>Score 1-4</td><td>3%</td><td>2%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	42%	55%	Score 7-8	44%	39%	Score 6	7%	1%	Score 5	4%	3%	Score 1-4	3%	2%
Score	Jun-17	Sep-17																								
Score 9-10	42%	55%																								
Score 7-8	44%	39%																								
Score 6	7%	1%																								
Score 5	4%	3%																								
Score 1-4	3%	2%																								
2	Cemeteries	Plots are available in all local cemeteries	Percentage of cemeteries in District with plots available for next 12 months- based on historical burial data.	100%		100%	100%	All cemeteries in the district have more than adequate number of plots available.																		
1	Community Buildings	Council provides community buildings which are fit for purpose	Percentage residents satisfied with community buildings in the community survey.	92%		90%	94%	<table><tr><td>Score</td><td>Jun-17</td><td>Sep-17</td></tr><tr><td>Score 9-10</td><td>25%</td><td>31%</td></tr><tr><td>Score 7-8</td><td>59%</td><td>60%</td></tr><tr><td>Score 6</td><td>8%</td><td>3%</td></tr><tr><td>Score 5</td><td>6%</td><td>6%</td></tr><tr><td>Score 1-4</td><td>2%</td><td>0%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	25%	31%	Score 7-8	59%	60%	Score 6	8%	3%	Score 5	6%	6%	Score 1-4	2%	0%
Score	Jun-17	Sep-17																								
Score 9-10	25%	31%																								
Score 7-8	59%	60%																								
Score 6	8%	3%																								
Score 5	6%	6%																								
Score 1-4	2%	0%																								
2	Community Buildings	Facilities are well-utilised	The total number of hours per annum facilities are booked through Council	5,078		>3100 hours	1,259	Utilisaicon continues to increase with a new regular user booking the Pahiatua Town Hall supper room 4 days a week																		
1	Housing	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	0%		<10%	n/a	Inspections are undertaken annually in the third quarter																		

11.4 First Quarter Performance for the period ending 30 September 2017
Attachment 2 Appendix 2: Service Performance Results: Quarter 1 2017/18

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																		
				Last Year Results	Met/ Not Met		Results	Performance																			
2	Housing	Council acts as a good caring landlord.	Tenants' satisfaction with the landlord service received from Council	94%		90%	survey will be done third quarter	N/A	The tenant satisfaction survey is undertaken in March each year.																		
1	Libraries	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	95%		90%	survey will be done third quarter	N/A																			
2	Libraries	Access to information	Percentage of residents rating libraries as "fairly satisfactory" or "very satisfactory" in the community survey.	94%		90%	97%		<table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>43%</td><td>49%</td></tr><tr><td>Score 7-8</td><td>48%</td><td>32%</td></tr><tr><td>Score 6</td><td>3%</td><td>16%</td></tr><tr><td>Score 5</td><td>5%</td><td>2%</td></tr><tr><td>Score 1-4</td><td>1%</td><td>1%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	43%	49%	Score 7-8	48%	32%	Score 6	3%	16%	Score 5	5%	2%	Score 1-4	1%	1%
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Score 6	3%	16%																									
Score 5	5%	2%																									
Score 1-4	1%	1%																									
3	Libraries	Provide residents of the district access to a wide range of information and lifelong learning opportunities	Library collections are current based on weighted average of: - 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	100%		90%	1558 items																				
4			– 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 100% of the time)	0%		No Downtime																					
5	Libraries	Supporting literacy in all it's forms	Number of programmes run annually	7		>7	2		Last Years numbers were: <table><tr><th>Category</th><th>2016/17</th></tr><tr><td>Winter Warmers (Literacy)</td><td>1,077</td></tr><tr><td>Summer Reading Programme</td><td>298</td></tr><tr><td>iRead</td><td>66</td></tr><tr><td>Maths is Fun (Numeracy)</td><td>113</td></tr><tr><td>GIF Making (Digital Literacy)</td><td>78</td></tr><tr><td>Book Club</td><td>96</td></tr><tr><td>Little Ears (Preschool programme)</td><td>917</td></tr><tr><td>Total</td><td>2,645</td></tr></table>	Category	2016/17	Winter Warmers (Literacy)	1,077	Summer Reading Programme	298	iRead	66	Maths is Fun (Numeracy)	113	GIF Making (Digital Literacy)	78	Book Club	96	Little Ears (Preschool programme)	917	Total	2,645
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11.4 First Quarter Performance for the period ending 30 September 2017
Attachment 2 Appendix 2: Service Performance Results: Quarter 1 2017/18

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																		
				Last Year Results	Met/ Not Met		Results																				
							1st Quarter	Performance																			
6	Libraries	Improve literacy and knowledge among the district's children	Percentage of customers satisfied with children's programmes (Annual survey)	97%		90%	survey will be done third quarter	N/A	The annual survey will be completed in the third quarter. The results for last year were: <table><tr><th>Category</th><th>2016/17</th></tr><tr><td>Completely Satisfied</td><td>100</td></tr><tr><td>Very Satisfied</td><td>27</td></tr><tr><td>Moderately Satisfied</td><td>8</td></tr><tr><td>Not very Satisfied</td><td>2</td></tr><tr><td>Not at all Satisfied</td><td>2</td></tr><tr><td>Not Applicable</td><td>171</td></tr><tr><td>Total Respondents</td><td>310</td></tr></table>	Category	2016/17	Completely Satisfied	100	Very Satisfied	27	Moderately Satisfied	8	Not very Satisfied	2	Not at all Satisfied	2	Not Applicable	171	Total Respondents	310		
Category	2016/17																										
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Moderately Satisfied	8																										
Not very Satisfied	2																										
Not at all Satisfied	2																										
Not Applicable	171																										
Total Respondents	310																										
7	Libraries	Staff are knowledgeable, helpful and friendly	Percentage of customers satisfied with staff service (Annual survey)	96%		90%	survey will be done third quarter	N/A	The annual survey will be completed in the third quarter. The results for last year were:																		
1	Parks and Reserves	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.	93%		90%	93%		<table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>29%</td><td>32%</td></tr><tr><td>Score 7-8</td><td>57%</td><td>59%</td></tr><tr><td>Score 6</td><td>7%</td><td>2%</td></tr><tr><td>Score 5</td><td>5%</td><td>3%</td></tr><tr><td>Score 1-4</td><td>2%</td><td>4%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	29%	32%	Score 7-8	57%	59%	Score 6	7%	2%	Score 5	5%	3%	Score 1-4	2%	4%
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Score 5	5%	3%																									
Score 1-4	2%	4%																									
2	Parks and Reserves	Playing fields and associated facilities are fit for purpose.	Number of recorded incidences where parks and reserves are found to be below the agreed maintenance standard.	1		<5	0																				
3	Parks and Reserves	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	100%		90%	90%		Following inspections, an item of playground equipment in Woodville was found to have deteriorated over winter. This has been programmed for replacement in																		

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																		
				Last Year Results	Met/Not Met		Results 1st Quarter	Performance																			
1	Public Conveniences	Public conveniences provided are fit for purpose	Percentage of residents rating public conveniences as "fairly satisfactory" or "very satisfactory" in the community survey	87%		90%	83%		<table><tr><td>Score</td><td>Jun-17</td><td>Sep-17</td></tr><tr><td>Score 9-10</td><td>24%</td><td>35%</td></tr><tr><td>Score 7-8</td><td>51%</td><td>41%</td></tr><tr><td>Score 6</td><td>12%</td><td>7%</td></tr><tr><td>Score 5</td><td>7%</td><td>6%</td></tr><tr><td>Score 1-4</td><td>6%</td><td>12%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	24%	35%	Score 7-8	51%	41%	Score 6	12%	7%	Score 5	7%	6%	Score 1-4	6%	12%
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Score 1-4	6%	12%																									
2	Public Conveniences	Public conveniences provided are fit for purpose	The number of complaints received per annum about the condition of public toilets	102		<50	26		<table><tr><td>Year</td><td>No of service request</td></tr><tr><td>2017/18</td><td>26</td></tr><tr><td>2016/17</td><td>102</td></tr><tr><td>2015/16</td><td>73</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></table> <p>0 Complaints relate to cleanliness, 6 complaints were vandalism, and the remaining 20 were for blockages and other issues. As part of the LTP this measure is being reviewed to be response focused as opposed to number of complaints</p>	Year	No of service request	2017/18	26	2016/17	102	2015/16	73	2014/15	67	2013/14	47	2012/13	44	2011/12	40		
Year	No of service request																										
2017/18	26																										
2016/17	102																										
2015/16	73																										
2014/15	67																										
2013/14	47																										
2012/13	44																										
2011/12	40																										
1	Service Centres	The Council provides friendly, professional and knowledgeable service to customers.	Percentage of customers who lodge faults/request are satisfied with service provided.	75%		95%	71%		<p>Note the sample size in the 1st quarter survey for this question was only 13.</p> <table><tr><td>Score</td><td>Jun-17</td><td>Sep-17</td></tr><tr><td>Score 9-10</td><td>37%</td><td>38%</td></tr><tr><td>Score 7-8</td><td>34%</td><td>33%</td></tr><tr><td>Score 6</td><td>4%</td><td>0%</td></tr><tr><td>Score 5</td><td>6%</td><td>9%</td></tr><tr><td>Score 1-4</td><td>19%</td><td>21%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	37%	38%	Score 7-8	34%	33%	Score 6	4%	0%	Score 5	6%	9%	Score 1-4	19%	21%
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2	Service Centres	Customer service requests are handled effectively and accurately.	Average wait time for incoming calls.	15.4 seconds		20 seconds	12.3 seconds		July 2017 - 14 seconds. August - 12 seconds. September - 11seconds																		
3	Service Centres	Customer service requests are handled effectively and accurately.	Percentage of abandoned calls.	2.60%		<10%	1.30%		July 2017 - 2% (3133 calls received). August - 1% (2897 calls received). September 1% (2556 calls received)																		


















S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																		
				Last Year Results	Met/ Not Met		Results 1st Quarter	Performance																			
4	Service Centres	Responsive 24/7 phone service.	Percentage of customers who lodge faults/requests are satisfied with the after hours service received.	85%		90%	100%		Note the sample size in the first quarter survey was 2 respondents. <table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>26%</td><td>0%</td></tr><tr><td>Score 7-8</td><td>41%</td><td>100%</td></tr><tr><td>Score 6</td><td>18%</td><td>0%</td></tr><tr><td>Score 5</td><td>8%</td><td>0%</td></tr><tr><td>Score 1-4</td><td>7%</td><td>0%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	26%	0%	Score 7-8	41%	100%	Score 6	18%	0%	Score 5	8%	0%	Score 1-4	7%	0%
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5	Service Centres	Responsive 24/7 phone service.	Percentage of abandoned calls by the after hours service	5.30%		<10%	5.30%		July 2017 - 8% (262 calls received). August - 5% (213 calls received). September 3% (233 calls received)																		
6	Service Centres	Responsive 24/7 phone service.	Average wait time for incoming calls.	18.3 Seconds		20 seconds	17 seconds		July 2017 - 26 seconds. August - 12 second. September - 13 seconds																		
1	Swimming Pools	Public swimming pools provide a quality visitor experience	Percentage of residents rating swimming pools as "fairly satisfactory" or "very satisfactory" in the community survey	84%		80%	87%		<table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>25%</td><td>30%</td></tr><tr><td>Score 7-8</td><td>50%</td><td>48%</td></tr><tr><td>Score 6</td><td>9%</td><td>9%</td></tr><tr><td>Score 5</td><td>7%</td><td>8%</td></tr><tr><td>Score 1-4</td><td>9%</td><td>5%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	25%	30%	Score 7-8	50%	48%	Score 6	9%	9%	Score 5	7%	8%	Score 1-4	9%	5%
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Score 6	9%	9%																									
Score 5	7%	8%																									
Score 1-4	9%	5%																									
2	Swimming Pools	Public swimming pools open during summer months	The number of weeks each year Wai Splash is open for public use	52 weeks		52 weeks	Measured at Year End																				
3	Swimming Pools	Public swimming pools open during summer months	The number of weeks each year outdoor pools is open for public use	10 weeks		>10 weeks	n/a	N/A																			
4	Swimming Pools	Public swimming pools are financially sustainable in the long term.	Percentage of rates spent funding public swimming pools (base- average household rate)	1%		<4%	2%																				
Group – District and Economic Development																											
1	Commercial Investments	Properties maximise returns to Council	Occupancy of commercial buildings each year	0%		100%	0%		As Part of the Long Term Plan workshops, Council has decided that the Woodville Depot will be listed for sale in the next financial year.																		
2	Commercial Investments	Properties maximise returns to Council	Net operating surplus each year	-41%		>5%	-2%																				

11.4 First Quarter Performance for the period ending 30 September 2017
Attachment 2 Appendix 2: Service Performance Results: Quarter 1 2017/18











S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																		
				Last Year Results	Met/Not Met		Results 1st Quarter	Performance																			
1	District Promotion and Development	Assist businesses to apply for Government subsidies and grants	Referrals of Business Applications to Ministry of Science and Innovation Subsidy (while scheme is available)	11	<div></div>	min 5	0	<div></div>	Meeting arranged with CEDA to develop action plan to ensure target achieved.																		
2	District Promotion and Development	Promote the Tararua at large events in and outside the District	Major Events that 'Tararua' is directly involved	8	<div></div>	min 5	0	<div></div>	Events are scheduled for later quarters																		
3	District Promotion and Development	Community Supported Events in Tararua	Community Event that is actively supported	38	<div></div>	min 10	10	<div></div>																			
4	District Promotion and Development	Provide professional customer service at the Tararua i-SITE	Percentage of customer surveyed are satisfied with the services received	100%	<div></div>	85%	100%	<div></div>	12 surveys were completed in 1st quarter																		
5	District Promotion and Development	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	67%	<div></div>	60%	85%	<div></div>	Survey respondents relied on the following sources for Council information: <table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>8%</td><td>29%</td></tr><tr><td>Score 7-8</td><td>40%</td><td>43%</td></tr><tr><td>Score 6</td><td>19%</td><td>13%</td></tr><tr><td>Score 5</td><td>15%</td><td>10%</td></tr><tr><td>Score 1-4</td><td>18%</td><td>4%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	8%	29%	Score 7-8	40%	43%	Score 6	19%	13%	Score 5	15%	10%	Score 1-4	18%	4%
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<table><tr><th>Score</th><th>%</th></tr><tr><td>Newspaper</td><td>56%</td></tr><tr><td>Council publications</td><td>5%</td></tr><tr><td>Facebook</td><td>7%</td></tr><tr><td>Twitter</td><td>0%</td></tr><tr><td>Council's website</td><td>16%</td></tr><tr><td>Radio</td><td>3%</td></tr><tr><td>Other (please specify)</td><td>11%</td></tr><tr><td>Don't know</td><td>2%</td></tr></table>	Score	%	Newspaper	56%	Council publications	5%	Facebook	7%	Twitter	0%	Council's website	16%	Radio	3%	Other (please specify)	11%	Don't know	2%									
	Score	%																									
	Newspaper	56%																									
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Facebook	7%																										
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Other (please specify)	11%																										
Don't know	2%																										






S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																		
				Last Year Results	Met/ Not Met		Results	Performance																			
Group – Regulatory Services																											
1	Animal Control	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.	63%		75%	66%		Note, the number of respondents in the September survey was only 22. <table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>23%</td><td>22%</td></tr><tr><td>Score 7-8</td><td>34%</td><td>44%</td></tr><tr><td>Score 6</td><td>6%</td><td>0%</td></tr><tr><td>Score 5</td><td>11%</td><td>0%</td></tr><tr><td>Score 1-4</td><td>26%</td><td>34%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	23%	22%	Score 7-8	34%	44%	Score 6	6%	0%	Score 5	11%	0%	Score 1-4	26%	34%
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2	Animal Control	Animal control complaints and issues are resolved in a timely manner	Percentage of dog attacks responded to within 2 hours	100%		100%	100%																				
3	Animal Control	Promoting responsible animal ownership through public education	Educational publications and programmes are available to the community	8		min 6	3																				
4	Animal Control	Promoting responsible animal ownership through public education	Educational publications and programmes are available to the community	2		min 4	0		We have extended invitations to a number of education providers to run education programmes, however due to timing pressures on school’s delivering the prescribed curriculum their has been no update to date. We will continue to promote uptake of this offering. Due to the limited ability to influence the results of this measure, the measure has been revisited in the current Long Term Plan.																		
1	District Planning	Advice to customer is of good quality (fit for purpose)	Survey of customers rate advice received was helpful	100%		85%	N/A	N/A	To date, no customers have opted to undertake the formal survey. This measure has been reviewed as part of the Long Term Plan																		
2	District Planning	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 daysNotified 70 working daysNotified and Limited Notified not requiring a hearing -50 working days	96%		100%	100%																				
3	District Planning	Council responds effectively to complaints about non-compliances	Non-compliances are resolved within 3 months of customer complaint.	100%		95%	95%		One customer complaint remains unresolved. Council has issued an abatement notice in relation to the non-compliance, however this has not resolved the non-compliance. Further action will be undertaken to resolve this issue.																		











11.4 First Quarter Performance for the period ending 30 September 2017
Attachment 2 Appendix 2: Service Performance Results: Quarter 1 2017/18





















S/N	Activity	Level of Service	Performance Measure	2016/17		2017/18		Comments
				Last Year Results	Met/ Not Met	Target	1st Quarter Results	Performance
1	Emergency Management	Facilitate Community Civil Defence Response Groups in all of our larger community's	Communities are organised and have a current Community Civil Defence Response Group Plan	100%		All plans reviewed and updated	60% Complete	
2	Emergency Management	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	86%		90%	87%	
3	Emergency Management	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'	100%		100%	Not applicable – Now FENZ responsibility	N/A
1	Health and Safety	Ensure that the district's built environment is safe and healthy	All swimming pool and/or spa fencing inspected once every 5 years	100%		100%	19.40%	
2	Health and 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	93%		90%	15.50%	
3	Health and Safety	Responsive and accurate building control service provided	Percentage of building consents issued within the statutory time frame (20 working days)	99%		100%	99%	
4	Health and Safety	Protect public health by regulating the sale of liquor	Percentage of on and off licence liquor outlets inspected annually	92%		95%	22%	
5	Health and Safety	Excessive noise complaints will be attended to by council to minimise disturbance to others	Percentage of noise complaints responded to within 1 hour	90%		95%	91%	
6	Health and Safety	Control excessive rubbish dumping, overhanging vegetation and fire hazards through monitoring and enforcement	Percentage of complaints responded to within 48 hours	98%		100%	98%	



















Score	Jun-17	Sep-17
Yes	86%	87%
No	12%	12%
Don't know	2%	1%

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																		
				Last Year Results	Met/ Not Met		Results	Performance																			
Group – Roading and Footpaths																											
1	Footpaths	Council maintains footpath to an acceptable level to customers	Percentage of residents rate footpaths as “fairly satisfactory” or “very satisfactory” in the community survey.	66%		75%	69%		To address issues around cleanliness and slippery surfaces as a result of lichen, Council has purchased a Jet Cleaner to improve the level of service. <table border="1" data-bbox="509 320 660 658"><thead><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr></thead><tbody><tr><td>Score 9-10</td><td>23%</td><td>17%</td></tr><tr><td>Score 7-8</td><td>34%</td><td>41%</td></tr><tr><td>Score 6</td><td>6%</td><td>11%</td></tr><tr><td>Score 5</td><td>11%</td><td>20%</td></tr><tr><td>Score 1-4</td><td>26%</td><td>11%</td></tr></tbody></table>	Score	Jun-17	Sep-17	Score 9-10	23%	17%	Score 7-8	34%	41%	Score 6	6%	11%	Score 5	11%	20%	Score 1-4	26%	11%
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Score 6	6%	11%																									
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Score 1-4	26%	11%																									
2	Footpaths	Council maintains footpath to an acceptable level to customers	The percentage of footpaths within the district fall within the footpath condition standards set out in the Asset Management Plan	99%		90%	Measured at Year End	N/A																			
3	Footpaths	Council maintains footpath to an acceptable level to customers	Complaints regarding unsafe footpaths are rectified within 5 days	90%		90%	95.20%																				
4	Footpaths	Council maintains footpath to an acceptable level to customers	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.	74%		85%	82%		Satisfaction with the urban CBD upgrades has improved from last year with the completion of the Eketahuna Town Upgrade. The Pahiatua Town Upgrade is programmed to begin in the 2018/19 financial year. <table border="1" data-bbox="948 320 1099 658"><thead><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr></thead><tbody><tr><td>Score 9-10</td><td>21%</td><td>18%</td></tr><tr><td>Score 7-8</td><td>42%</td><td>46%</td></tr><tr><td>Score 6</td><td>11%</td><td>18%</td></tr><tr><td>Score 5</td><td>13%</td><td>7%</td></tr><tr><td>Score 1-4</td><td>13%</td><td>11%</td></tr></tbody></table>	Score	Jun-17	Sep-17	Score 9-10	21%	18%	Score 7-8	42%	46%	Score 6	11%	18%	Score 5	13%	7%	Score 1-4	13%	11%
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Score 5	13%	7%																									
Score 1-4	13%	11%																									
1	Roading	Council ensures roads are safe for all road users	The change (expressed as a number) from the previous financial year in the number of fatalities and serious injury crashes on the local road network.	-5		>0	Measured at Year End	N/A																			
2	Roading	Requests from the public are responded to in a timely manner	Customer service requests relating to roads are responded to within 5 working days	99%		90%	97.20%																				

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																																				
				Last Year Results	Met/ Not Met		Results 1st Quarter	Performance																																					
3	Roading	Requests from the public are responded to in a timely manner	Percentage of Residents rating Urban and Rural roading as "quite satisfactory" or "very satisfactory" in community survey.	64%		N/A	69%		Satisfaction with urban roads is significantly higher (79%) than satisfaction with rural roads (59.8%). Council is continuing to address issues with rural roads as a result of the major weather events in May and July which could be resulting in lower satisfaction on affected roads Urban roads <table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>13%</td><td>9%</td></tr><tr><td>Score 7-8</td><td>47%</td><td>60%</td></tr><tr><td>Score 6</td><td>14%</td><td>10%</td></tr><tr><td>Score 5</td><td>13%</td><td>11%</td></tr><tr><td>Score 1-4</td><td>13%</td><td>10%</td></tr></table> Rural roads <table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>6%</td><td>2%</td></tr><tr><td>Score 7-8</td><td>33%</td><td>36%</td></tr><tr><td>Score 6</td><td>15%</td><td>22%</td></tr><tr><td>Score 5</td><td>16%</td><td>17%</td></tr><tr><td>Score 1-4</td><td>29%</td><td>23%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	13%	9%	Score 7-8	47%	60%	Score 6	14%	10%	Score 5	13%	11%	Score 1-4	13%	10%	Score	Jun-17	Sep-17	Score 9-10	6%	2%	Score 7-8	33%	36%	Score 6	15%	22%	Score 5	16%	17%	Score 1-4	29%	23%
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Score 5	16%	17%																																											
Score 1-4	29%	23%																																											
4	Roading	Council ensures that all roads remain available to users	Initial response to impassable roads to be undertaken within 24 hours	97%		99%	100%																																						
5	Roading	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	N/A	N/A	95%	Measured at Year End	N/A																																					
6	Roading	Council ensures quality of roads and safety of users	The percentage of road network that is resurfaced	5.80%		>5%	Measured at Year End	N/A	We plan to resurface 5.5% of the network. This work is programmed to be undertaken over the drier summer months.																																				

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																												
				Last Year Results	Met/ Not Met		Results																														
							1st Quarter	Performance																													
Group - Solid Waste Management																																					
1	Solid Waste Management	Refuse and recycling services meet user needs	Percentage of residents rating rubbish collection service as "fairly satisfactory" or "very satisfactory" in the community survey.	90%		75%	88%		<table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>59%</td><td>57%</td></tr><tr><td>Score 7-8</td><td>27%</td><td>28%</td></tr><tr><td>Score 6</td><td>4%</td><td>3%</td></tr><tr><td>Score 5</td><td>4%</td><td>2%</td></tr><tr><td>Score 1-4</td><td>6%</td><td>10%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	59%	57%	Score 7-8	27%	28%	Score 6	4%	3%	Score 5	4%	2%	Score 1-4	6%	10%										
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Score 1-4	6%	10%																																			
2	Solid Waste Management	Refuse and recycling services meet user needs	Percentage of residents rating recycling as "fairly satisfactory" or "very satisfactory" in the community survey.	81%		75%	92%		<table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>43%</td><td>40%</td></tr><tr><td>Score 7-8</td><td>33%</td><td>47%</td></tr><tr><td>Score 6</td><td>5%</td><td>6%</td></tr><tr><td>Score 5</td><td>8%</td><td>5%</td></tr><tr><td>Score 1-4</td><td>11%</td><td>3%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	43%	40%	Score 7-8	33%	47%	Score 6	5%	6%	Score 5	8%	5%	Score 1-4	11%	3%										
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3	Solid Waste Management	Refuse and recycling services meet user needs	Percentage of residents rating landfills/ transfer station management as "fairly satisfactory" or "very satisfactory" in the community survey.	81%		75%	88%		<table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>36%</td><td>33%</td></tr><tr><td>Score 7-8</td><td>37%</td><td>46%</td></tr><tr><td>Score 6</td><td>8%</td><td>9%</td></tr><tr><td>Score 5</td><td>10%</td><td>5%</td></tr><tr><td>Score 1-4</td><td>9%</td><td>7%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	36%	33%	Score 7-8	37%	46%	Score 6	8%	9%	Score 5	10%	5%	Score 1-4	9%	7%										
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Score 1-4	9%	7%																																			
4	Solid Waste Management	Council will promote and encourage recycling and reuse	Tonnage of waste sent to landfills by the District per annum	4,668		<4,400	1,149		<table><tr><th colspan="4">Tonnes</th></tr><tr><th>2015/16</th><th>2016/17</th><th colspan="2">2017/18</th></tr><tr><td>Eketahuna Landfill</td><td>542</td><td>270</td><td colspan="2">73</td></tr><tr><td>Pongaroa landfill - 36.92 tonnes</td><td>21</td><td>20</td><td colspan="2">4</td></tr><tr><td>Waipukurau Landfill</td><td>3,887</td><td>4,378</td><td colspan="2">1,073</td></tr><tr><td>Total</td><td>4,450</td><td>4,668</td><td colspan="2">1,149</td></tr></table>	Tonnes				2015/16	2016/17	2017/18		Eketahuna Landfill	542	270	73		Pongaroa landfill - 36.92 tonnes	21	20	4		Waipukurau Landfill	3,887	4,378	1,073		Total	4,450	4,668	1,149	
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Total	4,450	4,668	1,149																																		
5	Solid Waste Management	Council open and closed landfills are well managed	All Horizons resource consent conditions are met	100%		100%	100%																														

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																		
				Last Year Results	Met/ Not Met		Results	Perform ance																			
Group - Stormwater Drainage																											
1	Stormwater Drainage	An effective stormwater system that protects people and properties from flooding	The number of flooding events where an overflow of stormwater had entered a habitable floor.	Nil		<30	Nil																				
2	Stormwater Drainage		For each flooding event, the number of habitable floors affected, expressed per 1,000 properties connected to the stormwater system	Nil		<3	Nil																				
3	Stormwater Drainage	A reliable stormwater network	Percentage of residents rating stormwater management as "fairly satisfactory" or "very satisfactory" in the community survey.	69%		70%	67%		<table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>23%</td><td>15%</td></tr><tr><td>Score 7-8</td><td>37%</td><td>42%</td></tr><tr><td>Score 6</td><td>9%</td><td>10%</td></tr><tr><td>Score 5</td><td>12%</td><td>16%</td></tr><tr><td>Score 1-4</td><td>19%</td><td>17%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	23%	15%	Score 7-8	37%	42%	Score 6	9%	10%	Score 5	12%	16%	Score 1-4	19%	17%
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4	Stormwater Drainage		Number of complaints received by Council about the performance of its stormwater system, expressed per 1,000 properties connected to the stormwater system	9.7		<8	5.8		28 requests have been received to date. 16 of these related to a weather even in mid July.																		
5	Stormwater Drainage	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		Nil		0	0																					
	Infringement notices		Nil		0	0																					
	Enforcement orders		Nil		0	0																					
8			Convictions	Nil		0	0																				
9	Stormwater Drainage	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	Nil		2 hours	Nil																				
Group - Wastewater																											
1	Wastewater	A reliable waste water service	The number of dry weather sewerage overflows from the wastewater system per 1,000 connections	1.9		<5	0.2																				











S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																											
				Last Year Results	Met/Not Met		Results	Performance																												
2	Wastewater	A reliable waste water service	Percentage of residents rating wastewater management as "fairly satisfactory" or "very satisfactory" in the community survey.	89%		70%	93%		<table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>52%</td><td>47%</td></tr><tr><td>Score 7-8</td><td>34%</td><td>30%</td></tr><tr><td>Score 6</td><td>3%</td><td>16%</td></tr><tr><td>Score 5</td><td>6%</td><td>4%</td></tr><tr><td>Score 1-4</td><td>5%</td><td>3%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	52%	47%	Score 7-8	34%	30%	Score 6	3%	16%	Score 5	6%	4%	Score 1-4	5%	3%									
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Score 1-4	5%	3%																																		
3	Wastewater	Risks to public health and our natural environment are minimised	Number of schemes that are current	4		7	4		<table><tr><th>Schemes</th><th colspan="2">Are consents current?</th></tr><tr><th></th><th>2017</th><th>2018</th></tr><tr><td>Pongaroa</td><td>Yes</td><td>Yes</td></tr><tr><td>Dannevirke</td><td>Yes</td><td>Yes</td></tr><tr><td>Eketahuna</td><td>NO</td><td>NO</td></tr><tr><td>Norsewood</td><td>Yes</td><td>Yes</td></tr><tr><td>Pahiatua</td><td>NO</td><td>NO</td></tr><tr><td>Woodville</td><td>NO</td><td>NO</td></tr><tr><td>Ormondville</td><td>Yes</td><td>Yes</td></tr></table> <p>Council is progressing with resource consent renewals for Pahiatua, Eketahuna, and Woodville. The renewal for these are in progress and will involve capital investments that are programmed to meet new conditions.</p>	Schemes	Are consents current?			2017	2018	Pongaroa	Yes	Yes	Dannevirke	Yes	Yes	Eketahuna	NO	NO	Norsewood	Yes	Yes	Pahiatua	NO	NO	Woodville	NO	NO	Ormondville	Yes	Yes
Schemes	Are consents current?																																			
	2017	2018																																		
Pongaroa	Yes	Yes																																		
Dannevirke	Yes	Yes																																		
Eketahuna	NO	NO																																		
Norsewood	Yes	Yes																																		
Pahiatua	NO	NO																																		
Woodville	NO	NO																																		
Ormondville	Yes	Yes																																		
4	Wastewater	Risks to public health and our natural environment are minimised	Number of enforcement actions against Council for not meeting resource consent conditions for sewage schemes relating to:	Nil		0	0																													
5			Abatement Notices	Nil		0	0																													
6			Infringement notices	Nil		0	0																													
7			Enforcement orders	Nil		0	0																													
			Convictions	Nil		0	0																													
8	Wastewater	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	17 minutes		1 hour	14 minutes																													
9	Wastewater	Council responds quickly when things go wrong	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	41 minutes		8 hours	21 minutes																													

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments																		
				Last Year Results	Met/ Not Met		Results 1st Quarter	Performance																			
10	Wastewater	Council services meet customer expectations	Number of complaint received about wastewater per 1,000 connections for:						9 customer requests have been recorded to date, with 7 of these relating to issues as a result of wet weather flooding events in mid July due to high levels of stormwater in the waste water system.																		
Sewerage odour			1.7	●	<5	0.6	🌱																				
Sewerage system faults			3.8	●	<5	1.9	🌱																				
Sewerage system blockages			7	●	<7	1.9	🌱																				
Councils response to the above issues			0.2	●	<10	Nil	🌱																				
14			Total Number of recorded complaints	12.8	●	<27	4.5	🌱																			
Group - Water																											
1	Water	Council provides a reliable water supply	Percentage of customers rating availability of water as “fairly satisfactory” or “very satisfactory” in the community survey.	90%	●	65%	97%	🌱	<table><tr><th>Score</th><th>Jun-17</th><th>Sep-17</th></tr><tr><td>Score 9-10</td><td>55%</td><td>71%</td></tr><tr><td>Score 7-8</td><td>32%</td><td>25%</td></tr><tr><td>Score 6</td><td>2%</td><td>1%</td></tr><tr><td>Score 5</td><td>4%</td><td>4%</td></tr><tr><td>Score 1-4</td><td>6%</td><td>0%</td></tr></table>	Score	Jun-17	Sep-17	Score 9-10	55%	71%	Score 7-8	32%	25%	Score 6	2%	1%	Score 5	4%	4%	Score 1-4	6%	0%
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Score 6	2%	1%																									
Score 5	4%	4%																									
Score 1-4	6%	0%																									
2	Water	Council provides water at a consistent volume	Number of complaints over 1,000 connections to Council's networked reticulation system for:					🌱	10 customer requests have been received to date. A number of these complaints relate to water clarity post mains flushing and pipe repair.																		
3			drinking water pressure or flow	2.5	●	<5	0.2	🌱																			
			Drinking water taste	2.8	●	<5	0.8	🌱																			
4		Water looks and tastes good	Drinking water clarity	13.8	●	<5	2.1	🟡																			
5			Drinking water odour	1.3	●	<5	0.4	🌱																			
6		Interruptions to supply are minimised	Continuity of supply	4.4	●	<5	0.8	🌱																			
7		Council is responsive to issues relating to water supply	Council's response to the issues above	0.6	●	<5	Nil	🌱																			
8		Council is responsive to issues relating to water supply	Total number of recorded complaints	25.2	●	<30	4.4	🟡																			

11.4 First Quarter Performance for the period ending 30 September 2017
Attachment 2 Appendix 2: Service Performance Results: Quarter 1 2017/18

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments			
				Last Year Results	Met/ Not Met		Results	Performance				
9			Number of schemes with a Public Health Management Plan in place	6	<div></div>	7	6	<div></div>	All schemes except for Akito have a public Health Management Plan in place. Akito's scheme will be addressed as part of the water treatment plant upgrade due for completion in February this year.			
										Compliant		
										Town Supply	2017	2018
										Akito	No	No
										Dannevirke	Yes	Yes
10	Water	Water provided is safe to drink	Number of schemes that comply with Part 4 (bacteria compliance criteria) of the NZ Drinking Water standards	0	<div></div>	7	7	<div></div>	A new testing regime has been implemented to address the non-compliance in 2017			
										Compliant		
										Town Supply	2017	2018
										Akito	No	Yes
										Dannevirke	No	Yes
11			Number of schemes that comply with Part 5 (protozoal compliance criteria) of the NZ Drinking Water standards	0	<div></div>	7	0	<div></div>	The reason for non-compliance is due to not having 24 hour monitoring in place. There is currently a project in progress to address this issue.			
										Compliant		
										Town Supply	2017	2018
										Akito	No	No
										Dannevirke	No	No

11.4 First Quarter Performance for the period ending 30 September 2017
Attachment 2 Appendix 2: Service Performance Results: Quarter 1 2017/18

S/N	Activity	Level of Service	Performance Measure	2016/17		Target	2017/18		Comments
				Last Year Results	Met/ Not Met		1st Quarter	Performance	
12	Water	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	25 minutes		1 Hour	26 minutes		
13			Median time to resolve an urgent callout, measured from the time Council receives notification to the time that service personnel confirm the resolution of the fault	3 hours and 30 minutes		8 Hours	2 hours and 38 minutes		
14			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	1 hour and 54 minutes		24 Hours	1 hour and 10 minutes		
15			Median time to resolve a non-urgent callout, measured from the time Council receives notification to the time that service personnel confirm the resolution of the fault	4 hours		72 Hours	4 hours and 22 minutes		
16	Water	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	29%		<7%	Measured at Year End	N/A	
17			Average consumption of drinking water per day per resident connected to a Council scheme	251 litres		300 litres	Measured at Year End	N/A	

①
Trimmed



New Zealand Product Stewardship Council

19/10/2017

RE: Draft Waste Minimisation and Management Plan
Taranua District Council,
info@tararua.govt.nz

Submission in response to the Taranua District Council draft WMMP 2017

Who are we?

The New Zealand Product Stewardship Council (NZPSC) is an independent voice for effective product stewardship on behalf of the wider community. We support inclusive government, industry and community engagement around the investigation and implementation of product stewardship and related regulation, similar to successful international examples.

Our aim is to ensure programs are developed that benefit the whole of society through

- upholding the public interest by providing an independent voice to advise and work with government and industry on effective product waste strategies;
- maintaining a forum for the exchange of information and ideas to build capacity, trust and knowledge among local government, industry and community stakeholders;
- providing leadership on mandatory product stewardship in New Zealand by researching, designing, and prioritising regulatory product stewardship programs;
- encouraging and supporting industry on proposed product stewardship programs in New Zealand based on those that have been successful overseas; and
- building community awareness of the costs and environmental impacts of product waste and how to minimise these through purchasing decisions.

What is Product Stewardship?

Product Stewardship is the act of minimizing health, safety, environmental and social impacts, and maximizing economic benefits of a product and its packaging throughout all lifecycle stages. The producer of the product has the greatest ability to minimize adverse impacts, but other stakeholders, such as suppliers, retailers, and consumers, also play a role.

Product stewardship seeks to ensure that those who design, manufacture, sell, and use consumer products take responsibility for reducing negative impacts to the economy, environment, public health, and worker safety. These impacts can occur throughout the lifecycle of a product and its packaging, and are associated with energy and materials consumption; waste generation; toxic substances; greenhouse gases; and other air and water emissions.

In a product stewardship approach, manufacturers that design products and specify packaging have the greatest ability, and therefore greatest responsibility, to reduce these impacts by attempting to incorporate the full lifecycle costs into the cost of doing business. There are two related features of Product Stewardship policy:

- (1) shifting financial and management responsibility, with government oversight, upstream to the producer and away from the public sector; and
- (2) providing incentives to producers to incorporate environmental considerations into the design of their products and packaging.

1



New Zealand
Product Stewardship Council

Stewardship can be either voluntary or required by law (mandatory). In NZ, mandatory product stewardship can only be enacted if a product is made a priority product under the Waste Minimisation Act 2008.

Product Stewardship is the term used in the Waste Minimisation Act 2008 and is intended to:

encourage (and, in certain circumstances, require) the people and organisations involved in the life of a product to share responsibility for—

- (a) ensuring there is effective reduction, reuse, recycling, or recovery of the product; and*
- (b) managing any environmental harm arising from the product when it becomes waste.*

Consultation: Waste Management and Minimisation Plan 2017

The NZPSC notes that the TDC 2017 WMMP makes no mention of producer responsibility for waste, nor does it support the introduction of product stewardship.

Product stewardship has the ability to significantly reduce the costs and responsibility for waste currently borne by Tararua District Council, and its ratepayers. It seems unusual that council would *not* wish the existing regulations within the Waste Minimisation Act 2008 (s2) to be enacted to enable industry and producers to share these costs and responsibility.

Most councils in NZ that include a section on producer responsibility, or a specific action to advocate for producer responsibility. Example's from other councils include:

Matamata-Piako; Thames-Coromandel; Hauraki Joint WMMP 2017 – 2023

Discussion:

Advocating for product stewardship (producer responsibility) - waste streams such as E-waste, agricultural chemicals and their containers; and tyres require central government to activate product stewardship and other regulatory mechanisms in order to achieve better waste management outcomes. Councils are likely to have greater influence on achieving product stewardship by presenting a unified voice.

Medical waste- as home based healthcare is increased across the region, medical waste issues will increase. Working together provides the best opportunities to support Waikato District Health Board to establish a medical waste management scheme to support those utilising home healthcare.

Action:

Work with territorial and regional councils and other organisations to promote enhanced product stewardship schemes including accredited and priority product schemes under the WMA 2008

Waipa District Council WMMP 2017-2023

Discussion:

(a) Shared responsibility for waste / product stewardship

The Waste Minimisation Act 2008 places the greatest responsibility for minimising and managing waste on to local councils. However, councils only control a small part of the waste stream and in order to achieve significant waste minimisation other parties need to share the responsibility. In particular:

- Manufacturers and distributors of products have the ability to control end-of-life waste at the design and manufacturing stages of the product life-cycle
- Organisations responsible for product or service provision need to plan for the associated waste requirements at end-of-life e.g. agricultural chemical companies collecting old chemicals for appropriate disposal
- Regional Council and Central Government have the ability to enforce regulations around appropriate storage and disposal of key materials e.g. tyres
- Central Government has the ability to implement regulatory mechanisms to control key waste streams at a national level e.g. product stewardship schemes for waste tyres, agricultural chemicals, e-waste; or other regulation such as bottle deposit schemes.

2

Council will have greater influence achieving shared waste responsibility, regulation or product stewardship by presenting a unified voice and working with other responsible organisations including Central Government, Regional Councils, Local Authority Shared Service (LASS), Regional Special Interest Groups (SIGs), industry groups, DHBs and the community.

Action:

Use Council influence to advocate for increased producer responsibility, including supporting a national debate around rural waste and agrichemicals; and a bottle deposit scheme.

Hamilton City Council 2017-2023 (draft)

Proposed action:

Collaborate with local government organisations, NGOs and other key stakeholders to undertake research and actions on various waste issues including (but not limited to) demanding central government regulation and product stewardship for key waste streams such as e-waste, tyres, plastic bags, packaging etc.

Auckland Council WMMP 2012

Discussion:

The purpose of this part is to encourage (and, in certain circumstances, require) the people and organisations involved in the life of a product to share responsibility for:

- ensuring there is effective reduction, reuse, recycling or recovery of the product; and
- managing any environmental harm arising from the product when it becomes waste.

Action:

Advocacy for Container Deposit Legislation subject to further discussion with industry, and development of product stewardship schemes for products such as electronic waste, tyres, batteries, nappies etc

The NZPSC recommendation:

The NZPSC strongly recommends that TDC

- Insert a section on the benefits of product stewardship, and
- Include an action to advocate for product stewardship and support other organisations who are also calling for product stewardship.

We recommend the following wording:

Suggested wording for a section on product stewardship:

Shared responsibility for waste / product stewardship

The Waste Minimisation Act 2008 places the greatest responsibility for minimising and managing waste on to local councils. However, councils only control a small part of the waste stream and in order to achieve significant waste minimisation other parties, particularly the producers and retailers that put products into the market need to share the responsibility.

In particular:

- Manufacturers and distributors of products have the ability to control end-of-life waste at the design and manufacturing stages of the product life-cycle
- Organisations responsible for service provision need to plan for the associated waste requirements when establishing the service
- Regional Council and Central Government have the ability to enforce regulations around appropriate storage and disposal of key materials e.g. tyres

- Central Government has the ability to implement regulatory mechanisms to control key waste streams at a national level e.g. product stewardship schemes for waste tyres, agricultural chemicals, e-waste; or other regulation such as container deposit schemes for packaging

Councils will have greater influence on achieving shared waste responsibility, regulation or product stewardship by presenting a unified voice and working with other responsible organisations including Central Government, Ministries, Regional Councils, Local Authority Shared Services (LASS), Regional Special Interest Groups (SIG's), industry groups, DHB's and the community. There are also benefits to working with national and local advocacy groups, such as the NZ Product Stewardship Council, Community Recycling Network, Zero Waste in New Zealand and Pare Kore who are working towards the implementation of effective product stewardship in New Zealand.

Suggested wording for an Action related to product stewardship:

Tararua District Council intends to:

- Advocate for increased producer responsibility, including central government regulation for a container deposit scheme and product stewardship for key waste streams such as agricultural waste, tyres, e-waste and packaging.
- Support other groups who advocate for product stewardship and a container deposit scheme

Summary

I hope you will consider our suggestion to include specific reference to product stewardship in the Tararua District Council WMMP.

It is through the combined efforts of council and the community that effective regulation of products will be enacted, allowing us to exert greater control over the waste stream.

Contact information

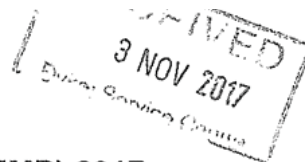
NZPSC

Co-ordinator: sandra.murray@nzpsc.nz

Phone: 021-890 629

Web: www.nzpsc.nz

Glenn's
27 A Trafalgar Street Dannevirke.



Draft Waste Management and Minimisation Plan (WMMP) 2017

Have your say

There are several ways you can have your say. A submission form is provided with this document or you can fill in your submission online.

How to get your submission to us:

Mail to: Draft WMMP Submission
Taranaki District Council
PO Box 115
Dannevirke 4942

Fax to: 06 374 4137

Email to: info@taradcc.govt.nz

Deliver to: Council offices in Eketahuna, Pahiatua, Woodville or Dannevirke

Online: www.taradcc.govt.nz

Be sure to get your submission to the Council by 5.00pm 10 November

Points to remember when making a submission

- Please print clearly. The form should be easy to read and be understood, and may need to be photocopied.
- We will respond to every submission received. Please ensure that you provide appropriate contact details so that our response gets back to you.
- All submissions are considered public under the Local Government Official Information and Meetings Act, and may be published and made available to elected members and the public.
- Your submission will not be returned to you once it is lodged with Council. Please keep a copy for your reference.

Your General Comments on the Draft WMMP

With the proposed plan to do away with plastic bags at Supermarkets I would like the Council to provide plastic bins in different colours. eg: (Black Glass Recycle, Blue Paper & Cardboard & plastics in green) I always use Reuseable Bags when grocery shopping but do use plastic Bags for household recycling. I have my own compost bins & use a wheelie Bin for anything else. The town needs to have these bin in the same colours & it would be cheaper for Council to purchase in bulk. This way more people would use them & the bins would be an uniform colour for each purpose.

Proposed Vision and Targets

Vision	Tick your View	
	Oppose	Support
The Tararua District will make effective progress towards reducing waste through addressing waste management needs in a sustainable, innovative and affordable manner.		✓
Targets	Tick your View	
	Oppose	Support
Reduce total waste tonnes being transported to landfill compared to 2016/17 measured on a per capita basis by 10% by 2024		✓
Increase the tonnage of recycled materials by 20% by 2024 from 2016/17 baseline levels		✓

Key Initiatives proposed in this Draft WMMP

Project	Tick your View	
	Oppose	Support
Glass recycling (currently over 600 tonnes a year used as capping for Eketahuna Landfill) to be sorted in Dannevirke and made available to local business for re-use into another product, or transported to Auckland from 2018 for glass recycling into new bottles and jars.		✓
Expanded education programmes to reduce waste, and to encourage general reuse and recycling now that urban refuse collection is entirely carried out by the private sector.		✓
Provide fully subsidised composting bins to households, and associated education on how to use, to increase organic composting in urban areas (to reduce significant volumes of waste to landfill),	✓	
Change existing urban kerbside recycling collection to fortnightly.	✓ weekly	

Other Initiatives / Projects you would like to see

Initiative / Project Name	Please give a brief outline of this Initiative / Project
	Colour coded bins for recycling.

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Draft Waste Management and Minimisation Plan 2017-2023

The Eketahuna Community Board has discussed the draft Waste Management and Minimisation Plan 2017-2023, and noted the intended approach to reducing and managing waste within the district.

In terms of the proposed initiatives the Board's comments are as follows:

Glass Recycling

The proposal to sort glass and supply to a local business for re-use is supported. This is a good approach to recycle such waste with a potential economic benefit for the district.

Community Education

The emphasis on expanding community education programmes and the involvement of schools is commended to encourage recycling and promote waste minimisation.

E-waste Amnesty

The proposal for an e-waste amnesty drop-off day each year is applauded. This provides an opportunity to recycle and safely dispose of such items, including televisions, rather than them being dumped with the potential to harm the environment.

Charlie Death
Chair
Eketahuna Community Board

Contact Details: 756 Nireaha Road
R D 2
Eketahuna 4994

Phone: 06 375 8503

Email: deaths@inspire.net.nz

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Draft WMMP Submission,
Taranua District Council,
PO Box 115,
Dannervirke 4942.

10th November, 2017

Draft Waste Management and Minimisation Plan 2017

With reference to your Draft WMMP document, we would like to provide the following submission.

Our submission is based on our experience with education and waste minimisation in the Hastings and Napier districts. We have developed a program to educate schools, communities and the public on minimising waste and built up several collaborations with organisations and service providers in the district which enables us to add value to our customers, regardless of who they are.

In reference to your proposed changes outlined in 6.2 of your draft, we would like to acknowledge your preferred options and note the following challenges and opportunities:

Education -

- From our experience, providing education in conjunction with these initiatives increases the likelihood of getting the result you require
- Tailoring education to the community and the systems being used will ensure people understand why and how to minimise waste.
- For example, giving compost and worm bins to people without education and a commitment to use them will result in the bins not being used

Population

- We believe the WMMP provides opportunities for the younger population to entice them to stay in the area
- From our experience the older population cannot manage such activities as composting, worm farms and waste minimisation. They will have no way of using the worm castings or the compost in their own environment. This does present an opportunity to create a community garden and collect the compost for this use.
- From our work we have identified the need to have a system in place to manage medical waste from this ageing population

Collaboration Opportunities

- We have found that by collaborating with local enterprises we can explore opportunities for waste minimisation

Some of these opportunities could lead to social enterprises or business opportunities
- Currently you are sending waste out of the area. We have noted international trends where this has been practiced, importers of waste have either ceased importing or reduced the types of waste they accept.

At some stage in the future that exporting waste may no longer be available to you.
- By keeping the waste within the local area we are generating opportunities for social enterprises. An example is Kilmarnock Enterprises in Christchurch

What we can do to address these challenges and opportunities is:

Education

- Provide education programmes to schools and early childhood centres that look at the total waste cycle rather than specific areas. By looking at the total waste cycle we have several ways of measuring the volume, type and eventual destination of the waste and from that we can then determine if our programs are working or not and tailor them accordingly. Our programs are effectively reducing waste which can then lead to a continuous improvement system
- Provide workshops on composting and worm farming and expand these as required into planning your edible gardens. These can be delivered in various locations
- Provide waste audits for businesses so we understand what each business produces, the types and volumes of each stream so we can implement a tailored system for each business that will result in a reduction of waste for the Council
- Continue our collaboration with Ngati Kahungunu to implement Para Kore (a zero waste scheme) for marae in the Tararua District.

Population

- Create opportunities for people who are young or disadvantaged in waste minimisation and beautification schemes that provide:
 1. Volunteering opportunities to gain work experience.
 2. Part-time work enabling further work experience and contributing economically to their household
 3. Fulltime employment with new or expanding businesses.

Collaborations and Opportunities

- The Tararua District does not have recovery centres. One of the things a recovery centre can do is collect and process electronic waste. People currently landfill or pay

for this to be taken away to other parts of the country where others make money out of this

- The event market, takeaway food businesses and all other businesses can make a shift to using compostable packaging. This can be processed by a commercial composter. We work with Bio Rich to ensure waste from the Hawke's Bay Farmers Market and other selected events is suitable for composting. It takes about three months to produce a compost product for sale for commercial purposes.

With the Hawke's Bay Farmers Market we are achieving over 90% diversion from landfill.

- Set up collaborations with service providers who are able to collect and redistribute unwanted items from the community – example Rotary collect surplus desks, furniture and books from schools and redistributes to the Pacific Islands as part of their community initiative
- Set up a collaboration with 3R who provide the Chem Collect scheme for the collection of unwanted chemicals – both household and industrial

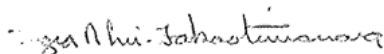
We have the experience and expertise to implement these solutions and would welcome the opportunity to present to Council and answer any questions you may have in regards to our submission.



Margaret Burgess

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Togia Lui

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Subject: Draft Waste Management and Minimisation Plan Woodville district Vision

Hello Richard

The plan was interesting to read and two point came up

First if most rubbish is collected by private company's paid for by individual business and households. how much is disposed of locally and how much out of area. As this sort of collection does not encourage recycling or minimisation except through cost

Second we support the proposed use of worm farms and compost bins.
There will as you have stated need to be education in order for this to work.

Woodville is a decile 9 community (which means there are many who are poor and disadvantaged people in our community) such a project requires community engagement if it is to be successful. At this time many people do garden or have an understanding of gardening. So such equipment would be of little direct use to them This does not mean that they are not interested in recycling.

We would suggest that a community composting and green waste disposal site would for some be of more use.

If the education program was run in conjunction with the setting up of a school garden and a community garden then people in the community would have an opportunity to recycle their green waste, make compost and use a worm farm. They would also learn skills which they may choose to take home and use as well as strengthening community relationships.

If I read it correctly there is funding available for such projects through the waste disposal levy and I am sure other agency's.

Thank you

Malcolm Stuart
Woodville District Vision

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